



Tuesday, April 11, 2023 4:00 p.m. to 5:00 p.m.

Virtual Meeting via Microsoft Teams and In-Person at Luke Jensen Sports Park

Board Members: John Jay, Jim Kautz, Galina Burley, Teresa Meyer, Donald Meeks, Tonya Dow

Clark County Staff: Rocky Houston, Amy Arnold, Lynde Wallick, Denielle Cowley, David Stipe, Jacob Huston, Glen Yung, Karen Dill Bowerman, Michelle Belkot, Sue Marshall, Kathleen Otto, Amber Emery

Ex-Officio Members:	School District Liaisons:	Cale Piland (Evergreen)*, Vacant (Vancouver)*
	Parks Foundation:	Vacant

Guests and Others:

* Not Present

4:01 PM Call to Order
Introductions

4:08 PM Administrative Actions
Minutes Adoption:

Time	Action Item
4:08 PM	MOTION BY: Galina Burley SECOND BY: Teresa Meyer
	MOTION: Motion to adopt various Minutes, as submitted for: April 12, 2022 June 14, 2022 July 15, 2022 August 9, 2022 October 11, 2022 November 8, 2022 March 14 2023
	DISCUSSION: The Minutes have been approved with the caveat that some of the members were not present at all of the meetings.
	IN FAVOR: Unanimous OPPOSED: None ABSTAINED: None

4:10 PM Public Comment
There were no public comments submitted to share.

4:10 PM Manager's Report
Rocky went over the departmental updates, discussing the new hires and vacancies within the Parks Planning department. Rocky introduced the new Capital Program Specialist, Jacob Huston, and Jacob gave a brief biography of himself. Rocky also indicated that



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Evelyn Ives, the new Capital Program Project Manager, will be joining the team starting on Monday, April 17, 2023. Rocky went over a list of her qualifications as well. Rocky also indicated that Lynde Wallick was promoted to the Planner III position, leaving a vacancy for a Planner II position, which the department began interviews for today. Rocky also discussed that three new hires would be joining the Parks Operations staff, and that one employee in Operations announced their retirement plans, which would create a vacant position in the future. Rocky also indicated that the Noxious Weeds department hired a new employee that started two weeks ago. Rocky said that the County is close to being one hundred percent staffed.

Rocky also discussed that because of the rainy season, a lot of mowing will occur soon. He said the division is continuing to work on hazard tree mitigation and has another contract getting ready to go out to bid.

David discussed the updates regarding the Harmony Sports Park project indicating the department is working with the consultant to finish those drawings. He also indicated that the division submitted their first quarter update for the Capital Improvement Plan and that regarding the Curtain Creek project, it is estimated to be completed in 2024. Rocky informed the board that the capital projects will now be reviewed on a quarterly basis, instead of a yearly one; that the division is currently preparing the first quarter report. He indicated there will be a small presentation regarding this, which will be available at the next Parks Advisory Board meeting.

David went over some updates to various parks projects, indicating that the division went through the public works process to select a consultant to finish the plans for the Salmon Creek Community Club Neighborhood Park, and that a similar public works process was followed for the completion of the ball field complex at Pacific Community Park. David also indicated that Lynde is preparing to start the Minnehaha Neighborhood Park Master Plan process, that the Cougar Creek project will be added back to the Capital Improvement Plan, and that at Orchards Park, a public process would occur regarding the RC park that was installed, a master plan update would occur, and that some ADA improvements would be added to the park as well.

Rocky noticed that three county councilors were present at this meeting and discussed the policy or practice for this as it relates to quorum. To conclude, one of the three councilors left the meeting.

David and Teresa further discussed the process the division uses for hiring consultants explaining that fees for projects under two hundred thousand dollars go through the MRSC (Municipal Research and Services Center) roster solicitation process.

David also discussed some updates indicating that the department is working on a DEI (Diversity, Equity and Inclusion) plan for parks, but that it will be included in a larger



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county-wide effort as well. He said the division is also working on an ADA (Americans with Disabilities Act) Transition plan. David, Galina and Rocky discussed the funding source(s) for the ADA Transition Plan and the type of capital category this project may fall into. David also indicated that the division plans to identify all the assets within its parks to determine if those assets will need maintenance or repair.

4:34 PM Open Public Meeting Act Trainings

Rocky discussed the process for the Open Public Meetings Act Trainings asking if the board wants to review these as a group or do the trainings independently, then affirm they have completed them by notifying us. The board indicated they would do the trainings independently. The link to access the website for the trainings, for at least Lessons one and three, will be sent to the board members. If the members would like a certificate of completion, one can be created and produced.

4:37 PM Unfinished Business

Date: 4/11/2023

Agenda Item: Park Fees Review Sub-Committee Update

Action Item
Informational Item X

Overview:

In 2022 the parks advisory board established a sub-committee to review park fees to determine if any fee changes or policy changes were recommended. The sub-committee has held (3) meetings and this item will review the work being completed and update the board on the next steps.

General themes to discuss at the meeting are:

- Consideration to simplify parking fee (currently several fees, based on vehicle)
- Consideration to review destination parks with a high use and maintenance cost for a parking fee
- Consideration of shelter fees based off of use level and capacity.

The current timeline is to present sub-committee recommendations to PAB in May and seek a recommendation in June. This recommendation will be submitted to County Council for review at a future Council meeting. Any proposed changes that are approved would be implemented on January 1, 2024.

Prior Action by PAB: Appointed a sub-committee

Action Requested: None

Attachment:

Prepared By: Rocky Houston



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PAB Action:

No action – this was an informational item. Discussed the types of fees that have been reviewed, the funding options to support this, and how the demand in parks will be affected. Rocky indicated that the plan is to have a public engagement opportunity next month, then come back in June to allow for recommendations from the board, before presenting this to Council for recommendation and adoption.

4:55 PM New Business

There are none.

4:55 PM Roundtable Discussion

Rocky discussed the new Parks Advisory Board binders that were created, indicating that at each meeting the board will review the topics in depth.

David discussed the parking lot repair project at Kline Line to replace the pavement, indicating that work will occur next week. He also indicated that the division has started the bidding process for replacing the shelter. Galina, David and Rocky discussed the splashpad at Kline Line as well, indicating that instead of replacing it, routine maintenance to the asset will be implemented and monitored going forward to keep it functioning.

David discussed various other updates to Kozy Kamp, the Hockinson Disc Golf course, and Felida Community Park.

Teresa, Rocky and David discussed the updates regarding the mountain bike trails that were added to Lacamas Lake Park. The group who installed the trails were identified as being affiliated with the Adopt-a-Park agreement. The division has reviewed this internally and will review the 2016 Trail plan with the group to ensure they are following the proper processes.

David discussed the various activities that are occurring at Green Mountain – that trails are being built, that ATV (all-terrain vehicle) and equestrian usage has increased, and that the property owners are attempting their own weed management. David, Teresa, Galina and Rocky discussed the importance of educating the public regarding various matters. David and Rocky also discussed the hazard tree program giving examples of where and when this would be applicable and how the process is implemented. David also discussed the plans for the preventative maintenance funds indicating that percentages will be utilized in replanting efforts at various parks like Tiger Tree and Jorgensen.

Don shared a flyer for the Pick-Up The Burn 2023 event that will occur on April 29, 2023. He also discussed participation for this event, including its date, times, list of sponsors, and the activities it would include.



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Jim, Rocky and Galina discussed that officers for the Parks Advisory Board will need to be elected at the next meeting; that pursuant to the Bylaws this should be done in December of every year; however, because there was no quorum in December 2022, the board lacked the ability to fulfill this duty. Rocky indicated that the division has been taking over the Secretary's duties of keeping minutes to let the board focus their energy and engagement on other matters. Rocky said that for homework, the board needs to review the Bylaws.

Galina shared that the Clark County Parks Foundation is looking for a new Executive Director and will close the position for this vacancy on Friday, April 14, 2023. She also indicated that the Foundation would have a luncheon on May 11, 2023 at the AC Hotel by Marriott in downtown Vancouver, Washington.

Rocky lastly discussed that the supplemental budget will be going to council for approval.

5:30 PM Adjourn

Respectfully submitted, Amy Arnold



Pick-Up The Burn 2023

YACOLT BURN STATE FOREST

8:00am – 2:00 pm

SATURDAY APRIL 29th, 2023

Jones Creek ORV Trailhead

8:00 am - Registration

9:00 am - Safety Briefing

12:30 pm – BBQ Lunch and Raffle

Please join us in cleaning up the Yacolt Burn State Forest. Trash containers will be located at the Jones Creek ORV Trailhead and near 4 Corners at the Junction of the L-1000 and L-1500 roads. Trash containers will be accessible Saturday April 29 and Sunday April 30, 2023.

Thank you for doing your part to [#RecreateResponsibly](#) and [Leave No Trace!](#)

Give back

Join volunteers from a variety of recreation interests including, hiking, biking, equestrian and motorized to help improve the Yacolt Burn State Forest by:

- Picking up litter
- Performing general maintenance
- Improving recreation sites

Work available for all ages & skill levels*

What to bring

Please bring gloves, working cloths for the weather, and plenty of water!

A positive attitude to clean up the forest!

Bring your friend, bring your dog, bring your friends dog! But keep them on a leash! Maybe not your friend on a leash though...

Additional info

This is an agency-approved volunteer event. Hours worked can apply toward earning a complimentary Discover Pass.

For information, contact:

Sharon Steriti
DNR Recreation Staff
360-852-3390
sharon.steriti@dnr.wa.gov

Directions: From northbound or southbound I-5, take I-205 exit toward Vancouver, WA. Use Highway 500 East (Exit 30-Orchards Exit). Go east on Highway 500 to Fourth Plain (1st light) and turn right continuing on Highway 500 East (Camas) Go 6.3 miles, then turn left on 53rd Street. Go 3.2 miles, and turn left on Ireland Road. Go 0.3 miles and turn left on Lessard Road. Continue on Lessard Road (turns into Boulder Rd.) for 4 miles. Veer left at the fork, and proceed toward the parking lot/staging area. Donations for BBQ and Raffle are greatly appreciated.

*Children under age 18 must be accompanied by a parent or guardian.

Special thanks to our event partners:



This is a Discover Pass-required area; however, volunteers will be issued a complimentary day-use pass for this event. [Learn more](#) at www.DiscoverPass.wa.gov