



**PARKS ADVISORY BOARD MEETING  
GO TO MEETING (ONLINE/PHONE)**

**January 5, 2021  
6:30 PM**

**Online: <https://global.gotomeeting.com/join/167612501>**

**Phone: +1 (872) 240-3212**

**Access Code: 167-612-501**

**AGENDA**

**CITIZEN PARTICIPATION** – Items not on the agenda. Please let the Chairperson and/or staff know that you would like to participate and indicate the nature of your topic. Please wait to be called upon to address the Board.

**CALL TO ORDER**

- A. OPEN MEETING** (Colgan)
- B. REVIEW AND APPROVAL OF PARKS ADVISORY BOARD MINUTES FOR:**  
December 1, 2020 (Colgan)
- C. ADMINISTRATIVE ANNOUNCEMENTS** (Crowell)
- D. CITIZEN PARTICIPATION ITEMS NOT ON AGENDA** (Colgan)
- E. REPORTS:**
  - a) PAB appointment – Karen Heldt (Wells)
  - b) Park maintenance update (Crowell)
  - c) Park staffing analysis (Crowell)
  - d) Park naming status (Wells)
  - e) Community involvement and activities – placeholder (Turner)
  - f) Park signage – placeholder (Wells)

**F. ADJOURNMENT**

Citizen Participation – Rules:

We welcome constructive participation at the Parks Advisory Board meetings

1. Please sign a citizen participation card and turn it in to the staff table along with any written testimony.
2. Please wait to be called upon to speak.
3. Please keep comments to three (3) minutes or less.
4. Please stay on topic and do not repeat information.
5. Please honor the process; i.e.: do not carry on conversations while others are speaking.

# Cornelius

Oregon's Family Town

## **PARKS ADVISORY BOARD**

Tuesday, December 1, 2020

1300 S Kodiak Circle

Cornelius, OR 97113

**Members in attendance:** Nancy Arp, Catherine Colgan, Dave Johnston (joined late), ReNee Lopez and Jessica Turner

**Members absent:** Kailey Elliott

**Staff in attendance:** Ryan Wells, Community Development Director; Mark Crowell, Public Works Director

**Guests:** Melanie Johnson

Chair Catherine Colgan opened the meeting at 6:34.

ReNee Lopez made a motion to approve the October 6, 2020 minutes as presented. Nancy Arp seconded the motion. Motion was approved 4-0

### ➤ **Administrative Announcements**

Public Works Director Mark Crowell stated that the Community Tree Lighting Ceremony had been cancelled for 2020 due to COVID-19. However, the tree lighting would be videotaped and made available on the City's Facebook page. He added that a Psyche Grant was awarded to Cornelius for the purchase of some additional lighting for Veterans Park.

Chair Colgan asked if there would be any interest in having the event live-streamed. There was some minor discussion and Mr. Crowell stated that he would discuss this with the City Manager.

### ➤ **Citizen Participation Items not on Agenda**

Cornelius resident Jay Larson proposed that the City of Cornelius become part of the Bee City USA Network, noting that Hillsboro and Tualatin were members. He provided a brief description of the Xerces Society program that promotes healthy habitats for pollinators and identified three areas within the City where habitats might be developed. He stated that the city would pay minimal membership dues annually, but the largest commitment would be in the promotion and adoption of policy to encourage the planting of pollinator friendly plants and the reduction of the use of pesticides that affect pollinators.

Mr. Wells asked if such a commitment would affect the daily maintenance of the parks. Mr. Larson stated that he did not think it would.

Chair Colgan suggested a project that might include the library in promoting community involvement in making a type of beehive to be placed within the city. Mr. Wells stated that he had noticed the Xerces Society group at the Forest Grove Farmer's Market. Board member Nancy Arp inquired if there was a web site she could visit to learn more about the program.

Mr. Crowell stated that his son, Scott Crowell, works for the City of Hillsboro parks department and has been involved in their bee program and is quite knowledgeable. He offered to have him speak to the board at their next meeting.

Chair Colgan made a motion to table the discussion regarding the Bee City USA Network until the January 2021 meeting. Ms. Arp seconded the motion. Motion was approved 4-0.

Chair Colgan stated that she had visited the parks in the Laurel Woods development and had shared photos with the board. There was some minor discussion regarding other new parks within the city.

## Reports

### ➤ **Park Naming ( Laurel Woods Trail, Brooks Terrace)**

Mr. Wells stated that new parks were being added to Cornelius as part of the ongoing development within the city. He reviewed the discussion of the board regarding the trail from the last meeting, described the location of the trail in the Laurel Woods development, and asked for suggestions for a name for the trail.

Board member ReNee Lopez shared that she had spent some time walking the trail and talking with residents, asking for suggestions of names for the trail. She received the following suggestions: Bird's Eye Trail, Wetlands Sidewalk Trail, Forest Wildlife Path and Wildlife Forest Path. Ms. Arp suggested Trillium Lookout Trail. Board member Dave Johnston suggested Sunset Division Memorial Trail.

Ms. Arp made a motion to propose three names to the city council for their consideration in naming the trail: Bird's Eye Trail, Sunset Division Memorial Trail, and Forest Wildlife Trail. Mr. Johnston seconded the motion. Motion was approved 5-0.

The board then discussed the naming of the new park in the Brooks Terrace subdivision. Resident Melanie Johnston suggested 7<sup>th</sup> Avenue Park. Mr. Johnston made a motion to propose 7<sup>th</sup> Avenue Park and specifically exclude Cedar Terrace Park or Brooks Terrace Park as options for the city council to consider in naming the park in the Brooks Terrace subdivision. Motion was approved 5-0.

### ➤ **Community Involvement and Activities**

Board member Jessica Turner reported that she had conducted a small, informal survey regarding the possibility of having remote/virtual community events and received feedback from the Library staff and the owners of The Forge. She shared the positive feedback and ideas she received from those groups regarding ways that they could be involved in promoting community activities.

Ms. Arp suggested that the discussion be tabled to a future meeting due to the holiday season. Ms. Turner suggested that it was important to move forward now in order to meet needs during the pandemic. Chair Colgan suggested that members of the board that have an interest in developing this idea might meet before the January board meeting to discuss this topic further. She committed to sending out an email to coordinate a meeting.

### ➤ **Park Signage Input**

Board member ReNee Lopez shared pictures of park signs from two U.S. cities. Chair Colgan stated that she liked the signs that included icons indicating park amenities and the city logo. Mr. Wells informed the board that Cornelius was working on a new city logo and that the project would likely go into the middle of next year; however, the board could work on the other elements of the signage. It was agreed that the discussion would continue at the next board meeting.

**Adjournment:** ReNee Lopez made a motion to adjourn the meeting. Nancy Arp seconded the motion. Motion was approved 5-0. The meeting was adjourned at 8:15 p.m.

## APPLICATION FOR CITIZENS ADVISORY BOARDS, COMMITTEES & COMMISSIONS

Please check the Advisory Board(s) on which you would like to serve. If interested in more than one, please note order of preference.

- Budget Committee
- Library Advisory Board
- Economic Development Commission
- Police Advisory Board

- Planning Commission
- Parks Advisory Board
- Public Works Advisory Board

I have served 0 years on the board noted above and wish to be considered for reappointment.

Name: Karen Heldt

Please print

Telephone: [REDACTED]

Residence Address: [REDACTED]

Cell Phone: [REDACTED]

Mailing Address: Cornelius, OR 97113

Email: [REDACTED]

Occupation: Communication & Education Specialist - Wash. Co. Sheriff's Office

Years lived in Cornelius: 6 yrs. Lifelong resident in Wash. Co.

Are you in the City limits? Yes Availability for meetings evenings

Why are you interested in serving on the Advisory Board/Commission(s)? We live in Cornelius and love our community. I think that serving on the board would give me an opportunity to learn more about our city.

What contributions do you feel you can/will make to the Board/Commission(s)? I was born in Hillsboro and have lived in Washington Co. for 52 years. I know how to work collaboratively with others and am respectful of others ideas & beliefs

What are your qualifications and/or experience that will help you serve on the Board/Commission(s)? I love the parks in the area. My husband and I like to walk the loop at Harleman from our home. We feel our parks are safe & well maintained.

Previous/current community affiliations and activities: I have worked for the Sheriff's Office for 18 years and am a member of their Peer Support team.

Previous appointed or elected governmental offices: I have not been appointed or elected to any governmental offices - this would be my first board experience.

Signature: Karen B. Heldt

## Cornelius Parks Maintenance Staffing

