

June 15, 2016  
8:34 a.m.  
Newport, Oregon

The Parks and Recreation Committee of the City of Newport met on the above date in the Newport Recreation Center.

Members present were: Sandra Surber, Nancy Steinberg, Karen Smith, Fred Springsteen, Jennie Scarborough, Geri Kern, Paul Stangeland, Jeff Schrantz. Absent: Ed Simon, Kevin Greenwood, Mark Saelens.

Staff/Guests attending were as follows: Parks and Recreation Director Jim Protiva and Chris Magel - Yaquina Wheels Club.

#### **APPROVAL OF MINUTES - May 25, 2016**

MOTION was made by Stangeland, seconded by Smith, to approve the minutes of the May 25, 2016 meeting. The motion carried unanimously in a voice vote.

#### **Public Comment**

Chris Magel addressed the Committee regarding the status of the bike pump track. Magel is the former president of the Yaquina Wheels Bike Club. He gave a brief history of the pump track project, noting that the project was now scheduled to be developed on Wilder property, near the Community College. He noted that currently, there was no real leadership for the Yaquina Wheels Bike Club, so he and one other person were working on the project. He noted that the current location was going to be a costlier project than originally realized. He also noted that another type of track was a portable/modular type. Steinberg noted that the group had a person lined up to design the track and oversee the construction on a volunteer basis. Magel said the project supposedly could be put together in about 3 days. Stangeland mentioned that he thought the park would be better located at 9th and Harney. Protiva noted that he had been told that the 9th and Harney location was not available. Protiva noted that they still needed to make application with the County for use of the land near the Wilder property and there were also other aspects that needed to be addressed before it could proceed. The Committee discussed the project, noting that their needed to be leadership from the bike group, who had initiated the project.

#### **Director's Report**

Protiva noted that the Summer Activity Guide was out. He added that the pool project was waiting on steel, but the ceiling parts had arrived. He offered a tour of the project to anyone who was interested.

Geri Kern noted that this would be her last meeting as she was leaving for 6 months.

#### **Mission Statement Review**

Steinberg noted that she had emailed a new draft of the mission statement to the Committee that contained updates. She noted that she had added a point regarding the role of the Committee in developing Department goals. She also added a point regarding requests from City Council or City Administration regarding policy issues, relevant to parks and recreational facilities and programs, which was added in response to the City Manager's comments. Steinberg said she wanted the Committee to review this before sending it back to the City Manager. Protiva noted that this document was the committee's "job description" and asked them to comment if they felt something needed to be added or removed. Springsteen noted that this document didn't seem like a mission statement and wondered if it shouldn't be titled something else. The Committee discussed the Mission statement and the "Charge to the Committee" and how they might be incorporated.

MOTION was made by Stangeland, seconded by Scarborough to endorse the "Charge to the Committee" with the addition of the "Mission Statement" wording at the top of the document. The motion carried unanimously in a voice vote.

### **Donations Policy**

Postponed until next meeting.

### **Sub-Committee Comments**

**Municipal Pool - update.** None

**Tree City USA:** Steinberg shared the updated Tree City USA FAQ's and reminded Protiva that they needed to get a newsletter out in the utility bills.

**Rec. Center, Programming, Sports, Events:** Smith is working on an FAQ sheet for the Quilt Show. Protiva noted that the Coast Hills Classic Bike Race was a success, and the Rec. Center would soon begin the massive Summer Activity Club program. Protiva and Steinberg mentioned that Mike Cavanaugh, the Sports Coordinator, had done a great job putting together so many camps and activities for the summer.

**Foundation:** Springsteen distributed an FAQ sheet regarding the foundation. Protiva noted that he was still looking to find a champion to lead the Foundation.

**Parks, Trails & Forests:** Kern noted that the library had put some signs up on the Ocean to Bay trail. Steinberg noted that they use a children's book and the individual pages are placed on stakes along the trail for families to read as they walk the trail. They are also planning an installation on the Mike Miller trail.

### **Committee Comments**

Springsteen mentioned that the Committee had previously discussed developing an FAQ regarding monitoring the locker rooms. Protiva asked if anyone could help him on the FAQ's. Scarborough said she could help.

### **Develop Next Agenda**

Review FAQ's.  
Update on Mission/Charge to the Committee.  
Donations Policy

### **Meeting Schedule**

The Committee decided to cancel the July meeting due to member vacations, etc. The next meeting is scheduled for August 24<sup>th</sup>, 2016.

### **Adjournment**

Adjournment - Having no further business, the meeting adjourned at 9:53 a.m.