

**NEXT MEETING:**  
**WEDNESDAY, MAY 24, 2006**  
**4:00 – 6:00 P.M.**  
**MILWAUKIE CENTER**

STEWARDSHIP COMMITTEE  
For  
N. Clackamas Park

April 27, 2006, 6 – 8 p.m.  
Milwaukie Center

**Meeting Summary**

**Present:** Steve Berliner (alt), Tony Clark (alt), John Denny, Eleanor Johnson (alt), Jim Schuld, Eric Shawn, Susan Shawn (alt), Sally Shook, Fr. Matthew Tate

**Absent:** Lisa Gibson, JoAnn Herrigel, Joan Staley, Judy Straub (alt)

**Guests/Observers:** Dick Shook

Dan Zinzer, Nancy Newton, Clackamas County  
Mary Forst, facilitator

Members continued working on Operating Protocols (see attached).

**Operating Protocols**

**Purpose**

Members brainstormed the desired Mission for the Stewardship Committee, including the following elements:

- Stewards/caretakers/ombuds of the park
- Be a sounding board resource for the Parks Department
- Minimizing adverse impacts of park activities
- Be a voice for the park and citizens of the Park District, both for complaints and for creative ideas
- Plan for the future: help develop or provide input on the master plan for the north part, and advise on issues
- Be a place to have productive conversations and generate ideas and solutions, using collaboration and consensus process

Nancy Newton crafted the elements (above) into a draft Mission, Vision, and Goals Statement, which was discussed, edited slightly, and will be finalized at the next meeting:

DRAFT

N. Clackamas Park Stewardship Committee

**MISSION:** To act as stewards for NCP, [sustaining and promoting a multi-use, environmentally sound, neighbor-friendly park.](#)

**VISION:** To create a collaborative coalition [of stakeholders exchanging](#) ideas in a positive manner and [generating](#) consensus-based solutions

**GOALS:**

- To act in an ombuds (?) function, serving as a voice for the park and citizens of the district [about NCP](#)
- To create positive solutions for the diverse users of the park and the surrounding community
- To be a resource to the park district, assisting with current and future issues impacting the park

The group discussed the word “ombuds”, which may not be widely understood by the general public, or by members of the committee. The group will consider that word and alternatives at the next meeting.

**Responsibilities**

Added:

- Bring ideas and solutions
- Seek ways to find common ground

**Structure**

Added:

- Elect/appoint a Chair and Vice-chair
- County Park staff will be the scribe and produce meeting summaries
- The County will be our media spokesperson, and the Chair will be the backup spokesperson
- Rotate the Chair position every year or two.
- The Committee is open to new stakeholder groups
- Terms for members?

The group discussed the question of having terms (limits) for members, to ensure that “new blood” comes in periodically. On the other hand, this is a group of people who represent stakeholder groups, and are chosen by those stakeholders, so it’s not clear

whether a term limit is needed. Also, since this is a working group, there may not always be another representative available to serve. Members also discussed the possibility of alternates moving into the representative position (if approved by stakeholder group). This issue was not resolved.

## **Procedures**

### ***Meeting Schedule***

Added (decided):

- Meetings will be held on the 4<sup>th</sup> Wednesday of each month, from 4:00 – 6:00 p.m. in the Milwaukie Center.
- Meeting materials will be emailed a week in advance of the meeting, by Parks staff
- Meeting summaries will be emailed within a week after the meeting

### ***Meeting Guidelines***

Added:

- Find a way to have dialogue with guests at our meetings. If it becomes too time-consuming, we will manage it.
- Every member will have a chance to speak once before anyone speaks twice.

The group thoroughly discussed the question of when and how to have members of the public offer their input at its meetings. The merits of having a period at the beginning, at the end, and on each topic were considered, as well as the format of having people sign up and giving them a certain number of minutes to speak. Members discussed how frustrating this practice has been for them in public meetings. Members acknowledged that they might have to use this approach if they have a controversial topic and many members of the public attend and wish to be heard. All agreed that it was premature to set a firm guideline while the question is so theoretical, and that members will consider how to structure public input as part of the planning for taking up controversial topics.

In order for the public to provide input, either to their representatives or at the committee meetings, it is necessary to publish the date, time and locations of meetings, as well as names and contact information for members, and to let the public know they can raise issues and come to meetings. (See Next Steps)

### ***Decision Making***

The group discussed their methods of decision-making. They will be making recommendations to Dan Zinzer, the Manager of the Parks Department. He explained that the greatest value would come if the group can wrestle with controversial or difficult issues and come to a consensus recommendation, since members represent the range of views of stakeholders. This is like a “brain trust” group – the one that comes up with ideas for “how we can make it work.”

Members need to decide if they want to use Roberts' Rules of Order, or another method of conducting discussions and confirming decisions, such as the "five finger consensus method" (see attached.) These methods can also be blended.

Members inquired whether the DAB recognizes or accepts their role. Nancy indicated that they are open to the idea, and there is uncertainty. This group's intent to be collaborative should be reassuring. Members expressed a desire to present their Mission Statement and Operating Guidelines to the DAB, and to get their okay and commitment to listen to the Stewardship Committee and work with it.

**Construction update:**

Dan Zinzer reported that the County is on schedule to open bids May 3, and to issue contracts by the end of May. Construction would begin in June.

Dan asked the group for input on a request from the Park designers to remove a tree in order to have room to place a sculpture. Because the tree in question is not native, it is not the highest priority, so the possibility of "trading" it for a native tree to be placed in the stream buffer zone was discussed. One member of the group felt strongly that the sculpture should be moved, rather than the tree. The matter will be taken up again by the art committee, and that may result in a different decision. Dan will bring the issue back for more discussion if appropriate.

**Next Steps:**

1. When the Operating Guidelines and Mission Statement are finalized, take them to the DAB for questions, concerns, feedback, and buy-in.
2. Elect a Chair and Vice-chair at the next meeting, May 24. People should consider whether they are interested in being considered.
3. Post a notice of the date, time and place of the meeting on the Parks District website and on the Park bulletin board (when there is one), inviting the public to come or to offer input to representatives.
4. Post the Stewardship Committee members' names and contact information on the Parks website, inviting input from the public. Representatives and alternates should let Dan know what contact information can be put on the website.

The next meeting will be Wednesday, May 24, 4:00 – 6:00 p.m. at the Milwaukie Center.