



City of Brownsville

Parks and Open Space Advisory Board Meeting

City Hall
Wednesday, November 5th, 2014
7:00 p.m.

Regular Session

AGENDA

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) ADDITIONS/DELETIONS TO AGENDA
- 4) MINUTES: October 1st, 2014
- 5) PRESENTATIONS & ACTION ITEMS:
 - A. Planter Project
- 6) DISCUSSION ITEMS:
 - A. Progress Reports
 - B. General Updates
- 7) CITIZEN INPUT
 - ▶ *Park Board asks that comments be limited to three minutes per audience member. Please state your name and address prior to commenting for the public record.*
- 8) ADJOURN

This agenda is a list of topics anticipated to be considered at the meeting. The Parks and Open Space Advisory Board may add or remove topics as necessary. The location of this meeting is accessible to the physically challenged. If special accommodations are needed, please notify S. Scott McDowell at 541.466.5880 in advance. Thank you.



Parks & Open Space Advisory Board

October 1st, 2014

Members of the Parks & Open Space Advisory Board met this day in regular session at City Hall, Brownsville, Oregon at 7:00 p.m.

Present: Marilyn Grimes (7:15), JoAnn Neddeau, Pat MacDermott, Rick Dominguez, and Elizabeth Coleman.

Absent: Brandie Simon, Patty Linn.

Public: Betsy Ramshur.

Presiding: Marilyn Grimes.

The meeting was called to order at 7:17 p.m. The minutes of the September 10th, 2014 meeting were reviewed; *Ms. MacDermott moved to approve the minutes with no corrections, the motion was seconded by Ms. Neddeau and the minutes were passed unanimously.*

Spaulding Avenue Planter Project

Mrs. Coleman reported the outcome of the Spaulding Avenue planter presentation at the September 23rd, 2014 City Council meeting. The presentation included construction design and dimensions of the planters, a maintenance option using a local landscaper for seasonal watering, and construction by Public Works to reduce labor cost, and plant species options. The Council has asked Staff and the Park Board to obtain additional information on the above items; including cost to build the five planters, store front accessibility, and ADA requirements. Discussion ensued. *Mrs. MacDermott made a motion for Staff to continue working on the planter project and to obtain information requested by the City Council, Mr. Dominguez seconded and the motion passed unanimously.*

Arbor Day

Mrs. Coleman reported to the Board that Mayor Ware & Mr. McDowell have signed the Arbor Day Proclamation dated October 18th, 2014; the proclamation will be sent along with pertinent materials to the Tree City USA organization. Generally, City Hall celebrates Arbor Day by planting a tree in Pioneer Park or other open space. Time constraints have made it difficult to secure a location to plant a tree before the City's Arbor Day. Mrs. Coleman contacted the Oregon Department of Forestry to inquire of the TCUSA requirements regarding a yearly tree planting; it is not mandatory to plant a tree before the proclaimed day. The 2014 Celebration will include a Brownsville Tree Search and Art/Poetry display at City Hall. Mrs. Coleman presented an Arbor Day flyer to the board for changes and approval prior to print. Upon approval of the flyer, Mrs. Coleman will contact both the Central Linn Elementary & Jr. High/High School for participation on this project. The Board hopes to involve both schools to encourage community involvement. An article will also be submitted to The Times.

2013 Arbor Day Tree

At the September 10th, 2014 meeting, a few members of the board mentioned the 2013 Arbor Day tree planted in front of 523 Main Street is not looking very healthy. Mrs. Coleman contacted Mike Nehls of Native Grounds Nursery for guidance; he confirmed the trees would benefit greatly from long slow watering; the dry summer was the primary factor for the condition of the tree, however, the Ginkgo is a very resilient tree and should survive through the winter. Ms. MacDermott mentioned she has noticed street trees in other cities that have a slow release mechanism for watering the trees; the City may want to research cost and feasibility of this method.



Parks & Open Space Advisory Board

December Meeting

The Board discussed recessing for the December meeting due to the busy season. *Mr. Dominguez moved to recess in December, Ms. Neddeau seconded, and the motion passed unanimously.*

Cigarette Dispenser

Ms. Neddeau mentioned the Library has a cigarette dispenser and that it may be a useful addition for the Pioneer Park. *Mr. Dominguez made a motion for Staff to research the dispenser cost and feasibility for Pioneer Park; Ms. Neddeau seconded, and the motion passed unanimously.*

General Updates

Mrs. Coleman reported that the library carpet is in and Staff is pleased with the outcome. During the course of installing the carpet and replacing shelving and furniture, a few mishaps occurred that are in the process of being remedied. The Grand Opening is scheduled for Friday, October 3rd at 10:30am.

The October City newsletter has been distributed to all Brownsville customers. The newsletter is sent out in March and October.

Pioneer Park and Blakely Park chips have been installed. The Kirks Ferry Park drinking fountain is ordered and should be installed soon.

Progress Reports

Public works has been trimming ditches and clearing out grass in the right-of- ways. The sewer line installation for McFarland Cascade on Hwy 228 is complete. Gravel and street maintenance will begin the last week in June for summer dust control.

Public Works is working diligently on the twelve inch water line install on School Avenue. The installation is from the east gate to the 1.1 million gallon reservoir further up School. The Public Works crew has completed over four hundred of the nearly nine hundred feet total. Public Works Superintendent Karl Frink praised the crew at the September Council meeting; he said the current crew has never taken on a project like this and they are doing a great job getting it done.

There being no further business to discuss, the meeting adjourned at 7:48 p.m.

ATTEST:

Elizabeth E. Coleman
Administrative Assistant

Marilyn Grimes
Chair