



City of Brownsville

Parks and Open Space Advisory Board Meeting

City Hall
Wednesday, September 10th, 2014
7:00 p.m.

Regular Session

AGENDA

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) ADDITIONS/DELETIONS TO AGENDA
- 4) MINUTES: June 4th, 2014
- 5) PRESENTATIONS & ACTION ITEMS:
 - A. Planter Project
 - B. Scenic Bikeway Tour
 - C. CLRC
- 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

September 10th, 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, JoAnn Neddeau, Pat MacDermott, Patty Linn, Rick Dominguez, Brandie Simon (7:02), Scott McDowell and Elizabeth Coleman.

Absent: None.

Public: None.

Presiding: Marilyn Grimes.

The meeting was called to order at 7:00 p.m. The Arbor Day Celebration was added to the Agenda. The minutes of the June 4th, 2014 meeting were reviewed; *Ms. Linn moved to approve the minutes with one motion correction. The motion was seconded by Mr. Dominguez and the minutes were passed unanimously.*

Spaulding Avenue Planter Project

Mr. McDowell and Mrs. Coleman presented a Spaulding Avenue/Main Street planter design to the Board. In recent years the Board has discussed the street trees on Spaulding Avenue and Main Street, which have outgrown the area; making it difficult to see the business signs along Spaulding Avenue. Several of the tree roots are also exposed through the concrete. Eugene Architect Alex Misar, who was referred to the City by Mike Nehls of Native Grounds Nursery, met with Mrs. Coleman to come up with a design that would complement the motif of Downtown. Mr. Misar lived in Brownsville for a short time and was pleased to assist with this project. The trees would be replaced with five planter boxes constructed of treated wood. If the Board agrees, Staff will consult with Mr. Nehls on the plant list provided by Mr. Misar to ensure a low maintenance watering plan and year round visual interest. Mrs. MacDermott asked how the plants will be watered; Cyndi Flandermeyer, who currently waters the large Chamber of Commerce flower baskets around town, is an option. For 2015-2016, the City would like to see the same planter box look duplicated on the North side of Spaulding Avenue, and possibly along North Main Street, from the Picture Gallery to Pioneer Bookkeeping. The trees in that area have also outgrown their space. *Ms. Linn moved to take the proposal to Council for approval, Mrs. Simon seconded and the motion passed unanimously.*

Scenic Bikeway Tour

Mr. McDowell and Jennifer Rouse, Marketing Director for the Chamber of Commerce, met with Alex Phillips of Oregon Parks & Recreation to discuss linking the City and the Chamber websites with bicycle organizations across the state. Oregon



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Bicycle Ride, Tour DaVita, and Willamette Valley Bicycling Tour are among several bicycling organizations that have made Brownsville one of their stops. The Strawberry Tour of Lebanon will submit the *Santiam Calapooia Scenic Bikeway Proposal* to the State to be included on the bicycle tour site. The Visit Linn Coalition, for which Mr. McDowell is President, promotes tourism in the area; this proposal seems to offer a great opportunity for centrally located towns like Brownsville where camping is available. Mr. McDowell would like the Board's approval to take this proposal to Council on September 23rd to authorize a letter of support for the Santiam Calapooia Scenic Bikeway. *Mrs. Simon moved to recommend a letter of support from Council, Mrs. Neddeau seconded and the motion passed unanimously.*

Central Linn Recreation Center

At their June meeting, Council agreed to an operational/administrative partnership with the CLRA. Facility rental and sports registrations will run through City Hall; the Rec Board will continue to handle the policy and procedure aspect of the CLRC. The Rec Board and the City will discuss any transitional changes later in 2015. City Staff and the Rec Board are also working toward implementing a model plan from Philomath involving background checks and concussion treatment (State Legislation required concussion policies as of 2009). Management policies will also be a focus this winter; handbooks for directors, players and parents will be discussed. The future plan is to add sports scheduling to our City Google Calendar in an effort to stay informed of games, cancellations, etc.

Arbor Day Celebration

The Board discussed ideas for the 2014 Arbor Day Celebration; a poster/collage and poetry display at City Hall, as well as an area tree search were on the list of options. The Board would like to ensure students at both the Elementary School and the High School have an opportunity to participate as well. Advertising in The Times and working with the Art Association was also discussed. In years past, a tree is planted as part of the Arbor Day Celebration; there is a possibility that locating a proper space to plant the tree by October could prove difficult, Mrs. Coleman will contact Cynthia Orlando from the Forestry Department to confirm whether or not the Arbor Day celebration requires planting a tree. Mrs. MacDermott suggested explaining in The Times why the City of Brownsville celebrates Arbor Day in October, rather than April, and a little about Arbor Day history. *Ms. Linn moved to advertise the poster/poetry display and tree search for the October Arbor Day Celebration, Mrs. Simon seconded, and the motion passed unanimously.*

Progress Reports

Mrs. Coleman reported that the Fourth of July Cleanup went very well; there was opportunity to learn about small plastic pieces and the danger to birds. The three organizations were interested in other volunteer/incentive opportunities that may come up in the future. The Park Caretakers were very pleased with help cleaning the Pioneer



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Park as well; a thank you card was added to the City's for each group, expressing their gratitude.

Mrs. Coleman reported the storage shed from Norm Simms was sold; a correction to that statement was made by Mr. Dominguez; the shed was auctioned off at a Vets Helping Vets event at Timberlin Park, where over 1000 people attended. A portion of the proceeds is will be shared with the American Legion.

Mr. McDowell reported that, in an effort to assist Park Caretakers with departure of campers, Council instituted a checkout time for the Pioneer Park; a 1:00 p.m. checkout was agreed upon. The rule sheets will reflect the change this Fall. To assist campers and Park visitors, Mrs. Neddeau suggested, outside of the Park Board meeting, badges or other identification for Park Caretakers to wear; Staff will discuss this option in the Fall as well.

General Updates

Mr. McDowell reported on the Millhouse Sanitary Sewer Project; the engineer estimate was \$140,000, the project came in at \$115,000. As this is the location of the old Mill, there were some subsurface concerns. Unfortunately, the project encountered an unexpected expense, costing 37,350.00. The waterline was in a different location than originally expected; and large logs at the subsurface caused the pavement to buckle in several places, costing approximately \$29,995.00. With the changes, the total cost came to approximately \$192,000; the Budget Committee had added extra dollars into the Street Fund, which helped absorb a portion of the cost, as well as the Water Fund. Overall, Wildish Construction did a fantastic job on the project and the City is very pleased with the outcome.

Waterline projects are coming up; bids should be out in February to finish by the June fiscal year. City Hall would like to begin three projects; revamping of the GR12 Well, by the old jail, the Main Street waterline from Pioneer Bookkeeping to the north side of the bridge; and the old 8" waterline serving North Brownsville. The City would like to bundle these three projects into one in an effort to receive a better price.

The Library carpet project will be underway starting September 19th. This project is quite an undertaking, between hazardous waste removal (asbestos in the restroom), moving books and furniture, and the carpet installation itself. The Grand Opening is set for October 3rd.

The next Bi-Mart Country Music Festival hearing is September 24th, where the gate numbers will be discussed. Currently, the limit is 18,000 people. The hope is to keep the Festival in the Brownsville area; it has had such a positive impact upon the many businesses and organizations in the area, such as Sharing Hands and the Central Linn Booster Club. Discussion ensued.



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The last day for the park caretakers was September 9th; City Staff and the Mayor gave a farewell lunch at the office that was quite enjoyable. When asked what their favorite part of the job was, Georgann & Lamont said "mowing".

Mrs. Grimes mentioned the Pioneer Picnic Association would like to hold a Harvest Festival and Flea Market fundraiser sometime in October, with the proceeds going to the Rec Center.

There being no further business to discuss, the meeting adjourned at 7:53 p.m.

ATTEST:


Elizabeth E. Coleman
Administrative Assistant


Marilyn Grimes
Chair