



## Parks & Open Space Advisory Board

February 1<sup>st</sup>, 2012

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:** Patty Linn, Pat MacDermott, Marilyn Grimes, Rick Dominguez, S. Scott McDowell & Kurtrinea Muhs.

**Public:** None

**Presiding:** Patty Linn.

The meeting was called to order at 7:10 p.m. Ms. Linn asked if there were any additions to the minutes. Ms. Linn had questions about the assistance of the Rec Board and the restrooms and what help they were going to provide. The minutes from the November 7<sup>th</sup>, 2011 meeting were approved with a couple typographical corrections. A motion was made by Mrs. MacDermott, seconded by Mr. Dominguez and the minutes were passed unanimously.

### **New Administrative Assistant**

McDowell introduced and welcomed, Ms. Kurtrinea Muhs the new Administrative Assistant to the City of Brownsville, she took over for Katie McCord. McDowell went on to share about the history of the changes that have taken place in the City Hall staff. McDowell also shared that Kathy Nida agree to stay on and will be training Ms. Muhs until March.

### **Election of Officers**

McDowell stated that the election of officers by ordinance we are supposed to elect every year a new Chair and Vice Chair. McDowell suggested that since Ms. Linn has presided The Park Board for the last 3 seasons, and is interested in stepping down, that they might entertain rotating the Vice Chair into the Chair and electing a new Vice Chair. Ms. Linn opened the floor to nominations. Mrs. Grimes was nominated by Ms. Linn and seconded by Mrs. MacDermott. Mr. Dominguez stated he would run for Vice Chair and Mrs. MacDermott seconded the motion. Ms. Linn closed nominations and the Board voted on the election of officer as described above and the motion passed unanimously.

### **Park Erosion**

McDowell discussed the park erosion update with the stories in both the *Albany Democrat-Herald* and *The Times*. McDowell also discussed how the recent Town Hall meeting went at Council on January 24<sup>th</sup>, 2012 and how they didn't care for the retreatment strategy idea and wanted to look into other possibilities. McDowell wanted them to understand the risks of taking on a stabilization effort and the potential consequences of having the stabilization work float down the river. McDowell reminded Council that they needed to feel fully comfortable with whatever decision they made. McDowell stated that the cost of fixing the park erosion would be around \$250,000



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which included the permits and the engineering for the proposal that Mr. Wright gave at the meeting. The project would be \$300-\$400 per linear foot and Brownsville needed about 600 linear feet. Mr. Wright showed the history of different ways to fix the problem, but with new regulations and rules making some of these unavailable for the City to use. McDowell stated if something was done without it being permitted it would be a \$55,000 fine per day. There are several different agencies looking into this project. Ms. Linn stated, "As you said we don't have enough 'bank' for the bucks."

Council decided to proceed with an engineering design for the stabilization effort. McDowell stated that Louise Birk, Biz Oregon, can help with the waterline. The State did a rough estimate that looks to be a 3.87% interest rate, 100% loan, 25 years at \$850,00; this would be \$62,000 a year or an additional \$9 to the water and sewer bill. The loan does have the option of not requiring a bond according to Ms. Birk. Another rough estimate was from USDA, they have a 40 year, 3% interest and only for the waterline. The stabilization effort is not eligible for either grant or loan money. McDowell stated with our debt ratio and having to go for a bond would delay the project another year in order to get all the necessary permits and applications completed. McDowell also stated that the river design has to be approved by several different agencies. McDowell informed the Board that he would be meeting with Regional Solutions from the Governor's Office to determine funding opportunities.

The Natural Resources Conservation Service (NRCS) is looking at the criteria to determine if the City of Brownsville can get Federal funding for the stabilization effort. Brownsville is being evaluated along with eight (8) other counties to determine the severity of flood damage. To fix the broken water pipe could be between \$50,000 to \$60,000 for the stop gap measure. The permanent fix would be to bore a new line underneath the river due to the ever changing river. The City would have to dig down about 40 feet and then extend the line 365 linear feet at a cost in the ballpark of \$700 to \$1000 a linear foot. The total cost of this project could be around \$500,000. McDowell asked the Board to share this information with the citizens of Brownsville. Mrs. Grimes stated the community concern about the issues. Mr. Dominguez had a few water distribution questions. McDowell explained how the City uses the wells and the infiltration gallery. Mrs. Grimes stated, "Doesn't matter where the water is coming from it still needs to come through that pipe to get to south Brownsville."

### **Willamette Valley Cycling Team**

They are planning to have Brownsville as a stop destination on June 3<sup>rd</sup> for time trials. The City did enter into an agreement with them for the stage and pavilion. This will be a one day event.

### **Eugene Kennel Club**

The City entered into another agreement with the Club. They will have the Park reserved from 4:00 p.m. Thursday, September 6<sup>th</sup> through Sunday, September 9<sup>th</sup>, 2012. McDowell talked to the Central Recreation Board about finding an alternative place to have their soccer matches the week of and possibly the week after the event. Mrs.



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Grimes stated, "That there are school grounds for them to possibly use." McDowell discussed some issues that happened last year with one of the coaches and someone from the Club. Hopefully, the event can run more smoothly this year.

### **Central Linn Recreation Board**

McDowell informed the Board that the Sweet Home Sanitation Clean-Up will be Saturday, April 21<sup>st</sup>, 2012. They will be doing a depot style clean-up in the Rec center parking lot again this year. The restroom project design cost was \$7,000. McDowell and Karl Frink will be meeting to put together specifications for the design. They have been in contact with a local contractor who is interested in doing the design. The gym floor in the Rec Center still needs to be completed. The City had Mike Sossie take a look at it. McDowell is giving Mr. Sossie until the end of this week to get back to him about completing the flooring work. McDowell stated that the floor is very old and delicate and requires special attention. Mr. Sossie has come highly recommended. The City would like to get this project done before the end of the fiscal year.

### **Kirk's Ferry Park**

A contract was signed a few weeks ago with Island Fencing to make the changes approved two years ago. Island Fencing came in \$500 less than the materials were going to cost through local vendors. The City is waiting for Island to complete the job. The City is also waiting for some asphalt estimates to come in. Ms. Linn stated, "numerous citizen have asked questions about why the fence is down and if we are putting it back."

### **Croquet Court**

The agreement with the Gerber family has been terminated. The two main parties have decided not to provide the court anymore. The court proved to be too much to maintain. McDowell commented that a court of that kind may do better in a private yard or field.

### **Tree Standards**

McDowell suggested that the Board allow an extension on the tree report. McDowell stated that Ms. Muhs has recently picked that project up and that Mr. Frink, Ms. Muhs, and himself would be working on the project. The sudden shift in personnel has rearranged several priorities.

### **Cannell Memorial Bench**

McDowell stated that the Public Works installed the bench on the north side of the new playground. The family will be coming to town on February 12<sup>th</sup> in memory of their father.



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### General Updates

McDowell updated the Board on the S. Oak Street water line stating that the project went out for bid 2 days ago. The project consists of installing a new water line and area storm drains with 4" grind and overlay on the asphalt. McDowell indicated that Erwin Consulting is projecting the cost to be around \$196,000.

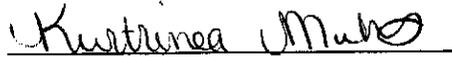
McDowell updated the Board on the Washington St. grinding project from Washburn to Templeton near the bus barn. Ms. Linn stated, "the first two blocks are in bad shape." The cost to install curb and gutter, storm drains and asphalt was nearly \$250,000. Returning the pavement to gravel will allow Public Works to better maintain the street. The City will treat it for dust control during the dry summer months.

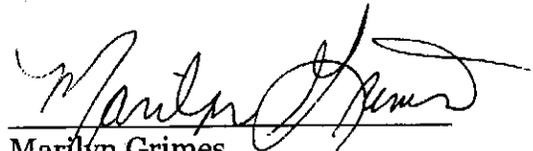
McDowell updated the Board on the Gateway grinding concern on the new signage; skateboard stoppers have been purchased. Mr. Dominguez explained that the stoppers will pop the skateboard wheels off the skateboard. Ms. Linn stated, "the masons worked fast and well and did a great job." The discussion ensued.

McDowell indicated that Senior Center has moved out of the community room and in with the American Legion downtown. Ms. Grimes asked if they had internet yet down at the new facility.

There being no further business to discuss, the meeting adjourned at 8:15 p.m.

ATTEST:

  
Kurtrinea Muhs  
Administrative Assistant

  
Marilyn Grimes  
Chair