



Parks & Open Space Advisory Board

March 7th, 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, Marilyn Grimes, S. Scott McDowell, Jim Mayer, Brandie Simon, Heather Tinseth, & Kurtrinea Muhs.

Absent: Pat MacDermott & Rick Dominguez

Public: None

Presiding: Marilyn Grimes.

The meeting was called to order at 7:10 p.m. Mrs. Grimes asked if there were any additions or deletions to the agenda. Mrs. Tinseth added improvements at Remington Park and Mr. McDowell added the annual Picnic Association letter. Mrs. Grimes asked if there were any additions or deletions to the minutes. The minutes from the February 1st, 2012 meeting were approved with a couple of typographical corrections and additions. A motion was made by Mrs. Simon, seconded by Mrs. Tinseth and the minutes were passed unanimously.

Park Erosion Update

Mary Camarata from the Department of Environmental Quality (DEQ) gave a few ideas for potential funding sources. The DEQ has Supplemental Environmental Projects (SEP) money which is generated by fines. Mrs. Camarata thought this may be a potential funding possibility, but the agency stated that the amount of money needed for the Park erosion project was not viable. It's usually used for a smaller sized project in \$5,000 to \$10,000 range and not a \$200,000 project. Ms. Camarata also followed up on a possible USEPA grant which is another source but is also a smaller amount of money. Mr. McDowell stated that every little bit helps especially if the City can get the engineering services or permitting costs covered. The project covers about 600 feet of river bank and the City is still in the process of getting the trees out of the river, but the City has to get approval from three different agencies according to the Calapooia Watershed Council. Mr. McDowell stated that the City just can't go down and get the trees out of the river. Mrs. Linn stated that she had heard from the Calapooia Watershed meeting that if a tree is blocking the river that you can remove it if it's done without destroying the river bank, but maybe the City can't because it is public land and not private. Discussion ensued about the fallen trees and the correct procedures on the removal of tree(s) from the Calapooia River.

Mr. McDowell stated that the erosion project will not be able to take place until August 2013. The City, at this time, doesn't have the money to start this project. McDowell will put back \$100,000 this year during the budget process and then another \$150,000 the following fiscal year – subject to Budget Committee and Council approval of course. The engineering will not begin until October or November of this calendar year. The other related item is the water line. Mr. McDowell stated that FEMA



Parks & Open Space Advisory Board

declaration did come in, but the scope of FEMA involvement is yet to be determined. The City is being told that it is a 75/25 match and that the cost to bore the new water line is approximately \$500,000. Brownsville's participation would then be \$125,000, which is a lot better than \$500,000.

Willamette Country Music Festival

Mr. McDowell asked the Board if they were interested in offering camping for the Festival. There was discussion about taking reservations and limits on spaces. Mrs. Grimes thought that putting a camping advertisement on space availability at Pioneer Park during the Festival, would be a wonderful idea. Discussions ensued. Mr. McDowell stated that he could make a phone call to the Willamette Country Festival stating that we had camping sites available and they could be responsible for filling them. Discussions of using the field for camping will need to be coordinated with Public Works Superintendent Karl Frink and the Rec Board. Mr. McDowell stated that maybe the Park Board should send this to the Rec Board for their thoughts at the end of March. Discussion ensued about the determination of how many spots would be available and what the potential charges would be. Mr. McDowell stated that campers may show up as early as the Wednesday before the Festival. A motion was made to move forward with the idea and discuss it with the Rec Board and Council. A motion was made by Mrs. Tinseth and seconded by Mrs. Linn. The motion passed unanimously. Mr. McDowell stated, in response to a Board question, that any money collected for the camping sites would go to the City and not the Rec Board. McDowell reviewed the impacts on the General Fund. McDowell stated that the Rec Board has been and continues to be a great partner.

Central Linn Recreation Board

Mr. McDowell reviewed the sports program and who the individual contacts are for this year. Mr. McDowell, Karl Frink and the Rec Board leadership will sit down and discuss who to contact, what's needed and certain protocols to follow. Mr. McDowell also discussed the issues of refrigerator and freezer space open to event organizers between the Pioneer Picnic and Fourth of July. The issue at hand is the cupboard space and storing certain items when renting out the space. Discussion ensued on storage and possibilities of items being taken.

Kirk's Ferry Park

Mr. McDowell stated that he has received a request from Phil Updegrave on putting the portable toilet back in Kirk's Ferry Park. It seems that individuals are relieving themselves behind the old jailhouse. Ms. Linn stated that maybe the unit should be put back for health and sanitary reasons. McDowell explained that the reason why the Board removed the unit was due to cost and general proximity to the downtown restrooms. Mrs. Grimes asked the Board if there was any more discussion on the matter. Mrs. Linn motioned to put them back in the park. Mrs. Grimes stated why not wait a



Parks & Open Space Advisory Board

month. McDowell was asked to put the portable toilet back in June, unless Mr. Updegrave thought it was necessary earlier.

Mrs. Linn announced that there have been no complaints from the citizens of Brownsville about the fencing since the article in *The Times*. Mr. McDowell stated that change is always difficult. Mrs. Linn stated that the old fencing had jagged spots. New chain nets have been ordered for the basketball courts and will be installed by Public Works.

Pioneer Park Restrooms

Mr. McDowell stated that he had talked to Todd Karo who is helping develop specifications and a drawing for the restrooms. Mr. McDowell and Mr. Frink met and put together some basic specifications. As soon as a price is determined the City can proceed. The hope is that it will come under the \$50,000 threshold, so that the City can do a design build. If the amount falls over the \$50,000 the City will have to determine what we need to do with BOLI and potentially working with the Rec Center to help control costs.

Rec Center Floor

Mr. Mike Sossie started on the Rec Center floor yesterday. The stage, coach's office, bleacher floors have been sanded down. He hopes to have the floor completed by this Friday. It will need five full days to cure.

Pioneer Picnic Letter

Mr. McDowell handed out the draft letter to the Board. McDowell had made some minor changes to the letter. The Board reviewed the letter. Mr. Mayer mentioned that according to the draft letter there will also be no camping fees during the Pioneer Picnic. McDowell explained the history of the camping fees. Mrs. Leisa Keyser asked last year about the camping fees. She indicated that the Association may do something differently in the near future. The Board discussed the idea of considering the possibility of allowing camping fees. Mrs. Simon asked about the responsibilities of dumping the garbage. Mrs. Grimes stated to Mrs. Simon that she should come to the next meeting and then stated that she would bring that question up to the Pioneer Picnic meeting. Mr. McDowell stated that he would forward this letter to Council at the end of the month.

Park Caretakers Update

The position closed last week, with approximately twenty applications to review. Mr. McDowell and Mr. Frink will be meeting to look through the applications and start interviews. Mrs. Grimes made some comments on the past Caretakers and Mrs. Linn stated that the job of a ranger is different from that of a caretaker. Mr. McDowell stated that for the Caretakers' protection that they do not confront any individuals, but call the



Parks & Open Space Advisory Board

authorities. The City is hoping to get the right couple for this position.

General Updates

The South Oak Street project bid came in at \$159,000. The project will probably start in the middle of April and would need to be done by the first of June. McDowell will know more after the pre-construction meeting.

Mrs. Grimes stated that the Saloon was burglarized and that the camera didn't catch much. She questioned Mr. McDowell how much would it cost the City to install cameras downtown. Mr. McDowell stated that it depended on how many areas were to be covered, the quality of the camera and how much recordable data that needed to be kept in accordance with State Law. The City of Sweet Home installed some cameras in a small area of downtown three years ago at a cost of around \$25,000. Mrs. Grimes went on to say that there seems to be a cycle and it's continuing to get worse and maybe the City should think about installing cameras. McDowell stated that this issue should be taken to Council.

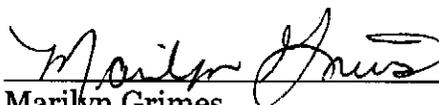
Mrs. Linn discussed Scotch Broom in Pioneer Park. She talked with Mayor Ware and she will be there Saturday, March 10th in the morning to clean up the Scotch Broom. Mrs. Tinseth asked if certain groups could get involved like the Boy Scouts, Girl Scouts, or the high school. Mr. Mayer suggested a Park Board sponsored clean up day. The Board like the idea and Mrs. Grimes stated that it would be a great way to get groups to work together. Mrs. Tinseth suggested also doing this on the Cleanup Day on April 21st.

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

ATTEST:



Kurtrinea Muhs
Administrative Assistant



Marilyn Grimes
Chair