



City of Brownsville

Parks and Open Space Advisory Board Meeting

City Hall
Wednesday, May 11th, 2016
7:00 p.m.

Regular Session

AGENDA

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) PLEDGE OF ALLEGIANCE
- 4) ADDITIONS/DELETIONS TO AGENDA
- 5) MINUTES: March 2nd, 2016
- 6) PRESENTATIONS & ACTION ITEMS:
 - A. Arbor Day
 - B. Recreational Immunity
 - C. July 5th Cleanup
- 7) DISCUSSION ITEMS:
 - A. Progress Reports
 - B. General Updates
- 8) 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.*
- 9) 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

May 11th, 2016

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: Betsy Ramshur, Marilyn Grimes, Rick Dominguez, Pat MacDermott, Brandie Simon, Patty Linn, Joann Neddeau, Administrative Assistant Elizabeth Coleman, & City Administrator Scott McDowell.

Absent: None.

Public: None.

Presiding: Rick Dominguez.

The meeting was called to order at 7:04 p.m. The minutes of the March 2nd, 2016 meeting were reviewed; *Mrs. Simon moved to approve the minutes, Mrs. Ramshur seconded, and the minutes were passed unanimously.*

Arbor Day

Mrs. Coleman updated the Board on the Arbor Day Celebration set for October 2016. Mrs. Coleman attended the Brownsville Art Association monthly meeting to request participation in the upcoming Arbor Day event. Ideas proposed at the meeting were well received; the group also came up with several ideas relating to art that would be a great addition to the festivities. More to come.

Recreational Immunity

Mr. McDowell shared with the Board the outcome of an Oregon Supreme Court case, *Johnson v. Gibson*, which has shaken the foundation of *recreational immunity* for the entire State of Oregon. Mr. McDowell reviewed the basic elements of the case. The outcome of the case is that municipalities and counties are entering a new era where they can be sued for virtually anything. Administrative Assistant Elizabeth Coleman and Mr. McDowell have attended a webinar sponsored by City/County Insurance Services (CIS). Public Works Superintendent Karl Frink has been busy trying to get ahead of what these changes will mean to the City.

Mr. McDowell has met with Risk Manager Dunny Sorenson (CIS) and the City's insurance agent, Mike Hoyt (Barker-Uerlings) to discuss implications and how the City should go about protecting employees and the City's financial resources. Mr. McDowell said the implications are all encompassing. To that end, Mrs. Coleman and Mr. McDowell shared a document that will define all free areas of City park system. The document will also call out the ownership responsibility of the City. Public Works Superintendent Karl Frink has developed a Playground Inspection Sheet that will be completed weekly. All employees will have to be properly trained on how to inspect and properly report concerns. The Board was given a rough draft of the documents and encouraged to review the materials regarding park operations for completeness to make sure nothing is left out. Staff would like to see the Board approve and adopt all related documents and recommend the same to Council.



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Mr. McDowell explained the concept of *discretionary immunity*. Mrs. Simon asked about the Board's liability. Mr. McDowell said that all boards and committees of the City are covered by the City's insurance. Mrs. Simon could see the concern for individual members of the committee. Several other members made good observations and insights. The Board may need to meet in June to further discuss/review recreational and discretionary immunity for the City's Parks & public places.

General Updates

Mr. McDowell re-iterated to the Board that there have been problems with vandalism. Several of the Board members saw where some of the damage took place earlier this spring. McDowell indicated that Jane MacQueen, local artist is working on the sign that was damaged. We hope to have that in place soon. Public Works Superintendent Karl Frink was able to make the necessary repairs to the new restroom. Fortunately, West Coast Plumbing's Jason Nofsinger had the right sink in stock! McDowell asked everyone to keep an eye out for any such activity.

Mrs. Grimes asked about the leash law in the Park, explaining a situation that continues to happen. Mr. McDowell implored the Board to have people call the Sheriff's Office. Council is adamant that the Sheriff's Office must enforce this leash law, especially in light of the recreational immunity issue. Mr. McDowell said that he will be attending a meeting Friday with Sheriff Riley, Mayor Ware and Council Shepherd to address a few issues. The leash issue is one major point of concern.

McDowell explained that the dog agility trial ran by Carl Widell had a logistical move that the City facilitated. Joan Oak is now the new chair for this show. They will be hosting their trials in the Park August 26th - 28th. McDowell explained some of the challenges with working events in throughout the summer.

Mr. McDowell said the City will be cleaning the cemetery portable toilet once a month.

Mr. McDowell said that recently there has been some consternation over the cleanliness of the Rec Center. Staff is trying to work out the details with President George Frasier. The City did extend janitorial staff to the Rec Center for two hours a week. Mr. Mark Running has also indicated that he would like to not be as involved with this responsibility; the Rec Association is looking into other options. Mr. McDowell asked that everyone take the responsibility to make sure this and other facilities are cleaned. Some procedures may need to be updated to solve this issue; perhaps a deposit will be required along with proper paperwork and inspection. Mrs. Grimes and Mrs. Ramshur explained the issue from the Rec Association's view. People are working on resolving this issue.

Progress Reports

McDowell explained that the Budget Committee is nearing the end of their meetings for this upcoming fiscal year. Matching funds for the Master Plan update have been included as well as funding for street trees on Main Street. Mr. McDowell said the general plan is to replace the trees over a number of years. He explained that a professional landscaper will be making some recommendations on tree species and concrete applications. Cast iron grates may also be used.



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Mr. McDowell shared that the Historic Review Board has approved the City's plan to revamp the Red Barn on Park Avenue. Public Works will use this building for equipment to maintain Library Park and other facilities in Downtown.

McDowell said the Stand by Me (SBM) preparations were wrapping up. Mrs. Linda McCormick would welcome any help if anyone is interested. Mr. McDowell said that a small trailer event is planned for the prairie in Pioneer Park. This request went through Council for approval because the City did not want to use the prairie for this purpose. Council approved a one-time use. The thought behind the one-time use was to provide an opportunity for these trailers to host a rally in 2017. Event organizers have a rally near Medford and in the Portland Metro area but would love to have something in the middle of the Valley. Mr. McDowell said that no more than thirty trailers will participate. The public is welcome to walk through the trailers. Mrs. McDermott asked if the Park could handle the 150 trailer rally. Mr. McDowell thought that the Park could accommodate the event by using the west ball diamond. He continued that scheduling and coordinating would be key to a successful event. He was excited about the possibility of bringing more people to town.

Mr. McDowell discussed Linn County Pioneer Picnic Association (Picnic) letter. The only change was how the City will be handling camping fees. McDowell said that every year collection of the fees turns into a problem. He said that the way this is constructed is in keeping with all of the other agreements the City has with other events. He also said that it will provide Picnic with a way to collect some income.

Mr. McDowell announced that Mr. & Mrs. David & Sharon Peterson will be the Park Caretakers for this upcoming season. Mr. Frink provided a description of duties the Park Caretakers will be responsible for this summer. Staff just wanted to let the Board know how this would be handled over the summer months. The City also rehired Mr. Clint Taskinen for seasonal help. The mowing started early again this year. Mr. Frink and Mr. McDowell moved up the time frame of Mr. Taskinen's summer engagement.

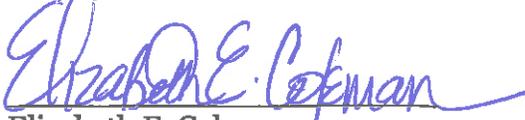
The Willamette Valley Cycling Tour (WVCT) has expanded their operations in Brownsville. For the last several years, WVCT has held one event here. This year they expanded to four events.

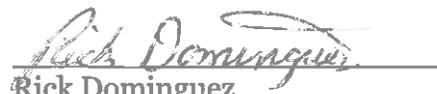
The recipients for the July 5th cleanup will be contacted again this year.

Mrs. Linn mentioned she would like to spend some time cleaning up the ivy on City property. She talked about the damage that can be done when ivy is allowed to continue growing on trees. It was suggested that Mrs. Linn partner with the Garden Club and possibly incorporate ivy awareness and cutting during the Arbor Day Event. Mrs. Linn will compile a plan for a future meeting.

There being no further business to discuss, the meeting adjourned at 8:05 p.m.

ATTEST:


Elizabeth E. Coleman
Administrative Assistant


Rick Dominguez
Chair