



# City of Brownsville

## Parks and Open Space Advisory Board Meeting

City Hall  
Wednesday, October 7<sup>th</sup>, 2015  
7:00 p.m.

### *Regular Session*

#### AGENDA

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) ADDITIONS/DELETIONS TO AGENDA
- 4) MINUTES: September 2<sup>nd</sup>, 2015
- 5) PRESENTATIONS & ACTION ITEMS:
  - A. Park Rates
  - B. Street Trees
  - C. Pioneer Picnic Association
- 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 7<sup>th</sup>, 2015

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, Betsy Ramshur, Marilyn Grimes, Brandie Simon, Rick Dominguez, Elizabeth Coleman & Scott McDowell.

**Absent:** Joann Neddeau, Pat MacDermott.

**Public:** None.

**Presiding:** Marilyn Grimes.

The meeting was called to order at 7:00 p.m. Mrs. Grimes added an item to the Agenda regarding a possible safety issue on Spaulding Avenue. The minutes of the September 2<sup>nd</sup>, 2015 meeting were reviewed; *Rick Dominguez moved to approve the minutes as presented, Mrs. Simon seconded, and the minutes were passed unanimously.*

### Park Rental Rates

The Board reviewed the Pioneer Park Rental Rates and Fees for 2015. Changes proposed were a \$25 increase to the Standard Package, a \$30 increase to the Deluxe Package, and a \$50 increase to the Wedding Package. Mrs. Coleman reminded the Board of the park rental process and procedure for returning the deposit paid. There have been very few instances where a deposit paid has not been returned; most renters do a very good job at returning the facilities to order. *Mrs. Simon made a motion to accept the new Park Rental Fees and to recommend the same to Council, Mrs. Ramshur seconded, and the motion passed unanimously.* Mr. McDowell & Mrs. Coleman also went over the Park Facilities Rental and the Park Lottery process with the Board.

### Blakely Street Trees (James Phillips)

Brownsville resident, James Phillips has asked to plant three to four Italian Prune Plum trees in the City Right of Way strip near his home on Blakely Avenue. *Brownsville Municipal Code Chapter 8.50: Trees* requires City approval prior to planting in a public Right of Way. Additionally, as the Park Board is also the Tree Board, such requests shall be brought before the Park Board for review. After some discussion, the Board decided a fruit bearing tree would not be the best choice for that area; *Mrs. Simon made a motion for Staff to recommend alternative tree varieties that would better suit the ROW to Mr. Phillips, Mrs. Ramshur seconded, and the motion passed unanimously.*

### Pioneer Picnic Association – Bob Waibel)

Sometime during Pioneer Picnic a sign was erected in Pioneer Park in memoriam to Bob Waibel and his close involvement with the past Pioneer Picnic Logging event. Chapter 8.20.55 – 57 of the Brownsville Municipal Code has specific requirements for placement of memorials, plaques, and similar works to honor loved ones City land. Though the details surrounding the sign and how it came to be placed in Pioneer Park are unclear, the Board suggested Staff invite Pioneer Picnic President Debie Wyne to the next Park Board meeting to discuss the process in case the Association is



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approached with memorial requests involving public property in the future. As Mrs. Wyne was not in attendance at the Park Board meeting, the Board suggested Staff contact the Waibel family. *Ms. Linn made a motion permitting Staff to send a letter to the Waibel family requesting a proposal for the plaque be submitted for review by the Park Board, Mrs. Simon seconded and the motion passed unanimously.*

### **Planter Boxes – Our Place Restaurant**

Several members of the Board have noticed wooden boxes surrounding two street trees in front of the new restaurant Our Place, located on Spaulding Avenue. There was some concern that the boxes may be a tripping hazard. Mr. McDowell & Mrs. Coleman will check the location of the boxes to ensure they are not an issue for pedestrians or wheelchairs and report back to the Board.

### **Progress Reports**

Arbor Day plans are going well. Mrs. Coleman is working with Librarian Sherri Lemhouse; each Friday Storytime will be centered around trees. An Arbor Day Social will be Thursday October 15<sup>th</sup> in the Library Kirk Room; refreshments and decorating with apples from 4pm – 6pm. Arbor Day tree planting will be at Pioneer Park on November 4<sup>th</sup>, at 2pm.

### **General Updates**

Mr. McDowell reported the waterline projects are going well. Averill Street is finished, there were a few paving issues that required additional patching. The GR-12 Well is moving forward; the pump will be set in the next week. Advanced Mechanical had to take out several rotten cottonwood trees that were found to be hazardous to the project.

### **CLSD**

Mr. McDowell briefly discussed the outcome of a meeting that happened last night, October 6<sup>th</sup>, 2015, with the Central Linn Recreation Board and the Central Linn School District regarding possibilities for the Blakely property and facilities owned and operated by the Central Linn School District. The Central Linn School Board went on record at their May 11<sup>th</sup>, 2015 meeting to define goals for the property and are currently discussing possibilities with Willamette Neighborhood Housing Services (WNHS), a firm from Corvallis, Oregon.

The focus of the discussion was around the Blakely gymnasium. Mr. McDowell reviewed the concerns of the City, primarily the condition of the Rec Center on Park Avenue. Superintendent Gardner indicated that it cost the Central Linn School District about \$18,000 for the Blakely gymnasium. He thought that the roof and the paint needed attention within the next few years.

Mr. McDowell reported that the City puts quite a bit of money into the Rec Center every year to keep it operational. The City upgraded the roof and the paint along with floor maintenance that should allow the building to operate through the year 2028. The replacement cost for the floor is about \$100,000.



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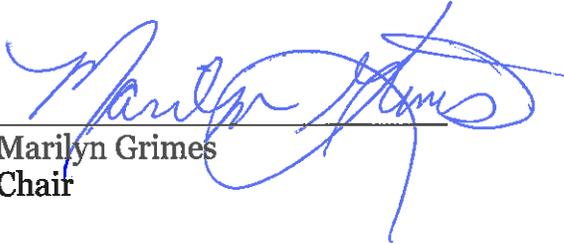
The outcome of the meeting was for Council to consider hiring an inspector to review the condition of the Rec Center and the Blakely gymnasium to determine associated costs and such.

Mr. Dominguez pointed out that the American Legion would like to be included in future discussions about partnership for the Blakely gymnasium.

There being no further business to discuss, the meeting adjourned at 8:13 p.m.

ATTEST:

  
Elizabeth E. Coleman  
Administrative Assistant

  
Marilyn Grimes  
Chair