



# City of Brownsville

## Parks and Open Space Advisory Board Meeting

City Hall  
Wednesday, March 2<sup>nd</sup>, 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: January 6<sup>th</sup>, 2016
- 6) PRESENTATIONS & ACTION ITEMS:
  - A. Arbor Day
  - B. Park Walk
  - C. Ivy Cutting
- 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

March 2<sup>nd</sup>, 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 & Administrative Assistant Elizabeth Coleman.

**Absent:** Patty Linn, JoAnn Neddeau.

**Public:** None.

**Presiding:** Rick Dominguez.

The meeting was called to order at 7:05 p.m. The minutes of the January 6<sup>th</sup>, 2016 meeting were reviewed; *Mrs. Simon moved to approve the minutes, Mrs. MacDermott seconded, and the minutes were passed unanimously.*

### Arbor Day

The Board is in the planning stages of celebrating the City's 10 year benchmark as a Tree City USA Member. Involving the community is a key component for this upcoming event. The City of Brownsville celebrates Arbor Day in October, rather than the traditional month of April, as this time seems to work better for tree planting. The Board discussed several options to involve the community; Historical Tree Hunt with Map, Art Contest, Geocaching, weekend family events, and an appearance from the Forestry Department, a tree planting record, was among the myriad ideas. The Board will come back to the next meeting with follow-up information for these ideas. Mrs. Simon made a motion for Staff to accept tentative ideas and research options for this upcoming project; Mrs. MacDermott seconded and the motion passed unanimously.

### Park Walk

The Board will take the annual Park Walk prior to the May meeting. Over the last few years, the Board has met at the Pioneer Park for a "Walk", to see progress over the year as well as note any issues that may need to be addressed.

### Tear Drop Trailers

Mrs. Coleman reported on a possible agreement with an organization that shows Tear Drop Trailers. Currently, there are shows in Roseburg, Medford, and Lake Oswego. This would be a Friday evening to Saturday event. This event may work alongside the car show. The group approached the City Council on this opportunity; more to come.

### Progress Reports

The LDS Church scouting group recently raked leaves in Pioneer Park. The City really appreciates the Scouts and their efforts. The Street Tree Project is currently on hold. Mr. Frink and Mr. McDowell are working on a street tree design and will look for the most cost effective species. The



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Spaulding Way Tree Project has become larger than anticipated; there have been a few obstacles; but Public Works is working on getting those taking care of and replacing the Spaulding trees with concrete as decided. The Eugene Kennel Club is still working on the finishing touches for their agreement. Public Works is working on backfill for the Kiddie Park, as well as removal of the concrete mushrooms and slide. The Chamber may be working with the Pioneer Picnic Association on adding more portable restrooms in the Pioneer Park for the Citywide Yard sale & Antique Faire.

### General Updates

Public Works will have the Park Map made by Ally Maser installed in the new Message Board at Pioneer Park by April 1<sup>st</sup>. There have been some issues with dog owners using the bark mulch and grassy area for a dog stop near the public restrooms and the Spaulding sidewalk. Public Works has placed a "doggy bag" receptacle like those at the Pioneer Park to encourage dog owners to respect the public spaces. GR12 well is complete. Mr. McDowell and Mrs. Deaver met with the Rec Center Board recently to discuss maintenance, scheduling, and overall administrative tasks. Since taking on the scheduling responsibility for the Rec Center, the City has faced some challenges with sports signup deadlines, contact information, etc. Currently, the City is the depot for all sports applications, scholarship applications, renting of the building, tables and chairs, collecting money for all applications, rental fees & deposits. The City has also donated two hours of custodial time to the Rec Center for minimal "housekeeping". One of the main reasons for the discussion with the Rec Center Board and the City was to ensure open lines of communication, maintain attainable expectations, understand roles, and to work to maintain a positive relationship. Mr. Dominguez mentioned the flag pole at the Pioneer Cemetery has been purchased and is ready for installation.

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

ATTEST:

  
Elizabeth E. Coleman/  
Administrative Assistant

  
Rick Dominguez  
Chair