



City of Brownsville

Parks and Open Space Advisory Board Meeting

City Hall
Wednesday, May 6th, 2015
7:00 p.m.

Regular Session

AGENDA

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) ADDITIONS/DELETIONS TO AGENDA
- 4) MINUTES: April 1st, 2015
- 5) PRESENTATIONS & ACTION ITEMS:
 - A. Spaulding Way Planters
 - B. Park Walk
- 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

May 6th, 2015

2015 Park Walk (6:30pm)

The Board met in Pioneer Park at 6:30 PM for the annual “walk in the Park”. At this time, the board reviews the progress of current & upcoming projects, (Park electricity, kitchen upgrades, signage, gates, structures, etc.), as well as Park tree issues (storm damage, etc.). The Board discussed the following areas:

- Cement “mushrooms” in the Kiddie Park have broken and will be removed by Public Works in the near future.
- Park electricity in the Prairie (phase II) is nearly complete. Pedestals should be in by the end of May.
- Signage: To assist Park users in locating the various buildings and restrooms.
 - East Restrooms to designate male and female entry
 - North Restrooms
 - Pavilion, Kitchen, Stage, Community Arts Building, Flower Building
- The remaining yellow entry gate to Pioneer Park will be removed in the near future.
- There are at least three trees in the Park that have been damaged due to recent storms and rot. An arborist will be contacted to assess the trees for removal.

NOTE: Mrs. Neddeau remembered after the Park Walk a tree in the Kiddie Park that looks like it may be dead (possible Madrone); Ms. Linn also saw a tree near the Kiddie Park that has ivy traveling up its trunk. Ms. Linn will email a picture of the tree to Mrs. Coleman for review.

PARK BOARD MEETING COMMENCED

Members of the Parks & Open Space Advisory Board met this day in regular session at City Hall, Brownsville, Oregon at 7:15 p.m.

Present: Pat MacDermott, Brandie Simon, Betsy Ramshur, Patty Linn, Elizabeth Coleman.

Absent: Marilyn Grimes, Rick Dominguez.

Public: None.

Presiding: JoAnn Neddeau.

The meeting was called to order at 7:15 p.m. The minutes of the April 1st, 2015 meeting were reviewed; *Mrs. Simon moved to approve the minutes with one typographical error; the motion was seconded by Mrs. MacDermott and the minutes were passed unanimously.*



Digging in the Park

Ms. Linn brought to the Board's attention a letter recently submitted to The Times. The author mentioned finding a fairly large number of miscellaneous items while dog walking in Pioneer Park. Amongst these items were 22 baseballs, fencing, truck parts, aluminum roofing, house wiring, and the largest of these, a shopping cart that was dug up. It is very important for the Board to be aware that while it is admirable that someone cares enough to remove so many undesired items from the Park during morning walks, it is unlawful to dig in the Park unless authorized by City Administration. When the Park Caretakers come toward the end of May, they will be able to let people know that digging is not allowed in the Park.

Spaulding Way Planters (Historic Review Board)

Mrs. Coleman and Mr. McDowell met with the HRB on May 6th, 2015 and discussed removing the trees along the south side of Spaulding Way and replacing with planters chosen by the Park Board in 2014. Mrs. Coleman will have additional information regarding this meeting in June.

Garden Club

A Brownsville Garden Club has begun and the members will enter into an agreement with the City to maintain several public areas in town, as well as the outside of the Flower Building in Pioneer Park. Linda Scronce-Johnson is working with Mr. McDowell on this project. The City has needed a Garden Club for a long time, this is a welcome addition.

Fourth of July Cleanup

The Fourth of July Cleanup (Sunday July 5th, 2015) Incentive will be offered to the same non-profit organizations as last year (Boy Scouts, 4-H, Assembly of God Youth Group). If the groups are not available, another alternative will be discussed.

Progress Reports

Park mowing has begun; Public Works mows Pioneer Park at least once per week; when the Park Caretakers arrive, a large portion of their time is spent keeping the grass down. Park Electricity is still in progress; there were several delays in this project; the pedestals are scheduled to arrive by May 11th for installation by the end of May. The kitchen refrigerator has been repaired, a warmer has been repaired by Advanced Mechanical and a new freezer is coming soon. As a liaison for the Rec Board, Mrs. Ramshur mentioned the need for a laminate tabletop, for sanitary purposes. Mrs. Neddeau mentioned Superintendent Karl Frink has discussed this option with Staff.

There being no further business to discuss, the meeting adjourned at 7:49 p.m.

ATTEST:


Elizabeth E. Coleman
Administrative Assistant


Park Board Vice-Chair