



Parks & Open Space Advisory Board

November 6th, 2019

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: Rick Dominguez, Betsy Ramshur, Pat MacDermott, Brandie Simon, Joann Neddeau, Lynlee Bischoff, Elizabeth Coleman & Scott McDowell.

Absent: None.

Public: None.

Presiding: Rick Dominguez.

The meeting was called to order at 7:02 p.m. Nothing was added or removed from the agenda. The Pledge of Allegiance was recited.

September 11th, 2019 Minutes

Mrs. Simon requested two changes to the bottom of the first page for clarification purposes. Mrs. Simon moved to approve the September 11th, 2019 minutes as corrected. Mrs. MacDermott seconded the motion and the minutes were approved unanimously.

Total Maximum Daily Load (TMDL)

Mr. McDowell presented a slide show regarding TMDL, giving a quick overview with current and future implications. Originally, this was a 'voluntary' program regarding stormwater. McDowell reviewed several programmatic requirements of TMDL including State requirements such as certified operators, continuing education, and meeting plan and permit requirements. He stated that the City is currently dealing with water curtailment that happened due to a lawsuit brought against the State of Oregon in 2010. Members may recall the well redevelopment that was completed a few summers ago that will hopefully supply the City with enough water for the next twenty-five years. Oregon Water Resources Department (OWRD) is requiring the City adopt a Water Conservation Management Plan by the end of 2021. The new water meter installation helped toward that plan.

TMDL is geared toward protecting fish. McDowell gave an overview of the process basically summarizing when it rains land-based chemicals such as fertilizers, pet waste, pesticides, etc. are washed into the waterways. TMDL applies to water runoff of impervious surfaces such as roofs, streets, sidewalks, driveways and carries pet waste, oil and fuels from vehicles into streams. Future TMDL implications could cause the City to install a storm water system, and a potential treatment process. The potential infrastructure burden would be significant. TMDL forces the City taxpayers to pay to treat runoff from fields and land outside the City from farm fields and forests.

Property owners in several cities throughout the valley are being billed for impervious surfaces (surfaces that do not absorb rainfall) calculated by the property owner's impervious surfaces square footage. McDowell shared a few billing structures from neighboring communities. McDowell showed an excerpt from the City of Albany's website that stated nine miles of sewer pipe is estimated to cost the City of Albany \$20 million. Installation and maintenance of stormwater systems and infrastructure are costly. Ms. Bischoff asked about the park impact. McDowell shared the credits the City receives due to



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the Park Master Plan and Tree City. Pet waste bags were also discussed due to their role in the approved plan. McDowell encouraged members to research the topic further on the City's website.

Park Fees

The Board reviewed the proposed rules and increases for 2020. Members Ramshur, Simon and MacDermott were concerned that the increase of the Kirk Room rate could deter use. Members suggested \$15.00 instead of \$20.00. McDowell indicated that the \$300.00 fee for groups over 300 attendees be increased to \$400.00. The Board concurred. Ms. Bischoff added clarifying language to include the dog off-leash area. Mrs. MacDermott and Mrs. Simon thought it would be a good idea to call out a daily rental as to avoid confusion. Mrs. Ramshur asked about the Rec Center fees. McDowell indicated that the City is waiting on official word from the Board. Rec Center President Blaine Cheney reported that the Rec Board was in favor of creating a deposit but did not have quorum to formalize that action at their last meeting. McDowell indicated that the price listed is informational only. Folks will have to contact City Hall to get details based on the Rec Board's current rate table. He said the City has a similar system with the other rates listed on the sheet. Brownsville residents get a reduced rental rate, however, it's too much to fit on one page, as this document is designed as a quick reference. McDowell asked Ramshur, the Park Board liaison to the Rec Board, if she felt comfortable making a recommendation to Council contingent upon the Rec Board's final decision on rates and the deposit. Ramshur felt confident that the Rec Board would approve this at their next meeting provided they can quorum. Ramshur also suggested having the Rec Center rate sheet on the City website. McDowell shared were that information could be located.

Brandie Simon moved to accept the rental rate changes as modified and to recommend the same to Council pending the final decision that was the responsibility of the Rec Board. The motion was seconded by Pat MacDermott and the motion passed unanimously.

McDowell discussed a few operational ideas that will serve as an attempt to make the public aware of the event schedule of Pioneer Park. Members made several great suggestions at the last meeting that Staff will implement this upcoming year. McDowell said that he is still working on a few agreements. Administrative Assistant Jannea Deaver is ready to send out the annual Park Lottery letters and details need to be finalized. McDowell said that he was unable to accommodate a new dog show. The group wanted a prime weekend in July which wasn't possible due to the other events already booked for 2020 including Pioneer Picnic, the Fourth of July, the Rally on the River, Antique Faire and the Willamette Agility Group (WAG). McDowell anticipates the Mid-Valley Cycling Group may also want an agreement for their overnight bicycle tour again.

Ad Hoc Committee Update

Mr. McDowell reported that the Committee will hold their next meeting Thursday, November 14th, 2019 in the Community Room at 7:00 p.m. The Committee will focus on the VLMK Structural Engineering Report received on the Rec Center and discuss possible funding strategies.

Playground Relocation Update

The City received a quote that was very high. Public Works Superintendent Karl Frink and McDowell have discussed other possibilities including local contractors or the Public Works crew moving the equipment. McDowell indicated that he would be working with the City Engineer to have a



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professional playground planner provide specifications for the work. The City is doing this to prove the work was installed to current playground standards as an attempt to avoid possible, future liability.

Downtown Wastewater Collections Project

Mr. McDowell stated that Council executed an agreement with Dyer Partnership to complete the engineering for the Downtown Wastewater Collections Project which will hopefully allow the City to complete the construction in FY 2020.2021.

Public Works Personnel

Mr. McDowell said the Council authorized the hiring of Chuck Brown full-time as a Public Works Operator. The City will not hire part-time folks next year due to this hiring. The City has hired two part-time people to help during the summer months and from May through October. The City has hired Mr. Brown on three occasions and was pleased to hire him full-time.

Park Caretakers Update

Mr. McDowell has signed a contract to bring David and Sharon Peterson back as the 2020 Park Caretakers. McDowell said the couple had served the City very well four seasons ago and were excited to be coming back!

Operational Projects

Mr. McDowell shared several procurement projects that will have positive impacts on the parks including a new dump truck and two new mowers. The equipment is due for replacement as the City currently has a 1986 dump truck. Staff is thrilled to welcome new equipment to the fleet.

There being no further business to discuss, the meeting adjourned at 7:55 p.m.

ATTEST:

A blue ink signature of S. Scott McDowell.

S. Scott McDowell
City Administrator

APPROVED:

A blue ink signature of Rick Dominguez.

Rick Dominguez
Chair