

Park & Open Space Advisory Board

December 4, 2007

Members of the Park & Open Space Advisory Board met this day in regular session at City Hall, Brownsville, Oregon at 7:00 p.m.

Present: Bill Nelson, Walter Heeren, Ruth Lawhon, Patty Linn and S. Scott McDowell.

Carla Gerber arrived at 7:18 p.m.

Absent: Pat Biesinger and Jim Mayer.

Public: No one was present.

Presiding: S. Scott McDowell.

The meeting was called to order at 7:00 p.m. Minutes from the November 6, 2007 meeting were edited per Mr. Heeren's request and approved. Mr. McDowell indicated that Mrs. Gerber would be late and Mr. Mayer would be unable to attend. McDowell indicated there would be an addition to the agenda under Action Items. McDowell stated that Mr. Carl Widell has indicated that Willamette Agility Group (W.A.G.) would like to donate a tree for the park. The group uses Pioneer Park for dog agility trials in the summer. Mr. Heeren thought a good place for a tree may be east of the Post Office by the City parking lot. Heeren stated that Mr. Nelson had mentioned this a few meetings ago about this spot being bare. McDowell thought the group wanted the tree in the park but will inquire. Everyone was in favor of accepting the tree. McDowell will work on the final location with Mr. Widell and Public Works.

McDowell suggested tabling the discussion of the Park Master Plan due to the absence of Mr. Mayer. The next item, Park Ordinances and the Municipal Code, was discussed recently at Council meeting. Councilor Cole had requested that the ordinances and Code be reviewed to eliminate some of the concerns that have happened this year. McDowell has reported several times in the past about the language that allows the City Administrator to make sweeping decisions regarding vending in the park. McDowell presented his suggestions that he will take to Council at the next meeting. Basically, instead of the City Administrator having the authority to make decisions regarding events and the sale of goods, the Council will make those decisions. This year the 'Stand By Me' Event and the Willamette Country Music Festival were events that McDowell felt needed the attention of Council. Given the responsibilities of the Parks & Open Space Advisory Board, Council was the appropriate body to hear these kinds of requests.

If amended, the ordinance will have these requests go before Council and the Parks & Open Space Advisory Board will be invited for consideration of the proposal and input. The amendment would also have a procedure for event organizers to follow. The amendment would allow events of all kinds, private and non-profit, and provide a process. McDowell asked members to review the material and get any suggestions to him prior to the next Council meeting.

The Board briefly discussed the jail building. Heeren stated that he would love to see something there that folks could view. He said he points it out to folks who visit the Linn County Museum. Bill Nelson thought that maybe a viewing window could be added. Patty Linn said that she

would talk to some of the folks at the Senior Center to find out details. McDowell said that he was going to talk with Councilor Shepherd about the building but has not had the opportunity as of yet. Nelson said that Herb Dominguez would know about the building. McDowell suggested that the Parks & Open Space Advisory Board go look at the building during the next meeting.

McDowell contacted Len Baer of Home Depot, Team Depot, out of Eugene who are interested in doing some community service work. McDowell indicated that Mr. Baer was interested in the Library landscaping project. McDowell explained that Rhoda Fleischman and Sherri Lemhouse had provided a list of plants and that Public Works would make a backhoe available. Baer thought that early spring would be best for materials and for planting. He is scheduled to stop by City Hall this week to review the project.

McDowell reported that City Planner Bill Sattler is working on the reapplication for Tree City. McDowell has set up a meeting with Mr. Robert Dominguez to look over the Veteran's proposal for a memorial. McDowell also apologized for the manner in which the City has handled the improvements to Remington Park. He stated there are many internal processes which are being reviewed so this type of thing is handled more professionally. Gerber recounted the promises that were made by the Smith's for the installation of the park. The City was supposed to not allow any more building permits until the park was completed but that did not happen. McDowell feels strongly that if the City is going to have requirements, they should be followed to ensure that the details are executed.

Gerber asked what everyone thought about the plaque that was to accompany the tree donated by W.A.G. Discussion ensued. It was suggested that maybe the wall at the east end of the Pavilion could be used as a centralized location for plaques. Several ideas were exchanged including limits for financial donations or an amount of donated time to the community or park. It was agreed that McDowell would let Mr. Widell know that there is a moratorium of sorts on plaques. Parks & Open Space Advisory Board decided to look into this matter further at the next meeting. The January meeting will be cancelled. Next year the Board will try to make November the last regular meeting of the year given the holidays.

There being no further business to discuss, the meeting adjourned at 7:47 p.m.

ATTEST:



S. Scott McDowell
City Administrator



Carla Gerber
President

City of Brownsville

Parks and Open Space Advisory Board Meeting

City Hall
Tuesday, December 4, 2007
7:00 p.m.

Regular Session

AGENDA

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) ADDITIONS/DELETIONS TO AGENDA
- 4) MINUTES:
 - A. November 6, 2007
- 5) ACTION ITEMS
- 6) DISCUSSION ITEMS:
 - A. Master Plan
 - B. Park Ordinances & the Municipal Code
 - C. Jail Building
 - D. Len Baer Landscaping
 - E. Tree City Recertification
 - F. Remington Park Update
- 7) CITIZEN INPUT
- 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 required. The location of the meeting/hearing is accessible to the disabled. If special accommodations are needed, please notify S. Scott McDowell, City Administrator, at (541) 466-5666 in advance. Thank you.