



City of Brownsville

Parks and Open Space Advisory Board Meeting

City Hall
Wednesday, September 2nd, 2015
7:00 p.m.

Regular Session

AGENDA

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) ADDITIONS/DELETIONS TO AGENDA
- 4) MINUTES: June 3rd, 2015
- 5) PRESENTATIONS & ACTION ITEMS:
 - A. Arbor Day
 - B. Cemetery Sign
 - C. Park Rates
 - D. OPRD Grant
 - E. Remington Park
- 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

September 2nd, 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: JoAnn Neddeau, Pat MacDermott, Patty Linn, Betsy Ramshur, Marilyn Grimes, Brandie Simon, Elizabeth Coleman & Scott McDowell.

Absent: Rick Dominguez.

Public: None.

Presiding: Marilyn Grimes.

The meeting was called to order at 7:05 p.m. The minutes of the June 3rd, 2015 meeting were reviewed; *Mrs. Ramshur moved to approve the minutes with two grammatical corrections, the motion was seconded by Mrs. Simon, and the minutes were passed unanimously.*

Arbor Day Celebration

Mrs. Coleman is working on the details for Arbor Day Celebration 2015. Friday Storytime and crafts at the Library will be centered on Arbor Day. Mrs. Coleman and Librarian Sherri Lemhouse are researching other options, such as an evening 10-minute play on J. Sterling Morton. As the weather conditions have been extremely dry, Mrs. Coleman discussed with the Board scheduling the tree planting in November, rather than October. Arborist Vern Esplin has downed several trees in the park due to squirrel damage, age, and rot. The hope is to replant trees in the near future. Discussion ensued. Ms. Linn made a motion for Staff to move forward with Arbor Day plans, Mrs. Neddeau seconded, and the motion passed unanimously.

Brownsville Pioneer Cemetery Sign

A number of years ago, Bob Kennedy contributed signage for the cemetery. Over the last year and a half, the sign has been in need of repair. Local artist and sign maker Jane McQueen painted a new sign for the cemetery, with the same design type as those found on other City property. Since that time, the Pioneer Cemetery Association has presented a different design to bring to the Park Board. The laser cut letters and rolled edge aluminum are different materials than what is currently used for other City signs in town (wood), however, the design should still tie in to the Brownsville look. If the design is approved by the Park Board, the Association may want to add brickwork (caps and columns) in the future. Staff recommended accepting the Pioneer Cemetery Associations sign proposal; the current sign will be erected elsewhere on the cemetery premises. Discussion ensued. *Ms. Linn moved to accept the Pioneer Cemetery Association cemetery sign design. Mrs. Simon seconded, and the motion passed unanimously.*

Fourth of July Cleanup (July 5th, 2015)

Mrs. Coleman reported on the July 5th, 2015 cleanup. The 4-H Club and Assembly of God Youth did a great job cleaning up the Park. The City also added a number of trash and recycle cans, as well as ten portable toilets. The addition of these items contributed greatly to a cleaner Pioneer Park.



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OPRD Grant

The City applied for a Technical Planning Grant through the ORPD (Oregon Parks and Recreation Department) in May 2015. A technical grant would assist with our Master Plan, which is required to be eligible for additional grants in the future through OPRD. There were six applicants who applied for the grant (five from 2014, and the City of Brownsville for 2015); the budget was cut considerably with only \$150,000 available, leaving the City of Brownsville last on the list. The City did not receive the grant this time, but will apply again in the coming years.

Remington Park

The Park Board has discussed surplussing the Remington Park property over the last couple of years. After researching City files and making a trip to the Linn County Clerk office, the City has found that Remington Park cannot be liquidated or sold due to the way the property was deeded when the subdivision was complete. There are several property owners within the subdivisions surrounding Remington Park who have discussed forming a homeowners association and have approached the City about a possible lease option to help maintain and improve the Park. Improvements would be done as part of the homeowners association; any equipment installed at the Park would have to be approved by the City, as the Park would still be legally owned by the City. Only preliminary discussions have occurred; Staff will keep the Park Board abreast of pertinent information as it comes. Discussion ensued.

Message Board & Park Map

The message board is in Pioneer Park and artist Ally Maser has worked hard to complete a map that captures the character of the Park. There are a couple of logistics to move through; once those are complete, the map will be ready for public view. Mr. McDowell plans to talk with the Chamber at the next Executive Board meeting about designing a pamphlet that advertises Brownsville restaurants, gift shops, etc. that could also be incorporated with the message board.

Bob Waibel Memorial

Mr. McDowell asked how the Board would like to handle the recent cast iron placement of the Bob Waibel Memorial in Pioneer Park. Staff would like City associations to be mindful of the process and procedural steps described in the Brownsville Municipal Code when placing memorials in City parks or Open Spaces. Discussion ensued. The Board suggested a letter to the Pioneer Picnic Association regarding City processes on these matters and to invite the president of the Association to the next meeting to discuss the process. The City has a positive relationship with the Pioneer Picnic Association and wants to be certain everyone is on the same page. Discussion ensued.

Progress Reports

Mr. McDowell and Superintendent Karl Frink are working on bids to complete the City Hall project; additionally, a Sidewalk Project that will begin just past the Rec Center sidewalk. The new sidewalk plan will connect from the Rec Center, go through the Kiddie Park, and tie into the sidewalk by the Stage. There will be ADA accessibility as well. Pads for the two yard dumpsters around the Park



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will also be incorporated with the Sidewalk Project. The playground will also have an area with a sandbox. Discussion ensued. The Kirk's Ferry water fountain is in. The 2015 Waterline project is moving forward quickly. The City completed a cut and fill for the floodplain so as not to cause a flood issue.


General Updates

There has been a citizen concern regarding the street trees along Main Street (Gateway Project). There are a couple of Raywood Ash trees that suffered due to the extremely hot weather. The trees have been in the ground for four years and are acclimated. There are a couple of trees that may need to be removed or trimmed because of crowding but the trees chosen by the City are all drought tolerant. Karl has modified the pump so that it takes two hours to water, rather than all day. Staff and the Board may want to wait until next year and evaluate the condition of the trees before spending additional funds on watering sleeves. Planting a higher caliper tree may also be necessary.

Mr. McDowell updated the Board on the marijuana front; legal counsel informed the City that up to two pounds of marijuana can be given away, as long as it was non-commercial. The City will take a vote in November of 2016 for both recreational and medical marijuana, the two cannot be voted on separately, as cannabis is considered a Schedule 1 drug and is illegal at the federal level. The issue is quite fluid and changes can occur very quickly.

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

ATTEST:


Elizabeth E. Coleman
Administrative Assistant


Marilyn Grimes
Chair