



Facilities Review Committee

October 4th, 2018

Members of the Facilities Review Committee met this day in regular session at City Hall in the Community Room, Brownsville, Oregon at 7:00 p.m.

Present: Debbie Wyne, Rick Dominguez (7:16 p.m.), Blaine Cheney, Katie Cheney, Elizabeth Coleman & Scott McDowell.

Absent: Lynda Chambers, Brandie Simon & Karl Frink.

Public: David Karo.

Presiding: Blaine Cheney.

Mr. Cheney reconvened the meeting at 7:09 p.m. Cheney gave a quick recap of the last meeting. Mrs. Gerber talked about what types of measures the group will use to determine and possibly rank priorities. Mrs. Wyne provided a type written list of prioritization criteria. She provided copies for members. A copy is attached to these minutes for the record. Discussion ensued around the criteria provided by Mrs. Wyne.

Mrs. Cheney mentioned the possible need for structural engineer to review all facilities. She said it was mentioned multiple times in the report that a more in-depth analysis, such as a structural engineering review should be completed. The group agreed. There was some discussion about eliminating certain buildings or activities and facilities. Mr. Dominguez felt very strongly that the Dance Hall was an important aspect to retain. Mr. Cheney wondered if the kitchen was necessary in the remodeling effort at the Rec Center or if it could be included as part of the reimagining of the Pavilion. Mrs. Coleman indicated that the Rec Center is often used for memorial services and birthday parties. In both cases, the kitchen is used. Mrs. Cheney indicated that the kitchen isn't used much for sports. There was discussion about how priorities of the kitchen have changed over the years. Mr. Dominguez discussed the kitchen at the American Legion and the permitting processes that are required to use the kitchen for certain events.

Mr. Cheney said that the fire, life and safety issues really resonated for him. One safety issue that should be addressed is ease of access to the Rec Center. Many people have keys to the Rec Center which can be seen as a security problem. Mr. McDowell indicated that he had looked into the possibility of keyless entry for City Hall, the Rec Center and the Kirk Room because these were all public spaces that were frequently used. The cost was very high, so it was not added to the budget. The system Mr. McDowell looked at was a wireless coding system that would provide a pin number for specified time frame. The City requires folks to pick the keys for the rented facilities up on the Friday before their event. In some cases, this is difficult to arrange. Mr. McDowell felt that this type of security system should be installed if the facilities are refurbished.

The group spent some time listing activities at the various facilities. Below are the Pavilion's activities as defined on the whiteboard:

Pavilion

- Picnics
- Weddings
- Parties
- Fundraising



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- Events
- Scouts
- Shows
- Commercial Kitchen
- Restrooms
- Reunions
- Graduation Parties
- Memorial Services

The group added that the building should look rustic and be capable of serving the public year-round with capacity for about 500 persons.

Mr. Cheney wondered about the future of Park services and what that evolution would look like. Discussion ensued. Mr. McDowell shared his views from serving on the Oregon Parks and Recreation Board by stating facilities that are capable of serving the most people are the ones that should be considered. Niche projects such as skate parks and dog parks serve a narrow population. Skate parks are very expensive and tricky to maintain over time. Cheney talked about concerns in Corvallis with the pool and some of the challenges certain public facilities have on public budgets and maintenance crews. McDowell talked about some of the ideas the Park Board removed from the Master Plan and have considered through the years; things like disc golf, BMX parks, croquet courts, volleyball courts etc. Maximizing opportunities with limited resources is challenging.

Mrs. Wyne brought up the concept of a recreational district. She's interested in a way for everyone to cost share in these improvements. Mr. McDowell indicated that the biggest barrier to creating a recreational district is the necessary vote that is required for taxing district to be established. With that said, a regional approach to this should be considered. McDowell indicated that in many places, as stated at the last meeting, school districts and communities work together to fund rec centers and other community opportunities through a major bond campaign. Mrs. Wyne like the idea of incorporating Halsey and the Central Linn School District; maybe the facilities could be more centrally located using this model. Some history around past decisions was discussed. Some past ideas were also contemplated. A very clear, defined body would need to be created for this approach to be successful. Everyone felt positive about the possibility of a broader discussion.

Mr. Cheney began discussing outcomes and what the next meeting would look like. Mrs. Cheney asked for a complete, detailed list that outlined activities at each facility. Mr. McDowell said that he and Administrative Assistant Elizabeth Coleman would work up a list for consideration. The group discussed possible recommendations and timelines. The group does not have to render a decision by October, November will also work.

Mrs. Wyne asked for a meeting to happen soon, so the discussion can continue. The group decided on Thursday, October 18th, 2018 at 7:00 p.m. in the Community Room to reconvene. The meeting recessed at 8:12 p.m.

ATTEST:

S. Scott McDowell
City Administrator

Blaine Cheney
Chair

**Facilities Committee
Prioritization Criteria
October 4, 2018**

Exhibit A

1. Life/Fire/Safety
 - Security
 - Lights
 - Hazards (tripping, railings, etc.)
 - Safety concerns
 - Broke beyond repair

2. Prevention of further damage
 - Broken pipes
 - Leaking roof
 - Electrical problems
 - Structural issues

3. Emergency
(prevents normal work operation)
 - Lights out
 - Power failure
 - Broken items
 - Things that prevent use

4. Special Projects
 - Major maintenance
 - CIP items

5. Public Relations
 - Annual Events
 - Private parties
 - Esthetics: General cleaning/grounds
 - Community use

6. Cost

7. Funding Source
 - Grants
 - District
 - Private donations
 - Campaigns
 - City of Brownsville citizens
 - Users
 - Other local cities