



## Parks & Open Space Advisory Board

May 10<sup>th</sup>, 2023

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:** Chair Brandie Simon, Pat MacDermott, Lynlee Bischoff, Betsy Ramshur, Pam Solberg, Administrative Assistant Elizabeth Coleman & City Administrator S. Scott McDowell.

**Absent:** Rick Dominguez, Joann Neddeau.

**Public:** No one attended.

**Presiding:** Brandie Simon.

The meeting was called to order at 7:01 p.m.

The Pledge of Allegiance was recited.

Chair Brandie Simon asked if there were any changes to the agenda. Mr. McDowell added one item to the agenda under Presentations & Action Items regarding a memorial bench request by Jeidah DeZurney.

### **Minutes: March 1<sup>st</sup>, 2023**

*Betsy Ramshur moved to approve the March 1<sup>st</sup>, 2023 Minutes as presented. Lynlee Bischoff seconded the motion, and the minutes were approved unanimously.*

### **Presentations & Action Items**

#### ***Memorial Ordinance Review Chapter 8.20.055 – 8.20.057***

The Board discussed potential changes to the Memorial Ordinance (Brownsville Municipal Code Chapter 8.20.055-8.20.057) at the March meeting and approved McDowell & Coleman to amend the ordinance for Board review. Among the changes were 1) Donation amount increase 2) Removal of “City Park Memorial Sidewalk”, 3) Clarifying requirements for Memorial Trees & Benches. The amendment condenses the requirements and provides clarity to the ordinance.

*Betsy Ramshur moved to approve Chapter 8.20.055-8.20.057 Memorials as amended and recommend the same to Council. Pat MacDermott seconded and the motion passed unanimously.*

McDowell reported that Jeidah DeZurney has requested placement of a memorial bench on the west side of Pioneer Park, near the well heads. The board discussed potential locations for the bench in relation to existing benches, shade & access. *Betsy Ramshur moved to approve Jeidah DeZurney’s request for bench placement at the location approved by the Board in Pioneer Park. Pat MacDermott seconded and the motion passed unanimously.* McDowell will forward Jeidah the details and determine next steps.



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### *Scotch Broom & Ivy | Pioneer Park*

Recently, Lynlee Bischoff mentioned Scotch Broom & Ivy are growing in several areas of Pioneer Park. The Board discussed options for removal. In the past, Park Board members and individuals have worked with the City to take steps to remove invasive species and this method has worked well. It is important that interested parties contact City staff and obtain permission prior to this type of work in the park. Discussion ensued.

## ***Progress Reports***

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Chair Simon turned the floor over to McDowell for updates.

### *Budget Overview*

McDowell reported that the Budget Committee has ratified the budget & have made their final recommendations to Council. Council will hold a public hearing on the budget in May and officially adopt the budget in June. McDowell provided a bullet point presentation of the City priorities, including the major ticket items;

- *GR12 Waterline installation:* Will supply water for the next 40+years and roughly 500 additional units.
- *Rec Center Remodel:* Now projected at approx. \$2.1 million, Council approved staff to obtain a \$600,000 loan for this project.
- *Chemical Change for Wastewater Treatment:* Sulfur Dioxide is no longer a viable option to dechlorinate the water, staff & the city engineer are currently working on logistics of this change to Calcium Thiosulfate.
- *Future Pavilion Construction:* The Board still plans to reconstruct the pavilion in the near future.
- *Sewer Lagoon:* The City is exploring options for additional sewer storage due to recent growth.
- *Pioneer Park Playground:* Approximately \$220K has been set aside for this project, depending on the loan rate for the Rec Center, these funds may require re-allocation for that project.

McDowell reiterated the need for the City to prioritize projects of necessity over wants. Discussion ensued. McDowell provided an overview of Council priorities, regional development/relationships, regional & statewide policy review & implementation, & regional advocacy components (SMAC, D-PREP, etc.) McDowell also provided a historical overview of state stormwater requirements (TMDL) & the regulatory impact these unfunded mandates have on small municipalities.

### *Recreation Center Renovation*

McDowell reviewed the upgrade list, timeline & other logistical details surrounding the upcoming renovation. Among the upgrades are a new composite floor, base level seismic,



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windows & paint. Construction is tentatively scheduled to begin June 1<sup>st</sup>, pending contract approval.

The City ordered a forty foot (40') Conex storage container to house items currently in the Rec Center in preparation of the renovation. Delivery is scheduled for May 17<sup>th</sup>. McDowell will meet with President Katy Kallai & Sue Frasier to ensure the space is cleared for the contractor.

Public Works will install the waterline from Park Avenue to the new vault on the north side of the Rec Center for the new fire sprinkler system. Pacific Power has been paid for the new service. The contractor for the project is J.E. John Construction. Woodblock & Associates Architects seem confident there will be no long lead times for materials delivery. The Rec Center will be closed to the public for the duration of the project, hence the Conex container. The tables & chairs will be stored in the Community Room above City Hall and available to rent.

### ***General Updates***

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#### ***GR 12 Waterline Construction***

McDowell gave a brief overview of this project. The line will begin south of Kirk's Ferry jail to the Fire Hall, over the Rec Center hill, terminating at the headworks of the Water Treatment Plant. This project is scheduled to go out for bid in June, with a hopeful start date in August, depending on the geotechnical analysis.

#### ***Sewer Lagoon***

McDowell reported additional capacity is needed for sewer. Staff is currently looking at potential locations for another lagoon, a nearly \$3 million dollar project. Within the next 6-7 years, Brownsville will enjoy a new Pavilion, Rec Center, lagoon, & water for the next 40-50 years. Limited resources will dictate what "small" projects will be completed.

#### ***HB3115 | Martin vs. Boise Case***

McDowell gave a historic overview on the Martin vs. Boise case, the inception of HB 3115 (the regulation of public property), and the severe impact both will have on Brownsville & other municipalities/communities. HB3115 requires cities to provide "time, place & manner" and a designated area for individuals to sleep, sit, lay & keep warm/dry, among other things that cities cannot afford, by July 1<sup>st</sup>, 2023.

An open space owned by the City near the west side of Hwy 228 has been potentially designated to comply with this requirement. McDowell explained the content of two ordinances passed by the Council: Unfunded Mandates & HB3115 *Martin vs. Boise*. The cost of this unfunded mandate is yet to be determined but will be extensive & measurable.

#### ***Events, Agreements & Camping***

McDowell reported that Walter & Marta Lynch will begin as Park Caretakers around May 22<sup>nd</sup>. Camping & event agreements are currently underway.



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There being no further business to discuss, the meeting was adjourned at 8:18 p.m.

**ATTEST:**

A handwritten signature in blue ink, appearing to be "SM", written over a horizontal line.

S. Scott McDowell  
City Administrator

**APPROVED:**

A handwritten signature in blue ink, appearing to be "Brandie Simon", written over a horizontal line.

Brandie Simon  
Chair