



# MARION COUNTY PARKS COMMISSION

## MINUTES OF THE MEETING

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**November 14, 2017, 10:00 a.m. to 12:00 p.m.**

**North Santiam Room at 5155 Silverton Road NE, Salem, Oregon**

**Members Present:** Sandy Grulkey, Marty Heyen, Wayne Rawlins, Ben Williams, Kyleen Zimmer

**Members Absent:** Ryan Mann

**Public/Guests:** None

**Staff Present:** Russ Dilley, Brian May, Jolene Bray

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### **ADMINISTRATIVE (Information/Discussion/Action)**

**Call to Order: 10:00 a.m.**

#### **Approval of September 12, 2017 Meeting Minutes**

Marty made a motion to approve the September 12, 2017, meeting minutes as submitted. Sandy seconded the motion and it was approved unanimously.

#### **Public Input**

None.

#### **Commission Member Announcements and Upcoming Events**

Ben said they had finished the assessment phase of the Butteville Landing project, which included taking out trees, and found the original road bed. He said they will now prep for next year when they will be grading and putting in the trail. Sandy asked if they uncovered any surprises with the roadway bed. Ben said other than old concrete footings, they found no artifacts.

Sandy said during the Parks Commission meeting in September she spoke about community support she did not mean this as soliciting or receiving financial assistance but rather in terms of community engagement and involvement. She said she is working to get Native American signage added to the park and has been working with Chief Crooked Finger and the Pudding River Watershed Council, which just became 501(c)(3). Sandy said she wants to pursue this on her own and can share her learnings for future work on other parks. She said she has someone who will pay for the sign in Scots Mills but needs county staff to check and approve the sign as safe. Kyleen said Oregon State Parks has sign protocols and asked if Marion County did as well. Russ said he and Brian are working on a signage plan and all will be in same style. Sandy said if the historic sign is not approved for the park she will put on her property. Sandy will share updates about this project at future meetings.

#### **COMMISSIONER PARK ASSIGNMENTS**

Ben said the commission has participated in field trips to county parks over the last few months to familiarize commissioners with the parks. He said it has been suggested that each commissioner take individual responsibility for three parks, which they will visit and then provide updates and recommendations to the commission. Ben said this would provide for a more individual connection and each commissioner would communicate about the park's assets. He said Sandy is doing this already in Scotts Mills and is doing a great job. Kyleen said she thought this was a great idea and would be fun to go out and interact. She said this would also be a good opportunity to market what Marion County parks are to Marion County residents and talk about what is going on in the county parks system. Commission members asked the intended goal. Russ said they would

take the Parks Master Plan, view the assigned park and current recommendations, and come back and make new recommendations to group. Brian said staff would benefit from commissioner’s input about issues such as whether there are enough restrooms in each park and if improvements are needed (such as walking paths) in certain parks. Brian said he doesn’t want to give everyone a checklist because he wants people to have wide open experience so they can view everything about park. Wayne said this undertaking is a noble idea and will support if the group agreed to revisit in one year to see if it’s performing the way the commission expected to see if it should be revised or discontinued. The commission agreed and the following park names were drawn:

<b>Ben</b>	<b>Kyleen</b>	<b>Marty</b>	<b>Ryan</b>	<b>Sandy</b>	<b>Wayne</b>
Spong’s Landing	Parkdale	Auburn	Roger’s Wayside	Labish	Denny
Aumsville	Joryville	Eola Bend	St. Louis Ponds	Scotts Mills	Bonesteele
Niagara	Minto	Salmon Falls	Bear Creek	Packsaddle	North Fork

Commissioners were given a master key to let themselves into closed parks.

### **MASTER PLAN TEMPLATES**

Ben said handwritten notes were being typed up. Brian said he will bring the updated list, 3-hole punched to next meeting.

### **2017/18 PROJECTS AND BUDGET**

Brian said parks received generous general funds, which Russ has been very good on spending and always finds ways for saving. He said Russ did too good a job next year because it wasn’t all spent so he is putting together a spending tracker to make sure it is all used. Brian said everything on the list has been funded except next year’s staffing. He said he and Russ will give a parks update to the board of commissioners at a Work Session on December 5 and will ask for additional staffing. Brian said they will also shift funding from the Bear Creek Park parking lot to the Scotts Mills Park access road because the road crew will be chip sealing on North Fork Road and will also do Bear Creek Park. He said the Niagara Park stairs assessment has been completed and the stairs are fine so funding will be shifted to the Scotts Mills Park. Brian said they have also started prepping for the picnic area upgrade at North Fork Park. Brian said the parks budget has doubled from previous years.

### **FUTURE TOPICS / EMERGING ISSUES / OTHER BUSINESS**

#### **Staff Updates**

- Russ said parks on the North Fork Corridor are closed but road fee boxes are still out. He said the first fee box on North Fork Road is used most frequently. Russ said some fee boxes have been stolen and some have been found on Gates Hill Road, on Forest Service roads, and in the bushes at Bear Creek Park. He said they did very well for first season, and collected \$24,526 in fees and sold 125 annual passes at \$30 each.
- Russ said Bear Creek Campground had 391 campsites used in 2017. Marty said would it would be nice to have a layout of the park that includes camp sites and maximum length allowed. She asked if there is a way to check and see if the one RV site is vacant without driving out. Russ said they are working to establish communication between the camp host and PW Dispatch so public can call them.
- Russ said Bear Creek Park was closed early this year because the lock was broke off the wheel house and it looked like they were trying to steal the safe.
- Russ said all seasonal county parks are closed and will reopen on May 1, except for St. Louis Ponds, which will reopen on March 1.
- Russ said staff painted restrooms and did good job. He said gates have been repainted and a lot of signs replaced. Russ said staff did a lot of trail clearing near the end of the season and at Minto Park cleared a trail 12’ wide and ¼ mile long.
- Russ said due to the parks staff hired this summer, they started improving the curb appeal of parks including Labish, which was a huge improvement.

- Russ said the Bridge Crew has done lot of work at Joryville Park. He said they took out creosote logs along the border and replaced them with boulders, and also removed old metal and an old ADA toilet.

#### **Other Business**

There was no other business from the commission.

#### **Future Topics**

- Report on BOC Work Session
- Each Parks Commission member will view and update on at least one park.

**ADJOURN:** 11:44 a.m.

**NEXT MEETING:** January 9, 2018, at 10:00 a.m. in the North Santiam Room (1<sup>st</sup> Floor) at Public Works.