



## MARION COUNTY PARKS COMMISSION MINUTES OF THE MEETING

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**June 9, 2016 - 10:00 a.m.**

**Pudding Room at 5155 Silverton Road NE, Salem, Oregon**

**MEMBERS PRESENT:** Sandy Grulkey, Marty Heyen, Wayne Rawlins, Ben Williams

**MEMBERS ABSENT:** Steve Koch, George Moeller

**STAFF PRESENT:** Alan Haley, Russ Dilley, Jolene Bray

**BOC LIAISON:** Commissioner Sam Brentano

**GUESTS:** Lisa Miller, Marion County Volunteer Coordinator

**PUBLIC SIGNED IN:** Anna Rankin, Council Coordinator, Pudding River Watershed Council

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

#### **Welcome and Introductions**

Ben called the meeting to order.

#### **Approval of April 14, 2016 Meeting Minutes**

Marty made a motion to approve the April 14, 2016, meeting minutes as submitted. Wayne seconded the motion and the motion was approved unanimously.

#### **Public Input**

Anna Rankin with the Pudding River Watershed Council (PRWC) said she wanted to share the coordinator's report she delivered to the Pudding River Watershed Council Board last night. She said PRWC has become a great team, has written an action plan about watershed health, and is ready to be a vehicle for funding opportunities. Anna said the PRWC board gave her approval to apply for a SOLV grant and if anyone else is also looking at a specific park to talk with her so they can coordinate. She said she was reminded last night that although there are many programs through the soil and water districts, it's most important is to find private land owners and then partner with an agency or group to do restoration on their properties. Anna said the PRWC is in good health, having received \$13,000 from Clackamas County and having \$22,000 in the bank. She said in her position she puts partners together, compiles paperwork and track deadlines, and she can help others write grant applications.

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

Commissioner Brentano said Commissioner Carlson was very happy with Wayne's help in attaining grant funding for the Big Toy project at Keizer Rapids Park. Wayne said there was \$9 million in requests and only \$4 million available. He said the City of Keizer was successful, but it's still subject to parks commission approval. Wayne said Commissioner Carlson, Nate Brown, and Richard Walsh were lead on this and he congratulated them. Ben said Wayne is unduly humble and this was a big accomplishment on his part.

Ben said he wanted to remind everyone that there is an open position on the Parks Commission and welcomed suggestions. Russ said the county has application and now needs to schedule an interview. He said the process would be Alan (as director), Ben (as parks commission chair), and himself meeting with applicant. Russ said he will work with everyone to get the interview scheduled.

## **VOLUNTEER COORDINATOR PRESENTATION**

Lisa Miller told the commissioners that she has been the volunteer coordinator for Marion County for about seven months. She said her office recruits volunteers, provides resources, and provides support to approximately 19 active advisory boards and committees. Lisa said her office keeps rosters of advisory board members and when members are coming to the end of their term they make sure they're either reappointed or replaced. Lisa said her office uses a number of different recruitment methods including media releases, website and social media, and targeted marketing. She said some volunteer openings are very specific and require someone with knowledge or experience in a specific area, so detailed information from the department is needed. Lisa said when a new application is received it is forwarded to staff for review who decide whether or not to interview. She said once an applicant is appointed, her office can assist by providing training and reference materials, such as an advisory board handbook and public meeting law reference guide.

Lisa said one of the roadblocks to recruitment is that community members often don't realize the advisory boards exist. She said anytime her office can highlight a board's work or activities, that gives them an opportunity to spark interest with the community. Lisa said they have a number of applications who want to help out on periodic, onetime events. She asked members what prompted them to join the parks commission. Lisa said they're working to make sure new advisory board members receive their advisory board handbook and training. The commission thanked Lisa for attending and providing an update.

## **2017-2018 BUDGET/PROJECT SELECTION**

Ben reminded commission members that the board of commissioners is looking for assistance from the parks commission on ways to frame a parks maintenance plan. He said Steve had asked for an aerial photo of the parks and that is being provided today, which should help this discussion. Alan said the essence was for parks commissioners to go through the list and review the maintenance projects, and there would be a discussion about prioritizing them at today's meeting. He said projects for this fiscal year (2016-2017) have been approved so the commission needs to work on projects for the next fiscal year (2017-2018). Alan said the list should be framed in by October and completed by December. He said as the list is put together, research will need to be done regarding the cost and whether it can be tied to another project for more than one park. Ben said this would be an item such as a sign project that Alan said the cost is based on estimates so he would like an opportunity to provide advance notice to the board. He told the commission they can also offer up other ideas that are not on the list. Ben said a subject for all parks vs signage for a specific park. Alan said yes, but if you end of with a sign project the cost may be high and may not be the way wanted to spend funds in a FY and may want to break back down.

Ben asked if members wanted to discuss specific parks or ask Russ talk about where he sees real need. Wayne said he would prefer to hear from Russ and depend on his expertise and knowledge. Marty said she would like to review with the list with the aerial photos provided today. Alan said a short parks tour would also help the commission see the proposed projects. Alan and Russ suggested the following projects as top priorities:

- Aumsville Ponds Park – Alan said trail maintenance at this park is a big issue, although the City of Aumsville has an interest in attaining it. Alan said even if the park goes to the city, it will still be a regional park that must be maintained.
- Park Signs – Russ said new park signs are needed throughout the county parks system.
- Spong's Landing Park - Russ said the county has spent about \$5,000 a year to maintain the restroom. He said the fixtures are 50-60 years old and there was one season the restroom was unusable because parts to repair the fixtures couldn't be found.
- Niagara Park - Russ said the bank is starting to erode under the stairs and an engineering study is needed to identify what needs to be done. He said this will be contracted out, not done by county staff.

- Scotts Mills Park - Russ said he would like to take all the picnic tables off lawn and put in concrete pads to level them, put in group shelter with a barbecue.
- Scotts Mills Park – Russ said they would like to repave and stripe the parking lot.

Russ said he would also like to rehabilitate the horse arena at Joryville Park. Wayne said because the cost of maintaining this area is so high and used by so few, he would propose an alternative use for the site. He said horse trails are good when they're used but the arena is not as optimal because of maintenance issues. There was discussion about realistic approaches to prioritizing projects. Wayne said he thought it would be helpful if as many commission members as possible can attend a parks tour so they can discuss and share their concerns. Russ said he will email suggested projects to the commission and plan a field trip to the five parks. Commissioner Brentano asked Russ to check the property boundary on the map because it doesn't look accurate. Russ said he will work with staff to correct. Commissioner Brentano asked commission members if they had anything to add to the list. The group said they did not at this time but might after the field trip.

Anna asked Commissioner Brentano about the board of commissioner's thoughts on the Scotts Mills Dam removal. He said the board hasn't formed an opinion yet. Sandy said there was a PRWC meeting last night and Oregon Fish and Wildlife (ODFW) attended. She said they discussed a plan about the further study of fish passage through the defunct passageway and over falls of the Scotts Mills Dam. Sandy said that staff reported at a previous commission meeting that the entire dam was Marion County property. Russ said the Army Corp of Engineers will also need to be involved in this discussion. Anna said PRWC will be the organizing groups and pulling agencies together to partner for the dam removal. She said she's talked to various agencies, and has been told by the Army Corp that the dam is not on their list of bridges. She said the next step is to hire an engineer to make a professional recommendation about the future of the dam. Anna said the next grant cycle is in October and she will return to the August parks commission meeting with the proposal to request a letter of support. Marty asked to receive the proposal before that meeting so commissioners have an opportunity to read and be prepared to vote on the letter of support. Anna said she will provide a summary because the grant will not yet be written.

Sam asked if staff had identified any improvements that can be done to Auburn Park. Russ said at this time the county is doing maintenance and mowing, but they looked at the problem area and it is very wet. He said that Matt Knudsen, an environmental specialist, looked at this area and found a lot of false French drains with only one actually draining somewhere and the rest draining into the corner of the property with problems. Russ said it would cost several thousand dollars to fix. Wayne said he talked to the neighbors on east side and they said they had no issues. He said he didn't speak with neighbors on south but he walked the area. Wayne said they're unable to work with the developer because he's relocated to Canada. Russ said in regards to the reports of vermin in the area, the county maintenance worker reported that he's never seen any animals but birds. Russ said if there is vermin, he doesn't think they are coming from parks property. Wayne said it may come from a neighbor's property if they are leaving out pet food but it still needs an engineering review to see what can be done for drainage. Russ said the drainage under each home is perforated pipes they now realize are becoming clogged and must be physically cleaned.

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

### **Butteville Landing Update**

Ben said Alan brought the Butteville Landing issue to a Management Update meeting and the board of commissioners approved what has been done, as well as continuing the work. Staff will bring a budget to a future meeting for discussion. Commissioner Brentano said this wasn't discussed at recent budget meetings, so the matter is still undecided. Wayne said he visited the landing and it has good trail and water access, so it's a good candidate for grants for improvement. Ben said they held a community meeting and are focusing on river access, Butteville Store re-energization, and creating a Hops museum in Butteville. He said if all of this comes

together, these projects can all be tied together. Ben said one question that has come up is whether there is enough parking. He said there looks to be an additional three to four parking spaces but a neighboring driveway encroaches on county property and makes it look they don't exist.

### **Staff Updates**

- North Fork Park opened on June 1 after removing brush and trees from beach.
- Will begin opening and closing gates on a daily basis at Joryville Park on July 1. This will hopefully alleviate nighttime activity.
- The parks program second temporary employee will begin work on July 5.
- The middle section of the new stairway at Salmon Falls Park is done and work has begun on the lower section. All work will hopefully be completed within a month.
- Improvements to the main parking lot at Salmon Falls Park begin today. When completed 20-30 new parking spaces will be added.
- The emergency phone at Salmon Falls is now operational and new signage is up directing people to it.
- Russ said a new parking fee for parks and roadway along the North Fork corridor was approved by the board of commissioners by emergency order and will begin soon. Crews will be putting up kiosks to collect fees. He said aside from the camping fee at Bear Creek Park, this is the first time a fee has been charged. Wayne suggested a two year permit which will save time on staff and accounting. Russ said staff is currently working on this, as well as a senior and veterans pass. Wayne said the county should be wary of those because the list of exemptions can grow.
- Cain Property – Russ said this property came to the county because the owners couldn't pay their property taxes. He said when the county took possession it was designated that it be used a park but they've found they can't because the property is now landlocked. Russ said county staff recommends the county sell the property, which is also in Parks Master Plan, but it must be done by vote of the parks commission or the board of commissioners. He said all proceeds will go back to the Parks Fund. There was discussion about taking field trip to assess the property. Wayne and Ben said they didn't see the purpose of doing this if the commission couldn't actually access the property. Sandy said she would like to investigate watershed issues. Wayne made a motion to approve the sale of the Cain property pursuant to applicable county and state laws. Marty seconded the motion. A voice vote was three for; one against (Sandy voted against).

**ADJOURN:** 11:41 a.m.

**NEXT MEETING:** August 18, 2016, at 10:00 a.m. in the Pudding Room at Public Works.