

**CITY OF DUNDEE
PARKS ADVISORY COMMITTEE MEETING**

City Council Meeting Chambers

620 SW 5th Street

Dundee, OR 97115

February 3, 2016

7:00 P.M.

- 1. Call to Order**
- 2. Approval of Minutes**
- 3. Viewmont Greenway Park Update**
- 4. Harvey Creek Trail Sign Replacement**
- 5. Adjournment**

The City Council chambers are accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Rob Daykin, City Administrator at 503-538-3922.

**City of Dundee
Parks Advisory Committee Meeting Minutes
September 2, 2012**

Call to Order

Jeanette Adlong, Chair, called the meeting to order at 7:00 P.M.

Staff Attendance

Present: Jeanette Adlong, Nick Gilbert, Jesse Dillow, and Joyce Stalcup. Staff members: Rob Daykin, City Administrator, and Alan Mustain, Public Works Supervisor. Absent: Kristin Judy and Melody Osborne.

Public Attendance

Bart Rierson, CPRD, Jim McMaster, CPRD, and Russell Sheehan, CPRD.

Approval of Minutes

The motion was made and seconded to approve the Parks Advisory Committee Minutes for July 1, 2015. The motion passed unanimously.

Business

George Fox Serve Day

Twelve student volunteers will be available to the city from the George Fox University Serve Day program on Wednesday, September 9th. There is consideration to apply their services to the Harvey Creek Trail to remove invasive plantings, thinning of trees and shrubs which are overtaking other growth. City Administrator Daykin relayed the intent for Public Works Staff to help cut hazelnut trees for the students to carry to the chipper. He asked Jesse Dillow what dressing is appropriate to apply to the stumps. Dillow recommended Tordon. The city will provide transportation, bottled water and gloves for the volunteers. Public Works Supervisor Mustain noted that their available staff will be down to two people with one on vacation and one managing the WWTP. The suggestion was made for the Public Work's crew to cut the trees prior to serve day. Daykin suggested the use of two volunteer crews; one to address the stockpile of rock and weeds on the Viewmont Greenway and the other to work at the Harvey Creek with the possibility of switching the crews part way through the day. Adlong suggested marking the trees to be removed and also removing the invasive cherry trees.

Viewmont Greenway Park Update

Public Works Supervisor Mustain mowed the flat area of the Greenway this week; avoiding the small oak trees. The growth will be sprayed before fall.

C. A. Daykin relayed that excavators have not responded to the request for bids for grading the greenway. City crews have installed the storm drain with the expectation that the excavators would cover it during their work onsite. One contractor responded today and will review the site on Thursday. He has advised he could address the project toward the end of the month. The work will involve re-contouring the greenway, covering the storm drain pipe, cutting the trail for the asphalt path and laying the grindings. City staff will construct and place the bridge at a later date. McMaster suggested contacting the Saunders Company to see if they can help with the grading.

Daykin noted that a lot of the plantings placed in the greenway last fall did not survive due to lack of attention. Staff would like to receive a proposal from Bryan Stewart, CPRD, to maintain the greenway and additional areas in the city. Staff will follow up with McMaster.

Harvey Creek Trail

Dillow noted that the Harvey Creek trail is deteriorating. The group reviewed a map delineating the area the trail follows; the map on which Nick Gilbert designated GPS coordinates is missing. Russell Sheehan was introduced as one of the trail builders for both the Ewing Young Trail and the trail at Schaad Park in Newberg. The group's concern regarding use of equipment to help blaze a trail with the steepness of the property and the desire to maintain a narrow trail was relayed to Sheehan. He responded to staff that he is able to work with his equipment on this type of terrain and maintain a narrow trail to the specifications of the committee.

Sheehan advised he has spent most of his life involved in building trails. He relayed

- the need for the trail to be accessible to the people who wish to use it
- the need to address the water issues
- taking the trail to old specimen trees
- lengthening the trail
- keeping the slope at about 10% grade

He noted there are areas of the trail with 25% to 30% grades at the moment. He can help layout improvements with switchbacks, probably maintaining 10% grade for most of the trail. He noticed that horses have been using the trail. Adlong advised it is not intended for horses. Sheehan recommended stopping their access to the trail. He can excavate a 4.5 foot trail width with a single track machine, thirty inches wide. McMaster encouraged the committee members to visit Sheehan's work at the Ewing Young Trail. He highly supports the city utilizing Sheehan to help with trail improvements. Sheehan advised the improvements will not take long to complete. The committee reviewed the map for further discussion on improvements.

The next Parks Advisory Committee meeting will be on Wednesday October 7th. The meeting was adjourned at 8:15 P.M.

Jeanette Adlong, Chair

Attest:

Debra L. Manning, MMC
Assistant City Recorder

Debra Manning

From: Rob Daykin
Sent: Friday, January 29, 2016 8:34 AM
To: Jeannette Adlong; Jesse Dillow (jesse.dillow@gmail.com); Joyce Stalcup (jstalcup2@gmail.com); Kristin Judy; Melody Osborne; 'Nick Gilbert (ngilbert_ontheroad@yahoo.com)'
Cc: City Engineer; Bart Rierson; Jim McMaster; Debra Manning; Bryan Stewart (bstewart@cprdnewberg.org)
Subject: February 3 Meeting
Attachments: 20160129171940394.pdf

It seems like ages since we met last, attached is the agenda for the February 3 Meeting. City Engineer Greg Reid will attend to discuss the status of the Viewmont Park project and remaining work. The budget is very tight so we would like the Committee to consider some cost-saving changes. Please take an opportunity to walk the trail. Some of our recommendations will include reducing the initial amount of tree planting and other landscaping – and seeding more of the area with the Fluer de Lawn grass mixture, reducing the foot bridge span, using an asphalt path connection from lone Street to the ADA parking space and start of the trail, and paving the ADA parking space in lieu of concrete. Also, the finished grade of the recent work is slightly different than the original plan, the lower section is still ADA accessible but we still have some related issues to address.

The other item I wish to discuss is the replacement of the entry sign to Harvey Creek Trail, which was vandalized.

Rob Daykin, City Administrator
City of Dundee
P O Box 220
620 SW 5th Street
Dundee, OR 97115
Ph: (503) 538-3922 Ext: 103
Fax: (503) 538-1958