

City of Dundee
Parks Advisory Committee Meeting Minutes
August 7, 2019

Call to Order

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

Staff Attendance

Present: Jeannette Adlong, Jill Bilka, and Nick Gilbert. Staff members: Rob Daykin, City Administrator; and Casey Creighton, Chehalem Parks & Recreation District (CPRD).

Public Attendance

Phillip Staats, Boy Scout, and Beth Staats, 792 SE Boysen Lane; Noel Johnson, 962 SW Tomahawk Place, and Kristin Gorton, 1240 SW First Street.

C.A. Daykin noted that Christopher Fanger resigned from the Parks Advisory Committee, and that the committee now has three vacant positions and four filled positions. Noel Johnson and Kristin Gorton are both interested in serving on the Committee and are attending to observe the proceedings. The next opportunity for appointment of new members will be at the August 20 council meeting.

Public Comment

Phillip Staats updated the Committee on the status of the Eagle Scout project involving the construction of two benches on the Harvey Creek Trail property.

Approval of Minutes

A **motion** was made and seconded to approve the Parks Advisory Committee Meeting Minutes for June 5, 2019. **The motion** passed unanimously.

Business

Viewmont Greenway Project

C.A. Daykin informed the bids for completing the asphalt path came in below the budget estimate of \$18,000 and after conferring with the State Parks grant coordinator, considered additional work to asphalt the narrow side trail that was to remain in gravel. However, it appears quantities in the base bid may have been understated and the actual amount will use up that initial savings. Daykin was able to confirm if there is still savings in the project budget overall, State Parks will allow that savings to be applied to the planting of additional trees along the trail. The Committee then reviewed quotes from four playground vendors for enhancements to the nature play area, including hop rocks, climbing boulder, and a tree log tunnel. C.A. Daykin stated city crews will excavate and line the play area, install drainage, and place the soft fall material. The Committee reviewed two layouts for the play area, a compacted, wider shape and an elongated shape. The Committee expressed their interest in the elongated shape, extended along the path of the trail. Following discussion on the pricing, quality of components, and spacing requirements, Casey Creighton noted that he had good experience with several of the vendor representatives, including Cascade Recreation, which included consultation on site and placement of the play equipment. A **motion** was

made and seconded to accept the quote from Cascade Recreation, Inc. **The motion** passed unanimously.

George Fox University Serve Day

C.A. Daykin reported that GFU serve day will be September 11 this year and he originally planned on having the student volunteers working on plantings and other work in the vicinity of the picnic area of Viewmont Greenway Park, but is now looking at bark dust placement at various landscaped areas along streets in Dundee. If circumstances allowed, he may use the students to help spreading the soft fall material in the nature play area at Viewmont Greenway Park.

City Website – Parks Information

The Committee discussed updating information on parks in Dundee on the City website and sharing related information with the CPRD website, and use of social media to reach more persons interested in parks. Jill Bilka advised that once school starts back up she would be interested in helping on this project.

2020 State Park Grant Application

C.A. Daykin advised the State Parks Local Government Grant process starts at the beginning of January and that it is a relatively short window to complete the application. It is a competitive process, so thought should be given to a suitable project. Also, the project must be located on land owned or controlled by the applicant. Alternatively, Daykin suggested that the Committee may wish to instead lobby CPRD to prepare an application for rehabilitation of Billick Park. The consensus of the Committee was to discuss possible grant projects at the September 4, 2019 meeting.

Jan Sander Estate Park

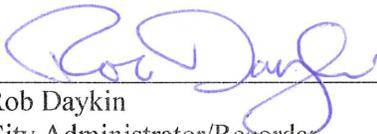
Casey Creighton shared a proposal for design services and fees from Scott Edwards Architecture will be brought to the CPRD Board for approval. The proposal includes a concept plan that was prepared prior to the public meeting process in 2018.

The meeting was adjourned at 8:30 P.M.



Jeannette Adlong, Chair

Attest:



Rob Daykin
City Administrator/Recorder