

**City of Dundee**  
**Parks Advisory Committee Meeting Minutes**  
**June 2, 2021**

**Call to Order**

Jeannette Adlong, Chair, called the meeting to order at 7:00 P.M in the parking lot of The Dundee hotel, 1326 N. Highway 99W.

**Staff Attendance**

Chair Jeannette Adlong; Committee Members: Jill Bilka, Noel Johnson, Nick Gilbert, and David Dixon. Staff members: Rob Daykin, City Administrator. Tourism Committee members: Chair Ted Crawford, Sondra Storm, and Jeremi Carroll. Via phone: Dan Jenkins, SERA landscape architects.

**Public Attendance**

Cathy Martin, Alan Gormley, Wanda Manchester, Jay Manchester, and John Peterson.

**Alder Street Park**

C.A. Daykin provided background on the city owned property at 1440 SW Alder Street and the recently awarded grant from TravelOregon. The property is about an acre in size and is the site of Well No. 10. The adopted 2008 Dundee Park and Open Space Plan identified this property as possible development of a special purpose park that is an interface between the residential and commercial uses. At the start of April 2021, a new grant cycle with the Oregon Tourism Commission was introduced and Sondra Storm on behalf of the Dundee Tourism Committee prepared two applications which were due at the end of April. In May, the City was notified that one of the grants were awarded in the amount of \$100,000. The awarded grant is to cover park-like improvements to the Alder Street property, including: a perimeter path, landscaping, and seating opportunities. Sondra Storm commented on the intent of the grant and that the grant must be fully spent on the improvements by November 30, 2021. Sondra noted that with the proposed Sander Estate Park across from Billick Park, the park improvement at the Alder Street property will provide a bookend to the commercial core and provide more pedestrian destination opportunities for visitors and residents to enjoy. A concept plan was submitted with the grant application, which was subsequently refined. A copy of the refined concept plan was shared with attendees. Daykin stated that notice was provided to property owners within a certain distance of the subject property in order to provide an opportunity to provide feedback not only on this first phase of improvements funded with the TravelOregon grant, but to also comment on their vision of the full development of the property as a park. Daykin explained that this community meeting is a prerequisite to the formal land use process described in the Dundee Development Code that leads to approval of a facility plan for the park. That process will involve a hearing before the Planning Commission, following which the Planning Commission's recommendations will be brought to the City Council for final approval following a second hearing. Daykin stated that due to the very tight grant timeline, the intent is to follow through on this first phase of improvements and incorporate a future park facility plan for the property as a parallel process.

Chair Adlong noted that a 2008 concept plan was developed for the property that included similar improvements of a perimeter path with a widened portion near the entrance that could accommodate

small events, landscaping, benches and tables, and a gazebo. Adlong opened up the meeting to hear comments from attendees, including the following:

- Tourism Kiosk – Signage, city directory and other information for visitors.
- Bike Tourism – Bike station repair/bike racks.
- Restroom – Perhaps combined with small shelter, this feature would rate very high on a State Parks grant, existing sewer lateral at the north end, must be located away from City well and not cause problems with nearby residences.
- Dog Station – Visitors and residents currently use the park for their dogs, include a waste receptacle.
- Covered Seating – To accommodate all season use.
- Water Fountain – Drinking, possible water feature with landscaping.
- Accessibility – Path and seating areas to accommodate accessibility needs. Perimeter path to remain gravel with the crushed granite surface, but if pricing allows, possibly upgrade the widened path areas near the street to either stamped concrete or pavers.
- Well Building – To have landscaping to obscure the building but may require security fencing or other security measures added.
- Seating Wall – If budget allows, consider a short wall on the border of the path and planting bed closest to the street that may double as seating opportunities, either on top or seating incorporated into the wall.
- Distant Views – Not place trees that will block distant views of the hills to the west, also avoid tall fir trees at the south end to avoid extensive shadows during the winter months.
- Irrigation/Maintenance – New plants to be irrigated and the City will be responsible for maintenance. City currently has an agreement with CPRD to provide landscape maintenance in public areas along the highway.
- Plant Selection – Interest in highlighting native plants with identification signage to educate visitors to the park. There will be planting beds for perennials and pollinators.

During review of aforementioned comments, Chair Adlong led the group to the property. The attendees concurred with the shape of the perimeter path in the refined concept plan, which was pulled further back from the adjoining residential properties. Dan Jenkins was contacted via phone to provide information on plant selection and confirmed that the decision to accept the updated path plan will allow the preparation of bid documents while waiting for some specific direction on plants. Chair Adlong advised that the Dundee Parks Advisory Committee will review the comments received at their July 7 meeting and all interested persons are invited to attend.

The meeting was adjourned at 7:55 P.M.

  
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Jeannette Adlong, Chair

Attest:

  
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Rob Daykin  
City Administrator/Recorder