

CITY OF CORVALLIS
MINUTES OF THE PARKS, NATURAL AREAS AND RECREATION BOARD
DECEMBER 15, 2011

Attendance

Betty Griffiths, Chair
 Lynda Wolfenbarger, Vice-Chair
 Phil Hays
 Jon Soule
 Kent Daniels
 Marc Vomocil
 Kevin Bogatin, 509-J District Liaison
 Joel Hirsch, Council Liaison

Staff

Karen Emery, Director
 Dave Phillips, Parks Operations Supervisor
 David Neighbor, Administration Manager
 Jackie Rochefort, Park Planner
 Steve McGettigan, Parks Operations Specialist
 Mark Lindgren, Recorder

Absent/Excused

Randy Willard
 Don Williams

Visitors

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
II. Introductions	X		
III. Approval of Minutes	X		
IV. Visitor Propositions	X		
V. Willamette River Water Trails Memo of Understanding			Motion passed to forward a recommendation to the City Council to enter into a Willamette River Trails memo of understanding.
VI. FY 12-13 Budget Update	X		
VII. Coronado Subdivision Park Update	X		
VIII. Goals Update	X		
IX. Staff Reports	X		
X. Subcommittee Updates	X		
XI. Board Member/City Council Liaison Reports	X		
XII. Executive Session	X		
XIII. Adjournment	X		The next regular Parks, Natural Areas and Recreation Board meeting is scheduled for 6:30 p.m., January 19, 2012 at the Downtown Fire Station Main Meeting Room.

CONTENT OF DISCUSSION

- I. CALL TO ORDER:** Chair Betty Griffiths called the meeting to order at 6:33 p.m.
- II. INTRODUCTIONS.**
- III. APPROVAL OF MINUTES.**

Kent Daniels moved and Phil Hays seconded to pass the September 15, 2011 minutes as presented; motion passed. Regarding the October 20, 2011 minutes, Griffiths noted that on page three, the board goals update session is actually January 19, not the 17th. Also, the plant “lupine” was misspelled twice on the same page. Lynda Wolfenbarger moved and Jon Soule seconded to accept October 20, 2011 minutes as corrected; motion passed. Daniels moved and Soule seconded to accept the November 17, 2011 minutes as presented.

IV. VISITORS’ PROPOSITIONS. None.

V. WILLAMETTE RIVER WATER TRAILS MEMO OF UNDERSTANDING.

Parks Operations Supervisor Dave Phillips introduced Parks Operations Specialist Steve McGettigan, saying he oversees volunteers and is the Trails Maven for 20 miles of developed trails and additional miles of undeveloped trails. He is the staff liaison to the Willamette Water Trail group.

McGettigan highlighted the draft of the memo of understanding in members’ packets, which formalizes the discussions by partners over the last few years. The last meeting was in November, and the mostly governmental agencies included the State Marine Board, State Parks and Recreation, and several counties and municipalities. There was discussion on non-profits that have an active stewardship role along the Willamette River. The idea is to take small steps forward in promoting stewardship and recreation opportunities along the river.

The memo sets out several partnership goals and includes definitions and limits itself to the Willamette River, not its tributaries at this point. It envisions several benefits from the program, including creation of an ongoing volunteer effort on handling cleanup and invasive species removal along the water trail, as well as making agencies’ grant applications become more attractive by becoming more effective by working together. The memo is an agreement for collaboration; no cash or resources are committed, apart from staff time. A modification clause exists for groups to withdraw, if they wish. He asked the board to forward the memo to the Council if they desired.

Phil Hays asked how non-motorized use fit along with motorized use, noting that if you build a ramp for motorized use, you can get state funds to build it. McGettigan said there had been discussion about encouraging “greener” uses, but there had been no discussion discouraging motorized use; the idea is to keep things general at this point. Emery said staff would check on the wording.

Daniels asked what other local organizations that were involved; McGettigan replied that the county is considering it, but its limited staff resources may preclude attending meetings. He said there will be an effort to get more local organizations to the next meeting in April. Daniels said some watersheds have their own councils, such as the Calapooia and Mary’s River. The Benton Soil and Water Conservation District is working with the Meyer Memorial trust on the Willamette River Initiative, providing long-term funding for ten-years for nine watersheds and doing analysis on the river reach between Corvallis and Albany. At least two state parks and the university are involved in that reach; he suggested involving them. Griffiths added the Greenbelt Land Trust was closing in on properties on the river this week. Emery said that water trails may be included in the integrated trails website.

Griffiths expressed concern regarding the wording “manual power design considerations at new facilities” under Partnership Goals; McGettigan clarified that that referred to design friendly to canoes at ramps. Daniels asked about “American Heritage Rivers”; McGettigan said a planned website is intended to become a one-stop resource soon. He said participating non-profits include Willamette Riverkeepers and the McKenzie River Trust; and agencies including Oregon Marine Board, Oregon

Parks and Recreation, Lane County, Metro, Portland Parks and Recreation, City of Wilsonville, City of Kaiser, City of West Kaiser, Marion County, Clackamas County, Corvallis, Dayton, and Willamalane.

Hays moved and Soule seconded to forward a recommendation to the City Council to enter into a Willamette River Trails memo of understanding; motion passed. Griffiths said she would forward a copy to the director and have a discussion with the board of the Greenbelt Land Trust (GBLT), which is intimately involved in the stretch between Corvallis and Albany and in the mid-valley in general. Vomocil asked whether there was an organizational structure to implement projects over time; McGettigan replied that that wasn't in place yet.

VI. FY 12-13 BUDGET UPDATE.

Administration Manager David Neighbor highlighted the Building Maintenance Plan in the packet. He stated that it is a summary compilation of about thirty maintenance plans for facilities including the Majestic Theater, the Arts Center, picnic shelters, the Administration Building, etc. He said the cost was scheduled to hit about \$86,000 in 2012-2013; the plan is to even out fluctuations from year to year. Some of the building maintenance projects are deferred and some are current. He said the list is reviewed every year, as conditions do change. Emery added the board had asked for this summary and the Tech Plan at the previous meeting. Daniels asked what maintenance spending of \$15,000 to \$30,000 per year over four years at the Majestic Theater was for; Neighbor replied that the funds were for several large heating unit fan gas packs, which cost \$15,000 apiece. Emery clarified that this is Parks and Recreation Fund money, not the General Fund. Neighbor said no board action was needed regarding the Plan.

He said regarding the Technology Plan, there are about 51 computers in the department; a new schedule was set up last year to catch up with requirements for its information systems. Money is budgeted for their replacement along with peripherals on a six-year schedule; the intent is to even out that spending. Griffiths asked about printing brochures; Emery replied that there are currently no color printers in the department, though one is budgeted. Griffiths said the GBLT has been happy with their lease of a color printer; it was found to be cheaper than sending out printing.

Regarding the General Budget, Neighbor highlighted the piece from Finance Director Nancy Brewer. He said the City fell a little short of its historical norming adjustment (each year, the City would not spend all that it had projected to spend; however, in the last year, all that was there was spent, so that number has come down. Usually that number is used to figure out where the budget is going to hit and it came out a little shorter than that and created a shortage of about \$142,000). The FY11-12 budget had an ending fund balance didn't meet the Council's financial policies; shortly after it was adopted, Moody's put the city on a negative outlook, citing concerns regarding a negative fund balances as a primary area of focus. Concern regarding that resulted in a reserve fund for the City, about \$6.3 million, roughly equivalent to three months of payroll for the property tax funds alone.

To build it back up, to ensure the bond rating, the Council plans on building the fund in increments over five years, or \$630,000 in FY12-13. This, coupled with a projected shortfall (around \$2 million in FY12-13) based on lower revenues and higher expenses, will cause a significant crunch in property tax funds. Meeting this shortfall will require more revenue or service reductions. To meet that, staff have been working on their budget input, to be completed January 9. It has been coming in flat on non-personal services; he noted that a flat budget with no increases is, in effect, a cut, since utilities and materials costs are increasing, so that impacts day to day services.

He said the budget system will be a little different this year. There will be a few Saturday Budget Commission work sessions in January, and in February, final direction on developing a budget will be

given to the City Manager. Starting in April, Budget Commissioners will submit a budget for final approval to the Council. He said the shortfall will represent a challenge. Daniels said he only saw one meeting, April 26, for public input; Griffiths said that that was normal. Emery said that public hearings have been well attended the last few years and are a chance for the public to share their thoughts on something that they hear is slated to be reduced.

Neighbor said that at the November 28 work session, new City Manager Patterson presented the five Overarching Core Responsibilities that sought to help make future operational decisions in regards to funding certain programs or services; staff submitted some of the definitions. Griffiths explained the City Manager supplied the categories and staff provided the definitions out of them. Neighbor said the Overarching Core Responsibilities will be used to help the Council set priorities, in business planning (the budget), during Council review and in strategic planning. Emery said the Overarching Core Responsibilities are intended to be a tool for staff to use as a filter in looking at budgets and the services we provide. Neighbor said each department was required to develop examples. This department developed three examples; one each for how Parks, Recreation, and Facilities, respectively, will meet their overarching responsibility goals.

Neighbor said when deficits are better clarified, staff will decide how best to respond to them; things may need to be postponed, delayed or removed. Each of the Overarching Core Responsibilities will act as filters as a tool to help weigh how important each area is compared to others. Daniels asked how best to incorporate the impact of arts and culture on economic vitality as an example; Emery replied that there will only be three examples. She said the next step (which the department has completed) is to run all activities through an overarching core responsibilities matrix, including boards and commissions. The Arts and Culture Commission chair submitted verbiage for an example.

Griffiths commented that the second bullet under Economic Vitality, supervised opportunities for working families, was the only bullet that doesn't zing as much as the other general bullet points. Emery said that each service they provide will be a bullet point. Bogatin asked about the concept of the Overarching Core Responsibilities; Emery replied that if we have a service that only meets one of the five core responsibilities at a high enough level, perhaps Parks and Rec shouldn't offer it. The five core responsibilities are weighted the same as each other; Bogatin suggested that Public Safety should perhaps be weighted the highest among the set of values. Daniels asked about Resident Well Being, saying the City has spent a significant amount of money for social services over the years, but there is nothing that mentions that. Emery replied that Community Development chose three other examples to run through the five core responsibilities; their purpose is as a screening tool.

VII. CORONADO SUBDIVISION PARK UPDATE.

Park Planner Jackie Rochefort related that there had been a previous executive session several months ago to discuss possible acquisition of a park in the area; a park in that area is in the Facilities Plan. The only other park in the area is Wildcat Park, owned by the school district. She has discussed with the property owners to have the developer build the City a park there; it would be SDC-eligible. The current plan is to acquire three lots there of about a half-acre. Eventually a path would serve the hospital. There would be a significant vegetative buffer adjacent to other properties which would provide shade and a drainage way, screen neighbors from park users and prevent encroachment. There would be freestanding play pieces in the center area, backed by mulch or rock to provide a natural feel, with picnic tables in front. She anticipated a very simple design, with a walking path through the park. There would be rubber tile surface in the play area. She said the playground pieces' design would be natural; they do not exist elsewhere in the park system, though they may also be considered at Tunison Park. There would also be a dual swing for different ages. There would not be a large grassy area (there is not room). She met with the property owners and they liked the proposed plan. The next step is to

determine the cost. Emery said Phillips is developing the park operation impacts; additional property tax funds must be committed before another park is added; if the budget cannot be increased to match the amount of the impacts, then we can't move forward. Rochefort anticipated there would be a couple benches and tables. She said no board action was needed.

VIII. GOALS UPDATE.

Emery highlighted the goals; staff update them as progress is made. The January meeting will have Joseph Bailey facilitating the goal setting discussion. Daniels asked that staff be involved in goal setting, not just the board. Griffiths asked about prioritizing parks master plans; Emery replied that the next step is to update the Facility Master Plan this year, and then go from there.

IX. STAFF REPORTS.

Director Emery drew attention to the Director's Highlights. She said the department was named Donor of the Month by Habitat for Humanity for the Central Park Plaza Rehabilitation project, where the existing pavers were donated to Habitat for Humanity. A joint grant application with Greenbelt Land Trust and Benton County Natural Areas and Parks will be submitted to the Oregon Recreation Trails Program to fund the proposed integrated trails website. The completed dog brochure will be distributed at the January meeting.

Emery reported on the proposed wetlands project at Orleans Natural Area, saying that Public Works is being mandated to cool water going into the Willamette within the next five years; one proposal is to construct a wetland in Orleans Natural Area to do so. The Council's Urban Services Committee (USC) reviewed the proposal, and asked Public Works to determine whether it was feasible. The department and the board will be involved to help determine whether it is feasible and if so, what it would look like as a park/wetlands project. Phillips added that Orleans is about 36 acres, but there are deed restrictions along the bypass and to the north that will make the project smaller; also, mineral rights were acquired for the site in the 1970's by a gas company.

Griffiths noted the Daniels had studied the issue and highlighted two pages of comments he'd submitted to the USC. She said the east alternative, in the Orleans Natural Area, is currently the favored alternative. She asked for a more detailed presentation and summary of the proposal in January. Daniels highlighted copies of his presentation to the USC; he said he'd been involved in the effort for years. He said Patricia Benner gave compelling testimony against using the site, saying it was the wrong place to do it, for what sounded like sound technical reasons; she said it would no longer be a "natural area", since it would actually be a structured treatment facility. He related that she advocated it be placed further away, to the east of the bypass road, in Berg Park instead. Phillips said many questions remain to be answered by Public Works; they should make a presentation to the board. Daniels said given the expenditure (roughly \$13 million), putting out an RFP for a \$10,000 study made sense. He said he'd advocated the RFP go through Parks; Griffiths suggested it should go through Public Works as well. Emery noted there may not be time at the January meeting. Griffiths added that the site is in Linn County, in the Greenway, and is flooded, so there are many issues.

Emery said the Master Plan kicks off December 21. Internal core staff will first lay out a schedule and develop stakeholder and technical teams. There will be more information at the next meeting.

Phillips reported that the Park District Feasibility study is underway. The study contractor (Steve Duh of Conservation Techniques, Portland) previously helped write the Urban Forestry Master Plan. The study will look at how other districts in the region have fared. The completed study should come to the board for review at its March meeting. Griffiths asked whether the County had been involved; Emery

replied that it will be part of the stakeholder group. Emery said part of the contractor's charge will be to look at boundaries.

Phillips said the Forester and Arborist have prepared a Tree City USA application; he expected the City's getting its tenth Growth Award. He said maintenance is blowing and mulching. Staff are doing planning, with Steve McGettigan and America McMillan planning Waterwise/Pesticide-free projects. He and Planner Rochefort are working on the proposed Coronado Park project.

Park Planner Jackie Rochefort related the CIP was approved; it next goes to Budget and Planning Commissions in January. She said the former Central Park Plaza pavers are available to buy at Habitat for Humanity. The new pavers are in; trees remain to be planted. There have been a couple neighborhood meetings to discuss design of the Tunison Park project. A Notice to Proceed has been given on the Shooting Star Trail rehabilitation; work cannot begin until summer. She related that Rotary Clubs are interested in building the large shelter at Willamette Park as a service project; a structural engineer will put plans together, so there may be a construction project there soon. Public Works has cleaned up its construction mud and improved the entrance surface of the fenced dog park at 2nd and B Streets.

Dave Neighbor related a new Family Assistance form in English and Spanish has been completed. With the folding in the Administrative Specialist position (which historically reviewed contracts), staff are working together develop a plan to review over 100 individual instructor contracts. In Recreation, there will be a Spring Activity Guide (to be published February 25), instead of the usual Spring/Summer guide; that will allow room for printing more information, will be self-sustaining with ad sales, and integrate better with the ActiveNet periods. There were 683 registrations and over 600 spectators for the Turkey Trot. Griffiths highlighted the upcoming Polar Plunge.

X. SUBCOMMITTEE UPDATES. None.

XI. BOARD MEMBER/CITY COUNCIL LIAISON REPORTS.

Daniels asked how the 7th Street development would affect Peanut Park; Rochefort related that the park spilled over its property lines over time and the plots must be altered. Phillips said the five garden plots will be moved. Daniels asked about street improvements; Emery said developers are responsible for half street improvements.

Daniels related he'd been walking along Mulkey Creek at Bald Hill; the parking lot is heavily used, particularly among dog users; he has never seen one dog on leash there. Griffiths said the dog Committee needed to talk to staff about signage for off-leash areas and on-leash areas. Daniels said his main concern was about dogs on the paved multiuse path. Phillips said staff were planning to place a "Leash Required" sign which cites the leash ordinance on the trail that comes down from the north as it hits City property and a similar sign by the Oak Creek parking lot. Griffiths said many dog owners feel that the Mulkey Creek trail leading to the County property is an off-leash area, since there is no signage. She said the Mulkey Creek trail, heavily used by bikers and runners is very narrow, and probably there should not be dogs there; Daniels said he hadn't seen any dogs there. Emery said at Mary's River Natural Area, for example, which has signage *throughout* requiring dogs on-leash, she has never seen a dog on leash. Daniels said only specifying "no dogs" in an area seems to work. Phillips said that citizens speaking to offending dog owners seems to work.

Hays said some dog owners seem to know about the off-leash area at Bald Hill, but it is very far from the parking lot there, and most seem to be too impatient. Phillips said its location is the closest largest

space for it. Hays suggested putting a bridge across the creek and using a corner of the north of the cultivated field for a closer off-leash area.

Griffiths invited members to the meeting that the GBLT is having with the Mary's River Watershed Council; it will be held in the older Mater Building on 2nd Street between 2-4 p.m.

XII. EXECUTIVE SESSION. None.

XIII. ADJOURNMENT: Meeting adjourned at 8:12 p.m.

12/8/2011

From: Kent Daniels

To: City of Corvallis Urban Services Committee

RE: Comments on the City of Corvallis Public Works TMDL proposal at the Orleans Natural Area

Proposed Next steps Additions (p. 6 of Nov. 16 cover letter from Mary Steckel)

1. Add review by the Parks, Natural Areas and Recreation Board as a required step.
2. Add a step requiring that an RFP be done to hire a firm or individual with strong experience, background, training and knowledge of natural area restoration, wetland creation and use (esp. for effluents), and restoration/construction in an active floodplain.

The City, through the Parks Dept., is a member of the Cascade Pacific Resource Conservation and Development (CPRC&D) organization. Keli Kuykendall, the current CPRC&D Executive Director, has indicated to me that her organization would consider assisting the city in putting together a viable RFP in this regard, as well as assuring that the RFP receive adequate distribution to qualified, appropriate responders.

Additionally, since the Orleans Natural area is a long-time City park/natural area, this RFP process should be managed and carried out by Parks Dept. staff.

Some questions/issues to be addressed via this RFP could include:

- First and foremost, does this TMDL proposal have potential risks or negative outcomes regarding protection and/or enhancement of the riparian zone or the floodplain.
- Are there additional measures that should be included in his proposal to further enhance the riparian zone/floodplain of the natural area (such as the inclusion of fish refuges)
- Consider the use of a charette to have some strong, experienced designers and restoration professional review the proposal and consider design changes or enhancements.
- Does the construction of paved paths/roadways and the occasional use of heavy equipment for excavation risk damaging the natural area/floodplain?
- What will be the effect and consequences of the introduction of numerous additional pollutants be on the floodplain/natural area?

Additional Questions

1. How often will the wetlands or ponds (which are they?) need to be cleaned out, and what will be done with the material removed?
2. How do we know for sure that constructing these wetlands/ponds right next to the river will allow enough filtration to adequately cool the water? I have heard that similar wetlands constructed in Albany may not be living up to their expected performance standards.

3. If the ponds are not used from November to May, how will they be able to address other, future pollution issues which will involve all treated waste water year-round (other than marginally or partially)?

Proposed next steps additions/comments in the Executive Summary document (page XVI)

- Add review and recommendation by the Parks, Natural Areas and Recreation Board to #1.
- Add the suggested RFP proposal here as well
- #4 is inadequate and will not assure that we obtain the kind of information proposed to be addressed by the suggested RFP. Besides, this is a step that should have occurred before this proposal got to this point, in my opinion.
- Add hiring a consultant to develop a detailed riparian tree planting proposal as soon as is feasible.

Riparian Tree Planting Comments

Very little attention has been given to what will be done, the cost and how plans will be developed and carried out regarding riparian tree planting as part of this project. At a minimum, the City should hire a qualified consultant to do a detailed analysis of where tree plantings would/could be effectively done in the Marys River, Jackson-Frazier and Long Tom Watersheds (or other Willamette River watersheds such as the Calapooia River) to address the TMDL problem. Information is needed on the cost, timing planning, procedures and maintenance.

Riparian tree planting projects are very complex in nature and require a high level of planning, implementation work and maintenance over many years to be successful. However, I have always favored this approach, if feasible, to addressing the City TMDL problem. The cost of this approach (if feasible) would be far, far less than the \$13-16 Million proposed for the Orleans Natural area project. I still do not believe that we have done adequate research/investigation to really know if riparian tree and vegetation plantings would be a viable alternative.

Until the above questions/issues are answered or addressed, I will remain neither an opponent nor an advocate for this proposal. Further, as a long-time City Parks, Natural Areas and Recreation Board member, I believe that it is imperative that we all have better assurance of the validity and effects of this proposal, before this very significant riparian/floodplain natural area is disturbed or modified to the degree proposed.