

**HUMAN SERVICES COMMITTEE
MINUTES
August 7, 2012**

Present

Councilor Dan Brown, Chair
Councilor Mike Beilstein

Staff

Jim Patterson, City Manager
Steve Deghetto, Parks and Recreation Assistant Director
Mary Steckel, Public Works Director
Carrie Mullens, City Manager's Office

Absent

Councilor Jeanne Raymond (excused)

Visitors

Mégan Patton-Lopez, Benton County Health Department (BCHD)
Jen Brown, Corvallis Environmental Center (CEC)
Ella Rhoades, artist/citizen
Shelley Curtis, Public Art Selection Commission (PASC) Chair

SUMMARY OF DISCUSSION

<u>Agenda Item</u>	<u>Information Only</u>	<u>Held for Further Review</u>	<u>Recommendations</u>
I. Community Gardens Master Plan			Adopt the Community Garden Master Plan.
II. Mosaic Collaborations for Downtown Trash Receptacles			Accept the Mosaic Collaborations for Downtown Trash Receptacles public art project.
III. Other Business	Yes		

Chair Brown called the meeting to order at 12:00 pm.

CONTENT OF DISCUSSION

I. Community Gardens Master Plan (Attachment)

Mr. Deghetto said the Parks and Recreation Department, BCHD, and other partners received a Robert Wood Johnson Foundation grant to improve opportunities for physical activity and access to affordable healthy foods. The Community Gardens Master Plan establishes development and administration processes for community gardens within the Parks and Recreation Departments' land jurisdiction, including rules, regulations, budget, program coordination, and user agreement development. The goal is to define startup procedures, roles, and responsibilities for user groups and City staff to provide access to affordable and healthy foods through community gardens.

Ms. Patton-Lopez reported that she collected feedback from regional and national communities who sponsor community gardens. Local outreach included three community forums, a survey related to current activity and future needs, garden audits, and interviews with garden coordinators. In addition, best practice research included interviews with parks and recreation departments in Oregon, Washington, and California related to structure, policies, and amenities. The information was compiled and shared with the stakeholder work group who has spent the last nine months developing the Master Plan.

Mr. Deghetto explained that the City contracts with CEC to manage the Avery Park Community Garden and two gardens at Bruce Starker Arts Park: Dunawi Creek Community Garden and Starker Arts Garden for Education (SAGE). Garden managers can be internal through City staff or contracted with parties on a rental basis. There are many different types of community gardens. Some are shared and some support social services.

Ms. Brown added that the Dunawi Creek and Avery Park gardens support approximately 100 families. The one-acre SAGE garden includes 650 volunteers and the 8,000 pounds of produce grown each year is donated to Stone Soup, South Corvallis Food Bank, and other agencies who serve low income families. This equates to 5,000 individuals. Ninety percent of the produce used by Stone Soup and 50-80 percent of the produce given to South Corvallis Food Bank comes from SAGE garden.

Councilor Beilstein inquired whether the Master Plan will provide an opportunity for Parks and Recreation to sanction or provide resources and coordination for community gardens on private property. Mr. Deghetto clarified that the Master Plan only addresses properties under the jurisdiction of the Parks and Recreation Department. The process to develop a community garden on private property is similar to the proposed Master Plan. The jurisdiction could be Public Works, Community Development, or another department.

Mr. Deghetto added that community garden placement must meet all development criteria within the Land Development Code (LDC). Infrastructure needs and other issues such as traffic and existing use must be also addressed. Other items may include neighborhood association regulations, and adjacent property covenants, conditions, and restrictions.

In response to Councilor Beilstein's inquiries about water resources, Mr. Deghetto said the Master Plan addresses water and associated fees. Developing the water system is the responsibility of the person or group requesting the garden. System Development Charges (SDC) are required with new water services and additional costs include a water meter and backflow prevention device. The Master Plan identifies all associated costs a community garden requires.

Mr. Deghetto said water costs are approximately \$1.75 per square foot or \$6,000 per acre (43,560 square feet). The community garden at Bruce Starker Arts Park is two acres and the SAGE garden is one acre. Last year, water consumption for both gardens was 700,000 gallons; a value of approximately \$2,000.

In response to Councilor Beilstein's inquiries, Mr. Deghetto explained that the community garden west of Kendall Natural Area is on private property. The water for Crystal Lake Sports Field is provided from a well as there are no City services at this location. The City does not have water rights for irrigating at Crystal Lake. There is a precedent for using non-potable water for irrigation at the Osborn Aquatic Center. The water comes from a Corvallis 509J School District irrigation well.

Mr. Deghetto clarified that startup and operating costs for a new community garden will partially be recovered through fees.

Chair Brown requested the following information be added to the Master Plan prior to Council review:

- Total setup costs,
- Ongoing expenses (water, supervision, etc.), and
- City fund(s) used to implement the Master Plan; fund reduction information.

Mr. Deghetto explained that the Capital Improvement Program (CIP) process begins with suggestions for projects with a value of \$10,000 or more. Money for approved CIP projects comes from fund-raising, grants, and/or match dollars. An example: Staff receives a request for a community garden in a specific neighborhood. Staff determines the base cost at \$8,700. The neighborhood raises \$2,000 and seeks grants for the remaining costs. Depending on the location, Systems Development Charges may be required (\$200 for three spigots at level one; \$480 at another). The garden must be constructed to be accessible under the Americans With Disability Act (could include paths and raised beds). A storage shed will cost \$800 to \$1,200. Signage will be needed. Total costs could be as high as \$12,000.

The Master Plan moves the burden of installation and other costs from the City to the neighborhood association or other group requesting a community garden. The proposed method worked well during recent improvements to the Avery Park Rose Garden initiated by the Corvallis Rose Society.

The Master Plan includes a commitment from neighborhood liaisons to meet with Department staff on a regular basis and an operating contract to identify ongoing maintenance and responsibilities.

In response to Chair Brown's inquiry, Mr. Deghetto said the gardens do not currently pay for water usage since City Departments are not charged for water use. The Master Plan provides a method for assigning water usage fees.

Mr. Deghetto clarified for Chair Brown that the City records water usage of City facilities. Water consumption for SAGE and Dunawi Creek gardens in 2011 totaled 978 units or 731,544 gallons at a value of \$2,044. Cloverland Park used 1,352 units in 2011, or 1,011,296 gallons at a value of \$2,800. Community gardens use less water than an average neighborhood park, partially due to best management practices and participants conserving water. The City's promotion of water conservation has been good for the environment, but results in less revenue for the Water Fund.

Chair Brown reiterated his request for financial information including startup costs, ongoing maintenance expenses, and details about impacts to the City's budget be included with the minutes for Council information (Attachment 1).

Ms. Patton-Lopez said it is common practice to charge rental fees for garden plots. After a garden is established, the fees are collected for ongoing coordination, staff time, and other support or resources. Currently, the City does not rent garden plots to individuals. Fees charged by Eugene and Portland completely cover costs for staff and resources. Fees average \$75 per year, per plot, depending on size.

Ms. Patton-Lopez added that community garden costs are estimated on a garden-by-garden method based on size, construction, type, needed infrastructure, and other items. The Master Plan identifies steps to start a community garden, information about fund-raising, requirements for access, and other procedures. Adopting the Master Plan does not mean six or seven community gardens are going to be suddenly constructed in Corvallis. Most cities average one new garden per year.

Chair Brown opined that rental fees should be built into the costs.

Councilor Beilstein said within the Master Plan, the only cost the City is committed to incur is development of the plan. At this time, there is no commitment to the General Fund to support community gardens. In the future, the program may require minimal administrative staff resources.

The Committee members present unanimously recommend Council adopt the Community Gardens Master Plan.

II. Mosaic Collaborations for Downtown Trash Receptacles (Attachment)

Mr. Deghetto reported that the Public Art Selection Commission (PASC) received a proposal from Ella Rhoades, a local artist, to install mosaic inserts onto 18 trash receptacles on 3rd and 4th Streets. Since the receptacles are within the public right-of-way, approval by Council required.

The project was approved by David Livingston, the creator of the trash receptacles and Joan Wessell, Downtown Corvallis Association (DCA) Executive Director. The DCA is responsible for receptacle maintenance.

Ms. Rhoades explained that there are five receptacles on 4th Street and 13 receptacles on 3rd Street. The mosaic panels will be installed on the side of the receptacle facing oncoming traffic; the other side will not be altered. The design allows for community participation. Ms. Rhoades expects to complete one receptacle per month with an end date of June 30, 2013.

Ms. Rhoades showed the Committee a sample of a partially completed insert. Mesh is used to create the design and provides the avenue to engage the public. The blue background color will not change; however, the flower/sun design colors will change based on public choice. The goal is to enliven the downtown with color. Participants will choose various colors and materials to be added to a bowl of colors and materials started by Ms. Rhoades.

Each insert costs approximately \$250. Fund-raising efforts have resulted in \$2,250 with another \$250 promised funding. Laticrete Corporation has donated the adhesive and grout needed for the project.

Mr. Deghetto added that PASC reviews and makes recommendations for all public artwork. PASC recommended approval with a requirement for project update in April 2013.

In response to Councilor Beilstein's inquiries, Mr. Deghetto said the receptacles belong to the DCA. Trash receptacles in parks and those in front of the Library and other City facilities are the City's responsibility. The receptacles originated from an economic development grant and DCA fund-raising.

In response to Chair Brown's inquiries, Ms. Rhoades said the mosaic inserts will not delaminate. The Laticrete Corporation materials have a lifetime warranty (Attachment 2). Mr. Deghetto added that, if the project is approved, a contract will identify ownership, responsibility, maintenance, and longevity. The original artist is asked to make needed repairs when necessary. The contract will include the amount of funds set aside for repair/maintenance.

Chair Brown noted the staff report requests approval and recommends adoption of the project. Mr. Patterson clarified that the Committee should recommend acceptance or approval.

Councilor Beilstein stated concern about the durability of the project and whether it could be easily removed. Ms. Rhoades said the materials are permanent and designed for exterior use. Neither the adhesive or grout requires sealant.

Councilor Beilstein announced that last spring, the Art Center hosted a lecture series that included a dinner on the last night. During the dinner various art projects were presented and money from the dinner was set aside for the winning project. The project presented by Ms. Rhoades was the winning selection.

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The Committee members present unanimously recommend Council accept the Mosaic Collaborations for Downtown Trash Receptacles public art project.

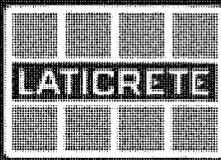
III. Other Business

The next Human Services Committee meeting is scheduled for 12:00 pm on Tuesday, August 21, 2012 in the Madison Avenue Meeting Room.

Respectfully submitted,

Dan Brown, Chair

	PARK DEVELOPMENT	FISCAL YEAR	PROJECT	PARK CLASS	SERVICE LEVEL	SITE FEATURES	MAINTENANCE PROGRAM AREA	ACTIVITY	QUANTITY	ANNUAL FREQUENCY	MATERIALS	UNIT OF MEASURE	COST / UNIT	ONE-TIME MATERIALS	ANNUAL MATERIAL COST	QUANTITY	PERS SERVICES HOURLY RATE	TIME ESTIMATE PER OCCURRENCE (HOURS)	ANNUAL FREQUENCY	ONE TIME LABOR	ANNUAL LABOR COST	FTE
One time Development cost	Tunison (Example)	TBD	Community Garden	Neighborhood	3																	
						Plumbing equip. fixtures	Parks		1		pipe, valves, glue	to complete 5000sq.ft		\$354.00								
						Sign materials/printing	Parks		1		posts, sign, concrete	to complete 5000sq.ft		\$750.00								
						Water meter/ backflow	Parks		1		fixtures, equipment	to complete 5000sq.ft		\$2,000.00		2	\$25.00	10	2	\$1,000.00		0.0192
						Public Works Labor	Parks	Equip. rental	1		trenching equip.	to complete 5000sq.ft		\$400.00								
						Parks Labor	Parks	Installation	1		plumbing	to complete 5000sq.ft				2	\$27.00	16	2	\$1,728.00		0.0308
						Contract services	Parks	Site prep	1		Tractor/tiller	to complete 5000sq.ft				1	\$65.00	2		\$130.00		0.0019
						Gravel 7/8-	Parks	Installation	1		crushed quarry rock	20 cu.yrds.		\$300.00								
						Gravel 1/4-	Parks	Installation	1		crushed quarry rock	10 cu.yrds.		\$200.00								
						Tool Shed	Parks	Installation	1		prefabricated			\$1,000.00								
						Raised beds	Parks	Installation	1		treated wood/ fasteners			\$500.00								
TOTAL														\$5,504.00						\$2,858.00		0.0519
Annual cost	Tunison (Example)	TBD	Community Garden				Recreation	Coordination								1	11.75	0.5	34		\$199.75	0.0082
		TBD	Community Garden	Neighborhood	3	Dry land turf mowing	Parks	mowing	1	35	mower	hourly	\$15.00		\$525.00	1	\$18.60	1	30		\$558.00	0.0144
			Community Garden		2	Irrigation system start	Parks	turn on service	1	1				\$0.00	1	\$27.00	2	1		\$54.00	0.0010	
			Community Garden		2	Irrigation system shut down	Parks	shut off service	1	1				\$0.00	1	\$27.00	2	1		\$54.00	0.0010	
			Community Garden		2	water	Parks	water delivery		1	water	56	\$2.09		\$117.04							
TOTAL															\$642.04						\$666.00	0.0284



Innovative Tile and Stone
Installation Systems

Lifetime System Warranty

ATTACHMENT 2

APPLICATION	PRODUCTS
Underlayment	LATICRETE® 86 Latlevel™ LATICRETE Admix & Primer
Floor Warming [^]	LATICRETE Floor HEAT Mat
Waterproofing/ Anti-Fracture	LATICRETE Hydro Ban® LATICRETE 9235 Waterproofing Membrane LATICRETE Hydro Ban Pre-Sloped Shower Pan (and applicable accessories) LATICRETE Hydro Ban Linear Drain LATICRETE Hydro Ban Bonding Flange Drain
Thick Bed Mortar	LATICRETE 3701 Fortified Mortar Bed
Slurry Bond Coat	LATICRETE 254 Platinum LATICRETE 4237 Latex Additive mixed with LATICRETE 211 Powder
Thin Bed Method	> LATICRETE 254 Platinum (regular or rapid version) LATICRETE 255 MultiMax™ United States Invention Patent No.: 6,784,229 B2 LATICRETE 4237 Latex Additive mixed with either of the following • LATICRETE 211 Powder, or • LATICRETE 317; or • LATICRETE 272 Mortar LATICRETE 3701 Mortar Admix mixed with any of the following • LATICRETE 272 Mortar, or • LATICRETE 317; or • LATICRETE 220 Marble & Granite Mortar
Grout	> LATICRETE SpectraLOCK PRO® Premium Grout <small>United States Invention Patent No. 6661768 (and other Patents)</small> LATICRETE SpectraLOCK PRO Grout > LATICRETE PermaColor™ Grout
Sealant†	LATICRETE Latasil™ LATICRETE Latasil 9118 Primer

† Use of suitable flexible sealant is required per Tile Council of North America Detail EJ171 for use in expansion joints, coves, corners, changes in plane and other joints or wherever tile or stone abuts dissimilar materials or restraining surfaces.

[^] LATICRETE Floor Warming Thermostat sold by LATICRETE International, Inc., warrants parts and materials for one (1) year from the date of purchase. The sole remedy for the LATICRETE Floor Warming Thermostats is product replacement (see DS 230.13 for full details on the LATICRETE Product Warranty).

LIMITED WARRANTY

Subject to the conditions and limitations stated below, LATICRETE INTERNATIONAL, INC. ("LATICRETE") warrants that the products listed on this document will be free from manufacturing defects and will not break down or deteriorate under normal usage for the life of the installation when installed in accordance with the written specifications of LATICRETE and industry standard guidelines. For this limited warranty to apply, the applications that comprise the installation must be performed with the products listed in this document for each applicant (refer to chart). This lifetime warranty is applicable to installations only in the United States of America and Canada. This Lifetime warranty excludes exterior and submerged applications.

DISCLAIMER

THIS LIMITED WARRANTY IS GIVEN IN LIEU OF ANY OTHER WARRANTY, EXPRESS OR IMPLIED. THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES BASED ON SAMPLES OR ORAL STATEMENTS, WHICH EXTEND BEYOND THE DESCRIPTION ON THE FACE OF THIS DOCUMENT. IMPLIED WARRANTIES OF MERCHANTABILITY AND OF FITNESS FOR A PARTICULAR PURPOSE ARE EXCLUDED.

EXCLUSIVE REMEDY

As the sole and exclusive remedy for a breach of this limited warranty, LATICRETE will pay for the replacement of its own products and replacement of finishing materials, as well as for the replacement installation, but LATICRETE will not pay more for the replacement, calculated on a square-foot (square-meter) basis, than the original purchase price of the portion being replaced. LATICRETE will not pay for replacement of any portion of the installation that is not proven to be defective*.

In the event that the sole and exclusive remedy described above fails of its essential purpose, the liability of LATICRETE is limited to the monetary value, on a square-foot (square-meter) basis, of the original purchase price of the portion being replaced.

*NOTE: Efflorescence is a normal condition of portland cement mortars and is not a defective condition.

EXCLUSIONS

LATICRETE is not responsible for workmanship not in accordance with the instructions of LATICRETE and industry standard guidelines. Cracking due to structural movement, excessive deflection or other failure in the substrate is also not covered.

LATICRETE IS NOT LIABLE FOR ANY INCIDENTAL DAMAGES OR CONSEQUENTIAL DAMAGES, INCLUDING LOSSES DUE TO DELAYS, INCURRED BY THE PURCHASER OR ANY OTHER PARTY.

NO ASSIGNMENT

This limited warranty is not transferable or assignable.

HOW TO MAKE A CLAIM

To make a claim under this limited warranty, you must notify LATICRETE in writing within thirty (30) days of the discovery of the alleged manufacturing defect. At the option of LATICRETE, you may be required, as a condition of this limited warranty, to provide proof of product purchase and use.

Address your claim to:

LATICRETE International, Inc.
1 LATICRETE Park North
Bethany, CT 06524-3423 USA
Attn.: Technical Services Department

TECHNICAL INFORMATION

Technical assistance and information is available by calling the LATICRETE Technical Services Line:

Toll Free: 1.800.243.4788, ext. 235
Telephone: +1.203.393.0010, ext. 235
Fax: +1.203.393.1948

LATICRETE International, Inc.
One LATICRETE Park North, Bethany, CT 06524-3423 USA • 1.800.243.4788 • +1.203.393.0010 • www.laticrete.com

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