

**REGULAR PARKS & RECREATION COMMISSION MEETING  
BANDON CITY HALL  
February 12, 2015**

**Present:** Chair Harve Schubothé (3), Vice-Chair Thomas Jefferson (3-1), Commissioners Donny Goddard (2-1/2), Ollie Jones (3-5), Zac Pounder (-3), Troy Russell (2-3), Esther Williams (3)

**Staff:** City Manager Chris Good, City Planner Michelle Hampton, Minutes Clerk Blythe Tiffany

**1. Call to Order**

The meeting was called to order at 5:30 p.m. by Schubothé.

**2. Roll Call**

In response to an inquiry from Russell, Hampton explained that Commissioners have been asked to differentiate hours spent in meetings from hours spent doing outside work. During the Roll Call, the Commissioners then reported their meeting time first, followed by outside work time

[Schubothé called on Hampton to make an introduction. She then introduced the new City Manager, Chris Good, who stated that he was happy to be here, and noted that he has been struck, in the short time that he has been City Manager, by the level of citizen involvement. He noted that he had started on January 20, and is looking forward to moving ahead.]

**3. Approval of Minutes**

None presented.

**4. New Business**

4.1.1 Good Earth Community Garden – Request for Possible Funding – Susan Ryan

Commissioners had been provided with copies of a report from Hampton, along with copies of a letter and attachments from Susan Ryan. Hampton's report stated:

**BACKGROUND:**

In late 2008 and early 2009 the city worked with a group of volunteers that formed the Bandon community gardens, later known as the Good Earth Community garden. The volunteers had identified city owned property that was suitable for the proposed gardens. The property (28-15-25 DB, Tax Lots 9900 and 10300) was located within the Residential 1 Zone (R-1) at the northwest end of 8<sup>th</sup> Court SW. 8<sup>th</sup> Court SW is a dead-end street located west of Franklin Avenue.

The City Council was requested to approve the use of the property as a Community Garden at their December 1, 2008 regular meeting. The City Council agreed this property was a suitable place for this use and directed Staff to proceed with the Conditional Use request.

The Parks and Recreation Commission included this area into the Parks Master Plan under "Special Use Parks." The Planning commission reviewed the proposed Parks Master Plan at their December 4, 2008 regular meeting and recommended the City Council adopt the plan.

In January 2009, the City of Bandon applied for, and the Planning Commission approved, a Conditional Use permit (CUP) allowing for the subject parcels to be used as a Community Garden.

One of the adopted findings within the CUP was: "The applicant (City) was requesting to be allowed to use the properties as a Park and recreation facility to be operated by a community club."

The Public Works Department has noted that a water main line is located in the western portion of both subject properties. Because of the type and location of this utility line, the City has determined the subject parcels are unsuitable for residential or other building development.

The Community Garden volunteers have brought forward several different scenarios for the city's approval for improvements within the 8<sup>th</sup> Street right-of-way, including improvements to the pathway, and requests for signage in this area.

**FINANCIAL IMPACT:**

In the past, financial requests of this type would have been considered by the Beautification Committee. The beautification Committee disbanded due to financial constraints and the Parks and recreation Commission accepted responsibility for appropriate duties that were previously completed by the Committee.

Currently the community beautification fund (250) has approximately \$8,689.00 for Beautification Programs. Under the current budgeting cycles and constraints, once this fund is deleted, funding for this program will not be available. The Commission has used this fund for past beautification programs, including funding the clean-up day in the park and other similar programs.

The Commission relies on the UR1 and UR2 to help fund most project the Commission undertakes. However, the community garden is not located within either district and is not eligible for funding.

Existing Funds:	
(250-50-696)	\$ 8,689.00
Requested Funds	\$ 1,966.00
Additional Request	<u>\$ 85.00</u>
Remaining Funds	\$ 6,638.00

**RECOMMENDATION:**

Staff would recommend the Good Earth Community garden submit for funding through the City of Bandon State Revenue Sharing Budget Program, with a letter of support from the Parks and Recreation Commission.

The letter from Susan Ryan stated, in part:

... Last year the garden had all 41 plots occupied, growing organic vegetables and flowers by community members. The current board now feels it is time to complete the garden by beautifying its surroundings. The board also feels the current eastside pathway

has some safety issues as it has several drop-offs near the neighboring fence. The board has developed a plan to continue to enhance the front (south) and west fence landscaping, finish the by-pass pathway on the east, and fully incorporate and beautify the 8<sup>th</sup> Street native section. Work has begun on the vision but both funds and extensive labor are now needed.

The Good Earth Community garden Board respectfully requests the city consider funding this project. Attached is an outline of our plan, a detailed budget, pictures of the area intended for these needed funds, and pictures of suggested plants for the north slope on 8<sup>th</sup> Street. If the community garden is allocated these funds, our volunteers will take the responsibility to implement the plan and to maintain the outside perimeter of the community garden. ...

The cost breakdown indicated a total of \$1966 in estimated costs, including \$591 for equipment & materials for the fence, \$600 for a truckload of assorted size rock, \$25 for 1 ½ yards of 3" gravel, \$150 for plants and \$600 for inmate labor for one day. It also indicated an additional need for \$85 for gravel for 8<sup>th</sup> Court parking lot.

In discussing the request with the Commission, Ryan indicated that the group has an opportunity to obtain free labor within the next month, so timing is an issue.

It was noted that the high school leadership class gives grants, and other grants are available for non-profits, as well.

Hampton stated, with regard to staff's concern about the budget, that the Beautification fund item is being depleted and is not being replenished. She noted that, when the City allowed the use of the property, it was understood that the garden group would maintain it.

Following some further discussion of possible funding options, including approaching building and rock suppliers for donations, and the possibility of making a partial, one-time gift, Jefferson moved to make a one-time donation of \$689, and to schedule a field trip to the garden to look over the situation and determine if the Commission might be able to provide some other kind of assistance. Jones seconded the motion, which was passed unanimously, 7:0.

#### 4.2 Budget Priorities – Request for Additional Project to be Included – Greater Bandon Association

Commissioners had been provided with copies of the 2015-2016 project priority list, along with a brief memo from Hampton, stating:

On January 8, 2015 the Commission held a budget work session and prioritized the different proposed projects for the 2015-2016 fiscal Year. Attached is the revised priority list.

Chair Schubothe has requested the commission to revisit the priority list. Apparently it was understood the majority of the Bike Corral was completed and the Commission lowered the priority of this project. Chair Schubothe would like to discuss the option of moving the Bike Corral higher on the priority list.

Schuboth explained that the Bike Corral project received \$7,000 in grants, but the project cost is \$10,000; the project includes storage lockers (at a cost of approximately \$500 each), and, although the project has begun, that portion is unfunded.

Following a brief discussion of funding vs priority positioning on the list, Goddard moved to leave the project in its current position, but add \$3,000 funding.

Schuboth noted that more grants will be applied for, but it would be good to have the money there for matching funds.

Russell seconded the motion, and it passed unanimously, 7:0.

#### 4.3 Possible Land acquisition – Parcel Adjacent to Property Commonly Known as Harvard Street Neighborhood Park

Commissioners had been provided with copies of aerial photographs of the Harvard Street Park area, and a report from Hampton, stating:

##### BACKGROUND:

Since 2008, the Parks and Recreation has consistently funded the Harvard Street Park. In the past the City purchased property to the east of the Harvard street right-of-way and negotiated and received approximately ½ acre from adjoining property owners. Combined with the City right-of-way, the Harvard street park property is approximately 2.25 acres.

The City has been approached to negotiate possible purchase of the last remaining parcel in this area. The parcel in question is approximately .15 acres. With acquisition of the subject parcel the Harvard Street Park would consist of approximately 2.40 acres.

##### FINANCIAL IMPACT:

The seller has offered the City the subject parcel for a total of \$6,000.00. As of February 4, 2015, the real market value as assessed by the Coos County Assessor's Office is \$7,850.00. The Commission has funding for the "East Side Park" in Park and Rec Development fund (550).

Existing Funds	
550-50-773	\$ 74,600.00
Requested Amount	<u>\$ 6,000.00</u>
Remaining Funds	\$ 68,600.00

##### RECOMMENDATION

The Parks and Recreation Commission should request the City Council approve the City manager to move forward with negotiations for the purchase of real property adjacent to the Harvard Street right-of-way.

Following discussion of the location of the property, the City right-of-way, and possible access to other properties in the area, Goddard moved to recommend to the City Council that it authorize the City Manager to proceed with negotiations for purchase of the subject property. Pounder seconded the motion, and it was passed unanimously, 7:0.

## **5. OLD BUSINESS**

### **5.1 City Park**

Volunteer Program – Improvements  
Miscellaneous Improvements/Repairs  
Stage/Bandstand – Update

Hampton reported that the only volunteer activity has been Commissioner Jones' painting efforts; aside from a little clean-up work after the recent storm, other work is at a standstill, due to the weather.

### **5.2 Playground Task Force – Update**

Hampton stated that the group has not met.

### **5.3 Harvard Street Neighborhood Park – Update**

Hampton stated that there has not been a meeting.

### **5.4 Monthly Finance Report – January 2015**

Hampton noted that the agenda had listed an incorrect month, but that the packet information is correct.

Jones stated that she noticed an electrician working in the concession stand, and she was glad that Public Works was facilitating getting that work done. She also noticed a door being replaced, and commented that it is nice to see these things happening.

Hampton noted that, with regard to the lighting in the concession stand, it was going to cost an additional \$270 for some additional recessed lights.

There was some discussion of external light in the area, as Commissioners were agreed that it would be good to have some. Hampton stated that she would check with Public Works Director Anderson. It was noted that there appears to be good lighting on the children's playground side, but not so much on the other side, and theories as to why this might be so were considered: Past usage, and perhaps because that is where the lights were before 11<sup>th</sup> Street was split.

Jones pointed out that there is a lot of investment in buildings in the park which are partway finished and are experiencing some weather damage. She would appreciate the Public Works Department moving forward with this, as it can. She added that there is a need to get things finished, as it is almost time for spring sports.

Russell handed out copies of a picture of the ballfields in the center of the park, with a "free design" (not to scale/not accurate) to show how repositioning the fields would look.

It is meant to be informational; the footprint is not accurate. The approximate cost would be \$5,000.

## **6. Staff Update – None**

## **7. Commission Liaison Reports**

### 7.1 Bandon Arts Council

Jefferson stated that the group had not met; as it meets every other month, its next meeting is set for March.

### 7.2 Committee for Citizen Involvement (CCI)

Schuboth reported the same situation as Jefferson; the CCI will meet again in March.

### 7.3 Tree Sub-Committee

#### Staff Hampton – Explanation of City of Bandon Tree Removal Policy

Hampton stated that a question was recently raised regarding some Monterrey Cypress trees which were taken down at 3<sup>rd</sup> Street and Bandon Avenue. She explained that, as the trees were in the City right-of-way, the City's policy is that the adjacent property owners get the wood.

She stated that, normally, the City has Blue Sky do tree removals; this time the low bidder was Jensen. The property owners were given the wood, and they did not want it, so they gave it to Jensen, who could not take it all. Public Works Director Richard Anderson had the wood taken to his property, in order for the Boy Scouts to take it, as they could.

She noted that there apparently was some discussion out in the community that a City employee had taken the wood, and was using it for his own benefit. This was not true.

There was some discussion of the perception being understandable, as the wood was in the employee's yard; it was suggested that, should a similar situation arise in the future, the wood might better be stored on the City's Woolen Mill property.

#### Chair Russell – Redwood Tree Planting Update and Arbor Day Event

Russell stated that the Arbor Day event would be a continuation of the ivy cutting in the Woolen Mill area, and noted that no date had yet been set for planting the Redwood trees.

## **8. Public Input – None**

## **9. Open Discussion**

Goddard stated that he daily drives by the Cypress trees that have been planted, and he noticed that several are leaning; he asked if they could be restaked so that they will not grow that way. Jefferson stated that he would take a look at them.

Williams inquired as to the status of the Jetty Park grant, and Hampton stated that she had not made any progress so far. However, she has found out that she will be able to view a webinar which was aired on February 4, and will proceed from there. Grant applications are due in April.

Jones stated that she had been approached by someone in the community about an outdoor sand volleyball court.

She stated that she had spoken to someone about an alternative for the rubber in the playground: shredded coconut shells and cork. She stated that it seemed to her that would hold a lot of water.

#### **10. Other**

Goddard stated that there are quite a few 4x8 pavers left over from the disc golf course, and the Port had approached him about using them in front of their “green building” in Old Town, with a bench.

During discussion of the matter, it was noted that the Urban Renewal District had purchased them, so it was uncertain whether they could be used elsewhere. There was a question as to whether they could be used elsewhere in the park, and Russell stated that these pavers are thinner, and not really suitable for other uses.

Goddard moved to have staff look into the practicality of transferring the pavers into the other Urban Renewal District, with the possibility of then gifting them to the Port. Jones seconded the motion, which was passed unanimously, 7:0.

#### **11. Adjournment**

Schubothé adjourned the meeting at 6:42 p.m.

Blythe Tiffany  
Minutes Clerk