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**COOS BAY
PARKS COMMISSION MINUTES
September 19, 2019**

5 Chair Lyons opened the meeting on the above date in the City of Coos Bay Conference Room
6 located at 500 Central Ave., at 4:00 p.m.

7 Members Present: Ariann Lyons, Carmen Matthews, Bev Meyers, Patty Scott, Sam Crowley,
8 and Bill Otton.

9 Members Absent: Shaun Gibbs.

10 Staff Present: Operations Administrator, Randy Dixon, and Kelli Burnette.

11 Guests Present: None.
12

13 **APPROVE THE AUGUST 12, 2019 MEETING MINUTES**

14 *Commissioner Scott moved and Commissioner Matthews seconded the motion to approve the*
15 *August 12, 2019, minutes as presented. Motion carried by unanimous vote.*
16

17 **CITIZEN INPUT**
18

19 There was none.
20

21 **NEW BUSINESS**
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23 **3.1 Pirate Park Outdoor Fitness Equipment.** Randy reported that the MHS Key Club
24 purchased the equipment suggested by Staff at the August 12, 2019 meeting, and passed out an
25 email he received from Stacy Gulseth which showed the pieces of equipment. Commissioner
26 Matthews confirmed with Staff that the equipment is in compliance with the Master Plan. A
27 discussion ensued regarding parking at Pirate Park.
28

29 **3.2 Marshfield Pioneer Cemetery.** Randy reported that October is National Historic
30 Cemetery Month and he will be promoting the Marshfield Pioneer Cemetery on the City webpage
31 and in other ways in the community. Randy stated that because it is a locked site many people do
32 not know they can access it and he wants to get the word out there that they have access. Randy
33 passed out information on how access to the cemetery.
34

35 **OLD BUSINESS**
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37 **4.1 Mingus Pond Dredging & Fishing Pires.** Randy provided the Commission with an
38 update on the project stating that it was moving forward, there is no projected start date yet because
39 they have to wait for funding and design to happen first. A discussion was held regarding
40 collaboration of grants.
41

42 A Brief discussion ensued regarding ADA ramp requirements.
43

44 **4.2 Empire Lakes Soil Analysis (SHN).** Randy reported that he has reached out to SHN on
45 numerous occasions but has been unable to get the soils report. Randy further stated the analysis
46 has been completed, they just need the report. Randy asked the Commissioners if they knew
47 anyone at SHN they could reach out to. Commissioner Lyons indicated she would reach out to
48 Ron Stillmaker.

49
50 **4.3 Pirate Park Outdoor Fitness Equipment.** See 3.1 above.

51
52 **4.4 10th Street Traffic Change.** Randy briefly explained that the 10th Street traffic detour was
53 due item 4.5 (the Church Volunteer Groups) assisting the City with park and boardwalk clean up
54 and maintenance. Randy stated that nearly 105 volunteers assisted which equated to approximately
55 \$120,000 in efforts. Randy further explained that this LDS group travels up and down the coast
56 doing this type of work, but he has now had other churches reach out to him asking how they can
57 volunteer in the same way. Randy explained his goal would be to have this type of volunteer effort
58 occur a few times a year as opposed to every five years as is now happening with the LDS group.

59
60 Commissioner Meyers commented on visiting with some of the volunteers at Mingus Park and
61 observing the work they were doing. Randy stated some of the volunteers also worked on the trails
62 at Empire Lakes and that Coos Fire Protection also came in and did some clean up.

63
64 **4.5 Overview of Road Improvement Projects.** Randy reported that out of the 67-lane miles
65 the city maintains, approximately 15 of those were done in half a season. Randy further explained
66 that some of those improvements are complete rebuilds while others were overlays, but the
67 overlays will hold up because grinding was done first.

68
69 The Commission and Staff discussed the machine the city purchased for \$130,000.00, which has
70 multiple attachments, including a post hole digger, stump grinder, sweeper, milling equipment,
71 etc., which means the city can do more of their own work and not have to hire outside agencies to
72 do it. Commissioner Meyers asked if the machine could be driven on all types of surfaces or if it
73 needed to be pulled by trailer. Randy indicated that it can be driven on all types of surfaces, but
74 you wouldn't want to go too far, that it should be pulled on a trailer to and from work sites.

75
76 **4.6 Church Volunteer Group Update (September 14, 2019).** See 4.3 above.

77 78 **COMMISSIONER CLOSING COMMENTS**

79
80 The Commission and Staff discussed tree replacement at Wells Fargo, property owner right of way
81 maintenance requirements, and ODOT ADA ramp maintenance requirements.

82
83 The Commission and Staff discussed other road replacement areas and how the PCI index works.
84 Randy indicated he will begin working on the next set of road repairs for the PCI index in the next
85 few months.

86
87 A discussion commenced regarding good use of the TUFF funds and the positive PR the city has
88 received about the road repairs that have happened in the last few months. Randy reported they

89 are saving Wasson Street for last, Norman Street should be completed by September 20, and
90 Cammann is being torn out and worked on right now.

91
92 Randy then explained curb cut standards and he is working on how to revise them to better address
93 multifamily dwellings.

94
95 The Commission and Staff discussed the sink hole on Commercial and Third.

96
97 Commissioner Matthews stated he would like to see more Native Gardens in Coos Bay. A
98 discussion commenced regarding curb appeal, maintenance requirements, potential resources and
99 the lack of staff.

100
101 Commissioner Matthews asked Staff about seasonal employees vs. temporary employees and how
102 that might assist with maintenance in the downtown area. The Commission and Staff discussed
103 the possibility of getting the Downtown Association to set aside funds for seasonal workers for
104 maintenance downtown, the concern that that might take away from staff employees, the fact that
105 the landscape budget is built into the budget, establishing something for voluntary funds vs. fees,
106 limited resources, reaching out to the URA, the city's limited resources, and Façade Improvement
107 Funds. Staff also explained that seasonal works are entitled to benefits such as PERS and medical
108 insurance.

109
110 A discussion commented regarding lack of staffing for facilities maintenance.

111
112 Commissioner Matthews advised the Commission that he had received an inquiry regarding a
113 dog park in Coos Bay. Randy explained that it has been discussed many times and has not been a
114 priority for Council.

115
116 Commissioner Meyers discussed in regarding to parking lot and park maintenance that finding
117 volunteers might be a better option than collecting funds/fees, such as "adopt a parking lot or a
118 street" and finding people in the Downtown Association to volunteer.

119
120 A discussion commenced regarding the parking lot at Curtis and S. 2nd becoming more of an
121 employee parking lot for certain businesses, designing a parking structure vs. rehabbing the
122 existing parking lot, and business owners parking directly in front of their own businesses as
123 opposed to leaving them for customers.

124
125 Commissioner Matthews asked if the Commission would be will to have a joint meeting with the
126 Parks Commission and Council at least twice a year. The Commission supported the idea and
127 Randy suggested early March and October for budget and season reasons. It was discussed having
128 a collaboration meeting separate from a council work session or regular meeting, or maybe inviting
129 Council to a Parks meeting. Commissioner Matthews will discuss the options with Council at the
130 next work session.

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132 **STAFF CLOSING COMMENTS**

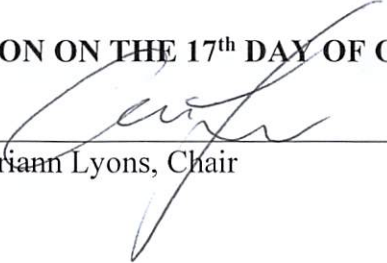
133
134 There were none.

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ADJOURNMENT

There being no further business to come before the Parks Commission, by consensus of the Parks Commission, Commissioner Lyons adjourned the meeting at 5:16 p.m.

APPROVED BY THE PARKS COMMISSION ON THE 17th DAY OF OCTOBER 2019.



Ariann Lyons, Chair

Attest:



Kelli Burnette, Staff