

Philomath Park Advisory Board
MINUTES
November 4, 2014
At City Hall, 980 Applegate Street, Philomath

The Park Advisory Board meeting was called to order at 5:35 by City Manager Chris Workman.

1. ROLL CALL

Members Present: Dale Collins, Ben Folgate, Patrick McDonald and Lindy Young. Malcolm Miner arrived at 6:20 p.m.

Staff Present: City Manager Chris Workman and City Recorder Ruth Post

Others Present: Darrell Hinchberger

2. NEW BUSINESS

2.1 Overview of Responsibilities – Mr. Workman explained the Committee will make recommendations to the Public Works Committee on all types of issues that relate to parks. The intent is for the Committee to do the research and fact finding to make informed recommendations. He will attend all of the Committee's meetings. The Committee reviewed Chapter 2.55 of the Philomath Municipal Code that establishes the Park Advisory Board. Mr. Workman noted there are still two vacant positions on the Committee. He explained that for the first 6 to 12 months, he has a list of tasks for the Committee to address.

2.2 Election of Chair –

MOTION: Mr. Folgate moved to volunteer as Chair. Mr. Collins second. Motion Approved 4-0.

2.3 Election of Secretary –

MOTION: Mr. McDonald moved to volunteer as Secretary. Mr. Collins second. Motion Approved 4-0.

2.4 Goals and Objectives – There was discussion about the types of duties the Committee would have, including amendments to ordinances related to parks and policies concerning selection and care of assets. There was discussion about whether the medians on the highway are considered parks. There was discussion about making recommendations, that not all decisions would be unanimous, but that the Committee should ultimately support final decisions as a team.

The Committee looked at the Park Master Plan priority project list. Mr. Workman described the need for more detail and definition of cost estimates. He suggested the Committee members spend some time reviewing the Plan and making notes. Mr. Collins stressed the need to create an overlay map of existing parks and proposed facilities. Mr. Workman agreed to provide the Committee with a better and larger map to work with. He provided an overview of ways to pay for park improvements.

(Malcolm Miner arrived at 6:20 p.m.)

Mr. Workman stated the goal is to develop the project list and analyze financing options. Ms. Young noted it would be helpful to know more about future development areas in the city and how that could impact parks. There was a brief discussion about the Mill Pond Business Park and linking up trails.

ACTION ITEM: Mr. Workman requested that Committee members review the Park Master Plan prior to the next meeting, particularly focusing on the recommendations in the Plan.

NEXT MEETING: There will be discussion about questions and concerns that Committee members have after reading the Park Master Plan and brainstorming on projects. Mr. Workman will provide a larger map.

Mr. Collins requested that the Committee be brought up to date on the Downtown Streetscape plans.

Mr. Miner emphasized the need to jump on opportunities when they present themselves, including acquiring property. There was discussion about visibility of parks to present a welcoming image to visitors. Mr. Folgate clarified that the first Priority 1 project, the park shelter, is already underway.

NEXT MEETING SCHEDULED FOR: Tuesday, December 2, 2014, at 5:00 p.m.

3. ADJOURNMENT

Meeting adjourned at 6:45 p.m.

Minutes recorded by Ruth Post, MMC, City Recorder