

CITY OF COOS BAY CITY COUNCIL
Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
January 31, 2017	

TO: Mayor Benetti and City Councilors

FROM: Randy Dixon, Operations Administrator

THROUGH: Rodger Craddock, City Manager
Jim Hossley, Public Works Director

ISSUE: Marshfield Key Club 10th Street Park Proposal.

BACKGROUND:

Marshfield Key Club would like to (Adopt-A-Park) and propose to rehabilitate 10th Street Neighborhood Park (formerly known as Optimist Park). Their proposal includes fundraising for the project, design, and in-kind. City staff will work with Marshfield Key Club on the project cost estimate, help ensure improvements are compliant with code, and improvements proposed are in accordance to the Parks Master Plan. Marshfield Key Club presented their proposal at the Parks Commission meeting held at Marshfield High School, November 2016, where the Commission made a motion (all in favor) to recommend to Council acceptance of Marshfield Key Club proposal.

ADVANTAGES:

The Key Club's effort will improve an existing City park and be an important contribution to the community.

DISADVANTAGES:

None noted.

ACTION REQUESTED:

Staff is seeking Council's direction and authorization for staff to work with Marshfield Key Club to rehabilitate 10th Street Park, which includes the following:

- ✓ Design Review
- ✓ Budget Estimate
- ✓ Project Administration
- ✓ Project Management
- ✓ Construction Support

ATTACHEMENTS:

Parks Commission Minutes (December 2016)

1
2 CITY OF COOS BAY
3 PARKS COMMISSION MINUTES OF
4 November 17, 2016

5 **Members Present:** Chair, Christine Coles, Ariann Lyons, Bev Meyers,
6 Bill Otton, Carmen Mathews and Ralph Mohr.
7 **Members Absent:** Patty Scott
8 **Staff Present:** Operations Administrator, Randy Dixon and Pam Patton
9 **Guests Present:** Cricket Soules, Marshfield Pioneer Cemetery,
10 Katie Maine, Jonas Langarcia of the Marshfield High School Key
11 Club and tech student Ryan Johnson
12 **Location:** Marshfield High School
13
14

15 **1. CALL TO ORDER / ROLL CALL / APPROVAL OF MINUTES**

16 Christine asked for a motion to approve the September 20th minutes

17 **MOTION:** Bill motioned to accept as written

18 **DISCUSSION:**

19 **SECOND:** Bev

20 **VOTE:** Ayes. Vote was unanimous and motion carried.
21

22 **2. NEW BUSINESS**

23 Katie Maine and Jonas Langarcia of the Marshfield High School Key Club introduced
24 themselves and presented to the commission their proposal to "Adopt-a-Park." Location of the
25 pocket park is south of the high school on South 10th St. (please see the attached handout of their
26 detailed presentation with GIS mapping.) Also tech student, Ryan Johnson, presented a computer
27 generated rendering of the park.
28

29 A brief overview of their presentation from their handout is: "The Key Club members would like
30 to propose ways to enhance the park facilities, which would include some ground maintenance
31 such as removal of the invasive blackberry bushes, mowing, painting, adding benches, picnic
32 tables, and a solar light for safety, just to name a few. The club would oversee that the park is
33 well maintained and from time to time host a community clean-up event on a Saturday."
34

35 The Parks Commission thanked them for an outstanding job and that they were excited with their
36 proposal. A great exchange of ideas and suggestions took place among the commission and
37 students. Some of the suggestions were:

- 38
- 39 • All equipment, benches and tables must be UL rated for public safety.
 - 40 • Do some PR with the neighbors. Share with them your vision. Be visible
41 let them see you and they have opportunity to get to know you.
 - 42 • Approach some of the businesses in the immediate vicinity for their support and
43 donations.

44 The consensus of the commission was that they have a great idea and they would be eager to
45 work with them. Randy explained a little bit about the process. He first has to build a budget
46 for the proposed project. Once there is approval, he would draft up how to fund i.e. grants, in-
47 kind/match and/or donations. He would do a staff report and then it would then go to the city
48 council. Randy stressed to them that it would be beneficial to attend to show support and
49 commitment. Christine asked for a motion to move forward with their proposal.
50

51 **MOTION:** Carmen motioned to begin the process of creating a cost analysis

52 **DISCUSSION:**

53 **SECOND:** Bill

54 **VOTE:** Ayes. Vote was unanimous and motion carried.

55

56 **3. Christine announced the newly voted in council members:**

57 Mayor Joe Benetti; Drew Farmer; Lucinda DiNovo; Philip Marler and Stephanie Kilmer

58 Christine also announced that the Parks Commission had two appointed members that their terms
59 would be expiring in December. Both Bev Meyers and Carmen Mathews stated that they both
60 would reapply.

61 **4. Cricket Soules with the Marshfield Pioneer Cemetery brought a handout, "Civil War Veterans**
62 **of the Marshfield Pioneer Cemetery."** It lists the individual with plot location and a brief
63 biography.

64 Cricket also announced an event on January 13th, "Drop Anchor." The Coast Guard will give the
65 dedication for the "Czarina" with the placement of a memorial/monument. The Key Club will be
66 having a fundraiser in the cafeteria. They will be offering soup and/or meal. There will also be
67 entertainment provided by the drama club.

68 Unfortunately, the meeting was running over and weather wasn't cooperating to allow us to get
69 out for the site visit of the cemetery. We were all encouraged to do at any time.

70 Cricket briefly touched on the issues of ownership of the cemetery and correcting the deed and
71 memorial plaques as listed in the Parks Master Plan. She would like to see it re-written or edited
72 to say that the placement of memorial plaques is "under review." There was a short discussion
73 and everyone agreed that they needed more time to actually develop a Cemetery Master Plan.
74 Christine asked for a motion.

75

76 **MOTION:** Ariann motioned to place a moratorium on memorial plaques until Parks
77 identifies a suitable location.

78 **DISCUSSION:**

79 **SECOND:** Christine

80 **VOTE:** Ayes. Vote was unanimous and motion carried.

81

82 **5. COMMISSIONERS CLOSING COMMENTS –**

83 Christine encouraged everyone to attend a council meeting and get to know the new council.
84 She wished everyone a Happy Thanksgiving and thanked them for all their hard work and
85 commitment.

86

87 **6. ADJOURNMENT**

88

89 **There being no further business to come before the Parks Commission, by**
90 **consensus of the Parks Commission, Bill adjourned the meeting at 1:07 p.m.**

91

92 Respectfully Submitted,

93

94 Pamela Patton,

95 Public Works

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