



**MINUTES**  
**Parks & Trails Advisory Board Meeting**  
**Wednesday, October 17, 2018 City Hall-**  
**Council Chambers, 39250 Pioneer Blvd.,**  
**Sandy, Oregon 97055 7:00 PM**

**COUNCIL PRESENT:** Bethany Shultz, Board Member, Kathleen Walker, Board Member, Michael Weinberg, Board Member, Susan Drew, Board Member, and Valerie Wicklund , Board Member

**COUNCIL ABSENT:** Jeremy Pietzold, Council President

**STAFF PRESENT:** James Cramer, Associate Planner

**MEDIA PRESENT:**

**1. Roll Call**

**2. Public Comment**

James Cramer announced he has been in communication with a prospective Board member.

Kathleen Walker announced she has solicited the open positions on the Tickle Creek Trail Facebook site as well as encouraged the other Board members talk to people about the opportunity.

**3. Changes to the Agenda**

Kathleen Walker added proposed Jonsrude Signage to the Staff Updates section of the agenda.

**4. New Business**

**4.1. Roll Tide Proposed Development:**

James Cramer presented the documentations from a previously held pre-application meeting in which the applicant proposed a land division and residential development that included the dedication of parkland and/or fee-in-lieu payment. Discussion on code requirements, alternatives and expectations commenced. The following was recommended by the Board which will be forwarded to the applicant for consideration:

- PTAB would like to see all the required parkland dedication (1.94 acres) be dedicated to the City.
- Design the stormwater pond to be linear to the east side of the dedicated parkland and “beatified” as to appear as an amenity (ex. Sandy Bluff Park).
- If no street is proposed on the east side then add an amenity such as a pedestrian walking path in the dedicated parkland.

Additionally, the following questions were presented to staff to which James Cramer said he would find the answers for.

- What are the stormwater detention standards, specifically "beautification"?
- What are the options for appealing a decision made by an approval body (IE. staff, City Council, Planning Commission)?

#### 4.2. **Public Engagement Opportunities:**

James reminded the Board of the two previous public participation efforts, 2013 Parks Survey and 2018 Longest Day Parkway Dot Activity, and solicited recommendations for any additional opportunities. Suggested by the Board were:

- An online survey as it reaches many and is cost effective (Bethany Shultz).
- Consider the public engagement process complete and host a charrette using the data we currently have to present the findings to public.
- Engage with focus groups.

### 5. **Old Business**

#### 5.1. **“Facility Condition Inventory”:**

James Cramer reiterate the intentions of the proposed facility conditions inventory activity was to help the Board familiarize themselves with the existing parks/trails facilities while providing the opportunity to identify immediate needs/concerns. James expressed the Public Works Director's intentions of completing a thorough inventory of the City's facilities and that this voluntary activity is not intended to be an thorough analysis. Kathleen Walker expressed concern of having Board members volunteer to complete condition inventories to which a description of Recreational Immunity was provided to the Board. After staff's conversation with City Attorney, David Doughman, it was determined that board members participating in this volunteer opportunity would be an "agent" of the City and be covered under Recreational Immunity.

### 6. **STAFF UPDATES**

**6.1. ADMIN 100 Advisory Boards, Commissions and Committee Policy:**

James Cramer provided some background to and a copy of ADMIN 100 which details Advisory Boards, Commissions and Committee Policy to the members. Additionally, James provided a copy of the City Council goals for member's records.

**6.2. Parks Programming Plan:**

James Cramer provided some background to and a copy of the City's Parks Programming Plan to the members. Kathleen Walker noted that the document should include grant research and acquisition under the responsibility of the Planning Department to which James confirmed. Various situations were discussed among members and staff to better understand the break down of responsibilities. James expressed that the programming is new to City staff therefore there would be some adjustment as things move forward.

**6.3. Barlow Trail Monument Repair:**

James Cramer updated the Board on Public Work's efforts into getting a contract to upgrade the Barlow Trail Monument after it sustained damage due to vandalism. Repairs are tentatively planned to begin in November.

**6.4. Daniloff Photography:**

James Cramer announced that the photographs taken by Daniloff Photography were available for viewing and provided the instructions on how to view them. It was mentioned that the photos could potentially be used in the proposed parks master plan.

1. go to [daniloffphoto.com](http://daniloffphoto.com)
2. click on Business Portrait Photography Galleries
3. click on the picture of STAR bus at the top of the page entitled "Sandy, Oregon - City Images - 2018"

**7. BOARD UPDATES**

Board Updated

**8. Consent Agenda**

**8.1. Meeting Minutes**

It was determined that the Meeting Minutes from August 22, 2018 would be reviewed and approved at the next scheduled Parks and Trails Advisory

Meeting.

**9. Adjourn**