



MINUTES
Parks & Trails Advisory Board Meeting
Wednesday, March 27, 2019 City Hall-
Council Chambers, 39250 Pioneer Blvd.,
Sandy, Oregon 97055 7:00 PM

COUNCIL PRESENT: Kathleen Walker, Councilor, Michael Weinberg, Board Member, Susan Drew, Board Member, and Kelly O'Neill Jr., Development Services Director

COUNCIL ABSENT: Laurie Smallwood, Council President

STAFF PRESENT:

MEDIA PRESENT:

1. Roll Call

1.1.

Don Robertson present as guest and potential Board Member

2. Public Comment

3. Consent Agenda

3.1. Meeting Minutes

Minutes (January 9, 2019 Minutes) – Modification from Kathleen Walker coming via email.

Minutes (January 30, 2019 Minutes) – Remove James Cramer and Tanya Richardson, insert Kelly O'Neill Jr. Item 4.1 'add information there is a Community Park located conceptually by the Ponder Lane Subdivision'. Item 5.3 'modify the meeting date to February 27, 2019'.

4. Changes to the Agenda

Kathleen Walker added Jonsrud Viewpoint Funding update (Item 5.6)

5. New Business

5.1. OPRD Grant Discussion

<https://www.oregon.gov/oprd/hcd/finasst/pages/grants.aspx>

This grant is applicable to trail and park improvements. The grant does not cover parks planning. If we are awarded a grant the funding would not become available until fiscal year July 2020. We could apply for a grant that would be applied to improvements in a park with less SDC eligibility, such as Tupper Park. The OPRD Local Government Grant for small grants is up to \$75k and the application is due May 1. The OPRD Local Government Grant for large grants is up to \$1 million and the letter of intent is due April 30 and the grant application is due June 15. OPRD Trail Grant could be applied for trails at the Community Campus or the extension of Tickle Creek Trail. **Kathleen Walker recommended that we proceed with a small grant for Tupper Park and a Recreational Trail Program (RTP) grant for extension of Tickle Creek Park. The Parks and Trails Advisory Board recommended applying for grants as recommended by Mrs. Walker.**

5.2. Shade Structure and Bathrooms at Bornstedt Park

Restroom: last year portable restroom rented through Clinkscales Portable Toilets for a total of \$1,290.75.

Shade Structure and Bathrooms at Bornstedt Park. Kelly O’Neill Jr. provided background information on how to use SDC’s in relationship to park improvements in Bornstedt Park and the desire for Council to have a shade structure in Bornstedt Park. Bathrooms in Bornstedt Park could only be funded with SDCs once a capital improvement list is created/updated or the Bornstedt Park Master Plan is updated. **Mrs. Walker recommended the City create a Survey Monkey poll to determine what type of shade structure people would prefer in Bornstedt Park. The Board had consensus to create the Survey Monkey poll and asked that notice of the poll be posted in Bornstedt Park.** Mrs. Walker stated that in addition to the quoted amounts for the pre-fabricated restroom facilities there would be costs associated with installing water and sanitary sewer lateral extensions. Susan Drew stated that bathrooms are very important, but that vandalism is rampant in restroom facilities. There are also issues with not knowing the when restrooms will be open or closed. Mike Weinberg stated he is not familiar with Bornstedt Park so he cannot give a great opinion. **Mrs. Walker recommended that desired permanent restroom facility locations can be identified in the revised Parks Master Plan. Mrs. Walker also recommended that the Parks Maintenance staff is involved to determine operating costs associated with installing permanent restrooms.** Mr. O’Neill stated he will ask Joe Preston to identify the locations of the portable restrooms in Sandy parks.

5.3. Parks Master Plan Next Steps

Parks Master Plan Next Steps. Mr. O'Neill stated he wants to start working on a Request for Proposal and send to the Parks and Trails Advisory Board for input. Mrs. Walker would like to have a more in-depth discussion of what items should be inserted in the RFP. Mr. O'Neill will come back with a draft RFP for discussion at the April 17, 2019 Park and Trail Advisory Board.

5.4. Conceptual Trail Corridors

Conceptual Trail Corridors. Mrs. Walker showed the 1997 Conceptual Trail Corridors overlaid on current Google Earth imagery. Mrs. Walker also showed the proposed Parks and Trails List divided by quadrants. Mr. O'Neill suggested that Thomas Fisher print a few large maps for the Board to review.

5.5. Finalize meeting times

Finalize Meeting Times. Reoccurring meetings on the second Wednesday or third Wednesday of the month were discussed. **The Board approved a meeting on April 17, 2019. After April, The Board decided the monthly meeting time will move to the second Wednesday of the month.**

5.6. ADDED TO AGENDA

Jonsrud Viewpoint Funding update. Mrs. Walker and Mr. O'Neill provided background for the funding request that was made to the Tourism Board. The Jonsrud Viewpoint upgrades were funded by the Tourism Board, but not in full. Final funding amounts have not been identified yet.

6. **Old Business**

- 6.1. Roles and Responsibilities: being drafted by Karey Milne at the direction of Council. See existing policies attached.

Roles and Responsibilities. Mr. O'Neill provided information on the next steps for the Parks and Trails Advisory Board roles and responsibilities that Karey Milne, the City Recorder, is drafting.

7. **STAFF UPDATES**

8. **Adjourn**