



MINUTES
Parks & Trails Advisory Board Meeting
Wednesday, June 12, 2019 City Hall- Council
Chambers, 39250 Pioneer Blvd., Sandy,
Oregon 97055 7:00 PM

BOARD MEMBERS PRESENT: Kathleen Walker, Board Member, Don Robertson, Board Member, Michael Weinberg, Board Member, Susan Drew, Board Member, and Sarah Richardson, Community Services

BOARD MEMBERS ABSENT:

STAFF PRESENT: Laurie Smallwood, Councilor

MEDIA PRESENT:

1. **Roll Call**
2. **Public Comment**
3. **Consent Agenda**
 - 3.1. Meeting Minutes

Add 5.2 suggestion that Porta Potties to the parks earlier around 6/1

4. **Changes to the Agenda**

Herbicide application in city parks.

Kathleen Walker reviewed Susan's concerns about spraying near the Community Garden.

Susan Drew discussed what she observed at the Community Garden.

Sarah Richardson, Staff Liaison, reviewed questions about spraying in the parks asked by board members and what has been discussed by Parks Maintenance.

Laurie Smallwood, Council Liaison, will go to the park to see how it looks and says council will take it up.

Kathleen Walker talked about Sandy River Trail and how blackberries were managed and what her friend who works in Natural Resources has shared.

Don Robertson discussed his experienced in Ashland and will forward solution (IPM) adopted in Ashland.

Susan Drew talked about the Community Garden "dead zone" - what was sprayed around the fence?

- Susan Drew would like to know what is used to spray around the park perimeter. When and where being sprayed in parks?
- Sarah Richardson, staff liaison, will follow-up and forward information.

5. New Business

5.1. Review Bylaws

Michael Weinberg compared existing copy to the draft. Two differences.

- Article 6 committees is gone, which is ok.
- Last article amendments - old says board votes on amendments, and new one says council votes on amendments. Ok with changes.

Don Robertson fine with bylaws as drafted, would like to be able to make recommendations on amendments. Don Robertson noted board here to provide council with recommendations.

Discussion about having a Secretary added to officers.

Don Robertson and Michael Weinberg suggested from past experience that staff takes minutes, Secretary would review minutes and give initial approval.

Kathleen Walker - article 3 - likes a variety of areas being represented by board members.

Flyers to recruit new members are out on trails and parks.

Don Robertson mentioned the Roles and Responsibilities are meant to be guidelines not definitive.

Michael Weinberg Article III -

- change to "the board shall ideally".

Susan Drew - under meetings Article V - seems vague.

Kathleen Walker Article V suggests adding

- "monthly as needed".

Don Robertson noted the addition - allow one member UGB - Kathleen Walker

expressed concern about doing more than one member from the UGB.

Michael Weinberg noted applicants interview process needs to be updated to new policy.

- Add detail to Article III - recommends "interviewed by council or their designate".

5.2. Review Roles and Responsibilities

Susan Drew had question about level of expertise expected.

Susan Drew noted that in the past new members were given a binder with some orientation.

Michael Weinberg - not necessarily binder but orientation.

Kathleen Walker - In past staff liaison gave copies of bylaws, master plan, map, parks overview.

- Board requests Staff Liaison puts this together for future new members.

Michael Weinberg -Roles and Responsibilities ok as written.

Don Robertson noted that he doesn't see monitoring finances as board role.

Kathleen Walker noted in the past board mostly provided input for capital investment projects.

Board talks bigger items, purchases, those kind of budget recommendations to put together the CIP list. Grants and opportunities come up so board needs to review CIP list to be in concert with Master Plan and to keep up on new developments. Big Picture where finance is concerned.

Kathleen Walker - also where staffing is being reviewed for parks.

Don Robertson talked about State Bid list - reviewed from last meeting. Great way to acquire things like shelters efficiently. Officially called the Oregon Cooperative Procurement Program.

Kathleen Walker noted Nancy Enabnit and Kathleen Walker would go for Sandy to the Regional quarterly trails meetings. Helpful for identifying grants for trails, neighborhood and government grants. Also see projects presented, or in progress. Network and learn what other organizations are doing.

Board is ok with draft as written.

- 5.3. Process/timeline for developers bringing plans to Parks and Trails Advisory Board for review

Kathleen Walker reviewed what has happened in the past. Parks Master Plan with conceptual parks - these would come before the board for input. If not in the Master Plan board was not involved unless a developer wants to add a park. Parks staff brought to board for review. Input has been preliminary and general. Planning would come and make presentation so questions can be answered etc. Board ok with developers' representatives coming to present at a meeting with planning present.

- 5.4. Herbicide Use in City Parks - request for information for July Meeting discussion

Board chair asked members to research policy and bring to July meeting for discussion.

- 5.5. RFP Shade Structures at Bornstedt Park and Dog Park

Kathleen Walker asked for more detail to be included in the RFP and suggested it be reviewed by Parks Maintenance and Mike Walker, Public Works Director. Dog Park structure in particular needs more detail. Example will there be slab? Kathleen Walker recommends for apple to apple bids may need more detail. Another recommendation would be to consider a manufacturers kit. RFP may need more specificity. May be too vague to get good bids. Might be more efficient to get on the state list.

6. Old Business

7. STAFF UPDATES

Longest Day Parkway - Parks Board will come to share information about parks and recruit for the board.

- 7.1. General Updates - Laurie Smallwood, Council Liaison talked about the plan for the pool and property and talked about the possibility of forming a Parks and Recreation District and that city staff is working to get council options. General discussion about trends in parks design, pump tracks etc.

8. Adjourn