



MINUTES
Parks & Trails Advisory Board Meeting
Wednesday, January 12, 2022 City Hall-
Council Chambers, 39250 Pioneer Blvd.,
Sandy, Oregon 97055 7:00 PM

BOARD MEMBERS PRESENT: Don Robertson, Board Member, David Breames, Board Member, Will Toogood, Board Member, Stacy McMahon, Board Member, and Upekala Wijayratne, Board Member

BOARD MEMBERS ABSENT: Sarah Schrodetz, Board Member and Alexandria Gale, Board Member

STAFF PRESENT: Laurie Smallwood, Councilor, Sarah Richardson, Community Services, and Rochelle Anderholm-Parsch, Parks and Recreation Director

MEDIA PRESENT:

1. MEETING FORMAT NOTICE

Meeting Format Notice:

The Parks and Trails Advisory Board will conduct this meeting electronically using the Zoom video conference platform.

Members of the public may listen, view, and/or participate in this meeting using Zoom.

Using Zoom is free of charge. See the instructions below:

- To login to the electronic meeting online using your computer, [click this link:](#)
or follow this link:
<https://us02web.zoom.us/j/88053316507?pwd=WGVTcWgxR29EZHFGR3p4RmdYbG1ldz09>
- **Note a passcode may be required:**
- If you would rather access the meeting via telephone, dial 1-669-900-6833. When prompted, enter the following meeting number: 880 5331 6507
- If you do not have access to a computer or telephone and would like to take part in the meeting, please contact the Sandy Community Center (503-668-5569) by January 10, 2022 and arrangements will be made to facilitate your participation.

2. Roll Call

3. Public Comment

4. Consent Agenda

4.1. Meeting Minutes

5. Changes to the Agenda

6. New Business

6.1. Parks and Trails Advisory Board Member Orientation.

Rochelle Anderholm-Parsch, Parks and Recreation Director, introduced Joe Preston, Parks Maintenance Crew Leader. Compliments to the crew for all the work following the storm.

Rochelle asked members to introduce themselves.

Rochelle noted that the board will be sent a Google meeting request. It will include the Zoom link. The agenda will be available to the board 5-7 days prior to the next meeting on iCompass. the city's portal for all public meetings.

Sarah Richardson, Recreation Manager reviewed the board's resource binder. The binder is available as a hard copy or electronic copy. The binder is a starting point and provides a quick reference of information pertaining to board business.

Sarah gave a tour of the city's website and iCompass, the Public Meeting Portal. A few examples of how to find park and trails related pages as well as a general overview of the website were shared.

David Breames asked if there was a better map of the Tickle Creek Trail that shows where you can enter and exit the trail. Stacy McMahan agreed that a better map would be helpful and Will Toogood mentioned that it would be a good candidate for the All Trails website.

Sarah asked the board to read through and sign the Code Of Conduct, and she will send an electronic version that can be signed and returned via email. An overview of Public Meeting Law was provided as well as the new law requiring that public meetings continue to provide access virtually to both board members and the public. This law also allows for testimony by electronic means.

Rochelle reviewed the Bylaws that govern the board as well as the Roles and Responsibilities. Discussed the roles of the board members and of city staff. Rochelle described the ways in which agenda items can be added to board meetings. All the agenda items will be reviewed by the chair and the chair will ultimately set the agenda.

Rochelle detailed the Roles and Responsibilities and the scope of authority. The board will provide formal recommendations to the Planning Commission and Council. The Board recommends and advises, and Council sets policy. Board is an important advocate for Parks and Trails. Importantly, the Board provides a space for public engagement.

Rochelle talked about what staff will be doing going forward.

Sarah reviewed the rolls of Vice Chair and Secretary.

Sarah asked the board to review the Parks and Trails Code. Important to have a good understanding and noted they are currently under significant review. Also asked the board to review the 2021 Parks and Trails Master Plan.

Don Robertson, Board Chair, thanked staff and also David for throwing his hat in the ring for Vice Chair.

Don asked for staff updates.

7. Old Business

8. STAFF UPDATES

8.1. Director Update

Rochelle shared that the Pool Exploratory Task Force is close to completing their work. The board will receive updates as it moves forward as well as plans for the Community Campus as a whole.

Key positions are being hired and staff looks forward to being able to fully open and providing more programs and services.

The department has been working with Development Services on the review of the Parks and Trails System Development Charges and Fee in Lieu as well as updates to the Parks and Trails related Codes.

Thank you to Joe and his team for the work on the Asset Management selection. Will help identify park assets and safety and will help prioritize work and communications.

The department was successful in securing a grant for a trail connection from the Community Campus to the Sandy River Park. The Notice to Proceed is expected sometime late spring or early summer.

Looking forward to working with the board.

Don asked if the council will be reviewing goals and whether the board will have an opportunity to provide input. Councilor Laurie Smallwood, Board Liaison, invited the board to share their thoughts and to please utilize her to communicate with council.

Don thanked Joe for attending and wanted to recognize the Parks crew for their maintenance of Tickle Creek Trail. Noted that the community had posted on Social Media positive comments about the work.

8.2.

9. Adjourn