



**MINUTES**  
**Parks & Trails Advisory Board Meeting**  
**Wednesday, February 9, 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, Alexandria Gale, Board Member, Upekala Wijayratne, Board Member, and Stacy McMahan, Board Member

**BOARD MEMBERS ABSENT:** Sarah Schrodetz, Board Member

**STAFF PRESENT:** Laurie Smallwood, Council President, 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 both in-person and 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/86932092043?pwd=UDdHSW1CUER3NFRtTkswS1Fza01JQT09>
- **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: 869 3209 2043
- 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**

Tiana Rundell Parks Maintenance attended as city staff.

**3. Public Comment**

**4. Consent Agenda**

4.1. Meeting Minutes

**5. Changes to the Agenda**

**6. New Business**

6.1. Election of Officers

Moved to a later time in the meeting.

Board was in favor of a Co Vice Chair and David Breames and Alex Gale volunteered. Stacy McMahon volunteered to serve as Secretary.

Don Robertson noted that elections will be required to take place during the last meeting of each fiscal year which is June.

6.2. Board Input on Department Goals

Rochelle Anderholm-Parsch, Parks and Recreation Director provided the board with an overview of Council Goals and Department Goals as they relate to the Council goals. The department sought the board's input on priorities and department goals for 2022-23. Presentation Slides are available in the agenda packet.

Goal #1 ● Support department efforts in moving forward the next phase of the Community Campus project. Goal #2 ● Continue work with Development Services on several projects. Goal #3 ● Initiate Department-wide cost recovery work. Goal #4 ● Develop a formalized policy and process to recruit, train, retain, and celebrate volunteers Goal #5 ● Build upon and expand the existing Pesticide Policy to create a full Integrated Pest Management (IPM) Policy. Goal #6 ● Provide input on the prioritization of the Parks and Recreation Department's Capital Improvement Projects (CIP).

Goal #1 Don Robertson shared his support for the project and noted it aligned with Council goals. Stacy McMahon asked about a timeline and Rochelle noted that those questions will be more clearly defined in the next phase of the process. Will Toogood said he had been walking the property a lot lately and agreed it is a big project best broken down into smaller bites, and supports the goal. Alex Gale has also walked the property often and likes that it is tied into council goals, and finds it easy to support. Pek wondered what will be prioritized first? Laurie Smallwood, Council Liaison explained that the front building will need to be demolished, the bunker building can still be utilized. Council has been waiting on the Pool Exploratory Task Force to complete their

work before determining next steps. Pek is very interested in the natural area, and assumes there are plans for that in the design. Laurie noted that it is outlined in the Parks and Trails Master Plan as well as the Campus plan.

Goal #2 Don noted that this couldn't happen fast enough and will have a positive impact on the budget and the city's ability to acquire land for parks and to develop parks. Board is in support.

Goal #3 David asked for clarification about the cost. Rochelle noted it would be a one time consultant fee of \$6,000-\$7,000. Alex asked about the timeline. Rochelle said the work would take about 10-11 months. Don noted it is not an easy or comfortable project for staff or sometimes the community but they are critical. Don shared he thought the entire city should go through the process. Don noted it can be too easy to get behind on the actual costs of providing city services. Noted that not everything needs to break even but you need a rationale for why or why not. Process allows for a community wide discussion. Gives the community a wider understanding. David asks how long the consultant information will last? Don said it should set up a process to allow it to be all done internally by staff going forward. David says he supports it. Pek asked if the Parks department is going through it because there has been deficit and fiscal trouble or is it just being proactive. Rochelle noted it is best practices and identifies where we are using tax payer funds. End up with a continuum of what is subsidized at a high rate and what is not subsidized. Don noted it is a smart fiscal practice and takes the guess work out and leads to overall financial strength of the community. Board supports the goal.

Goal #4 Rochelle noted volunteers are a vital part of the community and want to build on what the department is doing. Stacy noted she came from Phoenix and talked about the park steward program there. She talked about receiving the park steward shirt and thinks it would be great to have something similar in Sandy. Pek liked the idea a lot. Pek noted the bigger and better the volunteer program becomes the more staff time it needs. Will it require hiring a new person or will it be rolled into existing positions. Rochelle noted it is currently rolled into existing staff time. Tiana noted that agencies have been utilizing volunteers to help meet the Integrated Pest Management goals. Board is in support.

Goal #5 Pek noted an IPM which would include EDRR (early detection, rapid response) and having a bunch of volunteers trained to identify invasive species it becomes way easier to tackle those populations when they are small. Board supports the goal.

Goal #6 CIP List - Don shared that the Community Campus project should perhaps be one of the top projects. Rochelle noted that if the board identifies a goal staff will go look for funding, grants etc.

Will asked for clarification on the ranking. Rochelle noted that if we prioritized the team could probably tackle 5 of the projects, and possibly more. Stacy talked about the need for the dog park to have better access for those who have mobility challenges. Sarah gave an overview of ideas for improvements at the dog park that include better accessibility. Don suggested creating three tiers of priorities. First Tier project, second tier land acquisition, third tier longer term community improvements, for example restrooms at parks. Thinks it would be hard to have a solid 1-5 but three tiers would help prioritize. David believes Meinig Park would be top tier with needs for updates. Alex gravitates towards ones that already have funding. Don noted there is a lot to be said for protecting community investments like Meinig Park. Will is looking for opportunities for areas that are underserved and the Community Campus would be top tier for him. Will also feels that trail connections from the Northeast side of town are also a priority. Alex asked for clarification for what the next phase of the Community Campus entails. Rochelle noted that prioritizing the campus would move the project forward. Pek noted there is a difference between projects that are ready to be implemented, and those that are not there yet like the Campus. Rochelle said that it could be parceled out and we could move it to a different place. Meinig updates was added as a priority and the campus moved to a tier of its own. Don noted that for a variety of reasons we want to maintain some flexibility because things can change, funding can become available etc. Alex thought it might be good to understand the timeline and bring them back for more input, agrees with flexibility. Rochelle will keep the board updated and share funding strategies going forward.

### 6.3. Hybrid Meetings

Rochelle shared that the board has the option to begin meeting in person in March and that the department now has the equipment necessary to provide ongoing hybrid meetings from the Community Center.

The board noted that the hybrid option will be useful and also looks forward to meeting in person once again. Some board members travel for work and have other challenges and will be able to be present more consistently with the hybrid option.

**7. Old Business**

**8. STAFF UPDATES**

Director Update

Rochelle shared that the department was in the process of hiring several key positions that have been vacant for some time. Celebrated Tiana Rundell, Parks Maintenance for her acceptance into the ORPA Leadership program. This is a 6 month program in partnership with Portland State University and Tiana was able to secure a scholarship to attend.

Additional Staff Updates:

Sarah Richardson updated the board on Recreation and event programming, repairs at the Community Garden, improvement for the Tickle Creek Trail map on the city's website, and reminded board members to return the Code of Conduct form. Sarah attended a Cost Recovery Master Class and looks forward to the departments work in this area.

**9. Adjourn**