



City of Sandy

Agenda

Parks & Trails Advisory Board Meeting

Meeting Location: City Hall- Council Chambers, 39250 Pioneer Blvd., Sandy, Oregon 97055

Meeting Date: Wednesday, September 11, 2019

Meeting Time: 7:00 PM

	Page
1. ROLL CALL	
2. PUBLIC COMMENT	
3. CONSENT AGENDA	
3.1. Meeting Minutes Parks Trails Advisory Board - 10 Jul 2019 DRAFT MINUTES	3 - 9
4. CHANGES TO THE AGENDA	
5. NEW BUSINESS	
5.1. Pickleball at Tupper Park	
6. OLD BUSINESS	
6.1. Follow Up - Board Roles and Responsibilities and Bylaws Parks and Trails Advisory Board - Bylaws Adopted Roles and Responsibilities Adopted	10 - 11
6.2. Follow-up IPM Discussion	
6.3. Master Plan Update	
7. STAFF UPDATES	
7.1. Dogs Day Out - Dog Park Fundraiser	

7.2. Update Shade/Cover structures at Bornstedt and Bluff Parks

8. ADJOURN



MINUTES
Parks & Trails Advisory Board Meeting
Wednesday, July 10, 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, and Susan Drew, Board Member

BOARD MEMBERS ABSENT:

STAFF PRESENT: Sarah Richardson, Community Services

MEDIA PRESENT:

1. Roll Call

2. Public Comment

Laurie Smith attended to address concerns about spraying at the parks. Walks her dog and concerned about children as well. Prefers no spraying but asking for notice. Also wondering about spraying at Tickle Creek. Mentioned issue with dog waste.

KW talked about past spraying on Tickle Creek Trail.

3. Consent Agenda

3.1. Meeting Minutes

Correct 5.3 When conceptual parks are part of the master plan or if a developer wants to add a park.

Correct 5.1 Correction Roles and Responsibilities are more guidelines (replace where it said Bylaws)

4. Changes to the Agenda

5. New Business

5.1. Discuss Integrated Pest Management Plans and use of Herbicides in Parks

Michael Weinberg noted if we want Sandy to have a comprehensive plan beyond parks could make a recommendation.

Michael Weinberg suggested the easy thing to do would be to adopt Clackamas County plan.

Don Robertson confirmed that the CC plan is meant to be something other jurisdictions could adopt

Don Robertson is more familiar with Ashland but the two plans are fairly similar.

Kathleen Walker asked some question about the Ashland amendments.

Don Robertson noted the Ashland Commission had more authority than the Sandy advisory board. Written very tight, 48 hour posting etc. Challenges weather forecasting made it tough at times. As a result made some modifications.

Kathleen Walker asked about posting even when using organic?

Don Robertson yes posted everything regardless.

Kathleen Walker Ashland plan had heavy emphasis on organic, were they effective? Don Robertson no on blackberries and marginally so on others.

Don Robertson - Organic applications at times had more issues with fumes for those applying. Don Robertson didn't find great success with the organic products. Ashland also heavily invested in other methods. Hired staff to recruit and manage volunteers, set up adopt a park, enforce community garden rules etc. Members of garden were more accountable and worked to have more community buy in for maintaining parks and also did more education. Some groups wanted them to be completely herbicide free. Became very volatile at times and spent a lot of time developing the IPM.

Biggest outcome and expense was putting more on the staff. When talking about "herbicide" means all of the applications.

Kathleen Walker talked about preventative design options. Laying down landscape fabric, back-filling rock or barkdust etc.

Don Robertson in Ashland mowing strips were effective along fences. Installed concrete mow strips and used weed eater instead of spraying. Concrete mowing strips under the fences was the most effective in controlling weeds and limiting spraying.

Don Robertson Ashland was fortunate to have the ability to do those things

Kathleen Walker suggested going forward adopt some of these solutions as best practices.

Don Robertson note other jurisdictions found it helpful to remove ornamental plantings. Less spraying but not as aesthetically pleasing.

Susan Drew noted the volunteer organizer in Ashland has now been there awhile Did it build on itself? Did more people get involved?

Don Robertson offered an example - Community Garden - if want to get rid of

spraying the members of the garden need to do their part and they generally did in Ashland.

Kathleen walker asked the question, did amount of volunteers increase? Don Robertson responded yes increased in general parks area. Were able to come back to the budget committee and demonstrate how much volunteer hours were added. They did outreach to groups, like dog and garden clubs. High school service group etc. Kathleen Walker noted it takes someone to coordinate all of it.

Don Robertson agreed and noted coordinating the effort was not a volunteer position. Kathleen Walker added you have to invest in the management of volunteers.

Michael Weinberg asked do we have an idea of what we want to recommend? Michael Weinberg recommend Sandy adopt something since there are currently no guidelines.

Kathleen Walker suggested it would be helpful to know more. Invite Joe Preston, Parks Superintendent, to come to a meeting to give an overview of what has been done. Recognizes there are some special projects and ongoing operation and maintenance. How often, frequently or infrequently? Would help to understand scope and get input from the current parks staff before determining a recommendation.

- SR - staff liaison will speak to Joe Preston about attending a meeting to give an overview and to get his input as well.

Don Robertson yes we need to get participation, input, buy in so the policy can be successful

Don Robertson Ashland did annual review and a presentation. It is state law to record what is used, how much, when. Review would note what was working and not working and from that came some of the amendments.

Example had complaints about ball fields and the policy not working. Asked for an exception for the fields and were granted an exception.

Susan Drew noted we currently don't have a lot of information.

Don Robertson made the point that we can create a policy but if no review and follow-up it won't work well. Needs to be the full circle.

Susan Drew expressed excitement that there could be discussion about using volunteers before spraying right away. Don Robertson noted no one enjoys using the chemicals and sure options have been discussed at some point.

Susan Drew would be good to have the option of exploring the use of volunteers and try that approach. Understands there are significant challenges.

Kathleen Walker noted the updated Master Plan will look at operations and cost of maintaining etc. Can look at it before adding parks and look at efficiencies. Have a maintenance plan for the parks helps to identify volunteer friendly projects. Idea of pest management can be looked at - needs and

options. As new staff comes in there is some sort of documentation and solutions.

Kathleen Walker would hate to see us eliminate the use of some of the chemicals. But prefers a once and done thing and then follow up with plantings that can help and would prefer the spraying not be routine.

Michael Weinberg noted that the Ashland plan was very strict. Don Robertson noted it was loosened up with some amendments later on in the process but yes strict. Michael Weinberg noted the Clackamas plan has more room for discretion.

Kathleen Walker feels we need to better understand the scope of the problem before making a recommendation. Also wants to include the Parks Superintendent.

Michael Weinberg also recommends Joe Preston look over these plans to get his input.

Don Robertson noted in Ashland it was very hard to make the adjustments and he was resistant at first. Susan Drew asked does it feel better now? Don Robertson yes and it was the right thing to do.

Kathleen Walker noted the restrictions help lead to solutions and other options.

Don Robertson said they started with the Dog Park and would hear from both sides.

Michael Weinberg - In the 70's managed an irrigation district. Maintained 100 miles of canals. Ended some of the harsher chemicals and started using Round Up because at the time it was state of the art.

- Kathleen Walker asked Sarah Richardson, staff liaison to invite Joe to a meeting and she mentioned her contact at Metro - was on the technical advisory committee for the last Master Plan, would also be a great resource.

Michael Weinberg asks Council member Laurie Smallwood to let council know there have been some complaints about spraying and we are working on it and plan to work with Joe Preston and come up with recommendations.

Kathleen Walker asked Sarah Richardson to send this information in a staff report as well.

Kathleen Walker plan to follow up at the August meeting. See if Joe is available. August 14th.

5.2. Hazard tree cutting and removal practices along trails

Kathleen Walker - 6-9 months ago there were a lot of trees trimmed. Understood arborists had been involved. Kathleen Walker called arborists to ask some questions. Thought it was odd how the stumps were left. Best practices - ground cut the stump and cover in brush or wildlife habitat leave tall. See from the pictures that the stump size was odd. Arborist said the trees had died or dying and attributed to climate change. Concern that a lot of trees cut were Cedar which are generally tougher. Kathleen Walker has experience in hazard tree identification, part of what she did for work.

Kathleen Walker - usually able to tell when a tree is cut what the hazard was. Scroll through pictures provided by Kathleen. The more you cut the more blow down you get, domino effect. Concerned if have hazard tree need to deal with them appropriately. Kathleen Walker discussed what the hazards were in the pictures and how you identify it. Forest Service specialist lives here in Sandy. Resource we can use. Kathleen Walker concerned some did not appear to be hazard trees. Kathleen Walker would like to see a general policy for identifying need for removing hazard trees depending on use and other factors. Kathleen Walker understanding the city responsibility is to identify and manage imminent hazards. Example in pictures. Other example in pictures tree #146 had some rot but it wasn't a hazard. Document these, monitor it, tag it. Still within standard for keeping but you monitor it. If it progresses you will take it down. Document so you have record of why you don't remove the tree for liability purposes. Kathleen Walker helpful to have a plan in place that may be different for a park where there are targets vs a trail. Kathleen Walker wants to better understand the city plan for managing trees. Susan Drew asked a question about current work. Kathleen Walker city contracts out and feels we should adopt some standards. Michael Weinberg if contracting out would help to know what standards they use to see if we can start there. Kathleen Walker wasn't sure if we use the same company/arborist every time. Susan Drew asked what happens to the trees? Don Robertson sometimes it stays to serve other purpose, sometimes use it somewhere else. Kathleen Walker asked are we planting trees to take the place of the removed tree? Over time it will have an impact if we don't have a plan. Need some acceptable level of risk and monitor. Kathleen Walker can talk with Joe about this as well and the Forest Service specialist. Helpful to have the expertise and develop some standards. Kathleen Walker goal within the next 6 months to have a plan. Reforestation is key.

Susan Drew appreciates having the downed tree remain. Kathleen Walker another Tickle Creek issue is the trails developing off the maintained trail. Susan Drew noted we don't have any signs educating etc. Discussion about rocks being hidden off the trail for kids to find. Kids don't generally just look right off the trail. Kathleen Walker noted it only takes a few people before

vegetation is gone. Susan Drew what about education? Kathleen Walker suggests it can be part of the Master Plan. Susan Drew noted education is less confrontational and maybe more effective. Kathleen Walker suggested maybe a scavenger hunt vs. something that leads them off the trail. Educational component as part of it. Long term goal.

Don Robertson it would be interesting to learn what the current process is. Susan Drew had a question about the bore holes and how you do that without injuring tree? Kathleen Walker explained process and what you can learn about the condition of the tree.

6. STAFF UPDATES

6.1. Oregon Cooperative Procurement Program

SR let the board know that information was shared with Tyler Deems, Finance Manager and Tyler will look into it for the future. Kathleen Walker asked some questions about the plans from the Boring station gazebo - if had plans could we request from contractor could we piggy back on that contract? Don Robertson only if there is an agreement with Clackamas County. Oregon plan extends to Clackamas County and WA as well. If state contract it goes to the program. Kathleen Walker believes getting the package they used could be a good place to start for Bornstedt. Don Robertson noted that set of plans may not be applicable. If putting plans in the RFP it may not match your needs. Don Robertson suggested at some point need to rely on staff to finalize the RFP. Kathleen Walker concerned about what happened with the Meinig Park project and want us to be successful.

6.2. RFP Master Plan

Sarah Richardson, Staff Liaison updated on the progress for selecting a firm to complete the updated Parks and Trails Master Plan. Committee meeting beginning Monday, July 15th.

6.3. National Day Out

Sarah Richardson shared information about National Day Out and the Police Departments plans to participate on August 6th in three of the cities parks. Sarah Richardson suggested that parks and recreation could participate in future events with the PD. Kathleen Walker requested we give them Park Maps to give out.

6.4. Garden Repairs

Sarah Richardson mentioned that there are still repairs needed at the Community Garden and that the department is aware and working on solutions.

7. Adjourn

Draft



Sandy Parks and Trails Advisory Board By-Laws

Article I: Name

The organization shall be known as the Sandy Parks and Trails Advisory Board (Board). It is established in accordance with Resolution 2018-14 of the Sandy City Council (May 22, 2018).

Article II: Purpose

Advise the Sandy City Council, through the Sandy City staff member in charge of supporting the Board on the evaluation and development of parks, trails, and facilities to meet current and future needs of the city of Sandy and its service area. Participate actively in the goals, aims, and purposes of parks and trails.

Article III: Membership and Terms

The Board should ideally consist of up to seven members. All members are appointed to a four-year term, with half of the members terms expiring on the even years and the other half on the odd years to avoid replacement of the entire board at any one time. Members may serve only two consecutive terms unless no other candidates apply. Terms of service shall commence on the first day of January in the year of their appointment. Appointments to fill an unexpected vacancy shall be made before the remainder of the unexpired term. Board members and applicants must be residents of Sandy with one Board member allowed to reside in the Urban Growth Boundary or Urban Reserve area outside city limits. Applicants for the Board will be interviewed by council or their designees.

To ensure representation of various interests of parks and trails users, the Board shall ideally include at least one member with interests in each of the following areas: playgrounds, youth and adult sports fields, dog parks, trails, and natural areas. A majority of the voting membership shall constitute a quorum.

A City Council liaison shall be a nonvoting ex officio member of the Board and shall take part in its discussions or deliberations. Ex Officio members shall not be counted toward the constitution of a quorum at any meeting.

Article IV: Officers

The officers of the advisory board shall be Chair, Vice Chair, and Secretary. They shall be elected at the last meeting of each fiscal year and shall serve for a one-year term. The Chair shall call and preside over meetings. The Vice Chair shall preside in the absence of the chair. The Secretary shall take meeting minutes.

Article V: Meetings

The Board shall meet monthly as needed, not less than six times a year. A meeting date may be changed or canceled by the Chair, in consultation with the Sandy City staff member in charge of supporting the Board., with prior notice to the membership.

If a member should have two (2) consecutive unexcused absences from regular meetings, he/she may be replaced with a new member appointed by the Sandy City Council. The new appointee shall fill the former member's unexpired term.

Article VI: Amendments

These bylaws may be amended by City Council at their discretion at a regular scheduled meeting.

CITY OF SANDY PARKS & TRAILS ADVISORY BOARD ROLES AND RESPONSIBILITIES

The Parks & Trails Advisory Board (Board) exists to aid the City of Sandy in providing ample and diverse recreation opportunities for City residents by advising the City Council, through the City staff member in charge of supporting the Board, on the implementation of the Parks and Trails Master Plan. This document lists the objectives and responsibilities of the Board.

- **Plan for the Future.** The Board provides advisory input on site-specific details for parks and trails outlined in the City of Sandy Parks and Trails Master Plan. The Board should evaluate existing parks, trails, and recreation facilities for needs, and recommend priorities. The Board should help develop individual park and trail master plans and establish short and long-range park development goals.
- **Become Knowledgeable about Funding Sources.** The Board should become familiar with federal, state and county grant programs and other external funding sources. Understanding the various funding sources will assist the board in providing feedback and recommendations when city staff drafts the biennial budget and assist with identifying appropriate grant opportunities.
- **Develop Relationships.** The Board should create and maintain cooperative working relationships with citizens, community organizations, special interest groups, businesses, elected officials, school districts and government agencies that are essential for the Board to improve services and effectively serve the Sandy community.
- **Inform Community and Build Public Support.** The Board serves as an ambassador for parks, trails and recreation by educating local residents about parks and trails. The Board distributes approved materials, interacts with park users at events and assists when needed, in social media posts regarding parks and trails.
- **Recruit and Train New Members.** The Board helps recruit and orient new Board members. The Board should reach out to citizens of varying ages, genders, and ethnicities to ensure the Board represents a variety of interests. Board members should be encouraged to attend training opportunities where appropriate.
- **Stay Knowledgeable About Legislation and Ballot Proposals.** The Board advocates where appropriate, and with direction from City Council, for legislation that positively impacts parks and trails, and when advised contacts legislators at the local, state and national levels for their support.
- **Understand the Scope of Authority.** The board must read and be familiar with its bylaws and abide by them, and understand its authority, structure and legal responsibilities. The Board is an advisory board and does not make decisions. Individuals cannot make public representations about Board policies or positions unless the Board has approved that position as a group and the City Council has approved that position. The Board does not have the authority to expend funds, direct city staff, or implement projects without permission.