



City of Sandy

Agenda

Parks & Trails Advisory Board Meeting

Meeting Location: Virtual Meeting

Meeting Date: Wednesday,
October 14, 2020

Meeting Time: 7:00 PM

Page

1. ROLL CALL

2. PUBLIC COMMENT

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](#):
- **Note a passcode is required: 788531**
- If you would rather access the meeting via telephone, dial 1-669-900-6833. When prompted, enter the following meeting number: 850 4562 9480
- 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) and arrangements will be made to facilitate your participation.

3. CONSENT AGENDA

3.1. Meeting Minutes

[Parks & Trails Advisory Board - 23 Sep 2020 - Minutes - Pdf](#)

[Parks & Trails Advisory Board - 23 Sep 2020 - Minutes - Html](#)

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4. CHANGES TO THE AGENDA

5. NEW BUSINESS

5.1. The Views Development

5.2. Location Discussion - Dog Park

- 5.3. Code of Conduct for Boards and Commissions - Councilor Laurie Smallwood 15 - 19
[Sandy Boards and Commissions Code of Conduct - as amended and adopted 9.21.20 \(1\)](#)

6. OLD BUSINESS

- 6.1. Parks and Trails Master Plan Update - Virtual Open House Response
Extended Deadline

7. STAFF UPDATES

- 7.1. Community Garden Update
7.2. Pesticide Policy Update
7.3. Oregon Community Paths Program

8. ADJOURN



MINUTES
Parks & Trails Advisory Board Meeting
Wednesday, September 23, 2020 Virtual
Zoom Meeting 3:00 PM

BOARD MEMBERS PRESENT: Kathleen Walker, Board Member, Don Robertson, Board Member, Michael Weinberg, Board Member, Susan Drew, Board Member, and Sam Schroyer, Board Member

BOARD MEMBERS ABSENT: Makoto Lane, Board Member

STAFF PRESENT: Sarah Richardson, Community Services

MEDIA PRESENT:

1. Roll Call

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- **Note a passcode is required: 931304**
- If you would rather access the meeting via telephone, dial 1-669-900-6833. When prompted, enter the following meeting number: 817 6994 4265
- 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 Tuesday, September 8th before 2:00pm, and arrangements will be made to facilitate your participation.

3. Public Comment

4. Consent Agenda

4.1. Meeting Minutes

5. **Changes to the Agenda**

6. **New Business**

6.1. The Views - Planned Development

Shelley Denison from the Planning Dept. shared an overview for The Views development. As of this morning the Planning Director and applicants Lawyer removed the development from the Planning Commission agenda until November. Need a future street plan etc. That gives the board some time to continue to look over the application.

Don Robertson, Board Chair, noted they are planning to form an HOA and paying a fee in lieu. Asked how long the fee can be deferred. Shelley noted they can defer until they apply for a building permit. They are asking to split the fee between single family and multi family units. Requesting to pay the Single Family fee up front and to defer the Multi family unit fee. Ultimately the city will receive more money.

Don Robertson clarified that they are not proposing to give the city any of the undeveloped or open space area to the city (active and passive spaces). Shelly Denison confirmed this. Don Robertson asked if they are proposing any amenities for the space. Shelley Denison said yes and they include play structure, basketball court, gazebo viewpoint, and trails. Not considered above and beyond. Don Robertson asks if they are proposing to restrict public access. Don Robertson has had experience with both scenarios (restriction and easement). Don Robertson said it is their choice but can say from experience that unless it is gated the public will likely access it. Inevitably, the HOA may get tired of managing and providing secure access and they will ask to turn it over to the city. City needs to be sure that whatever they build is up to code and can sustain public use. Planning is also concerned that might happen.

Kathleen Walker asked if they are townhomes and yes they are townhomes or row houses. Are all the other lots meeting the criteria for meeting single family residential? Shelley noted they are allowed within a Planned Development to deviate from the quantitative development standards. Some of the lots are smaller and some are larger than normally allowed. Part of the Planned Development process is making sure the applicant makes a good case for deviating from those standards and why deviating is warranted given other design elements. Code describes them as "outstanding design". One of the reasons the application is being deferred to the November meeting.

Kathleen Walker asked if parkland dedication is based on Single Family Residential. Sarah Richardson noted she can forward the full narrative to the board. Kathleen Walker asking about methodology to determine park acreage etc. Noted it is originally zoned as SFR but the density they are getting with townhomes should have a factor for parkland development. Shelley Denison wondering if this might be an issue with the code. Noted that they use the underlying zoning district to calculate parkland dedication but with the Planned Development the underlying zoning district doesn't matter as much when it comes to density. The logic behind using the underlying zoning district is about how many people are in the neighborhood who will be using the parks. With a Planned Development there would be more people than with a SFR development so that is a good point. Don Robertson feels it is important to use the proposed density.

Don Robertson recommends that the city put in writing that if the developer determines they ultimately want to give the land to the city, or if later the HOA asks to transfer the property, that this is at the cities discretion. The city does not want to automatically accept the property and maybe it should not be considered for at least 10 years.

Kathleen Walker noted there is a park in the current Master Plan to the west of this property and the money received from this development could help to build that park. So the city would not want to take on the responsibility and costs for the property in this development. Don Robertson clarified that this would not be the first choice of location or configuration for a park in this area.

Kathleen Walker asking about plans for changes in the PD code language. Are there plans to clarify and write more measurable criteria. Shelley Denison noted there is some inherent subjectivity to Planned Developments. Shelley agrees this is a good opportunity to look at this chapter in the code and see what is working and what isn't working.

Don Robertson would like to schedule this again for the October meeting. Asked Shelley to update the board on any changes with the proposal so they can have a substantive discussion and be able to provide a recommendation. Thank you to Shelley for joining the meeting and they look forward to working with her in the future.

6.2. Herbicide Use in City Parks - Draft Policy

Sarah Richardson, staff liaison, reviewed the draft policy for pesticide use in city parks. Worked with the Park Superintendent to create a more formal policy. Looking for feedback to help create a final policy that the board would consider forwarding to council for approval.

Michael Weinberg - noted it needs to read "pesticide" not just "herbicide". Susan Drew - would like to change "should" to "shall" or "will". Uncomfortable with some words that leave a lot of slip and slide instead of defining it as "do this, don't do that". Good that noted spot spray treatment but how big is a spot? Also "where possible" would just like it to be more definitive. With regard to signage, say signage will be used rather than "should" be used. Define length of posting etc.

Kathleen Walker agreed with Susan Drew's comments and noted that with the Forest guidelines there is a big difference between should and shall. Agree with consistency with regard to wind speed and other clarifications. Also wanted to be sure this is implemented with contractors as well as city staff. Communication is key.

Don Robertson thanks Joe Preston and Mike Walker for working with the board. Appreciates their willingness to put it down in writing. Agrees that it needs to be strengthened. Appreciate that it states distance from Community Garden and playgrounds and would like to more clearly define the perimeter of the playground. Addressed the sprayer type - add backpack sprayer or smaller. Caution not to eliminate all insecticides because may be needed for hornets etc. The use of insecticide should not be a common practice but an exception. At some point would like to see additional strengthening for alternative practices to reduce the need for pesticides. Eventually would like to see no pesticides in the dog park itself. Again, thank you to the staff for working on this policy. Looking forward to the day that council adopts this policy.

Michael Weinberg agrees with the comments by the rest of the board. Thank you for bringing it this far but would like to keep moving forward. Language does need to be tightened up a bit. Michael noted that he objects to the use of Glyphosate in general but not sure if he is in the minority. Don Robertson understands the hesitance and reluctance but not sure there are satisfactory

replacements yet. Respects the opinion but doesn't necessarily share it. Susan Drew agrees with moving away from Glyphosates. Don Robertson feels there will be more evolution as we move forward in the next couple of years.

Susan Drew would like to add a beginning statement that sets the stage as to why going this direction. Susan forwarded it in the chat session.

Kathleen Walker noted that with regard to pesticide free we want to capture this in our Parks Master Plan so that future design can support desire to be pesticide free.

6.3. Park System Development Charges - Half Street Improvements

Sarah Richardson, staff Liaison, reviewed the question about half street improvements and who pays for them. Park SDC's currently pay for half street improvements.

Don Robertson noted in his experience (Gresham, Ashland, Oregon City), this is standard practice.

Kathleen Walker noted that this is partly due to the code requiring homes to face the park. Believes this is good, but questions why parks pay for this because the road does not necessarily directly benefit the park. Wonders if there is a chance to change this in the future. Doesn't agree with the rationale. Noted that SDC's will be reviewed once the Master Plan is finalized. There seems to be broad agreement that they need to be increased.

7. Old Business

7.1. Master Plan Update

Sarah Richardson noted the virtual open house will go live this evening and we want to do everything we can to encourage the community to participate in the Open House. Taking flyers around to specific neighborhoods that have conceptual plans for those parks. They are up on the list of parks to be developed.

Kathleen Walker offered to take flyers and attach them to mailboxes.

Kathleen Walker noted that a lot of folks are not on Facebook.

Kathleen Walker noted that there will be a Spanish version as well.

8. STAFF UPDATES

8.1. Community Garden Repairs

Neal is no longer at the Ant Farm but we are in contact with the new person and will meet them soon to look at the garden boxes. Don Robertson asked for

the garden hoses to be accessible again.

8.2. New Outdoor Recreation Guidance - Playgrounds

The state guidelines now allow playgrounds to open. Ordered new signs with recommendations and reminders about public health guidelines.

Kathleen Walker suggested it be posted in Facebook.

Sam Schroyer asked about the basketball courts. It is believed that Sport/basketball courts are still closed.

Michael Weinberg shared with the board that he will not be reapplying for reappointment. Board members thanked him for his service.

Kathleen Walker asked about Bull Run Terrace and if there has been anything new. The board is waiting on more specifics on what is planned before making any recommendations.

Susan Drew asked if we will be getting back to our 2nd Wednesday meeting date. Yes, October 14th is the next scheduled meeting.

9. Adjourn

Draft



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CITY OF SANDY

BOARDS AND COMMISSIONS CODE OF CONDUCT

SCOPE

This Code of Conduct provides a framework to guide members of boards and commissions in their actions. The Code of Conduct operates as a supplement to existing statutes, including (but not limited to) Oregon ethics laws.

Advisory boards, commissions, and committees are referred to generally as “boards” in this code; members of boards, commissions, and committees are referred to generally as “board members.”

BOARD MEMBER CONDUCT

This section describes the manner in which board members will treat one another, other City officials (elected and appointed), members of the public, and City staff.

Board Conduct During Meetings

- Practice civility, professionalism and decorum in discussions and debate. Difficult questions, tough challenges to particular points of view, and criticism of ideas and information are legitimate elements of democratic governance. However, this does not allow board members to make belligerent, personal, slanderous, threatening, abusive, or disparaging comments.
- Avoid personal comments that are intended to, or could reasonably be construed to, purposefully offend others. If a board member is offended by the conduct or remarks of another board member, the offended board member is encouraged to address the matter directly with the offending board member at the earliest opportunity and work toward an amicable resolution.

Board Conduct Outside Public Meetings

- Continue professional and respectful behavior outside of public meetings. Board members are viewed by the public as representatives of the City. As such, the same level of decorum and consideration for differing points of view deemed appropriate for board meeting deliberations (outlined above) should be maintained in other public settings and private conversations, particularly when discussing City business, City officials (elected and appointed), members of the public, and City staff.

- Practice courtesy, civility, and respect when participating in social media forums. Provide accurate information, speak truthfully, and represent the views and positions of the City, the Council, and other individuals forthrightly and in good faith.
- Be aware of the public nature of written notes, calendars, voicemail messages, emails, and social media posts. All written or recorded materials created as part of one's official capacity can potentially be considered public records under Oregon law.
- Understand proper political involvement. Board members, as private citizens, may support political candidates or issues, but such activities must be undertaken separately from their role as a board member.

Board Conduct with the Public

- Be welcoming to speakers at public meetings and treat them with respect. For many citizens, speaking in front of a board is a new and difficult experience. Board members should commit full attention to the speaker. Comments, questions, and non-verbal expressions should be appropriate, respectful, and professional.
- Make no commitments on behalf of the board in unofficial settings. Board members are sometimes asked to explain a board action or to give their opinion about an issue as they meet and talk with citizens. It is appropriate to give a brief overview. Overt or implicit commitments that the City will take specific actions, however, are to be avoided.

Board Conduct with City Staff

- Respect the professional duties of City staff. Board members should refrain from disrupting staff from conducting their duties; participating in administrative functions, including directing staff assignments; attending staff meetings unless requested by staff; and impairing the ability of staff to implement policy decisions.

BOARD MEMBER VALUES

The individual attitudes, words, and actions of board members should reflect the values of respect, integrity, and service to the community.

RESPECT

To show respect to others, board members are expected to:

- Treat board members, City officials (elected and appointed), members of the public, and City staff with patience, courtesy, and civility, even when they disagree on what is best for the community.
- Conduct themselves in a professional, courteous, and respectful manner at all times.
- Be honest with fellow board members, the public, and others.

INTEGRITY

To demonstrate integrity as a public official, board members are expected to:

- Make independent, objective, fair, and impartial judgments and avoid relationships and actions that give the appearance of compromising objectivity, independence, and honesty.
- Adhere to Oregon ethics law requirements regarding gifts, services, or other special considerations, as regulated by the Oregon Government Ethics Commission.
- Excuse themselves from participating in decisions when their financial interests may be affected by the board's action.
- Use public resources, such as staff time, equipment, supplies, or facilities, only for City-related business and only with authorization from the City Manager or applicable Department Director.
- Protect confidential information concerning litigation, personnel, property, or other affairs of the City.

SERVICE

To serve the public effectively, board members are expected to:

- Review materials provided in advance of the meeting.
- Make every effort to attend meetings. If attendance is not possible, communicate absences with the board chair.
- Be prepared to make difficult decisions when necessary.

- Respect the distinction between the roles of citizens, elected officials, appointed board members, and staff.
- Promote meaningful public involvement in decision-making processes.
- Make decisions after prudent consideration of their long-term impacts to the community.

ACCOUNTABILITY

To ensure public confidence in the integrity of the City of Sandy, board members are held to a high standard. For this reason, the City Council believes the Code of Conduct is as important to the public process as other rules and procedures. It is recognized that there may be times when action is required to correct and/or prevent behavior that violates the Code of Conduct.

Early recognition of the questioned conduct is encouraged, and progressive counsel may occur with the board member (though it is not required). The City Council reserves the right to remove board members at its discretion.

IMPLEMENTATION AND CERTIFICATION

All board members will be given a copy of the Code of Conduct and will be required to affirm in writing that they have received the code, understand its provisions, and pledge to conduct themselves by the code. The City Council may choose to review and update this code in the future to ensure it remains effective and useful.

CODE OF CONDUCT CERTIFICATION

As a member of a City of Sandy board, I affirm that:

- ✓ I have read and understand the Sandy Code of Conduct for members of Boards and Commissions, and I understand its application to my role and responsibilities while serving on a City Board.

- ✓ I pledge to conduct myself by the Sandy Boards and Commissions Code of Conduct.

- ✓ I understand that the City Council may remove me from my position if my conduct falls below these standards.

Print Name: _____

Signature: _____

Signed this _____ **day of** _____, **20**_____

Board / Commission Appointed to: _____