



# City of Sandy

## Agenda

### **Parks & Trails Advisory Board Meeting**

**Meeting Location:** Sandy Community Center: 38348 Pioneer Blvd.

**Meeting Date:** Wednesday, May 10, 2023

**Meeting Time:** 6:00 PM

Page

#### **1. MEETING FORMAT NOTICE**

This meeting will be conducted in a hybrid in-person / online format. The Parks Board will be present in-person and via zoom. Members of the public are welcome to attend in-person as well. Members of the public also have the choice to view and participate in the meeting online via Zoom.

To attend the meeting in-person

Come to Sandy Community/Senior Center  
38348 Pioneer Blvd. Sandy, OR 97055

To attend the meeting online via Zoom

<https://us02web.zoom.us/j/86840751408?pwd=M1FWN1FGMHVwRHEydU5KSndhcWlXZz09>

Meeting ID: 868 4075 1408

Passcode: 990617

Please also note the public comment signup process below.

#### **2. ROLL CALL**

#### **3. CONSENT AGENDA**

3.1. Meeting Minutes

3 - 166

[Parks & Trails Advisory Board - 12 Apr 2023 - Minutes - Pdf](#)

#### **4. PUBLIC COMMENT**

The Parks & Trails Advisory Board welcomes your comments at this time.

The Board Chair will call on each person when it is their turn to speak for up to three minutes.

## **5. CHANGES TO THE AGENDA**

## **6. OLD BUSINESS**

- 6.1. Council Goal Update/Overview 167 - 185  
[P&R Department Goals Update Presentation](#)  
[Att A 2.6.23 Council Staff Report on P&R Department Goals](#)
- 6.2. Cascade Creek Development Update 186 - 213  
[5.10.23 SR Cascade Creek.docx](#)  
[5.10.23 Cascade Creek Apts. Subdivision Presentation](#)  
[Attachment A- 9.14.22 Cascade Creek subdiv](#)  
[Attachment B- Memo - Cascade Creek Apts. Subdivision.docx](#)  
[Attachment C- 22-039 DR MP VAR TREE Cascade Creek Mixed-Use Development Transmittal](#)  
[Attachment D- Civil Plans - Cascade Creek Apartments - Design Review Type III](#)

## **7. NEW BUSINESS**

- 7.1. Upcoming Summer Offerings presented by Carol Cohen and Amy Lytle 214  
[5.10.23 SR Staff Presentation Summer Events.docx](#)

## **8. STAFF UPDATES**

Announcement about Longest Day Parkway

## **9. ADJOURN**



**MINUTES**  
**Parks & Trails Advisory Board Meeting**  
**Wednesday, April 12, 2023 Sandy Community Center: 38348 Pioneer**  
**Blvd. 6:00 PM**

**BOARD MEMBERS PRESENT:** Don Robertson, Board Member, David Breames, Board Member, Will Toogood, Board Member, Alexandria Gale, Board Member, Upekala Wijayratne, Board Member, Ryan Aultman, Board Member, and Kimberly Seigel, Board Member

**BOARD MEMBERS ABSENT:**

**STAFF PRESENT:** Laurie Smallwood, Council President

**MEDIA PRESENT:**

**1. MEETING FORMAT NOTICE**

This meeting will be conducted in a hybrid in-person / online format. The Parks Board will be present in-person and via zoom. Members of the public are welcome to attend in-person as well. Members of the public also have the choice to view and participate in the meeting online via Zoom.

To attend the meeting in-person

Come to Sandy Community/Senior Center  
38348 Pioneer Blvd. Sandy, OR 97055

To attend the meeting online via Zoom

<https://us02web.zoom.us/j/86840751408?pwd=M1FwN1FGMHVwRHEydU5KSndhcWlXZz09>

Meeting ID: 868 4075 1408

Passcode: 990617

Please also note the public comment signup process below.

**2. Roll Call**

Staff present:

John Wallace, Center Manager

Tiana Rundell, Parks and Facilities Manager

Chelsea Jarvis, Executive Assistant

**3. Consent Agenda**

3.1. Meeting Minutes 5 - 143

Motion to approve the meeting minutes.

Moved by Will Toogood  
Seconded by Ryan Aultman  
(Passed 6-0)

[Parks & Trails Advisory Board - 08 Mar 2023 - Minutes - Pdf](#)

**4. PUBLIC COMMENT**

The Parks & Trails Advisory Board welcomes your comments at this time.

The Board Chair will call on each person when it is their turn to speak for up to three minutes.

**5. Changes to the Agenda**

**6. Old Business**

6.1. Cost Recovery Update 144 - 164

John shows a presentation on Cost Recovery. This included a review and an update.

Discussion ensued on retained earnings funds, ensuring financial sustainable but accessible programs, and volunteerism.

The draft Master Fee schedule was also shown.

Discussion ensued about what comparables were used and how often fees are adopted. A suggestion was made to change the wording of the fees from resident/non resident to a resident discounted rate/fee.

The group discussed the draft financial sustainability policy.

A formatting change was suggested, and appreciation shown for the continuum graphic.

Motion: I move to support the parks and recreation department presenting the policy for the financial sustainability plan and master fee schedule as

written and provided, with the suggested edits incorporated.

Moved by Ryan Aultman  
Seconded by Upekala Wijayratne  
Passed (7-0)

\*There was one question that needed to be followed up on about retained earnings funds- we emailed out a response to the Board on 4/17/23. See below for answer:

"The City of Sandy's budget management approach is "expenditure control budgeting," which allows general fund departments the same budget authority and responsibility as the directors of enterprise funds. The chief features of this approach are that the general fund departments are allocated general revenues (property taxes, franchise fees, state shared revenues, etc.) and the departments can carry over budget savings from one biennium to the next. Allocating revenue and allowing departments to keep what they do not spend helps eliminate the "spend it or lose it" incentive and similar budget games apparent in other budget management approaches. Like the enterprise funds, general fund departments have more flexibility and ownership in the preparation of their budgets and in planning for one-time expenses (equipment and capital). Of course, any carryover balances also must be used in ways that are consistent with Council's priorities and should not be used for ongoing commitments such as staff costs."

[Cost Recovery City of Sandy Parks and Recreation PTAB 4/12 Presentation](#)

## 7. **New Business**

### 7.1. Summer Meeting Schedule

John explains that the summer agenda is light and asks if there is a summer board meeting the board would like to cancel.

The board agreed to cancel the July 12th, 2023 meeting.

## 8. **STAFF UPDATES**

Tiana's Updates:

Playground fixes, Meinig small shelter repairs, garden fixes, hiring a seasonal worker, and a Veterans memorial facelift project.

John's Updates:

The Respite program is back up and running thanks to Caroleana. Amy has all the Community Garden beds filled, she's taken over Bee City, and created a flower box program. Carol has softball sign up underway and has arranged summer sport and BMX bike camps. Marc's senior trips are generally full.

**9. Adjourn**



**MINUTES**  
**Parks & Trails Advisory Board Meeting**  
**Wednesday, March 8, 2023 Virtual 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, Ryan Aultman, Board Member, and Kimberly Seigel, Board Member

**BOARD MEMBERS ABSENT:**

**STAFF PRESENT:** Rochelle Anderholm-Parsch, Parks and Recreation Director and Laurie Smallwood, Council President

**MEDIA PRESENT:**

**1. Roll Call**

Staff Present:  
Tiana Rundell, Parks & Facilities Manager  
Chelsea Jarvis, Executive Assistant

Guest presenters:  
Kurt Lango, Lango Hansen Landscape Architects  
Brian Martin, Lango Hansen Landscape Architects  
Maddie Ferson, American Ramp Company

**2. MEETING FORMAT NOTICE**

This meeting will be conducted via Zoom. The Parks & Trails Advisory Board will be present via zoom and members of the public are welcome to attend via zoom.

To attend the meeting online via Zoom  
<https://us02web.zoom.us/j/86840751408?pwd=M1FWN1FGMHVwRHEydU5KSndhcWlXZz09>  
Meeting ID: 868 4075 1408  
Passcode: 990617

Please also note the public comment process below.

**3. Consent Agenda**

3.1. Meeting Minutes 5 - 118

Motion to approve meeting minutes

Moved by Will Toogood  
Seconded by Ryan Aultman

Passed 5-0

[Parks & Trails Advisory Board - 08 Feb 2023 - Minutes - Pdf](#)

**4. Changes to the Agenda**

**5. Public Comment**

The Parks & Trails Advisory Board welcomes your comments at this time.

The Board Chair will call on each person when it is their turn to speak for up to three minutes.

**6. Old Business**

6.1. **Community Campus Park Improvement** 119 - 136

The Parks Board will receive an update from Lango Hansen Landscape Architects and American Ramp Company (ARC). Lango Hansen and ARC will provide a debrief of the second open house, feedback gleaned from the focus groups, and input regarding the three concepts, and results of the second online survey.

Rochelle gives a brief overview of the project to date.

Kurt presents the 3 park concepts and also shows a PowerPoint of the survey results. Per the survey results, The Meander Concept was the preferred concept in many categories such as overall design, skate park, pump track, parking lot, playground, and walking path. Expansion options were also presented.

Discussion ensued about the square footage of each amenity, switchbacks, and keeping the skatepark from consuming the park. Multiple board members liked the Meander design. A few concerns were voiced such as bathroom proximity to the playground and blind corners for mowing purposes.



**PUBLIC COMMENT:**

Scott Minton Introduces the Skates of Sandy. Explains that a 13,000 square foot skate park is a great improvement but that he's also excited for future expansion opportunities- they want as large of a skatepark as possible. He also spoke on it being inclusive, and open to all ages and abilities.

Mike Kays shared that the larger the skatepark is, the better. He also wants to make sure that it's beginner to advanced.

**CHAT:**

Note: This meeting was conducted over Zoom which allowed the participants to use the "chat function". A copy of the chat is attached.

[meeting chat](#)

[2023.03.08 PTAB full presentation](#)

**7. New Business**

- 7.1. **Letter of support for the park project and letter of support of resolution to apply for grant** 137 - 139

Rochelle gives an overview of the letters of support.

**Motion for Parks Board to sign two letters- the first letter is a letter of support regarding the park project and the second letter is encouraging council to approve the resolution to apply for the grant.**

**Moved by Upekala Wijayratne  
Seconded by David Breames**

**Passed 7-0**

[Resolution 2023-08 - TO APPLY FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT FOR THE COMMUNITY CAMPUS PARK DEVELOPMENT PROJECT](#)

[Parks & Trails Board Letter of Support](#)

- 7.2. **Discarded fishing line, hooks, and tackle concerns at Sandy River Park**

Tiana gives background. She explains that they did go down the Sandy River Trail to assess the situation and picked up trash while they were down there. The plan is to install a leave no trace sign and install a receptacle for fishing line and hooks.

Discussion ensues on property boundaries, if signage actually works as a deterrent, and if there an option to have a receptacle streamside. Appreciation was shown for the effort and quick turn around of this concern.

**7.3. Poll results of Parks & Trails Advisory Board meeting start time**

Rochelle gives an over of poll results.

Starting in April, we will try and start time of 6:00pm and see if that continues to work for the board.

**8. STAFF UPDATES**

Rochelle's Updates:

OTSD's response to the Parks Board letter about Pickleball courts.

SDC'S/Fee in Lieu will be revisited- tentatively scheduled to go to Council 3/20

Tiana's Updates:

Snow/Tree removal

Restrooms have been painted at Meinig Park

Parks will be getting an intern 1 day a week thanks to help from Ant Farm

**9. Adjourn**



**MINUTES**  
**Parks & Trails Advisory Board Meeting**  
**Wednesday, February 8, 2023 Sandy City**  
**Hall 7:00 PM**

**BOARD MEMBERS PRESENT:** Don Robertson, Board Member, David Breames, Board Member, Will Toogood, Board Member, Ryan Aultman, Board Member, and Kimberly Seigel, Board Member

**BOARD MEMBERS ABSENT:** Alexandria Gale, Board Member and Upekala Wijayratne, Board Member

**STAFF PRESENT:** Rochelle Anderholm-Parsch, Parks and Recreation Director

**MEDIA PRESENT:**

**1. MEETING FORMAT NOTICE**

Topic: Parks & Trails Advisory Board- Hybrid  
Time: Feb 8, 2023 07:00 PM Pacific Time (US and Canada)

This meeting will take place in the City Hall Council Chambers- 39250 Pioneer Blvd. Sandy, OR 97055.

OR you can join virtually using the link below:

Join Zoom Meeting  
<https://us02web.zoom.us/j/86840751408?pwd=M1FWN1FGMHVwRHEydU5KSndhcWlXZz09>

Meeting ID: 868 4075 1408  
Passcode: 990617

**2. Roll Call**

Staff Present:  
John Wallace, Center Manager  
Tiana Rundell, Parks & Facilities Manager  
Chelsea Jarvis, Executive Assistant

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Guest Presenters:  
Kurt Lango, Lango Hansen Landscape Architects  
Brian Martin, Lango Hansen Landscape Architects  
Maddie Ferson, American Ramp Company

**3. Changes to the Agenda**

**4. Public Comment**

**5. Consent Agenda**

5.1. Meeting Minutes 5 - 83

**Motion to approve meeting minutes**

**Moved by Ryan Aultman**

**Seconded by Will Toogood**

**(Passed 4-0)**

[Parks & Trails Advisory Board - 11 Jan 2023 - Minutes - Pdf](#)

**6. New Business**

6.1. **Community Campus Park Development Plan Update # 2** 84 - 114

Kurt with Lango Hansen gives an update on the project particularly talking about the open house and the survey results. A PowerPoint presentation is shown.

A question is asked about the survey format.

Maddie with American Ramp Company speaks on the pump track/skate park portion in regards to the open house and the survey results.

Kurt goes over the upcoming schedule and the focus groups. Rochelle adds that 2 separate mailers have been sent to the neighbors closest to the park about the project and how to get involved.

Kurt gives a brief site analysis. Pre-app is set for March 9th.

Discussion ensues on Scenic street improvement needed, utilities, parking outside the UGB, noise abatement and complaints, lighting for after hours use,

parking, entrance and exit locations, additional handicap access off Scenic street, using the upper area for parking, and number of parking spots per acre.

[2023.02.08 SCP PTAB Powerpoint #2 sm](#)

6.2. **Park Naming Policy Review**

Rochelle introduces why we're looking at creating a park naming policy.

Suggested changes to the draft policy include an option to rename a park if it's determined the person it's named after conducted a severe crime, removing or changing the word "permanently", and clarification on if the person the park will be named after needs to be deceased or alive.

Discussion also included name carry overs and the use of corporate names.

Appreciation was expressed that this policy is being created and that it will be in place for when it's needed. One board member liked that community input was included as part of the policy.

**Motion to accept edits to the policy.**

**Moved by Will Toogood**

**Seconded by Ryan Aultman**

**(Passed 5-0)**

7. **Old Business**

8. **STAFF UPDATES**

Rochelle's Updates:

Department Goals, rentals, cost recovery, tourism, Community Campus, Deer point, and Sandy Bluff.

Tiana's Updates:

Bay clean up, pesticide training, winter clean up, playgrounds, Lake Oswego visit, and Meinig bathroom updates.

John's Updates:

Instructional league, teen silent disco sponsorships and donations, community engagement for community garden and movies in the park, summer planning, senior services, respite program returning, and the kitchen grant funds will be here soon.

**Board Notes:**

Will Toogood commented on the need of a trash receptacle/signage on the Sandy River Trail- this item will be added to a future agenda item.

Don Robertson, Board Chair, provided a few updates: 1. Staff will be sending out an informal poll on the start time of the Parks & Trails Advisory Board Meetings. 2. A letter to the Oregon Trail School District in regards to Pickleball has been drafted and has been sent to City Administration for approval before it's sent to the school district. 3. Don mentioned that Tualatin has 2 tennis courts which houses 3 pickleball courts each and their skate park has lights that are on an hour timer button.

**9. Adjourn**



**MINUTES**  
**Parks & Trails Advisory Board Meeting**  
**Wednesday, January 11, 2023 Sandy**  
**Community Center: 38348 Pioneer Blvd.**  
**7:00 PM**

**BOARD MEMBERS PRESENT:** Don Robertson, Board Member, David Breames, Board Member, Will Toogood, Board Member, Upekala Wijayratne, Board Member, and Ryan Aultman, Board Member

**BOARD MEMBERS ABSENT:** Alexandria Gale, Board Member and Kimberly Seigel, Board Member

**STAFF PRESENT:** Rochelle Anderholm-Parsch, Parks and Recreation Director and Laurie Smallwood, Council President

**MEDIA PRESENT:**

**1. MEETING FORMAT NOTICE**

Topic: Parks & Trails Advisory Board- Hybrid  
Time: Jan 11, 2023 07:00 PM Pacific Time (US and Canada)  
Every month on the Second Wed

Join Zoom Meeting  
<https://us02web.zoom.us/j/86840751408?pwd=M1FwN1FGMHVwRHEydU5KSndhcWlXZz09>

Meeting ID: 868 4075 1408  
Passcode: 990617

**2. Roll Call**

Staff Present:  
Tiana Rundell, Parks and Facilities Manager  
John Wallace, Recreation and Senior Services Manager  
Chelsea Jarvis, Executive Assistant

Guest Presenter:  
Brian Martin, Lango Hansen Landscape Architects

**3. Public Comment**

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- Kathleen Walker- Expressed excitement at the opportunity to find properties for sports fields.

**4. Consent Agenda**

- 4.1. Meeting Minutes 5 - 78

**Motion to approve meeting minutes.**

**Moved by Will Toogood  
Seconded by Ryan Aultman**

**Carried 4-0**

[Parks & Trails Advisory Board - 12 Oct 2022 - Minutes - Pdf](#)  
[City Council / Parks Board Work Session - 14 Dec 2022 - Minutes - Pdf](#)

**5. Changes to the Agenda**

**6. New Business**

- 6.1. Community Campus Park Improvement

Rochelle Gives an update on the Community Campus park project. A request for proposals was put back out late October for the Park portion only. 4 proposals were received. 3 firms were interviewed. A notice to proceed was issued to Lango Hansen Landscape Architects. American Ramp Company was also awarded a design contract for the skatepark/pump track.

Brian Martin, with Lango Hansen, gives an overview/update on the project highlighting the robust public engagement over the next 3 months.

Brian shares a PowerPoint presentation.

Discussion ensues on the funding, grant, track removal, the need for a park in that quadrant of the city, an older kids playground, inclusive play structures, being a tourism draw, robustness of timeline and open houses.

Maddie from American Ramp Company provided context on their involvement in the project and public engagement process.

- 6.2. Pickleball: Presentation and Discussion 79

Rochelle does a PowerPoint presentation on Pickleball.



Discussion ensues about experience using the existing courts, a new indoor court option (We Are Rec), not enough outdoor opportunities to play, cost, quantity of courts, and adequate parking.

Pickleball Public Comments:

- Lois Wiseman- Expressed interest in using the high school's tennis courts on a short term basis so there would be no need to resurface.
- Bernie Andreotti- Expressed that the high school has great parking and could be a great temporary solution.
- Bob Adams- Expressed that a new park or court is still 2-4 years out and a solutions needs to be found for the interim.
- Charlene Fine- wants to know how to keep the partnership with the school working. Expressed frustration with paying fees and taxes and still having issues accessing the pickleball courts. Agrees that she thinks the high school tennis courts could be an option.
- Vickie Adams- Thinks that designated size courts that are lined off would be ideal.
- Kathleen Walker- Does not like the idea of converting basketball courts.

[Letter to Park Board re Pickleball Courts from Kathleen Walker](#)

**7. Old Business**

**7.1. Integrated Pest Management Update**

Tiana gives a final update on Integrated Pest Management Policy. This is an operational policy and will be reviewed annually.

**Motion to approve the use of the operational Parks & Recreation Integrated Pest Management Policy.**

**Moved by Upekala Wijayratne  
Seconded by Ryan Aultman**

**Carried 5-0**

**8. STAFF UPDATES**

Rochelle's Updates:

Parks & Trails Advisory Board  
January 11, 2023

The path from the Community Campus down to the Sandy River Park has been flagged and progress is being made.  
Cost recovery is moving along. Thanks to the Parks Board for participating in the joint work session with the council.

**John's Updates:**

Caroleana is our new Client Services Coordinator. She has already tackled Medicaid vouchers and is working on getting our respite program restarted.

Amy is our new Recreation Coordinator.

Congregate meals are in the works- we're working to partner with Ant Farm to provide meals.

Tabling events for the new park are underway and Amy will be assisting with these.

Winter recreation guide is out and going strong.

Mountain Storm is underway.

Holiday lights at Meinig was a success- we're looking forward to making it a long term event.

**Tiana's Updates:**

Lots time spent at Meinig for the lights- however it was a great event to be apart of.

Storm response was big with the recent ice storm and wind storm - they provided assistance with the ice storm.

The lights at Meinig were taken down and no vandalism occurred.

A truck to supplement their vehicle fleet was purchased.

**9. Adjourn**

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**MINUTES**  
Parks & Trails Advisory Board Meeting  
Wednesday, October 12, 2022 Sandy  
Community Center: 38348 Pioneer Blvd.  
7:00 PM

**BOARD MEMBERS PRESENT:** David Breames, Board Member, Will Toogood, Board Member, Alexandria Gale, Board Member, Upekala Wijayratne, Board Member, Ryan Aultman, Board Member, and Kimberly Seigel, Board Member

**BOARD MEMBERS ABSENT:** Don Robertson, Board Member

**STAFF PRESENT:** Rochelle Anderholm-Parsch, Parks and Recreation Director and Laurie Smallwood, Councilor

**MEDIA PRESENT:**

**1. MEETING FORMAT NOTICE**

Topic: PTAB Meeting / Hybrid / 2nd Wed. of the Month  
Time: Oct 12, 2022 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting  
<https://us02web.zoom.us/j/88642522802?pwd=a0Q1d1FIWXBsMEZ4V2RoWUVVMm5UQT09>

Meeting ID: 886 4252 2802  
Passcode: 789855

**2. Roll Call**

Staff Present:  
John Wallace, Center Manager  
Tiana Rundell, Parks/Facilities Manager  
Chelsea Jarvis, Executive Assistant

**3. Public Comment**

**4. Consent Agenda**

4.1. Meeting Minutes

4 - 70

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Motion to Approve Meeting Minutes  
Moved by Will Toogood  
Seconded by Ryan Aultman  
Carried 5-0

[Parks & Trails Advisory Board - 13 Jul 2022 - Minutes - Pdf](#)  
[Parks & Trails Advisory Board - 24 Aug 2022 - Minutes - Pdf](#)  
[Parks & Trails Advisory Board - 14 Sep 2022 - Minutes - Pdf](#)

**5. Changes to the Agenda**

**6. New Business**

6.1. IPM Presentation

Rochelle gives background on Tiana's background in Pest Management. The purpose of the tonight's meeting is to get a few board members to be a part of a focus group.

Tiana gives her presentation.

Upekala, Kim, and Ryan agree to be part of the focus group.

**7. Old Business**

**8. STAFF UPDATES**

John's Updates:

The department is hiring/interviewing for the open client services position.

Recreation is close to being fully staffed.

Mountain storm basketball is back.

Winter recreation guide is under way.

The Holiday Lights at Meinig lighting contract has been signed. There are 5 special events planned.

Rochelle, John, and Tiana are attending the ORPA conference.

Tiana's Updates:

Brandon Shaffer is the new hire to Parks & Facilities.

Heaters have been installed in the Meinig Park bathrooms.

Salmon Estates Park playground is getting some repairs.

Rochelle's Updates:  
Thanks the team for their hard work.  
There's a moratorium on development- more information can be found on our website.  
The Community Campus Park RFP is coming out in the next few weeks.

**9. Adjourn**



**MINUTES**  
Parks & Trails Advisory Board Meeting  
Wednesday, July 13, 2022 Sandy  
Community/Senior Center- 38348 Pioneer  
Blvd. Sandy, OR 97055 7:00 PM

**BOARD MEMBERS PRESENT:** Don Robertson, Board Member, David Breames, Board Member, Will Toogood, Board Member, Alexandria Gale, Board Member, and Upekala Wijayratne, Board Member

**BOARD MEMBERS ABSENT:**

**STAFF PRESENT:** Rochelle Anderholm-Parsch, Parks and Recreation Director

**MEDIA PRESENT:**

**1. MEETING FORMAT NOTICE**

Topic: PTAB Meeting / Hybrid / 2nd Wed. of the Month  
Time: Jul 13, 2022 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting  
<https://us02web.zoom.us/j/88642522802?pwd=a0Q1d1FIWXBsMEZ4V2RoWUVVMm5UQT09>  
Meeting ID: 886 4252 2802  
Passcode: 789855

**2. Roll Call**

New Board Members Present:  
Kimberly Seigal  
Ryan Aultman

Staff Present:  
John Wallace, Community/Senior Center Manager  
Chelsea Jarvis, Executive Assistant

Council Liaison Absent:  
Laurie Smallwood

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Guest Presenters:  
Zechariah Hazel with FCS  
John Ghilarducci with FCS

**3. Public Comment**

**4. Consent Agenda**

4.1. Meeting Minutes 4 - 29

Motion to Approve  
Moved by Alexandria  
Seconded by Will  
Motion passed 7 - 0

[Parks & Trails Advisory Board - 08 Jun 2022 - Minutes - Pdf](#)

**5. Changes to the Agenda**

**6. New Business**

**7. Old Business**

7.1. SDC / Fee in Lieu implementation plan (data analysis by FCS)

Rochelle gives an introduction and brief overview of SDCs/FIL. It's important to note that SDCs have not been raised since 2016.

John Ghilarducci shows a PowerPoint presentation on 4 implementation options we have to raise SDCs:

1. 5 year phase in
2. 10 year phase in
3. 15 year phase in
4. Set SDC to comparable communities and immediate implementation of full FIL.

Discussion ensues.

FIL Motion:  
Motion to raise fee in lieu immediately to maximum of \$16,135 for a single family dwelling unit, \$11,963 for a multi-family dwelling unit, for \$12,996 for a mobile home dwelling unit.  
Moved by Will

Seconded by Ryan  
Motion passed 7 - 0

SDC Motion:  
Motion to start at the average of \$7,435 in year one and increase to \$20,000 after 5 years in incremental steps including inflation. At which time council will reevaluate and potentially move further.  
Moved by David  
Seconded by Ryan  
Motion passed 7 - 0

**8. STAFF UPDATES**

Rochelle's Updates:  
The department is about to start cost recovery.  
RFP for the community campus closes Thursday 7/14  
Mountain Festival went very well.

John's Updates:  
Longest Day Parkway was a huge success.  
Noah's Quest went well.  
The Mountain Festival Kid's events were a big success.  
The department is working on a Fall Recreation Guide.  
Movies and Music in the park starts at the end of July and goes through August.

**9. Adjourn**





**MINUTES**  
**Parks & Trails Advisory Board Meeting**  
**Wednesday, June 8, 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, and Alexandria Gale, Board Member

**BOARD MEMBERS ABSENT:** Upekala Wijayratne, Board Member

**STAFF PRESENT:** Laurie Smallwood, Councilor and Rochelle Anderholm-Parsch, Parks and Recreation Director

**MEDIA PRESENT:**

- MEETING FORMAT NOTICE**  
The Parks and Trails Advisory Board will conduct this hybrid meeting both in-person and electronically using the Zoom video conference platform.

If interested in attending in person the meeting will be held at the Sandy Community Center, located at 38348 Pioneer Blvd., Sandy, OR 97055.

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

Topic: PTAB Meeting / Hybrid / 2nd Wed. of the Month  
Time: Jun 8, 2022 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting  
<https://us02web.zoom.us/j/88642522802?pwd=a0Q1d1FIWXBsMEZ4V2RoWUVVMm5UQT09>  
Meeting ID: 886 4252 2802  
Passcode: 789855

- Roll Call**

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Staff Present:  
Chelsea Jarvis, Executive Assistant  
John Wallace, Center Manager  
Tiana Rundell, Parks Maintenance  
Shelley Denison, Associate Planner  
Emily Meharg, Senior Planner

Melissa Baxter, Envision Sandy 2050 Committee Member

**3. Public Comment**

**4. Consent Agenda**

4.1. Meeting Minutes

**5. Changes to the Agenda**

6.2 Envision Sandy 2050 Comprehensive plan was presented first, followed by 6.1 Vista Loop Subdivision

**6. New Business**

6.1. Vista Loop Subdivision

5 - 26

Vista Loop Subdivision is a 73 lot residential subdivision intended for future construction of single family homes and three open space tracts. Applicant, Maria Miller, AKS Engineering & Forestry, posed several questions in their pre-application documents.

Rochelle goes through a PowerPoint presentation that goes over their questions and additional information. Emily Meharg adds additional context.

Alexandria Gale asks since there is a park proposed in that location, does that affect this discussion?

Don Robertson answers that we're covered whether it's parkland or fee in lieu, however he would like to see parkland dedication from a Parks & Trails Master Plan Perspective.

David states he thinks the developer should have to build the park since he feels it will be that neighborhood using it.

Don recounts by asking David if he would still feel the same way if it was a ball field.

David confirms he would approve of a ball field.

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Don summarizes that the Board would be interested in Parkland Dedication.  
(The Board was not able to offer an official recommendation during this meeting due to a lack of quorum.)

[6.8.22 Vista loop bornstedt vill comp plan](#)

6.2. Envision Sandy 2050- Comprehensive Plan

Shelley Denison led the group in information gathering for what the Parks Board would like Sandy to look like in the future (by 2050).

Questions such as:

- What changes people want to see/be sustained in the next 30 years
- Why did you chose to live in Sandy
- What assets the city has that we don't want to lose
- What does a small town feel mean to you
- What needs improving

The group had a good discussion about what they like about Sandy and what they feel is needed in the future.

7. Old Business

7.1. Bornstedt Views Subdivision

This is an updated application that has already come before the board. It now is a proposed 43 lot subdivision (it was formerly 42). There are currently 2 other parks within a .1 to .3 mile range of this proposed park location. The proposed park system map does not show a need to add an additional park in this location due to service level requirements already being met by the existing parks.

Rochelle reviews PowerPoint Presentation.  
Emily Meharg provides additional knowledge.

The Fee in lieu would be based on old fee structure since the application was submitted before the code changes.

Don Robertson asks about Lot 27 (shown on PowerPoint and in the agenda attachments).  
Emily confirms it's a steep area with some retention trees.  
Discussion ensues.

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Alex likes the current recommendation.  
David agrees.  
Don concurs- initial action stands- The board recommends fee in lieu of parkland dedication for this updated application.  
(The Board was not able to offer an official recommendation during this meeting due to a lack of quorum.)

**8. STAFF UPDATES**

John updates:  
New building monitor has been hired- we are officially reopen for rentals  
A Recreation Coordinator Position is now open for applicants  
Upcoming events/fall programming  
Ongoing work within the Parks & Recreation department to create a vision/mission statement.

Tiana updates:  
Seasonal employee, Jacob, is working out great  
Dog park is closed during June  
Longest Day Parkway is coming up June 23rd- crew has been busy getting Cascadia Park ready.  
Meinig Park- Park is being cleaned up to get ready for Mountain Festival in July.

Rochelle updates:  
The RFP for the Community Campus has received a high volume of interest.  
SDC methodology is going before the Parks Board July 13th, then on to Council, and then adoption in September.  
Parks and Trails Board Advisory Interviews are Monday, June 13th.

**9. Adjourn**



**PTAB**  
June 8, 2022

**Vista Loop, Envision Sandy 2050 Comprehensive Plan, Bornstedt Views  
Subdivision**

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# Agenda

- 6.1 Vista Loop
- 6.2 Envision Sandy 2050 - Comprehensive Plan
- 7.1 Bornstedt Views Subdivision



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**NEW BUSINESS: 6.1 Vista Loop Subdivision**

- Pre-Application meeting held June 2, 2022
- Input from the Parks Board will be submitted in writing to Planning

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**Location**

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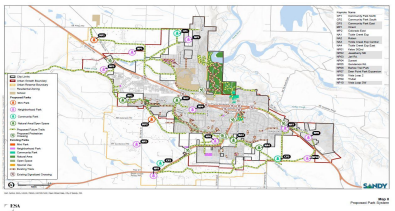


Question Posed by the applicant in the pre-app meeting



Does the 2022 PTMP show a future park in this location

Yes. NP8



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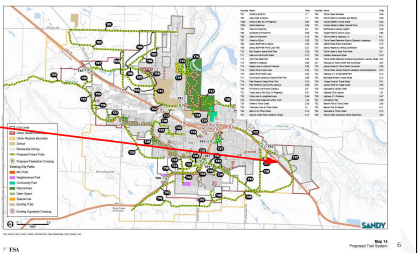
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**Question Posed by the applicant in the pre-app meeting**



PTMP shows a future trail T22.  
Will the project be required to accommodate a future trail?

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Question Posed by the applicant in the pre-app meeting



City Staff indicated that it was planned to increase the multiplier listed in the code from 0.0043 to 0.0053.

- On June 6, 2022 there is a public hearing to adopt the code changes to 17.32 & 17.86
  - If the ordinance is adopted via an emergency clause the code changes will go into effect immediately
- The multiplier will be increased to 0.0068



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**Question Posed by the applicant in the pre-app meeting**



Applicant asked to be advised if the active parkland obligation can be satisfied by payment of fee-in-lieu.

- FIL using 0.0043 = \$226,540
- FIL using 0.0068 = \$359,090
- Parkland dedication using 0.0043 =  $\pm$ 0.94 acres
- Parkland dedication using 0.0068 =  $\pm$ 1.49 acres
  
- To note:
  - The SDC/FIL methodology is being updated (as reviewed during the May 5, 2022 PTAB meeting)
  - This could result in a higher FIL multiplier. This is ultimately a policy decision made by Council

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### Staff Recommendation

- PTAB should recommend that the future development should accommodate for a trail as listed in the PTMP
- PTAB should also recommend for parkland dedication as opposed to FIL

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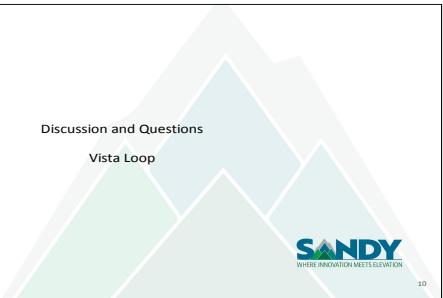
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Discussion and Questions

Vista Loop

**SANDY**  
WHERE INNOVATION MEETS SUSTAINABILITY

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### 6.2 Envision Sandy 2050 - Comprehensive Plan

- Shelley Denison, City of Sandy Associate Planner

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Discussion and Questions  
Envision Sandy 2050 - Comprehensive Plan



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END NEW BUSINESS



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### OLD BUSINESS: 7.1 Bornstedt Views Subdivision

- Aug. 11, 2021 PTAB reviewed the 'Bornstedt Views Proposed Development'.
  - 42-Lot subdivision
  - PTAB supported FIL
    - Property is located to two existing neighborhood parks (0.3 miles from Bornstedt Park, and 0.1 mile from Cascadia Park)
- May 24, 2022, Mac Even of Even Better Homes submitted an updated application for a 43-Lot subdivision



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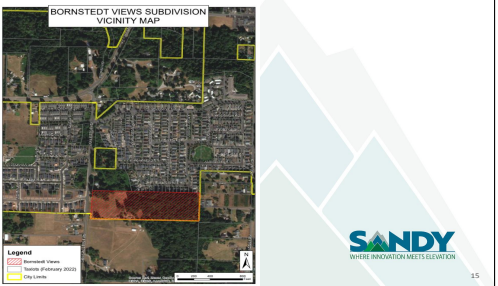
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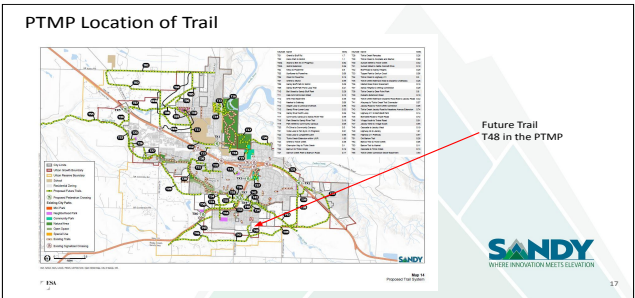
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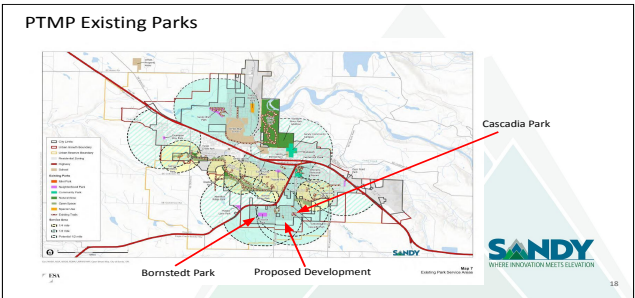
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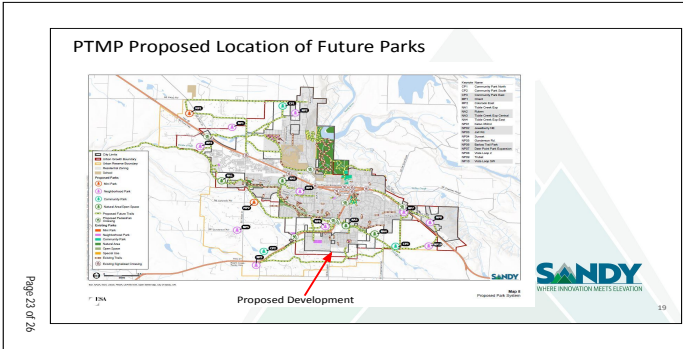
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### Staff Recommendation

- That PTAB should continue to support Fee-in-Lieu of parkland dedication for the updated application for Bornstedt Views Proposed Development
- That PTAB supports that the future development of Bornstedt Views accommodates the proposed trail as illustrated in slide 16

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Discussion and Questions  
Bornstedt Views Subdivision



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**MINUTES**  
**Parks & Trails Advisory Board Meeting**  
**Wednesday, August 24, 2022**  
**Community/Senior Center- 38348 Pioneer**  
**Blvd. Sandy, OR 97055 5:00 PM**

**BOARD MEMBERS PRESENT:** Don Robertson, Board Member, Will Toogood, Board Member, Alexandria Gale, Board Member, Upekala Wijayratne, Board Member, Kimberly Seigel, Board Member, and Ryan Aultman, Board Member

**BOARD MEMBERS ABSENT:** David Breames, Board Member

**STAFF PRESENT:** Laurie Smallwood, Councilor

**MEDIA PRESENT:**

- 1. MEETING FORMAT NOTICE**  
This meeting will be a tour of some of our city parks in Sandy.

Meet at the Sandy Community/Senior Center at 5:00pm. The tour will take approximately 2 hours.

- 2. Roll Call**  
Staff Present:  
Rochelle Anderholm Parsch, Parks & Recreation Director  
John Wallace, Center Manager  
Tiana Rundell, Parks and Facilities Manager  
Marc Young, Transportation Coordinator/Driver

- 3. Public Comment**
- 4. Consent Agenda**
- 5. Changes to the Agenda**

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**6. New Business**

**6.1. Parks Tour**

3

The Parks and Trails Advisory Board conducted a tour of the following parks:

1. Bornstedt Park- 19383 Pine Ave. Sandy, OR 97055
2. Timberline Ridge Park- 39600 Wall St. Sandy, OR 97055
3. Meinig Memorial Park- 17670 Meinig Ave. Sandy, OR 97055
4. Centennial Plaza- 39295 Pioneer Blvd. Sandy, OR 97055
5. Community Campus- Alt Ave. Sandy, OR 97055
6. Jonsrud Viewpoint Park- 15652 Bluff Rd. Sandy, OR 97055
7. Sandy Bluff Park- 36910 Goldenrain St. Sandy, OR 97055
8. Salmon Creek Park- 35899 Chinook St. Sandy, OR 97055
9. Tupper Park- 17815 Tupper Rd. Sandy, OR 97055

[Parks Tour map](#)

**7. Old Business**

**8. STAFF UPDATES**

**9. Adjourn**

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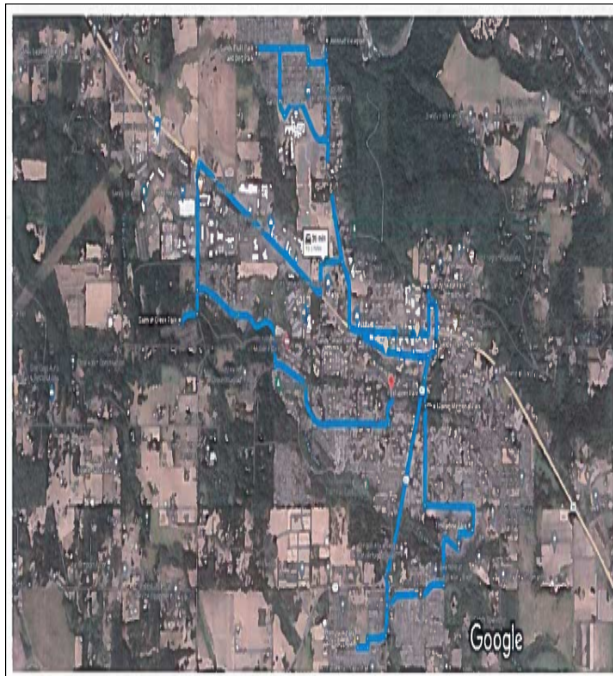
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**MINUTES**  
Parks & Trails Advisory Board Meeting  
Wednesday, September 14, 2022 Sandy  
Community Center: 38348 Pioneer Blvd.  
7:00 PM

**BOARD MEMBERS PRESENT:** Don Robertson, Board Member, David Breames, Board Member, Alexandria Gale, Board Member, and Ryan Aultman, Board Member

**BOARD MEMBERS ABSENT:** Will Toogood, Board Member, Upekala Wijayratne, Board Member, and Kimberly Seigel, Board Member

**STAFF PRESENT:** Rochelle Anderholm-Parsch, Parks and Recreation Director and Laurie Smallwood, Councilor

**MEDIA PRESENT:**

**1. MEETING FORMAT NOTICE**

Topic: PTAB Meeting / Hybrid / 2nd Wed. of the Month  
Time: Sep 14, 2022 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting  
<https://us02web.zoom.us/j/88642522802?pwd=a0Q1d1FIWXBsMEZ4V2RoWUVVMm5UQT09>

Meeting ID: 886 4252 2802  
Passcode: 789855

**2. Roll Call**

No Quorum. Only 4 voting members present. Under Article III: Membership and Terms, "A majority of the voting membership shall constitute a quorum."

**3. Public Comment**

No public comments

**4. Consent Agenda**

- 4.1. Meeting Minutes for July 4 - 32  
[Parks & Trails Advisory Board - 13 Jul 2022 - Minutes - Pdf](#)

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- 4.2. Meeting Minutes for August 33 - 35  
[Parks & Trails Advisory Board - 24 Aug 2022 - Minutes - Pdf](#)

**5. Changes to the Agenda**

**6. New Business**

6.1. Cost Recovery Training

Presentation on "The Smart Approach to Financial Sustainability" provided by Jamie Sabbach, President and CEO of 110%.

6.2. Cascade Creek Subdivision (Parkland vs FIL)

The Park's Board reviewed the proposed development Cascade Creek Apartments located at 38272 and 38330 Highway 211.

Presentation provided by Rochelle Anderholm-Parsch, Parks and Recreation Director.

Discussion ensued.

The Parks Board reviewed the proposed development and recommended two items.

1. Acceptance of fee in lieu of parkland dedication
2. The Parks Board supports the Parks Department in exploring the option to establish a development agreement to build certain amenities as listed in the Bornstedt Park Phase 2 master plan.

The Parks Board recommended a fee-in-lieu of parkland due to the proximity of Bornstedt Park and because the existing park satisfies the proposed park system requirements as listed in the Parks and Trails Master Plan. The Parks Board also supported the development of a sidewalk on the east side of village blvd. right-of-way to meet the trail requirements of Trail 44 as listed in the Parks and Trails Master Plan.

At this time, an official recommendation was not possible due to a lack of a quorum. If necessary, the Parks Board will reconvene to supply an official recommendation.

**7. Old Business**

**8. STAFF UPDATES**

8.1. November Board Meeting Date Change

Parks & Trails Advisory Board  
September 14, 2022

For our November Board meeting, we will be conducting a joint work session with the Parks & Trails Advisory Board and the Council on Cost recovery and a beneficiary of services workshop. The new date for the board meeting will be November 21, 2022 at 6:pm at the Council Chambers at City Hall.

John Wallace, Community Center Manager, provided an updated on recreation, special event, and senior services.

Tiana Rundell, Parks Manager, provided an update on Parks related items.

Rochelle Anderholm-Parsch, Parks and Recreation Director provided a department update.

**9. Adjourn**

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**MINUTES**  
Parks & Trails Advisory Board Meeting  
Wednesday, July 13, 2022 Sandy  
Community/Senior Center- 38348 Pioneer  
Blvd. Sandy, OR 97055 7:00 PM

**BOARD MEMBERS PRESENT:** Don Robertson, Board Member, David Breames, Board Member, Will Toogood, Board Member, Alexandria Gale, Board Member, and Upekala Wijayratne, Board Member

**BOARD MEMBERS ABSENT:**

**STAFF PRESENT:** Rochelle Anderholm-Parsch, Parks and Recreation Director

**MEDIA PRESENT:**

- MEETING FORMAT NOTICE**  
Topic: PTAB Meeting / Hybrid / 2nd Wed. of the Month  
Time: Jul 13, 2022 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting  
<https://us02web.zoom.us/j/88642522802?pwd=aa0Q1d1FIWXBsMEZ4V2RoWUVVMm5UQT09>  
Meeting ID: 886 4252 2802  
Passcode: 789855

- Roll Call**  
New Board Members Present:  
Kimberly Selgal  
Ryan Aultman

Staff Present:  
John Wallace, Community/Senior Center Manager  
Chelsea Jarvis, Executive Assistant

Council Liaison Absent:  
Laurie Smallwood

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Guest Presenters:  
Zechariah Hazel with FCS  
John Ghilarducci with FCS

**3. Public Comment**

**4. Consent Agenda**

4.1. Meeting Minutes 4 - 29

Motion to Approve  
Moved by Alexandria  
Seconded by Will  
Motion passed 7 - 0  
[Parks & Trails Advisory Board - 08 Jun 2022 - Minutes - Pdf](#)

**5. Changes to the Agenda**

**6. New Business**

**7. Old Business**

7.1. SDC / Fee in Lieu implementation plan (data analysis by FCS)

Rochelle gives an introduction and brief overview of SDCs/FIL. It's important to note that SDCs have not been raised since 2016.

John Ghilarducci shows a PowerPoint presentation on 4 implementation options we have to raise SDCs:

1. 5 year phase in
2. 10 year phase in
3. 15 year phase in
4. Set SDC to comparable communities and immediate implementation of full FIL.

Discussion ensues.

FIL Motion:  
Motion to raise fee in lieu immediately to maximum of \$16,135 for a single family dwelling unit, \$11,963 for a multi-family dwelling unit, for \$12,996 for a mobile home dwelling unit.  
Moved by Will

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Seconded by Ryan  
Motion passed 7 - 0

SDC Motion:  
Motion to start at the average of \$7,435 in year one and increase to \$20,000  
after 5 years in incremental steps including inflation. At which time council will  
reevaluate and potentially move further.  
Moved by David  
Seconded by Ryan  
Motion passed 7 - 0

**8. STAFF UPDATES**

Rochelle's Updates:  
The department is about to start cost recovery.  
RFP for the community campus closes Thursday 7/14  
Mountain Festival went very well.

John's Updates:  
Longest Day Parkway was a huge success.  
Noah's Quest went well.  
The Mountain Festival Kid's events were a big success.  
The department is working on a Fall Recreation Guide.  
Movies and Music in the park starts at the end of July and goes through August.

**9. Adjourn**



MINUTES  
Parks & Trails Advisory Board Meeting  
Wednesday, June 8, 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, and Alexandria Gale, Board Member

**BOARD MEMBERS ABSENT:** Upekala Wijayaratne, Board Member

**STAFF PRESENT:** Laurie Smallwood, Councilor and Rochelle Anderholm-Parsch, Parks and Recreation Director

**MEDIA PRESENT:**

**1. MEETING FORMAT NOTICE**  
The Parks and Trails Advisory Board will conduct this hybrid meeting both in-person and electronically using the Zoom video conference platform.

If interested in attending in person the meeting will be held at the Sandy Community Center, located at 38348 Pioneer Blvd., Sandy, OR 97055.

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

Topic: PTAB Meeting / Hybrid / 2nd Wed. of the Month  
Time: Jun 8, 2022 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting  
<https://us02web.zoom.us/j/8864252802?pwd=aDQ1d1FWXkUuMEZ4V2RvWUVVNm5UQT09>  
Meeting ID: 886 4252 2802  
Passcode: 789855

**2. Roll Call**

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Staff Present:  
Chelsea Jarvis, Executive Assistant  
John Wallace, Center Manager  
Tiana Rundell, Parks Maintenance  
Shelley Denison, Associate Planner  
Emily Meharg, Senior Planner

Melissa Baxter, Envision Sandy 2050 Committee Member

**3. Public Comment**

**4. Consent Agenda**

4.1. Meeting Minutes

**5. Changes to the Agenda**

6.2 Envision Sandy 2050 Comprehensive plan was presented first, followed by 6.1 Vista Loop Subdivision

**6. New Business**

6.1. Vista Loop Subdivision

5 - 26

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Alexandria Gale asks since there is a park proposed in that location, does that affect this discussion?

Don Robertson answers that we're covered whether it's parkland or fee in lieu, however he would like to see parkland dedication from a Parks & Trails Master Plan Perspective.

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Don recounts by asking David if he would still feel the same way if it was a ball field.

David confirms he would approve of a ball field.

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Don summarizes that the Board would be interested in Parkland Dedication.  
(The Board was not able to offer an official recommendation during this meeting due to a lack of quorum.)

[6.8.22 Vista Loop, Bornstedt Hill, Comp. plan](#)

6.2. Envision Sandy 2050- Comprehensive Plan

Shelley Denison led the group in information gathering for what the Parks Board would like Sandy to look like in the future (by 2050).

Questions such as:

- What changes people want to see/be sustained in the next 30 years
- Why did you chose to live in Sandy
- What assets the city has that we don't want to lose
- What does a small town feel mean to you
- What needs improving

The group had a good discussion about what they like about Sandy and what they feel is needed in the future.

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This is an updated application that has already come before the board. It now is a proposed 43 lot subdivision (it was formerly 42). There are currently 2 other parks within a .1 to .3 mile range of this proposed park location. The proposed park system map does not show a need to add an additional park in this location due to service level requirements already being met by the existing parks.

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Emily Meharg provides additional knowledge.

The fee in lieu would be based on old fee structure since the application was submitted before the code changes.

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Emily confirms it's a steep area with some retention trees.  
Discussion ensues.

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Alex likes the current recommendation.  
David agrees.  
Don concurs- initial action stands- The board recommends fee in lieu of parkland dedication for this updated application.  
(The Board was not able to offer an official recommendation during this meeting due to a lack of quorum.)

**8. STAFF UPDATES**

John updates:  
New building monitor has been hired- we are officially reopen for rentals  
A Recreation Coordinator Position is now open for applicants  
Upcoming events/fall programming  
Ongoing work within the Parks & Recreation department to create a vision/mission statement.

Tiana updates:  
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Dog park is closed during June  
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Meinig Park- Park is being cleaned up to get ready for Mountain Festival in July.

Rochelle updates:  
The RFP for the Community Campus has received a high volume of interest.  
SDC methodology is going before the Parks Board July 13th, then on to Council, and then adoption in September.  
Parks and Trails Board Advisory interviews are Monday, June 13th.

**9. Adjourn**



**PTAB**

June 8, 2022

Vista Loop, Envision Sandy 2050 Comprehensive Plan, Bornstedt Views  
Subdivision

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## Agenda

- 6.1 Vista Loop
- 6.2 Envision Sandy 2050 - Comprehensive Plan
- 7.1 Bornstedt Views Subdivision

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**NEW BUSINESS: 6.1 Vista Loop Subdivision**

- Pre-Application meeting held June 2, 2022
- Input from the Parks Board will be submitted in writing to Planning

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**Location**

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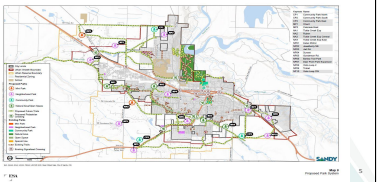
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Question Posed by the applicant in the pre-app meeting



Does the 2022 PTMP show a future park in this location

Yes. NP8



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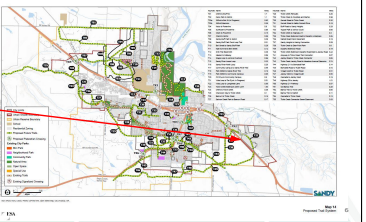
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**Question Posed by the applicant in the pre-app meeting**



PTMP shows a future trail T22.  
Will the project be required to  
accommodate a future trail?

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**Question Posed by the applicant in the pre-app meeting**



City Staff indicated that it was planned to increase the multiplier listed in the code from 0.0043 to 0.0053.

- On June 6, 2022 there is a public hearing to adopt the code changes to 17.32 & 17.86
  - If the ordinance is adopted via an emergency clause the code changes will go into effect immediately
- The multiplier will be increased to 0.0068

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**Question Posed by the applicant in the pre-app meeting**



Applicant asked to be advised if the active parkland obligation can be satisfied by payment of fee-in-lieu.

- FIL using 0.0043 = \$226,540
- FIL using 0.0068 = \$359,090
- Parkland dedication using 0.0043 =  $\pm 0.94$  acres
- Parkland dedication using 0.0068 =  $\pm 1.49$  acres

• To note:

- The SDC/FIL methodology is being updated (as reviewed during the May 5, 2022 PTAB meeting)
- This could result in a higher FIL multiplier. This is ultimately a policy decision made by Council



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**Staff Recommendation**

- PTAB should recommend that the future development should accommodate for a trail as listed in the PTMP
- PTAB should also recommend for parkland dedication as opposed to FIL



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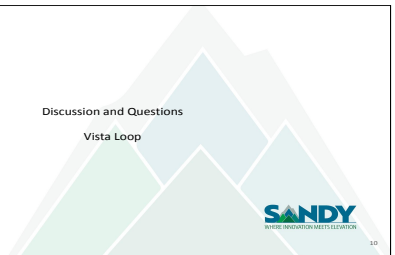
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Discussion and Questions

Vista Loop

**SANDY**  
WHERE INNOVATION MEETS EDUCATION

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**6.2 Envision Sandy 2050 - Comprehensive Plan**

- Shelley Denison, City of Sandy Associate Planner

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Discussion and Questions  
Envision Sandy 2050 - Comprehensive Plan



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END NEW BUSINESS

**SANDY**  
WHERE INNOVATION MEETS COLLECTIVE

4.2

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### OLD BUSINESS: 7.1 Bornstedt Views Subdivision

- Aug. 11, 2021 PTAB reviewed the 'Bornstedt Views Proposed Development':
  - 42-Lot subdivision
  - PTAB supported FIL
    - Property is located to two existing neighborhood parks (0.3 miles from Bornstedt Park, and 0.1 mile from Cascadia Park)
- May 24, 2022, Mac Even of Even Better Homes submitted an updated application for a 43-Lot subdivision

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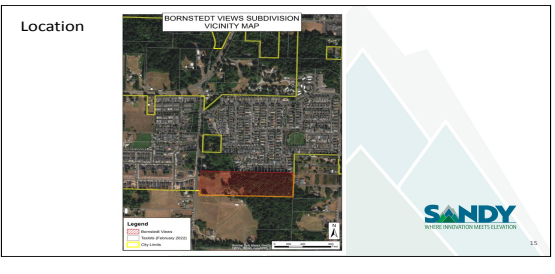
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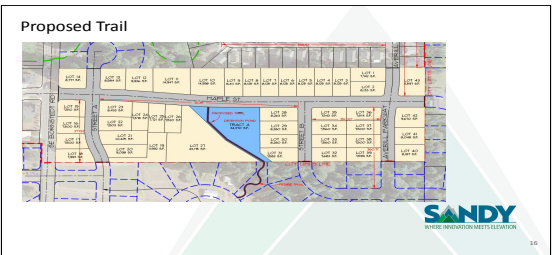
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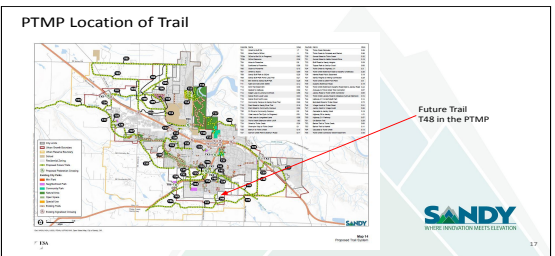
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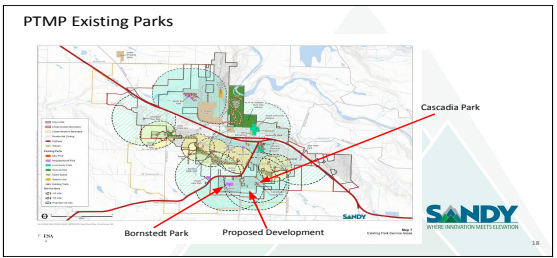
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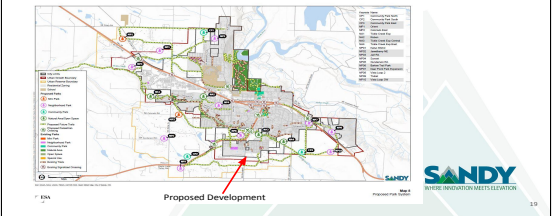
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PTMP Proposed Location of Future Parks



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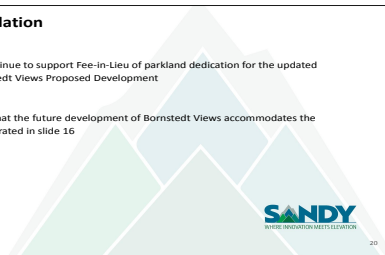
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**Staff Recommendation**

- That PTAB should continue to support Fee-in-Lieu of parkland dedication for the updated application for Bornstedt Views Proposed Development
- That PTAB supports that the future development of Bornstedt Views accommodates the proposed trail as illustrated in slide 16



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Discussion and Questions  
Bornstedt Views Subdivision



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**MINUTES**  
Parks & Trails Advisory Board Meeting  
Wednesday, August 24, 2022  
Community/Senior Center- 38348 Pioneer  
Blvd. Sandy, OR 97055 5:00 PM

**BOARD MEMBERS PRESENT:** Don Robertson, Board Member, Will Toogood, Board Member, Alexandria Gale, Board Member, Upekala Wijayratne, Board Member, Kimberly Seigel, Board Member, and Ryan Aultman, Board Member

**BOARD MEMBERS ABSENT:** David Breames, Board Member

**STAFF PRESENT:** Laurie Smallwood, Councilor

**MEDIA PRESENT:**

1. **MEETING FORMAT NOTICE**  
This meeting will be a tour of some of our city parks in Sandy.  
  
Meet at the Sandy Community/Senior Center at 5:00pm. The tour will take approximately 2 hours.
2. **Roll Call**  
Staff Present:  
Rochelle Anderholm Parsch, Parks & Recreation Director  
John Wallace, Center Manager  
Tiana Rundell, Parks and Facilities Manager  
Marc Young, Transportation Coordinator/Driver
3. **Public Comment**
4. **Consent Agenda**
5. **Changes to the Agenda**

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**6. New Business**  
6.1. Parks Tour

3

The Parks and Trails Advisory Board conducted a tour of the following parks:

1. Bornstedt Park- 19383 Pine Ave. Sandy, OR 97055
2. Timberline Ridge Park- 39600 Wall St. Sandy, OR 97055
3. Meinig Memorial Park- 17670 Meinig Ave. Sandy, OR 97055
4. Centennial Plaza- 39295 Pioneer Blvd. Sandy, OR 97055
5. Community Campus- Alt Ave. Sandy, OR 97055
6. Jonsrud Viewpoint Park- 15652 Bluff Rd. Sandy, OR 97055
7. Sandy Bluff Park- 36910 Goldenrain St. Sandy, OR 97055
8. Salmon Creek Park- 35899 Chinook St. Sandy, OR 97055
9. Tupper Park- 17815 Tupper Rd. Sandy, OR 97055

[Parks Tour map](#)

7. Old Business
8. STAFF UPDATES
9. Adjourn

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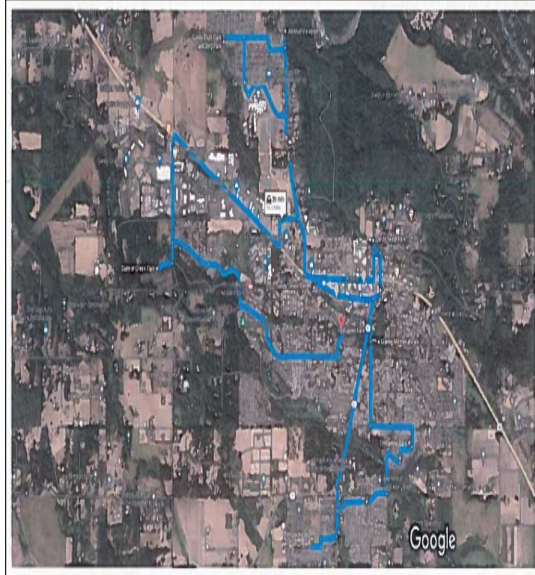
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**MINUTES**  
**Joint City Council / Parks & Trails Advisory Board Work Session**  
**Wednesday, December 14, 2022 6:00 PM**

**PRESENT:** Laurie Smallwood, Councilor; Richard Sheldon, Councilor; Kathleen Walker, Councilor; Carl Exner, Councilor; Don Hokanson, Councilor; and Stan Pulliam, Mayor; Councilor-Elect Chris Mayton; David Breames, Board Member; Will Toogood, Board Member; Upekala Wijayratne, Board Member; Ryan Aultman, Board Member; and Kimberly Seigel, Board Member

**ABSENT:** Jeremy Pietzold, Council President, Don Robertson, Board Chair, Alexandria Gale, Board Member

**STAFF:** Jordan Wheeler, City Manager; Jeff Aprati, City Recorder; and Rochelle Anderholm-Parsch, Parks and Recreation Director; John Wallace, Community/Senior Center Manager; Tiana Rundell, Parks & Facilities Manager; and Chelsea Jarvis, Executive Assistant

**MEDIA:** (none)

- 1. **Work Session on Parks and Recreation Cost Recovery**
- 1.1. **Cost Recovery and Financial Sustainability for Sandy Parks and Recreation** 4  
Beneficiary of Services Virtual Workshop

Staff Report - 0638

The **Parks and Recreation Director** provided introductory remarks on the importance of cost recovery work in ensuring the long term sustainability of parks and recreation programming and the ability of the City to meet the parks and recreation-related needs of the community.

Jamie Sabbach, 110%, summarized her background and qualifications before beginning the presentation. A staff report and presentation slides were included in the agenda packet.

The presentation summarized a brief history of parks and recreation, context of parks and recreation spending trends in recent decades, relative spending on operations versus capital, impacts of economic factors and limited public resources, and the evolving importance of the cost recovery approach. A cost

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recovery model was then introduced, which involved establishing service categories based on purpose. Those present (not including staff) were invited to rank categories along a continuum from common good to individualized benefits. Further development of the cost recovery plan will involve identifying cost recovery goals to each category on the continuum, with those toward the individualized benefit end expected to carry higher cost recovery targets.

Discussion during the presentation involved the following issues:

- Whether it is appropriate to use the term 'subsidy,' which some feel carries a negative connotation
- The need to determine what the City can afford and what level of cost recovery is needed
- Whether cost recovery can or cannot apply to functions that do not charge entry fees
- Whether actual costs of providing services should affect cost recovery percentage goals
- Whether attendance and participation should be considered during the ranking exercise
- Whether city residency should be considered during the ranking exercise
- Whether non-profit agencies should be considered during the ranking exercise

Discussion following the ranking exercise involved the following issues:

- Whether the Mountain Festival example should have been categorized elsewhere
- The possibility that some services may have unseen or unanticipated community benefits
- The possibility that the availability of a service may be a benefit in and of itself, regardless of how much it is used
- Whether social equity services was adequately defined
- The importance of ensuring that a cost recovery plan continues to evolve in the future in the case of changing circumstances and needs

Following the exercise, it was noted that next steps in this process will involve synthesizing results from the exercises, designing a Beneficiary of Service model, refining cost of service figures, holding a goal setting meeting, completing the Strategy Continuum along with goals, and developing policies.

City Council  
December 14, 2022

Note: this meeting, which was conducted virtually via Zoom, allowed participants to use the 'chat' function. The chat record is attached to these minutes.

[Chat](#)

**2. Adjourn**



Mayor, Stan Pulliam



City Recorder, Jeff Aprati

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00:38:07 Councilor Don Hokanson: I think this trend to greater Operating Expense vs capital is not unique to Parks - I think it is typical of any capital-intensive industry where the assets have long lifespans.  
00:48:31 Councilor Don Hokanson: Why is the target 100%? Is that the target for cost recovery?  
00:50:41 Councilor Carl Exner: it should be 100% of what we decide is our acceptable  
00:53:06 Councilor Don Hokanson: I think we need to be careful when applying a framework or model (like this model). The framework will define terms like Tax use/subsidy for the framework. We just have to understand how the definitions are used in the framework.  
00:53:43 Councilor Don Hokanson: And acknowledge that the term will have different interpretations in other situations.  
00:58:01 Councilor Don Hokanson: I don't think this about charging for events as much as it is about applying comprehensive financial discipline to all aspects of short and long term parks and rec planning.  
01:19:00 Councilor Don Hokanson: @Jamie: No need to read my comments or respond to my earlier comment  
01:28:56 Councilor Don Hokanson: Similar to the mayor's question, should we ignore participation/utilization by out-of-the-city residents and just rank based on residents?  
01:57:24 Kimberly Seigel (PTAB): Did we have access to this material before this meeting? I feel like it would have been good to do a little homework on this ahead of time. Maybe I missed an email.  
02:01:11 Councilor Carl Exner: this is the type of decisions make Council very effective - I would love to see similar decisional formats in other areas  
02:01:33 Jeff Aprati (City Recorder): The agenda packet was published on December 8th and the system sent notification emails to the Council and Parks Board email addresses we had on file on that day  
02:02:50 Councilor Don Hokanson: Thank you!

1

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Dear Parks Board,

January 10, 2023

I am writing to provide input to your consideration of pickle ball facilities in Sandy. Presented options and my comments include:

Converting existing basketball courts for basketball and pickleball use in Tupper, Timberline or Barlow Parks. Sandy's park playgrounds are primarily designed for use by kids under age eight. There are few facilities in our parks, other than these basketball courts, for kids over age eight. I don't believe it helps our situation to turn these limited opportunities for kids over to pickleball users, who are in general, an older population. That will create conflict between user and age groups and should be avoided.

Construct pickleball courts in one or more of the future parks planned in the Master Plan (Deer Point, Ponder Lane, and/or Champion Way). This is probably the most promising alternative. I am a strong advocate for developing more of our future parks for active recreation, rather than just open-grass "multi-use" fields that need to be mowed. Pickleball noise is an important issue that needs to be addressed. Similar to dog parks, it is best to build pickleball courts, before all the homes around it get built. Building them adjacent to Hwy 26 or Hwy 211 and away from homes, are also prudent, to deal with noise issues. For that reason, the far side (to be acquired section) of Deer Point, or the Ponder Lane Parks would lend themselves better to Pickleball. I will again point out that I don't believe they have adequate parking for Ponder Lane.

Another shorter-term option to consider is working with the OTSD to reline/repaint/revise the High School tennis courts. This would allow them to be used by both citizens and students.

While development of pickleball in these parks will take 1-2 years, I think that is preferable to introducing conflict and reducing availability of our basketball courts to the many kids that use them.

Finally, I am hoping that we can be looking for property to purchase for a ballfield complex that can provide for soccer, baseball, softball, and pickleball fields/courts. We land-banked Bornstedt Park for over 5 years before we started construction. Focusing on flatter land outside City limits and/or the UGB/UGR will reduce purchasing costs.

Thanks for all your hard work on this issue.

Kind Regards,

Kathleen Walker

Park user and former Parks Board Chair

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**COMMUNITY CAMPUS PARK DEVELOPMENT PLAN**

**PARKS AND TRAILS ADVISORY BOARD - UPDATE #2**

**2.8.2023**



**COMMUNITY CAMPUS PARK DEVELOPMENT PLAN**

**lango hansen** LANDSCAPE ARCHITECTS | **jla** PUBLIC INVOLVEMENT

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**OPEN HOUSE #1** 2.8.2023  
**COMMUNITY CAMPUS PARK DEVELOPMENT PLAN**



lango hansen LANDSCAPE ARCHITECTS jla PUBLIC INVOLVEMENT

# Engagement Summary

## Key Takeaways

- Participants want to use the park to play/recreate
- They are most interested in nature play (or combo with standard)
- Most people plan to use a car to get there
- Many were interested in skate park + pump track
- Several asked for an all-abilities, inclusive park

## Online Survey

**Open January 19 – February 2**

**429** participants

## Open House

**Hosted on January 26**

**34** participants

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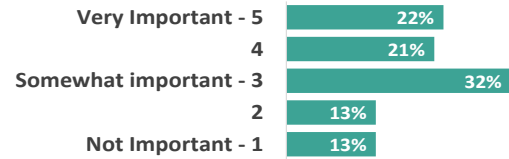
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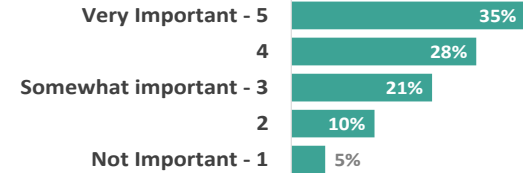


## As we think about how to design the Community Campus Park, what features are most important to you?

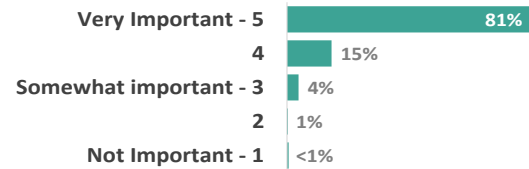
### Relax



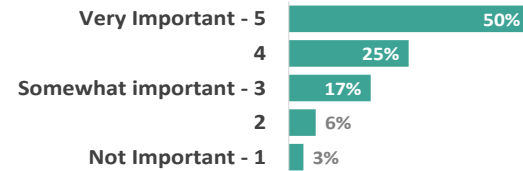
### Gather



### Play



### Enjoy nature



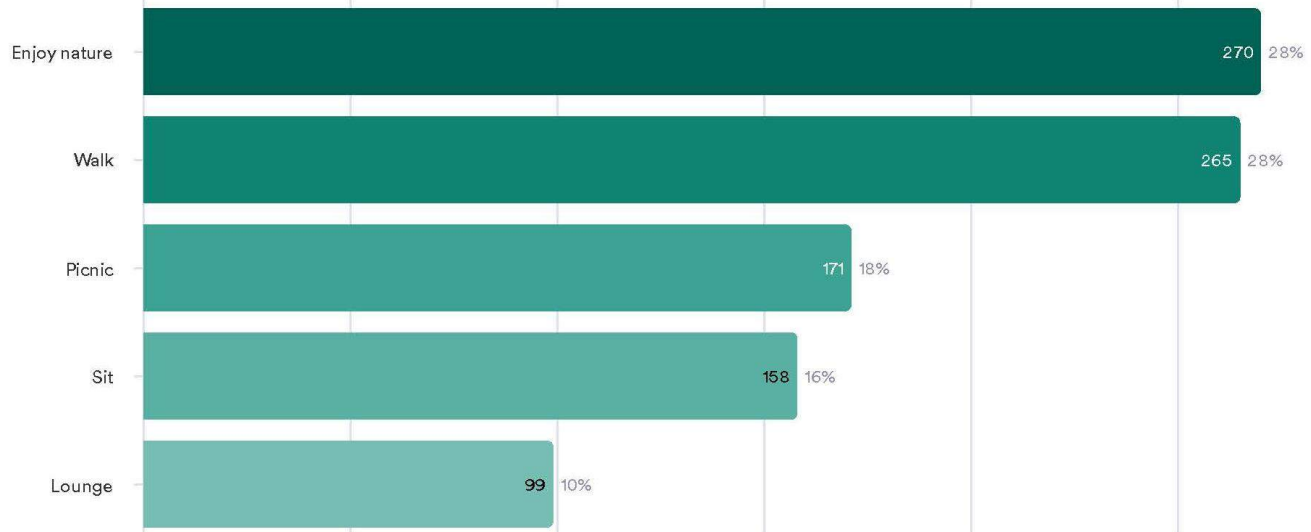
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## How do you want to relax in the park?



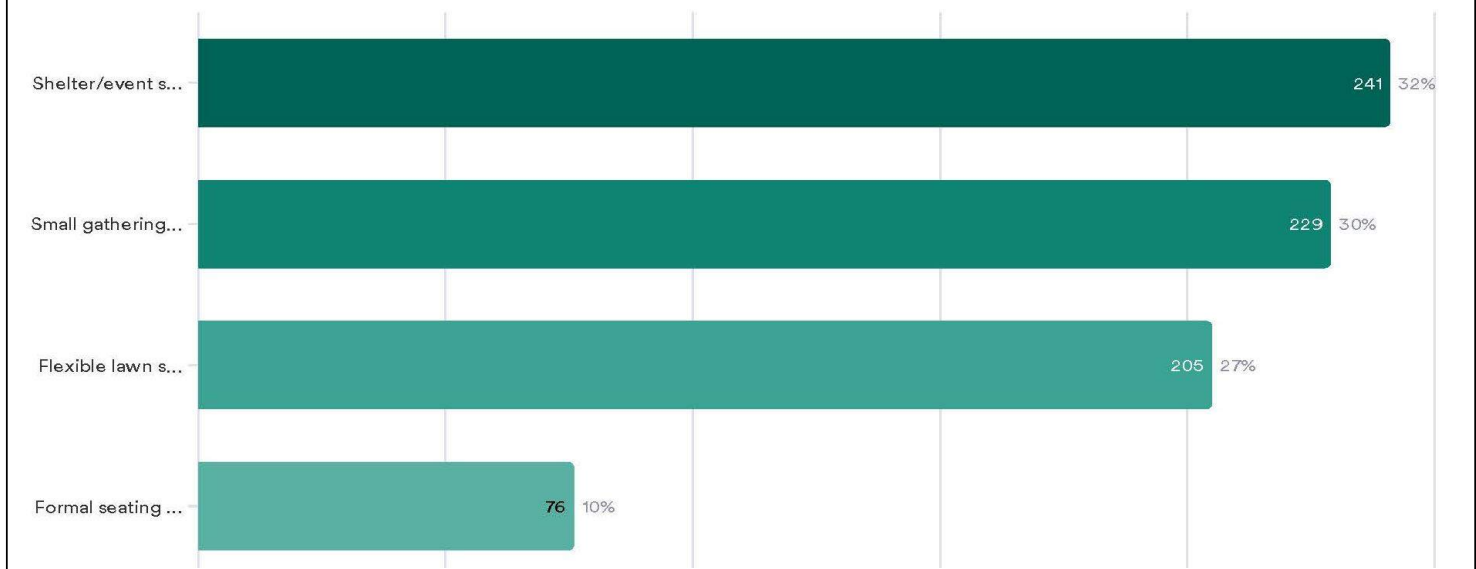
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## How do you want to gather in the park?



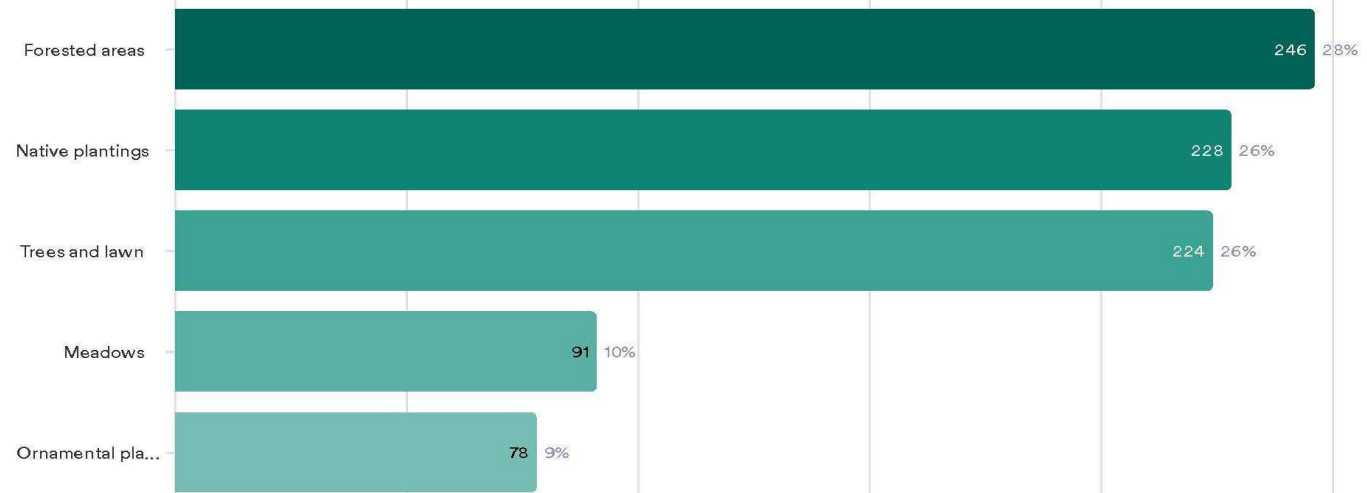
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## Which natural element is most important to you?



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## Which type of play areas would you like to see most?



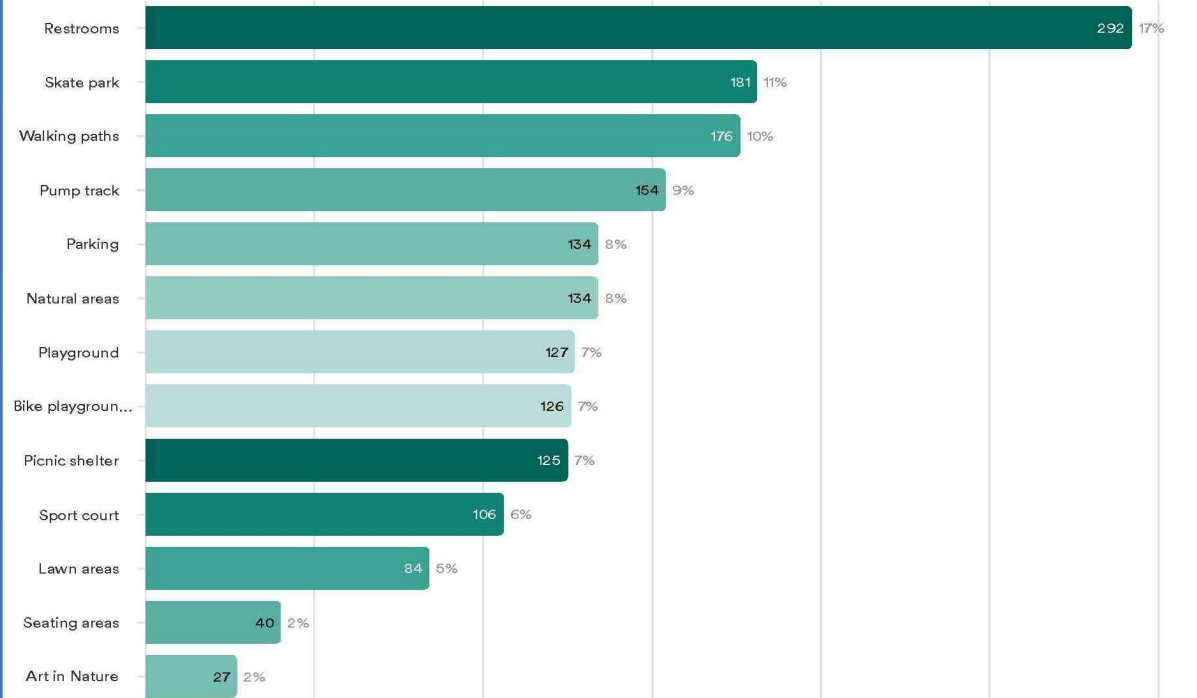
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## Which park feature is most important?



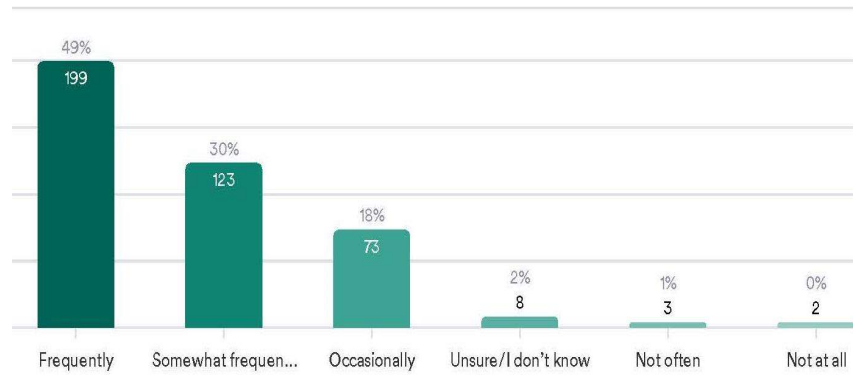
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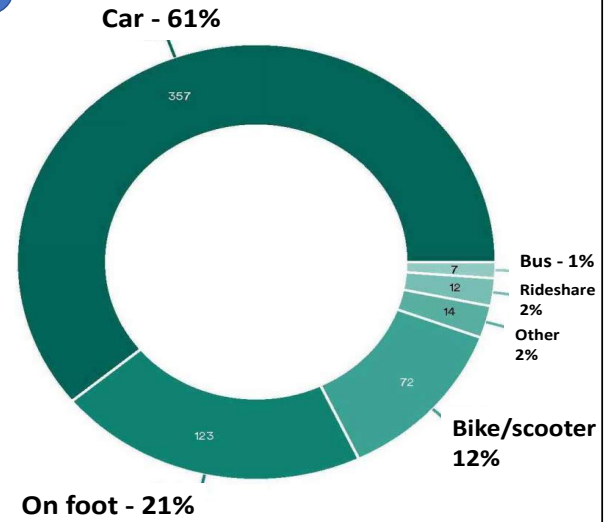
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## How often would you visit the park?



## Mode(s) of transportation



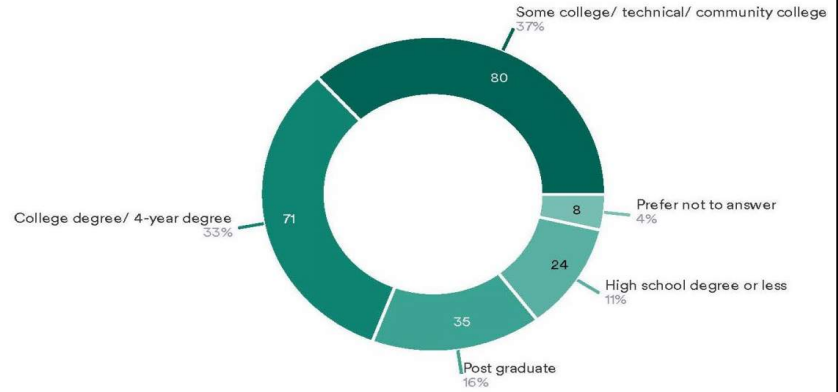
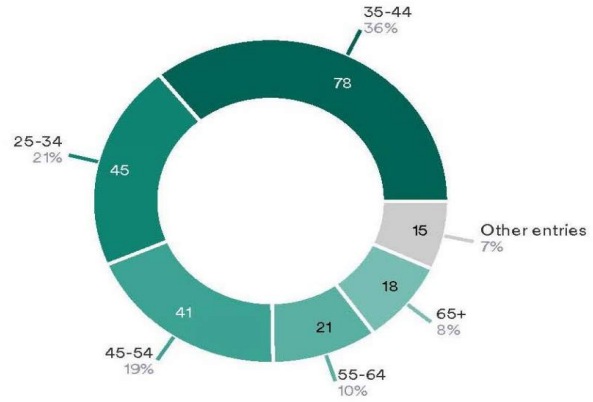
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# DEMOGRAPHICS



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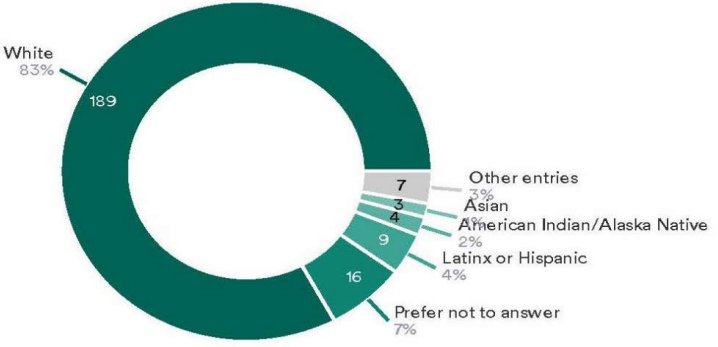
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# DEMOGRAPHICS




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**AMERICAN  
RAMP  
COMPANY**



**SANDY SKATEPARK & PUMP TRACK**

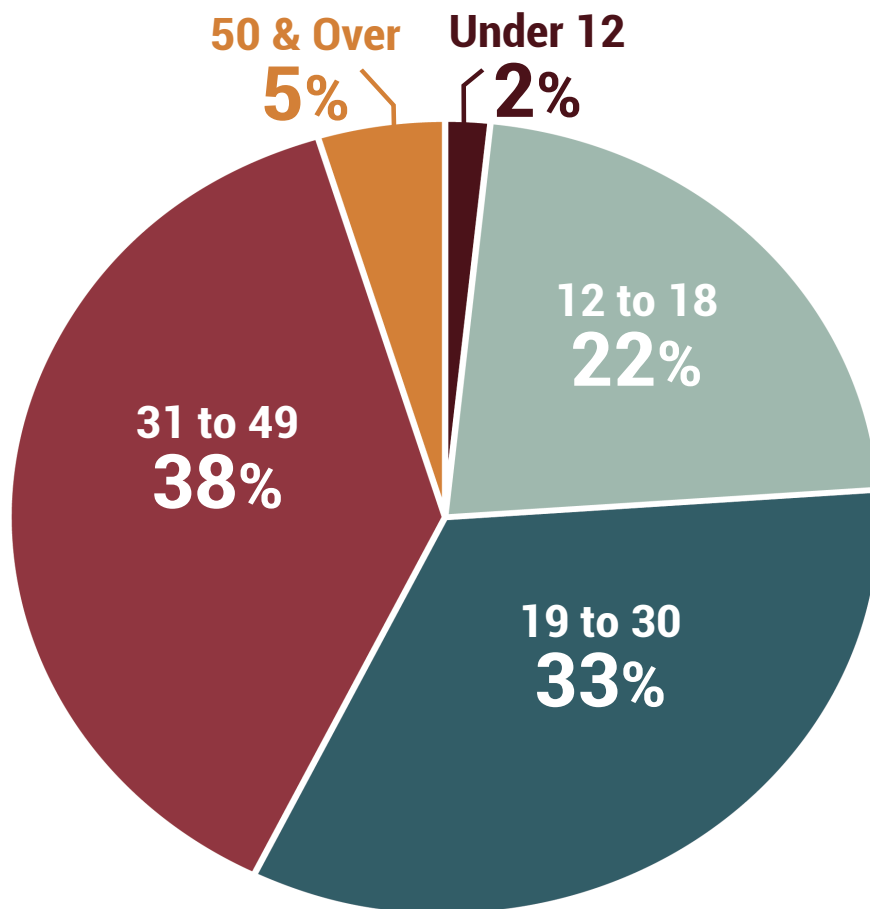
**SANDY, OR** | **221** PARTICIPANTS

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# PARTICIPANT AGES

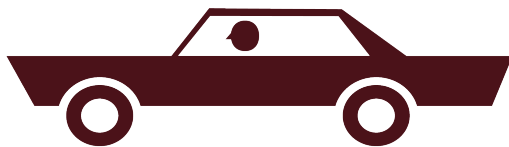


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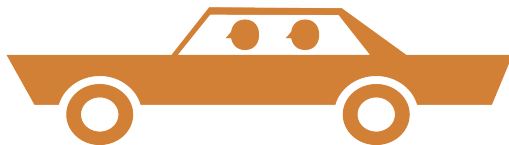
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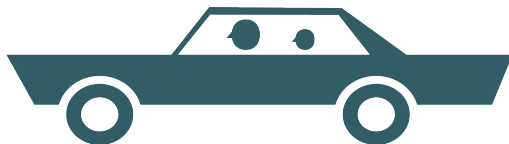
# TRANSPORTATION



**61%**  
DRIVE



**9%**  
CARPOOL



**5%**  
PARENT



**2%**  
PUBLIC



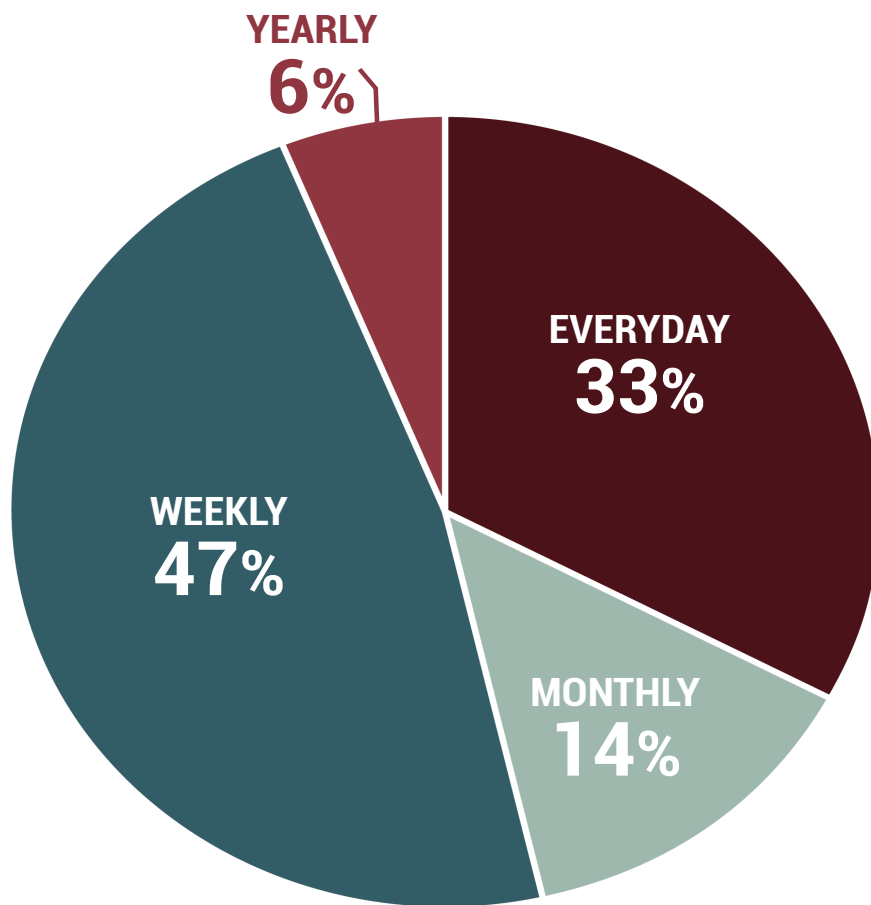
**23%**  
SKATE / RIDE

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# PARK USE

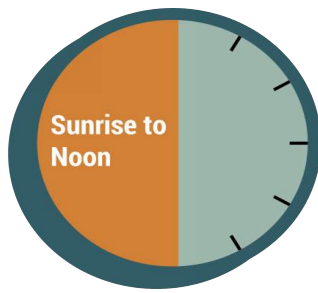


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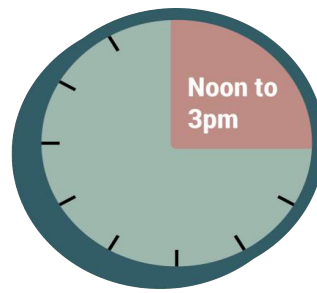
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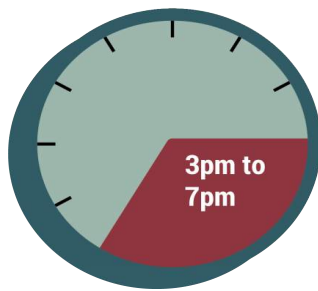
# PARK USE TIME



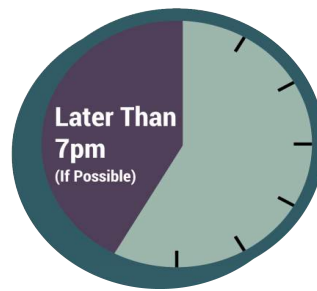
13%



13%



55%



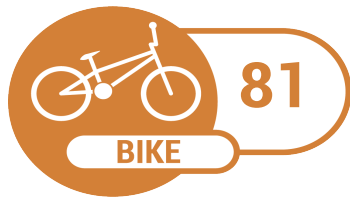
19%

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# WHEELS OF CHOICE

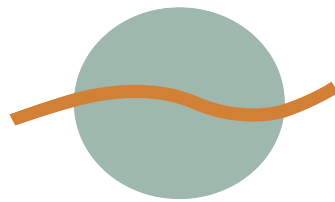


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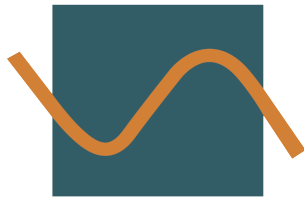
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# SKILL LEVEL



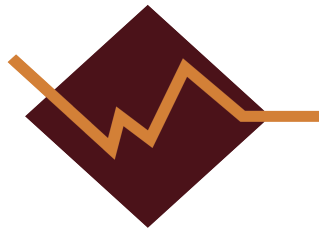
BEGINNER

28%



INTERMEDIATE

46%



ADVANCED

26%

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# DESIGN OPTIONS



**20%**



**14%**



**61%**

**OTHER**

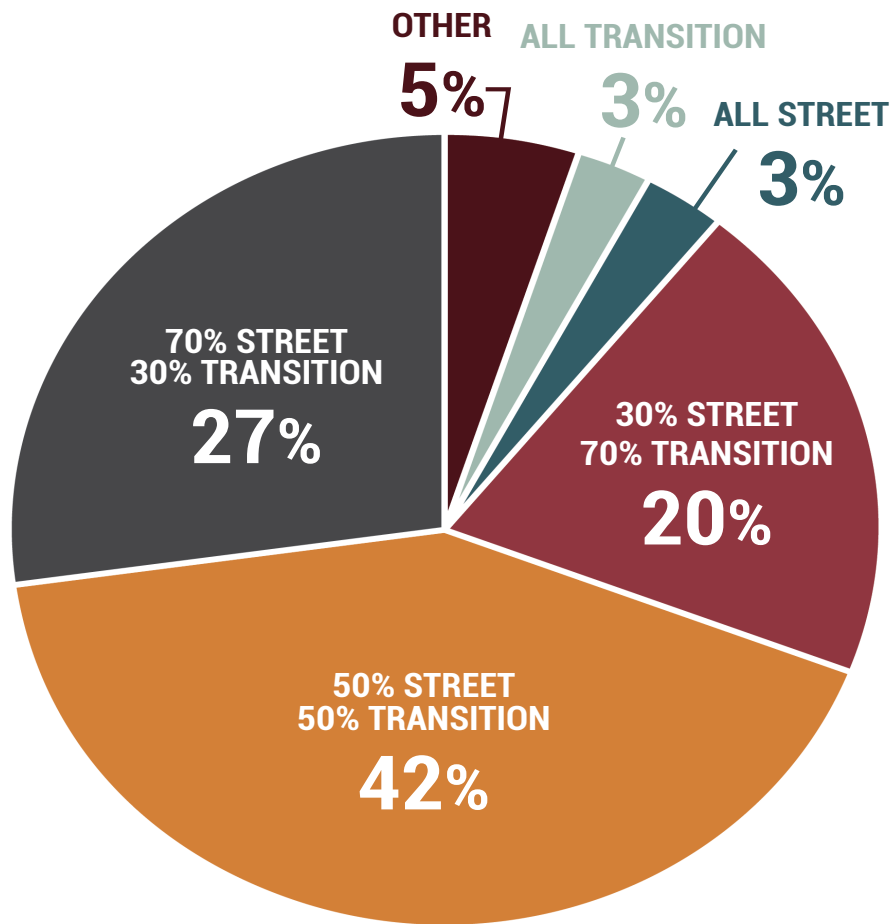
**5%**

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# TERRAIN RATIO

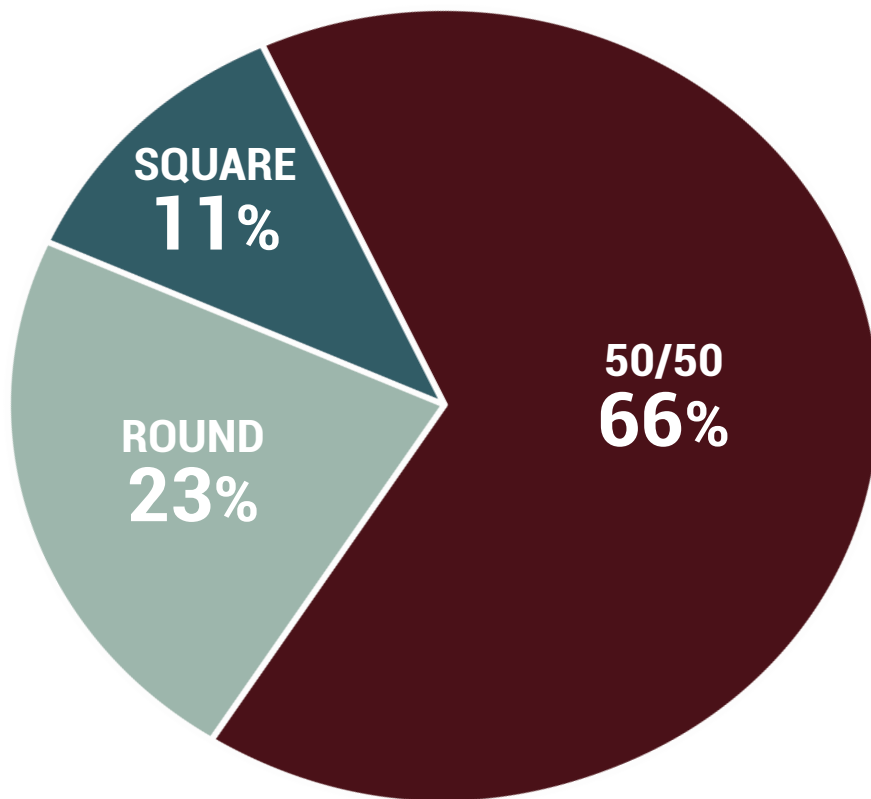


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# RAIL PREFERENCE



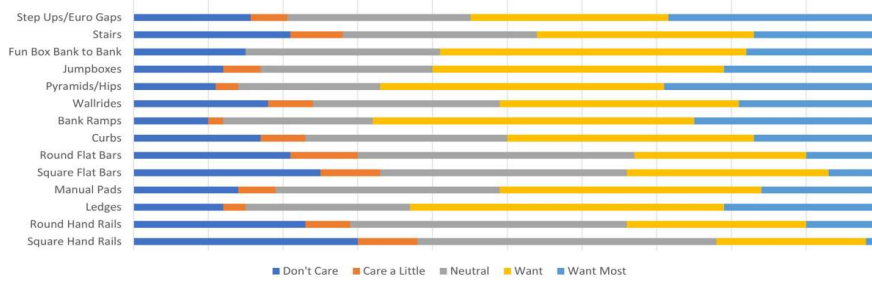
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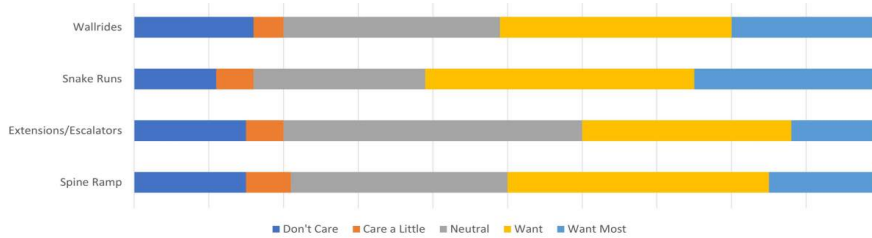
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# FEATURES

## STREET/PLAZA



## BOWLS/RAMPS

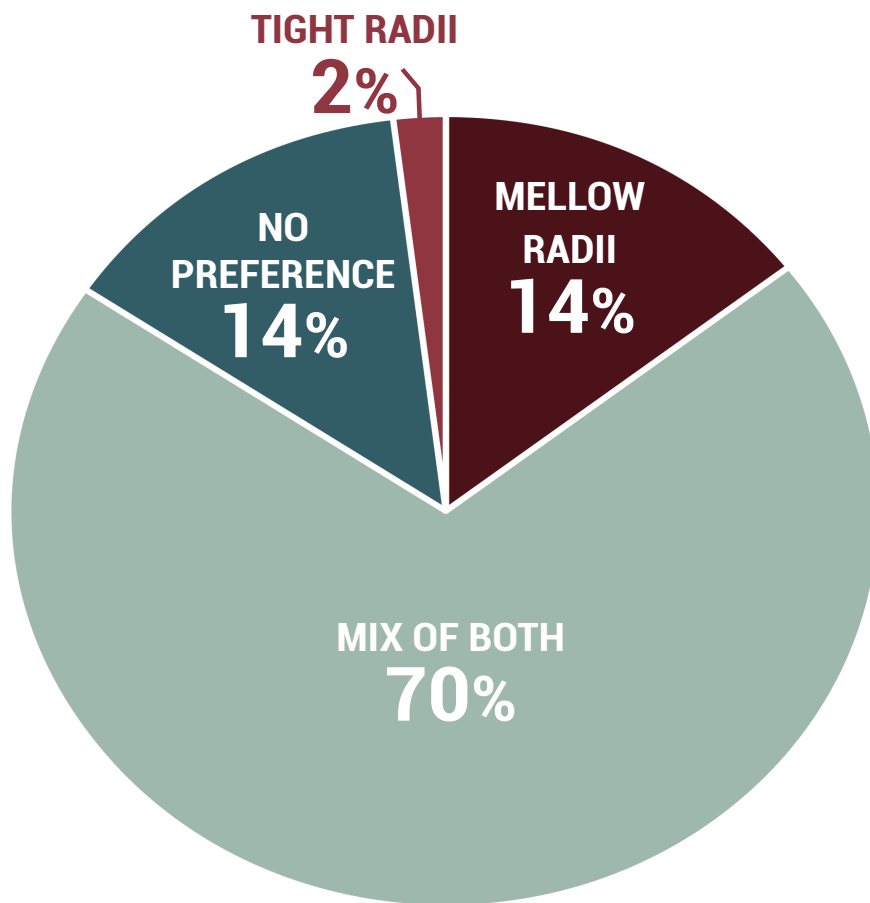


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# RADII (QUARTERPIPE/BOWL/MINIRAMP)

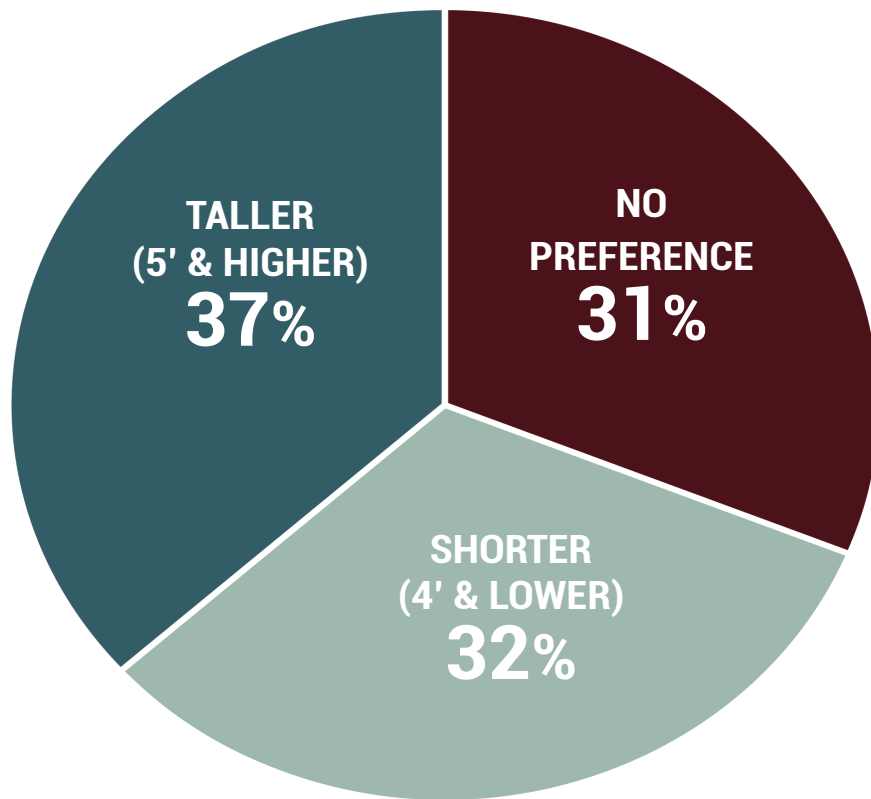


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# HEIGHT (QUARTERPIPE/BOWL/MINIRAMP)

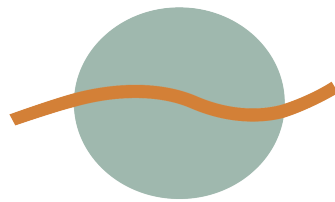


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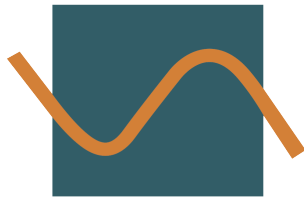
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# SKILL LEVEL (PUMP TRACK)



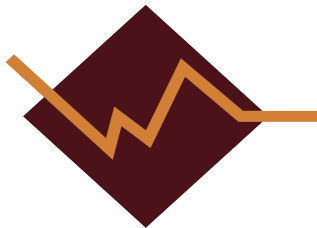
BEGINNER

33%



INTERMEDIATE

48%



ADVANCED

19%

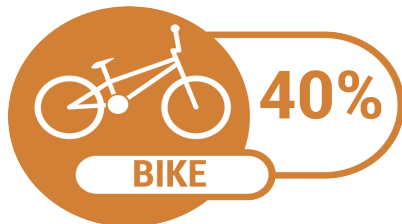
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# PUMP TRACK RIDE

HOW WOULD YOU RIDE THE PUMP TRACK?



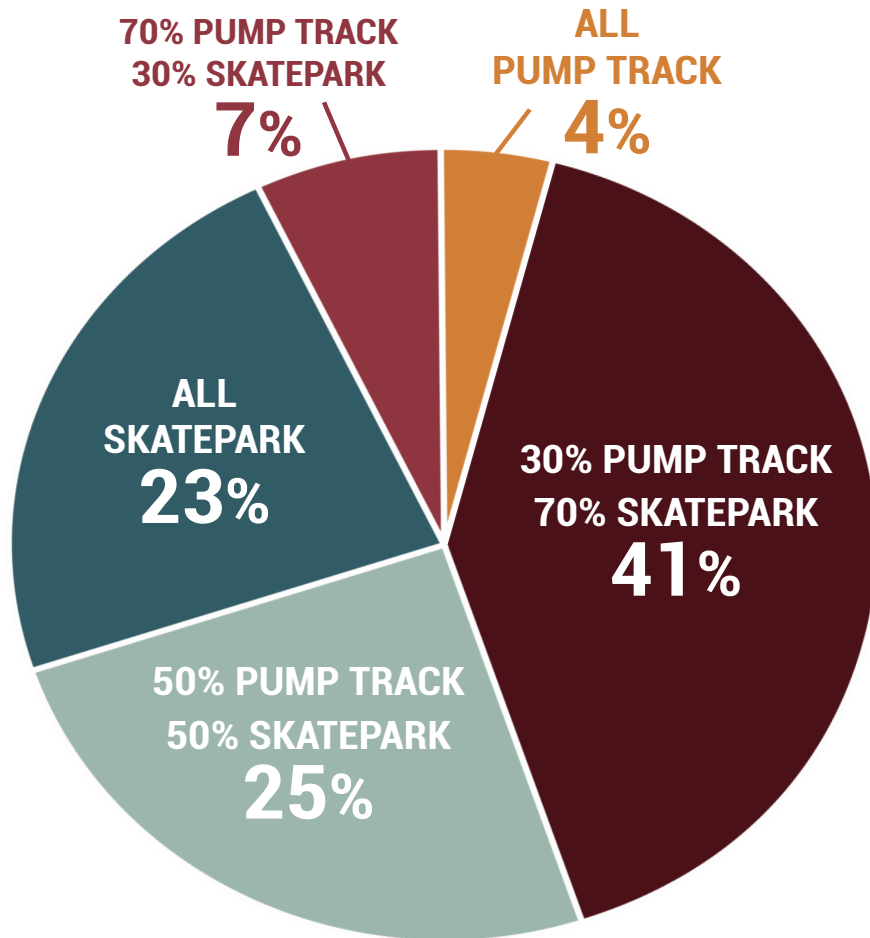
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# PARK RATIO



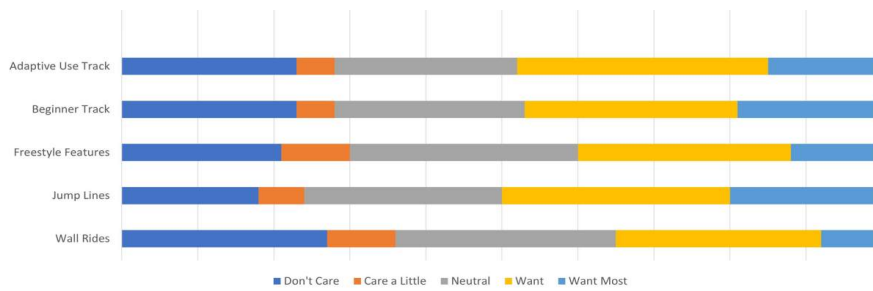
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# FEATURES (PUMP TRACK)

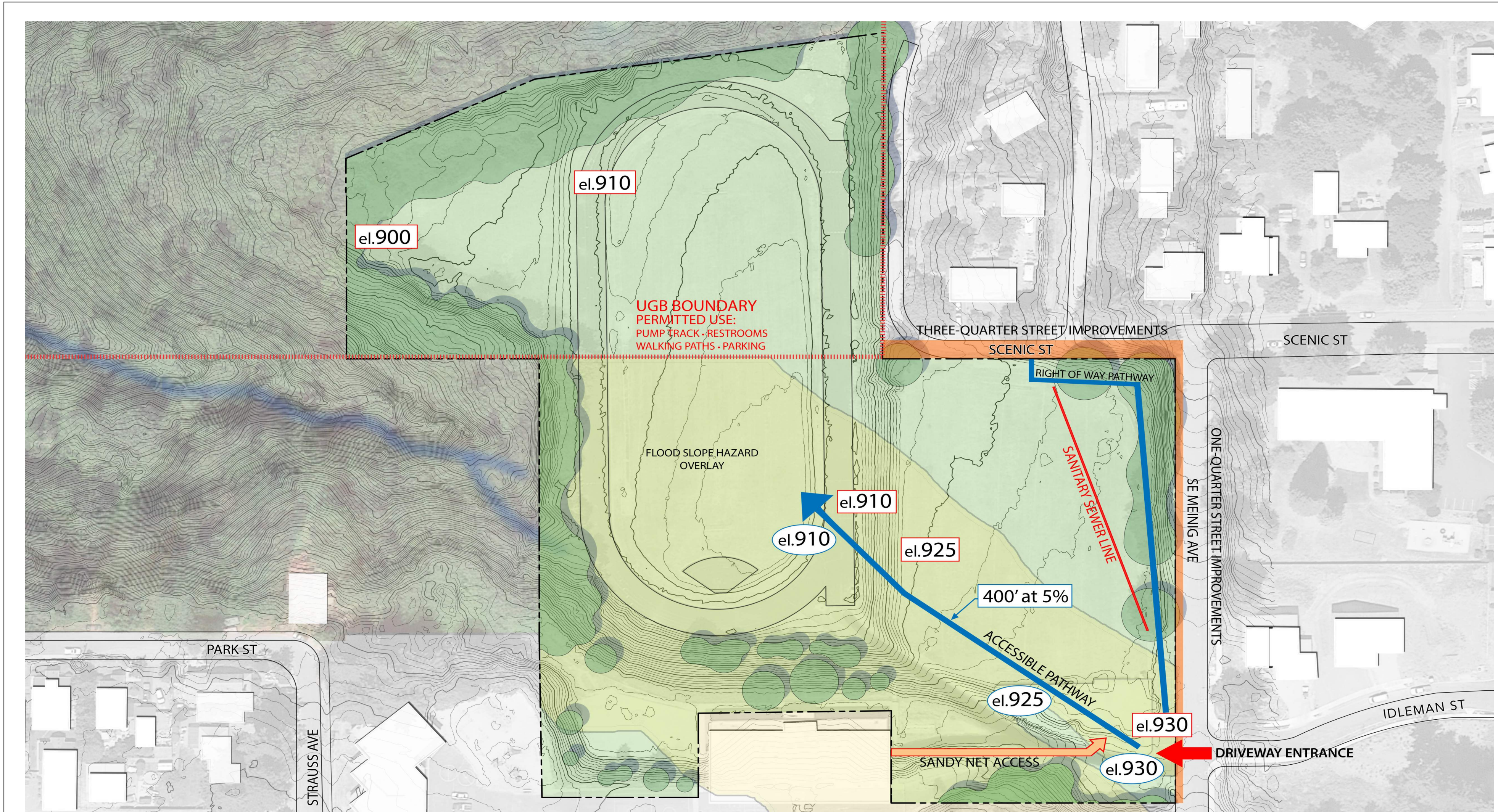
## PUMP TRACK FEATURES



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**INVENTORY & ANALYSIS** 2.8.2023  
**COMMUNITY CAMPUS PARK DEVELOPMENT PLAN**



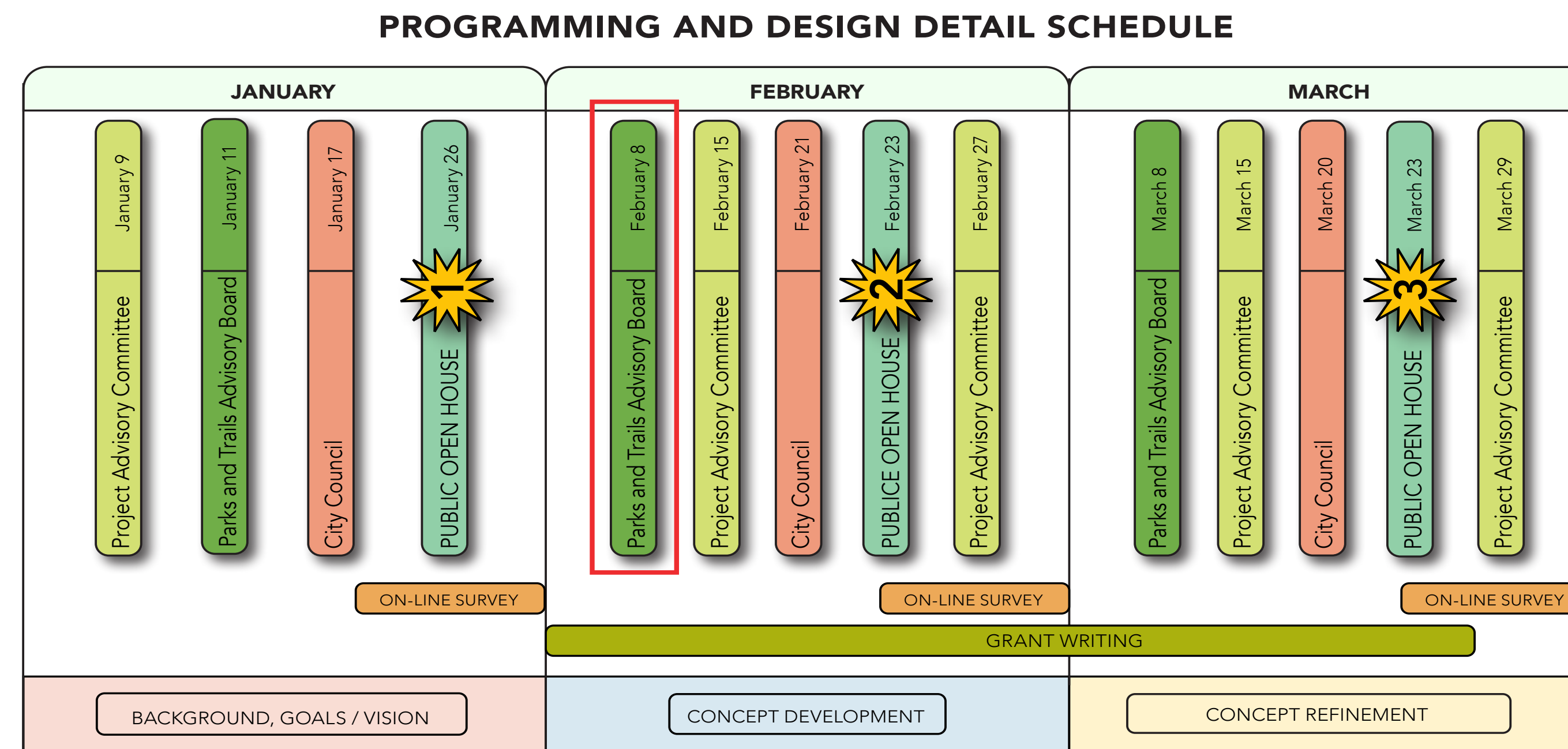
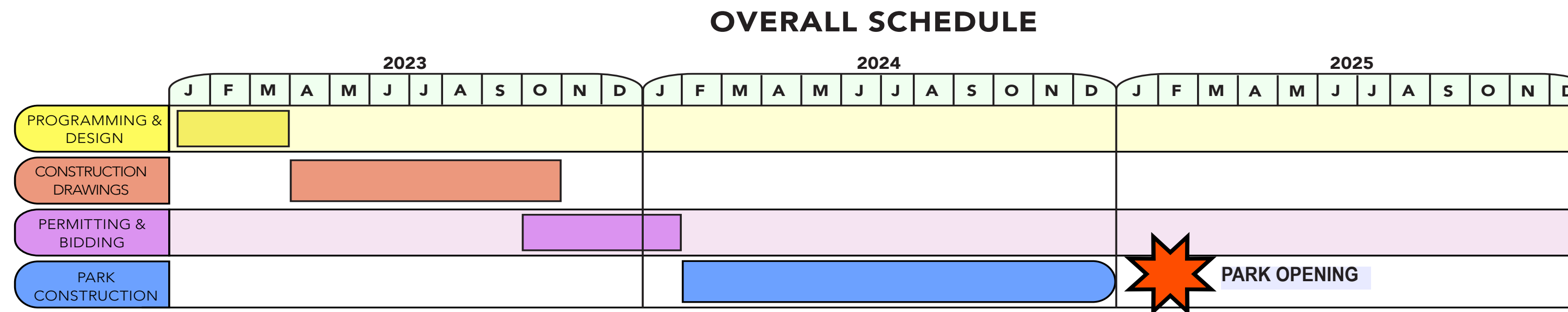
lango hansen LANDSCAPE ARCHITECTS jla PUBLIC INVOLVEMENT

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## COMMUNITY CAMPUS PARK DEVELOPMENT PLAN

lango hansen LANDSCAPE ARCHITECTS    jla PUBLIC INVOLVEMENT

19:10:19 From Alex to Everyone: Hi everyone, sorry I am late! 19:10:31 From Rochelle Anderholm-Parsch, P&R Director to Everyone: Welcome! 19:14:12 From Pek Wijayratne to Everyone: I like that! 19:35:06 From laurie to Everyone: Will, What if there were several benches along the path that people could stop and rest on? 19:40:29 From Will Toogood to Everyone: Ya I think that is helpful 19:40:37 From Will Toogood to Everyone: Reacted to "Will, What if there..." with 👍 19:41:07 From Pek Wijayratne to Everyone: Good to keep sight of something for everyone but I'd like to point out that this is the only park that has a skatepark and pump track of all the other parks we have. 19:43:54 From Will Toogood to Everyone: Pek that is true. I also want to keep in mind that it is the only park in the North East quadrant. In particular the playground size, as others have mentioned 19:44:52 From Pek Wijayratne to Everyone: Good point Will. Just thinking that's why the excitement over pump track/skatepark. 19:48:26 From Will Toogood to Everyone: Reacted to "Good point Will. Jus..." with 👍 19:49:00 From Kurt Lango to Everyone: Thank you very much for all your comments! 19:49:20 From Pek Wijayratne to Everyone: Thank you for the presentation!



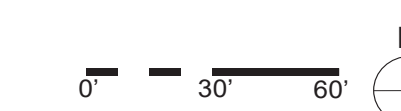
## THE MEANDER

### PLAN NARRATIVE

The park design for The Meander recalls the fluid forms of the Sandy River and surrounding hillsides. The curving paths with woodland plantings bring visitors from the main entry on Meinig Avenue to a central plaza and then descends down into an open grass area. Vehicular access to the parking lot is from both Meinig Avenue and Scenic Street with a vehicular drop-off adjacent to the central plaza. The plaza hosts a shelter, a restroom facility, picnic tables and benches, all with views to the forest beyond. From the plaza, there is a connection to a sinuous walk that connects to other park elements including a play area nestled in the wooded hillside, a skate park at the bottom of a sloped grass seating area and a pump track. Fronting the walkways is a large open grass area along with an additional shelter, benches and planting.

### PARK AMENITIES

- 1 PEDESTRIAN ENTRY
- 2 VEHICLE ENTRY SCENIC STREET & MEINIG STREET
- 3 ENTRY PLAZA WITH SHELTER AND RESTROOM 10,000 SF
- 4 SHELTER
- 5 BENCH, TYP
- 6 PICNIC TABLE, TYP
- 7 WOODLAND WALK
- 8 PLAY AREA WITH HILLSIDE SLIDE 12,000 SF
- 9 SLOPED LAWN
- 10 SKATE PARK 13,000 SF
- 11 PUMP TRACK 20,000 SF
- 12 BIKE TRAIL
- 13 PEDESTRIAN PATH, TYP ONE-QUARTER MILE LOOP
- 14 OPEN LAWN 1.5 ACRES
- 15 CITY OF SANDY PROPERTY ACCESS/ FUTURE PARK CONNECTION
- 16 SANDY RIVER PARK TRAIL CONNECTION
- 17 FUTURE PARK CONNECTION



COMMUNITY CAMPUS PARK DEVELOPMENT PLAN 2.23.2023

lango hansen LANDSCAPE ARCHITECTS jla PUBLIC INVOLVEMENT

american ramp company SKATE + PUMP TRACK



**THE MEANDER SKATE PARK + PUMP TRACK**  
**COMMUNITY CAMPUS PARK DEVELOPMENT PLAN**

2.23.2023

lango hansen LANDSCAPE ARCHITECTS

jla PUBLIC INVOLVEMENT

american ramp company SKATE + PUMP TRACK





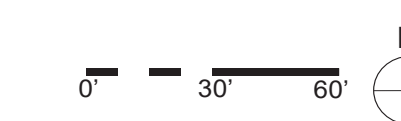
## THE PLATEAU

### PLAN NARRATIVE

The park design for The Plateau includes a central plaza located on a small bluff overlooking the park below. The plaza space includes a combination shelter/restroom, an overlook, seating, a small pioneer garden and a play area. The main vehicular and pedestrian entry to the park is from Meinig Avenue with pedestrian access from both Meinig Avenue and Scenic Street. The park pathways lead down to the lower open space with the skate park and pump track tucked into the base of the existing wooded hillside. A bike trail winds through the upper forest, connecting to the skate park and the pump track. Benches and picnic tables are located along the pedestrian paths and the walkway connects to Sandy River Park.

### PARK AMENITIES

- 1 PEDESTRIAN ENTRY
- 2 VEHICLE ENTRY
- 3 ENTRY PLAZA W/ PICNIC SHELTER, RESTROOM AND OVERLOOK
- 4 PIONEER GARDEN
- 5 BENCH, TYP
- 6 PICNIC TABLE, TYP
- 7 SLOPED SKATE PARK CONNECTION
- 8 PLAY AREA
- 9 SLOPED LAWN
- 10 SKATE PARK
- 11 PUMP TRACK
- 12 BIKE TRAIL
- 13 PEDESTRIAN PATH, TYP
- 14 OPEN LAWN
- 15 CITY OF SANDY PROPERTY ACCESS/ FUTURE PARK CONNECTION
- 16 SANDY RIVER PARK TRAIL CONNECTION
- 17 FUTURE PARK CONNECTION



COMMUNITY CAMPUS PARK DEVELOPMENT PLAN 2.23.2023

lango hansen LANDSCAPE ARCHITECTS jla PUBLIC INVOLVEMENT

american ramp company SKATE + PUMP TRACK





**THE PLATEAU SKATE PARK + PUMP TRACK**  
**COMMUNITY CAMPUS PARK DEVELOPMENT PLAN**

2.23.2023

lango hansen LANDSCAPE ARCHITECTS

jla PUBLIC INVOLVEMENT

american ramp company SKATE + PUMP TRACK





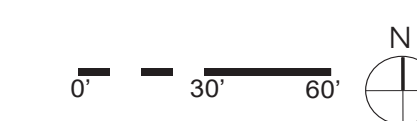
## THE MEADOW

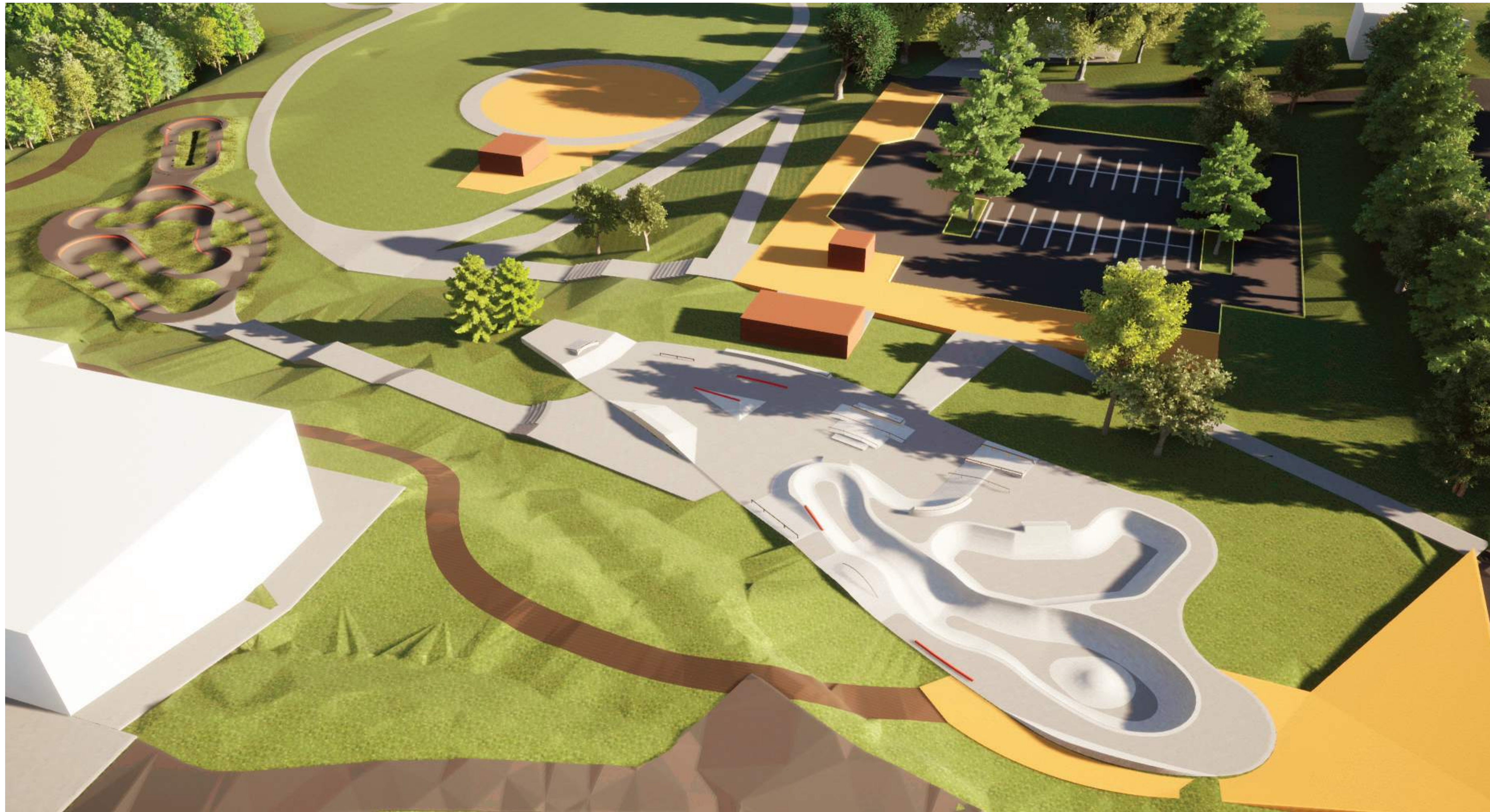
### PLAN NARRATIVE

The park design for the Meadow includes a large central open space that is flanked by a play area, a shelter, a forest garden and the pump track. With this design, the primary vehicular access is from Scenic Street with pedestrian access from both Scenic Street and Meinig Avenue. The plaza spaces in the Meadow are disbursed through the site and include a smaller entry plaza at the parking lot, a skate board plaza near Meinig Avenue and a lower plaza at the play area. The pathway system provides easy access to all of the park's amenities including the upper skate park, the pump track that is nestled into the lower hillside, the play area and the future trail that will connect to Sandy River Park. From the upper plaza, stairs and a fully accessible walkway through a forest garden bring visitors down to the large central open space.

### PARK AMENITIES

- 1 PEDESTRIAN ENTRY
- 2 VEHICLE ENTRY
- 3 SMALL ENTRY PLAZA W/ RESTROOM
- 4 SHELTER
- 5 BENCH, TYP
- 6 PICNIC TABLE, TYP
- 7 MINI-PLAZA
- 8 PLAY AREA
- 9 FOREST GARDEN
- 10 SKATE PARK
- 11 PUMP TRACK
- 12 BIKE TRAIL
- 13 PEDESTRIAN PATH, TYP
- 14 OPEN LAWN
- 15 CITY OF SANDY PROPERTY ACCESS/ FUTURE PARK CONNECTION
- 16 SANDY RIVER PARK TRAIL CONNECTION
- 17 FUTURE PARK CONNECTION





**MEADOW SKATE PARK + PUMP TRACK**  
**COMMUNITY CAMPUS PARK DEVELOPMENT PLAN**

2.23.2023

lango hansen LANDSCAPE ARCHITECTS

jla PUBLIC INVOLVEMENT

american ramp company SKATE + PUMP TRACK



# Sandy CCP OOH #2

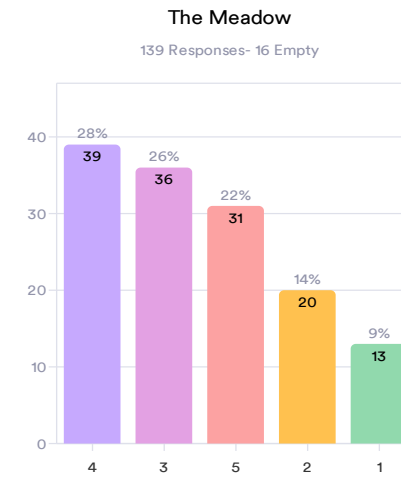
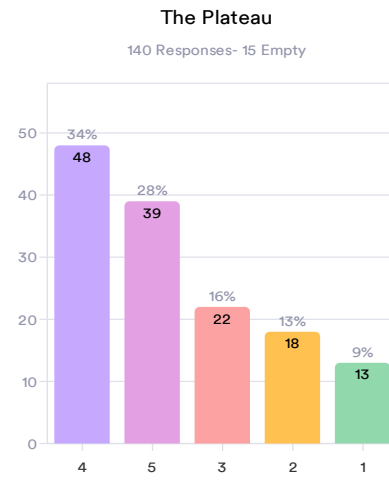
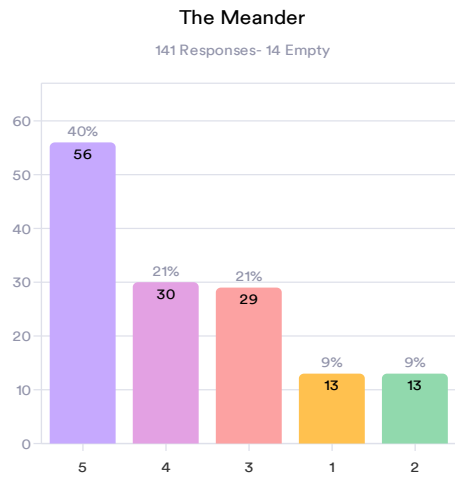
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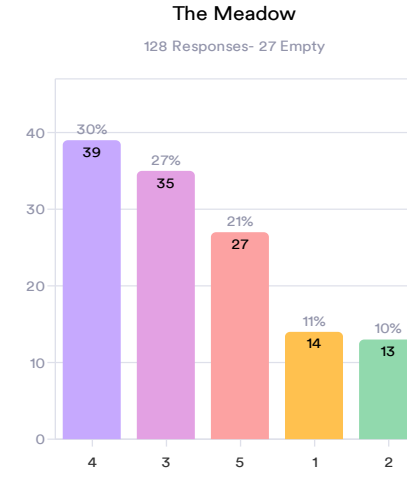
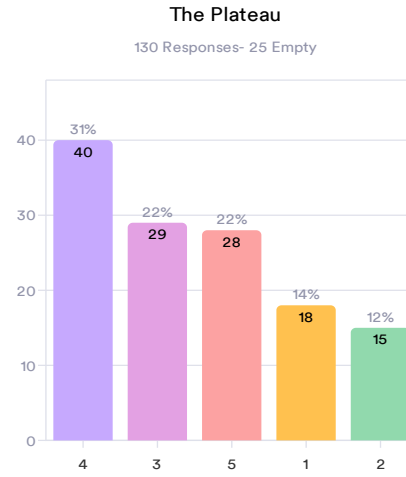
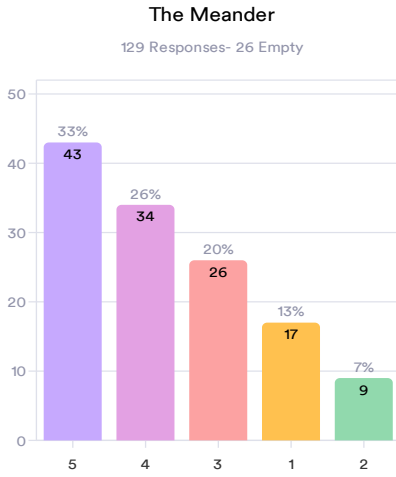
## How would you rate the overall park concepts?

5 = love it and 1 = not a fan at all



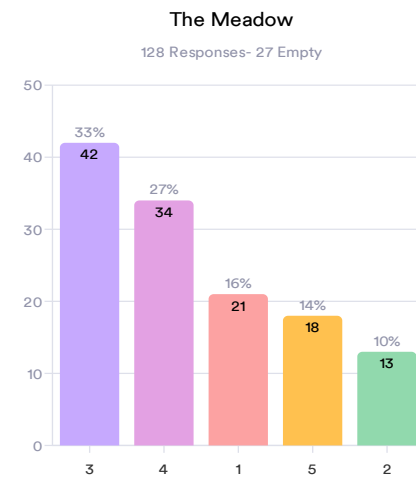
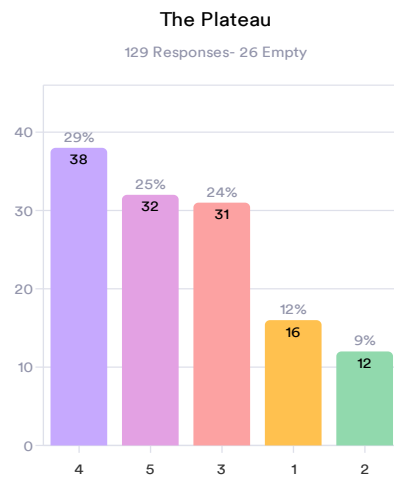
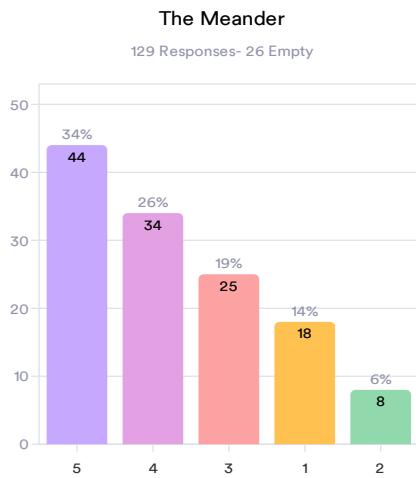
## How would you rate the three skate park concepts?

5 = love it and 1 = not a fan at all



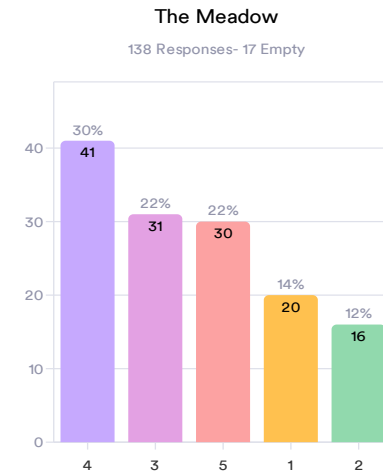
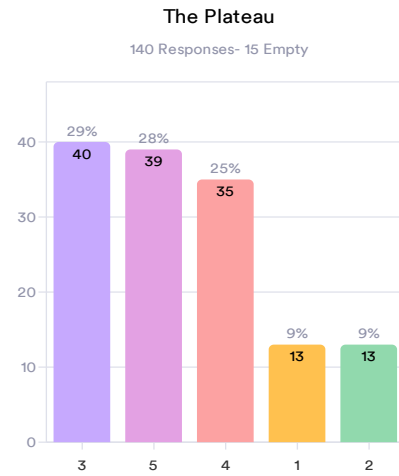
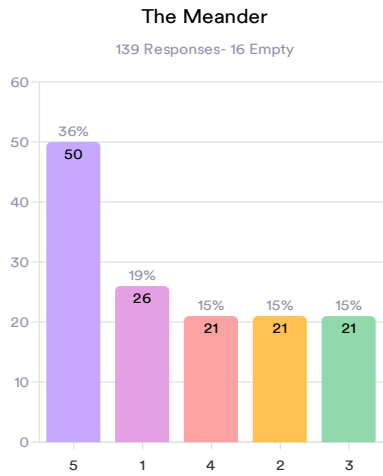
## How would you rate the three pump track concepts?

5 = love it and 1 = not a fan at all



## Which option do you prefer for the skate park and pump track location within the park?

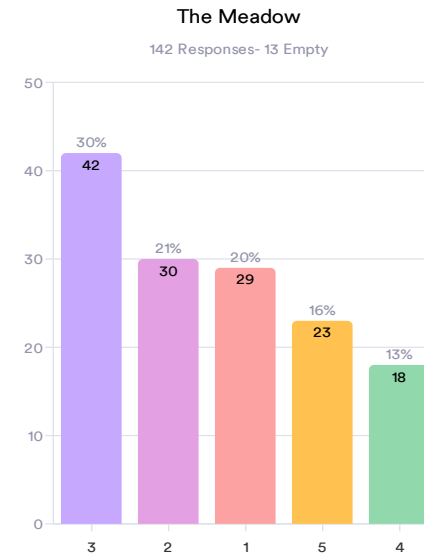
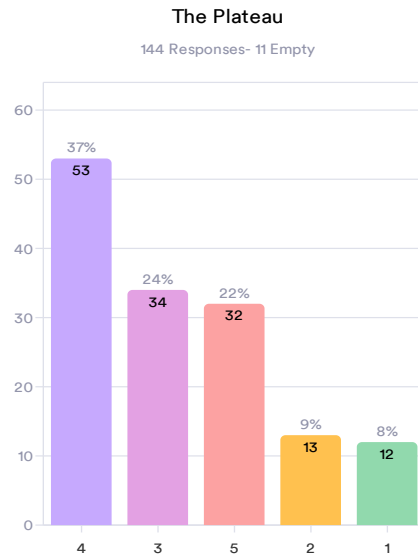
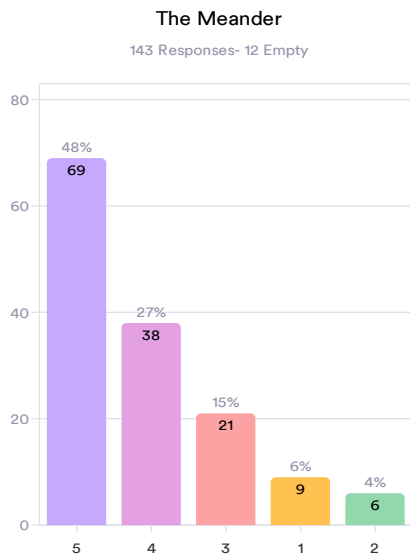
5 = love it and 1 = not a fan at all





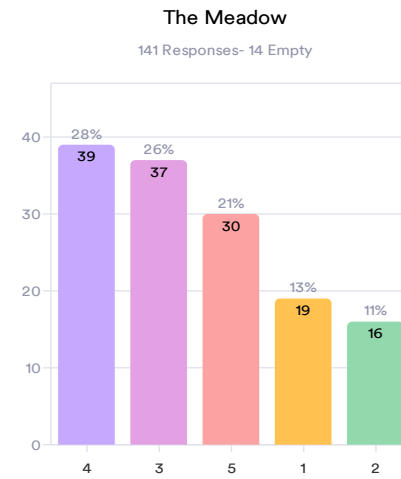
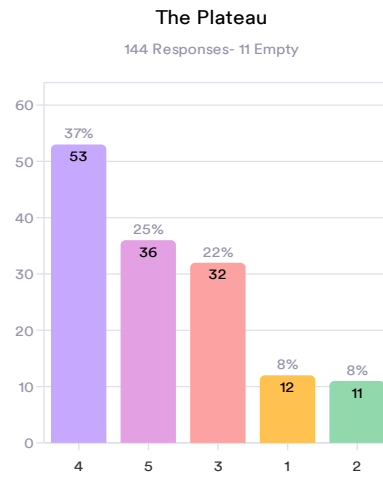
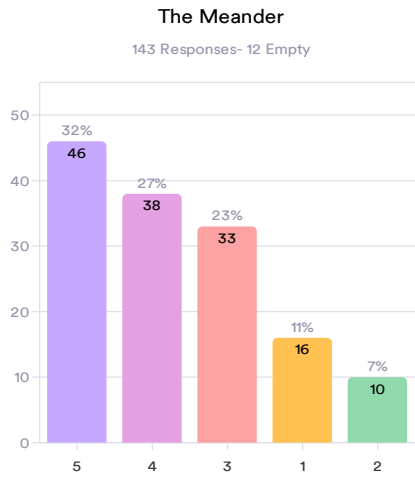
## Which parking lot configuration do you prefer?

5 = love it and 1 = not a fan at all



## Which play area location do you prefer?

5 = love it and 1 = not a fan at all

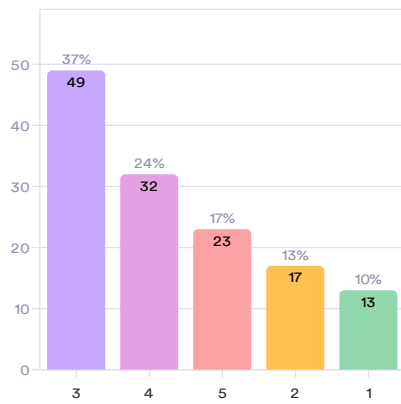


## Which gathering arrangement do you prefer?

5 = love it and 1 = not a fan at all

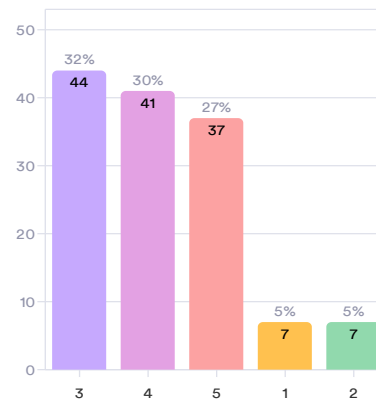
### The Meander

134 Responses- 21 Empty



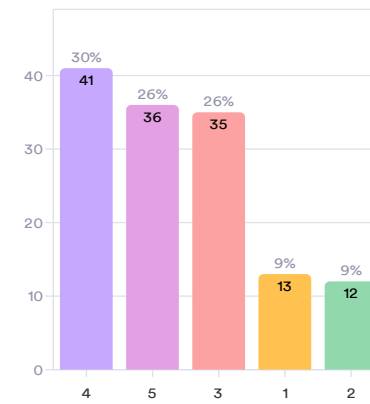
### The Plateau

136 Responses- 19 Empty



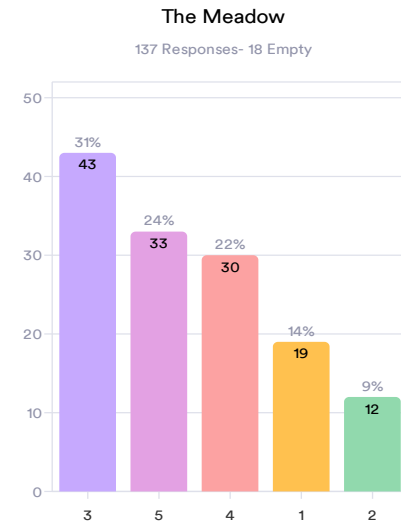
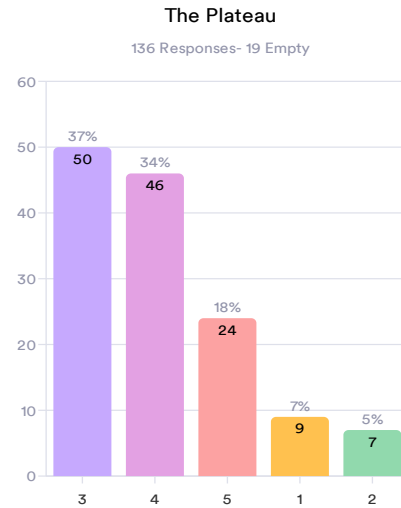
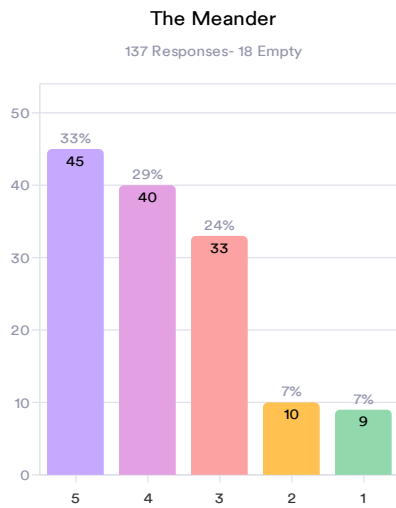
### The Meadow

137 Responses- 18 Empty



## Which walking path option do you prefer?

5 = love it and 1 = not a fan at all





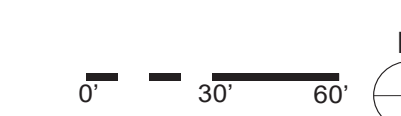
## THE MEANDER

### PLAN NARRATIVE

The park design for The Meander recalls the fluid forms of the Sandy River and surrounding hillsides. The curving paths with woodland plantings bring visitors from the main entry on Meinig Avenue to a central plaza and then descends down into an open grass area. Vehicular access to the parking lot is from both Meinig Avenue and Scenic Street with a vehicular drop-off adjacent to the central plaza. The plaza hosts a shelter, a restroom facility, picnic tables and benches, all with views to the forest beyond. From the plaza, there is a connection to a sinuous walk that connects to other park elements including a play area nestled in the wooded hillside, a skate park at the bottom of a sloped grass seating area and a pump track. Fronting the walkways is a large open grass area along with an additional shelter, benches and planting.

### PARK AMENITIES

- 1 PEDESTRIAN ENTRY
- 2 VEHICLE ENTRY SCENIC STREET & MEINIG STREET
- 3 ENTRY PLAZA WITH SHELTER AND RESTROOM 10,000 SF
- 4 SHELTER
- 5 BENCH, TYP
- 6 PICNIC TABLE, TYP
- 7 WOODLAND WALK
- 8 PLAY AREA WITH HILLSIDE SLIDE 12,000 SF
- 9 SLOPED LAWN
- 10 SKATE PARK 13,000 SF
- 11 PUMP TRACK 20,000 SF
- 12 BIKE TRAIL
- 13 PEDESTRIAN PATH, TYP ONE-QUARTER MILE LOOP
- 14 OPEN LAWN 1.5 ACRES
- 15 CITY OF SANDY PROPERTY ACCESS/ FUTURE PARK CONNECTION
- 16 SANDY RIVER PARK TRAIL CONNECTION
- 17 FUTURE PARK CONNECTION



COMMUNITY CAMPUS PARK DEVELOPMENT PLAN 2.23.2023

lango hansen LANDSCAPE ARCHITECTS jla PUBLIC INVOLVEMENT

american ramp company SKATE + PUMP TRACK



## THE MEANDER

### PLAN NARRATIVE

The park design for The Meander recalls the fluid forms of the Sandy River and surrounding hillsides. The curving paths with woodland plantings bring visitors from the main entry on Meinig Avenue to a central plaza and then descends down into an open grass area. Vehicular access to the parking lot is from both Meinig Avenue and Scenic Street with a vehicular drop-off adjacent to the central plaza. The plaza hosts a shelter, a restroom facility, picnic tables and benches, all with views to the forest beyond. From the plaza, there is a connection to a sinuous walk that connects to other park elements including a play area nestled in the wooded hillside, a skate park at the bottom of a sloped grass seating area and a pump track. Fronting the walkways is a large open grass area along with an additional shelter, benches and planting.

### PARK AMENITIES

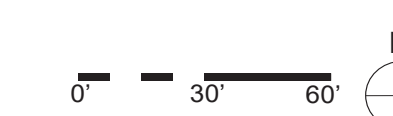
- 1 PEDESTRIAN ENTRY
- 2 VEHICLE ENTRY SCENIC STREET & MEINIG STREET
- 3 ENTRY PLAZA WITH SHELTER AND RESTROOM 10,000 SF
- 4 SHELTER
- 5 BENCH, TYP
- 6 PICNIC TABLE, TYP
- 7 WOODLAND WALK
- 8 PLAY AREA WITH HILLSIDE SLIDE 12,000 SF
- 9 SLOPED LAWN
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- 12 BIKE TRAIL
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- 15 CITY OF SANDY PROPERTY ACCESS/ FUTURE PARK CONNECTION
- 16 SANDY RIVER PARK TRAIL CONNECTION
- 17 FUTURE PARK CONNECTION

**FUTURE PHASE**

**COMMUNITY CAMPUS PARK DEVELOPMENT PLAN** 2.23.2023

lango hansen LANDSCAPE ARCHITECTS jla PUBLIC INVOLVEMENT

american ramp company SKATE + PUMP TRACK





NO. 2023-08

**A RESOLUTION TO APPLY FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT FOR THE COMMUNITY CAMPUS PARK DEVELOPMENT PROJECT**

**Whereas**, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

**Whereas**, the City of Sandy Parks and Recreation Department desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation acquisitions, improvements, and enhancements; and

**Whereas**, the Sandy City Council, the Parks and Trails Advisory Board and staff have identified park improvements at the old Cedar Ridge Middle now referred to as the Community Camps as a high priority need in the City of Sandy; and

**Whereas**, the project will include multiple components; the construction of shelters, walking path, restrooms, parking lot, barrier free access, and a skate park and bike pump track; and

**Whereas**, the City of Sandy Parks and Recreation Department has available local matching funds to fulfill its share of obligation related to this grant application should the grant funds be awarded; and

**Whereas**, the City of Sandy Parks and Recreation Department will provide adequate funding for on-going operations and maintenance of this park and recreation facility should the grant funds be awarded;

**NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sandy**

1. The City Council demonstrates its support for the submittal of a grant application to the Oregon Parks and Recreation Department for development of the Community Campus Park.
2. The City Manager or designee is authorized to execute any and all documents related to the grant application and to effectuate its award.

This resolution is adopted by the Common Council of the City of Sandy and approved by the Mayor this 20 day of March 2023

#2023-08



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Stan Pulliam, Mayor

ATTEST:



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Jeff Aprati, City Recorder

#2023-08



March 1, 2023

Mark Cowan, Grant Program Coordinator  
Oregon Parks and Recreation Department  
Local Government Grants  
725 Summer St. NE, Suite C  
Salem, OR 97301

Re: Community Campus Park Development Grant Application

Dear Mr. Cowan,

The City of Sandy Parks and Trails Advisory Board (PTAB) is a 7-member citizen board appointed by the Mayor. The purpose of the Board is to advise and make recommendations to staff and the City Council regarding parks, recreation and trail planning. The Board seeks to promote and enhance parks and recreation opportunities on behalf of the citizens of Sandy.

PTAB has identified the development of the Community Campus Park as a goal based on the needs and level of service as identified in the 2022 Parks and Trails Master Plan. The north east area of the city of Sandy is sorely underserved in terms of park space. The city of Sandy has not developed since 2014 and the excitement and need around this much anticipated park project is felt throughout the community.

There has been a substantial amount of public input and engagement resulting in a preferred concept that meets the needs of the communities diverse demographics, varying abilities, and provides a progressive active recreation experience for all ages.

This is a shovel ready project with supporting funds. Therefore, PTAB supports the Parks Department in their efforts to develop this park and their request for grant funds in order to provide the full scope of amenities as expressed through the public engagement process. If awarded, this grant will be an imperative aspect in the development of this new community park.

In closing, the Parks and Trails Advisory Board fully supports the City's efforts in seeking to partner with the Local Government Grant Program to fund development of this much needed and highly deserved park for our community. We urge your support of Sandy's Parks and Recreation Department's application for funding.

Sincerely,



Don Robertson  
Parks and Trails Advisory Board Chair



# Parks and Recreation Cost Recovery Update

John Wallace, Recreation & Senior Services Manager

# Agenda

- Review: What is Cost Recovery and Why?
- Timeline of our Cost Recovery Work
- Review the Process
- Draft Policy of our Financial Sustainability Plan
  - Comments, concerns, changes
- Master Fees
- Next Steps



## Cost Recovery Refresher:

### What:

The degree to which the cost (direct and indirect) of facilities, services and program is supported or paid for by user fees and/or other designated funding mechanism such as grants, partnerships, etc. versus the use of tax subsidies.

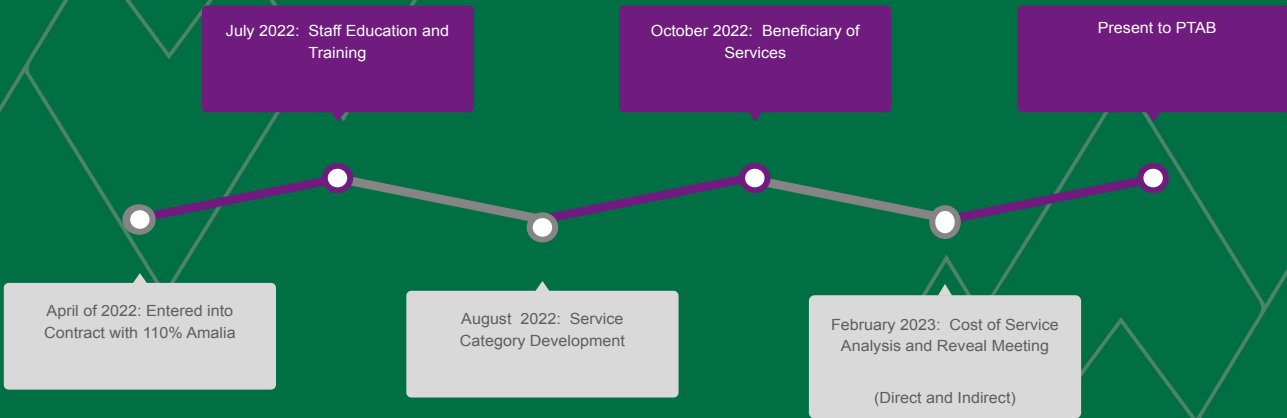
### Why:

- Long term financial resilience
- Analyze current subsidy levels
- Removes possibility of arbitrary fee setting
- Transparent communication

In Short: P & R is a highly subsidized department. Our subsidy funds should be spent in a way that serves the greater community. Furthermore, there should be an equitable system in place to determine where are subsidy is spent and how we offset our remaining costs through revenue generating services.



# Timeline



# Cost Recovery Education

- Departmental
- PTAB
- City Council



[Resources](#)

## 3 Teams



- **Project Team: Team designed to oversee all aspects of the project**
  - John Wallace, Chelsea Jarvis, Tiana Rundell, Rochelle Anderholm-Parsch & Tyler Deems
- **[Service Category Development Team \(Page 2&3\):](#) Created service categories and definitions which all of Sandy's services and program fit under**
  - John Wallace, Carol Cohen, Chelsea Jarvis & Rochelle Anderholm-Parsch
- **[Data Gathering Team:](#) Gathered data for all costs of programs and services of the 2018/2019 fiscal year. This was to determine where we were in our Cost Recovery Goals and where we need to go.**
  - John Wallace, Tiana Rundell, Carol Cohen, Chelsea Jarvis, Marc Young & Rochelle Anderholm-Parsch



# Cost of Service Analysis-A Heavy Lift

- An ongoing process
- Inputting collected data into software tool
  - Compiled a list of all our services
  - Fees
  - Categories
  - ...eventually the continuum

Division	Service Area	Activity Group	Service Category	Activity/Service Name
Adult	Adult Art Classes	Adult Paint Nite	Education & Enrichment Activities	Adult Paint Nite 01/26
Adult	Adult Art Classes	Adult Paint Nite	Education & Enrichment Activities	Adult Paint Nite 02/23
Adult	Adult Art Classes	Adult Paint Nite	Education & Enrichment Activities	Adult Paint Nite 03/16
Adult	Adult Art Classes	Adult Paint Nite	Education & Enrichment Activities	Adult Paint Nite 04/06
Adult	Adult Art Classes	Adult Paint Nite	Education & Enrichment Activities	Adult Paint Nite 05/04
Adult	Adult Art Classes	Adult Paint Nite	Education & Enrichment Activities	Adult Paint Nite 06/29
Adult	Adult Art Classes	Adult Paint Nite	Education & Enrichment Activities	Adult Paint Nite 10/20
Adult	Adult Art Classes	Adult Paint Nite	Education & Enrichment Activities	Adult Paint Nite 12/1
Adult	Adult Art Classes	Adult Paint Nite	Education & Enrichment Activities	Adult Paint Nite 8/11
Adult	Adult Art Classes	Adult Paint Nite	Education & Enrichment Activities	Adult Paint Nite 9/15
Adult	Fitness	Functional Fitness	Education & Enrichment Activities	Functional Fitness - Tue & Thur Virtual

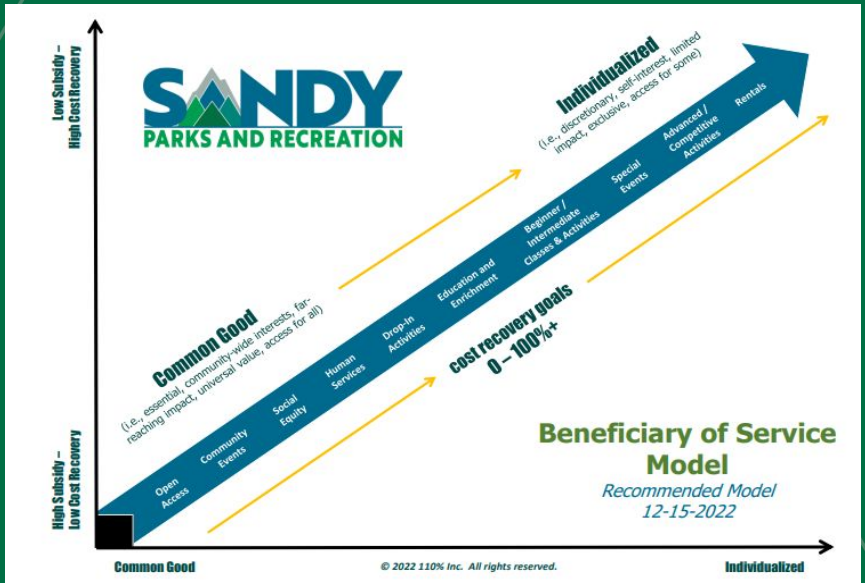


Navigation bar with tabs: Service categories, Hierarchy, Facilities, Programming, Rental, Passes & Daily Fees, Events, Concessions | Retail, Misc Services, +



# Beneficiary of Services

- Department
- PTAB
- Council



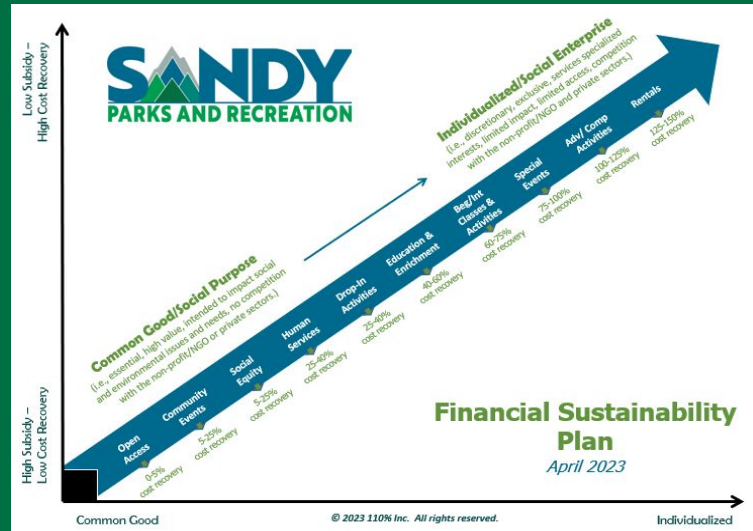
# Cost Recovery Report and Tools

Service Category	Average CR	Median CR	Range Min	Range Max	Midpoint	AVG CR vs Goal Midpoint
	Actuals		Goal Range			
Open Access	0.00%	0%	0%	5%	3%	-2.5%
Community Events	18.52%	11%	5%	25%	15%	3.5%
Social Equity Services	3.27%	0%	5%	25%	15%	-11.7%
Human Services	85.45%	72%	25%	40%	33%	53.0%
Drop-in Activities	0.00%	0%	25%	40%	33%	-32.5%
Education & Enrichment Activities	28.05%	24%	40%	60%	50%	-21.9%
Beginner/Intermediate Level Classes & Activities	42.62%	96%	60%	75%	68%	-24.9%
Special Events	8.18%	3%	75%	100%	88%	-79.3%
Advanced/Competitive Level Classes & Activities	10.28%	11%	100%	125%	113%	-102.2%
Rentals	5.95%	0%	125%	150%	138%	-131.6%



... Continued (Page 11)

## The Tool!



# Draft Policy of Sandy's Financial Sustainability Plan

- Much of the Policy is review
  - Purpose
  - Subsidy vs Cost Recovery
  - Service Categories
- Highlight Some New Info
  - Funding & Revenue
  - Strategy
  - Investment Expectations
  - Partnerships
  - Reinvestment
  - Needs Based Assistance
  - Success Metrics



## FINANCIAL SUSTAINABILITY DEPARTMENT POLICY

### Purpose

The City of Sandy Parks and Recreation Department's Financial Sustainability Policy intends to create organizational resilience by way of logical, intentional, and thoughtful guidelines for investment and spending decisions. The strategy encourages tax investment and revenue generation strategies and practices that are fair, equitable, and responsible. This policy is necessary to ensure the Department's financial stability in both the near and long term.

The Financial Sustainability Policy will guide investment and spending choices as the City responds to economic realities, growth competing priorities, demographic shifts and evolving community needs, and climate threats.

### Policy Statement

In alignment with the City Council's 2021-2023 Goals [Goal 5: To Maintain financial strength and sustainability; Action a: Diversify revenue sources, analyze new revenue streams, and look at cost recovery where possible] the Department's Financial Sustainability Policy grounds cost recovery expectations and the spending of taxpayer dollars in a philosophical underpinning that affirms a commitment to equitable investment, financial discipline, and long-term fiscal health.

The bi-annual City of Sandy budget ultimately determines the amount of taxpayer support that can be made available for park and recreation services which results in understanding the degree to which subsidy investment can be made and to which services, and the degree to which user fees will be assessed and to which services.

### Cost Recovery/Subsidy

Cost recovery refers to offsetting the costs (expenses) of delivering services by way of revenues generated from fees and charges, sponsorships, donations, grants, and other alternative revenue streams. Alternatively, subsidy represent a tax source. It is granted by a governmental entity, typically to remove some type of burden, and often considered to be in the overall interest of the public. It is also given to promote a social good or an economic policy.

# Funding and Revenue

## Tax Sources

-General Fund (property taxes paid by City of Sandy Residents) 68%

## Alternative Sources

- Parks System Development Charges (SDCs)
- Fee in Lieu of Park Land Dedication
- Trustee Account
- Fees and Charges for Service 32%
- Grants



## Strategy

- The Financial Sustainability Strategy Continuum acknowledges varying levels of service. This strategy shifts from one which suggests that all services should be provided at no or low cost for everyone to an equitable and just philosophy where subsidy allocation decisions are based upon “beneficiary of service”. Essentially, those who benefit from a service should pay for that service.
- 4 year financial sustainability strategy



# Investment Expectations

Service category cost recovery performance should be reviewed annually, and subsidy (tax dollar) investment goals should be analyzed and updated at least every four years or more frequently as necessary.



## Partnerships

- Partnerships are advantageous collaborations that position both the Department as well as participating partner organization(s) to efficiently utilize resources leading to cost effective and efficient services
- A condition that must be met in order for the Department to enter into a partnership agreement includes that of reciprocal benefit





# Reinvestment

Guides reinvestment into the park and recreation system.



- **Methods**

- Retained Earning Fund

- **How**

- Specialized Business Services
- Individualized
- Exclusive



Contracted Classes



Services who are expected to meet a minimum of 100% cost recovery

This fund may be used to support service interests such as social equity and capital investments in park and recreation infrastructure that require short, preventative, and long-term maintenance alleviating pressure and reducing reliance on the City's General Fund.



# Needs Based Assistance

Ensures that services are accessible to residents who may require assistance and support in accessing parks and recreation services

Appropriations will be determined as follows:

- Projected financial aid needs
- Award thresholds
- Anticipated population needing to be served
- City of Sandy Residents
- “Pay what you can” Model
- Honor System



Supplemented by:

- Fundraising
- Pay it Forward
- Round Up

Evaluated Annually



# Success Metrics

Means to evaluate whether or not each service is in compliance with established cost recovery goals.

**Success Metric 1:** Financial Viability: a service must meet its minimum tax dollar investment/ cost recovery goal as noted on the Financial Sustainability Strategy Continuum.

**Success Metric 2:** Operational Efficiency: services should meet 75% or more of capacity (maximum) or realize a minimum increase of 10% usage during each service cycle to ensure efficiency of resource investment (*excl: events where capacity is difficult to establish*).

**Success Metric 3:** Participant/Customer Satisfaction: overall participant (customer) satisfaction must meet a minimum of 85% satisfaction or higher (*per user surveys and evaluations*).

**Success Metric 4:** Participant/Customer Impact: alignment with service goals – impact on social connections, increases in activity levels, impacts on quality of life, school performance, etc. (*per user surveys and evaluations*).



## ...Continued

In the event success metrics are not being met...

1. Analyze success metrics for services not meeting their cost recovery goal.
2. Analyze direct and indirect costs of providing service.
  - a. Measure ratio of direct and indirect cost.
  - b. Identify cost reduction opportunities and implement.
3. Suggest market increase commensurate with cost recovery goal.
  - a. Conduct market analysis of service.
  - b. Identify opportunities for capturing larger markets.
4. Identify potential sponsorship, donation, or pay-it-forward opportunities.
5. Identify potential partnership opportunities to continue to provide a service, however, in collaboration with another provider, reducing impacts on and dilution of Department resources, avoiding unnecessary duplication of service, and responsibly utilizing finite taxpayer resources.
6. If services do not satisfy success metrics, consider divestment of service at the end of a four-year strategy term or sooner.



# Master Fee Schedule

What: Fees, reimbursement for costs and policies adopted by the council.

Why: Provides a clear set of guidelines for departmental fees.

- Transparent Communication
- Reduces risk of ambiguous pricing
- Ensures competitive pricing and financial sustainability

Location	Amenity	Currently charging	Y1 Resident Fee	Y1 Non-Resident Fee
Bornstedt	Big Shelter	NA	\$100	\$130
Bornstedt	garden bed rental	\$20 first! \$25 subsequent beds	\$20	\$20
Meinig	Gazebo/Amplheater- no special requests	\$200/\$300	\$200	\$300
Meinig	Small Shelter 1 (10-15 ppl max)	N/A	\$10	\$15
Meinig	Small Shelter 2 (10-15 ppl max)	N/A	\$10	\$15
Meinig	Small Shelter 3 (10-15 ppl max)	N/A	\$10	\$15
Meinig	Stage- small gathering, no special request	N/A	\$30	\$45
Plaza rental	Plaza- no special requests	\$200/\$300	\$200	\$300
Cascadia Park	Shelter	NA	\$50	\$70
Sandy Bluff Shelter	Playgroup Shelter	NA	\$50	\$70



# Next Steps

## RECOMMENDATION:

1. Staff recommends that the Parks Board review and provide comments on the draft Policy for the Parks and Recreation Financial Sustainability Plan and approve the Master Fee Schedule.

And...

2. Staff recommends that the Parks Board supports the Parks and Recreation Department presenting the Financial Sustainability Policy to the Council for codification.

## SUGGESTED MOTION LANGUAGE:

First Motion: "I move to support the Parks and Recreation Department presenting the Policy for the Financial Sustainability Plan and the Master Fee Schedule as written and provided.

Or...

Second Motion: "I move to support the Parks and Recreation Department presenting the Policy for the Financial Sustainability Plan and the Master Fee Schedule with the Parks Board's comments and edits incorporated into the final version presented to Council."

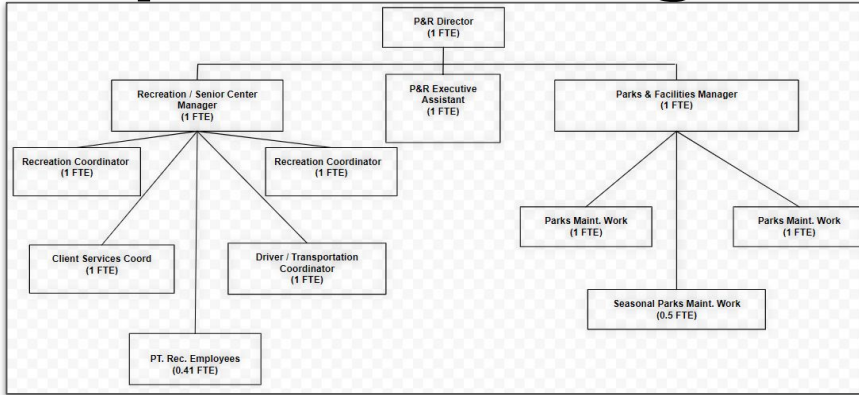




# Park and Recreation Department Update & Council Goals 2023-2025

PTAB Meeting | May 10, 2023

# Department Org. Chart



The Parks and Recreation Department was formed as a traditional parks and recreation department in November 2021. Prior to this, the maintenance and construction of parks and trails resided under the public works department.

As currently structured, the Parks and Recreation Department provides recreation programming, special/community events, senior programs and services, and the maintenance of City facilities, parks, trails, and open spaces.

## 279.89 Total Park Acreage

19 Developed Park Properties

6 mini-parks = 3.87 acres

7 Neighborhood Parks = 21.29 acres

2 Community Parks = 24.82

4 special use areas = 5.27 acres

Natural and Open Space = 224.64 acres

## Trail Systems Includes:

9.58 Total Miles of Trails

5.76 trails and paths within parks

3.82 trails and paths outside of parks

## Facility Maintenance:

The Parks Division also assists with high-level facility maintenance. This includes things like,

7 Facilities Total (*Library, Police, City Hall, Community Center, Operations Center, Sandy Net Facility, Hoodland Library*)

## The Parks and Recreation team consists of:

- 10.91 Full Time Equivalents (FTE's)
  - 1 Parks and Recreation Director
  - 5 employees in the recreation and senior services division,
  - 1 executive assistant,
  - 3 full-time parks/facilities crew members, and
  - Approximately 0.91 FTE for part-time and seasonal employees
    - seasonal park employee (April - August), and recreation employees (umps, coaches, and building monitors).



# 2021-22 Accomplishments

## 2021-22 Council Goals highlights

- **GOAL #5: Maintain financial strength and sustainability**
  - Look at cost recovery where possible
  
- **GOAL #8: Expand recreation opportunities that align with community needs**
  - Appoint a committee to guide the next steps for the Community Campus and aquatics
  - Complete the parks and trails master plan
  - Explore Council and community recreation services needs and determine how the organization can support this
  - Incorporate biodiversity into our parks and green space



# 2021-22 Accomplishments cont.



# Performance Measures

- Parks and Facilities:
  - Jan. 2022 - Dec. 2022
    - Time Mowing 210.7 hours
      - Busiest months May, June, July
    - 240 mowing work orders created / 240 mowing work orders completed
    - 888 total work orders created / 842 completed (94.8% completed)
    - 515 Reactive Work Orders / 373 Repeatable
      - Avg. hours to complete reactive work orders 185.7 hours
      - 224 on time and 291 overdue
- Senior Programs and Services:
  - Meals on Wheels = 15,785 meals served
  - Recreation Programs (trips, hikes, social gatherings, events, and facility rentals)
    - 2,484 patrons participated in senior trips, classes, and services since **reopening in May 2022**
- Recreation Programs and Services:
  - Special and Community Events (some examples include concerts in the park, movies in the park, and holiday events)
    - an estimate of 4,000 people visited our events
    - 17 events since May 1, 2022
  - Recreation Services (Age 60 and below classes and services/excluding events)
    - 686 participants
  - Facility rentals
    - May 1, 2022, to present, there were 48 rentals resulting in \$11,632 in revenue.
    - Rental attendance 2,086
  - Community Partnerships, fundraising and sponsorship efforts
    - A total of \$37,700 was raised to support our events in 2021-2022



# Council Goals 2023-2025

## Parks & Recreation

- Invest in our park system for current and future residents of Sandy and continue expansion of recreational opportunities for the community.
  - Design and construct the Community Campus Park improvements.
  - Complete design and construct park improvements at Deer Point Park.
  - Research and act on the purchase of park land for future park facilities and/or natural area and open space preservation.
  - Work with the Oregon Trail School District for developing a new facility use agreement.
  - Explore ways to connect Sandy residents with aquatic opportunities, including swim lessons and water safety programs.
  - Reestablish a volunteer program and expand volunteer opportunities.

## Community Planning and Economic Development

- Foster community and economic development and tourism opportunities through events and projects that promote and leverage the City's storied history and natural beauty.
  - Expand on the Holidays Lights at Meinig Park to create a Winterfest event throughout the holiday season.



# Council Goals 2023-2025

## Good Governance and City Operations

- Enhance Council effectiveness through updating the City Council Rules.
- Maintain financial sustainability of city programs, events, and services through adequate cost recovery policies and practices.
- Develop a Sustainable Staffing Plan for the City of Sandy.
  - Continue investing in the city's workforce to retain talented and community oriented employees through competitive compensation and recognition.
  - Forecast current and future staffing needs to maintain service levels, mitigate operational risks, and adequately manage key projects and priorities.
  - Develop an achievable plan for accommodating current and future space needs for city staff and operations.

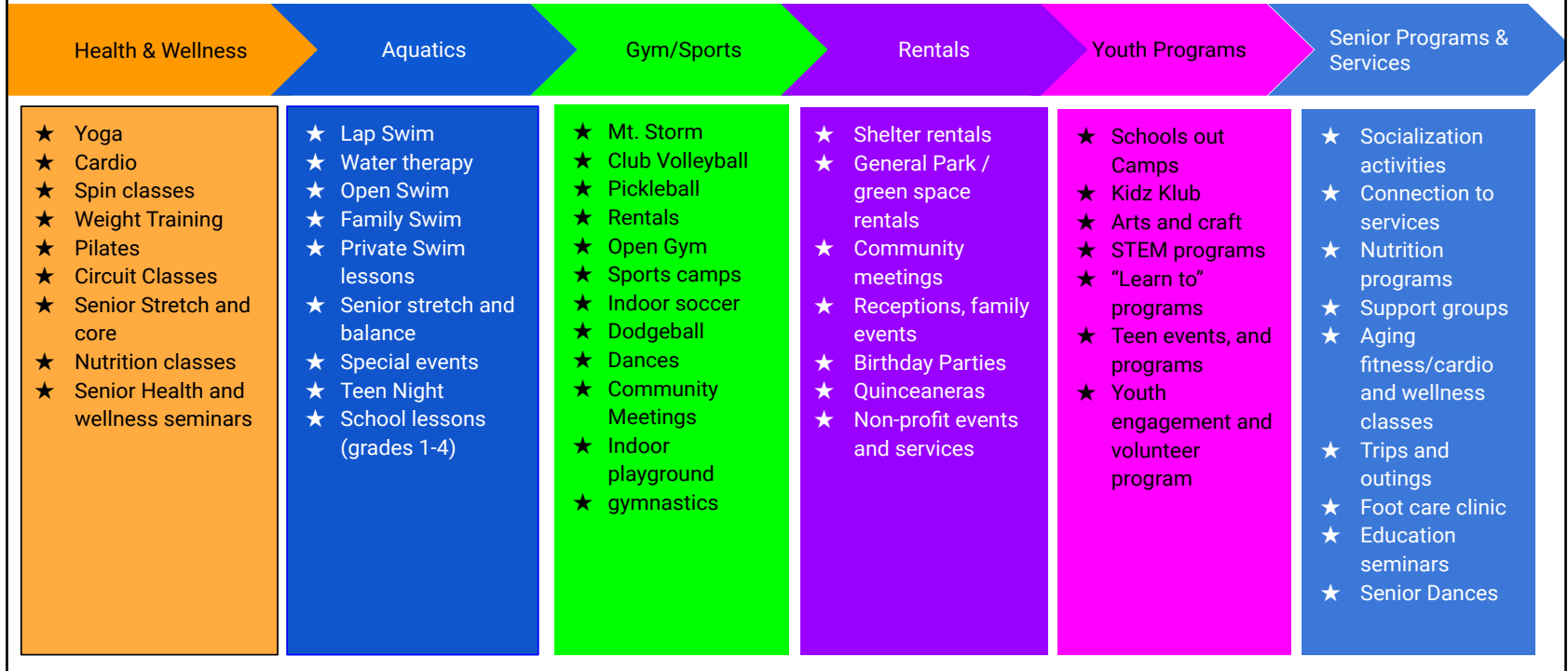


# 2023-25 Department Goals

- Engage the Community Campus Visioning Subcommittee to continue the conversation about the future of the front half of the Community Campus Property
- Promote and support tourism and economic development efforts
- Create a Formal Volunteer Program
- Continue the Work to Create a Department Policy and Procedures
  - Financial Sustainability Policy
  - Social Equity Policy to include Needs Based Financial Assistance (scholarship programs)
- Parks and Facilities Specific Goals
- Recreation and Senior Services Specific Goals
- Capital Improvement Projects
  - Develop a new community park
  - Complete Sandy Bluff upgrades
  - Complete the Cedar Ridge Connector trail
  - Deer Point development and funding



# Sandy Parks & Recreation Service and Program Vision 2023 - 2025



# Challenges and Constraints

- Staffing and funding levels to meet basic maintenance standards for a growing parks and trails system
- Facility maintenance staffing and funding limitations in order to provide assistance and support city-wide to address safety, function and aesthetic demand as well as city wide deferred maintenance
- Outgrowing our current community center to effectively offer the service and programming needed for a growing community
- Funding to address the Community Center's deferred maintenance







## Staff Report

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**Meeting Date:** February 6, 2023

**From** Rochelle Anderholm-Parsch, Parks and Recreation Director  
Overview of Parks and Recreations Accomplishments & Goals for

**SUBJECT:** 2023-2025

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**PURPOSE / OBJECTIVE:**

This summary contains the following:

- An overview of the Full Time Equivalent (FTE's) and responsibilities of the Parks and Recreation Department;
- An update on the final status of 2021-2022 City Council Goals as it relates to the Department;
- Accomplishments and goals fulfilled in 2021-2022, and;
- A draft of the Parks and Recreation Department's Goals for 2023-2025.

**BACKGROUND / CONTEXT:**

**GENERAL OVERVIEW OF THE PARKS AND RECREATION DEPARTMENT**

The Parks and Recreation Department was formed as a traditional parks and recreation department in November 2021. Prior to this, the maintenance and construction of parks and trails resided under the Public Works Department, while Recreation, Senior Services, Parks Planning, and Special Events programs and services were managed under a Community Services Department.

As currently structured, the Parks and Recreation Department provides recreation programming, special/community events, senior programs and services, and the maintenance of City facilities, parks, trails, and open spaces.

The creation of a new department was an opportunity to build a department that could expand and strategically provide parks and recreation for the community of Sandy that is responsive its anticipated population growth. This opportunity also incorporated hiring and developing a new staff team and reopening the Community Center as COVID restrictions were lifted. This work also meant hiring and training a team to get back to pre-pandemic staffing levels.

Over the course of a year the department worked to hire 6 employees to rebuild and reinvent the senior/recreation division. In Parks, the division was slightly restructured changing a lead position to a manager position, requiring the parks/facilities manager to hold more professional certifications, such as Certified Playground Inspection Certification (CPSI), and a pesticide applicators license. Parks also hired a replacement for an employee that had retired.

In summary, of the current 10.91 Full Time Equivalents (FTE's) in the Parks and Recreation Department, 7.91 are new in the last year.

The Parks and Recreation team consists of:

- 10.91 Full Time Equivalents (FTE's)
  - 1 Parks and Recreation Director
  - 5 employees in the recreation and senior services division,
  - 1 executive assistant,
  - 3 full-time parks/facilities crew members, and
  - Approximately 0.91 FTE for part-time and seasonal employees
    - seasonal park employee (April - August), and recreation employees (umps, coaches, and building monitors).

Parks System

The parks system has a total of almost 280 acres. Below is a breakdown by park category. Mini-parks provide basic recreation on small lots within residential areas serving an area within 5-minutes walking time (approximately ¼ mile) from neighbors. Mini-parks are typically less than one acre in size (¼ to ¾ acre). Neighborhood parks are located within approximately 5-10 minute walking time (approximately ¼-½ mile) from local residences and are generally 2-5 acres in size. Community parks are typically 10-30 acres, and the park appeals to the entire community, serving an area within approximately 15 minutes driving time or three miles. Natural or open space can range from small parcels to large properties of more than 100 acres and typically serve the entire community. Special use can include waterfront parks, boat ramps, memorials, historic sites, or a single dedicated purpose. Special use parks have a community or regional draw.

- 279.89 Total Park Acreage
  - 19 Developed Park Properties
    - 6 mini-parks = 3.87 acres
    - 7 Neighborhood Parks = 21.29 acres
    - 2 Community Parks = 24.82
    - 4 special use areas = 5.27 acres
      - Jonsrud, Centennial Plaza, Veterans Memorial, Community Center
  - Natural and Open Space = 224.64 acres

Trail Systems Includes:

- 9.58 Total Miles of Trails
  - 5.76 trails and paths within parks
  - 3.82 trails and paths outside of parks

Facility Maintenance:

The Parks Division also assists with high-level facility maintenance over the City's 7 facilities: Library, Police, City Hall, Community Center, Operations Center, Sandy Net Facility, Hoodland Library

Senior Programs and Services (not an exhaustive list):

- Meals on Wheels = 15,785 meals served
- Nutrition and Enrichment Programs (congregate meals, cooking classes)
- Recreation Programs (trips, hikes, social gatherings, events, and facility rentals)
  - 2,484 patrons participated in senior trips, classes, and services since reopening in May 2022
- Social Services (respite programs, energy assistance, connections to services)
- Community Partnerships, fundraising and sponsorship efforts

Recreation Programs and Services (not an exhaustive list):

- Special and Community Events (some examples include concerts in the park, movies in the park, and holiday events)
  - an estimate of 4,000 people visited our events
- Teen programs (silent disco, teen egg hunt and Halloween candy hunt)
- Youth basketball, adult softball league, running events
- Enrichment and beginner-level introductory classes (community garden, indoor playgroups, parkour classes)
- Facility rentals
  - May 1, 2022, to present, there were 48 rentals resulting in \$11,632 in revenue.
- Community Partnerships, fundraising and sponsorship efforts
  - A total of \$37,700 was raised to support our events in 2021-2022

The Department's mission is to engage and strengthen community belonging by developing and maintaining safe, clean, and accessible parks as well as providing inclusive and diverse programs and services.

As the Department continues to grow and evolve our vision is to advance Sandy's parks, programs, services, and policies while striving to be a leader in the field of Parks and Recreations and a pillar to the community of Sandy.

**UPDATE ON COUNCIL GOALS AS IT PERTAINS TO PARKS AND RECREATION**

There are several Council Goals that guided the work of the Parks and Recreation Department. An update on the progress of these goals is listed below.

GOAL #5: Maintain financial strength and sustainability

- Actions: Diversify revenue sources, analyze new revenue streams, look at cost recovery where possible

- Cost recovery workshop with Parks Board and City Council held in December 2022.
- Parks SDC methodology and rates updated.

**GOAL #8: Expand recreation opportunities that align with community needs**

- Actions: Appoint a committee to guide the next steps for the Community Campus and aquatics
  - Community Campus Council Subcommittee established and guided staff on exploring options for aquatics and recreational facilities at the campus.
  - Community Campus Council Subcommittee's role will also include involvement on the Community Campus Park Project Advisory Committee
  - Pool Exploratory Task Force created, completed assessment, and provided recommendations.
- Actions: Complete the parks and trails master plan
  - Completed and adopted by Council including 2022 amendment.
  - Parks SDCs and Fee-in-Lieu fees were updated.
- Actions: Develop a plan for the Community Campus
  - In progress.
  - RFP issued for community campus park improvements. Landscape consultants will create preferred park concepts through additional public engagement. Break ground tentatively scheduled for late winter or early spring of 2024.
- Actions: Explore Council and community recreation services needs and determine how the organization can support this
  - Parks & Recreation Department fully staffed.
  - Multiple events and programs re-established or created.
  - Holiday Lights at Meinig implemented.
  - Cost recovery policies and priorities under development with consultants.
- Actions: Incorporate biodiversity into our parks and green space
  - In progress. The P&R Department is working on exploring options, funding, and timing to plant pollinator gardens.
  - City accepted as a "Bee City USA"
  - Developed Integrated Pest Management Operational Policy that enhances the Department's cultural practices to incorporate biodiversity as a management tool for the city's park and natural/open space system.

**HIGH-LEVEL REVIEW OF ACCOMPLISHMENTS AND GOALS FULFILLED FOR 2021-2022**

The Department had a goal setting session with the Parks Board in January 2022. The Parks Board provided input to help guide the Department in establishing priorities. The Department goals for 2021-2022 aligned with goals set forth by the Council.

- Community Campus - IN PROGRESS
  - Pool Exploratory Task Force (PETF) completed work in Jan. 2022

- A Request for Proposal (RFP) for dry side / wet side & park Improvements was advertised.
  - A combined RFP produced zero submittals. In Oct. 2022, a revised RFP with a standalone park improvement was advertised. The city received 4 proposals. A selection committee selected the preferred consultant, and a contract was awarded to Lango Hansen Landscape Architects. A second contract was awarded to American Ramp Company for the design of a skate park and pump track.
- Staff has started the work to complete the connector trail from CC to Sandy River. Funding included a Recreational Trails Program Grant. It is anticipated that we will break ground sometime in late Spring, early summer.
- Council approved moving forward with Park Improvements first and the front portion of the community campus visioning to continue into 2023-2025.
- Funding sources include Park SDC's, and \$3 million cash in urban renewal from the original purchase of the property.
  - A formal decision to dedicate the \$3 million is needed by SURA.
- Initiated cost recovery work and department-wide budget analysis - IN PROGRESS / estimated completion date March/April 2023
  - Create a department master fee schedule
  - Develop an adjusted fee schedule based on cost recovery results
- Created an Integrated Pest Management Policy (IPM) - COMPLETED / Jan. 11, 2023
  - Built off of existing Pesticide Policy
  - Created better cultural practices, promoting biodiversity throughout the parks system
  - Parks crew to become Pesticide Licensed (and/or an apprentice)
- Capital Improvement Projects
  - Meinig Park - COMPLETED
    - Details: improvements completed; electrical fixed and upgraded, heated bathrooms for year round use, successfully restored pervious asphalt parking lot
    - Completed
    - Cost: \$22,251.02
  - Sandy Bluff Park - IN-PROGRESS
    - Details: complete dog park improvements to allow for ADA access, repair stairs into the dog park, create a walking path around the perimeter of the dog park, add two shelters to the park property.
    - Successfully wrote and received a grant. Work is tentatively scheduled to start spring of 2023 or 2024.
    - Total estimated project costs: \$153,886 (Grant: \$68,000)

- Community Garden Repairs - COMPLETED
  - Details: work to include repairing the planter beds and incorporating pollinator gardens.
  - Completed planter bed repairs
  - In-Progress: Incorporating pollinator garden and plantings to include an educational experience.
- Trail from Community Campus Park to Sandy River Park - IN-PROGRESS
  - Details: design and build a multi-use (bikes and peds) trail that connects to the Community Campus Park to the existing Sandy River Park Trails
  - Completed: successfully wrote and received a grant. The trail has been designed and mapped out via gps. The trail will be approximately 3,270' (0.62 mile)
  - Construction tentatively scheduled for late spring, early summer
- Updated Parks and Trails Master Plan, Parks and Open Spaces Code and System Development Methodology and Fees- COMPLETED.
- Created a department vision and mission statement - COMPLETED
- Added Recreation Services, Programs and Community event / special events - COMPLETED and ON-GOING
  - Mapped out current and future programs, services and events offered
    - Strategically plan to provide for the needs and wants for the community members of Sandy
    - This includes accurate budget projections.
  - Events:
    - Brought back and hosted 2 summer concerts and 2 movies in the park, Mt. Storm Youth Basketball, and Co-Ed Slow Pitch
    - Added Holiday Lights at Meinig
- Identified current community partners, and build and expand the Department's community network/partners - ON GOING
  - The Department had record sponsorship contributions from local businesses
  - Events worked hand in hand with local businesses
- Researched and Implemented an Asset Management and Work Order Software - COMPLETED

**DRAFT OF THE DEPARTMENT'S 2023-2025 PARKS AND RECREATION GOALS**

The next biennium will bring opportunities for the department to continue to strategically plan for the future. Provided is a list of goals that the department will aim to achieve. These goals will be refined as the 2023-2025 Council Goals are determined.

GOALS:

- Engage the Community Campus Visioning Subcommittee to continue the conversation about the future of the front half of the Community Campus Property
- Promote and support tourism and economic development efforts
  - Through added special events and community events like the concerts, and movies in the park
  - Look at opportunities to engage the community in our outreach efforts (i.e., voting for movies, and community surveys)
  - Grow the Holiday Lights at Meinig
    - Become a holiday destination city
- Create a Formal Volunteer Program
  - Develop policy and process to recruit and support volunteers and celebrate volunteers
  - Create a volunteer party or recognition celebration
  - Develop and implement a formal process
    - To include background checks, assessing interests, assigning work, creating work plans, monitoring outcomes, documenting hours
  - Create a department Point person
- Continue the Work to Create a Department Policy and Procedures
  - Finalize and Implement a Financial Sustainability Policy
  - Complete cost recovery work and analysis
    - Create a cost recovery policy, and have it approved by the Parks Board and Council
    - Implement cost recovery policy and utilize it as a basis for the 2023-2025 budget creation
      - Develop a more detailed P&R Master Fee Schedule
      - Develop a park and facility use policy
  - Continue the Departments Work with hired consultant on the following policies
    - Social Equity Policy
      - Needs Based Financial Assistance (Scholarship Program)
    - Capital and Asset Investment Policy
      - Natural Resource Management and Infrastructure Investment

- Parks and Facilities Specific Goals
  - Conduct system wide facility assessment to identify priorities based on the following: safety, function, esthetics
  - Hire an additional parks crew member to help meet the demands of a growing park system
  - Centralize online documentation location and promote the use team-wide
  - Facilities
    - Create a Facilities Supervisor or Coordinator job description
    - Propose 1 FTE to support the needs of City's facilities
    - Explore funding options and opportunities
    - Goal is to clearly define how to support City's facilities to meet current and future projects, preventative maintenance, and provide exceptional internal customer service.
  
- Recreation and Senior Services Specific Goals
  - Make efforts to meet community needs as identified in the Services and Program Vision (Attachment A)
  - Explore schools out and summer camps
  - Conduct a senior center facility assessment and look at possible expansion and/or updates to meet the vision listed in the Services and Program Vision.
  - Continue to creatively and innovatively work with community partners to meet the needs of our aging population (i.e., congregate meals, respite programs)
  - Alternatively, look at creative opportunities to meet the visions as set forth in the Services and Program Vision.
  
- Capital Improvement Projects
  - Develop the Community Campus Park
  - Complete the Sandy Bluff grant upgrades and update the irrigation system to include a new smart clock
  - Complete the Cedar Ridge Connector Trail
  - Prioritize Deer Point Park and explore a development agreement with the developer to build park amenities as identified in the Parks and Trails Master Plan
  - As funding and timing allows explore developing Ponder Lane and/or Champion Way

**LIST OF ATTACHMENTS/EXHIBITS:**

- Sandy Parks and Recreation Service and Program Vision
- Presentation Slides



# Sandy Parks & Recreation Service and Program Vision 2023 - 2025





City of Sandy  
39250 Pioneer Blvd.,  
Sandy, OR 97055

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**Meeting Date:** May 10, 2023

**To:** Parks and Trails Advisory Board

**From:** Rochelle Anderholm-Parsch, Parks and Recreation Director

**Subject:** Update Cascade Creek Subdivision

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**DECISION TO BE MADE:**

This is an update regarding Cascade Creek Mixed-Use Development. No decision is required.

**PURPOSE / OBJECTIVE:**

The Parks and Recreation Director will provide an update on Cascade Creek Development. This development was reviewed by the Parks Board at the Sept. 14, 2022 meeting.

**BACKGROUND / CONTEXT:**

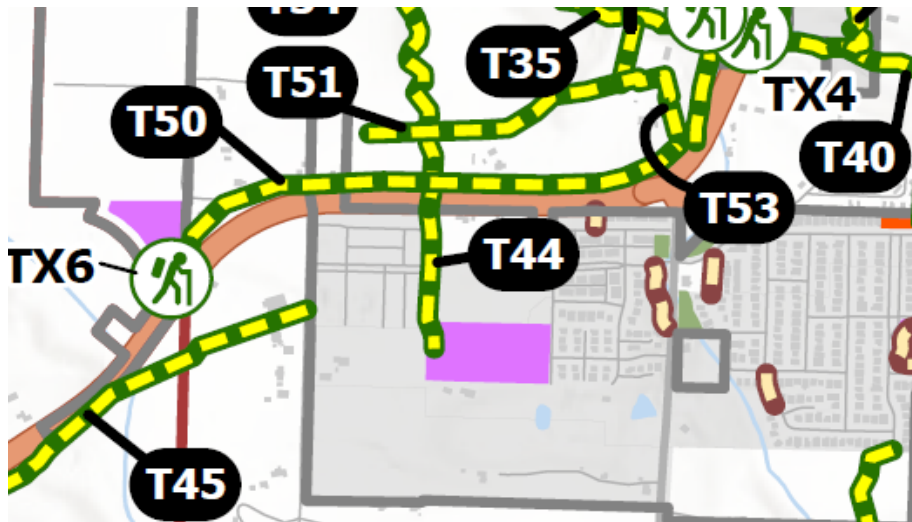
At the Sept. 14, 2023 Parks and Trails Advisory Board meeting staff presented to PTAB about a proposed development called Cascade Creek Apartments.

**VICINITY MAP**



The Parks Board discussed the option of Fee-in-Lieu of parkland dedication as well the future development meeting the trail connection requirements as listed in the Parks and Trails Master Plan. The Parks Board deemed Fee-in-Lieu of parkland dedication because the development of Cascade Creek Apartments is directly north of Bornstedt Park. Existing Bornstedt Park satisfies the proposed park system requirements. Furthermore, Trail 44, shown in the Parks Master Plan

(p. 55, Map 14) is listed as a 5 foot path. According to the Development Services Director this can be satisfied by constructing the sidewalk on the east side of the Village Blvd. right-of-way.



The Parks Board sent a memo to the Planning Commission accepting fee-in-lieu of parkland dedication. The memo also stated that the Parks Board supported the option to establish a development agreement to build certain amenities as listed in the Bornstedt Park Phase 2 master plan. The memo submitted to the Planning Commission is attached to this staff report.

From the updated transmittal the applicant BCRA submitted an application to construct a mixed-use development that includes a total of 78 multi-family residential units and 10 office spaces. The proposal consists of 4 multi-family residential buildings to the south of Cascadia Village Drive and 2 mixed-use office/residential buildings to the north of Cascadia Village Drive, as well as associated parking, landscaping, common open spaces, and roadway improvements. Please see attached Transmittal for additional information. For reference the civil plans are also attached.

**KEY CONSIDERATIONS / ANALYSIS:**

Due to the proximity of Bornstedt Park, and because the 2022 Parks and Trails Master Plan does not list a proposed future park in the region of the city, Fee-in-Lieu of parkland dedication is still recommended.

**BUDGET IMPACT:**

The Council is re-visiting the newly adopted Fee-in-Lieu rate. They are considering the option of reducing it from \$869,242 to \$443,621 cost per acre.

Fee-in-Lieu is estimated as follows. The formula is acres = proposed units x (persons/unit) x 0.0068. For the 78 units, multi-family, acres = 78 x 2 x 0.0068 = 1.0608 acres. The fee-in-lieu per acre is currently adopted at \$869,242.

1.0608 acres multiplied by \$869,242 equates to \$922,091 payment of fee-in-lieu of parkland dedication.

If the Fee-In-Lieu is reduced to \$443,621 cost per acre, the FIL would equate to \$470,593.

**SUGGESTED MOTION LANGUAGE:**

None. No action required.

**ATTACHMENTS:**

Attachment A: 9.14.22\_Cascade Creek Staff Report

Attachment B: Memo - Cascade Creek to Planning Commission

Attachment C: 22-039 DR MP VAR TREE Cascade Creek Mixed-Use Development Transmittal

Attachment D: Civil Plans



# **Cascade Creek Apartments Subdivision**

**Parks and Trails Advisory Board Meeting  
May 10, 2023**

# Agenda

Update on Cascade Creek Multi-Family Development



# Location

## VICINITY MAP



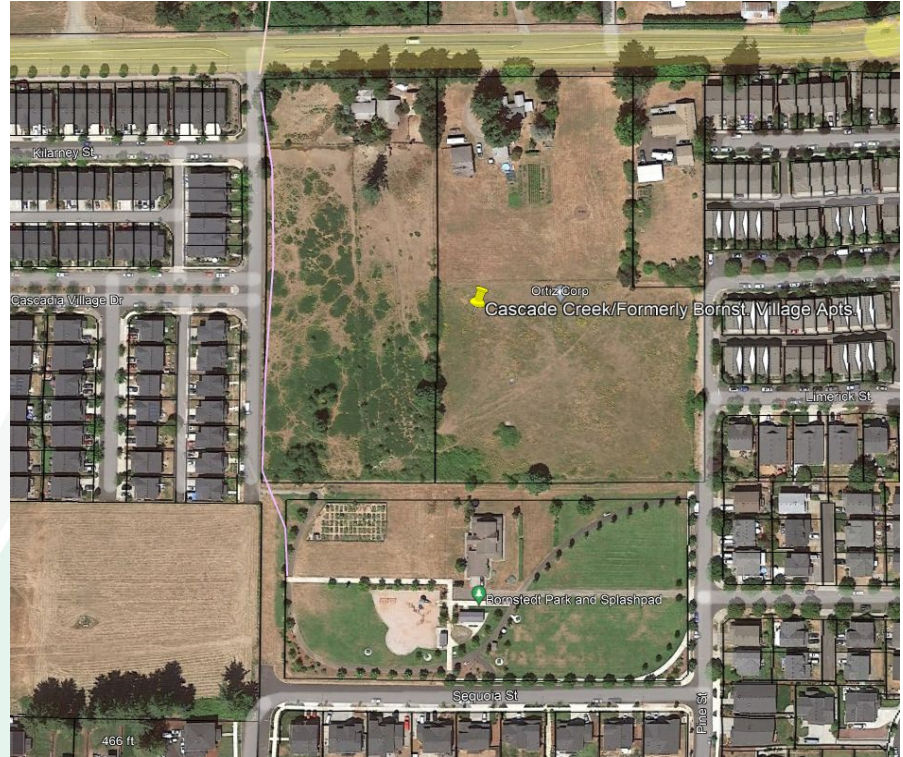
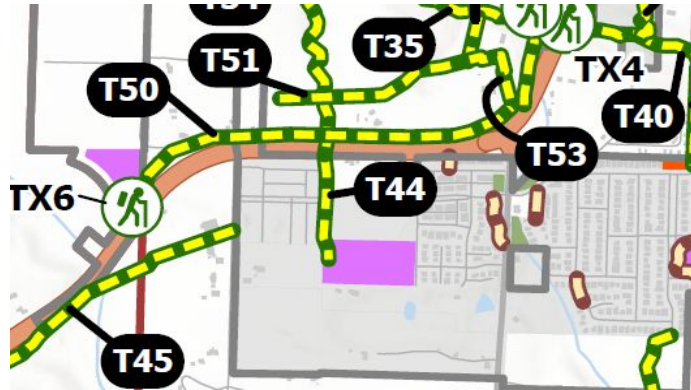
# Subdivision Highlights

- This is the second time before the parks board. First time was at the Sept. 14, 2022 PTAB meeting
- 78 multi-family residential and 10 office spaces
- Future development is directly North of Bornstedt Park
- Existing Park satisfies the proposed park system requirements
- Trail 44 is listed as a 5 foot path
  - According to the Development Services Director the developer can satisfy the master plan trail connection by construction the sidewalk on the eastside of Village Blvd. right of way.



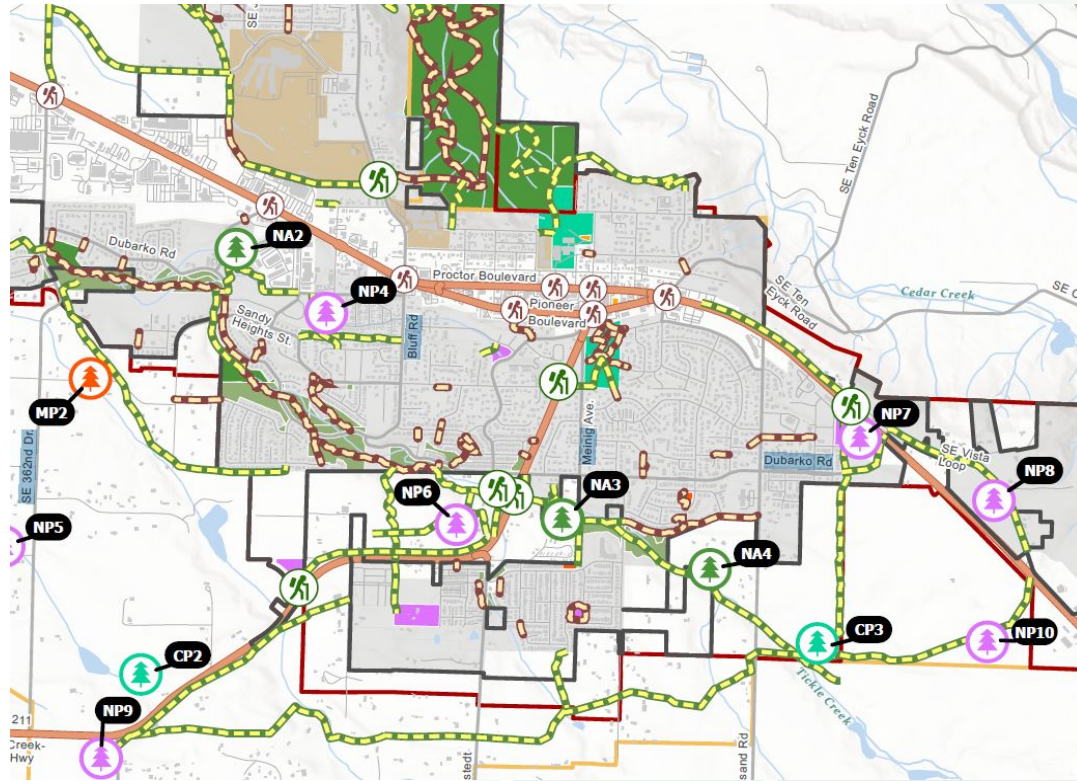


# Trail T44 in Master Plan



WHERE INNOVATION MEETS ELEVATION

# Proposed Park System



- City Limits
- Urban Growth Boundary
- Urban Reserve Boundary
- Residential Zoning
- School
- Proposed Parks**
- Mini Park
- Neighborhood Park
- Community Park
- Natural Area/Open Space
- Proposed Future Trails
- Proposed Pedestrian Crossing
- Existing Parks**
- Mini Park
- Neighborhood Park
- Community Park
- Natural Area
- Open Space
- Special Use
- Existing Trails
- Existing Signalized Crossing



# Budget Impact

- Option of reducing it from \$869,242 to \$443,621 cost per acre.
- Fee-in-Lieu is estimated as follows. The formula is acres = proposed units x (persons/unit) x 0.0068.
- For the 78 units, multi-family, acres =  $78 \times 2 \times 0.0068 = 1.0608$  acres.
  - 1.0608 acres multiplied by \$869,242 equates to \$922,091
- If the Fee-In-Lieu is reduced to \$443,621 cost per acre, the FIL would equate to \$470,593.



# Key Considerations

- FIL is still recommended
- Due to the proximity of Bornstedt Park, and because the 2022 Parks and Trails Master Plan does not list a proposed future park in the region of the city
- Development Agreement for SDC credits



END OF UPDATE





City of Sandy  
39250 Pioneer Blvd.,  
Sandy,

OR 97055

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**Meeting Date:** Sept. 14, 2022  
**To:** Parks and Trails Advisory Board  
**From:** Rochelle Anderholm-Parsch, Parks and Recreation Director  
**Subject:** Cascade Creek Apartments Subdivision (*formerly Bornstedt Village Apts*)

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**DECISION TO BE MADE:**

Whether to support Fee-in-lieu of land dedication for "Cascade Creek Apartments 38272 and 38330 Highway 211"

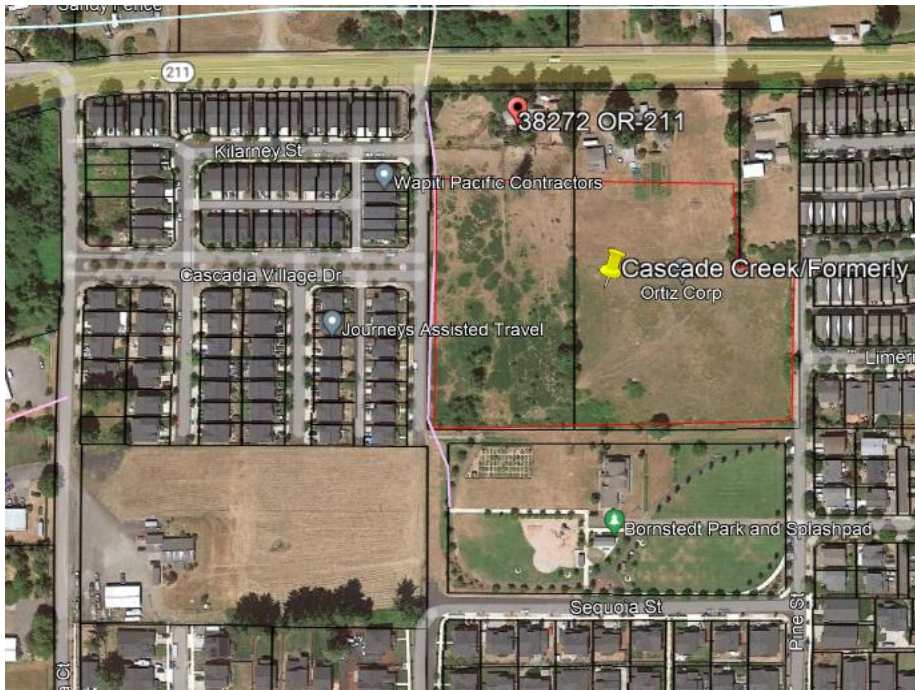
**PURPOSE / OBJECTIVE:**

1. Review Cascade Creek Apartments application and evaluate if the Parks Board supports Fee-in-Lieu of parkland dedication.
2. Review the option of a development agreement to add park amenities to Bornstedt Park.

**BACKGROUND / CONTEXT:**

This is the first time that the Parks Board has reviewed Cascade Creek Apartments subdivision application and provided formal comments about whether to support a fee-in-lieu of land dedication.

Location of Cascade Creek Apartments:



Applicant Zac Baker whose project is the Cascade Creek Apartments and the City of Sandy Planning Department held a pre-application conference meeting on April 20, 2022. Attached is the pre-application conference information. After the Pre-Application Conference, pre-application notes were supplied. Attachment B contains Pre-Application Conference Notes.

Page 7 of 11 contains notes pertaining to parkland and open space.

“Per SDC 17.86.10 Minimum Parkland Dedication Requirements, the project would need to provide 0.64 acres for parks (74 units x 2 persons/unit x 0.0043 = 0.6364 rounded to 0.64 acres).” Note: the 0.0043 may be modified depending on when the applicant submits the land use application per the fixed goal post rule and when the new codification occurs to Sandy Municipal Code Section 17.86.10. Using the updated code the new minimum parkland dedication requirements are roughly 1.0 acre (74 units x 2 persons/unit x 0.0068 = 1.0 acre)

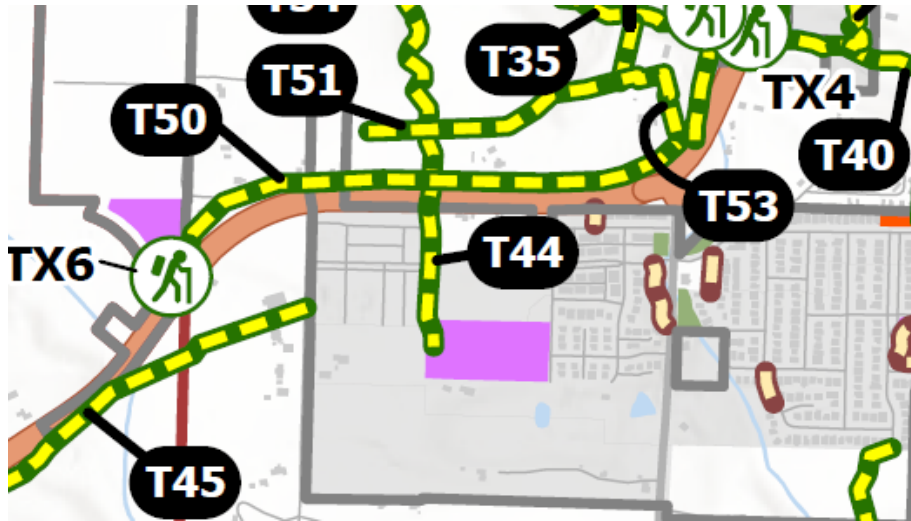
Page 7 also contains information regarding fee-in-lieu. “Section 17.86.40 details that Cash In-Lieu of Dedication is at the city’s discretion. Based on the adopted per acre fee in lieu amount (\$241,000/acre), the parks fee in lieu is \$154,240 if paid in total prior to final plat approval. If 50 percent is paid and the remaining 50 percent deferred, \$98,050 is required prior to final plat approval with the remaining \$98,050 divided between the number of lots proposed. Fees are subject to change.” These calculations use the previous acre per person park land dedication factor of 0.0043, the updated acre per person listed in the Sandy Municipal Code is now 0.0068.

Therefore, the fee-in-lieu will actually increase slightly due to the updated code change. Rough estimates for fee-in-lieu based on the factors listed above are approximately \$241,000. Furthermore, the Council is reviewing an increase to the FIL rates and depending on when the developer submits their land use application will in turn affect the rate at which a fee-in-lieu is assessed.

Also found in the pre-application notes, “development shall include a pedestrian walkway in a public easement that bisects the proposed multi-family development south of Cascadia Village Drive and connects Cascadia Village Drive to Bornstedt Park.” (p.7, pre-application notes)

**KEY CONSIDERATIONS / ANALYSIS:**

The future development of Cascade Creek Apartments is directly north of Bornstedt Park. Existing Bornstedt Park satisfies the proposed park system requirements. Furthermore, Trail 44, shown in the Parks Master Plan (p. 55, Map 14) is listed as a 5 foot path. According to the Development Services Director this can be satisfied by constructing the sidewalk on the east side of the Village Blvd. right-of-way.



According to Sandy Municipal Code Section 17.86.40 - Fee in lieu of dedication (A.)(B.) states the City shall accept FIL of dedication if the land area proposed to be dedicated is not identified in Map 8, and Map 14. The closest future proposed park is NP6, Barlow Trail Park (2022 Parks and Trails Master Plan, p.45, Map 8). Attached is a memo from Kelly O’Neil, Development Services Director expanding on information found in the code.

SDC Credits / Development Agreement:

Considerations should include a discussion if the Parks Board would like to request that the developer and the Parks and Recreation Department work towards a development agreement to explore the option of partnering with the developer to install a new playground, basketball court, or potentially a restroom. This is a separate process than FIL and parkland dedication and could result in SDC credits to the developer.

**RECOMMENDATION:**

Staff recommends a fee-in-lieu of parkland dedication due to the existing proximity of Bornstedt Park, and because the 2022 Parks and Trails Master Plan does not list a proposed future park in that region of the city.

Staff recommends the Parks Board submit a memo to the Planning Division accepting fee-in-lieu of parkland dedication. If desired, the memo should also include a list of amenities that the Department should pursue regarding a development agreement, with the option of SDC credits if the developer and the City work together on a development plan to provide additional amenities at Bornstedt Park.



**BUDGETARY IMPACT:**

Fee-in-Lieu is estimated as follows. The formula is acres = proposed units x (persons/unit) x 0.0068. For the 74 units, assuming single family homes, acres = 74 x 2 x 0.0068 = 1.0 acres. The fee-in-lieu would be \$241,000 (1.0 acres multiplied by \$241,000).

**SUGGESTED MOTION LANGUAGE:**

I move that the Parks board submit a memo stating that we recommend fee-in-lieu of parkland dedication, and that memo should include the Parks Board's desires to explore the option of a development agreement to add amenities to Bornstedt Park.

**LIST OF ATTACHMENTS / EXHIBITS:**

Attachment A: 38272 Hwy 211 ~ Cascade Creek Apts Pre-App (April 20, 2022)

Attachment B: PreApplication Notes - Cascade Creek Apts 38272 & 38330 Highway 2011

Attachment C: Memo, city of Sandy Mail - Code provisions on dedication

**To: Planning Commission**

**Date: Sept. 15, 2022**

**From: The Parks & trails Advisory Board**

**Subject: Cascade Creek Apartments**

**Attachment A: Excerpt from Parks and Trails Master Plan (Bornstedt Park Phase 2)**

I am sending this communication on behalf of the Parks & Trails Advisory Board.

The board met on Sept. 14, 2022 and reviewed the proposed development Cascade Creek Apartments located at 38272 and 38330 Highway 211.

The Parks Board reviewed the proposed development and are recommending two items.

- 1) Acceptance of fee in lieu of parkland dedication
- 2) The Parks Board supports the Parks Department in exploring the option to establish a development agreement to build certain amenities as listed in the Bornstedt Park Phase 2 master plan.

The Parks Board recommends a fee-in-lieu of parkland due to the proximity of Bornstedt Park and because the existing park satisfies the proposed park system requirements as listed in the Parks and Trails Master Plan. The Parks Board also supports the development of a sidewalk on the east side of village blvd. right-of-way to meet the trail requirements of Trail 44 as listed in the Parks and Trails Master Plan.

At this time, an official recommendation was not possible due to a lack of a quorum. If necessary, the Parks Board will reconvene to supply an official recommendation.

Thank you for your consideration of this matter.

**Staff Contact:**

Rochelle Anderholm-Parsch  
503-489-2157  
randerholmparsch@ci.sandy.or.us

## Attachment A

### Bornstedt Park Phase 2

Phase 1 is complete and includes a looped path, splash pad, playground, picnic tables, a community garden, and two picnic shelters. As depicted in Figure 9 below, Phase 2 will include a half-sized basketball court, viewing mound, a community center, and parking, and half street improvements along the north and west sides. This park offers the only splash pad in the city, and even without the planned parking lot, there is ample street parking. These factors combine to make this a destination park and the city should consider including a plumbed restroom as surrounding development continues and use intensifies.



Figure 9 Bornstedt Park Master Plan

# Transmittal

To:	<b>Reviewers</b>	From:	<b>Kelly O’Neill Jr.</b>
Company		Dept.	Planning Division
Address		Phone	503-489-2163
City/State/Zip		Email	planning@ci.sandy.or.us
		Date:	04/11/2022
<b>RE: Cascade Creek Mixed-Use Development (File No. 22-039 DR/MP/VAR/TREE)</b>			

The applicant, BCRA, submitted an application on behalf of the owner, DPS LLC, to construct a mixed-use development that includes a total of 78 multi-family residential units and 10 office spaces. The vicinity map is on page 2. The proposal consists of four (4) multi-family residential buildings to the south of Cascadia Village Drive and two (2) mixed-use office/residential buildings to the north of Cascadia Village Drive, as well as associated parking, landscaping, common open space, and roadway improvements. Cascadia Village Drive and Pine Street will be extended through the site, Village Blvd. will be widened, and frontage improvements will be completed on Highway 211. The applicant is also requesting a major partition to reconfigure the subject lots and the following four (4) variances:

1. Type III Variance to Sections 17.100.180(A), 17.84.50(E.2), and 17.84.50(J.3) to not provide 150 feet between intersections for Pine Street north and south of Cascadia Village Drive.
2. Type III Variance to Section 17.100.120(B) to exceed the 400-foot maximum block length on the west side of Pine Street between Sequoia Street and Cascadia Village Drive.
3. Type III Special Variance to Section 17.90.160(D) to not provide 8-foot offsets every 20 feet on all six (6) buildings.
4. Type III Variance to Tree Retention requirements in accordance with Section 17.102.70.

Please find materials related to the above file.

The deadline to submit your comments to [planning@ci.sandy.or.us](mailto:planning@ci.sandy.or.us) is by:

**May 5, 2023**

**VICINITY MAP**

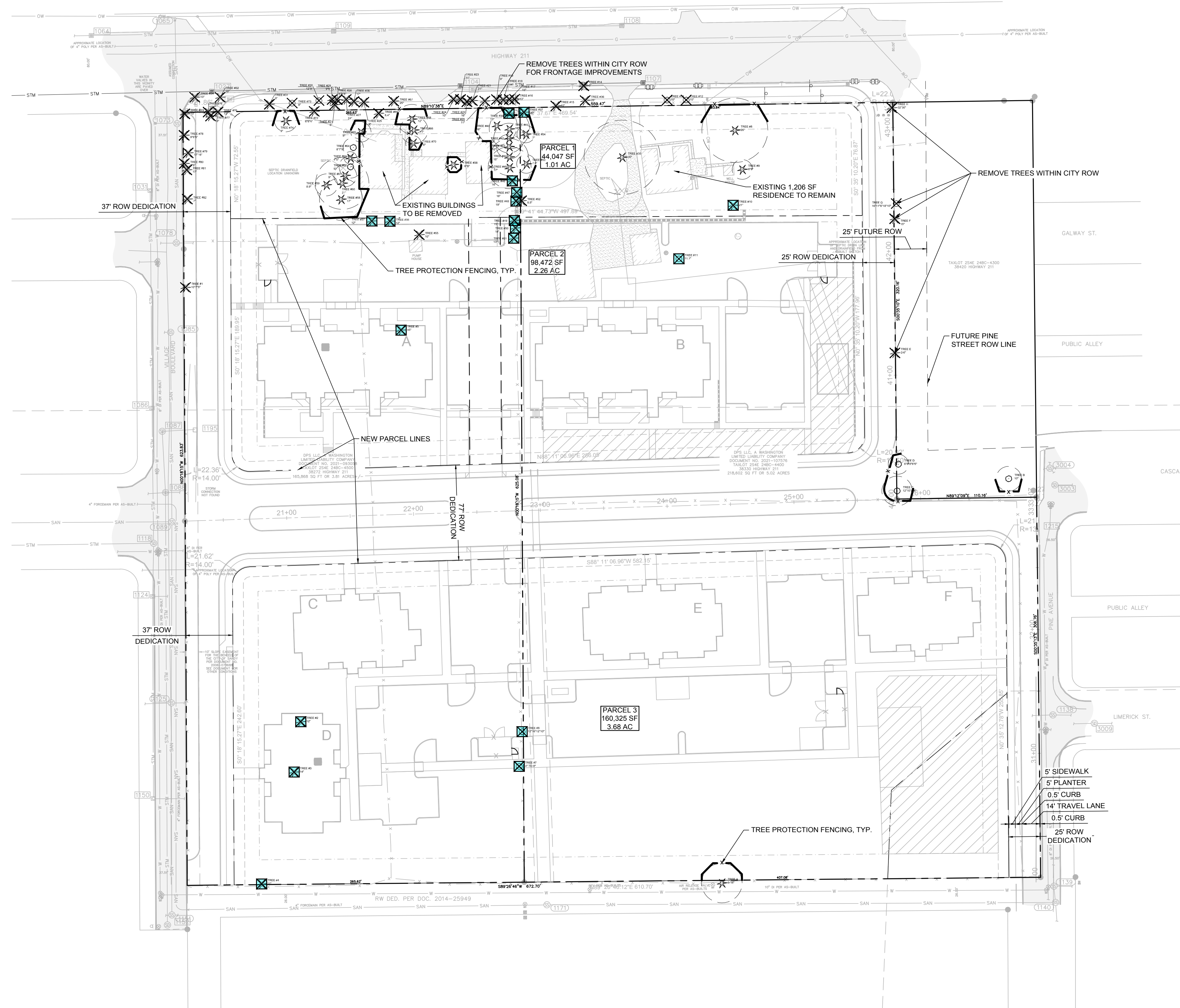


22-039 DR MP VAR TREE Cascade Creek Mixed-Use Development Transmittal





DATE PLOTTED: 3/7/2023 12:15:39 PM FILENAME: 21129C-01-102.DWG BY: [redacted]



**LEGEND**

- REMOVE EXISTING TREE
- TREE PROTECTION FENCE
- RETAINED TREE CRITICAL ROOT ZONE
- PROPERTY LINE
- TREE REMOVAL REQUIRING MITIGATION
- EXISTING TREE WITH CALCULATED DBH. SEE GENERAL NOTE 1

**GENERAL NOTE:**  
 1. TREE LOCATIONS ON PLAN HAVE NOT BEEN SURVEYED. LOCATIONS REFLECT TREE PROTECTION PLAN REPORT PREPARED BY WASHINGTON FORESTRY CONSULTANTS, INC., DATED 12/22/2022.

**CODE REQUIREMENTS:**  
 SMC 17.54.140  
 TREE RETENTION = 6 TREES/AC \* 6.95 AC = 42 TREES RETAINED WITH DBH >11"  
 A VARIANCE WILL BE REQUESTED PER SMC SEC. 17.102.70 TO FULFILL TREE RETENTION REQUIREMENTS AS TREE RETENTION REQUIREMENTS CANNOT BE MET ON-SITE.  
 SMC 17.102.10  
 TREES ARE DEFINED AS "ANY LIVING, STANDING, WOODY PLANT HAVING A TRUNK 11 INCHES DBH OR GREATER."  
 SMC 17.102.20.B.1  
 "TREE REMOVAL AS REQUIRED BY THE CITY OR PUBLIC UTILITY FOR THE INSTALLATION OR MAINTENANCE OR REPAIR OF ROADS, UTILITIES OR STRUCTURES" ARE "EXEMPT FROM TREE RETENTION REQUIREMENTS".

**EXISTING TREE COUNT:**  
 TREES IN RIGHT-OF-WAY: 36  
 TREES ON-SITE: 38  
 TREES OFF-SITE: 8  
 TOTAL TREES: 82

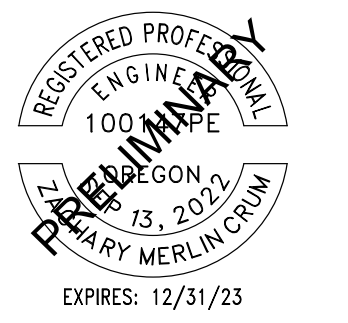
**PROPOSED TREE RETENTION/REMOVAL:**  
 TOTAL TREES ON-SITE: 82 TREES  
 TOTAL TREES REMOVED: 58 TREES  
 TOTAL TREES RETAINED: 24 TREES

**EXEMPTIONS (SEE TREE VARIANCE NARRATIVE FOR MORE INFORMATION):**  
 <11" DBH REMOVED (EXEMPT PER SMC 17.102.10): 17 TREES  
 RIGHT-OF-WAY REMOVED (EXEMPT PER SMC 17.102.20(B)(1)): 23 ADDITIONAL TREES, INCLUDES OFF-SITE TREES E, F, G, AND H.  
 TOTAL EXEMPT TREES: 17 + 23 = 40 TREES  
 TREE REMOVAL REQUIRING MITIGATION: 58 - 40 = 18 TREES

**TREE MITIGATION**  
 SMC 17.102.70  
 MINIMUM MITIGATION RATIO: 2:1 RATIO  
 MITIGATION TREES REQUIRED: 18 X 2 = 36 MITIGATION TREES  
 REFER TO LANDSCAPE PLANS FOR MITIGATION TREES TYPES AND PLACEMENT.



T: 206.277.6877 F: 206.277.2586 WWW.BCRADESIGN.COM  
 414 STEWART STREET, SUITE 200, SEATTLE, WA 98101



**PROJECT**  
 SHEET SET CREATED BY RB 08.16.2022  
**CASCADE CREEK MULTI FAMILY**  
 38530 HWY 211  
 SANDY, OR 97055

**REVISIONS**

NO.	DESCRIPTION	DATE

**DATE**  
 01.09.2023

**BCRA NO.**  
 21129

**DRAWN BY** RJB, SM **DESIGNED BY** SM

**REVIEWED BY** ZMC

**SHEET TITLE**  
 TREE PROTECTION PLAN



**C-102**

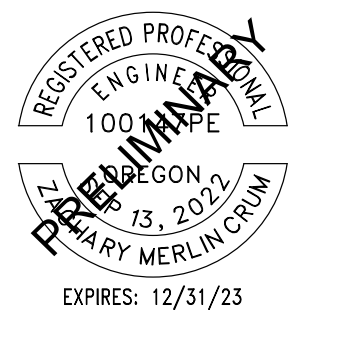
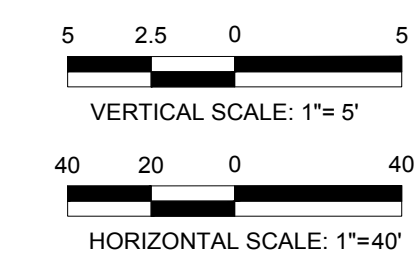
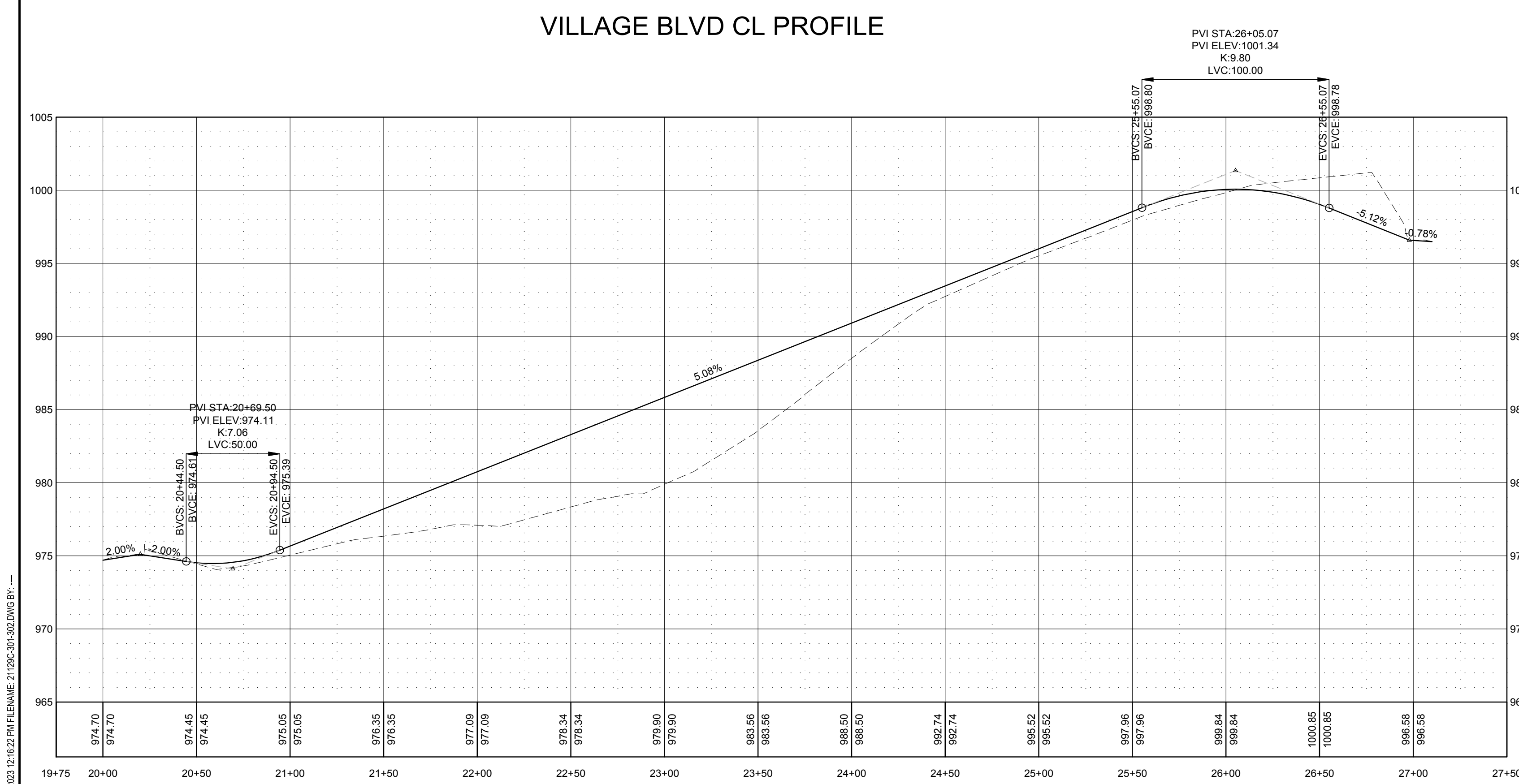
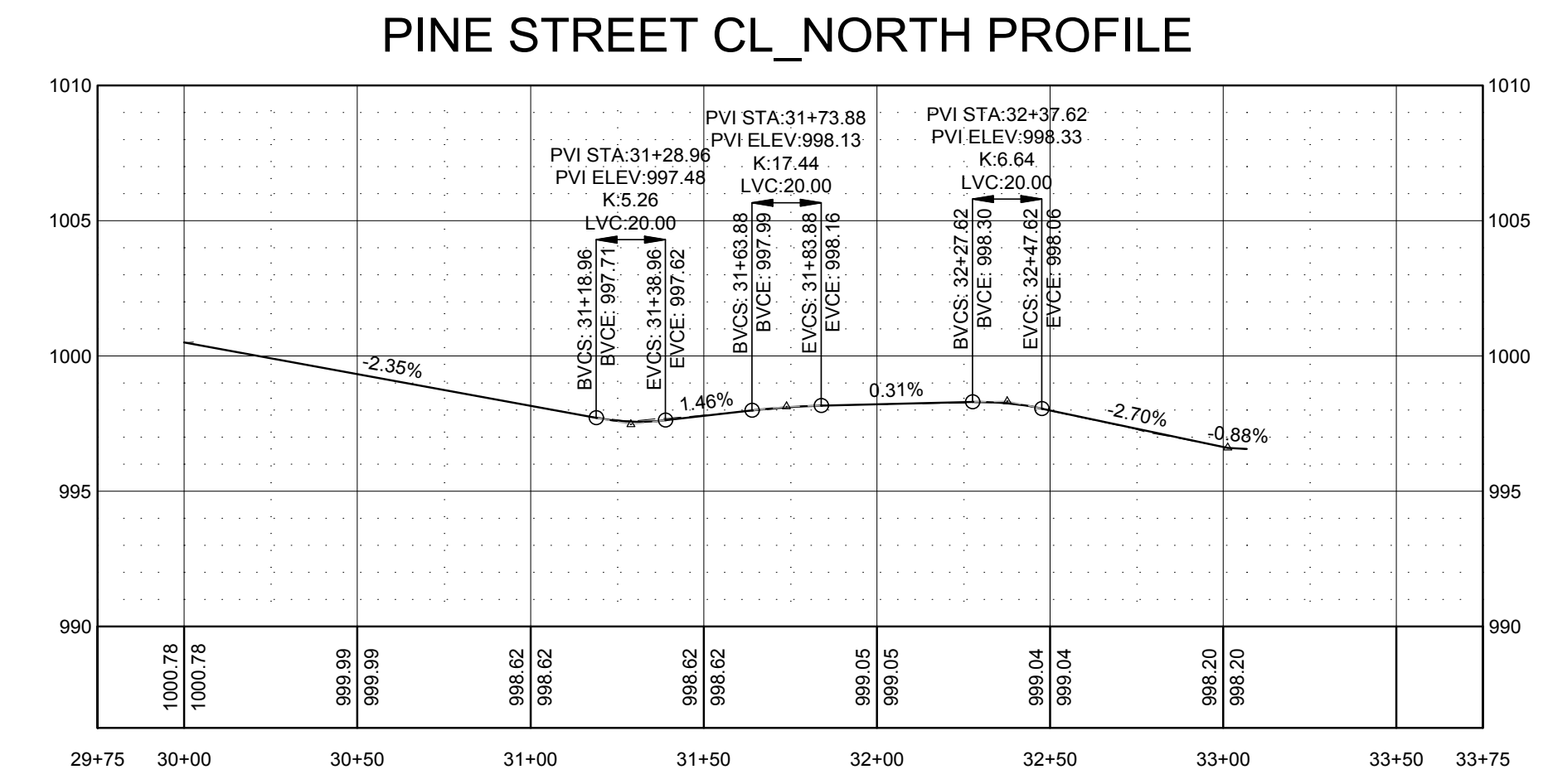
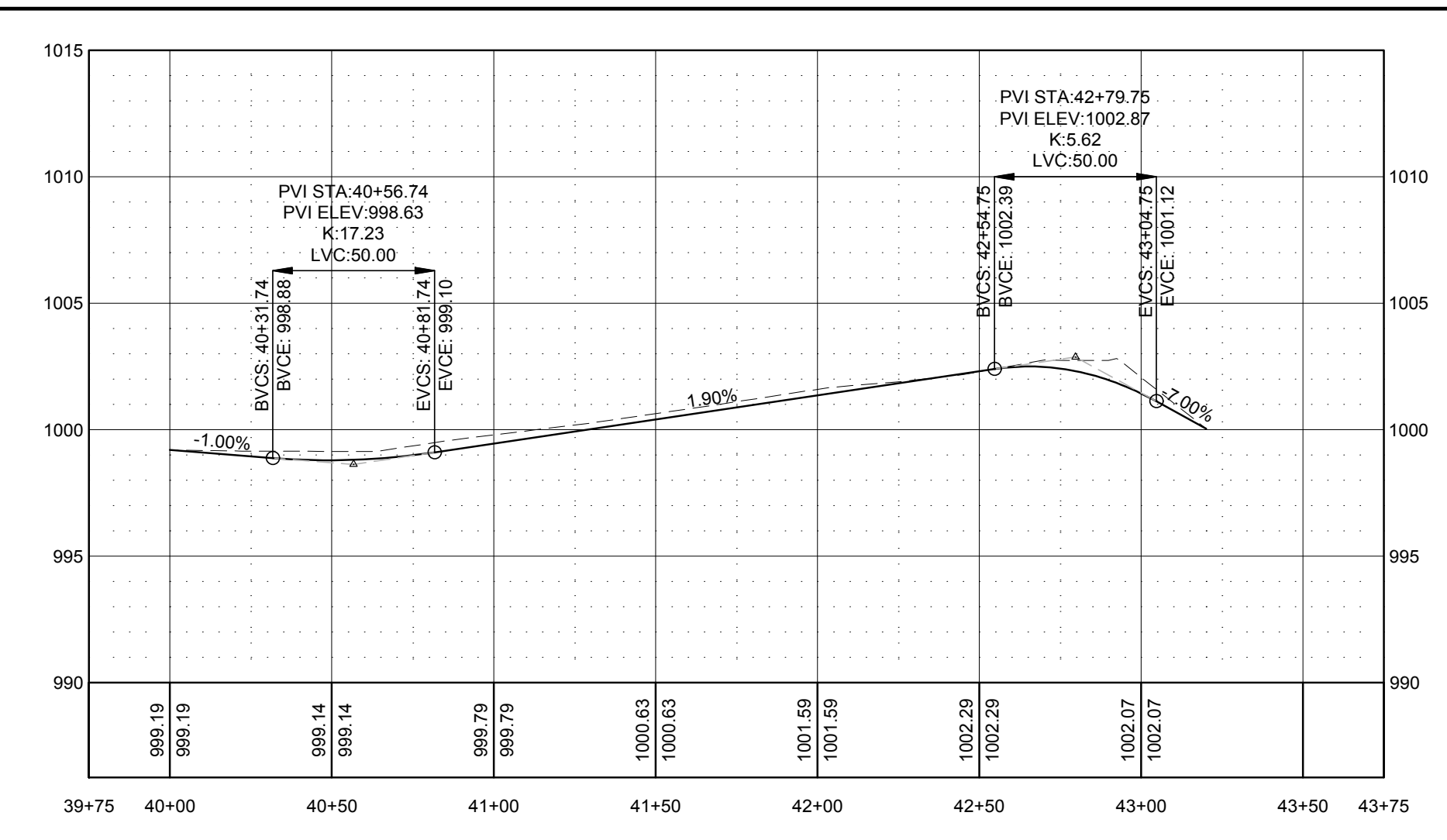
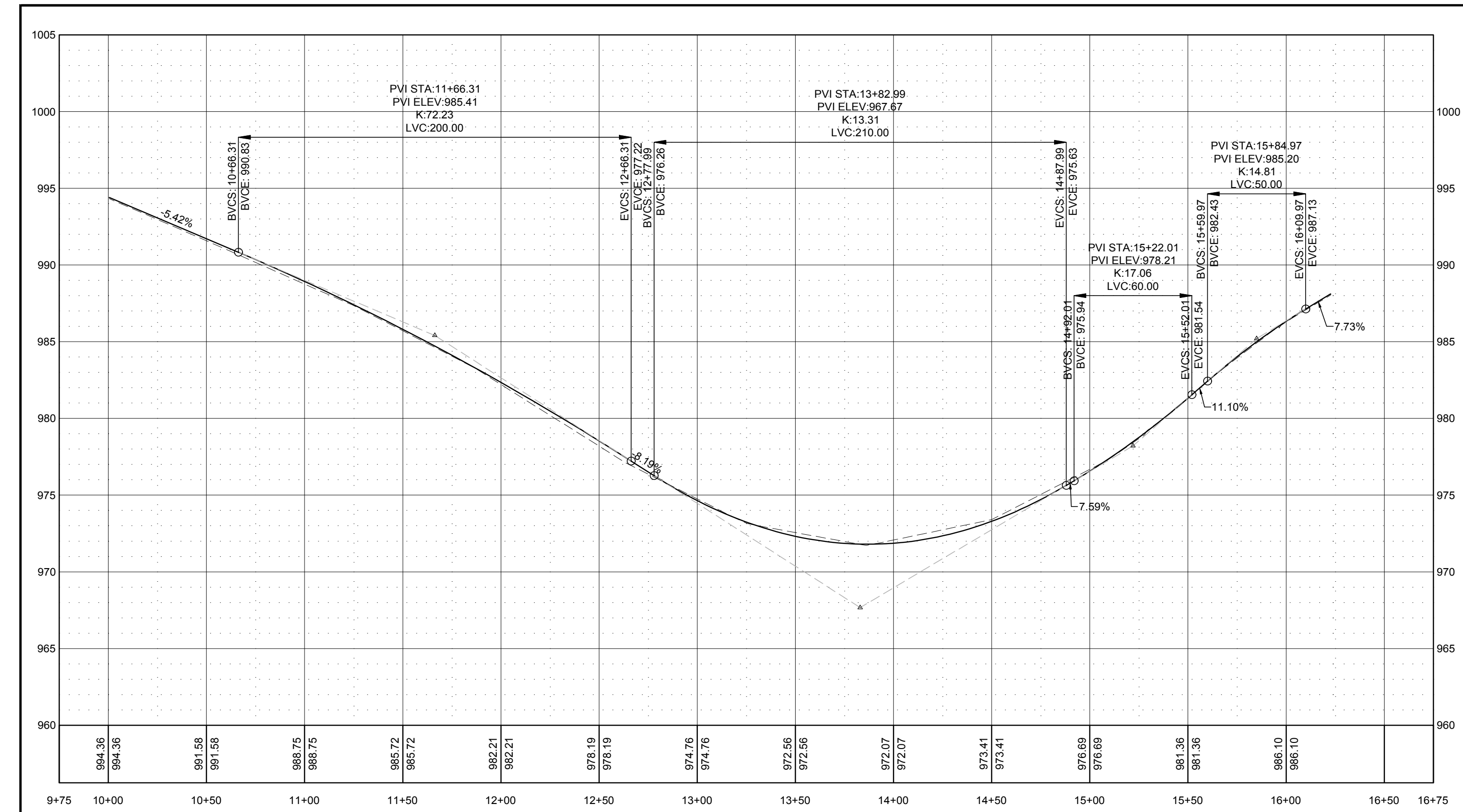
LAND-USE

IF SHEET MEASURES LESS THAN 24"X36", IT IS A REDUCED PRINT. REDUCE SCALE ACCORDINGLY









PROJECT:  
SHEET SET CREATED BY RB 08.16.2022  
**CASCADE CREEK MULTI FAMILY**  
38300 HWY 311  
SANDY, OR 97055

DATE:  
01.09.2023  
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REVIEWED BY: ZMC  
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ROADWAY PROFILES



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City of Sandy  
39250 Pioneer Blvd.,  
Sandy, OR 97055

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**Meeting Date:** May 10, 2023

**To:** Parks and Trails Advisory Board

**From:** Rochelle Anderholm-Parsch, Parks and Recreation Director

**Subject:** Presentation by Carol Cohen and Amy Lytle on Upcoming Summer Events and Programs

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**PURPOSE / OBJECTIVE:**

Presentation by Carol Cohen and Amy Lytle (Recreation Coordinators) to update the Parks and Trails Advisory Board on the department's summer programs, services, and community and special events.

**BACKGROUND / CONTEXT:**

Carol Cohen and Amy Lytle, the department's recreation coordinators, have been hard at work planning and programming events for the summer 2023. Events and programs include things like; summer concerts, movies in the park, themed running/walking events, community gatherings, cultural activities, and much more. Extensive sponsorship solicitation is also part of their efforts. Without sponsorship support and the team's efforts in fundraising to help offset expenses, these programs would not be possible.

**KEY CONSIDERATIONS / ANALYSIS:**

Carol and Amy plan events and programs that not only align with council and department goals, but they also do an exceptional job matching our services, programs, and events to our mission while also meeting cost recovery goals. Our mission is as follows:

Parks and Recreation Mission

The City of Sandy's Parks and Recreation team will help engage and strengthen community belonging by developing and maintaining safe, clean and accessible parks as well as providing inclusive and diverse programs and services.