



PARKS COMMITTEE • AGENDA

November 16, 2016 (Wednesday) • 5:15 p.m.

Redmond Public Works • Transportation Conference Room
243 E. Antler

AGENDA

COMMITTEE MEMBERS

Gary Parks
Chair

Jenny O’Keefe
Vice-Chair

Bill Braly
Member

James Cook
Member

Richard Lance
Member

Vacant
Member

Vacant
Member

Angela Boothroyd
Council Liaison

CALL TO ORDER/INTRODUCTIONS

PUBLIC COMMENTS (Items not on Agenda)

ANNOUNCEMENTS

APPROVAL OF MINUTES

1. Approval of Minutes from September 21, 2016 Meeting

DISCUSSION/ACTION ITEM

1. Consider Approval of the Trails Amenity Plan (draft plan distributed at previous meeting)
2. Parks Master Plan Update
3. Discuss the 2017 Parks Committee Work Plan

UPDATES

1. HOPE Playground Merry Go Round
2. Bike Park Proposal
- 3.

COMMITTEE MEMBER UPDATES/COMMENTS

ADJOURN

Next Scheduled Meeting January 18, 2017

Meeting documents are available on the City’s web site at www.ci.redmond.or.us

Anyone needing accommodation to participate in the meeting must notify the City’s ADA Coordinator, at least 48 hours in advance of the meeting at 541-504-3032, or through the Telecommunications Relay Service (TRS) which enables people who have difficulty hearing or speaking in the telephone to communicate to standard voice telephone users. If anyone needs Telecommunications Device for the Deaf (TDD) or Speech To Speech (STS) assistance, please use one of the following TRS numbers: 1-800-735-2900 (voice or text), 1-877-735-7525 (STS English) or 1-800-735-3896 (STS Spanish). The City does not discriminate on the basis of disability status in the admission or access to, or treatment, or employment in, its programs or activities.



PUBLIC WORKS
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**Park's Committee – Draft Meeting Minutes
September 21, 2016**

Redmond Public Works, Transportation Conference Room
243 E Antler Avenue, Redmond, Oregon

Committee Members Present: Gary Parks, James Cook, Bill Braly

Committee Members Absent: Richard Lance, Jenny O'Keefe

Youth Ex Officio: Vacant

City Staff: Annie McVay, *Parks and Public Works Administration Divisions Manager*; Curt Petersen, *Parks, Cemetery, & Building Maintenance Supervisor*, Staci Black, *Public Works*, Keith Witcosky, *City Manager*, Bill Duerden, *PW Director*

Council Liaison: Angela Boothroyd

Visitors: Katie Hammer, *RAPRD*, Troy Rayburn, *Community Development Department*, Allen Speck, Austin Helie, Kyler Timmerman, Trevor Elson

Media: None

(The 3 digits after a motion title show the number of members voting in favor/opposed/abstaining.)

CALL TO ORDER - INTRODUCTIONS

- Gary Parks called the meeting to order at 5:15 p.m. with a quorum of members (3 of 5) present.
- Committee members and staff introduced themselves.

PUBLIC COMMENT

- None.

APPROVAL OF MINUTES

- **Motion 1** (2/0/1): James Cook moved to approve the July 27, 2016, minutes as written, Gary Parks 2nd. Bill Braly abstained and the motion was passed.

PRESENTATIONS

Bike Park Proposal

- Trevor Elson presented a power point on the new bike park proposal. A need was seen for a bike park where BMX bikers can ride. There have been issues at the skate park because bikes are not allowed. Bike Riders are constantly getting kicked out of the Skate Park. Bike riders are also wanting a similar venue that is more fun for bike riders. Officer Speck has joined the team in an effort to get things moving forward. There are many parks around Oregon already however his group is wanting to do something different and new. The possibility of an indoor park was explored however it was determined that option would be too expensive. When kids were asked what kind of park they would like, they answered with jumps and ramps. Their group looked at dirt parks. Unfortunately dirt parks require a lot of maintenance and upkeep on a daily basis. The City of Prineville has opened their dirt bike park three or four months ago and it is already starting to crumble. The goal is to give kids a safe place to ride which incorporates all types of bike classes as well as all skill levels. Trevor has contacted a company in Switzerland who specializes in Pump Parks called VeloSolutions. VeloSolutions specializes in asphalt overlay bike parks. These types of parks provide multiple directions, multiple skill levels for all ages, and multiple riding styles. It is also an all year riding park.
- Officer Speck made a trip to Leavenworth, WA to look at their park and really liked it. It is a 13,000 sq. ft. park. He noticed that everyone was really enjoying it and having fun. This sparked the interest to keep this idea going. A

base rate was given by VeloSolutions of \$20.00 per sq. ft. which includes planning, materials, and labor. The asphalt parks offer a lower cost in construction and maintenance. They also offer a shorter construction time period.

Possible park locations:

Baker City Park - nice community park but land was donated so that has some limitations.

Dry Canyon – does not offer enough visibility for patrol in order to keep it a safe place.

Industrial Zone Sports Complex – would give us a lot of land and a lot of room to move but is so far out of town. Also, this option may not have the ease of being patrolled and this location would require kids to cross the highway.

Umatilla Park – Great idea, however it is just out of town.

Homestead Park - Trinity currently has a dirt park there. There has been no maintenance on it because no one wants to take the time to go out with a shovel and work on it. The thought was since we already have the park there is to level it and start over.

Originally the idea started with the plans of a bike park. The vision for just a bike park has been constantly changing. The group first explored one option and now after a year we are back to looking at the possibility of a pump park. We can design it however we want.

Supporters

Trinity Bikes; Neil Wieder, Orthodontist; New York City Subs; Press Pros.; Elsom Landscaping; Redmond Police Department

Mr. Cook asked if Homestead has the kind of room and accessibility. Trevor replied, yes you really get the visibility there however it is away from their idea of keeping it within the Canyon. Since the Canyon is considered the safe passage through town. That is why we originally thought Baker would be a good idea. It has the stairs out of Obsidian, a school nearby and a neighborhood. Homestead Park is located in a good sized neighborhood. It is also a short distance from downtown where everything else is. But he still feels like it would be easy for kids to get there. There are plenty of cross walks and safe places to get through downtown. Homestead give us more of everything we are looking for as well as thinking of parking. There is a little parking lot located there already. We would need to accommodate the people that travel to use the park. VeloSolutions can take whatever shape of land and design the park.

This would be the only pump park in Oregon. It would draw riders from all over to ride something different. The ideal location would provide ease of access by bike or car, and feasibility of police patrol and safety. Out of the locations discussed Trevor feels Homestead Park would be the ideal location. The next step would be to screen the property, begin fundraising efforts and then start applying for grants.

Centennial Plaza Planning Process

- Troy Rayburn, Community Development Department, presented on the Centennial Plaza expansion, also known as Block 33. Centennial Plaza is the expansion of Centennial Park's master plan. It will complete an aspect of the Downtown Redmond Urban Renew District Plan Update - 12th Amendment, complement the already completed Centennial Park (completed in 2010), serve as an open-space between Redmond's new City Hall and historic downtown Redmond, and provide open-space and outdoor recreational amenities for the community. The site is recorded as Block 33 and is located immediately East of Centennial Park, between NW Evergreen Avenue & NW Deschutes Avenue and NW 8 Street & NW 9 Street. The City of Redmond's Urban Renew District Agency owns eight (8) of the 12 lots on Block 33.
 - Community Development staff reviewed the house on lot 4 -- that was brought to the city's attention by Mr. Dennis McClay -- to confirm historical significance. There are no special local or national protections in place on the property. The City does keep historic survey information on many older properties in Redmond from survey work that was done in 1998 by Michael Houser, who was a historic preservation planner with Deschutes County at the time (Deschutes County oversaw Redmond's historical program until about ten years ago). His review indicated that the residence is one of the oldest buildings in Redmond (built in 1910) and is a good example of a Workingman's Four Square style home. If there is an opportunity to market the house to someone who would agree to move it to another property

prior to it being demolished, that would likely be supported by the Historic Landmarks Commission. The Department of Public Works has reviewed the house and does not foresee its use on the Plaza.

- There are couple mature trees located primarily on lots 7, 8, and 9 (southwest corner of Block 33) that the Agency would like to preserve if possible. NW 8 Street runs parallel between Centennial Park and the proposed Plaza site.
- Block 33 is zoned C2 (Central Business District Commercial) with a Downtown Overlay District (DOD). The DOD supersedes the C2 zone. Parks are a permitted use in DOD. Staff confirmed with Redmond's Department of Community Development's Planning Division no zone change is required for Centennial Plaza on Block 33.
- No land use entitlements and environmental impact statement (EIS) for Centennial Plaza was included when Centennial Park was developed. Staff checked both existing files and Deschutes County records. Staff also spoke with Phase I's lead architect, BBT Architects, and land surveyors for Phase I to confirm. So that would need to take place.

Internal Stakeholders and Their Role:

- Redmond Parks Committee – Advisory
- Parks Master Plan Task Force - Advisory
- Redmond Urban Renewal Agency – Developer / Applicant
- Downtown Urban Renewal Advisory Committee's (DURAC) Centennial Park Expansion Subcommittee (Sam Blackwell, Paul Hanson, and Tom Kemper) – Advisory
- City of Redmond Departments and/or Department Divisions
 - City Council – Advisory and Project Approval
 - City Manager – Advisory and Supervisory
 - Communications / Public Relations – Media Advisory
 - Engineering – Plan Review
 - Parks Division – Advisory and Plan Review
 - Risk Management – Insurance purposes
 - Community Development– Advisory and Plan Review
 - Building & Permitting – Plan Review and Issuance of Permits

External Stakeholders and Their Role / Public Outreach and Inclusion:

The purpose of undertaking a public outreach and inclusion process is crucial for acquiring the community's insight regarding what park amenities and recreational facilities it would like to see included on the site.

There is strong need to develop and implement an additional public outreach and inclusion process in 2017 specifically for Phase II since five (5) years have passed from process previously noted.

The following is a draft outline of what a public outreach and inclusion process could include:

- Start with sending an introductory letter to adjacent homeowners, businesses, and public organizations / not-for-profits to meet one-on-one. The letter should introduce the project and contact staff. This is a professional courtesy to those who will "live with" the development and goes a long way to building trust between government and its constituents. Staff assumes that in community like Redmond this initial courtesy will be well received.
- Once the one-on-ones with the project's immediate neighbors is complete, implement a couple community-wide open houses / informational meetings. The purpose being to expand outreach and the opportunity to acquire additional ideas regarding park amenities and issues pertaining to the site.
- Host design open-house for community / public to review and vote of favorite proposal for Centennial Plaza after proposals are submitted by architectural design and construction teams to Request for Proposals (RFP).

Proposed Timeline / Decision Points:

Winter 2017:

- Research home & property owners immediately adjacent to Block 33, send letter introducing project and staff, and extend invitation to meet one-on-one with staff to review Centennial Plaza and answer neighbors' questions & collect their thoughts.
- Obtain architectural rendering of site without park amenities or recreational facilities in advance of one-on-one meetings with neighbors. It is important to go into the public outreach with a clean slate. Do not want to leave impression government is looking for the public to endorse a preconceived plan.

Winter / Spring 2017:

- Begin larger community wide informational meetings in late winter or early spring 2017. Informational meetings to take place in new city hall's meeting rooms directly overlooking Centennial Plaza. The goals being to provide additional opportunities for the larger community to learn about the project and contribute to the process regarding how the community would like to see the site utilized.

Spring 2017 Decision Points:

After community outreach & inclusion, senior level decisions need to be finalized regarding:

- Will the Public Works Department vacate NW. 8th street to connect Centennial Plaza with Centennial Park to minimize safety hazards for children & other pedestrians and create one large continuous open space from City Hall to Redmond's Downtown Business District?
- Will the Redmond Urban Renewal Agency purchase the remaining privately owned lots / properties on Block 33?
- Last, will the Redmond Urban Renewal Agency demolish or sell to Dennis McClay the house his grandfather built in 1910 located on lot 4 and Mr. McClay moves the house to another site?

December 31, 2018:

- The City of Redmond's lease with the Printing Post expires December 31, 2018. Is the Printing Post interested vacating earlier than December 31, 2018?

Winter 2019:

- Secure professional land surveyor and environmental impact statement (EIS) services to assess Block 33 for land use encumbrances (easements, covenants, contaminated soil, etc.).
- Demolish houses and clear site if the Redmond Urban Renewal Agency is able to purchase remaining privately owned properties. The goal is to clear the site in order for land surveying and environmental impact statement services. The goal is to undertake professional services all at one time and avoid piece-meal surveying, etc.
- After the site is cleared, have infrastructure providers (water, sewer, cable, telephone, electrical, etc) inspect and confirm ability to supply service.
- Draft and release Request for Proposals (RFP) for architectural design and construction team.
- Select RFP finalists.

Spring 2019:

- Host design open-house for community / public to review and vote of favorite proposal for Centennial Plaza.
- Award project to selected architectural design and construction team.
- Submit for planning review and apply for permits.

Late Spring / Early Summer 2019:

- **BREAK GROUND!**

DISCUSSION/ACTION ITEM

Parks Master Plan Update and Selection of a Single Parks Committee Representative

- The RFP has went out to bid for the Parks Master Plan. Annie updated that she has received many responses from some large firms and is expecting a good response. Bids are due September 29th.
- As a result of the committee changing from CDD to Parks Department, there has been a couple changes on the Master Plan Committee. Jim has stepped down, Linda and Richard decided to alternate as the liaison. Our first two meetings the parks committee members somewhat overwhelmed the number of task force members so we wanted to reign that back and elect one representative from Parks Committee.
- Gary asked Bill Braly to be the liaison for the Parks Committee at the Parks Master Plan Committee. Bill accepted. Next meeting we will be coming up with our Vision Statement after that the consultant should be on board.

2017 Parks Committee Work Plan

- Last year we worked on the Park committee goals and where the parks should focus their time. Form that list we drilled down a couple of things that we wanted to work on. We have actually accomplished quite a bit in 2016. The big one was developing criteria for neighborhood parks. We need to brainstorm for 2017.
- Gary would like to continue the dialog with Community Development Department and see what is proposed in the new developments, so we can plan accordingly. What impacts it will have on the Parks budget. He would also like for them to have a representative attend the parks committee meetings once a quarter and have the parks committee to be informed of the meetings with planning commissioner.
- A drinking fountain and bench were donated. In the canyon down by the well house. It is a great location that doesn't have a bench or water fountain.
- The Kiwanis's are only \$5,000.00 away from their goal for the Merry-go-round. It will be coming from Germany and has a 25 week turn around.
- Dry Canyon property acquisitions. The County had a foreclosure of a small parcel that is undevelopable form the canyon floor to the top of the rim right by Maple Avenue Bridge. There are two property owners that are looking to donate land. A parcel near Sam Johnson that looking to sell the apartment complex and possibly will sell 1.2 acres.
- BMX park idea, are we going to give him the go ahead. Possibly available for SDC's. Parks are super excited about the project. Great use of Homestead. Project may be available for grants. General consensus is we should move forward.
- Need to focus on what our next after we finish Quince and Hathaway.

UPDATES

- Quince Park project will start construction in the spring.
- We will send the survey results via email to residents who participated.
- Hathaway Overlook Park is moving ahead. Materials are being acquired with construction to start in the next month or so.
- Community Development have revised the Trails and Amenities Plan. It was just received today so it has not been reviewed.

COMMITTEE MEMBER UPDATES/COMMENTS

- Linda Nolte has resigned from the committee, effective immediately. There are three terms expiring, we know that one is not going to reapply. We also have one vacancy. We are actively recruiting for the remaining seats.
- Getting ready to shut down the flush restrooms for the winter.
- Have started replacing the street trees and preparing for winter.
- Mr. Cook asked; when 15th Street opens back up is the access going to return to the way it was? Original intent is that the access would return to the way it was. Further discussions are needed determine if the access works the way it is now. Once 15th street reopens it could bring a lot of cars right through the park. Engineering is leading the discussion.

With no further business Gary Parks adjourned the meeting at 7:05 p.m.

The next scheduled meeting is Wednesday, November 16, 2016.

APPROVED by and SIGNED by me this _____ day of _____, 2016.

ATTEST:

Gary Parks
Chair

Annie McVay
Parks/Public Works Administration Division(s) Manager



CITY OF REDMOND
Community Development Department

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STAFF REPORT

DATE: November 16, 2016
TO: Parks Committee
FROM: Annie McVay, Project Manager
SUBJECT: American with Disabilities Act (ADA) Transition Plan

Addresses Council Goal:

Goal #3, G Continue to renovate City facilities and infrastructure to ADA standards through a prioritized Access Plan. Ensure that plan development and implementation is facilitated in cooperation and with input from the disabled community and general public.

Report in Brief:

The City has a draft ADA Transition Plan and is seeking input from the Parks Committee.

Background:

The Americans with Disabilities Act (ADA) of 1990 is a civil rights statute that prohibits discrimination against people who have disabilities. Title II of the Act specifically addresses making public services and public transportation accessible to those with disabilities and stipulates that every public agency with more than 50 employees have an ADA Transition Plan. The City has met ADA requirements on all new construction and improvements and has completed partial inventories of existing ADA deficiencies for parks and buildings but has not completed a formal ADA Transition Plan.

The ADA Transition Plan is a comprehensive review of priority public rights of way, park facilities and public buildings. The Plan:

- identifies ADA deficiencies in each of the areas
- describes the methods to be used to make the facilities accessible
- prioritizes the ADA project needs, and
- provides a schedule for making the access modifications.

Discussion:

The City has contracted with MIG in the development of the ADA Transition Plan. The consultant completed an inventory of all ADA deficiencies in public buildings, parks and recreational facilities. The consultants and City staff also completed an inventory of public rights of way (intersections, curb ramps, sidewalks etc.). Following the inventory, the deficiencies were prioritized and a draft schedule for improvements was developed (Exhibit A).

The City will present the draft schedule to the Committee and seeks input.

Annie McVay
Parks Division Manager

Exhibit A

Parks Schedule

Park	Year 1-3	Year 4-6	Year 7-10	Year 10+	N/A
American Legion Park					
<i>Maintenance Issues</i>		•			
<i>Small Capital</i>		•			
<i>Large Capital</i>					•
Baker Park					
<i>Maintenance Issues</i>	•				
<i>Small Capital</i>		•			
<i>Large Capital</i>					•
Bowlby Fields					
<i>Maintenance Issues</i>					
<i>Small Capital</i>					
<i>Large Capital</i>				•	
Centennial Park					
<i>Maintenance Issues</i>	•				
<i>Small Capital</i>					
<i>Large Capital</i>					•
Dry Canyon Trail					
<i>Maintenance Issues</i>					
<i>Small Capital</i>					
<i>Large Capital</i>		•			
Diamond Bar Ranch					
<i>Maintenance Issues</i>	•				
<i>Small Capital</i>	•				
<i>Large Capital</i>					•
Fairhaven Park					
<i>Maintenance Issues</i>		•			
<i>Small Capital</i>					•
<i>Large Capital</i>					•
Fireman's Pond					
<i>Maintenance Issues</i>		•			
<i>Small Capital</i>			•		
<i>Large Capital</i>					•
Hayden Park					
<i>Maintenance Issues</i>		•			
<i>Small Capital</i>			•		
<i>Large Capital</i>					•
Homestead Park					
<i>Maintenance Issues</i>			•		
<i>Small Capital</i>					•
<i>Large Capital</i>	•				

Park	Year 1-3	Year 4-6	Year 7-10	Year 10+	N/A
Kalama Park					
<i>Maintenance Issues</i>			•		
<i>Small Capital</i>					•
<i>Large Capital</i>					•
Kiwanians Field					
<i>Maintenance Issues</i>		•			
<i>Small Capital</i>					•
<i>Large Capital</i>				•	
Quince Park					
<i>Maintenance Issues</i>	•				
<i>Small Capital</i>	•				
<i>Large Capital</i>					•
Sam Johnson Park					
<i>Maintenance Issues</i>		•			
<i>Small Capital</i>			•		
<i>Large Capital</i>					•
Skate Park					
<i>Maintenance Issues</i>		•			
<i>Small Capital</i>					•
<i>Large Capital</i>					•
Spudbowl					
<i>Maintenance Issues</i>		•			
<i>Small Capital</i>					•
<i>Large Capital</i>					•
Stacks Park					
<i>Maintenance Issues</i>	•				
<i>Small Capital</i>					•
<i>Large Capital</i>					•
Umatilla Sports Complex					
<i>Maintenance Issues</i>		•			
<i>Small Capital</i>			•		
<i>Large Capital</i>					•
Valley View Park					
<i>Maintenance Issues</i>		•			
<i>Small Capital</i>					•
<i>Large Capital</i>					•
Weigand Family Dog Park					
<i>Maintenance Issues</i>	•				
<i>Small Capital</i>		•			
<i>Large Capital</i>					•
West Canyon Rim Park					
<i>Maintenance Issues</i>		•			
<i>Small Capital</i>		•			
<i>Large Capital</i>					•

The tables on the following pages describe the schedule priorities for barrier removal at City parks, facilities and airport. Table 1 addresses the City's parks, Table 2 includes the City's buildings and Table 3 addresses the schedule for the airport. These schedules represent a 10-year plan for barrier removal and is split into three year increments. It is the City's intent to complete as many maintenance related items as possible in Years 1-3 but identified some in the Years 4-6 to accurately represent available labor hours. The City placed many capital related barrier removals in Year 4-6 to be able to include these projects in the budget process, the City will actively work to complete smaller capital projects in a shorter timeframe.

Maintenance projects can be completed in-house for less than \$5,000.

Small capital projects can be completed in-house or by using a contractor for \$5,000 to \$25,000.

Large capital projects require the hiring of a contractor and/or purchasing materials that are greater than \$25,000.

Bowlby Fields and the Dry Canyon Trail do not include maintenance items on the chart. Instead of fixing smaller maintenance items, the Dry Canyon Trail will have a complete overlay to address all barriers at once and the intent is to reconstruct all facilities at Bowlby.



CITY OF REDMOND
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DATE: November 17, 2016
TO: Parks Committee
FROM: Annie McVay
SUBJECT: Discuss Committee Work Plan for 2017

Report in Brief:

The Committee is working to develop the 2017 Work Plan.

Background:

The Parks Committee develops an annual Work Plan to focus efforts. Through Committee discussions of its role and responsibilities, the Committee approved goals for 2016. These goals will be used to help filter and prioritize suggestions for the Work Plan.

Parks Committee 2016 Goals

- Develop policies that encourage environmentally sustainable parks.
- Facilitate and improve community input.
- Review and participate in the development of the Dry Canyon Master Plan.
- Advocate for park funding in the City budget process.
- Review and participate in the development of the 5 Year Project List/Plan
- Identify and build relationships with groups who have an interest in parks.

Key Accomplishments in 2016

- Working on Quince Park Improvements
- Developing Criteria for Neighborhood Parks (which has blended a bit with Park Planning Principles)

Several potential items have been identified in previous meetings. These include:

- Refining the Parks Project List
- Access Issues into the Dry Canyon and HOPE Playground

Discussion:

The Parks Committee can discuss if the Park Committee goals need updating and/or begin to discuss work plan items for 2017.

Priority Work Plan 2017

Parks Commission

Mission Statement: The Redmond Parks Commission acts in an advisory capacity to plan, develop and provide stewardship for City of Redmond's parks and open spaces while preserving natural areas and maximizing public enjoyment.

Action/Project Name	Brief Description	Council Goal	Date
Parks Master Plan Update	Coordinate with staff on the update to the Parks Master Plan.	3A; 6B,D	continual
Annual or Reoccurring Events:			
Council Update	Provide annual presentation to City Council		TBD
Annual Commission Tour	Participate in the Annual Park Tour		July
Capital Projects Budget Submission	Commission reviews the Parks Division Capital Projects Annual Budget		March
Parks Foundation Update	Update from the Parks Foundation on projects, programs, donations and activities		TBD
RAPRD Update	Update from the RAPRD on projects, programs and activities		
Tree Board Update	Update on Tree City and Arbor Week activities and Tree Board requirements		March
Development Update from Community Development Department (CDD)			TBD