



**PARKS COMMISSION • MEETING MINUTES**  
October 16, 2013 • 6:00 p.m.  
Redmond Public Works • Warehouse Training Room

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**Parks Commissioners Present:** Chair Gary Parks, Vice-Chair Richard Lance, Nicole McTavish, Linda Nolte (absent: *Jerry Boysen, Gordon Wiseman*; 1 vacancy)

**City Staff:** Bill Duerden, *Public Works Director*; Heather Richards, *Community Development Director*; Cameron Prow, *TYPE-Write II*

**Visitors:** Ginny McPherson, *Council Liaison*; Katie Hammer, *Redmond Area Park and Recreation District (RAPRD)*

*(scribe CP's note: The minutes were created from an audio record and notes taken at the meeting. The three digits after a motion title show the number of Commissioners voting in favor/against/abstaining.)*

**CALL TO ORDER**

Chair Parks opened the meeting at 6:03 p.m. without a quorum of Commissioners present. Commissioner McTavish arrived at 6:05 p.m., establishing a quorum.

**PUBLIC COMMENTS (None)**

**ANNOUNCEMENTS**

Mr. Duerden reported that Susan Bailey has left the City of Redmond and is now working for Chris Doty, her old boss, at Deschutes County Road Department. Curt Petersen was absent due to a family emergency this week.

**APPROVAL OF MINUTES**

**Motion 1 (4/0/0):** Commissioner Lance moved to approve the minutes from July 17, 2013, as submitted. Commissioner Nolte seconded the motion which passed unanimously.

**UPDATES/PRESENTATIONS**

1. Parks Division Update

- a. **Sam Johnson Park:** Ms. Richards reported that the City has raised \$410,000-\$420,000 from community donations, City of Redmond, Kiwanis, and a grant and feels comfortable moving forward. The cost is currently estimated at \$430,000 which does not include site preparation. Fund-raising is continuing. She is waiting to hear about a \$125,000 grant. During the recent procurement process, the City identified a designer and a vendor for this project. The vision is to create a fun space to play for the whole community that fosters collaboration, communication, and enjoyment for all and establish Sam Johnson Park as the premier park facility in Central Oregon. Per Design Option A, the current 3,500-square-foot (approximately) footprint will be increased to 10,000 square feet and be fully ADA (Americans with Disabilities Act)-accessible.

Ms. Richards summarized (PowerPoint) the project status, goals, mission, Phase 1 design elements, Request for Qualifications/Request for Proposals process (primary team and other teams for value-added products), and project timeline. To meet the May 2014 ribbon-cutting deadline, the playground equipment must be ordered by December 31, 2013.

Weather permitting, site preparation will take place in March-April 2014, followed by a community-build event (to save labor costs) and equipment installation in May. Next steps include using GPS (Global Positioning System) technology to site equipment around natural features, customizing for Redmond needs, and finalizing the climbing wall design. Improvements under consideration for Phase 2 are a water park, pavilion enlargement, better restroom facilities, connectivity through the park, and better parking. City Council will conduct a workshop on October 29, 2013. She has met with the education service district several times and met today with the *Central Oregon Coalition for Accessibility*. She will also be reaching out to the *Opportunity Foundation*, *Abilitree*, and *Redmond School District*. Ms. Bailey represented the Parks Department on the design team. Ms. Richards asked Commissioners if they wanted a Parks Commission presence on the design team which meets 9-11 a.m. every two weeks.

Commissioner concerns covered the wall design, footprint size and location, trail alignment and timing, easement from the Johnson Estate, vetting by the education service district and organizations that support people with disabilities, parking options, adult activities, parking options, site amenities, adequacy of restroom facilities, and interpretive panels. Favorable comments included "very impressive" and "super cool."

- b. **Other:** Mr. Durden reported that staff are winterizing Park facilities: blowing out irrigation lines, shutting down all restrooms susceptible to broken pipes, and providing ADA-compatible PortaPotties for the winter. Only the Centennial Park restrooms will be kept open during the winter. The flower baskets have come down. Staff has been repairing damage to Hathaway Overlook Park near the Maple Avenue bridge, which was hit pretty hard by the big windstorm, a 50-year event. Staff coordinated 40-50 volunteers from *The Church of Latter-Day Saints* to help install sod and paint picnic tables. The slopes will be seeded with native grass, rocks added to help break up the water flow, and the bright, shiny pipes painted. Centennial Park: The spray fountain was shut down earlier than usual due to a failure of the plumbing system. The contractor who installed the plumbing system originally (Kirby Nagelhout) was on site the next day. According to a geotech engineer, the lines broke due to the soil around them being improperly compacted; he recommended replacing the soil which is going on now. Repairs including sidewalk replacement should be done by the weekend before Thanksgiving, when the ice skating rink is due to reopen.
- c. **Pilot Butte/Homestead Trail:** Mr. Duerden provided an update (PowerPoint) on the canal trail improvements (Phases I through IV). Funding for this project is coming from a \$125,000 Recreational Trails grant from Oregon Park and Recreation Department (OPRD) received in 2012 and matching funds from the City. The original scope called for a 6-foot gravel path. He is working with the Downtown Urban Renewal Advisory Committee to pave the trail from Maple Avenue to Quince Avenue. This step will require updating the scope and changing the OPRD agreement. OPRD is very supportive of this project, so the City is not at risk of losing these funds. Paving is expected to begin in spring 2014. He is researching the possibility of using Connect Oregon V funds to pave the trail to Odem Medo presents an opportunity to connect to existing sidewalks and the trail that goes along the south canal all the way to Ridgeview High School. The City has an agreement with *Central Oregon Irrigation District* to put the trails in place over the ditch rider roads. Planning estimates indicate the paving cost to be about \$300,000 per mile. In addition to funding, challenges include obtaining easements from 13 property owners.

Ms. Richards said the City's Bicycle/Pedestrian Advisory Committee is working on bike and pedestrian trails for the whole city. The Homestead Trail will become part of that bike/ped transportation network.

2. Dry Canyon Master Plan Update/Access Planning

Ms. Richards explained why the City is updating the master plan at this time. Redmond's population is now at 26,000 and is projected to increase to 50,000 over the 20-year planning horizon. She presented Memoranda #1 through #4 containing drafts of a SWOT (Strengths, Weaknesses, Opportunities, Strengths) analysis, master plan working map, master plan policies (land uses, design/development standards, parking, transportation, lighting, concessions, preservation, land acquisition), and decision-making filter for new amenities/facilities in the canyon. She discussed enhancement and preservation areas, how the new plan compares to the 1984 Redmond Canyon Plan, entryways/gateways, better use of existing parking, location and design of amenities (trash cans, drinking fountains, restrooms), signage (branding, information kiosks), coordinating with students for fabrication of interpretive signage, security, and future activity areas (design now or reserve space). Next steps will include developing a website, initiating a public process to get feedback on the draft plan, and assessing the impact that *Deschutes Children's Forest* may have on this project. Once the Dry Canyon Citizen Advisory Committee has completed its work, the draft master plan will be forwarded to the Parks Commission and then Planning Commission.

Commissioners clarified their understanding of the update process and the function of the Dry Canyon Advisory Committee. Additional concerns included realignment of bike/pedestrian uses to meet the access road from the pool, active (enhancement area) vs. passive (preservation area) uses, need for passive area between Sam Johnson Park and Bowlby Field, separate paved bike loop for younger riders (safety), rationale for connecting two active-use areas, feeling safe on the throughput trail, relocating the trail to reduce conflicts and bike speeds, protecting natural areas, and property acquisition policy to avoid use conflicts.

**DISCUSSION/ACTION ITEMS**

Mr. Duerden reported that City Council is reviewing how all City Commissions operate. The Mayor wants to get a comprehensive structure for each commission that spells out purpose, roles, responsibilities, and meeting bylaws. The Parks Commission primarily focuses on City parks, trails, and designated but undeveloped park land. He commended Chair Parks and his subcommittee for being proactive in reviewing City code as it pertains to the Park Commission.

Following discussion of the Parks Commission roles and responsibilities, Commissioners agreed *by consensus* to change to a bimonthly meeting schedule in odd-numbered months. Commissioner McTavish requested an update on the Sam Johnson Park project at each meeting. Commissioner Nolte recommended bringing issues to Mr. Duerden's attention between meetings.

Mr. Duerden stated that Curt Petersen is the contact person for Parks Commission questions until Ms. Bailey's position is filled.

**COUNCIL LIAISON COMMENTS (None)**

**COMMISSIONER COMMENTS**

Commissioner Nolte said that the Sam Johnson Park Design Committee is meeting 9-11 a.m. the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays at City Hall.

**STAFF COMMENTS**

Mr. Duerden said City Recorder Kelly Morse will notify Commissioners whose terms are expiring in 2013.

**PUBLIC COMMENTS (None)**

**FUTURE AGENDA ITEMS**

1. Strategic Plan Goals and Tasks
2. Code Revisions
3. Review of Redmond Parks Foundation Bylaws and Grant Process

**NEXT SCHEDULED MEETING**

Wednesday, November 20, 2013.

**ADJOURN**

With no further business, Chair Parks adjourned the meeting at 7:43 p.m.

APPROVED by the Redmond Parks Commission and SIGNED by me this 3 day of December, 2013.

ATTEST:

Gary Parks  
Gary Parks, Parks Commission Chair