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**PARKS COMMISSION • MEETING MINUTES**

13 February 2013 (Wednesday) • 6:00 p.m.  
Redmond Public Works • Warehouse Training Room

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**Parks Commissioners Present:** Chair Gary Parks, Thomas Holt, Linda Nolte, Gordon Wiseman  
(absent: *Cyndie Bell, Jerry Boysen, Richard Lance*)

**Redmond Area Park and Recreation District:** Heather Cassaro; Katie Hammer, *Executive Director*; Brian Hole, *Board Chair*; Hayes McCoy

**Redmond Parks Foundation:** Julie DeVoe, *Treasurer*; Shirlee Evans (Redmond Bicycle & Pedestrian Advisory Committee and Dry Canyon Advisory Committee), *Secretary*; Brian Hole, *Director*

**City Staff:** Bill Duerden, *Public Works Director*; Curt Petersen, *Park Operations Supervisor*; Perry Brooks, *Parks Planner*; Susan Bailey, *Public Works Administration*; Cameron Prow, *TYPE-Write II*

**Visitors:** Ginny McPherson, *Council Liaison*; Solomon Kaleialoha; Leslie Pugmire Hole, *Redmond Spokesman*

**CALL TO ORDER**

Chair Parks opened the meeting at 6:09 p.m. with a quorum of Parks Commissioners present.

**PUBLIC COMMENTS (None)**

**ANNOUNCEMENTS**

1. Introductions  
Chair Parks thanked everyone for rearranging their schedules to attend this meeting. All parties introduced themselves.
2. Purpose of Meeting  
Chair Parks said that the purpose of this meeting was for the three organizations to share what they do and get to know each other.
3. Anticipated Meeting Outcomes  
Chair Parks expressed his desire that understanding each organization's goals would lead to closer working relationships and better coordination on current and future projects to enhance Redmond's park system.

**ORGANIZATION PRESENTATIONS**

1. Parks Commission  
Chair Parks discussed (PowerPoint) the origin, purpose, governance, membership, responsibilities, jurisdiction, Tree City USA designation (Arbor Week starts April 8, 2013), guiding documents, funding sources, and neighborhood park siting criteria. Included in his presentation was a map of 22 parks. Future projects included Sam Johnson Park Play Structure (vision, citizen support, funding), Homestead/Pilot Butte Canal Trail (vision, location, funding), and Maple Avenue Bridge Staircase (vision, funding).

Mr. Petersen said that the Redmond Parks Department maintains 22 community, neighborhood, and pocket parks and 11 fields (baseball, multi-use, soccer). Damage due to vandalism, since he started tracking it in 2004, has cost \$92,000.

2. Redmond Area Park and Recreation District  
Mr. Hole provided an overview (PowerPoint) including governance, mission statement, district boundaries (83 square miles), membership, organizational structure (aquatics, recreation, park maintenance, administration), funding (property taxes and user fees), annual budget, facilities (Cascade Swim Center,

Activity Center, High Desert Sports Complex, Borden Beck Wildlife Preserve, Tetherow Crossing, Majestic Summit Park), and programs. The District is moving forward with the East Redmond Trail Complex, Majestic Summit Park, and several planning projects. Future development will include improving Tetherow Crossing Homestead for community events and building a new aquatic and recreation center. Volunteers (1 hour to 4 years) are welcome for special events, trail building, coaching sports teams, after-school programs, planning committees, board of directors, budget committee, and the Parks Foundation.

Chair Parks said that knowledge of District programming and scheduling issues was a good way for the Parks Commission to understand community recreational needs.

3. Redmond Parks Foundation

Ms. Evans summarized the history, 501(c)(3) status, membership (5 of the 9 board positions are open), funding (donations: cash, securities, life insurance, real estate, memorial gifts, equipment, materials, services, earmarks), mission statement, and fund-raising.

In response to Mr. Hole's question about project development, Ms. Evans said that community projects must be approved by either the Parks Commission or the RAPRD Board of Directors. Interested groups are required to submit a plan and budget, make a presentation to the appropriate body, and report annually on their progress.

## DISCUSSION ITEMS

1. Dry Canyon Master Planning Process

- a. **Process Update and Schedule:** Mr. Brooks shared the PowerPoint presentation he made on February 12, 2013, at the first meeting of the Dry Canyon Advisory Committee. DCAC members included City stakeholders, volunteers, and liaisons from other groups. He summarized prior planning efforts (1984-2011), current ownership (302.12 acres), purpose and guiding policies for a park master plan, goals, community outreach, and planning schedule (inventory/needs assessment, analysis, synthesis). Four public meetings will be held, the first one on February 28, 2013. The DCAC will meet one week after every public meeting to review public comments and make recommendations on how to move forward. The goal is to get the updated Dry Canyon Master Plan adopted by Council in July 2013.
- b. **SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis:** Mr. Brooks conducted a short SWOT analysis to get input from the Parks Commission, RAPRD, and Parks Foundation. Staff will analyze this data to identify common themes and issues.

2. Redmond Bicycle & Pedestrian Advisory Committee

- a. **Committee Role and Purpose:** Mr. Brooks said 10 people attended the first BPAC meeting on February 4, 2013. The goal is to get people biking and walking in Redmond. He reviewed (PowerPoint) the background, bicycle refinement plan (BRP), existing conditions (plans, assets, barriers), community outreach, proposed projects, signage, design standards, bike routes, multi-use paths, streets policy, and funding. Next steps included establishing design specifications and implementing the BRP strategies.

Concerns expressed included baseline data (bike ridership), access for motorized and nonmotorized wheeled vehicles, and trail connectivity with sidewalks.

- b. **Near-Term Projects and Outcomes:** Mr. Brooks reported that construction of the Pilot Butte trail is expected to start this summer and be finished by the fall of 2013.

3. RAPRD Recreation Programming and Facilities Plan Update

- a. **Planning Process:** Mr. Brooks discussed the purpose, core values, goals, key components, community input opportunities, and schedule. This district master plan will help guide future decisions related to program offerings, facility management, renovation and development, and allocation of available financial resources. This plan will be updated every five years to capture changing trends in recreation, community demographics, and dynamics. Next steps included creating an RPPF citizen advisory committee, scheduling open houses, conducting a community survey, and providing monthly updates to the RAPRD board.

Commissioner Nolte suggested including a note on the postcard notifying citizens of the computer survey that would offer options for non-computer users to become informed and participate in the public input process.

Mr. Brooks responded that paper copies of the plan will be available at both the Activity Center and Cascade Swim Center.

**b. Outcomes:** Not addressed specifically.

4. Final Outcomes

**a. Roles, Responsibilities, and Areas of Overlap:** Not addressed specifically.

**b. Moving Forward/Possible Future Meetings:** Mr. Brooks suggested having another joint meeting at the conclusion of the Dry Canyon Master Plan and of the RFPF processes.

**COUNCIL LIAISON COMMENTS** (None)

**COMMISSIONER COMMENTS**

Chair Parks thanked everyone for coming. He commended staff for their hard work to make this meeting successful.

**STAFF COMMENTS** (None)

**PUBLIC COMMENTS** (None)

**NEXT PARKS COMMISSION MEETING**

Tentatively scheduled for Wednesday, March 20, 2013.

**ADJOURN**

With no further business, Chair Parks adjourned the meeting at 8:09 p.m.

APPROVED by the Redmond Parks Commission and SIGNED by me this 20 day of MAY, 2013.

ATTEST:

  
Gary Parks, Parks Commission Chair

  
Richard Long, Vice Chair

