



CITY OF REDMOND
Public Works Department

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PARKS COMMISSION Minutes

Wednesday, January 16, 2013

Warehouse Training Room, Redmond Public Works, 243 East Antler Avenue, Redmond, Oregon

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

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, *City Councilor*; Katie Hammer, *Redmond Area Park and Recreation District (RAPRD)*; Solomon Kaleialoha

(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 shows the number of Commissioners voting in favor/against/abstaining.)

CALL TO ORDER

Chair Parks opened the meeting at 6:03 p.m. with a quorum present. Everyone introduced themselves.

PUBLIC COMMENTS (None)

ANNOUNCEMENTS

1. Introduction of New City Council Liaison
Mr. Duerden introduced Ginny McPherson.

APPROVAL OF MINUTES

Motion 1 (5/0/1): Commissioner Lance moved to approve the December 19, 2012, minutes as submitted. Commissioner Wiseman seconded the motion which passed with Commissioners Boysen, Holt, Lance, Nolte, and Parks voting in favor and Commissioner Wiseman abstaining due to his absence from that meeting.

UPDATES/PRESENTATIONS

1. Parks Division Update

Security Cameras: Mr. Petersen said that City Council recently decided to spend \$114,000-\$120,000 in the next three years to install security cameras at various sites around town. In February 2013, staff will begin installing cameras at various sites around town including American Legion Park and Quince Park; he passed around a list of sites where cameras will be installed. The Parks Division budget allocated \$28,000 for safety to cover its share of this cost for 2013. Funding for this project came from fees paid by Schlosser. The cameras installed this year will be monitored to assess their effectiveness. Softball reservations will also start in February.

Chair Parks noted that *The Bulletin* issued a correction yesterday to the vandalism number it reported in an earlier story (9,200) which was supposed to be 92,000.

2. Parks Planner Update

Sam Johnson Park: Mr. Brooks said the Parks Department has raised about \$170,000 for the play structure. Staff will be applying for a local government grant through Oregon Parks and Recreation Department (OPRD); the exact amount applied for will be based on the scope of work. The application is due in April 2013 with a decision expected in August 2013. Specific locations for park amenities, design details, and a construction timeline will be determined during the scope of work, based on analysis by Parks, Police, and Public Works staff.

Commissioner concerns included *timing of improvements, new surface under the play structure, ADA (Americans with Disabilities Act) compliance, and re-routing the existing bike path.*

Pilot Butte Canal Trail: Mr. Brooks reported that the Parks Department received a Recreation Trails grant in 2012 to gravel this trail starting at Quince Avenue. Subsequently, the Downtown Urban Renewal Advisory Committee agreed to fund an asphalt trail from Maple Avenue to Veterans Way. The Parks Department will be paving the trail section between Quince and Maple Avenues. Parks staff will get topographical survey work done in the next couple of months and Public Works staff will do most of the design work for this trail. Construction is expected to begin in late summer/early fall of 2013. Another Recreation Trails grant is being applied for to fund Phase 2 of the trail from Veterans to Odem Medo (about ¾ mile). At that point, the trail will cross the canal and use the adjacent asphalt path to go south to Ridgeview High School. The grants will only fund new construction, so resurfacing existing trail links will have to wait. The trail, once paved, will be easier to maintain during winter.

Community Survey: Mr. Brooks said that the Parks Department is partnering with RAPRD to conduct a survey to get a better idea of programming needs as well as ideas for the Dry Canyon Master Plan. Postcards will be sent out to 8,900 utility customers, offering them a link to the online Survey Monkey. Citizens can also use their SmartPhones to access the survey.

Dry Canyon Advisory Committee: Response to staff efforts to obtain citizen participation on this DCAC through the *Redmond Spokesman* and utility mailing stuffer has been pretty good. Mr. Brooks requested Commissioners' help to recruit additional members. The DCAC's first meeting is expected in late January/early February 2013.

3. Grant Update

Ms. Bailey said OPRD grant applications are due in April 2013. Renaming the Pilot Butte/Homestead trail has not yet occurred but will probably be done through a contest. Phase 1 is funded; the second package will be sent in tomorrow. The Parks Department grant application to the Statewide Transportation Improvement Program for the Maple Avenue staircase is in the middle of the pack, with a lot of expensive projects in front of it.

Mr. Duerden cautioned that STIP funds, even if granted, will not be available until 2016.

Commissioner concerns included *using the renaming process as a revenue source and seeking sponsors to help fund construction of trail sections.*

Ms. Bailey suggested reviewing Council guidelines on naming new parks.

DISCUSSION/ACTION ITEMS

1. Election of Parks Commission Officers

Chair Parks postponed this agenda item to the February 2013 meeting and suggested setting term limits for officers at that time.

2. Review of 2013 Annual Work Plan

Chair Parks presented the draft work plan that he, Mr. Duerden, and Ms. Bailey developed along with a proposed timeline. Mr. Duerden summarized staff efforts to preserve the Eggeston House, currently sited across from the skatepark. Upgrading the schoolhouse (built circa 1905) to current code is estimated to cost \$120,000. Proposed uses included information kiosk, outdoor café, skate or bike rentals, or pet food sales for the dogpark.

3. RAPRD and Parks Foundation Joint Meeting Objectives

Ms. Bailey said that the intent of the joint meeting was for the three park groups to explore how to work together more effectively. Explaining who they are, what they do, and where they're going would help advance this cooperation. She recommended utilizing a SWOT (Strengths Weaknesses Opportunities Threats) analysis to bring out all issues facing these groups.

Following discussion of the benefits to be gained, Commissioners agreed to move their February 20 meeting to February 13 for a joint meeting with RAPRD and the Parks Foundation. Vice Chair Lance (Parks Foundation member) said he would be absent due to a family emergency. Commissioner Boysen said he would also be absent.

4. Goals for Dry Canyon Master Plan and BPAC

Dry Canyon Master Plan: Mr. Brooks presented a written progress report and summarized the purpose and function of a master plan, background, draft goals, community input opportunities (community survey, open houses, DCAC, liaison committee), planning and community involvement schedule (inventory/needs assessment, analysis, synthesis), and next steps. The liaison committee will include representatives from the Parks, Planning, and Redmond Development Commissions; Parks Foundation; and RAPRD. Staff hope to complete this project and get the plan adopted as part of Redmond's comprehensive plan by the end of June 2013.

Commissioner discussion covered *marketing public input opportunities* (website, blog, Redmond Chamber of Commerce), *access to previous plans* (1984 Redmond Canyon Plan, 2011 North Central Area Master Plan, Central Area Master Plan), *demographic statistics* (revenue generated in the community by recreational activities (hikers, bicyclists, equestrians, tennis players, skateboarders, kayakers, Oregon Horse Country survey).

Mr. Brooks said that Parks staff rely on National Recreation and Park Association statistics.

Ms. Hammer discussed RAPRD's experience in conducting user surveys.

Bicycle and Pedestrian Advisory Committee: Mr. Brooks said that staff are soliciting members for Redmond's first BPAC. He recommended that Redmond's BPAC work in harmony with the Deschutes County BPAC and handed out the 2013 Deschutes County BPAC goals. Staff concerns included coordination with the Redmond Trails Master Plan (east-west connectivity), Redmond Bicycle Refinement Plan, capital improvement plans, and Redmond Transportation Systems Plan. The first meeting of this group is expected in late January/early February 2013.

5. Memorial Bench Policy

Mr. Duerden summarized the background and work done to date.

Commissioners discussed *life expectancy*, *loss of historic information when original fee/term expires*, *fee structure* (revenue generation vs. maintenance), *design origination*, *siting*, *short-term bench policy vs. long-term donation policy*, *maintenance* (wear-and-tear), *vandalism* (repair), *community involvement* (sponsorship, grant match opportunities, maintenance), and *how other*

cities address this issue. Commissioners, **by consensus**, asked staff to present a draft proposal of a bench policy based on tonight's discussion to the next meeting on this topic.

6. Advertising Policy

Mr. Duerden reported the results of his research into sign location, size, and cost. Freedom of speech concerns would prevent the Commission from controlling who advertises and sign content. Community Development Director Heather Richards is working with the Planning Commission to update the City sign code. He is coordinating with Ms. Richards regarding update of Park signs.

Commissioner concerns included sign content, who is receiving revenue from existing ballfield signs, impacts of changing the Park sign policy, scheduling implementation of a new Park sign policy, length of term for ballfield advertising signs, activity sponsorship vs. outright advertising, who decides appropriateness of sponsors, City's liability for signs installed by sports team sponsors, and how other communities address this issue.

Ms. Hammer asked if the tee signs being installed by the Parks Foundation at the disc golf course will comply with the City's current sign code.

COUNCIL LIAISON COMMENTS (None)

COMMISSIONER COMMENTS

Commissioner Lance reported that the Parks Foundation has been asked to take charge of installing and maintaining sponsor signs at sport fields and the dogpark.

Commissioner Nolte said she will attend the Sisters Trail Alliance meeting on January 17, 2013, and request the source of their demographic statistics. A lot of revenue is generated in connection with horse activities. She recommended adding equestrians to the list of nonmotorized trail users and perhaps designating a trail for equestrian use as a way to attract this type of tourist to Redmond.

Commissioners Holt suggested a presentation on how recreational user groups can cooperate.

Chair Parks said that the Parks Commission is designated as the Tree Board, and is responsible for trees in public areas and rights-of-way.

STAFF COMMENTS (None)

PUBLIC COMMENTS (None)

FUTURE AGENDA ITEMS

1. Dry Canyon Master Plan Considerations
2. Master Plan Update
3. Strategic Plan Goals and Tasks
4. Code Revisions
5. Memorial Bench and Advertising Policies
6. Review of Redmond Parks Foundation Bylaws and Grant Process

NEXT SCHEDULED MEETING

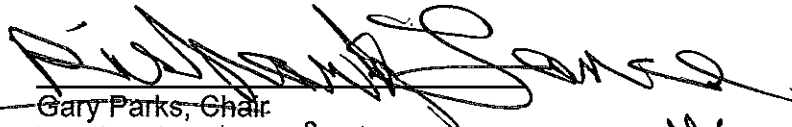
Tentatively scheduled for Wednesday, February 13, 2013

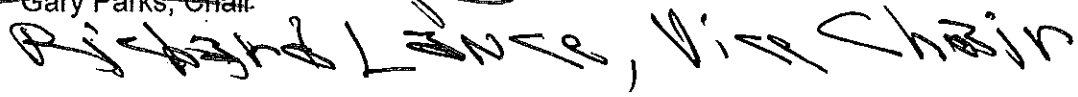
ADJOURN

With no further business, Chair Parks adjourned the meeting at 7:35 p.m.

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

ATTEST:


Gary Parks, Chair


Richard Lense, Vice Chair