



**DRAFT**

**PARKS COMMITTEE • MEETING MINUTES**

December 16, 2015

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

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**Parks Committee Members Present:** Chair Paul Nolan, Vice-Chair Gary Parks, James Cook, Richard Lance  
(absent: *Rand Hill, Linda Nolte*; 1 vacancy)

**Youth Ex Officio:** Vacant

**City Staff:** Annie McVay, *Parks and Public Works Administration Division Manager*; Curt Petersen, *Manager of Parks, Facilities, and Cemetery*; Deborah McMahon, *Principal Planner*; Cameron Prow, *TYPE-Write II*

**Council Liaison:** Unassigned

**Visitors:** Anne Graham, *City Councilor*; Katie Hammer, *Redmond Area Park and Recreation District (RAPRD)*

**Media:** None

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

**CALL TO ORDER – INTRODUCTIONS**

Chair Nolan opened the regular meeting at 5:15 p.m. with a quorum of members (4 of 6) present.

**PUBLIC COMMENTS**

Councilor Graham said she volunteered to serve as Council Liaison although the mayor had not yet appointed her. She outlined her role as liaison and discussed her reasons for wanting to advocate for Redmond parks. She stated that the Parks Department had been underfunded and there existed an opportunity to build on what happened at Hope Playground in the next budget cycle. She discussed benefits to a meeting between the Parks Committee and RCAPP (Redmond Committee for Art in Public Places), great neighborhood principles for Parks, and how the Parks Department could be more effective in the budget process.

**ANNOUNCEMENTS**

None.

**APPROVAL OF MINUTES**

**Motion 1** (4/0/0): Mr. Cook moved to accept the November 18, 2015, minutes as submitted. Mr. Lance seconded the motion which passed unanimously.

**DISCUSSION/ACTION ITEMS**

1. Land Use Process and Current Development Review Pertaining to Parks Update  
Ms. McMahon presented a copy of the City of Redmond Framework Plan; Obsidian Trails (master development plan, landscape master plan, landscape accent areas), and a map of Proposed Neighborhood Parks. Included in her review were Great Neighborhood Planning Principles, development rules relating to "tot lots," master plans in progress, a large-lot industrial development south of the airport, and impact of the urban interface zone on new developments.

Committee concerns included annexation, park siting requirements, park and trail connections, park turnover checklist for developers, Parks Committee input on new park amenities, adding the Parks

Committee to the electronic distribution list for new parks proposed, park maintenance (public vs. private), and options for creating open space and trails in new developments.

Ms. Hammer inquired about open space requirements in industrial areas.

2. Parks Master Plan Update

Ms. McMahon discussed the purpose of the update and the public involvement process required. The Parks Master Plan Update Citizens Advisory Committee (PMPU-CAC) has been collecting data on current park amenities. The PMPU-TAC (technical advisory committee) will soon start work on policy and improvement changes which will be presented to the CAC for discussion. Mr. Cook serves as the Parks Committee representative on the CAC. She invited Parks Committee members to e-mail their questions/concerns about this process to her or Ms. McVay.

Committee members clarified their understanding of the review process, planning horizon, and timeline for completion.

3. Discuss Assessing Needs of the Parks System

Ms. McVay acknowledged the need to tell the “story” better when it comes to the budget needs of Redmond’s parks. She summarized how Arizona State Parks dealt with a budget crisis and suggested engaging the public, Council, and Parks staff by taking 3-5 pictures of the most embarrassing features of Redmond parks.

Following discussion, Committee members agreed to e-mail 3-5 “embarrassing” photos to Ms. McVay for discussion/review at the January 2016 meeting.

4. Discuss Committee Role and Work Plan for 2016

Committee members reviewed and refined concepts identified at the November meeting:

- \* Develop policies that encourage environmentally sustainable parks.
- \* Facilitate and improve community input.
- \* Review and participate in development of the Dry Canyon Master Plan (Ms. McMahon to e-mail a timeline to the Parks Committee).
- \* Advocate for Parks funding in the City budget process.
- \* Review and participate in development of a five-year Parks Plan.
- \* Identify and build relationships with groups, such as BPAC (Bicycle and Pedestrian Advisory Committee) and RCAPP, that have an interest in parks.

Committee discussion covered incorporating this information in the Parks Master Plan, defining “environmentally sustainable,” and implementing a design template for parks that incorporate Great Neighborhood Principles.

**Motion 2** (4/0/0): Mr. Lance moved to adopt the above list as goals for the 2016 work plan. Mr. Parks seconded the motion which passed unanimously.

5. Determine Best Meeting Time

Following discussion, committee members agreed to review the 2016 meeting schedule (monthly vs. bimonthly) at their January meeting.

**UPDATES**

1. Trails Amenities Plan for Parks Committee Approval

Ms. McVay presented a copy of the Trails Amenities Plan, outlining influences on this plan and BPAC efforts to date. She requested committee members review the plan and that a BPAC member attend to explain/support the plan at the January meeting.

**COUNCIL LIAISON COMMENTS**

None.

**STAFF UPDATES**

Ms. McVay reported City Council appointed Jenny O’Keefe to the Parks Committee at its December 15, 2015, meeting. Ms. O’Keefe will be sworn in at the January meeting.

Next meeting: Wednesday, January 20, 2016, 5:15 p.m.

Tentative agenda: swear in new committee member, elect Chair/Vice-Chair for 2016, recap Parks Master Plan discussion from December meeting, review/approve Trails Amenities Plan, review Quince Park plan, explore Parks Committee role in budgeting process, 2016 meeting schedule

**COMMITTEE MEMBER UPDATES/COMMENTS**

Mr. Cook expressed interest in the Parks Committee reviewing the Parks maintenance budget at a future meeting in 2016.

Mr. Parks and Mr. Cook volunteered to serve on a subcommittee to start work on great neighborhood principles for parks and to forward their notes to Ms. McVay.

**ADJOURN**

**Motion 3** (4/0/0): Mr. Lance moved to adjourn the meeting. Mr. Cook seconded the motion which passed unanimously.

With no further business, Chair Nolan adjourned the meeting at 7:20 p.m.

APPROVED by the Redmond Parks Committee and SIGNED by me this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ATTEST:

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Paul Nolan  
Chair

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Annie McVay  
Parks and Administration Divisions Manager