



City Parks Advisory Board – Meeting Minutes
January 6, 2016 – 3:00 P.M.
520 E. Cascade Avenue, P.O. Box 39, Sisters, OR 97759

City Parks Advisory Board Attendees:

Chairman: Liam Hughes
Board Members: Dixie Eckford, Robin Holm, Peggy Houge, David Magaret, Rory Petterson
Council Representative: Nancy Connolly
Absent: Greg Johnson
Staff: Patrick Davenport, Nicole Montalvo
Recording Secretary: Carol Jenkins

To the members of the City Parks Advisory Board – there was no recording on file for this meeting. This was done by Director Davenport’s reports and staff notes.

- I. CALL TO ORDER
Board Chair Hughes called the meeting to order at 3:00 pm.
- II. VISITOR COMMUNICATION – None
- III. APPROVAL OF MINUTES – None
- IV. UPDATES – Improvements / Maintenance Updates: Barclay Park, Village Green Park, Clemens Park, Fir Street Park, Creekside Park / Campground

Public Works stated that these are the Improvements/Maintenance Updates

Barclay Park –

Maintenance Report: Nothing to report

Clemens Park –

Maintenance Report: Nothing to report

Creekside Park –

Maintenance Report: Nothing to report

East Portal –

Maintenance Report: Closed for the season

Village Green Park –

Maintenance Report: The new restroom / shower building is open

Fir Street Park –

Maintenance Report: Nothing to report

Creekside Campground –
Maintenance Report: Closed for the season

City Parks Master Plan: Continue review of 2015 update to the City Parks Master Plan

Director Davenport stated that staff is requesting that the City Parks Advisory Board review the City Parks Master Plan as a full draft and provide comments and recommendations. Comments and edits from the City Parks Advisory Board and the public will be incorporated into the next draft version for the February 3, 2016 meeting.

The Updates / Highlights to the existing 2011 City Parks Master Plan include:

- Updated population and other demographic data
- Updated Existing Parks System data and maps
- Updated Proposed Parks System data and maps
- Revised section on funding criteria
- Recommendations to revise Park System Development Charges

Director Davenport stated that staff anticipates requesting that the City Parks Advisory Board make a formal recommendation of Plan adoption that will be forwarded to the City Council as a workshop item on February 11, 2016 and a formal adoption during the regular meeting on February 25, 2016.

The draft version of the Plan has been posted on the City's website and the following government agencies and private organizations have been invited to comment:

- United States Forest Service
- Oregon Parks and Recreation Department
- Oregon Department of Fish and Wildlife
- Oregon Department of Land Conservation and Development
- Oregon Department of Transportation
- Upper Deschutes Watershed Council
- Sisters County Chamber of Commerce
- Economic Development for Central Oregon (EDCO)

Director Davenport stated that although this is not a formal public hearing, the Board should receive comments from the public if there are any.

The Board discussed the bike lockers, the lengths of them, having individual pad locks, and long term storage. That there needs to be a set of rules, review the laws, and whether or not there is going to be a charge to use these bike lockers.

The Board discussed the grants for the Clemens Park Restrooms and SPRD going for a grant at the same time.

Director Davenport discussed the Parks Master Plan updating it from 2011 to 2016. He discussed the Capital Improvement Plan (CIP) and making a recommendation to City Council, requesting a new Park SDC, updating the Transportation System Plan (TSP), Patterson entitlements, and specific chapters in the Parks Master Plan at this time. Items discussed were forecast

projections, historical growth rates, undeveloped land, housing types, median incomes, poverty levels, and the aging population.

Director Davenport went over the Parks System Special Uses, the different parks, trails, HOA Open Space, Level of Service (LOS), Needs Analysis, the Vision for Sisters, connectivity, pedestrian access to the parks, accessible access to the parks, Master Plan, right-of-way, open space, existing maps, proposed maps, park acquisitions, Community Garden, community assets, improvement action, forecasted SDC revenue, utility fees, Whychus Creek Restoration, affordable housing, affordable housing SDC's, general fund surplus, and density.

Director Davenport stated that in the Conclusions 6.9 that the chapter includes recommendations for improving and expanding the City's parks system to better serve its residents and to keep pace with growth. The recommendations focus on improving existing parks and expanding the parks system to include park development open space conservation. The City owns two areas of undeveloped R/W that may be appropriate for development of liner facilities and the land development entitlement process has yielded the opportunity for additional parkland.

There are a number of strategic locations where land may be acquired along Whychus Creek to provide for park and open space needs as well as watershed protection opportunities. The City's existing parks system can be enhanced through the installation of basic amenities in many facilities that improve user comfort, safety and access. Most importantly, the park system must receive adequate funding, in terms of staffing and resources to operate efficiently.

The recommendations establish a strategy for improving park service for underserved areas, maintaining and enhancing existing parks, promotion connectivity and conservation, and improving level of service.

V. OTHER BUSINESS
None at this time.

VI. ADJOURN
Board Chair Hughes adjourned the meeting at 5:00 pm.

Respectfully submitted,

Carol Jenkins, Recording Secretary

