City Parks Advisory Board
October 07, 2015 – 4:00 P.M.
520 E. Cascade Avenue, P.O. Box 39, Sisters, OR 97759

City Parks Advisory Board Attendees:

Board Chairman:	Liam Hughes
Board Members:	Peggy Houge, Dixie Eckford, Greg Johnson, David Magaret, Robin Holm
Councilor:	Nancy Connolly
Absent:	Rory Peterson
Staff:	CDD Director, Patrick Davenport, PW Director, Paul Bertagna
	Darcy Reed, Associate Planner
Recording Secretary:	Carol Jenkins

I. CALL TO ORDER

Board Chairman Hughes called the meeting to order at 4:00 pm.

II. VISITOR COMMUNICATION

Steve Bryan
526 E. Tyee Dr.
Sisters, OR 97759

Mr. Bryan came forward and addressed a letter from the Five Pine people. He asked the Board to reaffirm the one-way recommendation and to reconsider what type of camper is allowed in the park.

Lynn Baker
587 S. Locust St.
Sisters, OR 97759

Mr. Baker came forward and addressed the letter that was delivered to the Board. He asked for clarification on who is paying for that water when people come to fill up other than the campers at the park – the residents of the City, or the Campground fees, etc.

Pat Thompson
506 N. Pine St.
Sisters, OR 97759

Mr. Thompson asked the Board to re-open the discussion about the Option of the one-way RV traffic, maybe get an additional traffic study that is more in depth than the original one that was done.

Board Member Johnson asked Mr. Thompson if he has gotten involved with the neighbors on the west side of the park to discuss the impact that has been discussed for the last year plus, etc.

Mr. Thompson said that they were not as vocal a year ago as they are today because a year ago, it didn't made sense and it doesn't make sense today. He discussed the different things that have been done for that development at this time. He stated that he would like some options, compromises being made, and finding solutions to this problem. He stated that this particular recommendation is not a solution to the problem - it may create more problems and/or shift the problem.

Board Member Johnson discussed the different options that should have been done back in 2010, but there have been delays on the different agencies and moving forward. He stated that the Board has made the interim solution which will take time, and is hoping that there can be some kind of support of this Board as well as the neighbors, etc. He stated that he would like to see this interim solution installed and put a timeframe that will be reasonable to move forward as a group.

Board Chairman Hughes asked for Mr. Baird with Kittleson and Associates, Engineer to come forward at this time.

Scott Baird - Engineer
Kittleson and Associates

Mr. Baird came forward and discussed data that was collected in June 2015. He discussed the different feedback, impacts, traffic related to the Campground on Desperado, intersections, two-way traffic, peak periods, entrance and exit on Locust St., and results of the traffic count volumes for three (3) days over Labor Day weekend. He discussed the different traffic movements, entrances and exits, volumes, percentage(s) of traffic, radius improvements for RV traffic, and signage at this time.

A discussion took place regarding intersection navigation/operations, safety concerns, speed limits, traffic from east and west, turning radius, pavement width concerns, fiber optic solutions, pedestrian crossings / paths, public roads, turning movements, and sidewalks, etc.

Board Chairman Hughes opened Visitor Communication at this time.

Janet Baker
587 N. Locust St.
Sisters, OR 97758

Ms. Baker came forward and discussed her personal experience with their RV in turning from Highway 20 from the west turning into Buckaroo and right onto Desperado. She stated that she has measured the different entrances and exits and feels this was the best option at this point.

A discussion took place regarding the speed limits and what could be done to reduce it at this time.

Director Bertagna stated that the State sets the speed limits at what the public is doing and it would involve an ODOT process.

Doug Roberts
16052 Foot Hill Lane
Sisters, OR 97759

Mr. Roberts stated that he is here on behalf of the 4th Sisters Condos and discussed the issue with the 11th hour discussion and letters that have been sent in. He discussed the history of the Condos and gave examples of what has been done to improve it over time. He asked the Board to hold off on the one-way in and one-way out design because the location of this park has become antiquated – maybe think about where the park could be relocated and turn that into something other than camping and RV facilities.

Tate Metcalf
1001 Desperado Trail
Sisters, OR 97759

Mr. Metcalf came forward and stated that this should not be a knee-jerk reaction and to make this change without more study. He stated that if it continues down this path, it will be detrimental. He stated that more study should be done, come together as a group, bring in more engineers and more of the professionals involved where it would be helpful for everyone. The outcome should be a reasonable long-term approach and not the interim trial period the way to go.

Scott Baird came forward and discussed the different traffic movements at this time.

Board Chairman Hughes asked Councilor Connolly that when the Council discussed this what was the general feedback and consensus.

Councilor Connolly stated it was a 4-0 vote to approve Kittleson's preliminary study and the Parks Board recommendation. She stated that the width of the road was not an issue because the current traffic is already using the road, it hasn't been an issue, so it didn't become an issue overnight. She stated that the one (1) year trial was a good basis to see how it would work and flow, and the overall long term plan would be to use the weight station as an entrance. There were no disagreements about the vote, they were all in favor of it, and community outreach had occurred.

Board Chairman Hughes stated that since this was voted on once, he believes that there should be a vote of the Board to re-open this discussion. To officially revisit this previous decision, there should be a motion on the table.

Board Member Houge asked if the City Council has already voted on this issue, why are they not receiving these comments instead of the Parks Board.

Board Chairman Hughes stated that the City Council has asked the Parks Board to revisit the Master Plan again, and submit it back for a final approval from the City Council.

C*ouncilor Connolly* stated that the City Council had the recommendation from the traffic study and the Parks Board, the City Council had to approve it so staff could say that the one-way access will look like this, the staging area had to be decided, and the length of the shortened parking spaces. In order to make those decisions, the City Council had to give the final blessing and to send it to the State.

Director Davenport came forward and stated that the last visit of this plan to the City Council was in a workshop format, and the intent was to bring back their workshop recommendations for the final recommendations of approval to the City Council. He stated that the Park will be closed on Monday, November 2, 2015, it will be re-opened the beginning of April 2016, and reservations will begin in January 2016.

Board Chairman Hughes stated that since the Board has made a decision at a previous meeting, he stated they need to decide whether or not to re-open that discussion on the decision, or whether to let that decision stand as is.

Board Member Eckford stated that she recommends to let the decision stand as is.

Board Member Magaret seconded.

Board Member Magaret stated that he felt that the Board put a lot of due diligence into this, listened to the traffic reports, and tried to make the right decision. He said that by doing this for a year trial seems like a reasonable thing to do.

Board Member Eckford agreed and said that they have heard a lot of testimony, have been through this a lot, had traffic studies done, been talking about doing this as a phased trial period, and with all the moving parts with the Transportation Plan, and Parks Plan, etc. still in motion, she thinks it is reasonable to try this for a little while to see if it would work.

Board Chairman Hughes stated that at the initial meeting his vote was 'no' on the traffic change, but his view essentially stays the same. He has not been convinced that this would be dramatically better for Sisters – he still believe this way and in favor of re-opening the discussion.

Board Member Houge stated that she was also a 'no' vote last time and doesn't think there is anything that suggests that this takes anything away from Locust St. and sees no benefit. Overall, she feels Locust St. has a bigger issue than this Campground, and doesn't think that this proposed option is needed. This is a simple Band-Aid that doesn't solve an actual problem.

Board Member Johnson stated that they have 6-months to look at the traffic flow which is when the park will be closed. He stated that he voted 'yes' for the change because he sees a definite problem with an RV Park being in town at all. The change was to allow the Board to review what has gone over the last six (6) years and whether or not to be in the RV business at all. He stated that he would hate to change his vote, but he will with the Board's agreement – that if they move forward and re-open this discussion, that we bind everybody in here to those issues that were identified that the homeowners around the park, and business owners around the park and the City agrees to – work on a solution that is going to solve the problem instead of passing it along. He stated that he would vote to re-open, ask that there is an agreement tonight from everyone here, and to form a sub-committee on the solutions to the problem and not take this piece meal approach. He stated that he would vote 'no' and hopes to re-open this with the caveat and postpone on opening the park until this has been thoroughly reviewed and get to a final decision before the park opens again.

Board Member Holm stated that she is new at this and has not formulated it, but that they do use the dump station all of the time. She said she has no problem going in and out on Locust St. She said that a lot of it depends on how someone drives and how they look around. She said that you can't regulate

people and can't make them drive right, but she is willing to drive this route that is being suggested and weigh in on it. She stated that she would like to abstain from making an opinion because she doesn't feel like she's in a position to make a decision on this tonight.

Board Chairman Hughes asked the Board for all of those in favor of letting the decision stand as it was.

Board Member Magaret and *Board Member Eckford* voted 'yes'.
Board Chairman Hughes, *Board Member Houge*, and *Board Member Johnson* voted 'no'.
Board Member Holm 'abstained'.

Board Member Houge asked what does this mean if they re-open this.

Director Davenport asked if the Board would like to re-open this discussion tonight and keep this going. He stated that what this means is that they are hoping to get the Master Plan approved and to get a consensual approval by the State, but also a lot of the improvements will go onto the Capital Improvements list which will be combined with the City wide Capital Improvements list. He said that they trying to do a Parks Capital Improvement Plan and get it done as soon as possible. There are some big ticket capital items that they would like to get on that list. He asked the Board if they would like to have another meeting to discuss this. He said that they would like to have a discussion on the actual Master Plan itself and how to move forward with that.

Board Member Eckford asked Director Davenport about the Master Plan and that she didn't see anything in there saying that this plan was a phased trial period. She asked if there could be language placed in there some place.

Director Davenport stated yes – if that is what the Board would like to see. And if it is going to be a phased trial period, it would need to have a definite time period – say one (1) year and then revisit it after that point.

Board Member Eckford stated that with all the time and effort that has gone into this, to look at it as a phased trial period, and maybe just for one (1) summer of implementation to see if it works. She stated it would be better than being right back at square one and not have anything accomplished over the last year and a half.

Board Member Johnson suggested getting the neighbors and property owners together while the park is closed to see if there can be some changes.

Board Member Magaret stated that the only solution that is going to make everybody happy is to get rid of the RV's or to limit them.

Board Chairman Hughes stated that what has happened through this process is listening to one user group and then, another one that was silent and now has become vocal. If we close the Campground entirely, we lose $100,000 of revenue into the City, and then, when the swings, playground, slides, etc. become decrepit and old and then, we have mothers of the children in here asking why we let the parks get to this state when there is a revenue stream to help support the parks. He stated that for every reaction there is an equal and opposite reaction and need to weigh these changes very seriously.

Board Member Houge said that if this vote is to re-open the discussion – it should be timed related.

Councilor Connolly stated that they were slated to vote on this issue on October 22, 2015 at the regular meeting – the same night they are dealing with the Transient Merchant Business Licenses.

Board Member Houge stated that if this is means trying to come together as a community and iron this out knowing that there is going to be one side that will be angry, and one side that is going to be happy – if we are all in agreement that this is the way to go about this – then, she said to re-open it based on it being done on a time basis and prior to the next Council meeting.

Board Member Houge discussed the re-opening of the discussion, changing of the vote(s), and not having it go through Buckaroo and Desperado. She stated that Phase I already has everyone going down Locust St. and have entrances and exits (visual) – and the next idea was possibly trying the ingress and egress differently. She asked if for the first year could it be done with the new berm and obviously, the State approving all of this, keeping it on Locust St. and see how it goes. She said that no one knows if that works and that it seems a little early to start changing the traffic flow until we know that doesn't work.

Board Chairman Hughes brought up the other important thing that should be noted that came up from the traffic study is talking about 10 vehicles now. There has been a lot of discussion about the 10 vehicles with an average time of 30 seconds per vehicle – it is not going to be a big difference either way.

Director Davenport addressed Board Member Houge' question about the State – and the State is not waiting on the City to do anything. An approval from the State is not required for this – it is more of a review and consent and looking for public input. At the moment, they are fine and we are just letting them know what is going on, and hopefully, this will improve the chances of getting grants in the future.

Board Member Eckford stated that the way the Creekside Parks Master Plan is written now – the most recent copy shows this traffic change.

Director Davenport stated that this is just a draft and it is also showing the proposed access near the scales and it is very conceptual at this point.

Board Chairman Liam asked for the Board to make a motion at this time.

Board Member Houge made the motion to reopen the discussion.

Mr. Baird stated that he had the analysis done for that right turn because the question came up off the highway, and they actually added 20-ft. on to it just to make sure they got a reasonable length and it does work off the highway – the radius at Buckaroo / Desperado still needs to be improved, but the one at Buckaroo and the Highway for the right turn does work.

Councilor Connolly asked what this does for the Council and can they still go ahead and vote and override this.

Director Davenport stated that the Council will get an update at tomorrow's meeting on how this is going. If Council directs staff to do something, we will jump right on it, or revisit it at the next meeting.

Board Member Johnson made a motion to meet again before the City Council meeting on October 22, 2015.

Board Chairman Hughes seconded. Motion carries.

The Board decided to hold a special workshop with the interested parties and getting additional information from staff, etc. The items to be discussed would be utilities, turning radius on Buckaroo, left eastbound at Highway 126, signage, Buckaroo and Desperado traffic, having more data at that intersection at normal working hours – 9 to 5 – more information results in a better product.

Board Member Magaret stated that he wanted to request that the Board recommend to not open reservations for the Campground until this issue is settled.

Board Member Johnson made a motion to recommend that the park remain closed to reservations until this issue is settled and resolved before the City Council.

Board Chairman Hughes stated that *"no one seconded the motion – motion fails.*

The Board decided to hold the special workshop on Tuesday, October 20th at 4:00 pm. A meeting notice will be sent out for this.

Board Chairman Hughes asked to have available the financial data on the RV fees that were collected in the last year. The Board asked if the format of the meeting cold be changed as well.

Ms. Baker came forwarded and stated that the Council directed the City to go ahead in taking out certain campsites and gave examples at this time. She stated that the Council directed the City to do it, and do it now – get started.

Director Bertagna came forward and stated that it will be done during the off season when the park is closed. He said they don't want to have construction equipment in there when people are camping.

Councilor Connolly asked Ms. Baker if she is asking the Council to direct staff that even though the park final plan is not done, to go ahead and put in the green scape on the berm, and on Tyee to get those things planted, shorten the spaces, do the improvements now, and hold off on everything else until the next meeting when the Campground closes on Monday, November 2nd.

Ms. Baker stated that she heard the Council say, "do it now" and she thought they would start in the process.

Council Connolly asked Director Bertagna if that was in his scope of work during the process, or at tomorrow's meeting there be another discussion.

Director Bertagna stated that they need to have another discussion with the Council with dollars, etc. The direction was during the off season there is still work that needs to be done cost wise, the supplemental budget need to happen, etc.

Board Member Hughes stated that he had a few changes to the minutes to consider.

May 06, 2015 – he stated no changes.
June 10, 2015 - there is one section that needed amended – "a brief discussion on the East Portal (page 2) took place and who is the responsible party to maintain it". Board Chairman Hughes stated that SPRD does not maintain the East Portal – it was the labyrinth at the East Portal that was built through SPRD.
September 9, 2015 – (on page 9) – *Board Chairman Hughes* asked to summarize what Ms. Baker is requesting and for the Parks Board to revisit. He stated that was actually Mr. Willitts.

Board Member Eckford made a motion to approve the minutes as amended.
Board Member Houge seconded. Motion carries.

Board Chairman Hughes excused himself for another meeting that he has to attend, and asked if Board Member Johnson could stand in for him. *Board Member Johnson* stated that he would be honored.

Board Member Johnson stated that the City Parks Master Plan is the next item on the agenda at this time.

Director Davenport came forward and stated that staff would like to review the Kuivato Park at this time.

Planner Reed came forward and stated that staff received a subdivision application for 35-lot single family development off of Camp Polk Rd. across from the airport. Staff is looking for some input and recommendation on how to advise the applicant to modify their preliminary subdivision map as they propose a park. As part of the agreement, the developer was to dedicate a half-acre park to the City (a visual was given at this time). She stated that it was never definitive on where the park would be. In 2014, there was a text amendment to clarify some language that was originally attached to the Sun Ranch community and proposed to clarify at least half-acre park would be dedicated. She explained the terms of the subdivision, proposed location(s), alternate configuration(s), dedication of the park, and gave visuals at this time.

Board Member Johnson asked if there is a staff recommendation on this right now.

Director Davenport stated that they originally met with the airport owner and the property owner and did receive some positive input where they thought a park in this location would be very beneficial to attracting future businesses and would be a positive amenity. He stated that ultimately there would be more maintenance for the Public Works staff, but would provide a balance of amenities to hopefully provide more services.

Director Bertagna came forward and stated that in his department and thinking community wide about what can this space can offer - do they want to put kids out there, do they want to have Frisbee football out there close to a runway. He stated that he is not going to make that call. If the Board

sees a benefit that staff has not thought about – absolutely staff would be in favor. He asked what drives then what the maintenance would be – a walking path, turf grass, etc.

Board Member Eckford asked if it would be possible to say that they would like a park, but to actually leave it as open space and not do anything to it.

Planner Reed stated yes that is possible.

Director Davenport asked for the Board to make a recommendation so they can get back to the developer.

A discussion took place regarding the different options, RPZ open space, moving the park to another location, limits on what it is used for, and Figure 1 and Figure 2 at this time.

Planner Reed asked the Board if they want the park. She gave examples of what the developer would like to do at this time.

The Board was all in agreement of getting the park.

Shane Lundgren – Dutch Pacific Properties
221 S. Ash St.
Sisters, OR 97759

Mr. Lundgren came forward and stated that as part of their condition of approval of their development in the Master Plan was to do this half-acre park. Conceptually, they were just trying to find a place to put it. He discussed the City well, possible structures being placed on the north side of the well, easterly portion being open with no structures being allowed in the RPZ, the actual RPZ zone, possibility of a parking lot, and the airport developer desires for the park at this time.

Director Davenport gave a visual of the RPZ (Runway Protection Zone) and examples of development that could happen at this time.

A discussion took place with Mr. Lundgren and the Board regarding the RPZ at this time.

Don Denning

Mr. Denning came forward and stated that they are going to request that the pathway be abandoned. It no longer serves a real purpose because there will be sidewalks and pathways on both sides of the Kuivato Place that will connect with Camp Polk (or near Camp Polk) depending on the final decision. It would then tie into Jantzen Drive at the other end. He discussed the pathways, sidewalks, streets, and easements on the south side, the larger area within the RPZ being used as a green grassy area, lot sizes, the proposed wall, activities outside of the RPZ, the possibility of having a Homeowners Association, access to the park, maintenance and common areas.

A discussion took place regarding the park, the half-acre park versus the entire corner, the requirements, and agreements at this time.

Board Member Magaret made a motion to approve this plan Figure 3 – it seems like the right thing to do. No one seconded. Motion fails.

Board Member Johnson made a motion to accept the Figure 3 proposed park to this subdivision with the caveat that the Board request that additional acreage be included in the park up to the proposed wall. The existing boundary line be extended in this manner.

Director Davenport came forward and stated that the area of the proposed park being offered – the area in the RPZ will be taken away and added as appropriate to even off that configuration. It still meets the intent and the developer is doing what he is required to do.

Board Member Johnson made a motion to approve Figure 3 of the proposed half-acre park – the north boundary line be moved to the existing lot line adjacent to the RPZ.

Board Member Eckford seconded. Motion carries.

V. OTHER BUSINESS

VI. ADJOURN

The meeting was adjourned at 6:00 pm.

Respectfully submitted,

Carol Jenkins, Recording Secretary