



CITY PARKS ADVISORY BOARD Agenda

520 E. Cascade Avenue - PO Box 39 - Sisters, Or 97759 | ph.: (541) 549-6022 | www.ci.sisters.or.us

Wednesday, June 17, 2020 – 4:00 P.M.
520 E. Cascade Avenue Sisters, OR 97759

The meeting will be accessible to the public via teleconference.
Please use the following phone number to listen to the meeting:
1-844-802-5555 Access Code: 399434

- I. **CALL TO ORDER/DETERMINATION OF QUORUM/ADOPTION OF AGENDA**
- II. **VISITOR COMMUNICATION:** There will be no verbal Visitor Communication. Written communication can be submitted for the record to Carol Jenkins (cjenkins@ci.sisters.or.us) or dropped in the utility mail drop box by 3:00 pm on Wednesday, June 17, 2020.
- III. **APPROVAL OF MINUTES:** January 21, 2020 and March 4, 2020.
- IV. **CITY STAFFING**
 - A. Recruitment of new Community Development Director
 - B. New Position – City Parks Planning / Public Events
- V. **STAFF**
 - A. **FY 2020/2021 Council Goal Setting:** Workplan update for parks-related projects
 - B. **CPAB Meeting Date for July, 2020**
 - C. **Improvements/Maintenance Updates:** Barclay Park, Village Green Park, Clemens Park, Fir Street Park, and Creekside Park/Campground.
 - D. **Project Update:** Progress report for Village Green Play Structure Replacement
- VI. **UPDATE FROM SPRD**
- VII. **OTHER BUSINESS / OPEN DISCUSSION**
- VIII. **ADJOURN**

This agenda is also available via the Internet at www.ci.sisters.or.us. The meeting location is accessible to persons with disabilities. Requests for an interpreter for the hearing impaired or for other disability accommodations should be made at least 48 hours before the meeting by contacting Kerry Prosser, City Recorder at k.prosser@ci.sisters.or.us



City Parks Advisory Board – Meeting Minutes
Wednesday, January 21, 2020 – 4:00 P.M.
520 E. Cascade Avenue, P.O. Box 39, Sisters, OR 97759

City Parks Advisory Board Attendees:

Board Members:	Dixie Eckford, Jeff Tryens, Molly Baumann, Dana Bratton, Matthew Flautt,
Absent:	Kris Rerat, Gary Ross
Visitor:	Sue Stafford, Nugget Newspaper Jennifer Holland, SPRD Executive Director
Council Representative:	Nancy Connolly
Staff:	Cory Miskey, City Manager, Patrick Davenport, CDD Director, Paul Bertagna, Public Works Director
Recording Secretary:	Carol Jenkins

I. CALL TO ORDER

Board Chair Eckford called the meeting to order at 4:00 pm.

Board Chair Eckford asked the Board for a motion to approve the Agenda as proposed.

The Board made a motion to approve the Agenda for Tuesday, January 21, 2020 as presented. Motion carries.

II. MEMBERSHIP UPDATE

Director Davenport introduced Dana Bratton - the newest member of the City Parks Advisory Board. Welcome Dana!

III. VISITOR COMMUNICATION – None

IV. APPROVAL OF MINUTES – October 2, 2019

Board Chair Eckford asked for a motion to approve the minutes for the October 2, 2019.

Board Vice Chair Tryens made a motion to approve the minutes for October 2, 2019 as presented.

Board Chair Eckford asked for a correction to be made to the minutes. On page 8 – it should say 'Heron' and not Herring.

Board Member Flautt seconded. Motion carries.

The Board discussed doing action minutes for now, then come back and discuss options at a later date.

V. STAFF

- A. Staff Update: Concept Plans for Future Park at Sun Ranch.
- B. Village Green Play Structure Replacement: OPRD grant update; review alternatives; recommendations for public input process of final design.
- C. Right-of-way and Parks Encroachment Policies and Permits
- D. Improvements/Maintenance updates: Barclay Park, Village Green, Clemens Park, and Fir Street Park, East Portal, and Creekside Park/Campground.

Concept Plans for Future Park at Sun Ranch

Director Davenport stated that staff has been working with LOCI Studio to advance concept designs for the future park at Sun Ranch based on recent feedback offered by the CPAB. Concept designs offer the following features:

- Automobile and bicycle parking, interconnected walking trails and benches.
- Public art pedestal, shaded tables, mountain viewing area, and drinking fountain.
- Dry-river rock bed, pollinator supportive plantings, other drought tolerant plantings and habitat enhancements.

Director Davenport stated that currently funding for construction of this project has not been allocated. Prior to making a request to City Council for funding, community partners who have an interest in participating with the construction and maintenance of this project will be sought after. Staff will keep the CPAB updated on progress to identify community partners and the status of funding for construction.

City Manager Misley stated that during some of the discussions there were a lot of good ideas and some of which were able to be complimentary, and others didn't necessarily fit together on the footprint, or in that particular location. We brought the pickleball concept, the pollinator concept, etc. and with this pollinator approach, and I think it's less about trying to find partners to go and do construction. We were a point where we have the concept, but we're not moving forward with engineered designed drawings because it costs money, and those show a sense of commitment moving forward getting a project built. We wanted to hit time-out, say we feel like we've made some progress, feel like we've collected some good information and addressed partnerships, but this is not a top priority as it relates to City parks, and we need to focus on the top priorities.

Board Vice Chair Tryens asked what are the top priorities at this time.

City Manager Misley stated that the top priorities are:

- Village Green Play Structure Replacement
- Creekside/Whychus Creek project which is moving, but moving very slowly.
- Heading into Budget season by identifying potential priorities for the next fiscal year.

Board Chair Eckford asked about the specific comments about this design, and are you not interested in hearing those right now.

City Manager Misley stated we can capture those, but hesitant to take them back to Chelsey to amend the concepts again. If the Board wants to look at this one more time, or bring it back to next month's meeting, and then we can try to put a bow on it at that point. What we are trying to avoid is the expectation that this is going to be something we are going to be talking about for the next 3-6 months, actively finding partnerships, and actively preparing to put it in the budget because as of now staff is not.

Board Chair Eckford asked whose responsibility it is to find these partners – is it City staff's responsibility, or is it as members of our Board where we can go and reach out to the pollinator people, etc. and try to drum up some business.

City Manager Misley stated that my recommendation would be as long as we are all on the same page and have a clear understanding of expectations, it could be one or the other, or both. That would be a discussion we would need to have and agree on, but better to not work with outside folks and try to drum up interest, etc.

A brief discussion took place regarding the Village Green grant, the grant agreement with OPRD, the Parks Master Plan, and contemplated by the community.

Councilor Connolly stated that it was a priority with Council and why we gave staff permission for two (2) years to go for the matching grant, and we upped the amount that we were willing to match because it was a priority for us.

Board Vice Chair Tryens stated that this is something that has continued to move along, and thinks it would be a great idea to go out and talk with people as a future project. Something like this could be used to elicit expressions of interest or not.

Board Member Bratton asked if a timeline could be put on it because by presenting this, and then having a long spell of quiet is not helpful. If a timeline could be put on this for the steps to progress to the end where it might make sense.

City Manager Misley stated that staff hasn't had enough time, and not a lot of energy in to really answer that question, but part of the concept by not going to engineering is not getting a full blown cost estimate on what it would cost to build it, let alone to maintain it, etc. If we are going to put something in the budget, something should already have been starting to take focus. It could take up to 9-12 months and looking at the next fiscal year's budget. At the next fiscal year, we will be looking at the Sun Ranch area as it relates to concepts, zoning, parking, etc.

Board Member Flautt stated that it is his understanding that the City is not ready to move forward on this project. He stated that he is reluctant to release anything to the public until the City is ready to move forward, and due to other projects and priorities. It might not be this year and could be 2021, but to keep in mind the City staff time to address the inevitable questions that might come, etc.

Board Chair Eckford stated that what she would hate to see happen is the work that is done on this now, and the general agreement here all along that this is the kind of thing we would like to see out there, and then in 2021 all of the sudden things change, it would be very disappointing if that happened because so much energy has already been invested in this kind of idea out there.

City Manager Misley stated that the concepts, documents, and verbiage on the documents speak for themselves and is pretty well flushed out – Sun Ranch Park, Pollinator Program, etc. It still says concept, but none the less, it is something that time and energy has been put into it.

Board Chair Eckford asked how do we have the commitment from the Council and from City staff that even though this is not a fully flushed out plan, that this would be the priority plan of any others that might be proposed.

Board Member Baumann stated that the City shouldn't necessarily give that, and knows that Board Chair Eckford has a sense of ownership and pride over this because she has worked very hard on this. We all need to remember that this is a big community with a lot of different ideas, and lots of different users and needs – even though this is a great idea, there may be another great idea out there, and we don't want to shut it down and have the City commit to this. We still need to be open minded about this piece of land, this is a great example of what could be and bookmark down the road.

A discussion took place regarding the concepts, input and community feedback, and bringing the ideas to the community now instead of later.

Councilor Connolly stated that she agrees with Board Vice Chair Tryens about the public input, but from the Council perspective going into planning this year, our focus is on finishing up the Village Green, and then moving right into some work this year at Creekside, but that would continue next year in the fall of 2021. Funds are tied up, the focus will be tied up, but this is lower priority for us, not sure where we will be in the budgeting for us and with a new election cycle – three (3) new Councilors changing over. We do understand the need of sharing this information with some key people who have connections with the monarch community and the bee community who may be able a year down the line to get some of those bigger organizations to put in some money, but would hate to jump in, and say that we are going to do this next year when we don't foresee that happening.

Director Bertagna stated one thing to think about maintenance wise, I did a quick preliminary budget for this, and an estimate on the number of user hours per year. We are coming in at about \$10 for user hours. We try to be right about .50 cents for user hours in our parks.

City Manager Misley asked if it sounds like to the extent in order to move forward with engaging the Sun Ranch folks on the other issues in that area, and should we roll this into that. To Board Member Bratton's point that is a tangible timeline, and that's not saying that it's going on the shelf, and we're never going to get to it.

Board Member Flautt stated that he would definitely like to see how we could lower the user hour rates with contributions, partnerships, and bigger organizations, etc.

The Board agreed that this plan was a substantial improvement over what we had the last time.

A brief discussion took place regarding the original costs, design options, grants, higher priorities, level of details, site work, irrigation, prep work, paving, etc.

Director Bertagna stated that the City is always looking for candidates for Arbor Day. We have the trees at the Public Works Tree Nursery and a plan that shows where trees provide some shading benefits if you plant them now because they take time to grow. This helps to tap into the irrigation, bringing irrigation to the site, and helps moving towards the project.

Village Green Play Structure Replacement

Director Davenport gave a visual of the illustrations and a site plan for the different options for the *Northwest Playground Equipment*, and *Buell Recreation*.

City Manager Misley outlined the process stating:

- The City received three (3) different concepts from each company and worked to get them down to two (2) concepts each.
- We received a grant from the OPRD with a total budget of \$194,000 with \$77,000 from the City's budget.
- We met with two (2) companies onsite, had a handful of meetings going through multiple versions of trying to get them to demonstrate what we felt was the best need given the constraints and budget.
- The companies were instructed to spend the entire project budget, and two (2) concepts from each company.

Board Member Baumann stated that we gave each company specific ideas and direction of where to go.

- One company took what we said and did it.
- One company not so much.
- Specific items we asked them to take out, and they still remain.
- A specific item in particular to be put in that is not in, but something else is in there.
- An ADA swing is in both options.
- Each area would have a 2-5-year old area.

A discussion took place on the concrete entry coming off of Washington Street where there is ADA parking, the swing is in the northeast corner of the existing footprint, and the bathrooms are on the lower right-hand corner (visual). They did expand the existing footprint and is larger than originally discussed – ended up being around 62x62.

Board Member Flautt asked if the goal tonight is to get to some consensus of recommendation, or is this just the outline of the information that's been gathered to this point.

City Manager Misley stated that ideally, we would be leaving this meeting with a sense of which concepts we want to move forward with. Then, we need to put some time and energy in as it relates to getting additional information on the concepts. Our goal is to try and get it constructed before the summer event season which is about the beginning of June.

Board Chair Eckford stated that this doesn't have to be just for 3-12-year old's, and you can have certain amenities in a park that are outdoor fitness orientated that older people can use. There can be equipment added to just one corner of a park like this one that would truly make it something that people of all ages could use – more age friendly. There is a company called Play Core that are more outdoor fitness orientated than they are just playground orientated, and adding 2-3 amenities that might be useful on the other end of the spectrum.

Jennifer Holland, SPRD Representative stated that those types of elements are typically closer to existing trails, or sports fields, etc. If you start adding 2-3 elements, then you are cutting in half what you are able to fit in here for the kiddos because of the fall protection and how much room you actually need.

City Manager Misley stated that is another conversation that we could have down the road because of the open space, does it show where kids are running around, or is that space just not being used.

Board Member Bratton asked if these options have even been ranked, and if they have been for what reasons, etc.

City Manager Misley stated that pretty much across the board working with Buell has been an easier process to get to what we had pictured in our minds to show up on the paper.

Board Member Baumann stated that when City Manager Misley met with both companies, Buell came back with almost exactly what we had asked for whereas Northwest Playground was maybe 50 percent of what we asked. There was a lot of frustration regarding the logs (fencing) and not doing what we asked them to do.

Board Member Baumann discussed different examples of parks and the ideas they got within the Central Oregon Community – Sam Jackson Park, Smith Rock Park, incorporated some ropes, boulders, tree tops, natural looking and flows very nice.

Board Member Flautt talked about Black Butte Ranch and them having a similar playground as these examples shown, and that kids are all over that thing climbing, etc.

A brief discussion took place regarding the Buell's concept and it seemed to be a favorite.

City Manager Misley stated that if we are going to prepare two concepts from Buell – traditional playground structure, natural features, rock bouldering, 2-5-years in ages, ADA swing, etc. should we stick with that rather than having two flavors of that same concept. Once we move forward with the preferred company it is going to go fast.

The Board decided to let staff move forward with whatever they decided was the best company to go with. We will keep everyone informed as we move forward.

Right-of-Way Encroachments

City Manager Misley stated that the reason this is before the Parks Board regarding right-of-way encroachments is because this issue is at Barclay Park. The City will be reviewing and re-writing policies and permitting for right-of-way encroachments. This will also contemplate encroachments on other City owned property (namely parks).

Since 2014, Ken Scott has had an encroachment permit to display his art at Barclay Park. The area of the Park that is occupied by the art could be used as open space for other activities. Staff is recommending that the City revoke the encroachment permit subject to re-writing the policies. Notification will be sent to Ken Scott with an appropriate timeline to have the art removed. Staff is not suggesting that we should not have art in the parks. The City is evaluating creating a public art program and plan to see continued progress in 2020.

Councilor Connolly stated that she did not know this was on the agenda and thanked staff for bringing it up. As a Council member, the biggest complaint from other retail businesses is why he is using taxpayer dollars to support his business on public property. She had no idea that there was an agreement that came through in September - six (6) years ago and is disgusted by it.

Board Member Flautt stated that it is important to distinguish between public art, private art, and retail art. A public park is not an appropriate place for someone to permanently sell retail items whether it is a sculpture, fly fishing rod, bottle of beer, etc. without some compensation to the City. There needs to be a fee associated with that type of display, and also needs to take care of the property as well.

Board Member Baumann stated that it is difficult to allow this activity on public property. It would be considered maybe a concession permit where they would:

- Apply for a permit.
- Every year pay an annual fee for the permit.
- If the business sold anything – the agency would get a certain percentage because it is public property, and it is a privilege to be on that property.
- It would be ok if the artwork stays as long as it is under a different type of permit where he pays annually, and if any of it sells, it would go back to the City.

City Manager Misley stated that he is going to send Mr. Scott a letter to say that we are revoking the permit, the artwork needs to be moved – and in the meantime, over the winter and into the spring create a right-of-way encroachment policy and permit that would include public parks. Another conversation would be if we want to even go down that road because it opens a lot of administrative issues, tracking processes, and if we want to go down that road and even allow it, etc.

A discussion took place regarding revoking the permit subject to additional policies and procedures in place, and is in the absence of clear and consistent policies, and this is something we would like to revisit. There should be a permit in place on an annual basis, renew a permit and be able to keep the art there. The eviction resets it and then come up with a plan, but the permit states it can be revoked at any time.

Board Member Flautt stated that to Mr. Scott's credit, he is currently not breaking any law, any ordinance, not doing anything wrong, and to make sure that is on the table.

City Manager Misley stated that he likes the interest and the passion. There may be some code language coming to the Board at some point.

Board Member Flautt stated that another point just for curiosity, that permit that he currently holds, what if another business owner currently applied to do something similar in that same space, etc.

City Manager Misley stated that looking at how we treat the right-of-way and park property, we need to be consistent and why we will be revisiting this policy.

Board Member Baumann asked about taking a look at the rules and regulations as a blanket for all public property in the City.

City Manager Misley stated we are working on that right now.

Board Member Flautt stated that Sisters has evolved, and it is going to continue where the Ordinances and Policies have to keep pace with that evolution. It is an Ordinance that has needed to be looked at for some time, and we're glad that it has been brought to this Board.

IMPROVEMENTS/MAINTENANCE UPDATES

Director Bertagna stated that a couple of things that we are doing is putting in heated sidewalks at the Village Green Park, and also looking at putting heated sidewalks in the budget for 20/21 at Barclay and Fir Street Parks. It is our idea to help with the slip risk as well as saying maintenance dollars in clearing snow and ice, etc. The East Portal has been closed all winter, and physically brought barriers across the road.

A brief discussion took place regarding the aggregate on the streets and the City does sweep and maintain it as much as they can.

VI. UPDATE FROM SPRD

Jennifer Holland, SPRD stated that they are presenting the final draft of the strategic plan to the Board next Tuesday, so hopefully, we will be adopting that for SPRD. There is a new little mini-guide and we decided to issue a smaller recreation guide for winter to capture some of the new stuff that staff has been working on. The bike park is officially closed for the winter for safety and wear and tear on the mounds – but people are not necessarily following the closed signs.

VII. OTHER BUSINESS/OPEN DISCUSSION

The next Board meeting will be held on March 4th at 4:00 pm.

VIII. ADJOURN

Board Chair Eckford adjourned the meeting at 5:40 pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Carol Jenkins', written in a cursive style.

Carol Jenkins, Recording Secretary



City Parks Advisory Board – Meeting Minutes
Wednesday, March 4, 2020 – 4:00 P.M.
520 E. Cascade Avenue, P.O. Box 39, Sisters, OR 97759

City Parks Advisory Board Attendees:

Board Members: Dixie Eckford, Jeff Tryens, Molly Baumann, Dana Bratton, Matthew Flautt,
Absent: Kris Rerat, Gary Ross
Visitor: Jennifer Holland, SPRD Executive Director
Council Representative: Nancy Connolly
Staff: Cory Misley, City Manager, Patrick Davenport, CDD Director,
Paul Bertagna, Public Works Director
Recording Secretary: Carol Jenkins

I. CALL TO ORDER

Board Chair Eckford called the meeting to order at 4:00 pm.

Board Chair Eckford asked the Board for a motion to approve the Agenda as proposed.

The Board made a motion to approve the Agenda for Wednesday, March 4, 2020 as presented.
Motion carries.

II. VISITOR COMMUNICATION - None

III. APPROVAL OF MINUTES – January 21, 2020

Board Chair Eckford asked for a motion to approve the minutes for the January 21, 2020.

Board Member Bratton made a motion to approve the minutes for January 21, 2020 as presented.

Board Chair Eckford seconded. Motion carries.

IV. STAFF

A. Project Update: Progress report for Village Green Play Structure Replacement.

B. FY 2020-2021 Council Goal Setting: Work Plan update for parks-related projects.

C. Improvements/Maintenance Updates: Barclay Park, Village Green, Clemens Park, Fir Street Park, East Portal, and Creekside Park/Campground.

Project Update: Progress report for Village Green Play Structure Replacement

City Manager Misley stated that we have an approved contract from last Wednesday's Council meeting with Buell Recreation to deliver a new Playground footprint, and new equipment the Friday before Memorial Day weekend. We talked that if we moved quickly and decisively, we could potentially have a new playground for the summer of 2020, and we have a contract to deliver that. We have a couple more formal pieces to finalize, one of which is the footprint, and an Urban Forestry Board meeting next week as it relates to a couple of trees with black x's on the top (Washington Ave.) and the right corner is the existing concrete and the restroom facilities. You can also see the existing footprint within the new proposed footprint.

Director Bertagna stated that there is a bench (visual) that needs to slide up, move away from the tree canopy, one bench is ok, working with the layout of the root structure, 6-foot ADA concrete sidewalk from the restroom as well as where the ADA parking is on Washington Avenue. Those will all be concrete and everything else within the gray footprint will be tiles.

Board Member Rerat asked about the ground cover and why tiles were chosen, etc.

City Manager Misley stated that the tiles are generally where places are moving to, and in a climate like ours where it can get really cold, you can run into challenges in replacing them. If you have a section of it that gets damaged, replacing it is not as simple as popping out 2-20 tiles and replacing those.

Director Bertagna stated that this tree needs to go (visual) on the north end, and the one on the east end, we are really surprised it didn't split in last year's heavy snow like a lot of them did.

Board Member Bratton asked about the break point between this and between the grass – does it come right up to it.

Director Bertagna stated that there is a 6-inch wide concrete curb all the way around it that will be flush with it, and then the grass will go up against the curb. This example is a 2 ½ inch thick tile and our tiles will be about 4 inches thick.

City Manager Misley stated that we are anticipating pending this meeting and pending the Urban Forestry Board meeting next week, to get construction fencing up around the work site the middle of next week. That is how long it is going to take our crews to remove the existing play equipment and to get the site ready for the concrete pad to be poured.

Director Bertagna stated that they will start next week and have to turn over the site and finish the concrete pad by April 10th. They will start their equipment and fall protection install to be done by May 22nd.

Board Member Bratton asked what will happen to the existing play equipment.

City Manager Misley stated that is to be determined. We are going to dismantle it, and *Director Bertagna* stated that we are going to take it down very careful like taking down a log cabin. Essentially creating a complete as-built with a bunch of pictures to where we can put it back up where it makes sense. We are taking it down with the intent of re-using it.

Director Bertagna stated that because of the ponderosa trees located here (visual), we will be installing root barrier down the side of the concrete slab because ponderosas are notorious for crawling up underneath.

Board Member Flautt asked what is the standard concrete pad depth.

Director Bertagna stated that there is an 8-inch curb – 6-inch wide, a 4-inch concrete slab, and 6 inches of base rock.

Board Member Rerat asked if somethings were not portrayed on this example that were different from what I was listening to on the recording. I know that at one time, we were talking about public input, but did that just go away. I am curious about the wheelchair ramps for integrated inclusive type of play by having wheelchair accessibility.

Board Member Baumann stated that they didn't do what we had asked them to do.

Jennifer Holland, SPRD stated that with this type of surface, and so many things that a kiddo could access even if they were in a wheelchair because they can get to it.

City Manager Misley stated that we only have a couple pretty small windows to do projects like this especially at Village Green. We've got the window of Spring which we know in Central Oregon can be really short and once we get into summertime, we've got events going on and it is not feasible there.

Director Davenport stated that this is the 3rd time we've applied for this grant.

Board Member Ross stated that he had a question for Director Bertagna – with the logistics in the back of my mind, we have that bathtub set up with the concrete, and will there be drainage in the bottom of that – or a potential with the tile design for water to get in underneath there and freeze.

Director Bertagna stated that it could, and we will have a seam all the way around it, and we will be sloping it a half of a percent to the east. From what we have heard, they can shed water, and in Redmond, they put a catch basin on the outside of the fall protection tiles.

City Manager Misley stated that we are also anticipating spending approximately \$15,000 more than what the project budget originally was. One of the things that we ran into with the expanded footprint, tiles and equipment, we quickly spent the OPRD grant budget. We are trying to cut down on costs by having our crews doing a lot of the work, but we will have to bring in some concrete professionals for the pad and that is a cost outside of the project budget.

Board Vice Chair Tryens asked if we are anticipating that there is going to be a "Playground Opening" event on Memorial Day.

City Manager Misley stated that is one reason we aimed for it to be done on Memorial Day weekend.

Director Bertagna stated that we want it to be completed, so not only are we going to have the play structure itself, but we are going to finish the landscaping around the outside, re-work the irrigation, and that might make us a week or two out before the official ribbon cutting.

A brief discussion took place on what types of things can be done for holding the event and ribbon cutting, etc.

Board Member Baumann suggested maybe putting up signs directing them to Clemens Park. Also, notifying the Nugget to let them know, as well as the public, what is going on during the replacement of the play structure.

Director Bertagna stated that we will have multiple signs, etc. We will also have a picture of the new playground with signage.

City Manager Misley stated that we can hit it from all different angles letting the public know what's going on – the once a month memo, Facebook, Nugget, and signage on-site, etc.

FY 2020-2021 Council Goal Setting: Workplan update for parks-related projects.

City Manager Misley stated that we had a Council Goal setting session two weeks ago, and that is looking at the entire City whether it is water, sewer, parks, streets, law enforcement, economic development, and tourism, etc. They have not formally adopted, but pretty much solidified their goals for the next fiscal year which starts July 1st and runs through June 30, 2021. The budget process for us begins in May, then the budget will be approved and adopted in by Council in June.

City Manager Misley stated that he wanted to hit on a couple of projects that are relevant to parks. They decided to stick with the overarching goals for this next fiscal year and this is with the same Council. They stayed with the same groups of livability and growth, public safety, economic development, essential infrastructure, good governments, and community vision. Under livability and growth and essential infrastructure, there are a couple of projects that are potentially directly related to City parks. One is to develop a Master Plan for the City owned Lazy Z property (240 acres), and about 2/3 of the land for the City is required for effluent disposal. The other 1/3 is not approved for effluent disposal. It is currently zoned EFU and open space, etc.

Board Member Ross asked if the intent is to rezone that, and the idea would be to figure out some public use for the property that would preserve the view shed maybe through a conservation easement, or something along that line. That is the hardest property to change.

City Manager Misley stated that is correct. There is a bit of a wrinkle in the Oregon Land Use Law, where you can do quite a bit on EFU land, if what you are proposing to do is in an adopted Parks Master Plan. It would be worth having that conversation, is it really low impact, or are there any other ideas out there.

Director Bertagna gave a visual of the property showing the effluent disposal area, another 55 acres to the south, and another 46 acres down here (visual). All of this land is set aside for effluent disposal. This property came with 155 acres of the most senior water rights in the district which was the strategy for this purchase as well as the effluent disposal. We essentially have our own water bank for future generations. This is all outside of the Urban Growth Boundary (UGB).

City Manager Miskey stated that another project is to partner with ODOT to acquire the East Portal property from the Forest Service. That is the triangle portion that is wedged between Highway 20 and 242 with Hood on the other side. We have been in conversations with the ODOT and the Forest Service for a long time on this property, and we're hoping in the next 6-18 months we can actually acquire it.

Board Member Bratton asked if part of the negotiations might be that it needs to be maintained with the restrooms as well as the down tree limbs and lumber in there that is a bit of a fire hazard walking through there. The Forest Service should go through and remove the fire fuel because they are big on that and because of the high traffic location and expense.

Director Davenport stated that on the Work Plan for Community Development is to update the Comprehensive Plan. This is a plan that has multiple plans in it – facility plans, operating plans, etc., and it takes significant amounts of input to do this. It is a major document for us, and we got direction from Council to update it. We've got work on the background started, we are going to be hiring a consultant starting in July, and then with that comes the steering committees, etc. I would like to get some involvement with the people around this table to work on these committees. All of the goals are tied to Statewide Land Use goals. There will be a handful of meetings working on objectives and policies on updating the goals.

Improvement/Maintenance Update: Barclay Park, Village Green Park, Clemens Park, Fir Street Park, East Portal, and Creekside Park/Campground.

Director Bertagna stated that the Campground will be opening on Wednesday, April 1st. We've been taking reservations starting on January 1st and the majority of the weekends are all booked.

East Portal restrooms will open when Hwy 242 open which will be sooner this year than in the past. At this point, it is to be determined. Typically, it is right around Memorial Day.

Village Green Park – we had some really bad damage and vandalism in the restrooms, and all of the door locks broken, but we were able to temporarily fix three (3) of them, and are having to order new doors and locks which is thousands of dollars. They didn't actually get in, but they destroyed everything. We filed a report with the Deschutes County Sheriff to make sure they patrol our parks after hours to see if we can catch them.

Fir Street Park – we are putting in the budget to redo the sidewalks around the park and Barclay Park with heated sidewalks. They work so well, and will be like the ones we did at the Village Green. It lifts so much liability off the City just to have those dry, and no slip hazards for the public. It is a wise investment and saves our staff time on the snowy days having to shovel the sidewalks.

Board Member Baumann asked if there were any planning efforts made for the shades at Fir Street Park.

Director Bertagna stated not yet, other than the shade sails that we have.

Board Member Rerat asked if the bollards were in place yet at Barclay Park.

Director Bertagna stated that they are in, but the ones up by the Highway are not, and we are going to move another garbage bin in there.

Board Chair Eckford asked if anything has been done with the Imagination Gallery yet.

City Manager Misley stated that I met on site with him about two weeks ago and explained the situation and he said he understood. I also wanted to make sure we have the policies in place as it relates to temporary right-of-way encroachments. Then, a Public Arts policy around how do we display public art in Sisters. Those should get wrapped up in the next month or two, but we have been talking and working on them, and on the to-do list to get done before the end of this fiscal year. Instead of instructing him to remove them immediately, I wanted to let them stay for a little bit longer until that process gets figured out. He articulated that he may be interested in giving some of the art to the City, but don't want to entertain that until we have those policies in place.

Director Bertagna stated that we are going to be looking at putting additional 50-amp service hook-ups at Village Green and Fir St. Park for public events. We want to minimize, or not have any generators, and we getting more requests for food vendors for 50-amp circuits. They are putting in bigger and equipment that requires more power. With that, the shade structure at Fir Street Park and would the Board like to see some examples, etc.

VI. UPDATE FROM SPRD

Jennifer Holland, SPRD stated that we now have a pickleball committee under us, and they have been working really hard to get some pickleball access for folks in Sisters Country. One of the original thoughts was working with the School District to resurface the east side of the tennis courts to be pickleball courts. The bids came in for that a little higher than they had anticipated, and so they are thinking about doing a fix over there but not a full overlay just some patch repair. They could put in courts around some of the major cracks and that would be at a fraction of the investment. Also, knowing that this is a temporary fix because the roundabout will be impeding on that area when it occurs. We want to work with the School District and the City and looking at other options for permanent locations. Right now, we are entering into an MOU with the School District to do a "need to be done" and they will be doing most of the work to save money so that they will have something for this spring and summer.

Jennifer Holland, SPRD stated that they had an interesting meeting with Hayden Homes to reach out to them because they have some public access, and are going to be building pocket parks because of McKenzie Meadow Village. After talking with them, it was decided that would not be a good location for the pickleball court because of them building and selling the homes. Also, the bike park is still closed and they will have signage once it is re-opened again.

City Manager Misley stated that he will give an update on the Riparian project next month.

VII. OTHER BUSINESS/OPEN DISCUSSION

The next Board meeting will be held on Wednesday, April 1, 2020 at 4:00 pm.

VIII. ADJOURN

Board Chair Eckford adjourned the meeting at 5:15 pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Carol Jenkins', written in a cursive style.

Carol Jenkins, Recording Secretary

Cory Misley

Subject: FW: Parks Workplan



		Livability & Growth	Public Safety	Economic Development	Essential Infrastructure
	FY 2020-2021 DRAFT DEPARTMENT WORKPLANS				
	PARKS/PUBLIC EVENTS DEPARTMENT				
	Develop final bid docs/specs for Creekside Bridge Improvements	X			X
	Update URA Park/Open Space Project list	X		X	X
	East Portal Master Plan (Mobility Hub)	X	X		X

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