



Park & Recreation Board (PARB)

February 25, 2014

7:30 AM

City Hall, 2nd Floor Conference Room
10722 SE Main Street

Type of meeting: Regular

Attendees: Mart Hughes, Bob Cooper, Lisa Gunion-Rinker, Ray Harris, Lisa Lashbrook; Christie Schaeffer, Lynn Sharp, Councilor Mike Miller, Steve Butler (Staff Liaison)

Please read & bring: November 26, 2013, January 28, 2014 Meeting Minutes (*will be provided in supplemental packet*), and Parks and Open Space Guiding Principles

Agenda

Topic	Lead	Time	Action
Call to Order	Chair	2	
Approve November 26, 2013 & January 28, 2014 Minutes	Chair	5	Motion
Review Items			
• Parks and Open Space Guiding Principles	Butler	10	Motion
• Friends of Minthorn Group	Hughes	20	
• Four Parks Master Plan RFQ	Butler	10	
Project Updates (<i>including Riverfront Park and Blue Star Memorial</i>)	Butler	20	
Upcoming events (<i>including the annual PARB Presentation to the City Council on 5/20/14</i>)	Butler	5	
Adjourn	Chair		Motion

City of Milwaukie
Milwaukie Park and Recreation Board (PARB)
Minutes
Milwaukie City Hall
Tuesday, November 26, 2013
7:30 am

Members Present: Mart Hughes, Bob Cooper, Ray Harris, Lisa Gunion-Rinker, Christie Schaeffer, & Lynn Sharp (participating via phone)
Absent: Mike Miller
Visitors: Jeroen Kok, North Clackamas Parks and Recreation District; Dion Shepard, Historic Milwaukie NDA

Minutes

Minutes from the October 22, 2013 meeting were approved, 5-0

Review of Draft Four Parks Master Plan RFQ

Jeroen Kok, Strategic Planning, Development & Resource Manager, North Clackamas Parks and Recreation District (NCRPD), presented a draft Request for Qualifications (RFQ) for “master planning” for four parks in Milwaukie – Balfour, Bowman-Brae, Kronberg, and Wichita parks. He reviewed the contents of the RFQ, noting that the work for Wichita Park will be construction drawings (because that park already has a recently done master plan) while the focus for the remaining three parks will be on creating conceptual master plans.

Member Hughes asked what was the project’s total budget amount, with the answer being \$80,000. He then asked for an estimate of the total construction cost for each of the parks. **Mr. Kok** said the amount was dependent upon a number of factors, but gave a range of \$350,000-700,000 for a neighborhood park. When asked who would pay for the construction, Mr. Kok indicated that it would likely be the NCRPD, but that the revenue source(s) still need to be worked out. **Member Cooper** asked if the District and the City would be looking for grant money, with the answer being yes (although most grants have a money match requirement). **Chair Hughes** said that the PARB should advocate for matching funds to be included in the City’s upcoming biennium budget. **Member Sharp** asked if citizen volunteers could help with construction of one or more of the parks? **Mr. Kok** stated that volunteers often work well with the less technical aspects. **Member Harris** reminded the group that Ball-Michel Park was developed primarily with volunteer work.

Member Gunion-Rinker asked whether the \$80K amount would be spread out evenly among the four parks (i.e., \$20K per park), with **Mr. Kok** saying the proposing consultants would be determining how much of the total project funds they felt each park would require.

Member Harris asked why consultants were needed, with **Mr. Kok** saying that using consultants would provide the expertise that staff did not have (such as landscape architecture and environmental analysis).

When a question was asked about the schedule for consultant selection, **Mr. Butler** indicated that he and Mr. Kok had discussed the pros and cons of issuing a RFQ during the holidays, and concluded that it made more sense to wait until January or early February when potential consultants would not be distracted by the busy December holiday season. **Chair Hughes** asked how the consultant would be selected. **Mr. Kok** said the District will partner with the City, and that is typical to involve an advisory committee member. **Mr. Butler** said he heard PARB interest in being involved in reviewing the Statements of Qualification and being part of an interview panel (if it is determined that interviews are needed). **Chair Hughes** asked if there were any PARB members interested in volunteering, with **Member Sharp** saying she would like to participate.

Ms. Shepard was asked her opinion of the RFQ. She asked why the public involvement process for Kronberg Park was markedly different from the other parks? **Mr. Kok** indicated this approach was one that he and former Parks and Sustainability Director JoAnn Herrigel had developed to address the unknown result of the Kellogg-for-Coho project that the City is exploring in conjunction with Wildlands, Inc. **Ms. Shepard** said that the approach should be more like that for Balfour and Bowman-Brae parks, with more public engagement. **The Board** expressed support for the suggested approach, if it would be possible. **Mr. Butler** said he would talk with Mr. Kok about modifying the approach.

Parks and Open Space Acquisition Guiding Principles

The Board expressed a need for acquisition goals for neighborhood parks, along with natural resource sites. Discussion ensued about how to balance general principles with items related to specific parks. The PARB will discuss this issue at a future meeting.

Projects Update

Mr. Butler provided a brief update on Riverfront Park's progress.

Next Steps/Adjournment

Member Harris moved, with a second from **Member Schaeffer**, to cancel the December meeting; motion passed, 6-0. **Member Harris** then moved, with a second from **Member Cooper**, to adjourn the meeting; motion passed 6-0.

Upcoming events - January 28, 2014: Next PARB meeting.

City of Milwaukie

Parks and Open Space Guiding Principles

*[Note: Additions are underlined and deletions are ~~crossed-out~~;
changes made since 1/28/14 are **highlighted**]*

- Protect and maintain existing City-owned parks and open spaces
- Promote development of unimproved parks within the City, to an appropriate level of active and passive uses as determined by the City and in collaboration with **citizens and** the relevant NDA(s)
- Encourage sustainable practices in design and construction of park facilities
- Enhance and expand existing City-owned and inter-jurisdictional pedestrian and bike trails wherever possible
- Integrate community gardens ~~should be integrated~~ into existing and new park spaces wherever feasible
- Acquire additional park and open space properties when funding is available for both purchase and maintenance *[Note: this item moved down to be the last item]*

The following principle should be applied when considering acquisitions of park land:

- Purchase land adjacent to existing parks and open spaces whenever possible *[Note: this item moved from #2 to be a subset of the above item; no change in wording]*

The following principles should be applied when considering acquisitions of natural areas:

- Protecting large, intact areas
- Protecting sites with exceptional biodiversity values
- Improving connectivity within a regional system of natural areas
- Buffering current natural areas

- Prepared by the Milwaukie Parks and Recreation Board