

# The City of North Plains

## Agenda

**PARKS BOARD - REGULAR Session Meeting**  
**Wednesday, October 28, 2015 @ 6:00 PM**  
**North Plains City Hall**  
**31360 NW Commercial Street**

Page

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CONSENT AGENDA:  
(The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Board.)
  - A. Approval of regular session agenda
  - B. Approval of minutes of 09/23/2015 Parks Board Regular Session meeting. 3 - 4
    - [092315 Parks Board Regular Session Minutes](#)
5. PUBLIC COMMENT:  
*(Persons wishing to speak on matters not on the agenda may be recognized at this time. Speakers must complete a "Public Comment Registration form" on the information table and return it to the City Recorder. You are not required to give your address when speaking to the Board, only your name. Presentations are limited to five minutes.)*
6. NEW BUSINESS:
  - A. Discussion and review of appraisal for the undevelopable property at McKay Creek Crossing along McKay Creek 5 - 7
    - [McKay Creek Crossing Undevelopable Land Appraisal Herman & Assoc.](#)
    - [McKay Creek Crossing Unbuildable Area Exhibit](#)
7. UNFINISHED BUSINESS:
  - A. Update/Discussion on Jessie Mays Community Hall renovation project: Commercial Kitchens / Parking
  - B. Update / discussion of McKay Creek / Metro Regional Trails and Greenways progress and planning
  - C. Continue second pass of the review of the revisions completed at the August 26, 2015 Parks Board meeting of the North Plains Parks and Open Space Master Plan. The Board will continue to work from the August 26, 2015 draft of the document. 8 - 31
    - [Draft 8-26-15 NORTH PLAINS PARKS AND OPEN SPACE MASTER PLAN Board Revisions starting 1-28-15](#)

8. ADDITIONAL BUSINESS

A. Review of the Parks Capital Fund (131) budget report.

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□ [Parks Capital Fund \(131\) Budget Report Summary](#)

B. Any old, unfinished or additional issues the Board would like to address before the meeting is closed

9. CITY MANAGER REPORT

10. ADJOURNMENT:

\*\*\*\*\*

North Plains City Council meetings are accessible for disabled individuals. The City will also endeavor to provide services for persons with impaired hearing or vision and other services, if requested, at least 48 hours prior to the meeting. To obtain services, please call City Hall at [\(503\) 647-5555](tel:5036475555)

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**The following Parks Board Meetings are scheduled to be held at the North Plains City Hall, 31360 NW Commercial Street, North Plains, Oregon.**

**The meetings will be held on the following dates at 6:00 p.m.:**

Wednesday, Nov. 25, 2015

Wednesday, Dec. 23, 2015

Wednesday, Jan 27, 2015

CITY OF NORTH PLAINS PARKS BOARD  
REGULAR SESSION MINUTES  
September 23, 2015, 6:00 P.M.  
Jessie Mays Community Hall  
30975 NW Hillcrest Street

1. **CALL TO ORDER:** Chair Nunnenkamp called the meeting to order at 6:00 p.m.
2. **FLAG SALUTE:** Nunnenkamp led the flag salute.
3. **ROLL CALL:**  
Board Members: Chair Doug Nunnenkamp; Patti Burns; Heather LaBonte;  
Joanna Orgill; Teri Lenahan; (Recorder note: Lenahan arrived at 6:10 p.m.)  
Staff: Public Works Director Blake Boyles; City Recorder Margaret Reh
4. **REGULAR SESSION AGENDA**
  - A. Approval of September 23, 2015 Regular Session Agenda

Motion by LaBonte. Seconded by Burns to approve the Regular Session Agenda for August 26, 2015. Motion was approved unanimously.

5. **REGULAR SESSION MINUTES**
  - A. Approval of August 26, 2015 Regular Session Minutes

Motion by Burns. Seconded by LaBonte to approve the Regular Session Minutes for August 26, 2015. Motion was approved unanimously.

6. **PUBLIC COMMENT**  
None were forthcoming

7. **NEW BUSINESS**
  - A. Interview of Parks Board applicant Evan King and prepare recommendation of appointment to City Council

The Parks Board interviewed applicant Evan King for the open position of Parks Board member.

Motion by Burns. Second by Orgill to make a recommendation to City Council to appoint Evan King to the Parks Board. Motion was approved unanimously.

8. **UNFINISHED BUSINESS**
  - A. Discussion of McKay Creek / Metro Regional Trails and Greenways progress and planning

Joanna Orgill reported that Lenahan and Orgill participated in the Regional Parks survey and trail usage count project on the Rock Creek Trail. Lenahan will forward the data collected to David Tetrick with Oregon Metro.

- B. Review of the revisions completed at the August 26, 2015 Parks Board meeting of the North Plains Parks and Open Space Master Plan. The Parks and Open Space Master Plan completed the first pass of the document that was distributed at the 01/28/2015.

The Board began the second pass at revisions to the North Plains Parks and Open Space Master Plan. Revisions will be applied to a new working document.

**9. ADDITIONAL PARKS BOARD BUSINESS.**

- A. Review of the Parks Capital Fund (131) budget report.
- B. Any old, unfinished or additional issues the Board would like to address before the meeting is closed.

The Parks Board was scheduled to meet with the Jessie Mays renovation Decision Making Team and with Woofter Architecture at 7:00, so the Board agreed to not discussion any additional Parks Board business.

**10. ADJOURNMENT:**

The next meeting of the Parks Board will be Wednesday, October 28, 2015 at 6:00 p.m. Nunnenkamp adjourned the meeting at 7:00 p.m.

Submitted by:

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Margaret L. Reh, City Recorder

Date Minutes Approved: \_\_\_\_\_

**R.P. Herman & Associates LLC**  
**Real Estate Valuation & Consulting Services**  
**922 NW Joy Avenue**  
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Ms. Rebecca Barron  
Senior Credit Analyst  
Community Financial Corporation  
412 "A" Avenue, Suite 150  
Lake Oswego, Oregon 97034

August 10, 2015

Dear Ms. Barron:

In accordance with your written request, I have completed an appraisal of a proposed 52-lot single-family residential subdivision known as "McKay Creek Crossing". The development tract is located near the southeasterly city limits of North Plains, Oregon which is a small, suburban community situated immediately north of Highway 26. Situated approximately 5 miles south is the City of Hillsboro, Oregon which is the Washington County seat and the location of several high-tech manufacturing companies including Intel, Genentech, Solar World, Radisys, Planar Systems and FEI. The scope of this assignment has been defined in an Appraisal Engagement Summary Contract dated July 17, 2015 (RIMS 15-000973-01-01) and focuses upon the development of prospective individual lot retail and bulk sale single purchaser premise value estimates together with an as-is market value estimate. Concurrently, a prospective market value estimate is to be developed and supported as to approximately 5.96 acres of excess wetland that is to be sold to the City of North Plains subsequent to completion of the project. The ownership interest being valued is the fee simple title. The assignment results and report have been prepared for the exclusive use and benefit of Community Financial Corporation. Banner Bank and its affiliates are additional recognized intended users. There are no third party beneficiaries.

The definition of market value utilized in this assignment is that identified by the Office of the Comptroller of the Currency (OCC) in 12 CFR, Part 34, Subpart C – Appraisals Section 34.42 Definitions (g). The report format is intended to be consistent with that of a "comprehensive appraisal report" as defined by the client. The assignment results are intended to be in compliance with the 2014-15 Edition of the Uniform Standards of Professional Appraisal Practice (USPAP). This appraisal is also intended to comply with the OCC amended Appraisal Rule, effective June 7, 1994, as published in the Federal Register, Volume 59, No. 108, and with the Interagency Appraisal and Evaluation Guidelines dated December 10, 2010.

The legal description of the proposed residential homesites has not yet been developed. For assessment purposes, the subject property is commonly identified as Tax Lot 1601 of Section 1DD, Township 1 North, Range 3 West, Washington County, Oregon and as Assessor Parcel R0732345. An existing residence, which will be razed in accommodation of the

Ms. Rebecca Barron  
Senior Credit Analyst  
Community Financial Corporation  
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August 10, 2015

development, is commonly identified by a street address of 9660 NW 307<sup>th</sup> Avenue, North Plains, Oregon.

Based upon my investigation and analysis of available information, the following as-is market value estimate has been developed and supported as of an effective date of August 1, 2015:

**As-Is Market Value:**

[REDACTED]

The following prospective market value estimates have been developed and supported relative to an anticipated completion and final plat recording date of January 1, 2016:

**Prospective Aggregate Retail Value Upon Completion – 52 Lots:**

[REDACTED]

**Prospective Market Value – Bulk Sale Scenario – 52 Lots:**

[REDACTED]

**Prospective Market Value – 5.96 Acre Excess Land Parcel:**

\$45,000

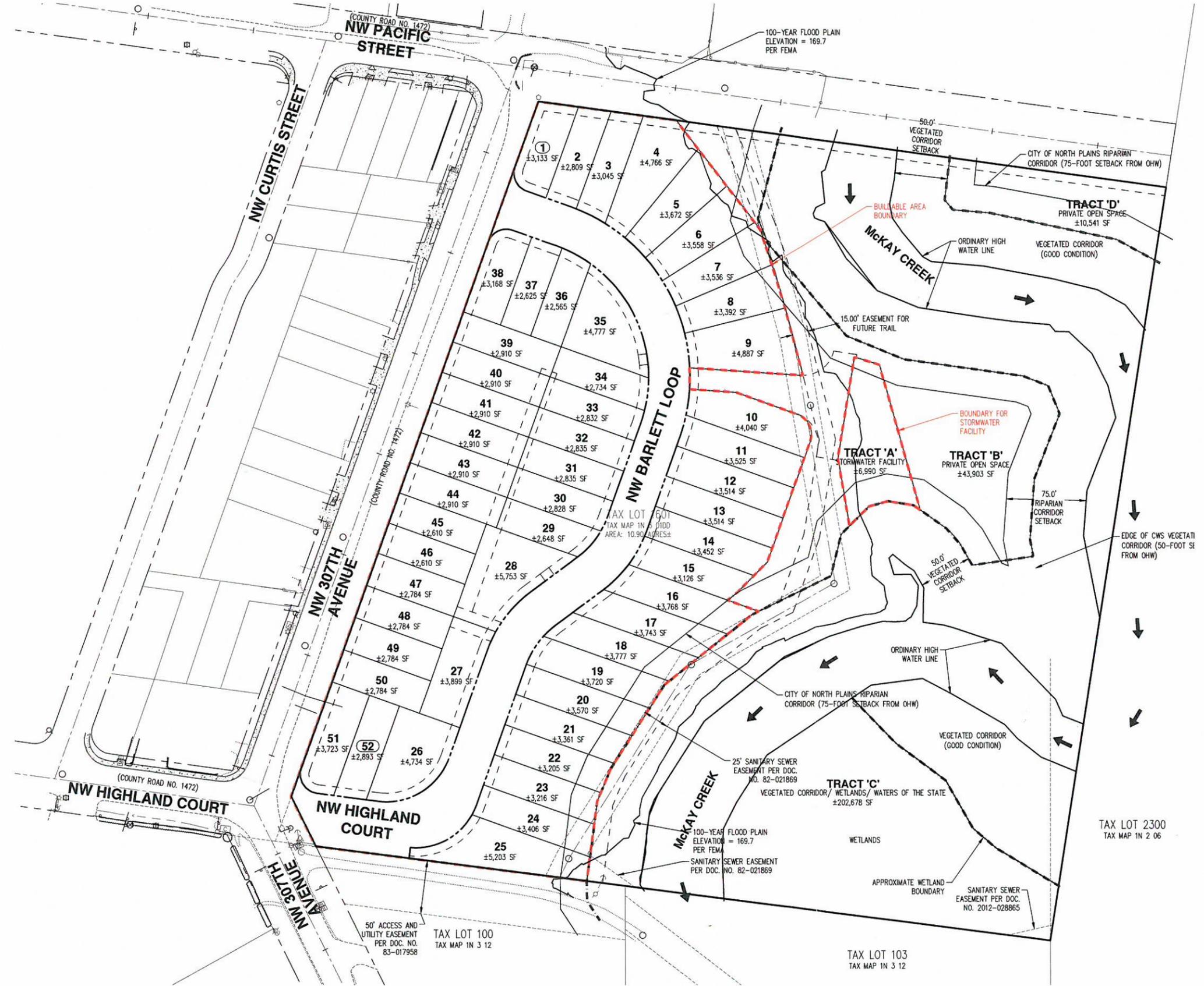
.18 p24 □  
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The value opinions expressed herein are subject to various conditions and assumptions that have been identified throughout the report and at its conclusion. The opportunity to be of service to Community Financial Corporation is sincerely appreciated.

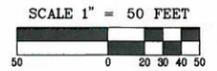
Respectfully submitted,



Richard P. Herman, MAI, FRICS  
Member, R.P. Herman & Associates LLC  
Oregon General Appraiser C000190  
Expiration Date: January 31, 2016  
Email Address: [rick@rpherman.com](mailto:rick@rpherman.com)  
Date of Report: August 10, 2015



**GROSS SITE AREA: ±474,939 SF (±10.90 AC)**  
**SUBDIVISION AREA: ±210,827 SF (±4.84 AC)**  
**STORMWATER FACILITY AREA: ±6,990 SF (±0.16 AC)**  
**UNBUILDABLE AREA REMAINING: ±257,122 SF (±5.90 AC)**



# City of North Plains

## Parks and Open Space Master Plan

Draft  
August 26, 2015

**North Plains Parks Board-08/26/15 DRAFT**

<sup>1</sup>The population projection is subject...

North Plains Parks Master Plan Update - Revised 09/10/14

Revisions from 01/28/2015

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## Vision

To provide our community with safe parks, open spaces, recreational opportunities and a trail system that connects all neighborhoods, parks and schools to enhance health and livability.

## Introduction and Planning Framework

In 2005 the first Parks Master Plan was prepared by Don Garner and Associates and adopted by Council. The plan was revised and adopted in 2006. A second revision in 2009 was considered by an ad hoc committee following the completion of the 2008 survey. While recommendations were drafted no formal Council adoption occurred. In 2012, the 2006 version was amended to add Appendix A which is the Walking Trails Plan.

In 2014, the City Council appointed a standing committee called the Parks Board, which was charged with oversight of the community's parks.

**Part I: Where Are We Now?** Phase I is a review of the existing inventory of parks and facilities, and an evaluation of assets. This phase included a brief demographic profile, review of land use and development patterns, and a synopsis of relevant previously completed planning studies.

**Part II: Where Do We Want to Be?** Phase II involves outreach to the community through a series of public involvement efforts. Through these forums, community members can identify major park and recreation needs and priorities, as well as a vision for the future. (The development of this plan is currently in Part II.)

**Part III: How Do We Get There?** Based on the findings of the first two phases, the staff and the Parks Board shall develop policies and recommendations to help the community realize its vision for parks and recreation. These recommendations should address parks and facilities, trails, recreation programs, park maintenance, and natural areas.

**Part IV: Adoption:** In Phase IV, the *Parks & Trails Master Plan* is presented to residents, Parks Board, and the City Council for refinement and adoption.

<i>Where are we now?</i>	<i>Where do we want to be?</i>	<i>How do we get there?</i>	<i>Adoption of Master Plan</i>
Inventory and assets	Identify needs and wants	Develop strategies	Final Plan
- Existing conditions - Maintenance needs - Evaluation of facilities	- Public comment - Needs assessment	- Policies - Recommendations - Improvements - Maintenance	- Council approval

### North Plains Parks Board-08/26/15 DRAFT

<sup>1</sup>The population projection is subject...

North Plains Parks Master Plan Update - Revised 09/10/14  
Revisions from 01/28/2015

## PART I: WHERE ARE WE NOW: COMMUNITY PROFILE

### History

Located near the original settlement of Glencoe, North Plains was platted in 1910 by the United Railways to serve as a processing and shipping point for locally grown farm and forest products. The City of North Plains was incorporated June 25, 1963.

North Plains is one of several communities dispersed in the predominantly agricultural area of central Washington County, in the northwestern portion of the Tualatin Valley, about four miles north of Hillsboro and 19 miles west of Portland. It is about two miles south of the rolling hills of the Tualatin Range. The topography is generally flat with a gradient toward the southeast. The terrain includes several intermittent drainage ways generally flowing south and east to McKay Creek.

Jessie Mays Community Hall was formerly a school gymnasium. The acoustic ceiling was installed in the 1990's and the facility is not suited to sports like basketball or volleyball because the ceiling is only 11 feet high.

North Plains has excellent transportation linkages, including railroad service and State Highway 26.

According to the 2010 US Census about 31% of the population is under age 19. The median age in the community is 36.5 years. Children are present in 63% of households.

### Existing open space and trails.

#### Open Space and Trails

Trail	Location	Class	Acres
McKay Creek Trailhead	Pacific at 307 <sup>th</sup>	Open Space	0.1
Vern Galaway Park	313 <sup>th</sup> at Highland	Linear Park	3.0
Cottage Point Open Space (Private)	Pacific and Cottage at 321st	Open Space	0.8
<b>Planned Open Space</b>			<b>Estimated Acres</b>
Sunset Ridge (Private)	290th	Open Space	4.57
McKay Fields (Private)	West Union at McKay Creek	Open Space	1
			<b>Subtotal</b>
			<b>Total</b>
			5.57
			10.42
<b>Easements for Trails (Pedestrian Access)</b>			
		Trail	400 lf
Old West Union Open Space	Terminus of Old West Union	Open Space	<b>1.26</b>
			<b>Estimated</b>
McKay Fields		Trail	600 lf
<b>Under Construction Trail</b>			<b>Estimated</b>

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Revisions from 01/28/2015

Sunset Ridge	290th	Trail/Sidewalk	1,700 lf
Proposed: Old West Union Open Space Sunset Ridge McKay Fields			

North Plains' population was 2,015 according to the 2013 US Census, and a growth of 3.7%. The population is estimated to reach 4,000 by 2030 based on historic norms or 2027 using the 4.5% projection in the Comprehensive Plan.<sup>1</sup>

Together these flood plain resources represent a major structure for potential public open space in the community, with potential for a connected system of greenways, linear parks and recreation opportunities; and off-street bikeways and pathways.

Appendix A of the Park Master Plan identifies walking trails to be created in the open spaces.

#### Public Parks and Recreation Facilities

The City currently manages 6.24 acres of land designated as parks and recreation facilities and 0.33 acres of special facilities.

#### Neighborhood Parks and Mini-Parks:

Facility	Location	Class	Acres
Jessie Mays Community Park	30975 NW Hillcrest	Neighborhood	1.84
Frank Wing Park	Commercial at 321 <sup>st</sup>	Pocket Park	0.2
Pacific Purple Park	Pacific at Main	Pocket Park	0.9
Louie Wentz Park	Kaybern at 318 <sup>th</sup>	Pocket Park	0.2
LaMordden	Curtis Street	Pocket Park	0.1
		<b>Subtotal</b>	3.24
		<b>Subtotal</b>	0.33
		<b>All acreage</b>	6.57

#### Public Schools

Schools provide some recreation and open space opportunities although schools are not considered to be parks because access is limited during the school year. The City has one public school, North Plains Elementary School, sited on 13.92 acres, of which approximately 10.0 acres is used for sport fields, playgrounds, and recreation facilities.

In the 2005 study, North Plains Elementary was identified as a park. However the school is owned and controlled by the Hillsboro School District which prohibits public access while school is in session.

Most courts and ball fields are located at the North Plains Elementary School, which means use of the facilities are restricted during the school year. One covered basketball court is present at the Elementary school.

#### North Plains Parks Board-08/26/15 DRAFT

<sup>1</sup>The population projection is subject...

North Plains Parks Master Plan Update - Revised 09/10/14

Revisions from 01/28/2015

### North Plains Elementary School

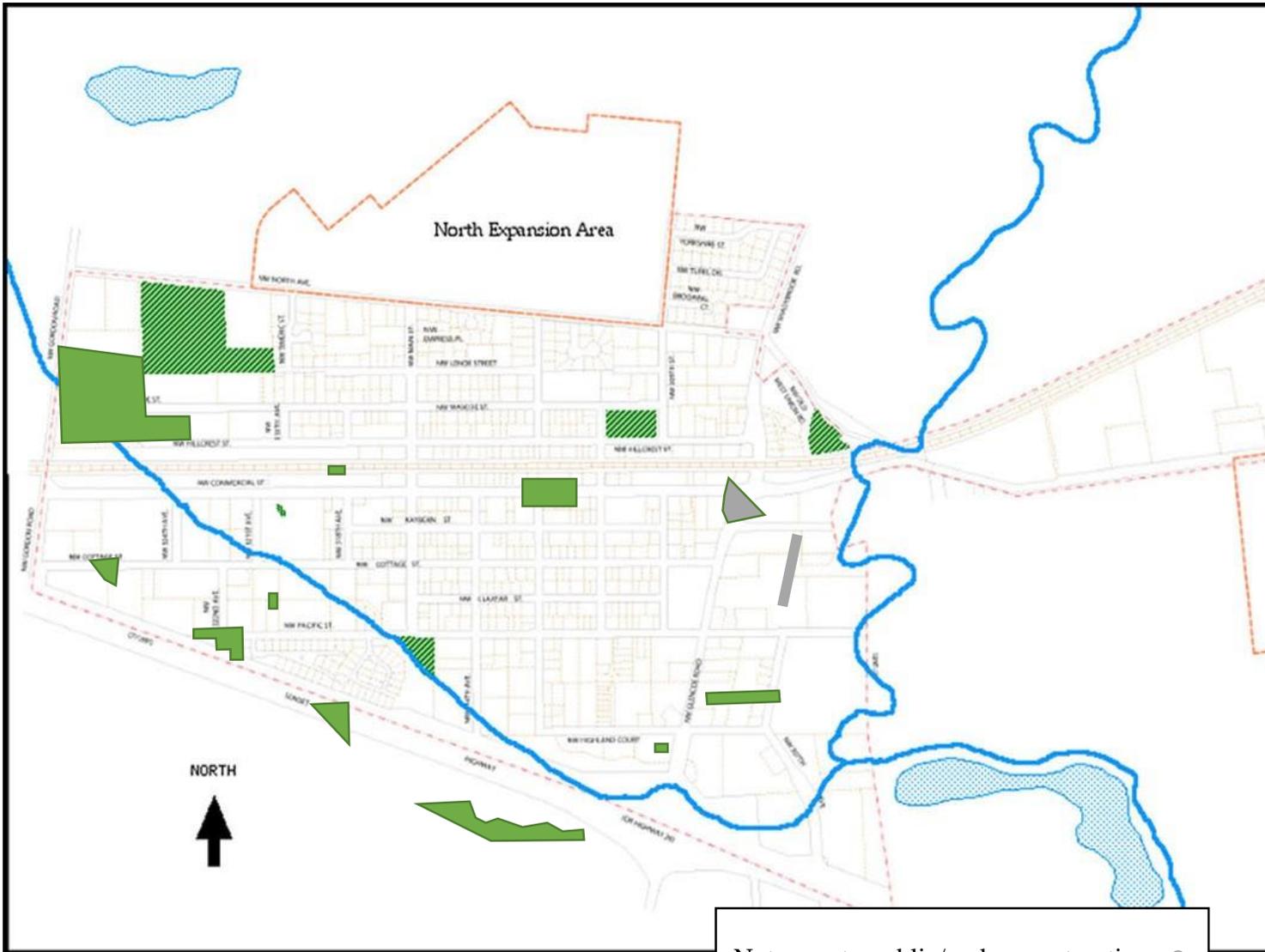
- baseball/softball fields (4)
- outdoor basketball courts (6)
- play grounds (2)
- covered play area

### Privately-Owned Facilities

The McKay Fields, Sunset Terrace, and Cottage Pointe Open Spaces are owned by homeowners associations.

The Community Garden on Commercial Street is leased by the City from a private party

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Park Map September 2014

Not open to public/under construction ●

### Picnic Facilities

The City of North Plains offers a variety of unsheltered picnic facilities. These areas cannot be reserved. The largest facility, Jessie Mays has 5 picnic tables. No barbeque facilities are available.

### Indoor Facilities

Within the North Plains parks system only one building is available for rent— Jessie Mays Community Hall. However, it is not conducive for indoor sports. Remove belongs in Comp Plan

## Existing Trails REFERENCE APPENDIX A COMMUNITY TRAILS PLAN

### Parks and Recreation Programs

The City of North Plains provides limited parks and recreation programs.—Additional recreation programs are available through the North Plains Senior Center, Hillsboro School District and the nearby City of Hillsboro Parks Department.

North Plains does not have staff dedicated to recreational activities. Staff at the Library and City Hall plan special events and activities as needed.

**Special Events** are one-time activities or special limited duration activities. North Plains contracts with private organizations like the North Plains Events Association to assist with the planning of events. Some events are seasonal. Examples of Special Events are:

- Volunteer Recognition Dinner (April)
- Ice Cream Social (June)
- Fourth of July (July)
- Concerts in the Park (July and August)
- Elephant Garlic Festival (August)
- Chili Cook-off (October)
- Pumpkin Run/Costume Parade (October)
- The Jingle (December)

Privately conducted events include the North Plains Farmers Market (Summer) and Senior Center dances.

**Senior Programs** are geared to participants 62 years and over. These programs range from low impact fitness classes to social opportunities and personal care assistance services. North Plains Senior Center (a non-profit) organizes and hosts a variety of programs from weight loss groups, tai chi and walking programs.

**Programs for Adult** are oriented to persons over 18 for arts and cultural development. The North Plains Public Library takes an active role in establishing programs including book clubs, storytelling, guest lectures, artist receptions, art walks and musical entertainment. Private and nonprofit groups offer a variety of activities at Jessie Mays Community Hall which is offered at a discounted rate for instruction. Classes include ballroom dancing, dog training, and quilting. No effort has been made to organize adult sports leagues.

**Youth Programs** are oriented to minors under 18 years old for fitness and cultural development. The North Plains Public Library takes an active role in establishing programs including storytelling, educational entertainment, and arts and crafts training. Wacky Wednesdays are offered through the summer, and Super Saturdays are offered in the other months. Additionally, the City has hosted playdates encouraging active play indoors. Youth have access to athletic leagues which are operated by private organizations

### North Plains Parks Board-08/26/15 DRAFT

and non-profits including Hillsboro Soccer Club, Little League, Hillsboro Youth Football, and Hillsboro Area Lacrosse Organization.

Most programs offered by the City of North Plains are provided at no cost to the public. Private organizations and nonprofits establish the fees for their programs. Programs are marketed through the City's website northplains.org and npfun.org, as well as a City newsletter that is distributed to water customers and email addresses. Banners are often used in high traffic areas such as on Glencoe Road.

Participation data is not readily available to assess recreation programs except through the Library.

## PART II: NEEDS ASSESSMENT

### Physical Inspection of Facilities

A physical inspection of existing City parks and recreation facilities was conducted in 2005, 2008 and again by staff in 2014. Below are observations regarding the park conditions in 2014.

- A. Jessie Mays Community Park: (JMCP)
  - 1. Jessie Mays is used daily by residents.
  - 2. Play equipment is outdated and in need of repair.
  - 3. Jessie Mays Community Hall is in good repair. Its exterior siding is deteriorating. However due to size limitations, Jessie Mays is no longer meeting the needs and activities of the growing community.
  - 4. There is a lack of diversity of tree species at Jessie Mays Park. Plant and tree stock has been removed from Jessie Mays Park but not replaced, reducing the aesthetic appeal of the park. The plants and trees in JMCP need to be evaluated for the health and safety and replacements need to be considered.
  - 5. Tennis and basketball courts at Jessie Mays Park need to be resurfaced.
  - 6. Jessie Mays Community Park needs a walking path through and around the perimeter of the park. There is no formal performance space designated at the park.
  - 7. Jessie Mays Community Park lacks outdoor restroom facilities.
- B. Pacific Purple Park
  - 1. Park is frequently used by children for play.
  - 2. Play equipment is relatively modern and in good condition although unusable during rain and flooding (poor drainage)
  - 3. There is a lack of protected/shaded areas.
  - 4. There are no restroom facilities (temporary or permanent)
  - 5. Park does not have a drinking fountain.
  - 6. Plants and trees need to be considered-no landscaping
- C. Louie Wentz
  - 1. Park is used for passive activities.
  - 2. Park is well maintained and in good condition
  - 3. Picnic table and benches on site are in good condition.
  - 4. There is no restroom facility or drinking fountain.
  - 5. Landscape is in good condition.
- D. Frank Wing
  - 1. Park is primarily used by bicyclists as rest stop throughout the year. It is also frequented by workers in the west industrial area.
  - 2. Park has two picnic benches, a portable toilet, a bicycle repair station, and drinking fountain.
  - 3. Needs landscaping and trees for shade.

E. Vern Galaway

1. Park is primarily undeveloped open space and a connection for a future trailhead and continuous walking trail.
2. There is a picnic bench and trash and dog waste receptacle.
3. There is no portable restroom facility.
4. There is a small shaded rest away

F. LaMordden Park

1. The park has a splash pad.
2. It is in need of playground equipment.
3. There is no portable restroom facility or drinking fountain.

### Summary Results of 2008 Survey

The results of the survey of residents that was conducted in 2008 are as follows:

- North Plains residents highly value parks and recreation, but express dissatisfaction with existing opportunities within the city, and
- Residents consistently express a need and desire for both new park amenities and more programmed recreational activities, and
- A lack of local amenities leads city residents to travel in order to meet their parks and recreation needs. The most frequent destination is Hillsboro.
- Swimming, trails, playground equipment and a recreation center receive consistent support. While there also is a lot of support for skateboard parks, some residents oppose this feature.
- Many residents travel to other regional parks and natural areas for regular recreation, e.g. swimming, hiking, and would like to see such options available in North Plains, and
- Residents report that they do not frequently visit city parks because there is little to do there,
- Most respondents support developing a large community park as well as a system of smaller neighborhood parks
- There is support for active parks and skateboard parks in the city
- Students visit Jessie Mays Park and use other spaces in North Plains to recreate but travel to nearby communities for sports, swimming and special activities
- Soccer and swimming are listed as the most popular pastimes; students also favor a local pool or aquatic center.

### General Recreation Information

Add complete survey of 2008 to the appendix.

## PART III: POLICIES, MAINTENANCE, RECOMMENDATIONS

### Parks And Recreation System Service Level Plan

The Master Plan is designed to meet City needs based on the application of specific Level of Service (LOS) Standards, and to address other needs identified by the community. LOS Standards are expressed both in units of facility per 1,000 persons and in service areas (distance from facilities), and have been developed for key types of parks and recreation facilities.

### North Plains Levels of Service

The following level of service guidelines for North Plains: (See the State of Oregon Suggested LOS Facility Guidelines)

Class of Park Facility	Space Requirements	Level of Service Per 1,000 residents	City of North Plains Proposed	Population		
				2,000	3,000	4,000
Pocket Park	0.25-2 acres	0.25-0.50 acre	0.25 acre	1 acre	1.5 acres	2 acres
Urban Plaza Park	0.25-3 acres	0.1-0.2 acre	0.20 acre	0.4 acre	0.6 acre	0.8 acre
Neighborhood Park	2.0-20 acres	1.0-2.0 acre	2.0 acres	2 acres	6 acres	8 acres
Community Park	15-100	2.0-6.0 acre	4 acres	8 acres*	12 acres*	16 acres*
Nature Park	10-200	2.0-6.0 acre	10 acres			10 acres
Special Use	Variable	No standard	No standard			
Trails, Pathways, Bikeways	Variable	0.5-1.5 miles	1 mile	5,280 lf	15,840 lf	21,120 lf
Regional Sports Parks	Min 25 acres	5.0-10.0 acres	25 acres			
Linear Park	Variable	0.5-1.5 acres	1 acre	2 acres	3 acres	4 acres
Destination Parks	Variable	20.0-30.0 acres	20 acres			

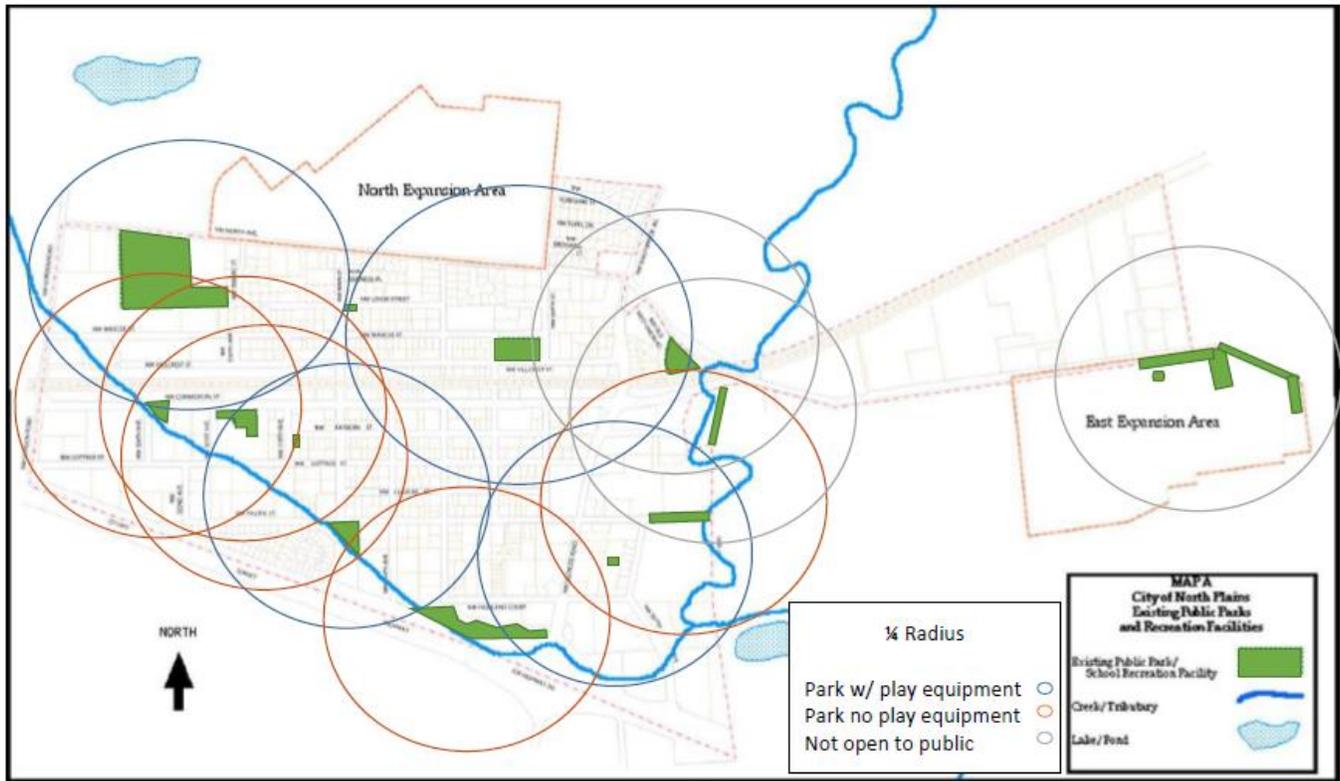
\* Below threshold for a facility

#### Pocket Parks

**Level of Service: 0.25 acres/1,000 residents**

The City currently has five developed pocket parks (Pacific Purple, Louie Wentz, LaMordden, Frank Wing Parks and the Community Gardens) with a total acreage of just under two acres.

Most residences are within 0.25 miles radius of a park or school facility.



### Neighborhood Parks

**Level of Service: 2 acres/1,000 residents**

North Plains has one developed Neighborhood Park. Jessie Mays Park (1.84 acres) is within walking distance of most of the City, except the east expansion area. Based on the configuration of the Urban Growth Boundary in 2014, Jessie Mays will remain a centrally located facility for the foreseeable future.

Recommendation:

The City will need to acquire/develop about 6 acres of new parks to serve a population of 4,000. Parks of a sufficient scale are anticipated for both the north and east expansion areas. Phase 2 of Sunset Ridge's Master Plan includes a park to be collocated with a school, and a 2-acre park facility in the central part of the development. Originally the central park was larger but its scale was reduced by over an acre as a result of changes required by Phase I of the development. There is no approved master plan in place for the north area.

### Community Park

**Level of Service: 4 acres/1,000 residents**

Community Parks are designed to serve the passive and active recreation needs for 5,000+ residents within a one-mile radius. The need for a twenty-acre municipal park was identified as a goal in the City's parks Master Plan as approved in 2006. A large park complex is often a centerpiece in a community and the focal point for special events.

Recommendation:

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Application of the Level of Service Standard of 4.0 acres per 1,000 persons indicates that the City will need to acquire approximately 16 acres to serve a population of 4,000. By State standards this would be a smaller Community Park. The City should consider deferring the development of Community Park until the population exceeds 5,000 residents. Acquisition of the property may occur years in advance of the development of the park.

Nature Park

**Level of Service: 10 acres**

The opportunities to acquire park lands that will be preserved in a mostly natural state are limited in North Plains. The McKay Creek corridor represents the best opportunity to achieve a nature park within the existing Urban Growth Boundary. Acquisition of large nature park will likely require several properties to be acquired over time, as no one parcel is large enough to accommodate such as facility. The City currently owns 1.25 acres preserved in its natural state in the area north of West Union Road.

Trails, Pathways and Bikeways

**Level of Service: 5,280 linear feet (1 mile) of walking trails/1,000 residents**

As reflected in the adopted Trails Plan, McKay Creek and Ghost Creek are recommended for a system of public greenways and open space, including all-weather trails and pathways. The recreational functions of the creek corridors should be limited primarily to open space and habitat preservation, flood control, cycling and walking on all-weather surface paths, and nature recreation.

New development is required to dedicate riparian areas outside the CWS 50 feet and dedicate 25 feet on McKay Creek and 15 feet on Ghost Creek beyond CWS' requirement of 50 feet, and a high priority should be placed to acquire access to adjacent corridor areas within the City through the use of land conservation trusts, easements, donations and other mechanisms.

The 2012 Trails and Walking Paths Plan is Appendix A and outlines the general location of trails.

<b>Easements for Walking Trails</b>			
Cottage Pointe			400 lf
McKay Fields			600 lf
<b>Planned Trail</b>			
Sunset Ridge	290th	<b>Estimated</b>	1,700 lf

Upon comparing the established Level of Service in the adopted 2006 Parks Master Plan (2,200 linear feet per 1,000 residents) to the projected trail needs in the adopted 2012 Trails Plan (Appendix A) which describes 21,700 linear feet of trails, there appears to be a need to revise the level of service. Specifically the standard would need to be increased to a little more than a mile (5,280 linear feet) per 1,000 residents to meet the goals of the adopted Trails Plan, which addresses needs within the existing Urban Growth Boundary.

To meet its long-term goals the City will need to develop approximately 19,000 linear feet of all-weather trails/pathways to provide for recreation, linkage, and access to parks, schools, and open space areas. This should include a linkage between the North Plains Elementary School and the trail adjacent to Ghost Creek.

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The City has not identified the needs for trails in the north expansion area. Future development should provide for pedestrian and bicycle access in the north area.

### Regional Sports Parks

Because of its size and limited geographical boundary, North Plains is unlikely to develop or attract a regional sports park. The only parcels of a sufficient size for such a facility are in the east industrial area. Physically North Plains is within 4 miles of the City of Hillsboro's Gordon Faber Sports Complex which includes a variety of facilities for softball, baseball, soccer, football, and special events.

### Linear Trail

May include natural or built corridors that connect parks and neighborhoods, provide linkages through the city, and preserve open space. Typically support trail-oriented activities including walking, jogging, biking, skateboarding, and roller skating. Typically include amenities such as rest benches, picnic tables, trailhead kiosks, and way finding markers, but may also incorporate smaller-scale neighborhood park

Galaway Park is contiguous to rights-of-way and open space lands owned by the State of Oregon, Department of Transportation (ODOT). The City is working to determine if the spaces can be acquired and used for trails as is consistent with the trails plan. An investment of approximately \$1 million is planned by ODOT to complete the Glencoe Interchange Project. These funds will provide walking paths in the area of the interchange.

### Nature Parks

Include greenways, natural areas, and preserves. Sites may contain trails, interpretive displays, viewpoints, and seating areas.

### Park Feature Level of Service

Acreage alone does not assure a well-balanced park system. Sites should be designed and developed with a balance of facilities according to the recommended classification type. Therefore, a proper relationship in the size, number, location, and type of facilities developed for each park site is critical to a relevant system for parks and recreation in Oregon communities. (See the State of Oregon Suggested LOS Facility Guidelines)The following table includes suggested facility guidelines for recreation facilities in Oregon communities.

Setting a level of service for features ensures that planning of new parks is completed in a manner that addresses deficiencies in the community. Draft levels of service for park types in North Plains are noted below. It should be noted that fields can have multiple purposes such as soccer, lacrosse, football and softball.

*(POSSIBLE REFERENCE MATERIAL LATER)*

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## Park Feature Requirements

	Pocket Park	Urban Plaza	Neighborhood Park	Community Park	Nature Park	Linear Park
<b>Minimum Acres</b>	<b>0.25</b>	<b>0.2</b>	<b>2</b>	<b>15</b>	<b>5</b>	<b>NA</b>
Amphitheater/Performance Space	Option	Y	Y	Y	N	Option
Baseball Field	N	N	Option	Option	N	N
Basketball Court	0.5	N	1	1	N	N
Benches	Y	Y	Y	Y	Y	Y
Bike Rack	Y	Y	Multiple	Multiple	Y	Multiple
Disc Golf	Option	N	Option	Option	N	Option
Dog Area	N	N	N	Option	N	Option
Drinking Fountain(s)	Y	Y	Multiple	Multiple	Y	Y
Kitchen	N	N	Option	Y	N	N
Lacrosse Field	N	N	Option	Y	N	N
Lighting	N	Y	Option	Y	N	N
Meeting space	N	N	Option	Y	N	N
Nature Center	N	N	N	Option	Option	N
Parking On Site	N	N	Option	Y	N	N
Picnic Table(s)	1 Min	1 Min	Y (5 min)	Y (10 min)	Y	Y
Picnic Shelter	N	N	Y	Y	N	N
Play Equipment	Y	N	Y	Y	N	Option
Recreation Space - Indoor	N	N	Y	Y	N	N
Restroom - Stationary	N	N	Option	Y	N	N
Restroom – Portable	N	N	Y	Y	Option	Option
RV Site	N	N	Option	Option	N	N
Tennis Court	N	N	Option	Option	N	N
Skate Spot	Option	N	Option	Option	N	Option
Soccer Field	N	N	Y	Y	N	N
Softball Field	N	N	Option	Option	N	N
Spray Ground	Option	N	Y	Y	N	N
Swimming Pool - Outdoor	N	N	Option	Option	N	N
Swimming Pool - Indoor	N	N	Option	Option	N	N
Tent Campsite	N	N	N	N	N	N
Volleyball	N	N	Option	Option	N	N

North Plains Citizens for Parks Improvement, Inc.'s (NPCFPII) recommendations for the following amenities are: (2008 Parks and Recreation Survey-see Appendix)

- **Skate park**
- **Off leash dog park**
- **Outdoor performance space**
- **Community Gardens**
- **Spraygrounds**
- **Swim Facility**
- **Multi-Use Local and Regional Trails**

**RECOMMENDATIONS**

Capital Planning

The City of North Plains has an approved Capital Improvement Program. This program is not rigorously followed with adequate funding and project planning. The original Park Master Plan cost projections were prepared with different assumptions than would be used in 2014. A plan for projects and major equipment purchases over 5, 10, and 20 years should be evaluated regularly to ensure that fees are set at amounts likely to attain funding goals.

It is recommended that the capital program should be substantially revised to reflect both priorities and economic means to execute projects.

Fiscal Year	Pocket Park	Urban Plaza Park*	N'hood Park	Comm Park	Nature Park	Special Use	Trails, Pathways, Bikeways	Linear Park	TOTAL
2014/15							Interchange		
							\$0		\$0
2015/16	Sunset Ridge						McKay Fields, Sunset Ridge		
	\$0						\$70,000		\$70,000
2016/17			Jessie Mays Remodel				West Union Bike		
			\$1,500,000				\$200,000		\$1,700,000
2017/18			Sunset Ridge			Garden	McKay Trail		
			\$0			\$5,000	\$70,000		\$75,000
2018/19		Commercial Street*							
		\$100,000							\$100,000
2019/2020							McKay Trail Bridge	Skate Spot	
							\$200,000	\$25,000	\$225,000
2020/2021	Expansion Area								
	\$0								\$0

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2021/2022							McKay Trail		
							\$70,000		\$70,000
<b>Fiscal Year</b>	<b>Pocket Park</b>	<b>Urban Plaza Park*</b>	<b>N'hood Park</b>	<b>Comm Park</b>	<b>Nature Park</b>	<b>Special Use</b>	<b>Trails, Pathways, Bikeways</b>	<b>Linear Park</b>	<b>TOTAL</b>
2022/2023			Expansion Area						
			\$0						\$0
2023/2024			JM Court Resurface						
			\$100,000						\$100,000
2024/2025									
									\$0
2025/2026	Expansion Area		JM Play Equipment				Ghost Creek		
	\$0		\$50,000				\$70,000		\$120,000
2026/2027									
									\$0
2027/2028									
									\$0
2028/2029					10 acres				
					\$200,000				\$200,000
2029/2030									
									\$0
2030/2031	PP Play Equipment								
	\$40,000								\$40,000

\* Urban Renewal Agency Eligible

TOTAL \$2,700,000

## PART IV: HOW DO WE GET THERE?

Before a master plan is adopted consideration should be given to the policies and recommendations in Part II to match them to the process of obtaining funding and executing the master plan. Below is a list of resources for funding. Each year the City Council adopts an operating and capital budget which is determined based on the availability of funds.

### Park System Development Charges (SDC's)

System Development Charges (SDC's) are fees paid by new development to help pay a portion of the costs of capital facilities needed to serve new development. SDC revenues may not be used to repair deficiencies, construct administrative facilities, fund operations or maintenance activities, or make repairs to existing facilities.

### Transportation Revenues (TDT and TIF Funds)

The City of North Plains has Transportation Development Tax and Traffic Impact Fees available to make improvements that expand transportation capacity. This can include new streets, bikeways and other trails. Both funds are overseen by Washington County Coordinating Committee which oversees projects for monitoring purposes.

### General Obligation Bonds (G.O. Bonds)

G.O. Bonds are debt instruments which may be sold by the City to fund new parks and recreation facilities, or make improvements to existing facilities. These are repaid with property tax revenue generated by a special levy that is outside the limits imposed by ballot measure #5 (1990), and #50 (1997). Voters must approve G.O. Bond sales either in a General Election in an even numbered year, or in another election in which a minimum of 50% of registered voters participate. G.O. Bond revenues may not be used for operations, maintenance, or repairs; but they may be used for renovations to existing facilities.

### Revenue Bonds/Certificates of Participation (COP)

Revenue bonds and certificates of participation are debt instruments which commit specific revenue sources, such as service or user fees, or special tax revenues for repayment of principal and interest on borrowed funds. Revenue bonds are widely used by utility and enterprise operations to fund large scale improvements, and they do not require voter approval. A reliable long-term source of revenue must be available to commit in order to use revenue bonds for parks and recreation projects.

### Local Improvement Districts (LID)

Residents may choose to form a local improvement district (LID) to pay for capital improvements or maintenance of facilities through special assessments on their property. This method requires the approval of at least 60% of the owners of land within the proposed district, and must represent at least 60% of the land abutting the proposed improvement. The use of LID's may be appropriate for new mini-parks in locations where homeowner associations do not exist or are not formed.

### General Fund Revenues

General fund revenues consist chiefly of property taxes derived from the permanent tax rate, and are subject to the \$10 combined limit on local government taxing agencies imposed by Measure #5 (1990). General fund revenues offer a source of funds for facility operations and maintenance, and may be available on a limited basis for "pay-as-you-go" capital improvements. The limited availability of unrestricted general fund revenues makes them a very unlikely source of funds for parks and recreation capital improvements.

### Local Option Levies for Capital Improvements

A local option levy for capital improvements provides for a separate property tax levy outside the City's permanent rate limit, subject to the \$10 combined rate limit imposed under Measure #5. This levy may be used to fund a capital project or group of projects over a specified period of time, up to 10 years. Revenues from these levies may be used to secure bonds for projects, or to complete one or more projects on a "pay as you go" basis. Local option levies require voter approval and are subject to the double majority requirement of Measure #50.

### Local Option Levies for Operations

A local option levy for operations provides for a separate property tax levy outside the City's permanent rate limit, subject to the \$10 combined rate limit imposed under Measure #5. This levy may be used to fund a operations and maintenance activities over a specified period of time, up to 5 years. These local option levies require voter approval and are subject to the double majority requirement of Measure #50.

### User Fees and Rents

User fees and rents are direct charges to individuals and groups who use specific programs, facilities and services. These fees and rents usually help pay only a portion of the costs of providing programs and services. User fees generally are set at levels sufficient to cover only a portion of program and maintenance costs, and are rarely used to fund capital projects. As a practical matter only neighborhood and community parks are likely to generate any revenue.

### Sponsorships/Partnerships/Donations

Public, private, and/or not-for-profit organizations may be willing to fund outright or join together with the City to provide additional parks and recreation facilities and/or services. The City should explore the use of partnerships, sponsorships, and donations as a method of providing additional parks and recreation facilities and/or services for the community.

### Federal/State/Other Grants

Federal, state, and other government agencies and foundations often make funds available to serve specific purposes related to parks and recreation; such as land and water conservation, open space preservation, bicycle path construction, or blighted area improvements.

Grants often have conditions and limitations, such as providing for project planning but not construction, and they may require a local match, either in dollars, in-kind services, or both. The availability of many grants has decreased in recent years due to federal and state cutbacks in funding, but new grants have recently become available for trails and parks projects. The City should explore the availability of grants to provide for needs identified in the master plan and for other worthwhile projects. A list of funding sources is included with Appendix B.

APPENDIX A – TRAILS PLAN

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APPENDIX B –2008 Parks and Recreation Survey-NPCPII

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Summary of Recreation Amenities in North Plains September 2014

**Park Amenity Inventory**

	Jessie Mays	Frank Wing	Pacific Purple	Vern Galaway	Louie Wentz	Community Garden		McKay Trail	LaMordden	
<b>Acres</b>	<b>1.84</b>	<b>0.2</b>	<b>0.9</b>	<b>3</b>	<b>0.2</b>	<b>0.23</b>		<b>0.1</b>	<b>0.2</b>	
<b>Publicly Accessible Amenities</b>	Y	Y	Y	Y	Y	Y		Y	Y	
ADA Accessible	X				X	X			X	
Ball Field	X									
Basketball Court	2									
Benches	X			X	X	X		X	X	
Bike Rack	X	X				X				
Drinking Fountain(s)	X	X								
Indoor restroom	X									
Kitchen	X									
Lighting	X									
Meeting space	X									
Parking On Site	X	X	X		X	X				
Picnic Table(s)	5	1	2	1	1	1		1	1	
Play Equipment	X		X							
Portable toilet	X	X								
Tennis Court	1									
Splash Pad									X	

(POSSIBLE REFERENCE MATERIAL LATER)

**State of Oregon Suggested LOS Facility Guidelines**

Facility	Oregon LOS Facilities/ 1,000 population	2,000 Population	4,000 Population
Baseball fields	0.2	0.40	0.80
Softball fields	0.2	0.40	0.80
Basketball courts/multi-use	0.2	0.40	0.80
Soccer fields	0.2	0.40	0.80
Golf courses (holes)	0.6	1.20	2.40
Lacrosse fields	0.15	0.30	0.60

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Equestrian facilities	0.01	0.02	0.04
Football fields	0.1	0.20	0.40
Outdoor swimming pools	0.05	0.10	0.20
Beach areas for swimming	0.1	0.20	0.40
Volleyball courts	0.2	0.40	0.80
Tennis courts	0.35	0.70	1.40
Picnic shelters	0.3	0.60	1.20
Day-use picnic tables	10	20.00	40.00
Playgrounds	0.4	0.80	1.60
Skateboard parks	0.04	0.08	0.16
Off-leash dog parks	0.04	0.08	0.16
Nature centers	0.03	0.06	0.12
Amphitheaters	0.03	0.06	0.12
Disc golf courses	0.02	0.04	0.08
Tent campsites	3.6	7.20	14.40
RV/trailer campsites	13.3	26.60	53.20

<b>PARKS CAPITAL FUND 131-452</b>		<b>FY2015-16</b>	<b>FY2015-16</b>	<b>VARIANCE</b>		<b>FY2015-16</b>	
<b>Acct</b>	<b>Description</b>	<b>Adopted Budget</b>	<b>Year End Estimate</b>	<b>Budget to Estimate \$</b>	<b>%</b>	<b>Actuals as of 10/20/15</b>	<b>%</b>
<b>OPENING FUND BALANCE</b>		<b>491,089</b>	<b>638,035</b>	<b>146,946</b>	<b>30%</b>	<b>638,035</b>	<b>130%</b>
<b>REVENUES</b>							
431000	Grant	200,000	200,000			-	
445000	SDCs	274,080	274,080			173,584	
461000	Interest	2,500	2,500			801	
<b>TOTAL REVENUES</b>		<b>476,580</b>	<b>476,580</b>	<b>-</b>	<b>0%</b>	<b>174,385</b>	<b>37%</b>
<b>EXPENDITURES</b>							
770000	Jessie Mays	100,000	100,000			3,350	
770001	Walking Trail	200,000	200,000			132	
	<b>Capital Outlay</b>	<b>300,000</b>	<b>300,000</b>	<b>-</b>	<b>0%</b>	<b>3,482</b>	<b>1%</b>
<b>TOTAL EXPENDITURES</b>		<b>300,000</b>	<b>300,000</b>	<b>-</b>	<b>0%</b>	<b>3,482</b>	<b>1%</b>
<b>NET CURRENT REVENUES AND EXPENDITURE</b>		<b>176,580</b>	<b>176,580</b>	<b>-</b>	<b>0%</b>	<b>170,903</b>	<b>97%</b>
	Contingency	667,669	667,669	-		-	
<b>CHANGE IN FUND BALANCE</b>		<b>(491,089)</b>	<b>(491,089)</b>	<b>-</b>	<b>0%</b>	<b>170,903</b>	<b>-35%</b>
<b>UNAPPROPRIATED</b>							
<b>ENDING FUND BALANCE</b>		<b>-</b>	<b>146,946</b>			<b>808,938</b>	