

**CITY OF NORTH PLAINS PARKS BOARD
REGULAR SESSION AGENDA
Tuesday, December 2, 2014, 6:00 P.M.
JESSIE MAYS COMMUNITY HALL 30975 NW HILLCREST STREET**

1. **CALL TO ORDER**
2. **FLAG SALUTE**
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 Parks Board.)*
 - A. Approval of Regular Session Agenda
 - B. Approval of November 19, 2014 Regular Session Minutes
5. **NEW BUSINESS**
 - A. None Scheduled
6. **UNFINISHED BUSINESS**
 - A. Discussion and review of updated plans for Jessie Mays remodel submitted by Woofter Architecture.
7. **ADDITIONAL BUSINESS**
Time allowed for Board members to bring up old, unfinished or additional issues before the meeting is closed.
8. **ADJOURNMENT**

If you require special accommodations to permit your attendance at a meeting, please contact the City Recorder by calling (503) 647-5555 or e-mailing margaret@northplains.org before 4:00 p.m., five calendar days prior to the meeting.

City Parks Board Meetings are tentatively scheduled to be at the North Plains Senior Center, 31450 NW Commercial Street, North Plains, Oregon, on the 4th Wednesday of the month. The next three meetings are scheduled to be held on the following dates at 6:00 pm:

Cancel December 24, 2014

January 28, 2015

February 25, 2015

CITY OF NORTH PLAINS PARKS BOARD
REGULAR SESSION MINUTES
November 19, 2014, 6:00 P.M.
North Plains Senior Center
31450 NW Commercial Street

1. **CALL TO ORDER:** Chair Charlynn Newton called the meeting to order at 6:00 p.m.
2. **FLAG SALUTE:** Newton led the pledge of allegiance.
3. **ROLL CALL:**
Board Members: Chair Charlynn Newton; Vice Chair Hildegard Miles; Teri Lenahan, and Doug Nunnenkamp.

Excused Absence: Heather LaBonte

Staff: Public Works Director Blake Boyles, City Recorder Margaret Reh.

Visitors: Joanna Orgill

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 Parks Board.)*
 - A. Approval of Regular Session Agenda
 - B. Approval of October 22, 2014 Regular Session Minutes

Motion by Lenahan. Second by Nunnenkamp to approve the Consent Agenda. Motion was approved unanimously.

5. **NEW BUSINESS**
 - A. Interview Park Board Applicant: Joanna Orgill

Joanna Orgill was welcomed by Chair Newton. The Board interviewed Orgill for one of the open positions for the Parks Board.

Motion by Nunnenkamp. Second by Lenahan to make a recommendation to the City Council to appoint Joanna Orgill to the Parks Board. Motion was approved unanimously.

6. **UNFINISHED BUSINESS**
 - A. Review plans for Jessie Mays remodel submitted by Woofter Architecture.

The Board reviewed the draft site plans submitted by Woofter Architecture. Input received from the City, from citizens and non-profit organizations had been sent to the firm to be incorporated into the plans. Discussion ensued. The following suggestions were sent to Woofter for further implementation.

EXTERIOR:

Since we have removed the tennis courts, we need to have something for those who will miss it. Maybe we can add an activity wall—some kind of ball wall that an individual could hit a tennis ball against. Move the basketball court to one side or the other to accommodate this

wall.

The outdoor bathrooms take up too much real estate. The Board would like to see them not be as large. Perhaps just make each of them large enough for one toilet and have them be ADA accessible. Also, please change the orientation of the entrance to these outside bathrooms to the west wall of the building. It will be easier and safer for children to use the bathrooms adjacent to the play area, instead of having to go around a blind corner to gain access to the bathroom.

Electrical outlets in the hard surface area.

Lighting for the grounds?

Quick connects for water hookups; hose bibs and water availability all around the exterior of the building. Be able to hook up food-safe hoses on both sides of the field.

The parking on 309th is great as it is not actually closing off the street. Century Link will still be accessible. We would not need to vacate the street if there is still access through 309th.

Create a semicircular cement stage, centered and coming off the porch on the east side of the building. Perhaps a dormer or some type of protective covering above the stage area for extra protection for bands and those using the stage. Have steps coming down from the stage in a radius all the way around. Can Woofert let us know how large the stage could actually be? (16 x 20? Maybe larger).

Remove the stage in the middle of the grass.

We will need an enclosed area for a dumpster (aesthetically pleasing and lockable) near the kitchen area on the north end of the building.

Clarification that the south end of the building has a U-turn drop off area under the covering and easy access into the building?

Identify and clearly mark handicap parking and accessibility.

INTERIOR:

Reshape the Lobby. We want a warm welcoming lobby. Remove the storage area east of the interior bathrooms. Move the bathrooms apart from each other and have the entrances to the bathrooms face each other instead of out to the lobby. Because of the increase in people who can fit into the building, we need to increase the number of interior toilets.

Have the entrance to the Community Room be double doors between the bathrooms and directly across from the entrance to the large Meeting Room.

Mechanical Room: water heater and furnace; HVAC and AC; heat pump

There will be an increase in electrical usage, where would a large electrical panel be installed?

It would need to be lockable.

The kitchen looks too small. The hallway is too large. Not an efficient use of room. Can we combine the two? Is it legal to access a mechanical room from a kitchen area?

Loading dock-how wide is it? Is it a garage door that lifts up at the loading access on the north end? Is it elevated? Is there egress/ingress around the loading dock for a person to get in and out of that area?

With this increase in the interior space, we will have more items (tables, chairs) that will need to be stowed away. Maybe box in a large area on the east side of the Meeting Room or a portion of the porch that could be used for storage. May have to move the existing door out of the Meeting Room to the porch to accommodate this.

7. **ADDITIONAL PARKS BOARD BUSINESS**. None discussed.

8. **ADJOURNMENT:**

The next meeting will be held on Tuesday, December 2, 2014 at 6:00 p.m. at the Jessie Mays Community hall, with Woofter Architecture attending. The meeting was adjourned at 7:39 p.m.

Submitted by:

Margaret L. Reh, City Recorder

Date Minutes Approved: _____



CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: November 26, 2014
To: North Plains Parks Board
From: Public Works Director Blake Boyles
Subject: Draft Components of the Jessie Mays Community Hall and Park Feasibility Study

Staff received updated documents for Woofter Architecture on November 26, 2014. They have integrated the majority of the comments they received via e-mail that the Parks Board discussed at the November 19, 2014 meeting. Some comments, however were not able to be addressed given their limited scope of work.

Included in the packet for the 12/02/2014 Parks Board meeting are civil, structural and landscape narratives, drawing documents, and cost opinion.

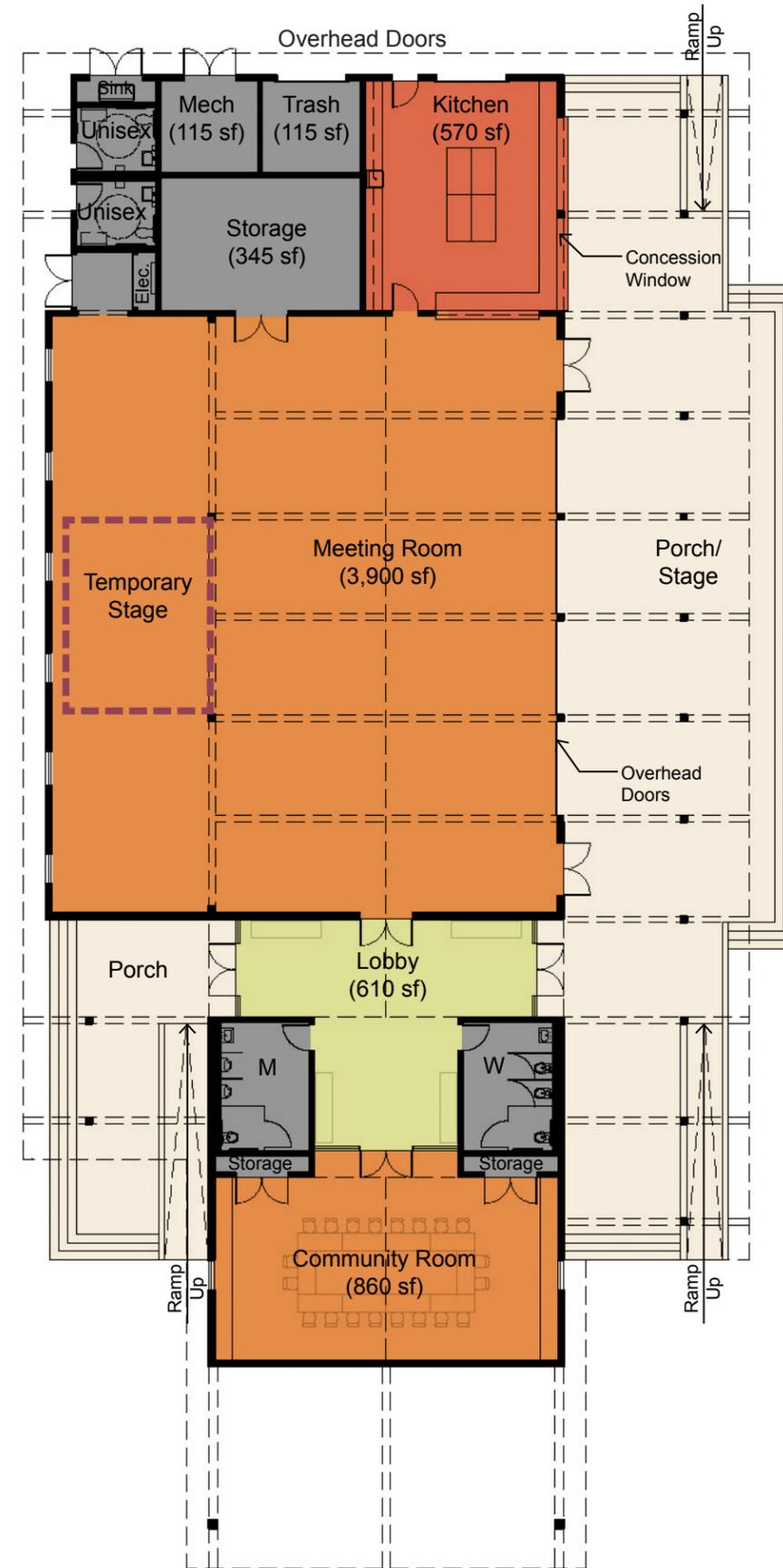
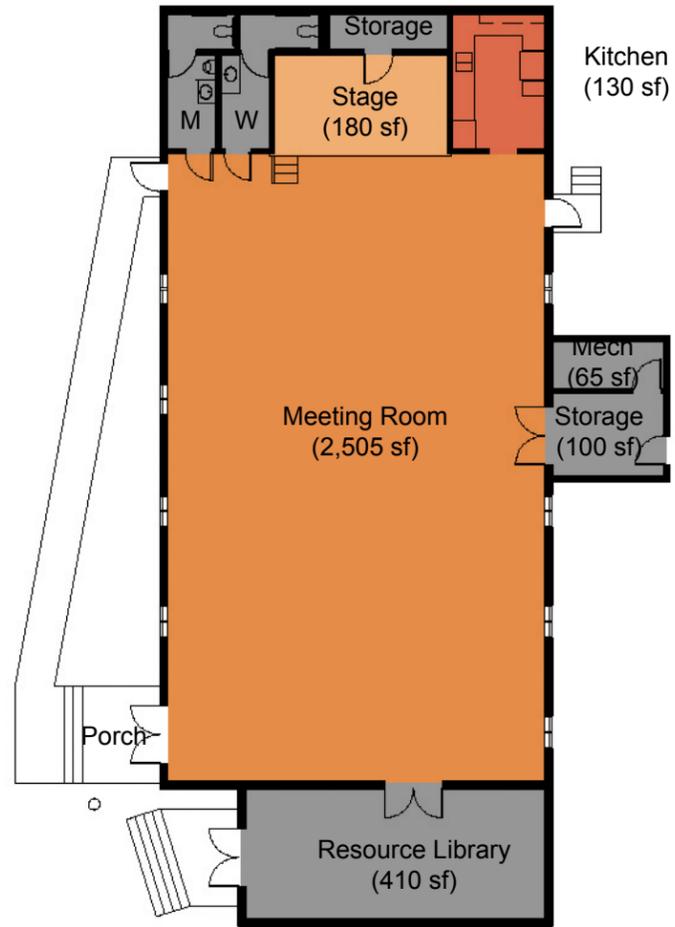
Woofter is developing the executive summary and architectural narrative for the project and will refine the civil, structural and landscape narratives for discussion and review at the 12/02/2014 Parks Board meeting.

Woofter's goal is to incorporate comments and issue the final Study by Friday, December 12, 2014.

Site Plan



Floor Plan















NORTH PLAINS COMMUNITY CENTER

Civil:

The storm water facilities adjacent to the parking areas will be swales with drought tolerant planting. Vegetated basins will be located at the south end of the plaza and at the intersection of NW Hillcrest and NW 309th. Storm water planters at the building downspouts will treat the storm water coming from the roof. Additionally, there will be different types of pervious hardscape surfaces at the event areas and basketball court. By showcasing several different types of storm water facilities on the site, the site storm system can become a beautiful and educational amenity.

Revisions to the existing plumbing fixtures in the updated building should be accommodated with modifications to the existing sewer and water services within the building. This approach will need to be confirmed during design development when sewer elevations are determined and water pressures are known.

Grading throughout the park would be designed to provide suitable slopes to accommodate all the various event activities, as well as ensuring positive drainage from the site to all the storm water facilities.

Site Design and Landscape:

The site has been redesigned in a way that accommodates known activities on the site, such as the garlic festival, while allowing for flexible, daily use of the site. An open lawn on the east side of the site allows for open recreation while the west side accommodates programmed uses like basketball and a playground.

An east / west axis along the southern edge of the site connects users from the parking lots to the main entry and a double row of trees reinforces a framework for event tents during festival times. Emphasis is given to the paving and planting at the center of the axis to signify the building entry. West of the building, large shade trees provide relief for playground users and nearby picnic tables. Corner entries to the site offer valuable connections to the adjacent properties and encourage pedestrian access to the site.

Plant material on the site should be well adapted to local conditions and tolerant of drought. Near the play areas, thornless and berry-free plants will be most appropriate. Shrubs throughout the site should be maintained to three to four feet in height to allow for visual access from the exterior of the site. Upright-branched trees along the southern axis will reinforce the corridor and minimize disturbance with event tents. Trees near the playground should be long lived species with a high canopy.

North Plains Structural Narrative:

The existing Jessie Mays Community Hall is typical wood framed construction from the mid 1900's and appears to be in generally good conditions. This building appears to have met the code under which it was constructed, but there have been significant changes to the force levels and detailing requirements over the years. The proposed modifications to the community center structure are significant and would require that the building is analyzed for conformance with the current building code requirements, including Chapter 34 of the Oregon Structural Specialty Code as well as the ASCE 41 Standard for Rehabilitation of Existing Structures.

Based on our limited review of the existing drawings and our visual assessment of the current existing conditions, it would appear that the proposed expansion of the facility would require upgrades to the existing structure:

- The existing roof and floor framing will likely need to be modified to support the expansion on all four sides of the existing structure.
- The existing walls act as shearwalls and resist the code required wind and seismic forces. In a number of locations, a significant amount of wall is being removed to open up the space and improve the functionality of the space. There appears to be adequate wall remaining on each elevation that can be improved to support the new loads and meet the current code requirements.
- The roof sheathing is acting as a diaphragm to transfer code required wind and seismic forces to the shearwalls. With the increases in code loading and the addition of new loads, it appears that this sheathing will need to be re-nailed and straps added to meet the current code requirements. In addition, new drag elements will be required to transfer loads across the openings in the walls to the upgraded shearwalls. It is recommended that the roof shingles are removed to complete this work.

Based on our experience with similar renovation projects, it is our opinion that the cost to complete a seismic upgrade would be approximately \$12 - \$17 per square foot of the existing building. This does not include the cost to replace finishes or build the new expanded structure.

These findings are based on a visual observation of the project and a review of the drawings and reports as noted above for the project. Only easily visible and readily accessible elements were observed, and no material testing was performed. The conclusions in this report are based on the professional experience and opinion of the authors.



Community Questionnaire

The City of North Plains Parks Board is undertaking a feasibility study/preliminary concept design to consider ideas for improving Jessie Mays Community Hall and Park. As a member of the North Plains community, your thoughts and feedback are important to make this study a success.

Please take a moment to complete the questions below.

You can drop it off at City Hall, email it to info@northplains.org,

or complete the online form at www.northplains.org

Thank you!

1. How often do you and your family visit Jessie Mays Park/Community Hall?

Monthly

2. How do you currently use Jessie Mays Park? How do you currently use the Jessie Mays Community Hall?

In good weather, I bring my little friend to the "big" park. Once a year I use the hall weekly for 6 wks

3. What are the best aspects of the Park and Community Hall?

It is very clean.

4. What aspects of the Park/Community Hall could be improved?

Another picnic table or 2?

5. As a shared public resource, how can the Park and Community Hall best serve the City of North Plains? How can they help to strengthen its sense of community?

Offer courses at the Hall. Start a community theater!

6. Is there anything about the current Park and/or Community Hall that should not be changed or removed?

7. Any dreams for the Park/Hall? (A vision of what they could be if money was no object...)?

Make the Stage have access to the kitchen so a play could go, start a North Plains Players or theater group

8. Any other thoughts on a project to improve the Park and Hall?

Have afterschool classes for children!

(Notice I have a great name already!)



REC'D NOV 19 2014

Community Questionnaire

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or complete the online form at www.northplains.org

Thank you!

1. How often do you and your family visit Jessie Mays Park/Community Hall?
About 20 times a year
2. How do you currently use Jessie Mays Park? How do you currently use the Jessie Mays Community Hall?
playground, basket ball hoops, I've rented hall 5 yr. ago.
3. What are the best aspects of the Park and Community Hall?
convenience
4. What aspects of the Park/Community Hall could be improved?
Bathrooms outside - Indoor hall rental fee lowered.
5. As a shared public resource, how can the Park and Community Hall best serve the City of North Plains? How can they help to strengthen its sense of community?
more family things i.e. - Bingo? The use of
6. Is there anything about the current Park and/or Community Hall that should not be changed or removed?
7. Any dreams for the Park/Hall? (A vision of what they could be if money was no object...)?
Swim Center & Exercise area. - similar but not as big as HLBO possible
8. Any other thoughts on a project to improve the Park and Hall?



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Please take a moment to complete the questions below.

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or complete the online form at www.northplains.org

Thank you!

1. How often do you and your family visit Jessie Mays Park/Community Hall?

approx. 2 time a week

2. How do you currently use Jessie Mays Park? How do you currently use the Jessie Mays Community Hall?

- THRU the Years - Grand children / dogs
- meetings
- dances

3. What are the best aspects of the Park and Community Hall?

GREAT FACILITY: We are so Blessed to have and use for all Seasons / reasons

4. What aspects of the Park/Community Hall could be improved?

maintain!

5. As a shared public resource, how can the Park and Community Hall best serve the City of North Plains? How can they help to strengthen its sense of community?

It already does. more Events.

6. Is there anything about the current Park and/or Community Hall that should not be changed or removed?

I am happy with facility.
Perhaps street parking around facility improved.

7. Any dreams for the Park/Hall? (A vision of what they could be if money was no object....)?

no dreams just grateful.

8. Any other thoughts on a project to improve the Park and Hall?

just maintaining so we do not loose it.