

**CITY OF NORTH PLAINS PARKS BOARD
REGULAR SESSION AGENDA**

Wednesday, July 22, 2015, 6:00 P.M.
North Plains City Hall 31360 NW Commercial Street

1. **CALL TO ORDER**
2. **FLAG SALUTE**
3. **ROLL CALL**
4. **REGULAR SESSION AGENDA**
 - A. Approval of Regular Session Agenda
5. **REGULAR SESSION MINUTES**
 - A. Approval of June 30, 2015 Special Session Minutes
6. **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" prior to the meeting. You are not required to give your address when speaking to the Parks Board, only your name. Presentations are limited to five minutes.)*
7. **NEW BUSINESS**
 - A. Review Woofter conceptual design of Jessie Mays Community Hall for clarification of details.
 - B. Discussion regarding ways and means of acquiring parks land for future parks.
8. **UNFINISHED BUSINESS**
 - A. Continue the discussion and revision of the North Plains Parks and Open Space Master Plan. The Parks and Open Space Master Plan working document was distributed at the 01/28/2015 Parks Board meeting as a part of the Board Packet.
9. **ADDITIONAL BUSINESS**
 - A. Any old, unfinished or additional issues the Board would like to address before the meeting is closed.
10. **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 City Hall, 31360 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:

August 26, 2015

September 23, 2015

October 28, 2015

CITY OF NORTH PLAINS PARKS BOARD
SPECIAL SESSION MINUTES
June 30, 2015, 6:00 P.M.
North Plains City Hall
31360 NW Commercial 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; Heather LaBonte; Patti Burns;
Excused: Joanna Orgill, Teri Lenahan
Staff: Public Works Director Blake Boyles; City Recorder Margaret Reh
4. **SPECIAL SESSION AGENDA**
 - A. Approval of Special Session Agenda

Motion by Burns. Seconded by LaBonte to approve the Special Session Agenda for June 30, 2015. Motion was approved unanimously.

5. **REGULAR SESSION MINUTES**
 - A. Approval of May 27, 2015 Regular Session Minutes

Motion by LaBonte. Seconded by Burns to approve the Regular Session Minutes for May 27, 2015. Motion was approved unanimously.

6. **PUBLIC COMMENT**

Norma Tucker, representing the Friends of the North Plains Public Library On-line Sales Committee (the Friends), was greeted by the Parks Board. Tucker stated she listened to the audio recording of the May 27, 2015 meeting where it was mentioned that the Parks Board wasn't sure if they were the group that would decide what happens to the On-Line Sales Program for the library once the Jessie Mays remodel project got underway. Nunnenkamp and LaBonte had thought the property located at 31311 NW Commercial Street (the yellow house) would be ideal for the library to use for their on-line sales. Discussion ensued. The Friends thought they would start with the Parks Board to discuss options, hence Ms. Tucker being at this meeting. Tucker stated their committee has toured the yellow house and stated it would give them twice the room they have now. Their current location limits them in how much product they can list on Amazon. The Friends feel the yellow house would be an ideal location for their on-line sales if the City is opened to it.

Tucker stated their committee has come up with a list of items to discuss or negotiate with someone later on when the time comes. This would include the dry rot in the floor of the bathroom area; ensuring there is a working/usable restroom; electrical wiring and outlets to support at least three working computers. Internet and wireless connections; heating and cooling in good working order; the building would need to be secure due to the valuable inventory and the computers; paint and clean up; removal of all currently stored items; removal of stove in kitchen; leave the countertops as they will provide more storage room. The idea of using the yellow house has not been brought to the Friends Board yet,

but Tucker wanted the Parks Board to be aware they are definitely open to the possibility of using the yellow house.

Boyles stated the roof has been repaired. The furnace had recently been replaced prior to the City purchasing the property. Discussion ensued regarding the dry rot. Boyles stated the heat works great. As far as the facility being secure—it will need to be discussed further. Tucker stated they would like to be able to keep the area locked. The individuals who operate the food bank do use the bathroom at this point in time. Boyles stated he is looking for property for a new reservoir site and may possibly be moving the Public Works department to this site. This could also include additional storage areas.

Tucker stated the more the On-line Sales force grows, the more money that can be made for the library.

7. NEW BUSINESS

- A. Discussion and recommendation to City Council to re-appoint Heather LaBonte as a member of the North Plains Parks Board

Motion by Burns. Second by LaBonte to recommend the re-appointment of Heather LaBonte to another term with the Parks Board to City Council LaBonte

8. UNFINISHED BUSINESS

- A. Review Woofter conceptual design of Jessie Mays Community Hall for clarification of details. Prepare for Decision Making Team meeting

Review and discussion regarding past comments and decisions regarding the Jessie Mays remodel. The Board discussed the entrance to the building and the proposed drop-off area on the south end of the building. Blake stated that Woofter accepted the list of items that the Board compiled at the last meeting.

9. ADDITIONAL PARKS BOARD BUSINESS.

- A. Other Updates and Additional Business

Nunnenkamp opened a discussion regarding the acquiring of property for future parks. The Board briefly discussed the new developments that are in the works and how the City may be able to buy back lots from a builder. There is a need to acquire more parks land and the City needs to be actively looking at purchasing space in these developments. We need to grab some area to work with while we have the opportunity.

Boyles stated that Venita Volpp wants to purchase that triangle piece of property that is land locked just south of her property. It is a 3.38 acres piece of property and is mostly flood plain, so the value could be minimal. It is inside city limits. Boyles could bring this to the Council. Selling this property could allow the City to purchase other property that could be used for park land. Boyles will look at the lots and see what is available.

LaBonte discussed the new paving and painting in front of the Pacific Purple Park. LaBonte inquired if we could install a bike rack at the Park. Boyles stated there is probably an extra rack in storage. Boyles will look into this.

LaBonte stated the Pacific Purple Park looks great with the new blacktop. She asked if the City could adjust the sprinkler heads so we don't water the blacktop.

Discussion ensued regarding System Development Charges (SDCs) that help to enhance our parks. LaBonte stated that older homes that are being demolished and rebuilt don't pay SDCs. LaBonte was inquiring regarding the possibility of charging SDCs on these properties. Discussion ensued. The City never collected the SDCs on the original house so a suggestion was made to charge the SDCs on the replacement dwelling. LaBonte wanted to know why we aren't we collecting these fees. Boyles will look into the wording regarding the collection of SDCs. It was suggested that if it becomes too expensive to tear down an old house, homeowners will be discourage to make some necessary improvements.

Boyles gave an update on the Vern Galaway Walking Trail. The boy scouts are continuing to spread bark chips on the pathway.

Discussion regarding the ODOT project and the funding for the project.

An inquiry was made regarding the possible skate park that had been discussed at one time to be built on the property just north of Hwy 26 next to Van Dykes. ODOT Clean Water Services said it wasn't up to their specifications. ODOT has given the County the green light for the distribution of \$1,000,000 the City will be receiving for the Bridge project.

Boyles updated the Parks Board on the mural project the Council has taken on as one of their Council goals. Boyles will be suggesting to the Council that a committee be formed to work on this project.

LaBonte inquired about the ditches in front of the lumber mill that never seem to be maintained. Discussion ensued regarding water run-off from the mill and drainage. LaBonte stated there is not adequate drainage.

Discussion ensued regarding the property just south of the McKay Creek Crossing development. It may be coming up for sale. City Staff will talk to Council regarding this property.

10. ADJOURNMENT:

Nunnenkamp adjourned the meeting at 6:45 p.m. The Jessie Mays Remodel Project Decision Making Team was scheduled to begin at 7:00 this same evening.

Submitted by:

Margaret L. Reh, City Recorder

Date Minutes Approved: _____

JESSIE MAYS COMMUNITY HALL EXPANSION PROJECT

July 22, 2015

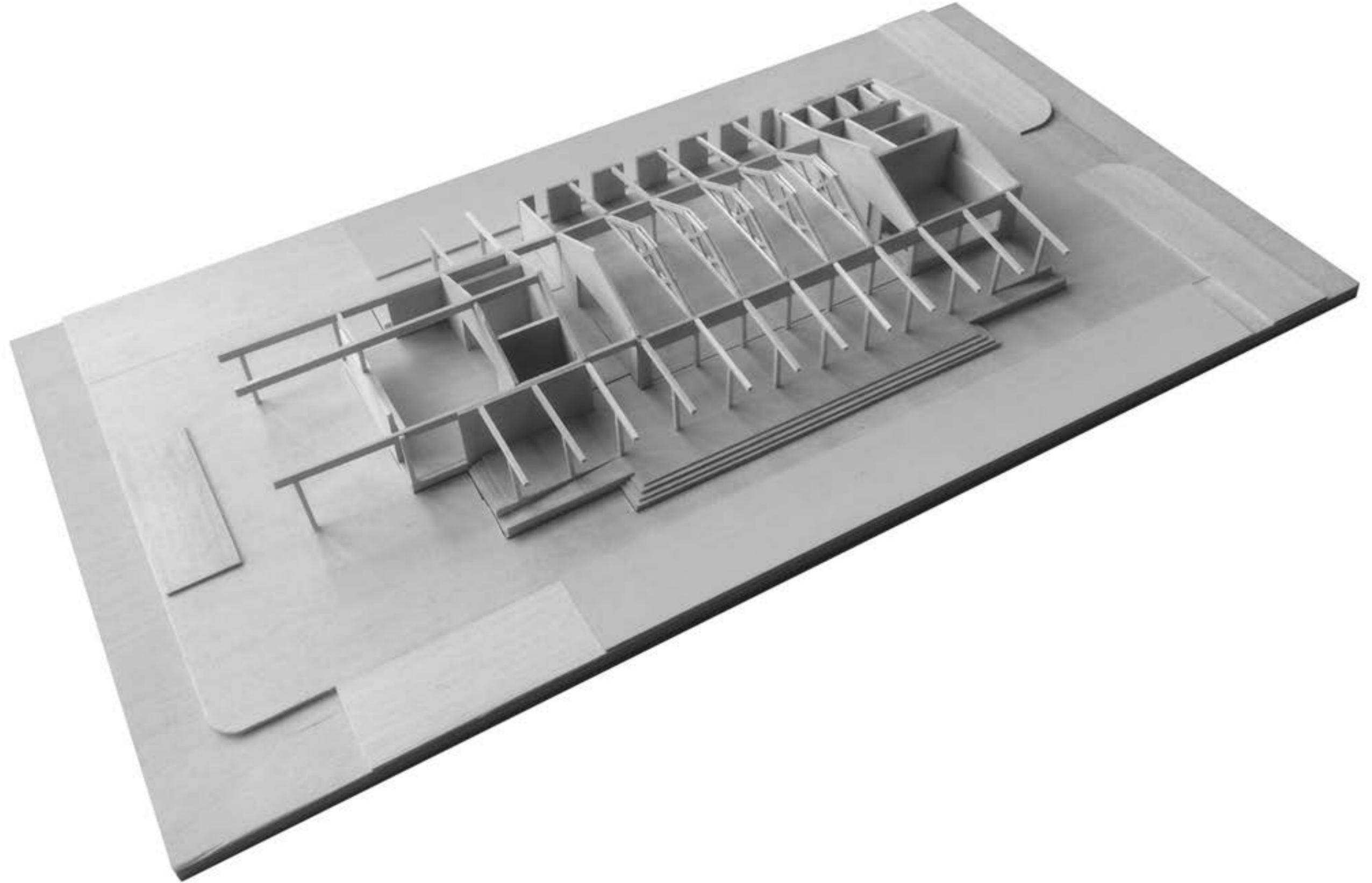


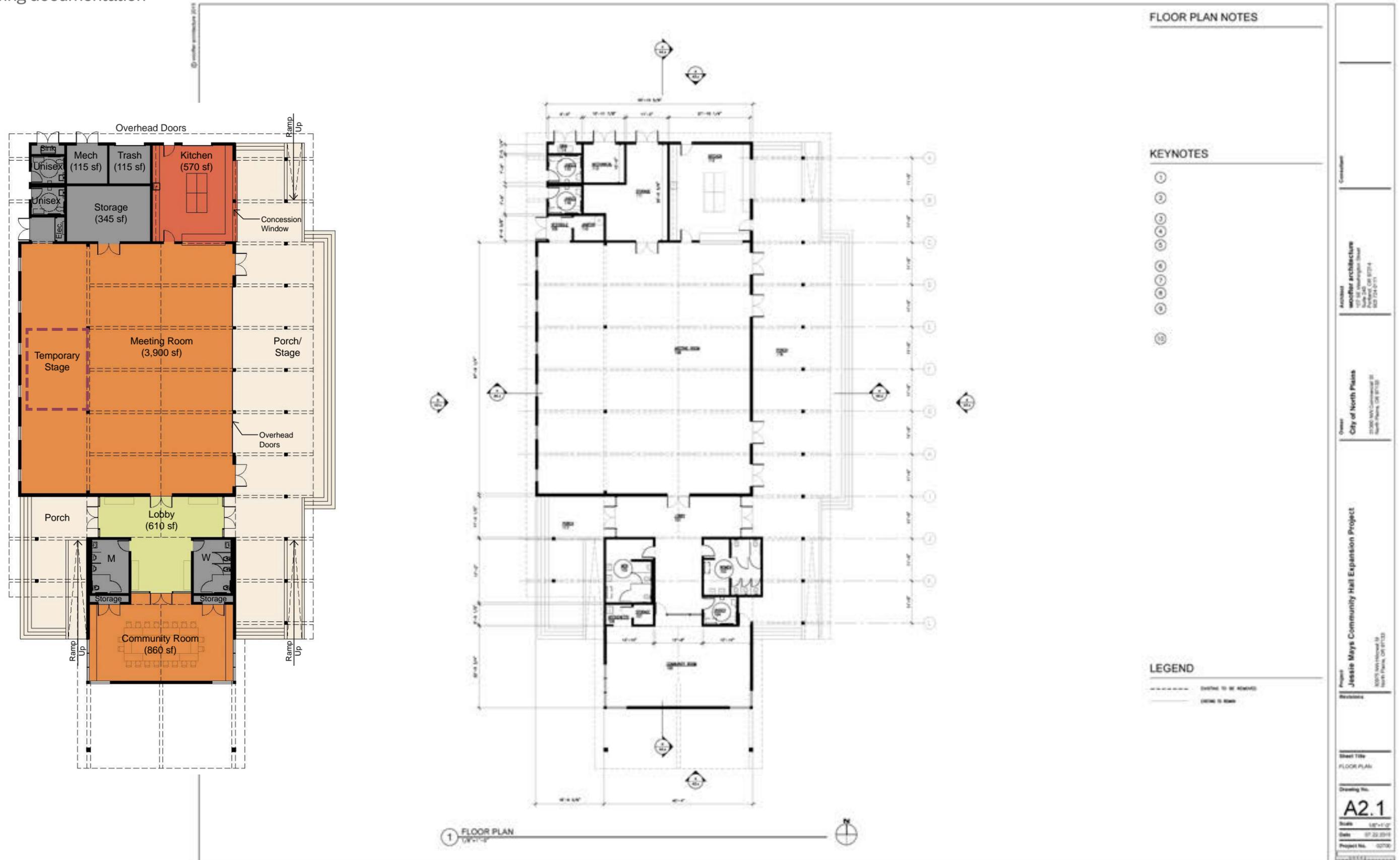


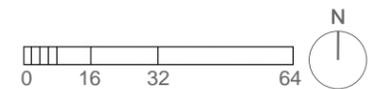
view from southeast

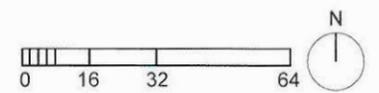
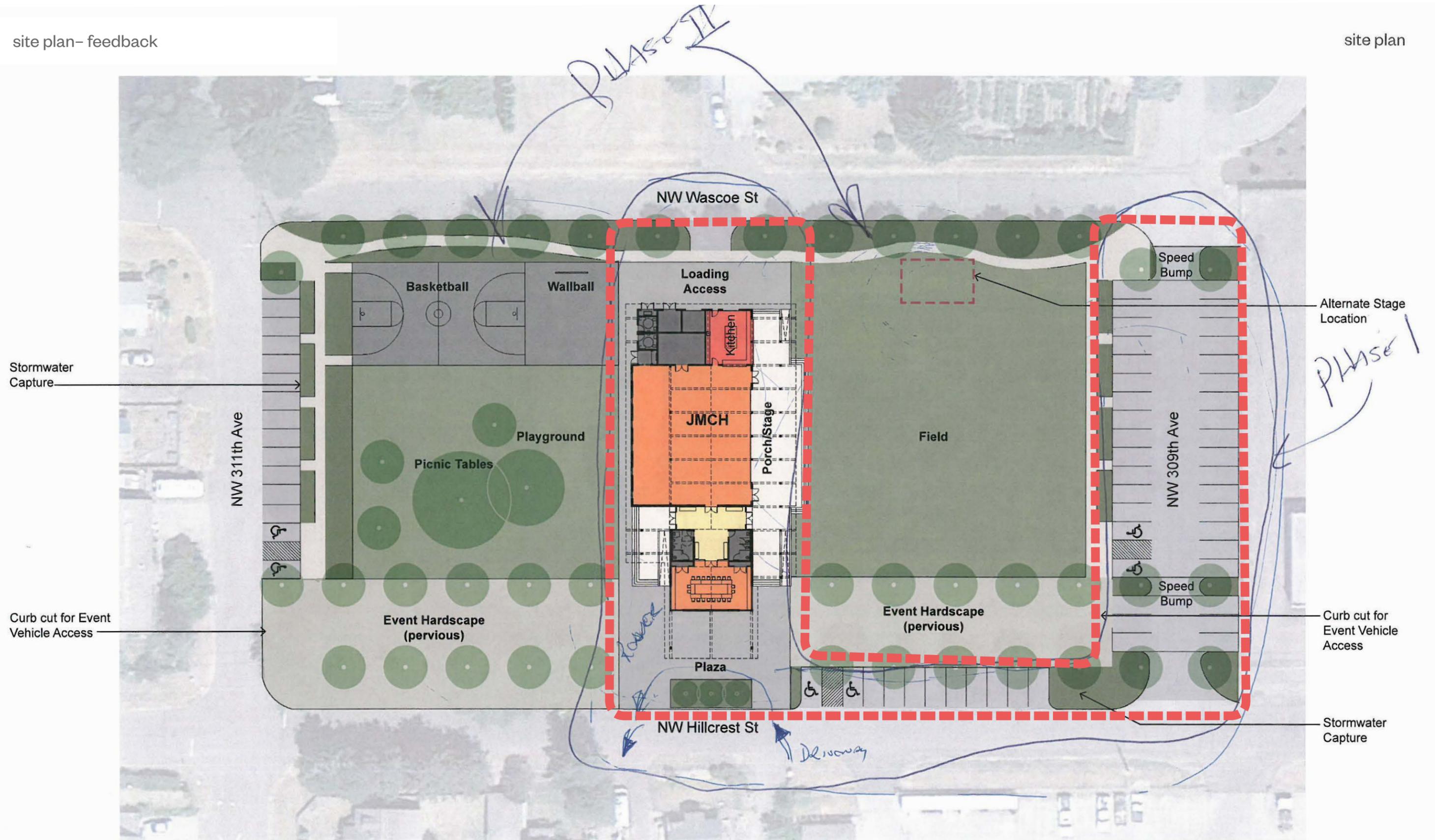


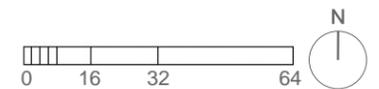
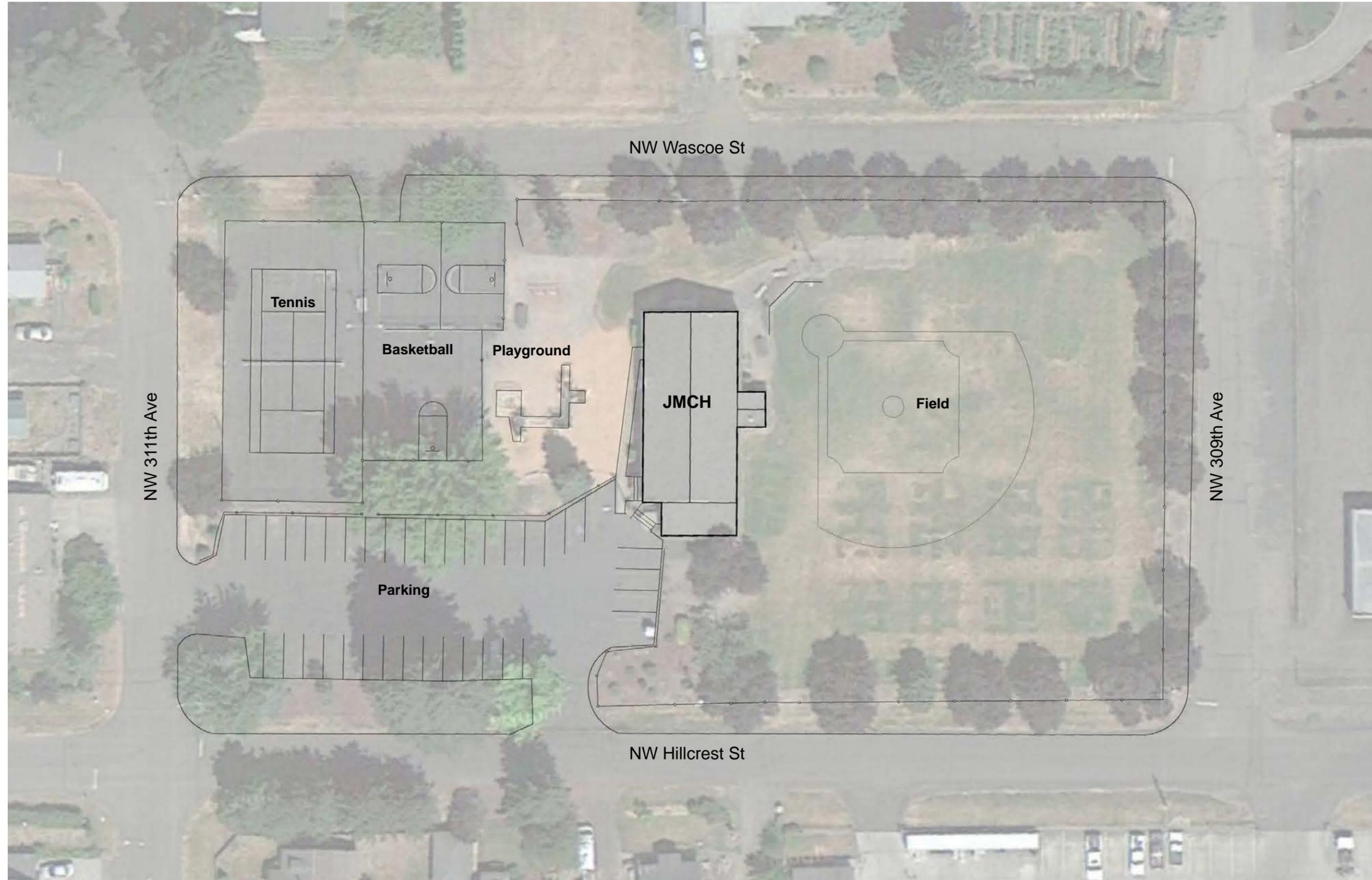
model

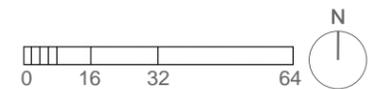
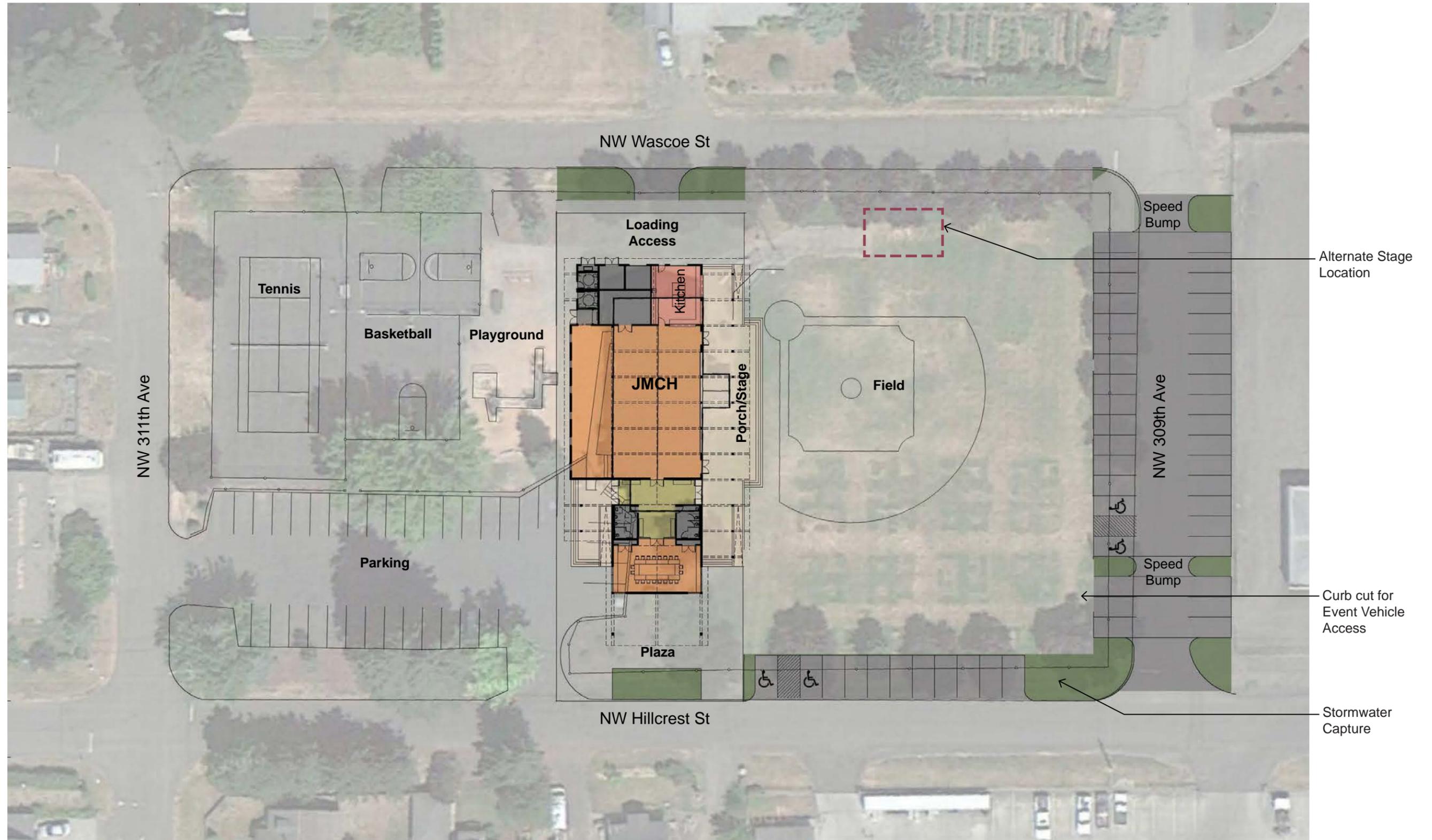








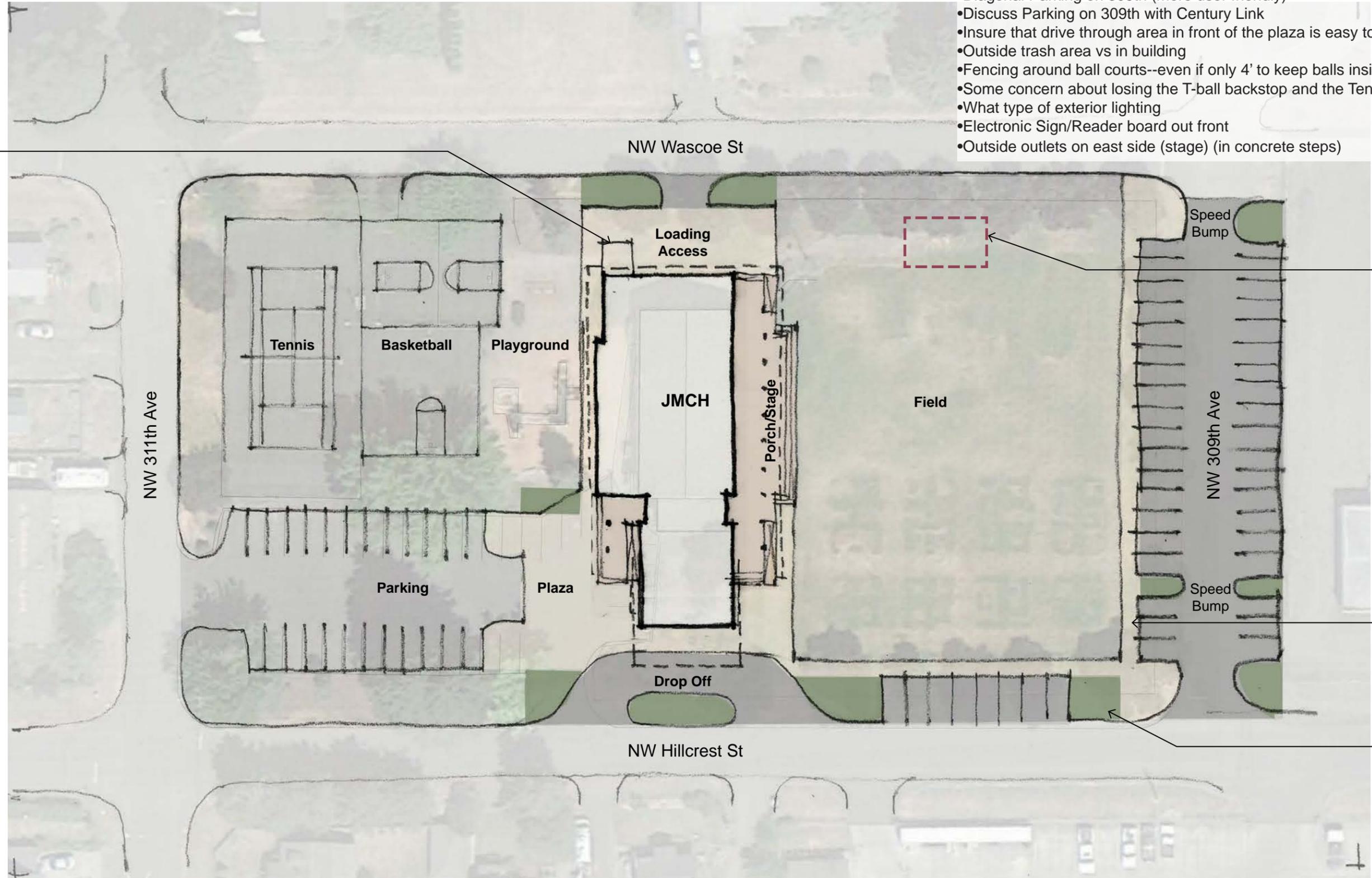




Comments/Questions:

- Diagonal Parking on 309th (more user friendly)
- Discuss Parking on 309th with Century Link
- Insure that drive through area in front of the plaza is easy to access
- Outside trash area vs in building
- Fencing around ball courts--even if only 4' to keep balls inside
- Some concern about losing the T-ball backstop and the Tennis Court
- What type of exterior lighting
- Electronic Sign/Reader board out front
- Outside outlets on east side (stage) (in concrete steps)

Trash/
Recycling



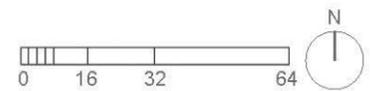
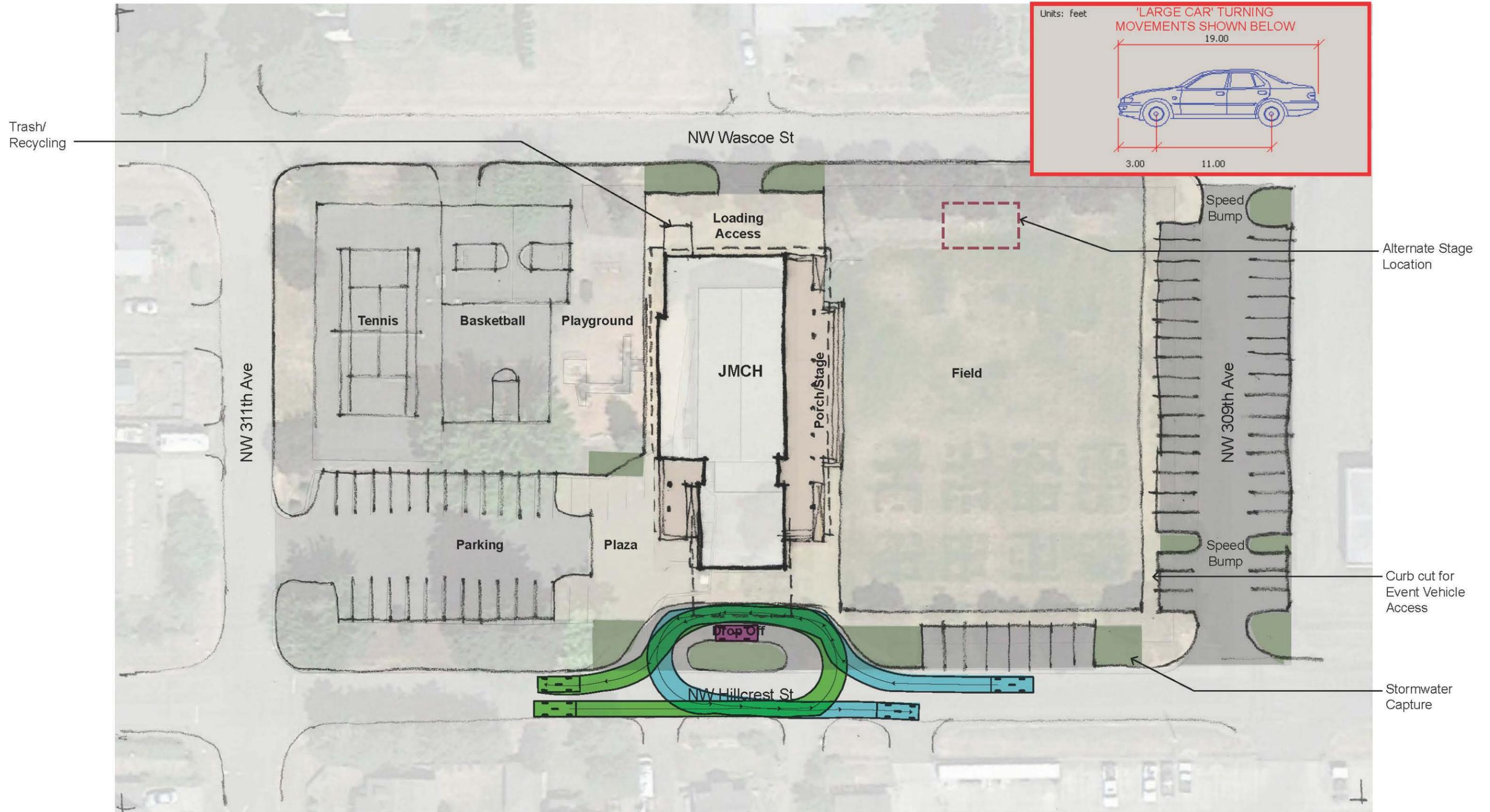
Alternate Stage Location

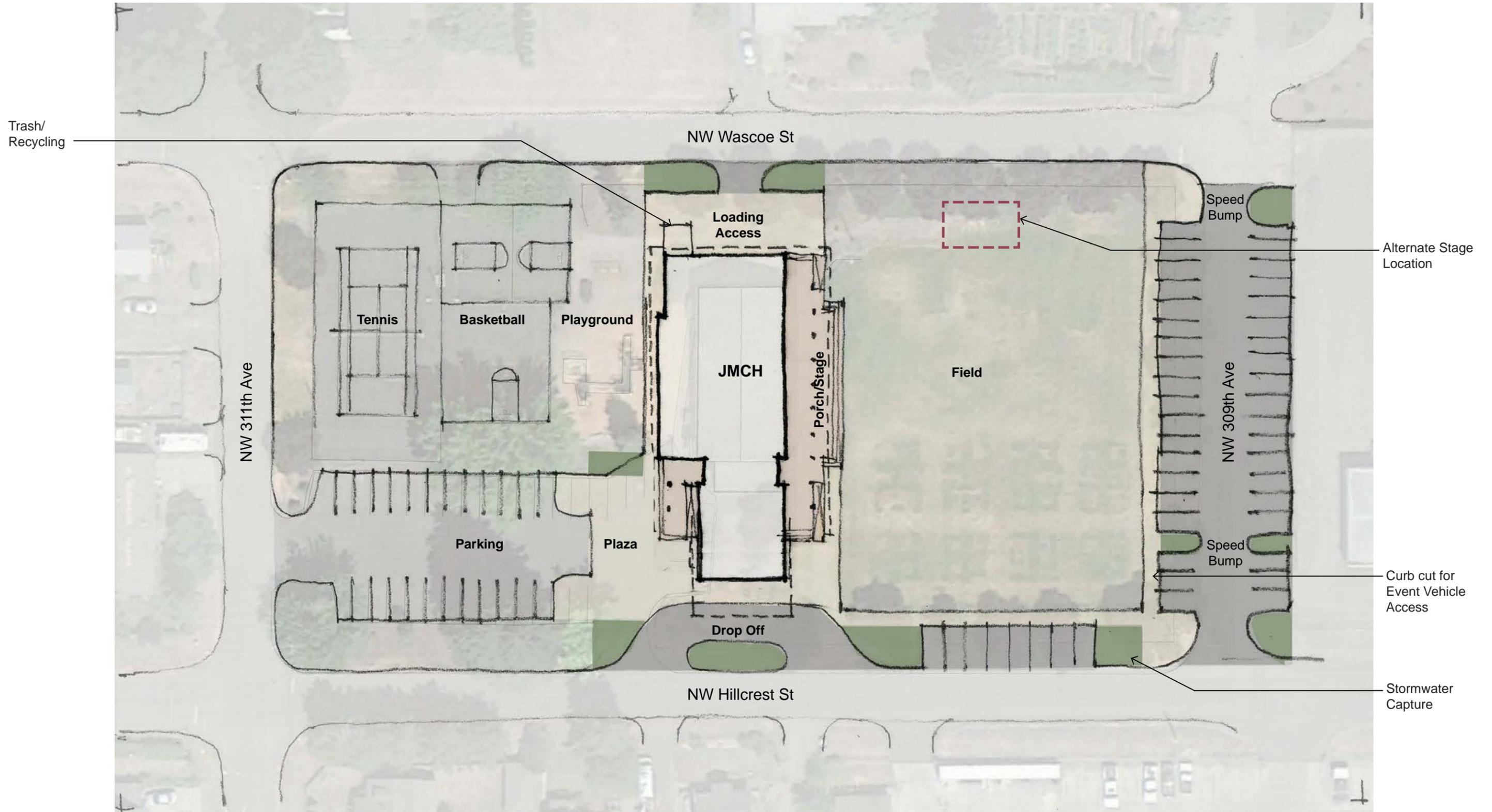
Curb cut for Event Vehicle Access

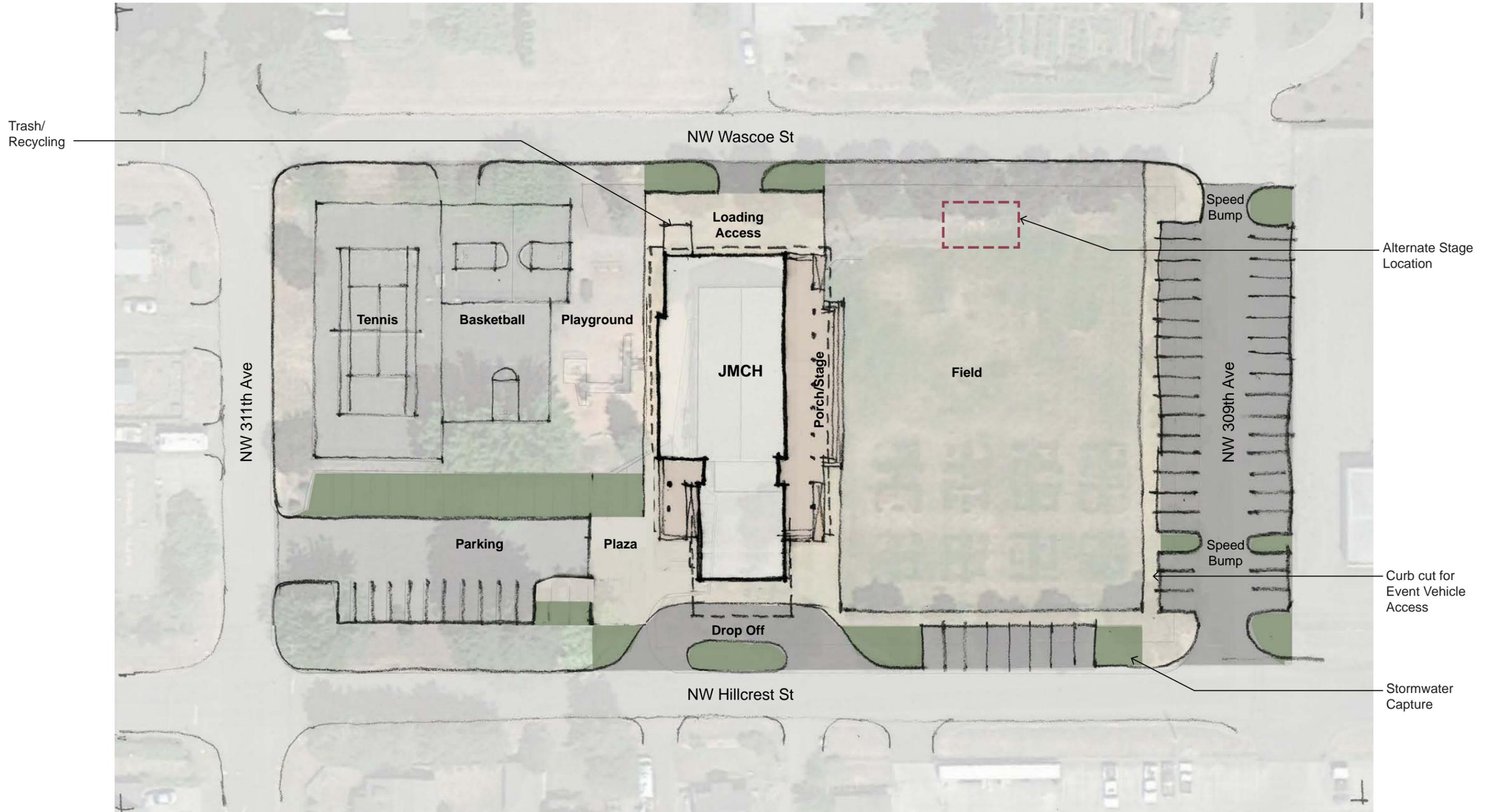
Stormwater Capture

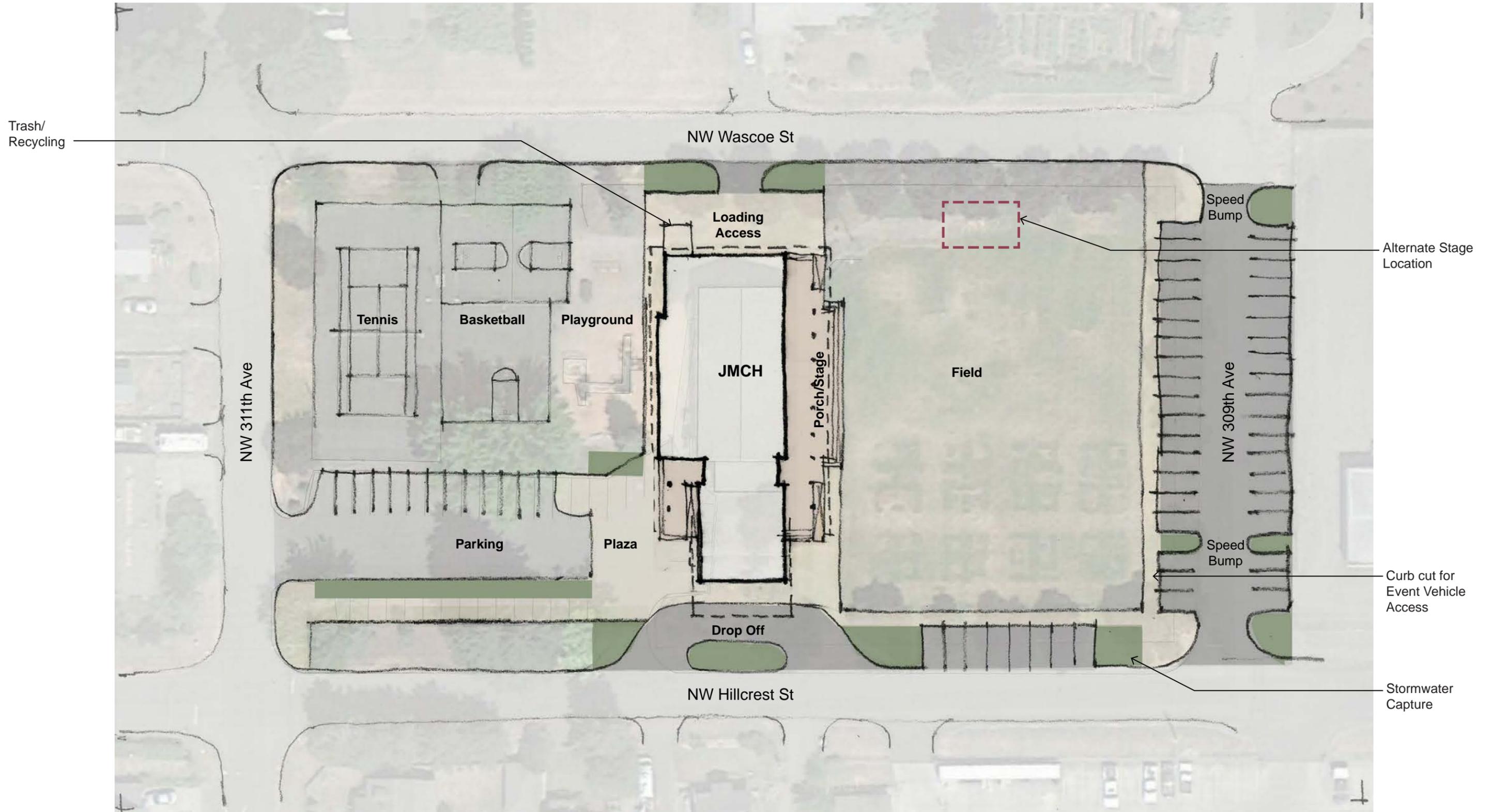


site plan – TURNING RADIUS STUDY











North Plains, Oregon
Small town fun for everyone

Like our events? Let us know!  

Main Garage Sale Madness May Clean Up Day Super Saturdays more...

Concerts in the Park
A free series of concerts held in Jessie Mays Community Park

[SUGGEST A BAND](#)

2015 Concerts in the Park
We hope you are looking forward to another year of great music in the park!

August 7 - See bands at the **Elephant Garlic Festival**
August 14 - TBD
August 21 - TBD
August 28 - Jerry Garcia Birthday Band

Concerts presented by the City of North Plains, Valley Precision Machine, Polygon Northwest, Oregon Cultural Trust, and Cultural Coalition of Washington County

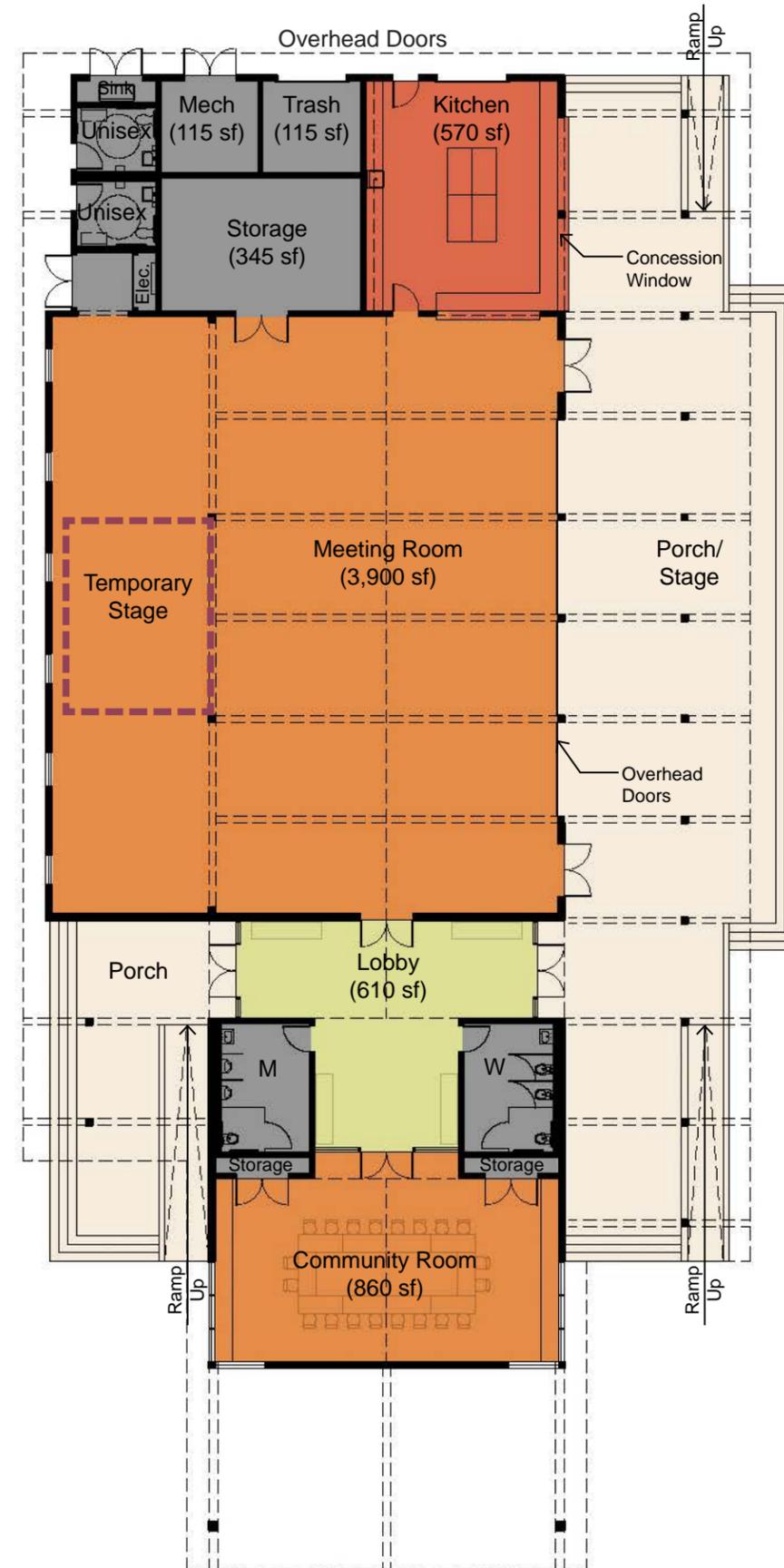
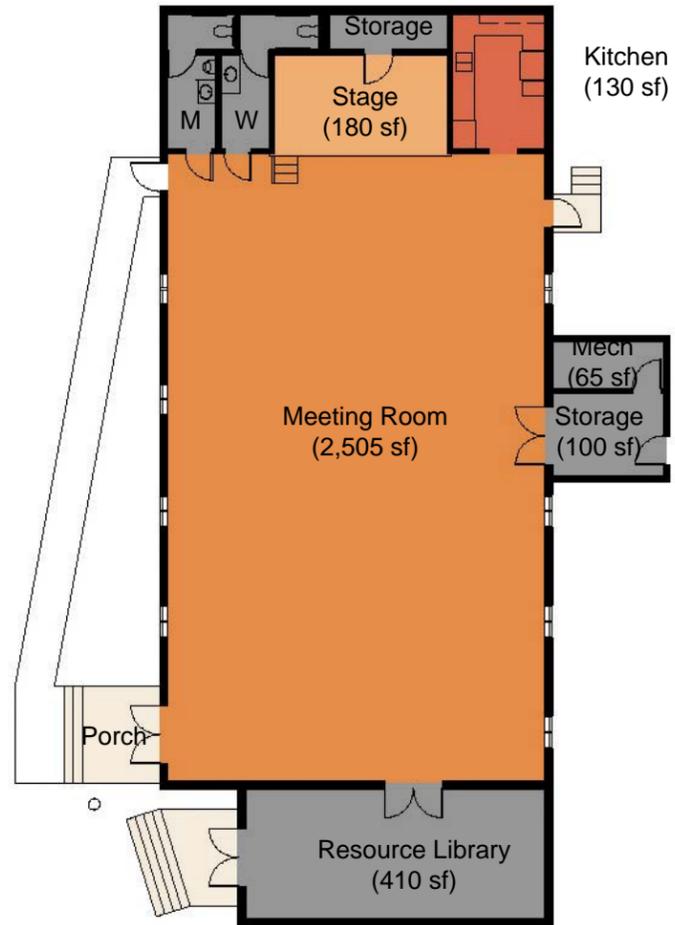




Manual



Electronic



Comments/Questions:

1. Lobby

- Possible two double doors from main room to lobby (concern if 250 people tried to exit at once)

2. Restrooms

- Confirm restroom standards- are amount of stalls/sinks adequate for occupancy. Do they all contain changing tables

3. Community Room

- A/V hook-ups
- Sink for Coffee

4. Meeting Room/Storage

- A/V hook-ups
- Portable Stage
- French doors/windows
- Possible wall bleachers instead of portable on west side (like Sherwood's new bldg.)
- Possibility of temporary partitioning west side.
- What would removing more posts on east wall look like- more windows/doors.

5. Storage

- Door alignment
- Combine Trash and Storage
- Will new storage (including garbage area) be adequate for all the new tables/chairs etc.

6. Kitchen

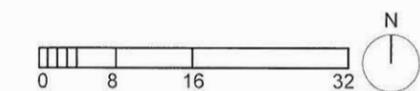
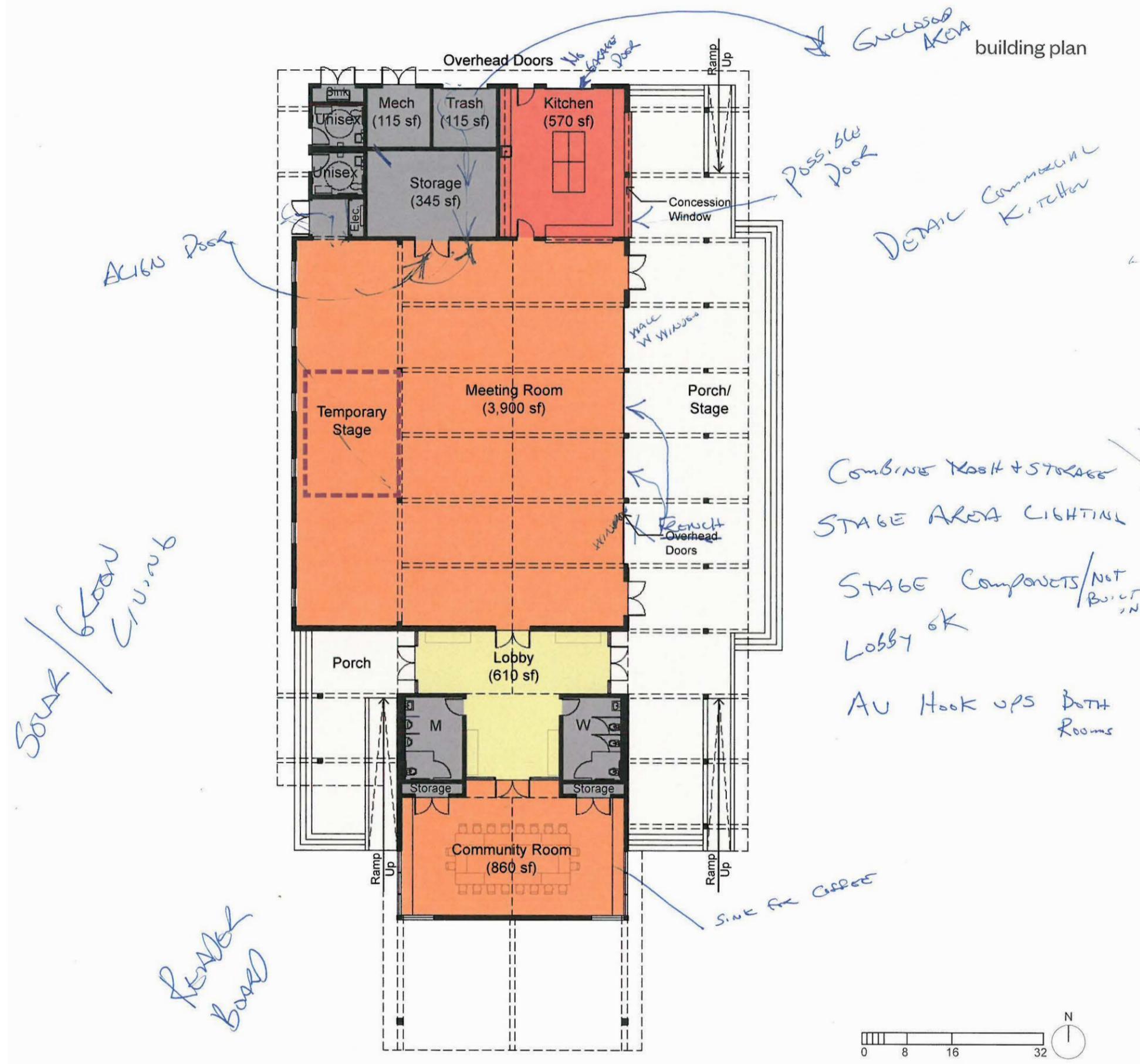
- Commercial kitchen
- Possible exterior door to east
- No garage door
- Janitorial closet- in kitchen or separate.

7. Porch/Stage

- Outside outlets on east side (stage) (in concrete steps)

General

- Solar/Green Living
- HVAC appropriate space and consider installing a quiet unit to not interfere with events taking place inside the building (maybe mounting on the roof to save space)
- Security- how will we secure the building with all the new doors (security system?)



building plan – comparison

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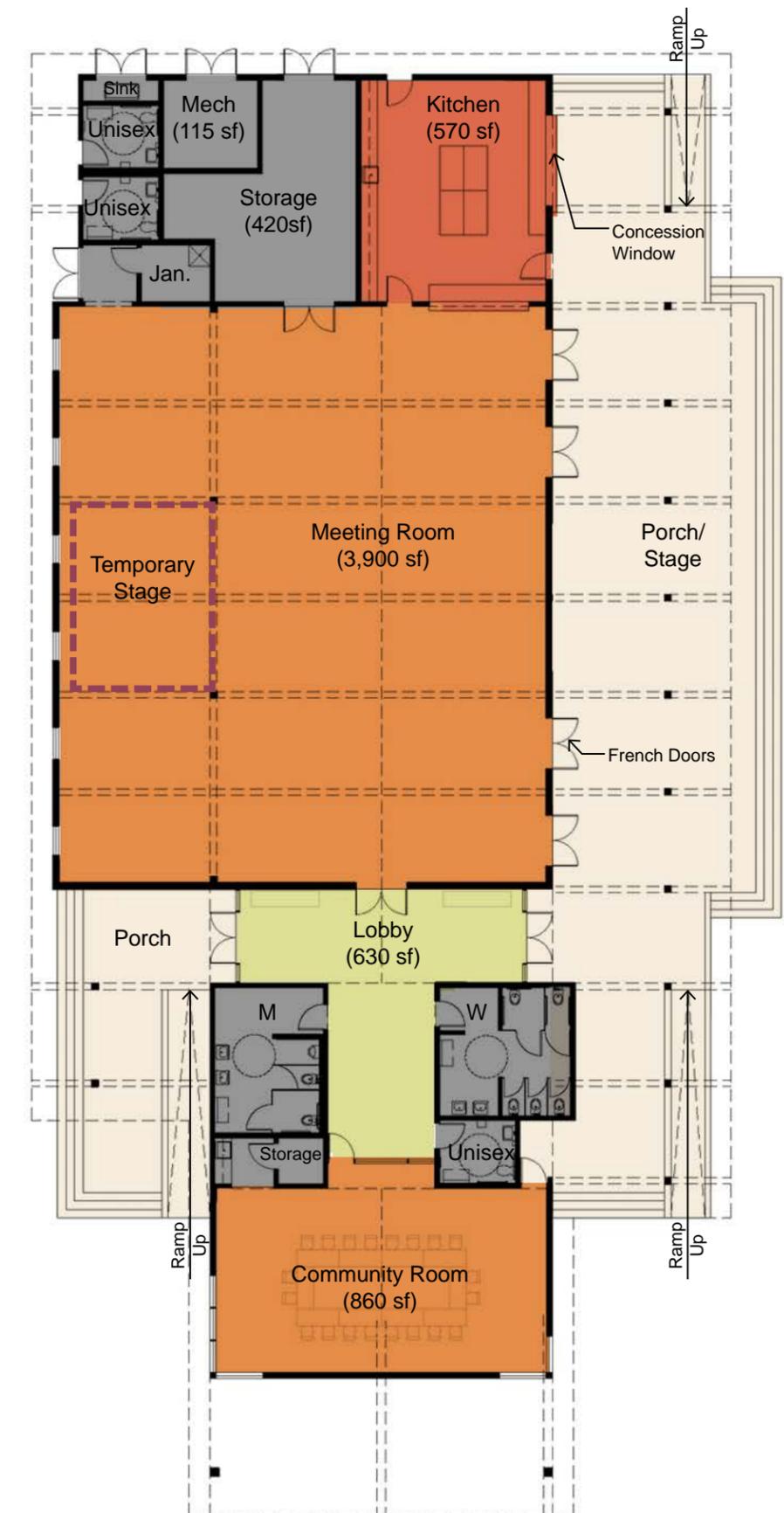
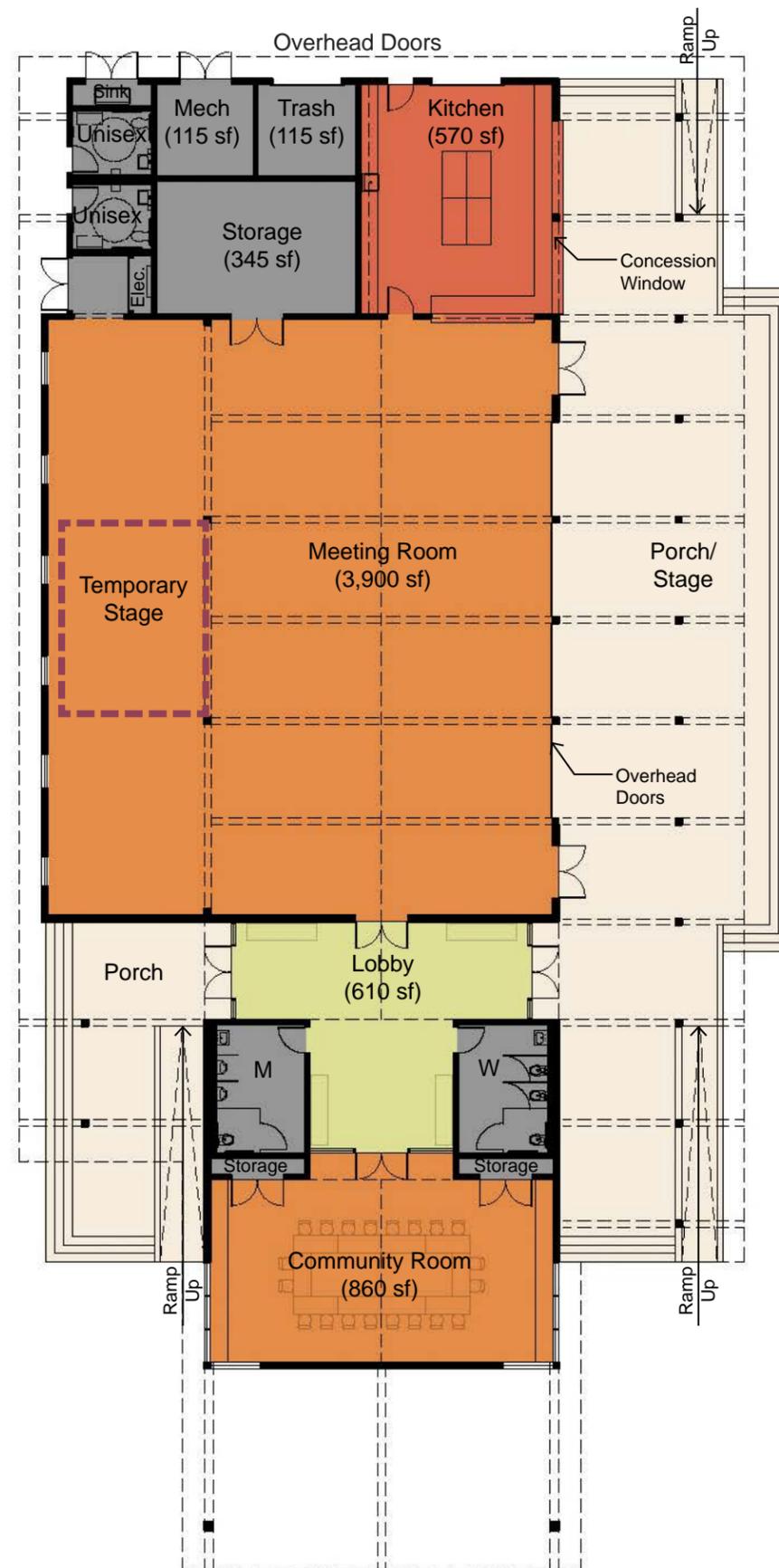
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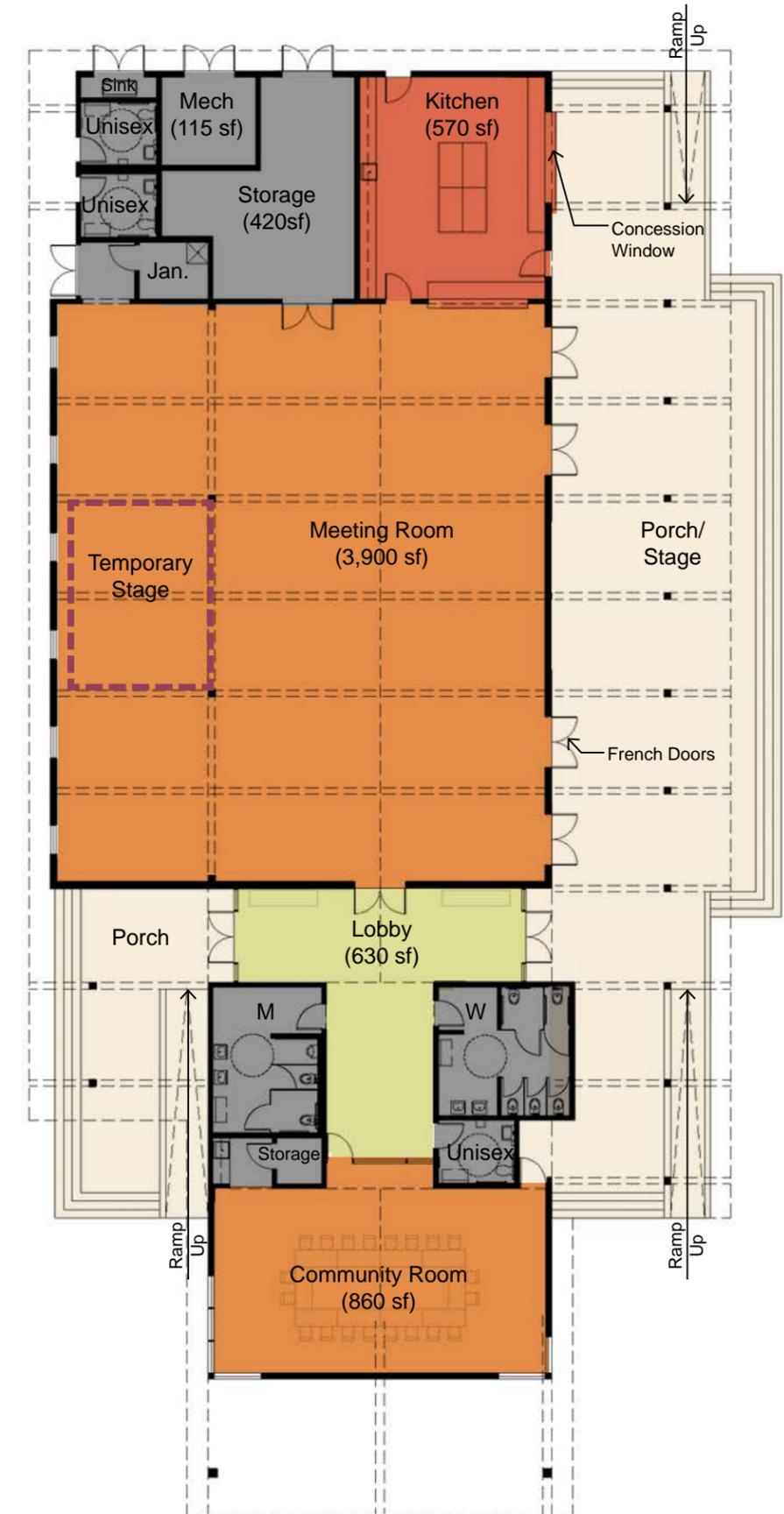
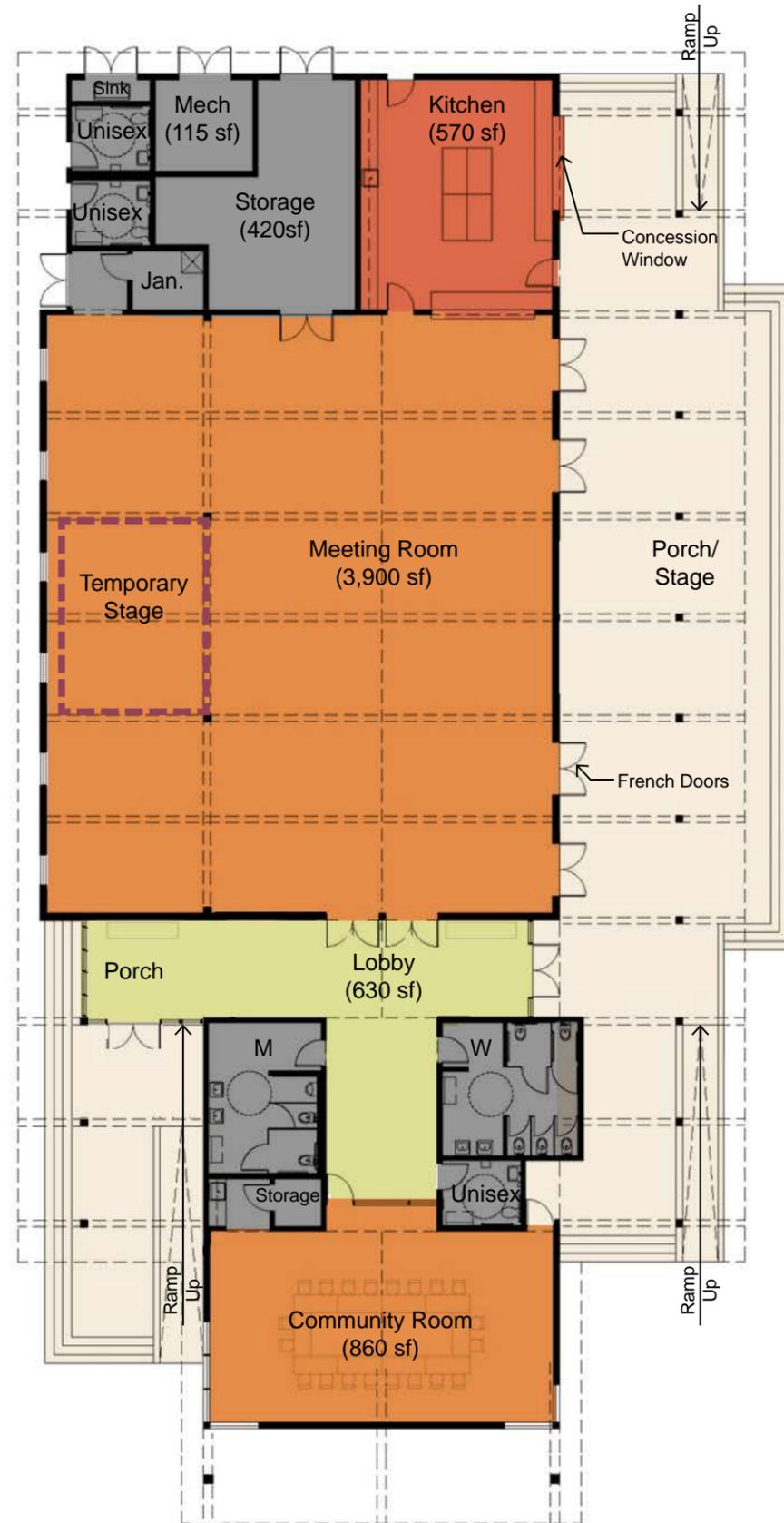
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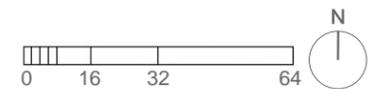
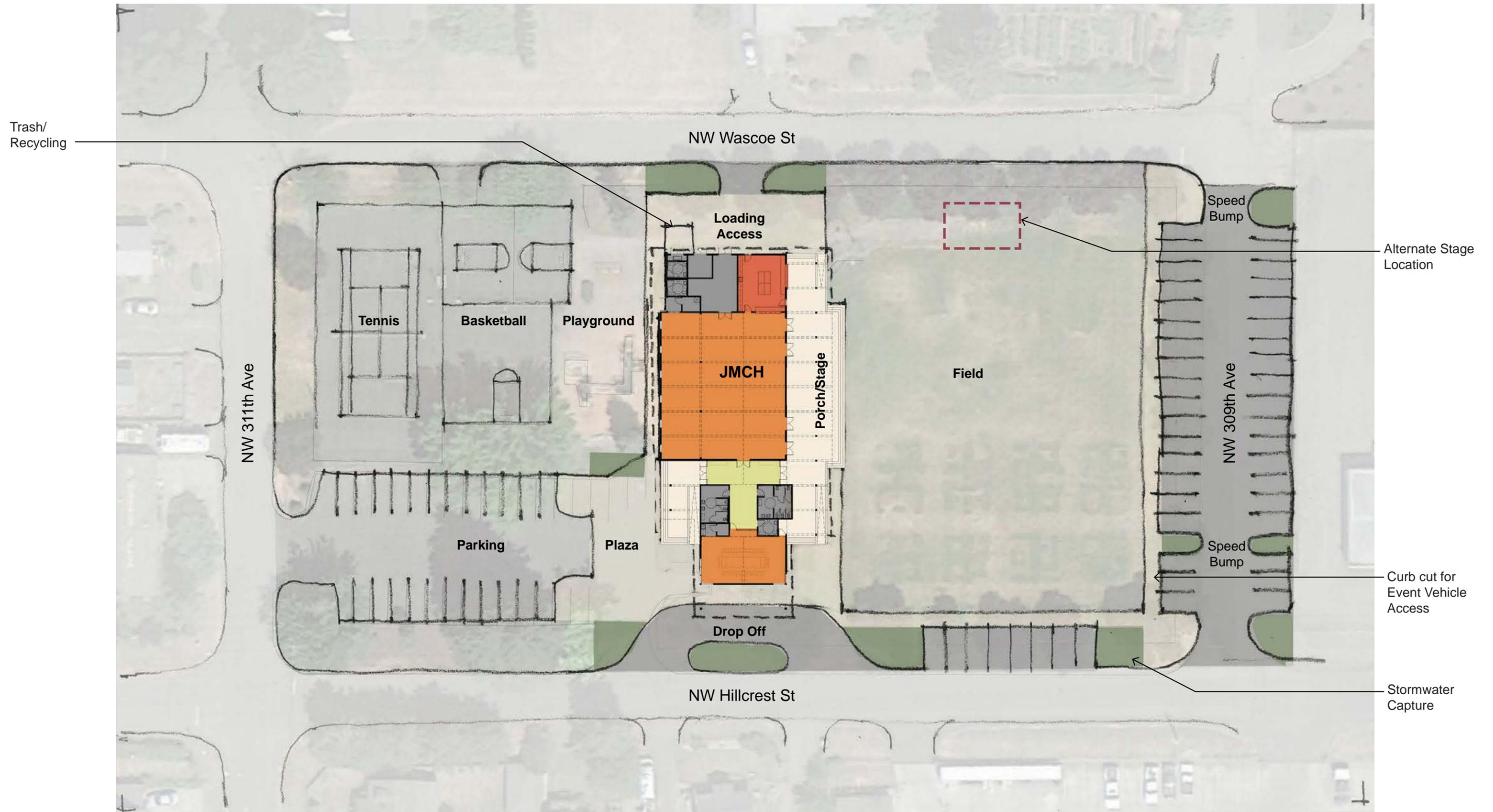


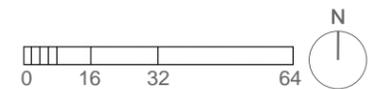
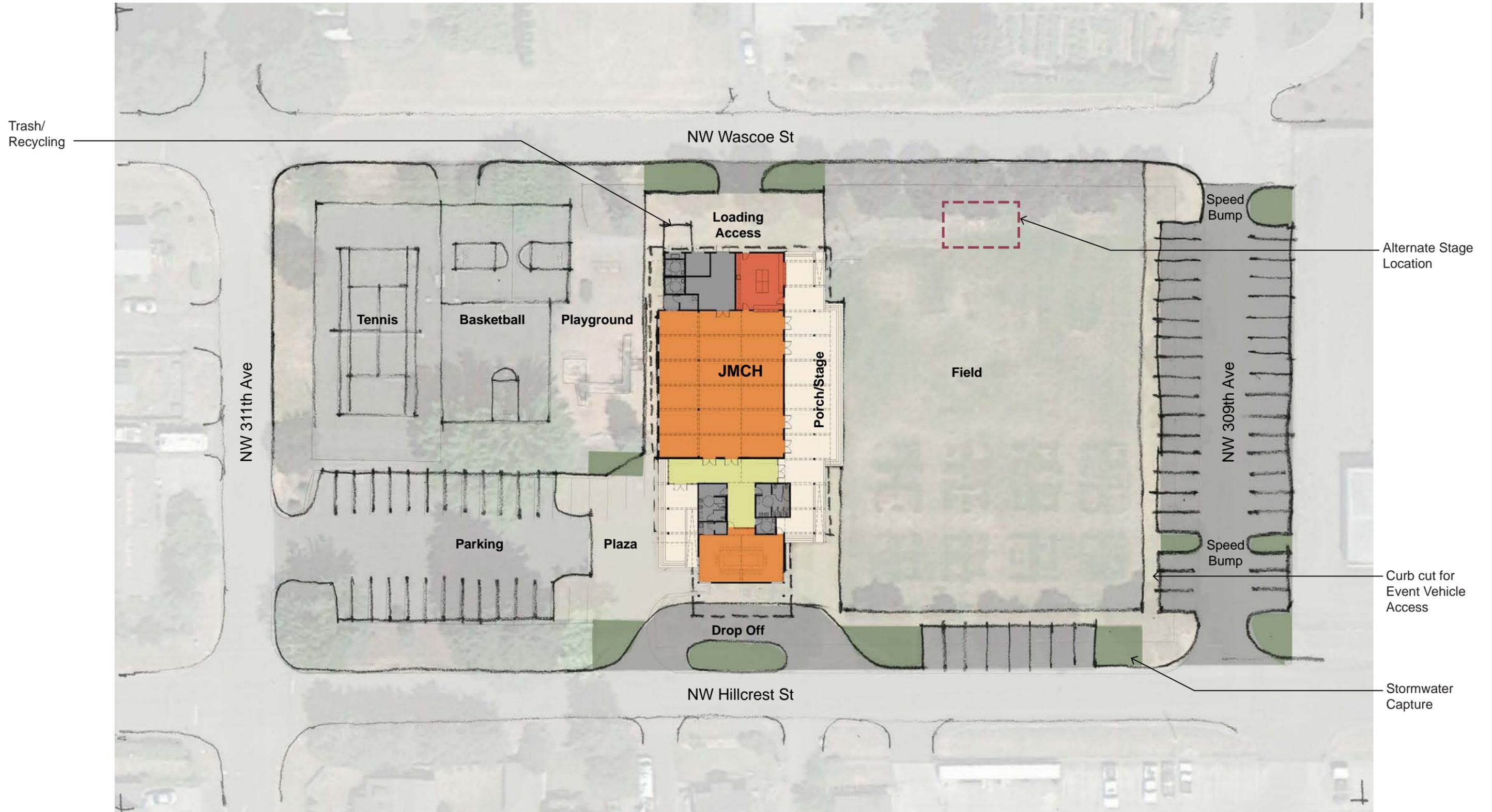












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NEDCO COMMUNITY LENDINGWORKS **SPROUT!** DOWNTOWN SPRINGFIELD

SPROUT!
REGIONAL FOOD HUB

20 Years of Foods of the Trade

Kitchen

Kitchen@Sprout!
Kitchen and Restaurant Incubation Program

State of the Art Kitchen and Café

The Sprout! Is a regional community food hub that operates a state-of-the-art commercial kitchen for people wanting to start a food production business or restaurant. Through the Hatch Business Incubation program, we offer opportunities to qualified food business start-ups and existing food businesses that can benefit from access to a commercial kitchen, retail restaurant space, technical assistance and training, and business advising.

Our Facility

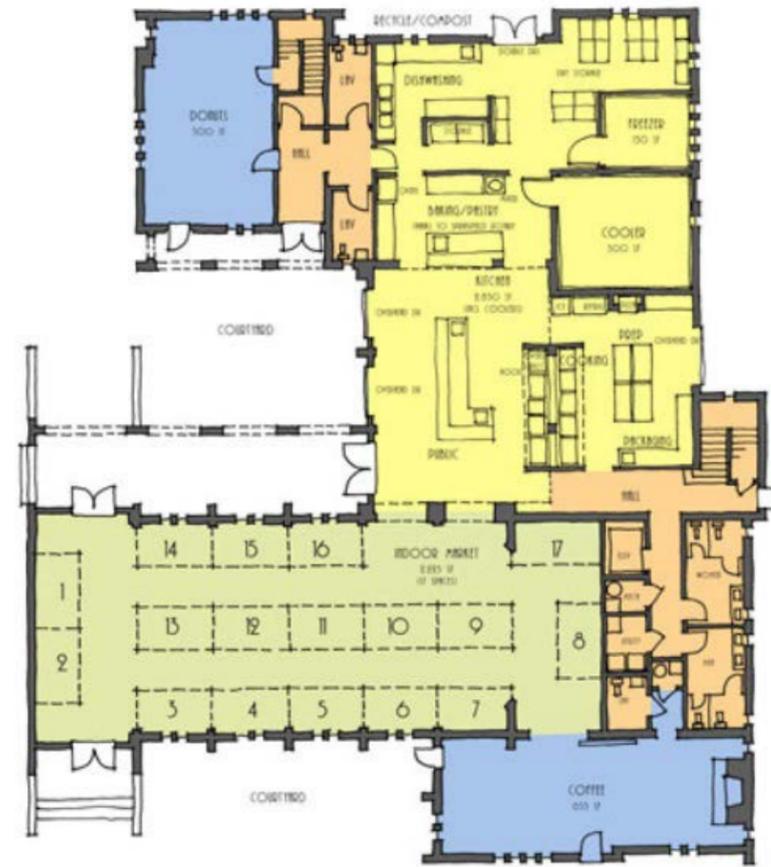
Our shared production kitchen, bakery space, and café/restaurant spaces feature high quality commercial equipment to meet the needs of most food businesses. This includes dry storage, a walk in refrigerator and freezer, linens, front of house staff support, dishware, and brokered catering for Sprout events. Utilities, parking and onsite trouble shooting help are included.

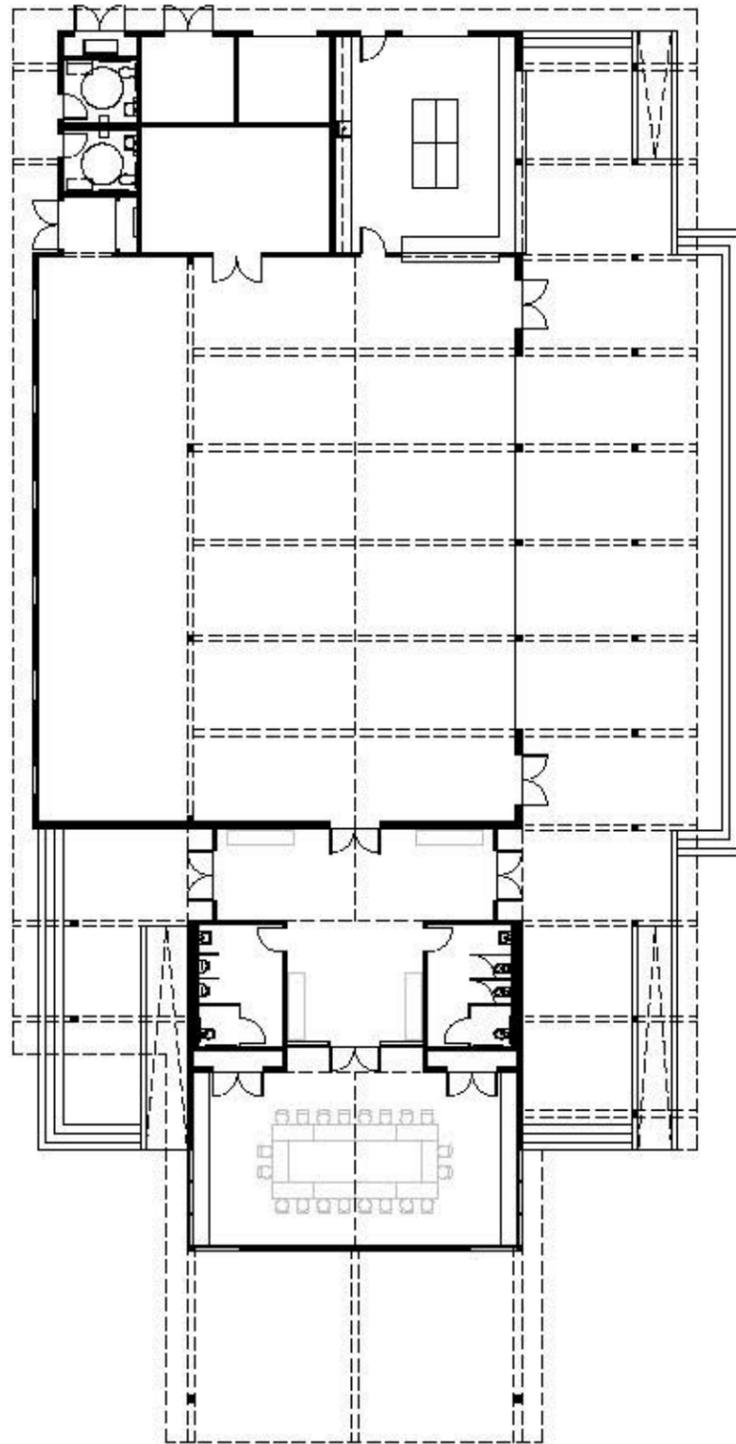
Like Sprout! on Facebook
2,861 people like this. Sign Up to see what your friends like.

I Want to...

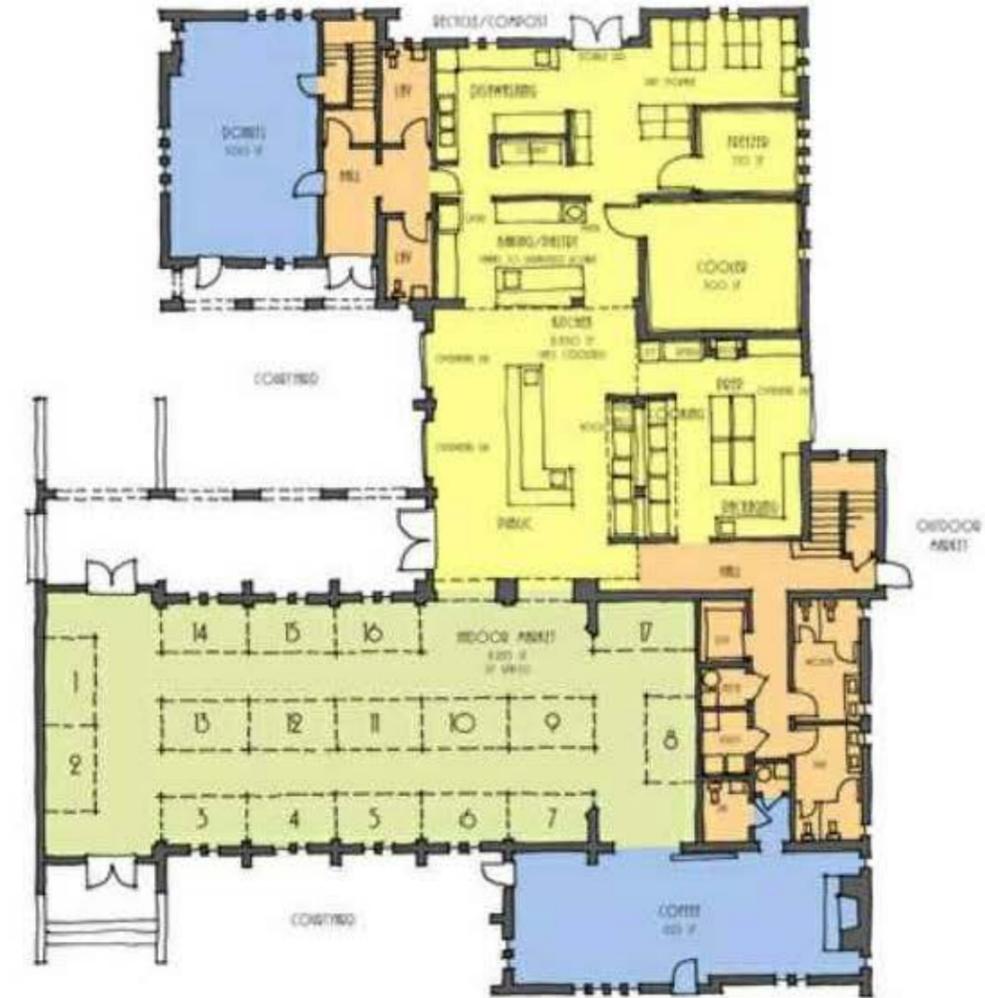
- Go to the farmers' market
- Have an Event at Sprout
- Sell my products at the farmers' market
- Start or grow my business
- Rent the commercial kitchen

MORE





Jessie Mays Community Hall



Sprout Marketplace

materials – options

