

CITY OF NORTH PLAINS PARKS BOARD
Jessie Mays Community Hall Renovation Project
DECISION MAKING TEAM AGENDA
Wednesday, November 18, 2015, 7:00 P.M.
Jessie Mays Community Hall 30975 NW Hillcrest Street

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **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 Council.)*
 - A. Approval of Decision Making Team agenda
 - B. Approval of minutes of 09/23/2015 Jessie Mays Community Hall Renovation Project Decision Making Team Minutes
4. **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.)*
5. **UNFINISHED BUSINESS**
 - A. Review with Woofter Architecture of the Jessie Mays Community Hall and Park Expansion Project and discussion of details of design review.
6. **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.

Future 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.

CITY OF NORTH PLAINS PARKS BOARD
Jessie Mays Community Hall Renovation Project
Decision Making Team Minutes
September 23, 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 7:04 p.m.
2. **ROLL CALL:**
Board Members: Chair Doug Nunnenkamp; Patti Burns; Heather LaBonte; Teri Lenahan; Joanna Orgill
Decision Making Team: Garth Eimers; Vern Epling; Stewart King; Sherrie Simmons; Norma Tucker
Excused: Charlynn Newton; Sheila Nelson; Jim Wieskamp; Russ Sheldon
Staff: Public Works Director Blake Boyles; City Recorder Margaret Reh
3. **CONSENT AGENDA:**
 - A. Approval of Decision Making Team agenda
 - B. Approval of minutes of 06/30/2015 Jessie Mays Community Hall Renovation Project Decision Making Team Minutes

Motion by Lenahan. Second by Simmons to approve the consent agenda. The motion was approved unanimously.

4. **PUBLIC COMMENT**
None were forthcoming.
5. **UNFINISHED BUSINESS**
 - A. Review with Woofter Architecture of the Jessie Mays Community Hall and Park Expansion Project and discussion of details of design review.

Miles Woofter and Jonathan Bolch, Woofter Architecture, presented a summary from their last meeting with the Parks Board. They also presented their most recent update to the design plans. It was decided that the master plan will be completed in two phases. Discussion ensued regarding parking spaces and city requirements for the number of spaces; the amount of space that will be provided for playground equipment; ingress and egress for Century Link into their facility; the slope and grade of the area and the restrictions this imposes on the project; PGE power poles and electrical requirements.

(Recorder's note: Lenahan left at 8:10; Orgill left at 9:25)

Discussion ensued regarding the design of the kitchen. The consensus of the group is that this will be a commercial kitchen that could possibly be rented out. A subcommittee will need to address the requirements and desires for the design of the kitchen. The

proposed kitchen will be 26 x 22 for a total of 540 square feet. Discussion ensued regarding frontage of the kitchen, the width and amount of doors in the kitchen. There is a trade-off between more counter space, doors and size of concession windows. The Decision Making Team will need to collect feedback and make decisions of what to include. The group needs to decide what the main purpose of this kitchen is.

Other discussion regarding the kitchen included: getting input and finalize the dimensions and the counter space inside and outside and for the concession windows; can eliminate the three compartment sink if you have a commercial dishwasher; hand washing sink; prep sink; discuss the way to wash dishes; review the code; what is allowed by the state; are we providing dishes or just pots and pans; the decisions made need to comply with the code.

Moving forward to get to a point to provide an accurate price and final wrap up with the design. Will need to start working with mechanical and structural teams and look at the rooftop development structure and systems requirements

6. ADJOURNMENT:

The next meeting of the Parks Board will be on October 28, 2015.

The meeting was adjourned at 8:47 p.m.

Submitted by:

Margaret L. Reh, City Recorder

Date Minutes Approved: _____