LOGIN INFORMATION TO ATTEND VIA ZOOM

Join Zoom Meeting
https://us02web.zoom.us/j/85140258498?pwd=OUdLVXRnN2ZZM0V4TUVvVS92T1A2dz09
Meeting ID: 851 4025 8498
Passcode: 229997

Call in (no internet)
253-215-8782
Meeting ID: 851 4025 8498
Passcode: 229997

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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 the June 14, 2021 Parks Board Regular Session Agenda.

B. Approval of minutes of May 10, 2021 Regular Session Parks Board meeting.

   □ Parks & Recreation Board - Regular Session - 10 May 2021 - Minutes

PUBLIC COMMENT:
We encourage those wishing to comment to do so in advance of the meeting by emailing comments to info@northplains.org. Comments will be read into the record. Persons wishing to speak on matters not on the agenda may be recognized at this time.

UNFINISHED BUSINESS:

A. Jessie Mays Improvement Update

B. Trail Projects Update

C. Concerts in the Park Update

NEW BUSINESS:
A. **Sunset Ridge Park Naming Process**
   - Park Naming Policy

9 BOARD & STAFF COMMENTS

10 ADJOURNMENT:

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North Plains Parks Board 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**

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The following Parks Board Meetings are scheduled to be held at the
Jessie Mays Community Center - 30975 NW Hillcrest North Plains, OR

The meetings are scheduled on the following dates at 6:00 p.m.:
Monday, July 12, 2021   Monday, August 9, 2021   Monday, September 13, 2021
MINUTES
Parks & Recreation Board - Regular Session Meeting
Monday, May 10, 2021 6:00 PM -- VIA ZOOM ONLY

BOARD MEMBERS:
Chairperson Doug Nunnenkamp; Vice-Chair Joanna Orgill, Board Members: Patti Burns, Evan King, Michael Bernards, Emily Silverman, Kristin Elkjer Thede, Johanna Hunt (Youth Advisor)

MEMBERS ABSENT:
Emily Silverman, Kirstin Elkjer Thede - absent
Youth Advisor Johanna Hunt - excused

STAFF PRESENT:
Public Works Director Blake Boyles, City Recorder Lori Lesmeister

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2 CALL TO ORDER

3 ROLL CALL
   a) Youth Advisor Johanna Hunt excused
      Ex Officio Councilor Cameron Martinez in attendance

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 the May 10, 2021 Parks Board Regular Session Agenda.
   b) Approval of minutes of April 12, 2021 Regular Session Parks Board meeting.

Motion to approve the Consent Agenda.
Moved by Member Burns. Second by Member Bernards.
Motion was approved unanimously.
5 PUBLIC COMMENT:  NONE

6 UNFINISHED BUSINESS:

a) **Pacific Community Design - continued discussion on Brynhill Phase 2 & 3 Parks**

Patrick Espinosa with Pacific Community Design (PCD) gave a brief PowerPoint presentation on the changes they made to the Phase 2 and Phase 3 concept designs shown at the April meeting. They based the changes on feedback from the Parks Board members. The changes to Mini Park D include additional playground equipment for smaller children along with a climbing structure. The changes to Mini Park H include removing the large chess board and the Slackline and adding a small area with playground equipment. Discussion and questions ensued. It was noted that there is a fence around the Pickleball court. Member King asked if the putting green was moved. Kristina Koltavary, Landscape Architect with PCD said that was enlarged and is set under the tree canopy. There was consensus from the board members that they are happy with the changes presented this evening.

b) **Update on Concerts in the Park**

Member Burns said that she spoke with a couple of bands and they are interested, dates just need to be decided on. Chair Nunnenkamp said that the city of Hillsboro has already scheduled their concerts for the summer beginning July 8, 2021. Member Burns said that she has contacted the Health Authority and has not received a call back yet. Member Burns said she will contact Vice-Chair Orgill so that they can work together to get things organized. Member Bernards said he is able to help, if needed.

7 NEW BUSINESS:  NONE

8 BOARD & STAFF COMMENTS

a) Public Works Director Blake Boyles gave the following updates:
* There is a short in the circuit board for the splash pad at LaMordden Park. The replacement part has been ordered and it should be repaired by the end of next week.
* Boyles is still working on possible ways to 'elevate' the fall zone area at the Purple Park.
* We are waiting on Washington County for permits for the new restrooms at Jessie Mays. It is scheduled to be completed by July 15, 2021. Boyles noted that the cost of the project has gone up by 30% due to rising cost of lumber and other supplies.
* Boyles will be having a Zoom meeting this week regarding the new playground design at Jessie Mays.
* Legacy Contractors will begin working on the West Union Pedestrian Path in about two weeks and the project should be completed by the end of August.
*There will be an event at the Veterans Park on Memorial Day.
*The City has been speaking with the Garden Club and Tualatin Valley Fire & Rescue (TVF&R) about moving the Blue Star Plaque rock that is at TVF&R to the Veterans Park. A decision should be made in the coming weeks.
*There will be a walking tour from the Veterans Park to the Turtle Pond on Saturday, May 22, 2021 at 10:00 am.

Member Bernards, who is also a member of the North Plains Parks Foundation said that the foundation has applied for a $50,000 Grant through Kubota Tractor.

9 ADJOURNMENT: at 6:28 pm

Submitted By:

______________________________
Lori Lesmeister, City Recorder

Date Minutes Approved ________________
CITY OF NORTH PLAINS
PARK NAMING AND PLAQUE POLICY

Purpose
The purpose of the policy is to establish consistent standard procedures and guidelines for the naming of public park lands owned and/or operated by the City of North Plains. The renaming of parks is strongly discouraged.

Policy
The naming of City parks, park areas and park facilities shall be the function of the City Council, with opportunities for community comment at public forums. City Council has final authority to approve or amend any recommendation. Diversity, balance and creativity will be sought during adoption of names.

Objectives
1. Provide name identification for individual parks, park areas or park facilities.

2. Provide criteria for the process of naming parks, park areas or park facilities.

3. Provide opportunities for public input including a public gatherings or meetings.

4. Ensure that the naming of parks, park areas, or park facilities is controlled by the City Council.

Criteria
The naming of parks, park areas, and park facilities should be approached with caution, patience, and deliberation. Names submitted for consideration should provide some form of individual identity in relation to the following:

1. The geographic location of the facility; this includes descriptive names.

2. An outstanding feature of the facility.

3. An adjoining subdivision, street, school, or natural feature. No park shall be given the same name as an existing school site or public facility, except where the sites abut one another.

4. A commonly recognized historical event, group, organization or individual (living or deceased).

5. An individual or organization that contributed significantly to the acquisition or development of the facility to be named. This can include either a deed or substantial monetary contribution, or contribution toward acquisition and/or development of the park.
or park facility (typically not less than 50 percent of the value of the property or improvements).

6. Outstanding accomplishments by an individual for the good of the community. Quality of the contribution should be considered along with the length of service by the individual – this to be fully substantiated by person making recommendation.

7. Any individual who provided an exceptional service in the interest of the park system as a whole.

8. Typically, while serving in a public office, public officials should not be considered as a candidate for naming.

**Donated Land**

Parks and park facilities that are donated to the City can be named by deed restriction by the donor. The naming and acceptance of land is subject to recommendation by the Planning Commission and approval by City Council. Naming rights are not guaranteed if the donation of park land is a dedication as required by the Subdivision Ordinance (park land dedication).

**Naming Process**

Public Works staff will notify the Council about naming opportunities. The recommendation of staff will be subject to final approval or amendment by City Council action.

1. **Temporary Naming**

   In the case of a new project, a temporary name will be designated by the City staff for identification during acquisition and/or development of the park area or park facility. Because temporary designations tend to be retained, the naming process for a new park should be carried out as quickly as possible after its acquisition or development.

2. **Permanent Naming**

   Citizen involvement in the naming process is encouraged and may be accomplished in a variety of ways throughout the naming process.

   A. Individuals, groups and/or organizations interested in proposing a name for an existing un-named park area or park facility may do so in writing using a “Park Naming Form” that outlines the naming criteria. These will be presented to City Council.

   B. A variety of means to encourage public participation to submit a name (citizen contests, recommendations from previous owners, historical review of the site, etc.) may be implemented by staff at the request of the City Council. The “Park Naming Form” will be available through the City web site and at City Hall.

   C. The City Council will accept public comment when considering park names.
3. **Park Renaming**
   Critical examination will be conducted to ensure that renaming the park will not diminish the original justification for the name or the prior contributors. Renaming will follow the same procedures as naming the park.

   A. Only parks and facilities named for geographic location, outstanding feature or subdivision should be considered for renaming. Parks that have been named by deed restriction shall not be considered for renaming.

   B. Parks and facilities named after individuals shall not be changed unless it is found that because of the individual’s character the continued use of their name would not be in the best interest of the community.

**Signage Process**
The Public Works Director shall be responsible for the oversight and signage of City parks. Signage shall be installed for the two following types of parks:

1. **General City Parks**
   A maximum sign size of 24 inches by 18 inches, in green and white metal sign shall be placed in the entryway to each general City Park. The sign shall display the City’s logo in color as well as indicate the park name and state City Park.

2. **Memorial Park Plaques**
   A 10 inch by 20 inch cast plaque may be placed in memorial parks if donated to the City. The name shall be in 60 point Arial font, the years shall be in 50 point font and the individual’s information shall be in 41 point font. The individual information shall be obtained from the memorialized person’s family or organization. The plaques shall be placed on a rock surface.

City Park directional signage shall be placed on the main intersection of the street on which the City park is situated.

Examples of signage are attached in Exhibit A.

MAD/mad/LJG/ljg

Established and Adopted by Resolution No. 1683, 10/17/11