



Rules of Conduct for Public Meetings

1. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the hearing.
2. Persons shall not testify without first receiving recognition from the presiding officer and stating their full name and residence address.
3. No person shall present irrelevant, immaterial, or repetitious testimony or evidence.
4. There shall be no audience demonstrations such as applause, cheering, display of signs, or other conduct disruptive of the hearing.

PARKS COMMISSION AGENDA

City Hall
4222 Old Salem Rd NE Millersburg OR 97321
September 14, 2023, @ 6:00 p.m.

Parks Commission meetings are in-person. Remote access continues to be available. Instructions for joining are at <https://www.cityofmillersburg.org/parksrec/page/parks-commission-meeting-0>. If you need additional support, please contact City Hall prior to 5:00 p.m. on Wednesday, September 13, 2023.

Meeting link to join via computer:

<https://aspenuc.azconline.com/j/1167491335>

Phone number to join meeting: 503-212-9900

Meeting ID: 116 749 1335

- A. CALL TO ORDER
- B. ROLL CALL
- C. CHANGES AND ADDITIONS TO THE AGENDA
- D. MEETING MINUTE APPROVAL-
 - 1) August 30, 2022, Parks Commission Meeting Minutes (POSTPONED)
 - 2) December 7, 2022, Parks Commission Meeting Minutes
- E. UNFINISHED BUSINESS
- F. NEW BUSINESS
 - 1) Workshop on North Millersburg Park public outreach survey results/ design charette.
- G. CLOSING COMMISSION COMMENT
- H. ADJOURNMENT

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation to attend or participate, please notify the Millersburg City Hall in advance by calling 458-233-6300.



PARKS COMMISSION MEETING MINUTES

December 7, 2022 @ 6:00 p.m.

A. CALL TO ORDER Meeting called to order by Chair Lynn Dunn at 6:00 p.m.

B. ROLL CALL

Commissioners Present: Chair Lynn Dunn, Commissioners Jamie Oakeson-Hotrum, Talley Richardson, and Caryl Thomas

Commissioners Absent: Vacant

Staff Present: Matt Straite, Community Development Director; Kevin Kreitman, City Manager; Janelle Booth, Assistant City Manager/City Engineer; Sheena Dickerman, City Recorder

Presenters: None

C. CHANGES AND ADDITIONS TO THE AGENDA

None

D. ADOPTION OF MINUTES

Minutes were postponed until the next meeting.

E. UNFINISHED BUSINESS

None

F. NEW BUSINESS

- 1) Workshop: Update and Review of Phase One Conser Road Buffer/ Linear Park and Multiuse Path Concepts

Assistant City Manager/City Engineer Janelle Booth gave a brief overview of the Conser Road Buffer/Linear Path elaborating on the information in the staff memo. The City is working on the design of a new road and utilities for the City's industrial properties. She showed the general layout of the future of road. Council has wanted a buffer between industrial and residential. The property has always been zoned industrial, but has been an empty field for a while. Another benefit for the residential is It will reroute truck traffic from Conser Road to Industrial Parkway.

City Manager Kevin Kreitman added that the State has proposed a new interchange with Interstate 5 at that location. It is probably another 20 years out. Booth said staff is making sure it aligns connections with the State's proposal.

Community Development Director Matt Straite said the designs are only concepts at this time. Booth walked through the concepts of the design.

Commissioner Caryl Thomas asked if NE Conser Road would become a dead end. Booth explained It would continue but there would be a slight "jog". She showed the connectivity between Transition Parkway and NE Conser Road and said it was not intended for truck traffic. She pointed out the property zoned commercial.

Straite added that Millersburg's first intersection light would be at the Fire Station and Old Salem Road. The thought is semi-trucks would be more likely use this route. Thomas asked if staff thought there would be more traffic on NE Alexander Lane. Booth replied no. She added that it could reduce traffic once the interchange is there.

Booth said once properties develop at that location there needs to be infrastructure and design. Chair Lynn Dunn pointed out that the property was a farm field last year. Booth said it was no longer leased to the farmer.

Straite said it would add a great east-west trail. Booth said that if the City didn't do the buffer the City would have to rebuild Conser Road. Commissioner Talley Richardson expressed concern that there was too much traffic already there and very dangerous. Kreitman agreed and said that is why the City is doing this. Straite said that hopefully those traveling on Woods Road would take Transition Parkway and pressure would be taken off that intersection. Kreitman added there has been discussion that NE Conser Road might become a right turn only. Richardson said a traffic circle would be ideal. Thomas said trucks may not like a traffic circle there. Straite said the hope is that they would want to travel south and not north. Booth stated that how the City designs is how the City can encourage where traffic will go.

Dunn asked where the interchange would be. Kreitman replied off Transition Parkway.

Richardson expressed her surprise that the Intermodal Center wasn't moving sooner on access to I-5. Kreitman replied they cannot without the interchange. The interchange estimated cost is approximately \$500 million. Booth said staff is talking with Oregon Department of Transportation (ODOT) to ask for it to be put higher on their priority list, and even with funding it would be another 10 years out.

Kreitman talked about the Intermodal Center and truck traffic counts. Booth showed ODOT's study of the proposed interchange.

Kreitman stated that NE Old Salem Road was previously widened with the anticipation of all the residential area and all the industrial properties being developed.

Commissioners and staff discussed flow of traffic and speed concerns on Old Salem Road. Booth said staff have been talking to the County about the speed and what could be done. Traffic calming features could be

looked at, but not speed bumps. Staff said they will continue to look into it, but the data doesn't support that there is a speed concern.

Richardson commented that it seemed "weird" to have two intersections with so much open space. Booth showed the industrial property and said the companies need all the open space and the City cannot put a road down there. Kreitman added that there are also wetlands to be avoided. Most of the industries looking at the City's properties are needing larger footprints.

Richardson asked if a road at the bottom of the location would work. Kreitman replied that there were wetlands. Richardson was looking at ways to keep truck traffic away from residential. Kreitman said that is what Transition Parkway will do.

Staff shared more about the property, the wetlands, access, and the linear park. Booth explained that the engineering group is looking at the roads and the landscaping group is looking at the buffer/linear park. Once they receive feedback, staff will align them.

Straite explained that it would be done in two phases. The first phase is not meant to have all the amenities of a park, it is meant to have a buffer, screening, and one path or trail. Staff will be coming back with Phase II to introduce additional features. Booth added that staff would like the Commissioners input for now and for the future.

Booth said the idea is to go out to bid in early 2024, for construction season 2024. The buffer/linear park needs to stay on the same schedule as the road. Staff wants input but there are some things that do not have a choice, such as grading. The City has done survey's, a master plan and having a Parks Commission for the amenities. Structure and lighting first and then amenities will be in Phase II. Staff does not know when Phase II will be.

There is a park in the north part of the City that needs to be designed and developed.

This Phase needs to be done now because the grading needs to be done at the same time as the road and a buffer is needed.

Booth shared that feedback needs to be given to the consultants this month. There were three different but similar options (shown in staff report). She explained that the Commissioners didn't need to choose one or the other but could mix and match what they liked. Staff asked the Commissioners to give feedback on these areas as they review the options; screening, function, safety, maintenance, aesthetics and cost. Booth explained that it wouldn't be a destination, as there wouldn't be access points along the way, but it would allow for people to get to the future commercial area. Straite said safety through design, so the police can help it function successfully. Staff does not want places for bad people to hide and it to function as a safe place.

Booth said there was no cost numbers at this stage of the design. She said retaining walls will be more costly than berm and plants more than seeding.

Kreitman added that there has been discussion around this being part of the City's light display. He pointed to the 9 acres that the City would like to see a mini Bridgeport. This would get services in Millersburg.

Richardson asked if there was only sidewalk on one side. Booth replied the multi-use path would be on the north. There will be several crosswalks and all crosswalks are designed to be able to have beacons but not planned to have yet.

Straite showed the three different concepts (see agenda file). Larger versions of the concepts were displayed on the walls. Staff asked for feedback.

Starting at 6:41 p.m. Commissioners moved from the dais to review the larger versions of the concepts and discuss their preferences. Staff answered questions, described the different concepts and what maintenance would look like.

At 7:30 p.m. the Commissioners returned to the dais.

Straite reiterated the consensus of the Commissioners from their discussion on the concepts; the natural tree configurations, three sidewalk configurations and more if possible, retaining walls where needed, some benches in Phase 1, ground cover as open as possible, a lawn that is mow able or river rock that can be blown off with a blower, shrubs in accent areas only, and could include some boulders. Having possible pavers in Plaza in Phase II. The more natural retaining wall was preferred. Steer away from Gabian wall designs for potential safety concerns. A preferred option included interpretive signage. Overall Commissioners chose concept #3.

G. PUBLIC COMMENT
None

H. CLOSING COMMISSIONER OR STAFF COMMENT

Richardson asked to know the potential cost. Booth said at certain points staff will have cost estimates. The design process is usually 30%, 60%, and 90% construction drawings. Originally it was two separate packages but have been melded into one package. There will be an estimate somewhere within the 30% to 50% of design phase. At the end there will be a cost estimate before going out to bid.

Dunn asked what consulting firm was being used. Booth replied Jacobs. The City has an ongoing on-call engineering consultant contract with them. Richardson asked about a grant. Straite replied there is no grant at this time but hopes to have one to fund different parts of the project.

Dunn asked about more scheduled meetings. Straite replied there were none scheduled at this time. He added there could be a meeting regarding the north park next.

I. ADJOURNMENT Meeting adjourned by Commission Chair Lynn Dunn at 7:38 p.m.

Respectfully submitted:

Reviewed by:

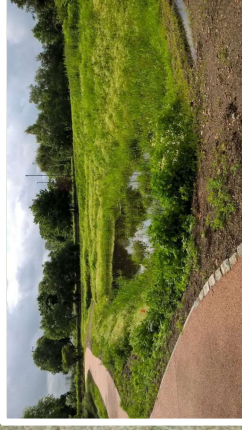
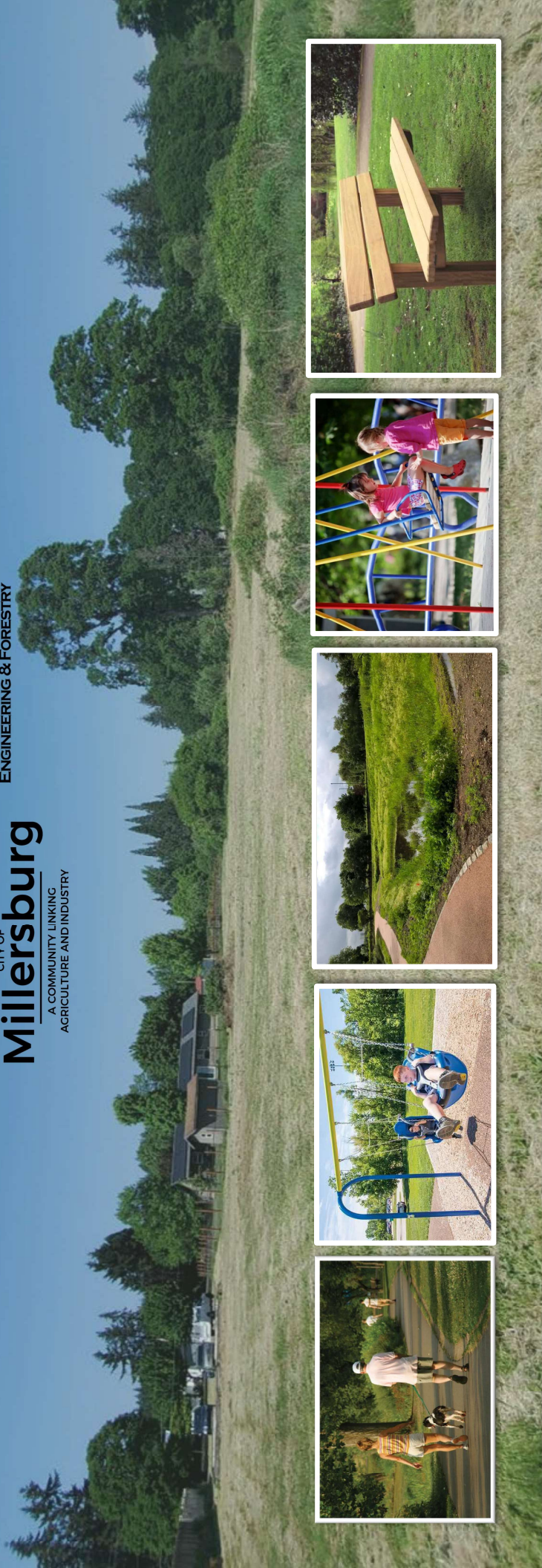
Sheena Dickerman
City Recorder

Matt Straite
Community Development Director

DRAFT

North Millersburg Park

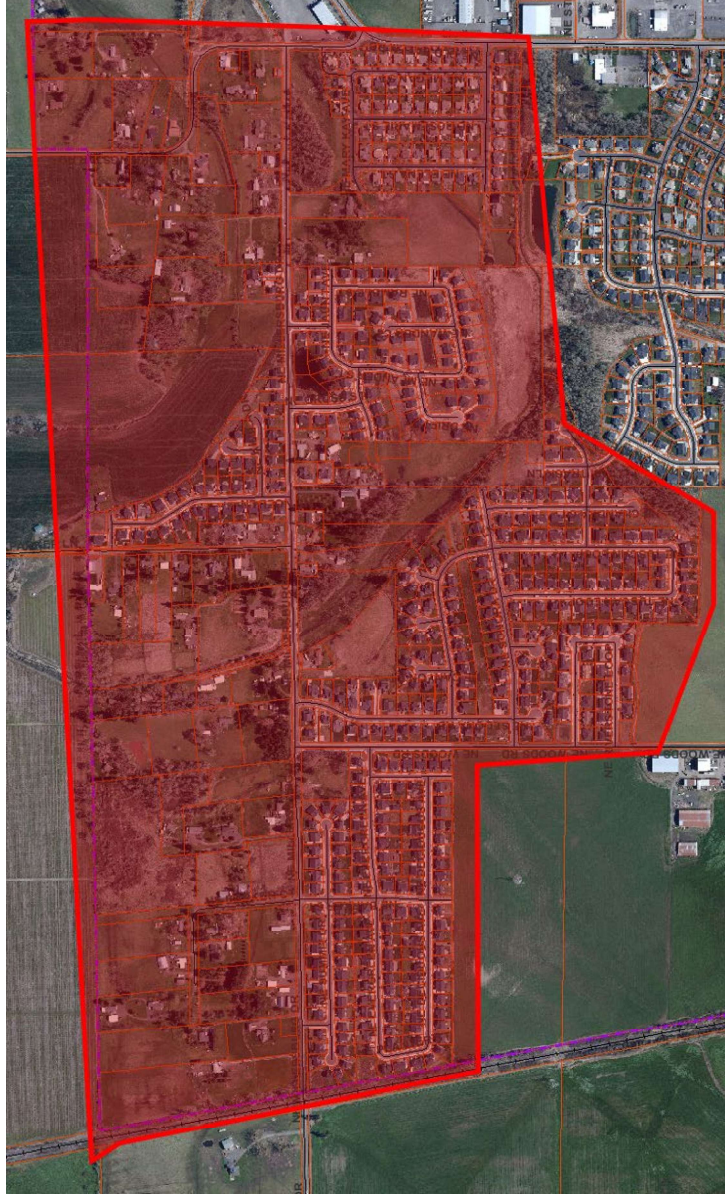
Public Outreach Survey Results



A targeted outreach survey was prepared to gather information about what the community wanted to see in the park. The survey consisted of four questions ranking the importance of amenities and uses.

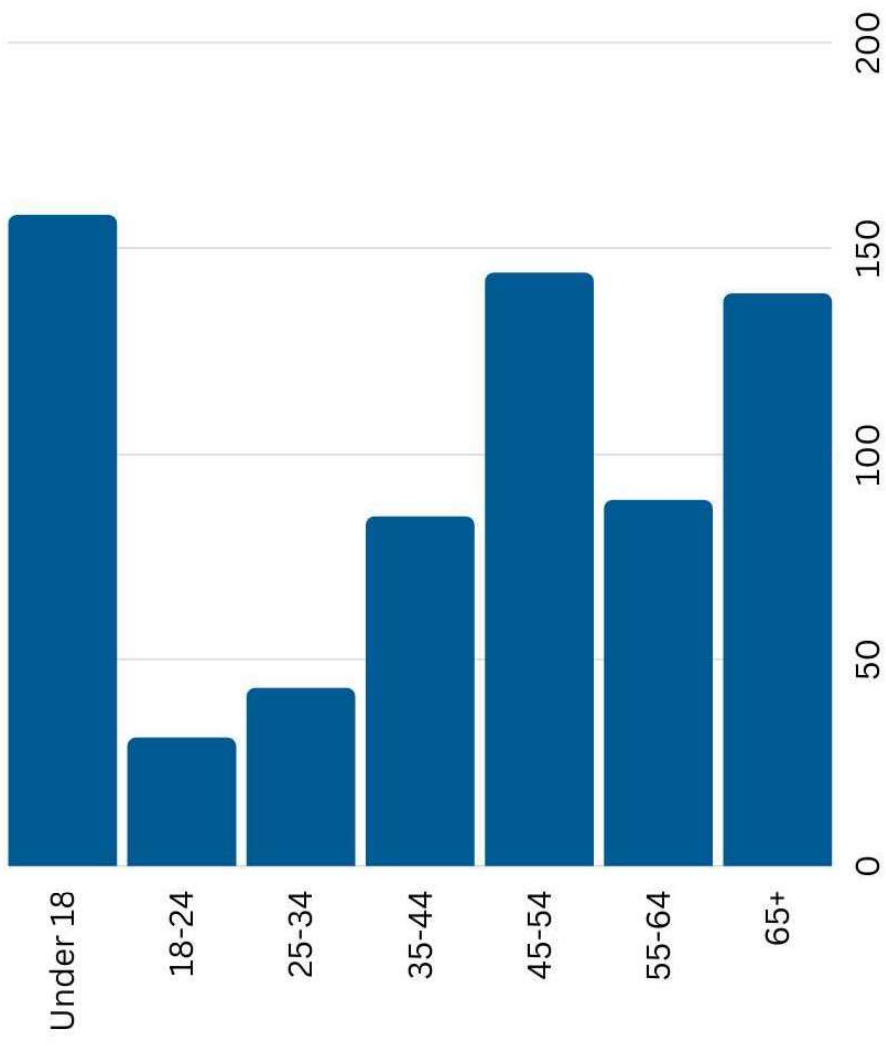
- Public outreach survey went live June 29, 2023 and closed August 4, 2023
- Around 500 postcard mailers were sent out with directions on how to access the online survey
- 126 people responded (25%)

Outreach Target Area



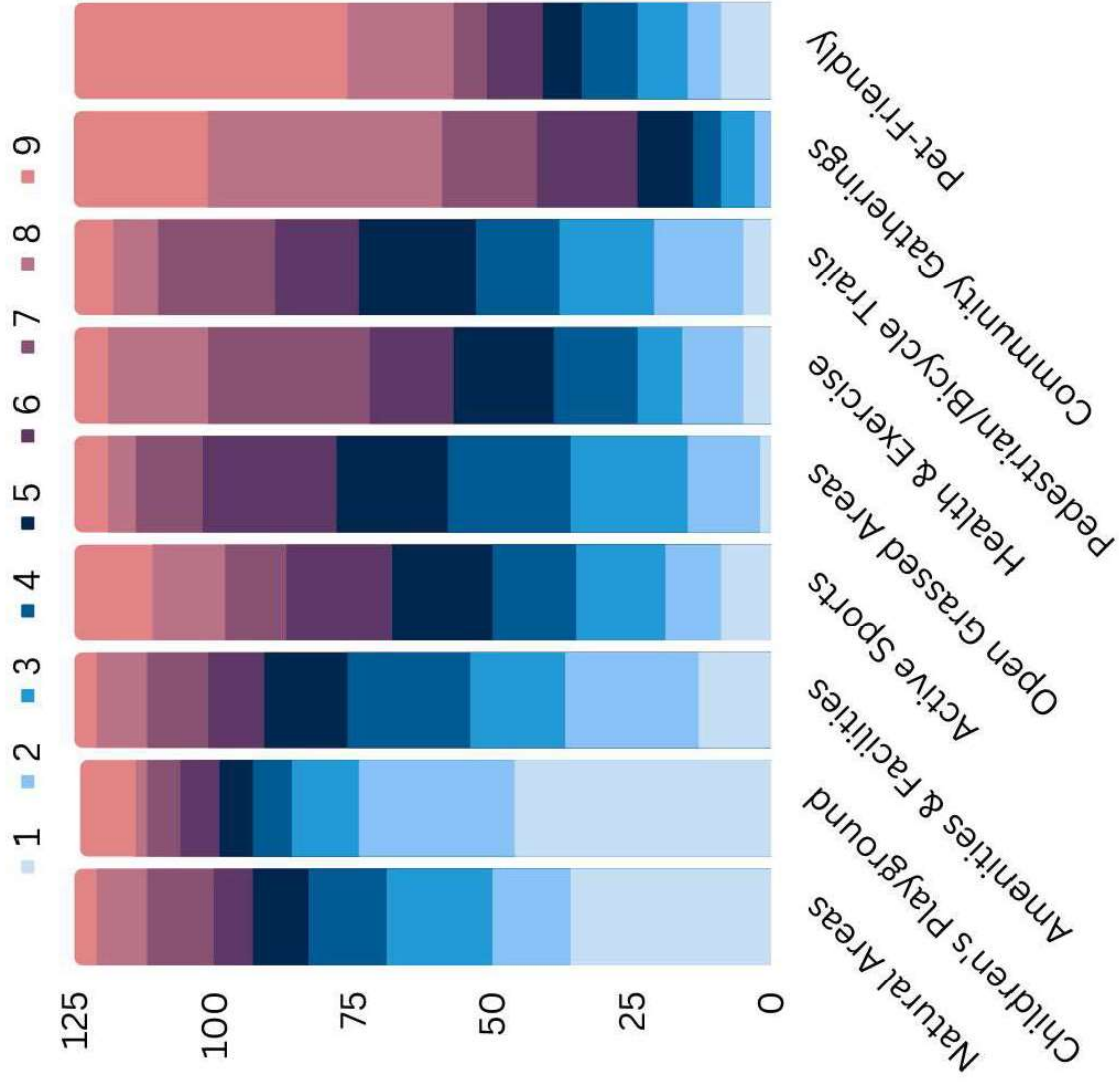
Q1

Please indicate the number of people in each age group living in your household:



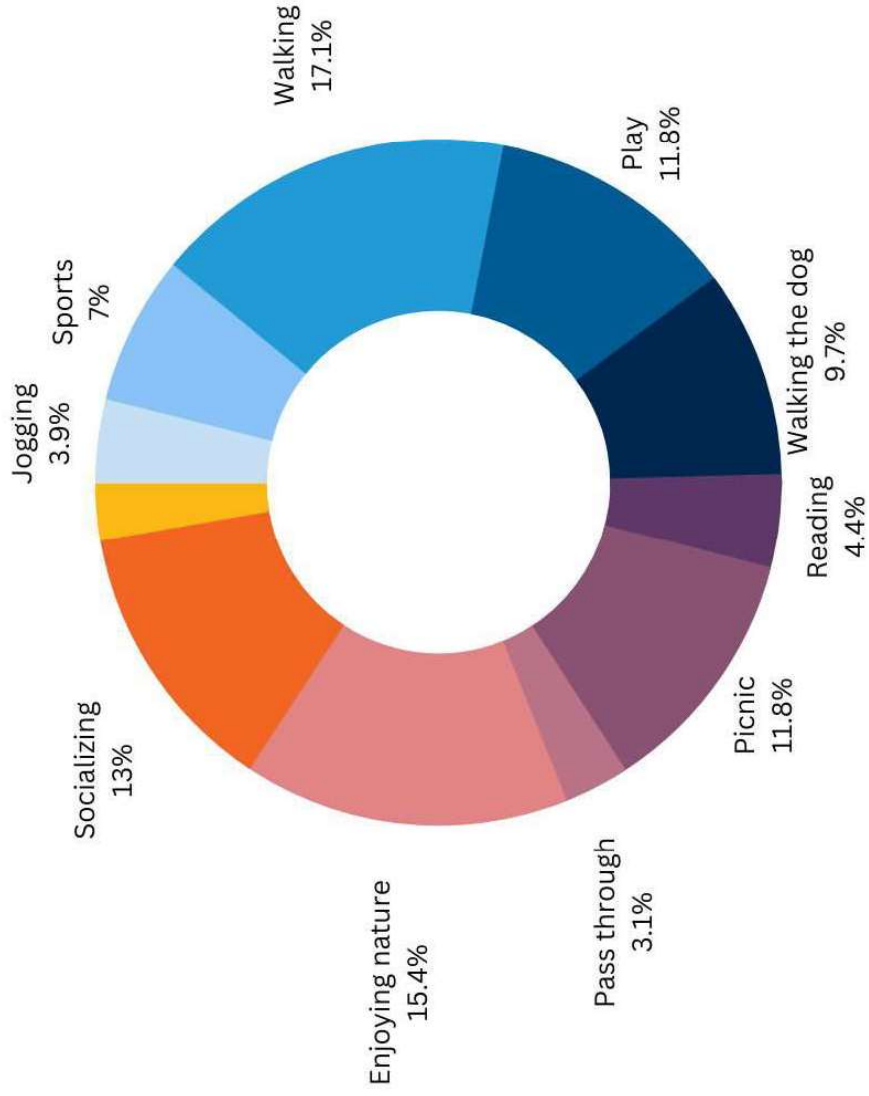
Q2

What do you value the most when considering parks and facilities in the community? Please rank the following by dragging or using the arrows, starting with the most important at the top of the list.



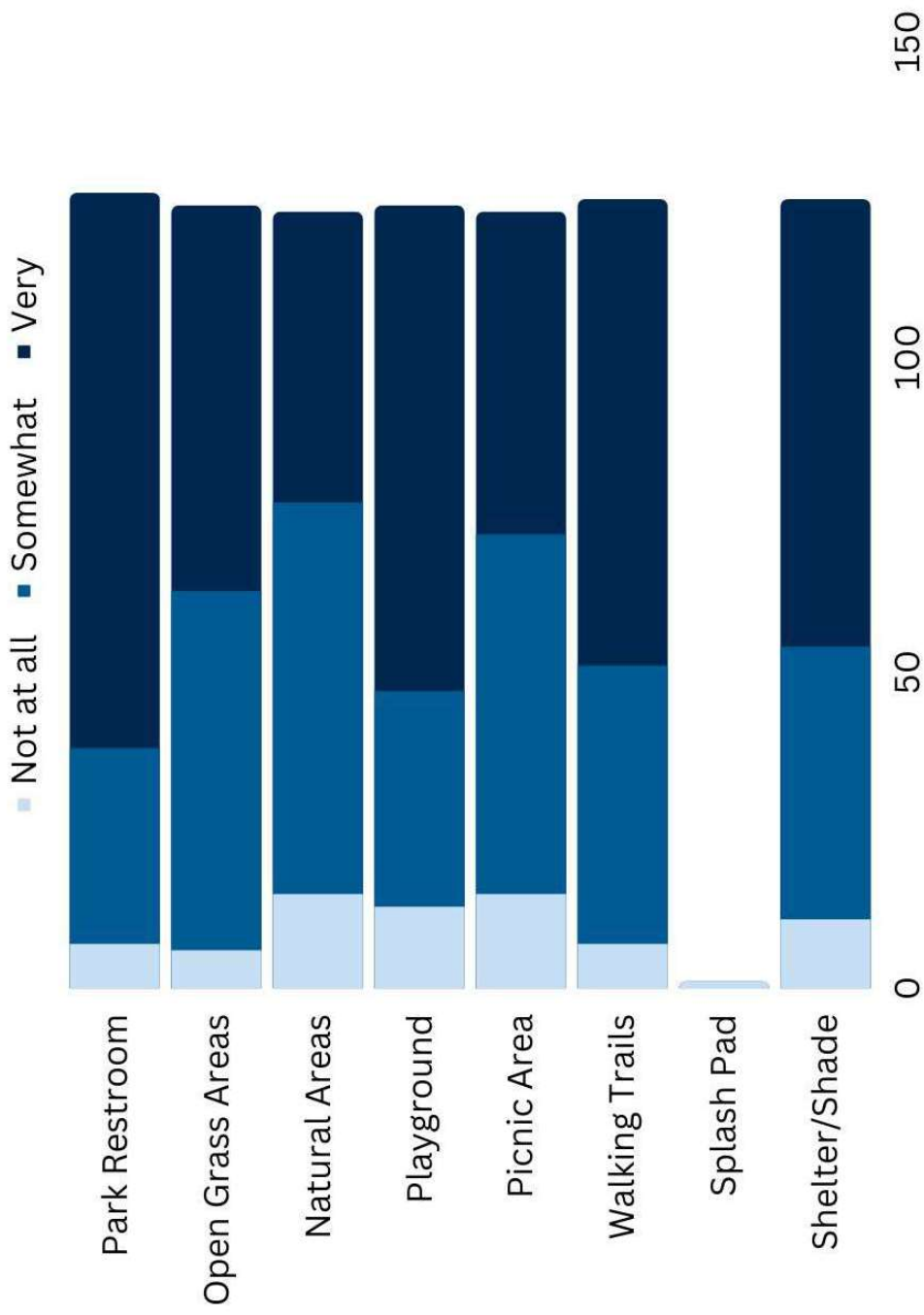
Q3

**What activities do you engage in when visiting parks?
Check all that apply.**



Q4

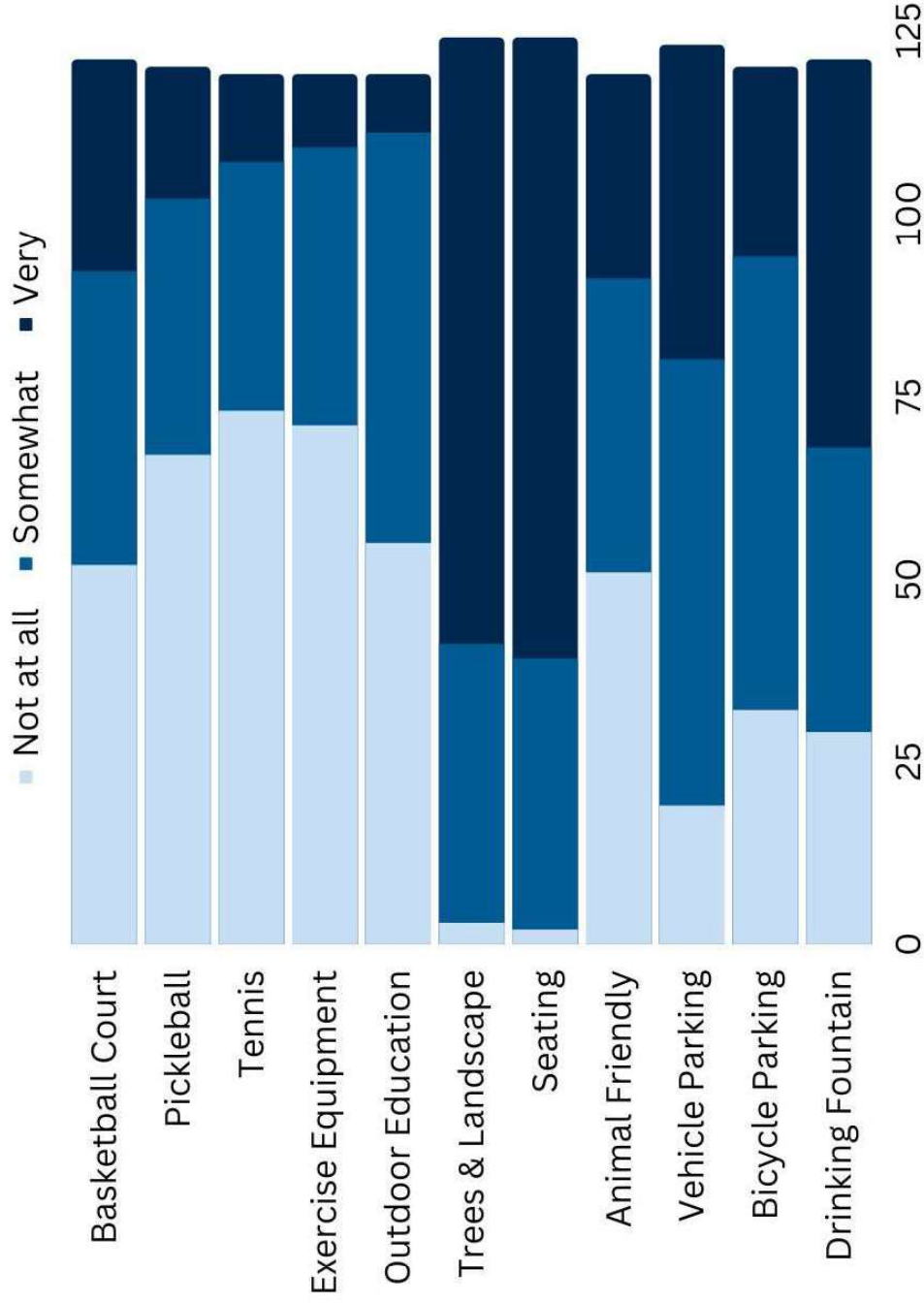
Considering your neighborhood and City, and the possible impacts of each choice, like noise or lighting, please tell us what you believe the priorities are for the following possible amenities.



Q4

(continued)

Considering your neighborhood and City, and the possible impacts of each choice, like noise or lighting, please tell us what you believe the priorities are for the following possible amenities.



Thank you!

We appreciate your time.
Questions? Comments?

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