

PARKS COMMITTEE
Regular Meeting Minutes

November 6, 2025

City Hall Executive Conference Room 141

Present: Alan Ewert (Chair), Erin Trimble, Peter Gassner, Eve Ponder, Brad Porterfield, Shawna Hicks, Jeannie Cote-Lashonse
Council Liaison: Shannon Wedding (Absent)
Absent:
RAPRD Ex Officio: Katie Hammer (Absent)
Youth Ex Officio: Alison Aguilar (Absent)
Staff Present: Public Works Director, City Engineer Jessica MacClanahan, Jason Neff Deputy City Manager, Special Projects and Natural Resource Manager Maria Ramirez, Parks/Facilities Division Manager Dusty Hood, Avery McChristian City Arborist, Recorder Brenda Pelly.

CALL TO ORDER/ESTABLISH A QUORUM:

Chair Alan Ewert called the meeting to order at 3:35PM. A quorum was established.

ANNOUNCEMENTS:

Alan, commented about the Pershall Property, asking to add it to the agenda today. He wanted to make sure we've discussed the issue of Pershall vs. Elkhorn development enough. Jessica said she would be happy to provide a quick overview.

PUBLIC COMMENTS: None

APPROVAL OF THE MINUTES

- October 2, 2025, minutes. Unanimously approved.

DISCUSSIONS/ ACTION ITEMS

- CIP discussion.
- Maria spoke about the CIP (Capital Improvement Plan) and how we created the 5-year CIP in 2022.
 - The CIP is a plan that is utilized by parks specifically to determine what our System development charges or SDC fees will be.
 - These are fees paid by developers based on single-family home construction. Its budget is under our Capital outlay fund.
 - Maria said that the City Council in 2021 gave guidance to the committee on how to prioritize projects going into the CIP.
 - The committee created a scoring matrix on different projects on our master plan and mapped them into an important and performance analysis.
- Jessica showed a PowerPoint that she presented to council showing what the process is to make a project turn into a reality. Using the infrastructure master plan, and other guiding documents it shows an overarching 30k foot view of the process that is in line with the comp plan to achieve those goals. (See attached documents)
 - The 5-year CIP is reviewed annually by council and adopted into the annual fiscal year budget.
 - The following factors go into the development. The master plan, public works priorities, OEM concerns, public feedback and committee input, current needs due to growth, council prioritization and finally the budget development process and what we can reasonably perform and put into the fiscal year budget.
 - Questions asked after Jessica showed her presentation:
 1. How is the natural area in the north dry canyon prioritized over the central dry canyon and the southern dry canyon areas of the Dry Canyon park?
 2. How will the north dry canyon area be impacted by the High Desert Ranch PUD proposed in the area?
 3. Both Pershall and Elkhorn have barriers ahead of them to complete them, zoning and financial, is one park more or less difficult to than other?
 - Jessica's response to question 1. suggested the committee create a recommendation to council, about how the committee would like to choose to spend the money allocated for the areas of the dry canyon park, look at the projects outlined, and ask what is feasible with the budget and revenue that we are anticipating in the upcoming 5 years.
 - Jessica's response to question 2. Was that the proposed land use development application was reviewed by planning staff and other staff. It was reviewed using our standards and specs, master plans and other high level guiding documents. The proposed land use development is required to meet access to parks

and trails and other open space requirements. recommendations were made by the council discussion during the Nov 3rd meeting and council will vote on the proposed land use project during the Nov 18th council meeting.

- Jessica's response to question 3. They each have their own tradeoffs. An aspect to consider is access to each park using the existing transportation network, what effect the community's access will be to the park, and how much of an investment will be needed to accommodate that.
- Jessica showed the spreadsheet staff created that shows the financial estimates of projects upcoming and the resources allocated for them. The committee can look at this and discuss and decide how to recommend approval or disapproval to the council.
- Jason discussed how the spread sheet is updated quarterly by staff to watch growth and houses built. The parks SDC fund gets \$7000 each time a house is built by the developer. Or approx. 2.5 million a year for SDC revenue. Development revenue is a constantly moving target. He also spoke about the differences between SDC's and the General funds budget constraints and how they will impact funds available for future park projects.
- Jessica said this iteration of the 5-year CIP will be presented to council in February. If the committee wants to include a formal recommendation to the council regarding this CIP it will need to be completed by the end of the December to be able to be incorporated into the recommendation to the council.
- The group reviewed the priority scoring completed in 2022 and discussed the different aspects of the previous plan. Also discussed were ways to create a definition and brief statement of scope of financial needs for the northern dry canyon natural area maintenance so that it becomes part of the financial considerations for the budget.
- Maria and Avery will compile and bring the updated project sheets to the next meeting so that it can be discussed and be ready for the presentation to council in February.
- Avery showed slides of what occurred last year during Arbor day. Asking members to think about how they would like to participate and create outreach projects during the upcoming 2026 event. He also brought up a planned donation by Oregon community trees, they have access to trees purchased by grant funding to donate to title 1 schools. We may be able to incorporate those trees into our parks. If anyone has other ideas or groups that would like to participate to contact Avery.
- Maintenance & Operations updates – Dusty reported the winterization of the parks are ongoing and should be completed before Thanksgiving. New equipment purchased to improve operations. No new update yet for comprehensive signage or rehab of the fire affected areas due to ongoing winterization efforts. Upcoming council meetings will be addressing ordinances and may then include signage upgrades.

ADDITIONAL MEMBER & CITIZEN COMMENTS:

- Jessica gave an update to the Central Dry Canyon construction project.
- A January meeting will be scheduled as soon as a date can be determined.

UPCOMING AGENDA ITEMS:

- December – CIP Project Overview
- January – TBD due to Holiday on normal meeting day
- Topics to be discussed at November, December, February or March meetings as time allows
 - Future Access to Pershall Property
 - E-bikes & Police Enforcement
 - Park Signage (February)
 - BPRD Park Volunteers Program (March)

ADJOURN: Meeting adjourned at 4:54PM.

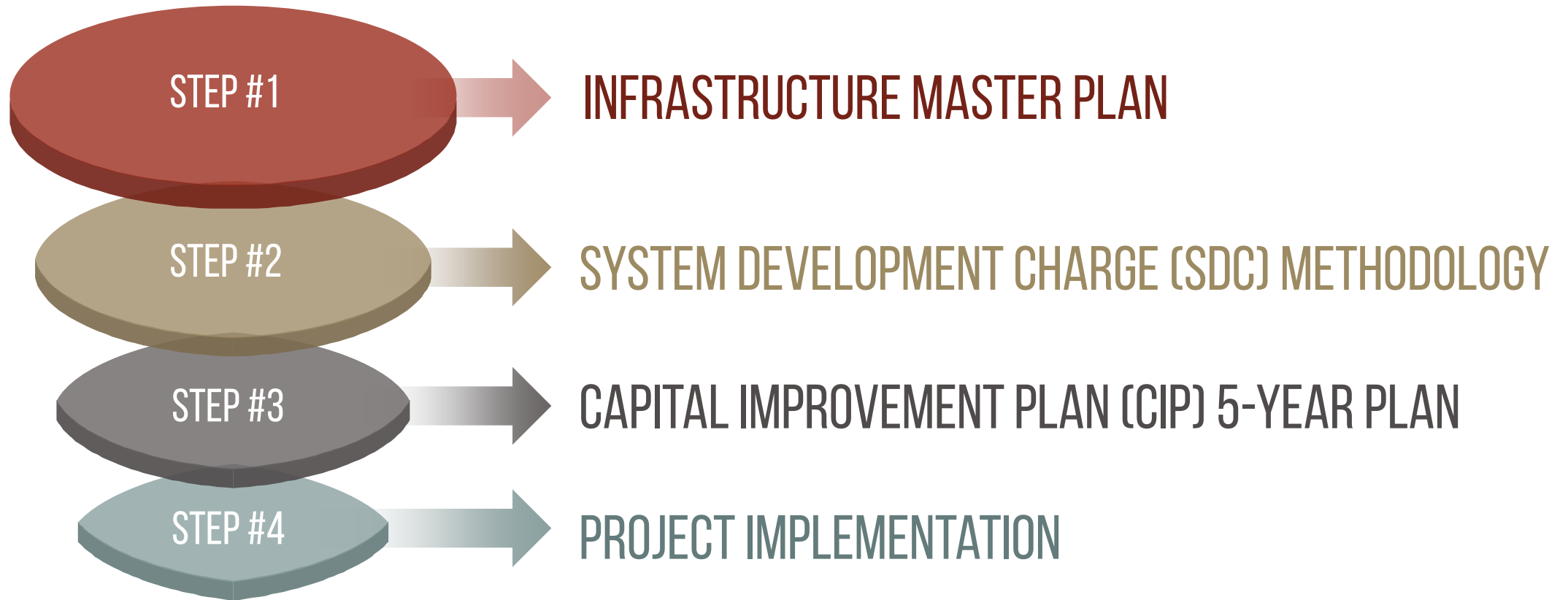
APPROVED by and SIGNED by me this _____ day of _____, 2025.

ATTEST:

Alan Ewert
Parks Committee Chair

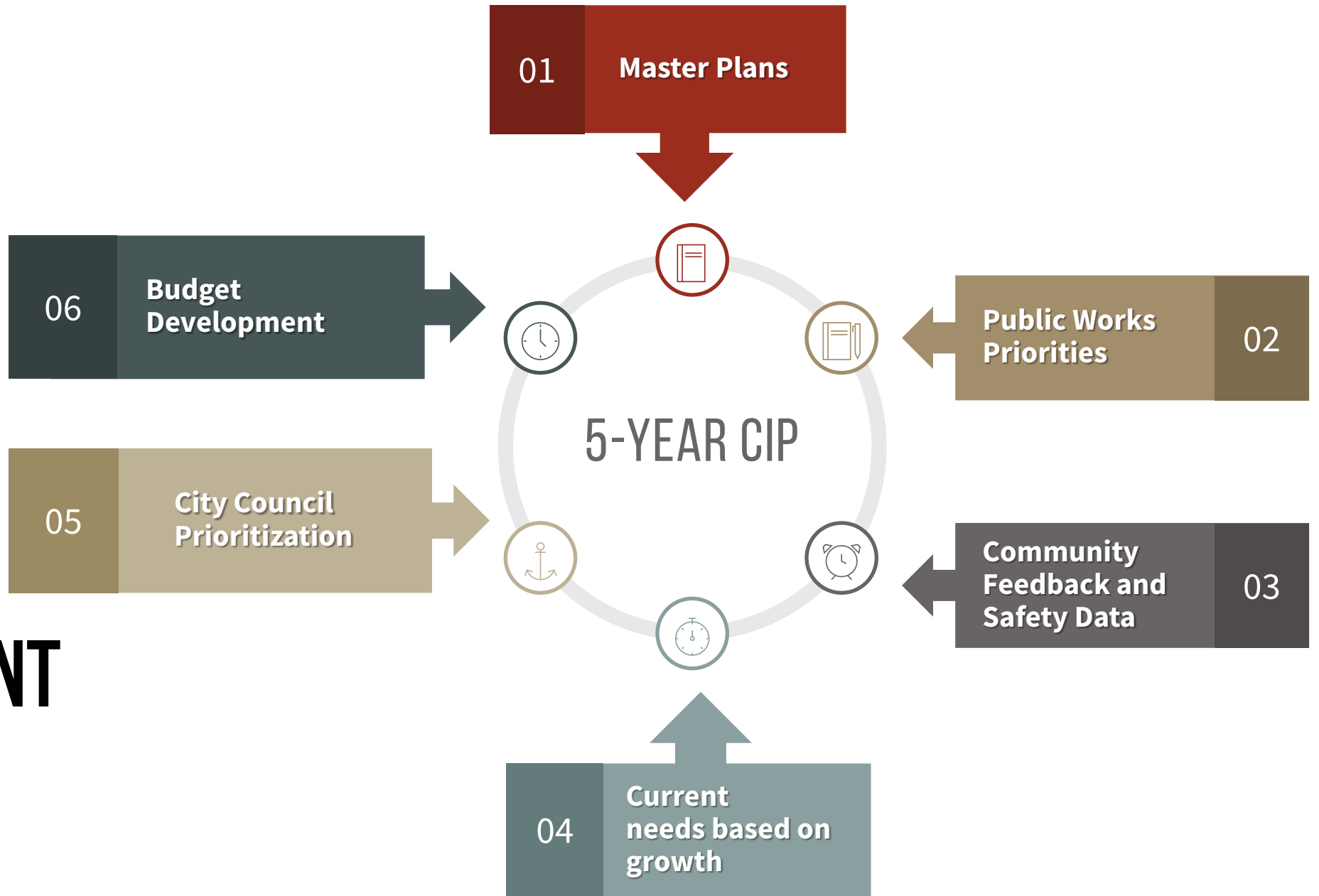
Maria Ramirez
Special Projects and Natural Resource Program Manager

HOW A PROJECT BECOMES A REALITY





CIP DEVELOPMENT PROCESS



Parks - 222										
Project ID	Phase	Estimate Confidence	Project Title	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Future Years	5-year CIP Total
				4,487,142	4,803,000	1,000,000	5,000,000	4,000,000	32,000,000	19,290,142
PK2102	CONSTRUCTION	HIGH	Central Dry Canyon Park	2,381,142	-	-	-	-	-	2,381,142
			Capital							-
			SDC Reimbursement	358,588						358,588
			SDC Improvement	2,022,554						2,022,554
WA2202	CONSTRUCTION	MODERATE	Well #9	606,000	303,000	-	-	-	-	909,000
			Capital							-
			SDC Reimbursement							-
			SDC Improvement	606,000	303,000					909,000
PK2405	PRE-DESIGN	LOW	121-West (SDC Credit)	1,500,000	-	-	-	-	-	1,500,000
			Capital							-
			SDC Reimbursement							-
			SDC Improvement	1,500,000						1,500,000
PK2502	PRE-DESIGN	LOW	Downtown Ice Rink	-	1,000,000	-	-	-	-	1,000,000
			Capital							-
			SDC Reimbursement		1,000,000					1,000,000
			SDC Improvement		-					-
PKTBD01	PRE-DESIGN	LOW	Little Texas Development Park (SDC Credit)	-	3,000,000	-	-	-	-	3,000,000
			Capital							-
			SDC Reimbursement							-
			SDC Improvement		3,000,000					3,000,000
PK2404	PRE-DESIGN	LOW	Diamond Bar Park	-	-	500,000	-	-	-	500,000
			Capital							-
			SDC Reimbursement							-
			SDC Improvement			500,000				500,000
PK2406	PRE-DESIGN	MODERATE	Elkhorn Park Phase 1	-	500,000	500,000	5,000,000	4,000,000	-	10,000,000
			Capital							-
			SDC Reimbursement					3,500,000		3,500,000
			SDC Improvement		500,000	500,000	5,000,000	500,000		6,500,000
PK2407	PRE-DESIGN	LOW	North Canyon Park - Pershall Phase 1	-	-	-	-	-	14,000,000	-
			Capital							-
			SDC Reimbursement						6,000,000	-
			SDC Improvement						8,000,000	-
PK2501	PRE-DESIGN	LOW	WW Treatment Park Phase 1	-	-	-	-	-	17,000,000	-
			Capital							-
			SDC Reimbursement							-

Parks CIP - Fund Balances

