



## AGENDA

City of Oregon City  
Parks and Recreation Advisory Committee

City Hall, Commission Chambers  
625 Center Street, Oregon City, OR 97045

Thursday, October 24, 2013  
7:00 P.M.

1. Call to order
2. Introductions
3. Approval of minutes – September 26, 2013 meeting
4. Citizen comments on issues and items not on the agenda
5. Presentations
  - a. Library building project update – Maureen Cole, Library Director & Don Wright, Library Board Chair
  - b. Natural Resources Committee update & coordination with PRAC
6. General business
  - a. Designated off-leash dog area recommendations
  - b. R.V. Park master plan update
  - c. Willamette Falls Legacy project
  - d. PRAC membership
  - e. Park Day event
  - f. Annual report to City Commission
  - g. Other general business
7. PRAC member reports
8. Staff reports
  - a. Clackamette sculpture & new entry sign dedicated 10/25/13
  - b. Waterboard park Heritage Tree designation approved by City Commission
  - c. LaTourette Park project update
  - d. Update on Glen Oak & Filbert Run Parks master planning process
  - e. Recreation report
  - f. Other *Brumby update distributed*
9. Next scheduled meeting date *Nov. 21 or Dec. 5*
10. Adjournment





## Meeting Minutes

City of Oregon City  
Parks and Recreation Advisory Committee

City Hall  
625 Center Street, Oregon City, OR 97045

Thursday, September 26, 2013

### Attendance

**Members:** Bryan Watt, Bob Burns, Brian Burke, Mike Mitchell, Joyce Gifford, Adam Beykovsky, Jon Benjamin, Shawn Dachtler

**Excused absence:** Lisa Normand

**Staff:** Denise Kai, Assistant Parks & Recreation Director; Christina Robertson-Gardiner, Planner

**Guests:** Bob Mahoney

### 5:00 P.M. – Special Meeting

1. Tour of Willamette Falls Legacy Project site – Christina Robertson-Gardiner led the group of members and staff through the project site discussing the history and site pros and cons related to the varied buildings and historical elements.

### 7:00 P.M. – Regular Meeting

1. Call to order: 7:09pm
2. Introductions
3. Approval of minutes – July 25, 2013 meeting: approved as written.
4. Citizen comments on issues and items not on the agenda:  
Bob Mahoney- Mentioned that Rivercrest Park is a jewel. He encouraged maintaining communication between the PRAC and the Commission. Encouraged PRAC to participate and be engaged in the Willamette Falls Legacy Project.
5. General business
  - a. Designated off-leash dog area recommendation:  
A recap of the Park Day results was presented by Denise Kai with the consideration that this may not be a clear representation of the community due to low turnout. 14 total responses were received. Bob Burns referenced a summary of considerations regarding evaluation of selection of sites. PRAC members discussed the relationship of the process to making a recommendation to Commission. PRAC would like to gain advice from Scott Archer and the Mayor regarding clear guidance to procedure to be comfortable with making a recommendation to Commission. Three sites PRAC is in

agreement for the pilot program to include in the recommendation are Barclay, Park Place and Wesley Lynn parks.

b. Camping in parks – consideration of rules changes:

PRAC members discussed the process of considering the item to move forward from the emergency ordinance to considering a rule change. Joyce Gifford moved to have staff create criteria for special event camping at Clackamette Park by special request. PRAC will review the criteria and then create a recommendation. Shawn Dachtler seconded the motion. Motion approved unanimously.

c. R.V. Park master plan update:

PRAC members reviewed the updated landscape plan for the RV Park depicting more of a buffer area in the center island. Bryan mentioned less plantings are depicted along the rock area fronting the river in the update. Shawn Dachtler has concerns regarding the crushed rock in the ADA sites and would like to encourage hard surface (concrete or asphalt) pads for those sites as opposed to crushed rock. Members would like to know when we will be done with the master plan process, what is the process forward to gain approval for the plan and the financial aspects of funding the improvement.

d. PRAC member terms:

Three terms will expire at the end of this year. Bob Burns has reapplied for a second term. Brian Burke will not reapply. Bryan Watt has met his term limit and will not be eligible to reapply. Deadline for applications is October 21, 2013.

e. Other general business

Filbert Run and Glen Oak- PRAC requests an update for the RFP for the master planning of each park.

6. PRAC member reports

a. Joyce Gifford reported on the Latourette park work party with student project. Update requested regarding progress.

b. Bryan Watt reported on the improvements to the pool.

c. Brian Burke would like to keep the Willamette Falls Legacy Project on the agenda each month to keep it on PRAC's radar. He would like to see Park Day on next agenda.

d. Bob Burns complimented everyone's efforts for Park Day. He would like to continue the event and look to attach to a bigger activity. South End Concept Plan - next meeting October 15<sup>th</sup> at John McLoughlin School.

e. Shawn Dachtler noted that PRAC may want to make some goals for the Commission to attach as priorities for the Willamette Falls Legacy Project.

f. Joyce Gifford complimented the EOT event attached to the Oregon-California Trail Conference. She inquired about the potential of an annual event at EOT. Denise Kai discussed the potential for concerts to move to EOT with the Library construction on the Carnegie site.

7. Staff reports

a. Ripple Effect projects:

i) Clackamette sculpture dedication- October 5, 2013 at noon. Partnership project with We Love Clean Rivers and the Clackamas County Arts Alliance. Artist is Ben Dye for the art and the sign. The new sign is re-using the old piling from the Clackamette Dock.

- ii) Bike rack art – being installed next week. This is also a reclamation art project. The project highlights alternative transportation and clean rivers. Partnership with Clackamas County Arts Alliance. Ben Dye is the Artist
- b. Mt. View Cemetery Day of Remembrance - September 25, 2013. Partnered with Parents of Murdered Children and a Metro Enhancement grant. Highly attended.
- c. ORPA design award for Canemah Neighborhood Children's Park received at the annual ORPA Conference September 16, 2013.
- d. Willamette Falls Festival Oct. 5-6
- e. Recreation report - Paper copies of monthly reports distributed. Highlights: Pool improvement projects, Pioneer Center participated in Safety Fair and promoted volunteerism.
- f. Items for next agenda:
  - i) Discuss Nov. and Dec. meeting dates due to holidays
  - ii) Park Day
  - iii) Update on RFP process for Filbert Run and Glen Oak properties
  - iv) Willamette Falls Legacy Project
  - v) Update of SDC funds and eligible projects
  - vi) RV park process of approval – next steps
  - vii) Latourette Park progress
- 8. Next scheduled meeting date – October 24
- 9. Adjournment: 8:28pm



## Scott Archer

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**From:** Pete Walter  
**Sent:** Thursday, October 10, 2013 8:33 AM  
**To:** Scott Archer  
**Cc:** David Frasher; Tony Konkol; Nancy Ide; Kelly Burgoyne  
**Subject:** NRC / PRAC

Good morning Scott,

Last night the NRC expressed their strong desire to meet with PRAC face-to-face as a group (per their bylaws), and suggested sending an emissary from NRC (in the form of Jerry Herrmann, but it could be Bryon Boyce) to the PRACs next meeting on October 24<sup>th</sup>. The short term objective of this meeting is simply to let PRAC know what NRC has been working on this year (Heritage Tree Code, Nominations, and Street Tree list, as well as ongoing discussion regarding management of Waterboard, Singer and Clackamette Parks), with a longer term goals of developing better two-way coordination and relations between the 2 committees and staff.

The NRC members have repeatedly expressed their gratitude for the opportunity to meet with both Parks and Public Works staff, since it has helped them understand more clearly some of the responsibilities our respective departments have. They would like to keep the positive momentum going.

Please let me know if it feasible to get some agenda time on PRAC's next agenda.

Thanks,

Pete



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**Hours:** Counter/Walk-in: 8-5 Mon-Thurs.  
**Friday:** Phone, Email and Appointment Only.



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## Scott Archer

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**From:** Michelle Rizzo [rizzo@rizzoairbrushing.com]  
**Sent:** Monday, October 14, 2013 10:11 PM  
**To:** Larry Potter; Scott Archer; Denise Kai  
**Subject:** DC Latourette Park

Hey Everyone,

I just wanted to drop you guys an email and let you know that I have not abandoned the Latourette park project. The mural is going to be slow moving due to weather, I will be dropping in to work on more of the background as weather and time allows, but the kids part of the mural will not be coordinated until after winter probably.

I also am still trying to work with Home Depot to get the wall ball wall rebuilt, and am in talks with the American tennis association about the tennis court refinishing.

I will let you guys know when anything happens, but just wanted to let you know, it seems idle at this point, but I am waiting on replies and plans.

Thank you,

Michelle Rizzo



## Ermatinger House Preservation/Restoration Project Update

October 24, 2013

Over the past couple years we have made tremendous strides towards our City Commission goal of completing the renovation & preservation of the Ermatinger House. Between grants received to date and City funds allocated to date (effective w/2013-15 budget approval), the total funding available for the Ermatinger House preservation/restoration project currently amounts to \$662,500. This is broken down as follows:

- To date, we have raised a total of \$162,500\* from grants as follows:

Community Development Block Grant (CDBG), administered by Clackamas County - \$130,000

State Historical Preservation Office (SHPO) - \$20,000

National Trust for Historic Preservation - \$5,000

Kinsman Foundation - \$5,000

Historic Preservation League of Oregon, Preserving Oregon grant - \$2,500

\*We are currently awaiting response on other grant applications.

- The City has allocated \$500,000 toward the house from its own funds to date, including through the 2013-15 adopted budget.

Our architect's updated cost estimate for construction of the project is \$765,768, plus approximately 10% on top of this for necessary project management & consultant fees through the completion of the project, for a total of roughly \$845,000. Therefore, we have a difference of \$182,500 in order to have a 100% funding package to complete the project. Though not certain, it is likely we will reduce this amount to some degree with additional grant funding we are still awaiting.

Our projected project timeline and process is as follows:

As a reminder, a contractual condition of receiving our CDBG grant funding is that the construction bidding and contract must be administered by Clackamas County. This is a stipulation of the Federal HUD funding we are receiving. Though the County is administering the contract, the City will still have control of the technical aspects of the project.

- February/March 2014 – Finalize and advertise Request for Proposals (RFP) for the selection of a “qualified bidders” list
- March/April 2014 – Request bids from qualified bidders list, and select contractor & approval of contract
- April/May 2014 – Initiate construction contract

- Project completion date to be determined, pending construction contract. Anticipate late 2014.

Though we do not have the full funding package for the project (as of today), we can still proceed with our bidding process and do some of the items as “add-alternate” components which would allow us to eliminate or hold over portions of the project pending funding. Again, we are still awaiting results of some additional grant applications which may reduce the amount needed. Once we receive bids from contractors, we will know the actual dollar amounts needed, and we can make decisions accordingly. The City may so choose to “fill” the final funding difference, if any to complete the entirety of the project.