



AGENDA

City of Oregon City
Parks and Recreation Advisory Committee

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

Thursday, July 25, 2013

7:00 P.M.

1. Call to order
2. Introductions & welcome new committee members
3. Approval of minutes – June 27, 2013 meeting
4. Citizen comments on issues and items not on the agenda
5. General business
 - a. Willamette Falls Legacy Project “community conversation” presentation
 - b. Student project proposal for D.C. Latourette Park – Michelle Rizzo
 - c. “Parks Day” event – August 10, 2013
 - d. Designated off-leash dog area consideration
 - e. Glen Oak Road & Filbert Run Park master plans – update
 - f. Camping in parks – consideration of rules changes
 - g. Other general business
6. PRAC member reports
7. Staff reports
 - a. E.O.T. Celebration & Concert on the Green – Friday, July 26th
 - b. Sportcraft Marina new license agreement
 - c. Ripple Effect bike rack art
 - d. Mt. View Cemetery wash station report
 - e. Recreation report
 - f. Other
8. Next scheduled meeting date – no August meeting?
9. Adjournment



Meeting Minutes

City of Oregon City
Parks and Recreation Advisory Committee

City Hall
625 Center Street, Oregon City, OR 97045

Thursday, June 27, 2013

Attendance

Members: Bob Burns, Bryan Watt, Lisa Normand, Adam Beykovsky

Excused absence: Mike Mitchell, Brian Burke

Staff: Scott Archer, Community Services Director

Guests: Kelli Grover, Marianne Zarkin (R.V. Park consultant team), Shawn Dachtler, Joyce Gifford

Applicant Interviews

P.R.A.C. applicant Joyce Gifford was interviewed by the committee.

Regular Meeting

1. Call to order: 7:05 p.m.
2. Introductions
3. Approval of minutes – March 28, 2013 meeting: approved as written.
4. Citizen comments on issues and items not on the agenda
 - a. Joyce Gifford – questions about Mt. View Cemetery wash station. Staff will report to the committee at next meeting.
5. General business
 - a. R.V. Park master plan process update – Firwood Design Group: Design team Kelli Grover and Marianne Zarkin gave update on process. Presented preferred option and discussed landscape plans. PRAC questions regarding – landscape impacts; flooding impact; utility hook-ups; Guest Shawn Dachtler provided feedback on the design regarding the separation of spaces, suggested a simple split rail fence. Guest Joyce Gifford – questions/comments about paving versus crushed rock.
 - b. P.R.A.C. vacancies: Recommend Shawn Dachtler and Jon Benjamin appointment to terms expiring 12/31/15. Recommend Joyce Gifford appointment to term expiring 12/31/14.
 - c. “Parks Day” event – August 10, 2013: PRAC held discussion/update on the event. Concerns about volunteer levels, and whether to proceed with event. Status of event to be determined for certain at next meeting.

- d. Designated off-leash dog area consideration: Staff discussed 3 potential sites for off-leash designation: Barclay, Atkinson, Oak Tree parks. Guest Shawn Dachtler suggested consideration of the undeveloped portion of Wesley Lynn Park. Bring back for further consideration at next meeting.
 - e. Clackamette Park entry sign – staff presented the proposed option for design of new entry sign to complement new Ripple Effect art installation. PRAC was supportive of the proposed design.
 - f. No other general business.
6. PRAC member reports
- a. Bob Burns: Rivercrest Park event, trees were limbed, restrooms.
 - b. Lisa Normand: Clackamas River Trail usage.
 - c. Adam Beykovsky: Oregon City Triathlon last weekend - 280 registered participants; went well.
7. Staff reports
- a. R.V. Park Veteran's fee waiver policy update
 - b. Ripple Effect bike rack art
 - c. E.O.T. Celebration & Concert on the Green – Friday, July 26th
 - d. Recreation report
8. Next scheduled meeting date – July 25, 2013
9. Adjournment: 8:37 P.M.



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

File Number: 13-472

Agenda Date: 7/17/2013

Status: Agenda Ready

To: City Commission

Agenda #: 7a.

From: Community Services Director Scott Archer

File Type: Ordinance

SUBJECT:

First and Second Readings, Ordinance No. 13-1008, Temporarily Suspending a Portion of Oregon City Municipal Code Section 12.16.040.A Regulating Camping in Public Parks and Declaring an Emergency

RECOMMENDED ACTION (Motion):

Staff recommends the City Commission the first and second readings of Ordinance No. 13-1008 to allow camping in public parks over the next thirty (30) days, and to require the staff to report back to the Parks and Recreation Advisory Committee for future consideration of whether the City should allow camping in public parks for special events and circumstances.

BACKGROUND:

The Oregon City Municipal Code (OCMC) Section 12.16.040.A currently prohibits camping in public parks and certain other places. For certain special events and circumstances, the City may want to allow camping for a limited duration in public parks. One such instance is proposed to take place July 21, where camping is anticipated at Clackamette Park for a special cultural ceremony of the Confederated Tribes of Grand Ronde.

The City staff intends to consider this event and any camping associated with the celebration as an experiment to determine whether the City should revise current code provisions to govern camping in public parks for special events and circumstances. In order to allow the experiment to take place, the prohibition on camping in public parks under OCMC 12.16.040.A must be suspended. If the attached Ordinance No. 13-1008 is adopted, then camping will be permitted in public parks for thirty (30) days.

The City will require the Community Services Department staff to report to the Parks and Recreation Advisory Committee (PRAC) to explain whether the event was a success, and learn other details related to the camping activity that occurs. Thereafter, City staff recommends that the PRAC submit a recommendation to the City Commission about next steps the City may want to consider in relation to camping in public parks.

ORDINANCE NO. 13-1008

AN ORDINANCE OF THE CITY OF OREGON CITY TEMPORARILY SUSPENDING A PORTION OF OREGON CITY MUNICIPAL CODE SECTION 12.16.040.A REGULATING CAMPING IN PUBLIC PARKS AND DECLARING AN EMERGENCY.

WHEREAS, Title 12, Chapter 12.16 of the Oregon City Municipal Code is comprised of standards regulating the use of public parks;

WHEREAS, the City has identified particular special events and circumstances where the City of Oregon City ("City") may desire to permit people to camp in public parks;

WHEREAS, the City identified one such special event is scheduled to occur in the month of July;

WHEREAS, a 30-day suspension of the portion of Oregon City Municipal Code Section 12.16.040.A that prohibits camping in public parks is necessary to allow people to camp in public parks for this special event;

WHEREAS, the remaining prohibitions on camping in or upon any sidewalk, street, alley, land, public right-of-way, or any other place to which the general public has access under Oregon City Municipal Code Section 12.16.040.A will remain in full force and effect; and

WHEREAS, adopting this temporary suspension of the portion of Oregon City Municipal Code Section 12.16.040.A that prohibits camping in public parks is in the best interest of Oregon City to ensure that the goals and policies of the City can be realized.

NOW, THEREFORE, OREGON CITY ORDAINS AS FOLLOWS:

Section 1. The portion of Oregon City Municipal Code Section 12.16.040.A,

"12.16.040.A It is unlawful to camp in or upon any sidewalk, street, alley, lane, public right-of-way, public park or any other place to which the general public has access."

that prohibits camping in public parks is hereby suspended for thirty (30) days.

Section 2. Because this Code suspension is necessary for the summer operations of the public parks beginning in July 2013, this Ordinance shall be in full force and effect from the time of passage by the City Commission.

Read for the first time at a regular meeting of the City Commission held on the 17th day of July 2013, and the City Commission finally enacted the foregoing ordinance this 17th day of July 2013.

DOUG NEELEY, Mayor

Attested to this ____ day of _____ 2013:

Approved as to legal sufficiency:

Nancy Ide, City Recorder

City Attorney

PDX_DOCS:503661.1 [34758.00400]
06/26/13

MEMORANDUM

To: The Honorable Mayor and City Commission
From: Scott Archer, Acting City Manager, Director of Parks and Recreation
Re: Camping in City Parks
Date: July __, 2013

Background:

The Oregon City Municipal Code (OCMC) Section 12.16.040.A currently prohibits camping in public parks and certain other places. For certain special events and circumstances, the City may want to allow camping for a limited duration in public parks. One such instance is proposed to take place later in July to celebrate the End of the Oregon Trail, where camping is anticipated.

The City staff intends to consider this event and any camping associated with the celebration as an experiment to determine whether the City should revise current code provisions to govern camping in public parks for special events and circumstances. In order to allow the experiment to take place, the prohibition on camping in public parks under OCMC 12.16.040.A must be suspended. If the attached Ordinance No. 13- [REDACTED] is adopted, then camping will be permitted in public parks for thirty (30) days.

The camping proposed in conjunction with the special event to celebrate the End of the Oregon Trail is being run by event staff. The City will require the event staff to report back to the Parks and Recreation Advisory Committee (PRAC) to explain whether the event was a success, and learn other details related to the camping activity that occurs. Thereafter, City staff recommends that the PRAC submit a recommendation to the City Commission about next steps the City may want to consider in relation to camping in public parks.

STAFF RECOMMENDATION:

Staff recommends the City Commission approve Ordinance No. 13- [REDACTED] to allow camping in public parks over the next thirty (30) days, and to require the special event staff for the celebration of the End of the Oregon Trail to report back to the PRAC for future consideration of whether the City should allow camping in public parks for special events and circumstances.

Scott Archer

From: Jennifer Bragar [JBragar@gsblaw.com]
Sent: Tuesday, July 02, 2013 3:41 PM
To: Scott Archer
Cc: Ed Sullivan; Carrie Richter
Subject: Camping Ordinance

Scott,

Ed, Carrie and I discussed the best approach to the code amendments to allow camping for the Tribes in Clackamette Park in July and the Pioneer Family Festival operator when the carnival is running.

We recommend the following approach given the short timeframe to draft the ordinance:

1. Adopt an ordinance on July 17 temporarily suspending Section 12.16.040.A as an emergency ordinance (2 readings on the same night). The suspension will be for 30 days, unless you foresee a need to extend the suspension.
2. After the tribal camping event staff will report to the PRAC with recommendations about consideration of whether the City should allow camping in certain parks.
3. PRAC should make recommendations to the City Commission about next steps.
4. City Commission to take recommendations under consideration and direct further action by staff, if necessary.
5. Thereafter, staff can work with our office to put into place the City Commissions directives. The City Attorney will assist in code amendments if that is the direction from the City Commission.

Relatedly, is the tribal camping event going to be an annual event? What provisions are being made to ensure adequate parking and restroom facilities?

What is the date of the Pioneer Family Festival? It appear from a quick Google search that the event occurs in May. Is this accurate? Also, is it necessary for the carnival operator to camp onsite?

Last, can you update Kattie Riggs on our recommendation.

I am available to discuss any of the foregoing in greater detail. We will get you a draft ordinance by July 8. Thank you.

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► land use | condemnation | real estate e-forum: www.northwestlandlawforum.com

Scott Archer

From: Scott Archer
ent: Monday, July 22, 2013 12:38 PM
fo: 'Mike Mitchell'
Subject: RE: Draft PRAC agenda for review

Sure, that would be great. Here is the update:

The Request for Proposals (RFP) for park design/master plan services is anticipated to be advertised by (or about) August 1. This will be done in conjunction with the Filbert Run property – one consultant for both park sites, though each site master plan will be done as its own unique design. The advertising period and selection process will take a few weeks; this is somewhat dependent on the volume and quality of responses the City receives. I plan to ask PRAC for a representative on the selection committee – maybe that is something you'd like to consider? Once a consultant is selected, we will quickly determine a work timeline and establish a public meetings schedule for each of the park sites separately. These meetings will likely take place this fall. We will announce the meetings through the respective neighborhood associations as well as via our other public outreach methods (website, media, etc). If people wish to be directly contacted when the meetings are scheduled, you may give them my phone/e-mail contact info and ask them to submit their contact info to me & I will put them on a direct contact list.

Thank you Mike.

Scott

From: Mike Mitchell [<mailto:mike.k.mitchell@gmail.com>]
ent: Monday, July 22, 2013 9:02 AM
fo: Scott Archer
Subject: Re: Draft PRAC agenda for review

Scott,
I see Glen Oak road park master plan update on the agenda. I'm going to be attending the Caufield Neighborhood Association meeting tomorrow night. Is there anything about Glen Oak that I can or should tell the group?

thanks,
Mike

On Thu, Jul 18, 2013 at 5:59 PM, Scott Archer <sarcher@ci.oregon-city.or.us> wrote:

Mike and Lisa,

I'm sending this to both of you in case one of you are not able to attend. This is what I've got thus far as a draft of the agenda for our meeting next Thursday. If you will, please take a look and let me know if you have any feedback (additions, changes). Also, will you please let me know if you plan to attend so I know that we have a chair for the meeting? I will be out of the office Friday, and will finalize and send out the agenda at the beginning of next week.

By the way, the 3 recommended applicants were appointed at last night's commission meeting - we now have a full committee of nine!

Thank you,



Scott Archer

sarcher@orccity.org

Community Services Director

City of Oregon City

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Scott Archer

From: Kelly Moosbrugger
Sent: Wednesday, June 19, 2013 8:42 AM
To: Scott Archer
Cc: Denise Kai
Subject: RE: PRAC meeting agenda

Scott,

July 25th is great. Please plan on having us on the agenda. I will get in touch with you soon regarding details. I think we'll need at least 30 minutes to ensure we have enough time to hear input and ideas from the board.

Thanks!

Kelly

From: Scott Archer
Sent: Tuesday, June 18, 2013 5:12 PM
To: Kelly Moosbrugger
Cc: Denise Kai
Subject: RE: PRAC meeting agenda

Yes, PRAC meets on Thursday, July 25th, at 7:00 PM. If you wanted to do this, I could plan some time on that agenda. I think this would be great – please let me know if you like to do so. Feel free to call me if you want to discuss.

Thank you,



Scott Archer
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PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Kelly Moosbrugger
Sent: Monday, June 17, 2013 8:46 AM
To: Scott Archer; Denise Kai
Subject: PRAC meeting agenda

Hi Scott and Denise,

We are kicking off public engagement for the Willamette Falls Legacy Project in July, and would like to schedule a “community conversation” with the Parks and Rec Board. Does the board plan to meet in July?

Thanks,

Kelly Moosbrugger

Assistant Planner

(503) 496-1540

kmoosbrugger@orc.org

Community Development Department

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