



City of Oregon City

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

Meeting Agenda Parks and Recreation Advisory Committee

Thursday, April 27, 2017

7:00 PM

Commission Chambers

REVISED

1. **Call to Order**
2. **Introductions**
3. **Approval of the Minutes**
- 3a. [17-267](#) Minutes of the March 23, 2017 Regular Meeting
Attachments: [Mar 23 2017 PRAC Minutes DRAFT revised](#)
4. **Citizen Comments on Issues and Items not on the Agenda**
5. **Presentations**
- 5a. [17-279](#) Presentation - Filbert Run Community Involvement, Tom O'Brien
6. **General Business**
- 6a. [17-268](#) Willamette Falls Legacy Project - Standing Update
- 6b. [17-269](#) Waterfront Master Plan - Standing Update
- 6c. [17-270](#) Ermatinger House
- 6d. [17-271](#) Latourette Park
- 6e. [17-272](#) McLoughlin to Canemah Trail Planning Project
- 6f. [17-280](#) Budget Discussion FY2017-19
- 6g. [17-273](#) Other General Business
7. **Member Reports**
8. **Staff Reports**

8a. [17-274](#) Recreation Report

8b. [17-275](#) Park Operations Facility

Attachments: [Park Ops Facility Current Condition Photos](#)
[Memo to City 2016Mar28](#)
[Park Ops Site Plan 2016Mar29](#)
[Aerial of Existing Building](#)
[Cemetery Property Aerial](#)

8c. [17-276](#) Oregon City Enhancement Day

9. Future Agenda Items

10. Next Scheduled Meeting - May 25, 2017

11. Adjournment

Public Comments: The following guidelines are given for citizens presenting information or raising issues relevant to the City but not listed on the agenda.

- *Complete a Comment Card prior to the meeting and submit it to the staff member.*
- *When the Chair calls your name, proceed to the speaker table and state your name and city of residence into the microphone.*
- *Each speaker is given 3 minutes to speak. To assist in tracking your speaking time, refer to the timer at the dais.*
- *As a general practice, Oregon City Officers do not engage in discussion with those making comments.*

Agenda Posted at City Hall, Pioneer Community Center, Library, and City Web site(oregon-city.legistar.com).

Video Streaming & Broadcasts: The meeting is streamed live on Oregon City's Web site at www.orcity.org and is available on demand following the meeting.

ADA: City Hall is wheelchair accessible with entry ramps and handicapped parking located on the east side of the building. Hearing devices may be requested from the City staff member prior to the meeting. Disabled individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.



City of Oregon City

625 Center Street
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Staff Report

File Number: 17-267

Agenda Date: 4/27/2017

Status: Agenda Ready

To: Parks and Recreation Advisory Committee

Agenda #: 3a.

From:

File Type: Report

SUBJECT:

Minutes of the March 23, 2017 Regular Meeting



DRAFT MINUTES

City of Oregon City
Parks and Recreation Advisory Committee

City Hall
625 Center Street, Oregon City, OR 97045

March 23, 2017

Attendance

Members: Lisa Novak; Bill Daniels; Joyce Gifford; Roger Fowler-Thias; Mike Mitchell; Doug Neeley; Blane Meier; Shawn Dachtler

Excused: Chris Cook

Staff: Phil Lewis, Community Services Director; Mike Day, Police Officer

Guests: Karen Buehrig and Kate Buehrig, Girl Scout Troop 45064

Regular Meeting

1. Call to order at 7:12pm
2. Introductions
3. Approval of minutes – February 23, 2017 Meeting Minutes: Approved
4. Citizen comments on issues and items not on the agenda:
 - a. Francesca Anton – present to support Girl Scout Troop 45064 Latourette Park project and shared information on tree inventory work occurring in McLoughlin Neighborhood and the need for additional volunteer work to remove ivy and invasive plants from parks in Oregon City. Suggested PRAC members visit the Portland Parks No Ivy League website.
5. Presentations
 - a. Presentation – Oregon City Police Department – Officer Day
Officer Mike Day presented information on park safety in Oregon City as well as information on a newly created Homeless Liaison Officer position which will go into effect beginning in July. Officer Day suggested members of the public call police if they witness individuals in parks after hours or behaving in contrast with park rules during daytime use.

b. Presentation – Latourette Park – Girl Scout Troop 45064

Presented information on current conditions at Latourette Park as well as Troop 45064's efforts to conduct community outreach and planning for park redevelopment. Using grant funds, a community visioning workshop occurred in November 2016 with firm City Repair. Troop 45064 provided PRAC members a copy of the City Repair design document. They will be seeking an additional grant opportunity through the National Park Service for additional design work for the park.

6. General Business

a. Willamette Falls Legacy Project

Site visit for PRAC members scheduled for April 14th. Concept Plan is at the 75% phase and a preferred Concept Plan is scheduled to be unveiled on June 3rd at OMSI in the afternoon. Suggested to go to the website for additional information and to sign up for the e-newsletter.

b. Waterfront Master Plan

Work to occur beginning in next budget cycle starting in July. Funding for this project goes to the Budget Committee on May 1st.

c. Ermatinger House

The City is currently under contract with a local contractor for drywall and paint services. Work is beginning on programming the facility. City Commission has requested an update at the April 11th City Commission Work Session. Staff are working for a June 23rd soft opening to align with Oregon City Heritage Days which is a new Rose Festival event.

d. Buena Vista House

PGE was unwilling to provide an estimate for re-establishing electricity to the Buena Vista House. Staff are working with a contractor to determine a rough order of magnitude for installation of utilities to the site.

e. Carnegie Library Park

Discussion occurred regarding Carnegie Library Park and the current sign at the property which states the park name as 'Library Park'. Phil Lewis provided information from the 2006 City Council resolution which renamed the park as Carnegie Library Park. Doug Neeley gave background on why the park went through the renaming process and gave his opinion that the cost of remaking the sign was not worth the investment. Shawn Dachtler stated that he thought that the money spent on the signage is irrelevant and

that the park sign should accurately reflect the name of the park. He additionally stated that Carnegie being included in the name was important for maintaining a historical connection. Bill Daniels commented that it is a historic site and he is opposed to the current sign and colors. Blane Meyers requested more information from the library staff and library board. He additionally thought that a compromise would be appropriate. Mike Mitchell stated that the park portion of the sign should read 'Carnegie Library Park' as designated by Commission. Joyce Gifford was in agreement with Mr. Mitchell and commented that PRAC was not involved in the signage prior to installation. Public comment was taken from Denyse McGriff on the background of the sign and her work with Library Director Maureen Cole to change the signage. She stated that McLoughlin Neighborhood Association was willing to fundraise for the replacement cost. She additionally gave comment that the property was donated by Dr. McLoughlin and in her opinion shouldn't be named after Carnegie. Joyce stated that it was not something that needed to be changed immediately. Phil summarized the conversation stating that PRAC is recognizing that this isn't something that needs to be taken care of immediately and that consensus should be made with all stakeholders to meet the needs of all groups. Bill Daniels motioned to table the agenda item until the next PRAC meeting, Doug Neeley seconded the motion. The motion passed unanimously.

f. Park SDC Budget

Bill Daniels requested a discussion on the Parks SDC budget. He is interested in further discussion on spending SDC funds on currently developed parks to expand capacity. Bill suggested creating a list of capacity building projects at current parks that could be undertaken in the long-term. Phil Lewis gave background on Park SDC's and the City's general philosophy on spending SDC's. Discussion occurred regarding spending funds on capacity building at current parks when the city has park properties that have been promised to the community but not built such as Glen Oak and Filbert Run Parks.

g. Glen Oak Park Grant Discussion

The Oregon State Park grant is due at the end of the month and will be submitted. The City should hear by early fall if the application was successful.

h. Oregon City Park Foundation Grant Proposal

Shawn Dachtler made a motion to support the OCPF grant application through the Hardy Plant Society and to have the PRAC chair write a letter of support. Doug Neeley seconded the motion and it passed unanimously.

i. Other General Business

Shawn requested that one of the PRAC members discuss the Newell Creek Trailhead project if they attended.

7. PRAC Member Reports

Roger Fowler-Thias: Pioneer Community Center will be closed March 27-31 for maintenance and cleaning. OCPF will be applying for a grant through Hardy Plant Society to create habitat at the Pioneer Center and McLoughlin Promenade. There is a SOLV Ivy Pull scheduled for May 6th at Waterboard Park.

Shawn Dachtler: nothing to report.

Joyce Gifford: Attended second meeting of heritage group for Oregon City. June 23rd and 24th will be the OC Heritage Days event at local museums and sites of interest. Attended the Metro land use meeting at Hillendale Neighborhood Association for Newell Creek Canyon development. The plan calls for hammerhead turnaround areas at the end of Otter Lane and Beaver Lane adjacent to the trailhead property. She suggested that people write letters to Metro Council suggesting re-evaluation of dogs being allowed on their properties.

Mike Mitchell: OCPF meeting at 7pm on Tuesday, March 28th at First City Bistro. Oregon City Brewing has a 'Community Pints Night' on Tuesday nights where a one dollar donation going to the selected non-profit. OCPF is the March designated non-profit. Mike voiced concern about public initiated projects such as Latourette Park and juggling the required staff time and resources with current work plans and master plans for the parks and recreation system.

Doug Neeley: Greater Oregon City Watershed Council has raised funds to match Public Works project on Scattering Creek and associated sag ponds. The Clackamas Community College Environmental Learning Center is going through a major restoration this summer. Permits have been secured salvage effort will be undertaken to remove the fauna from the ELC location and locate at sag ponds on City owned and Metro owned properties.

Lisa Novak: Made a personal goal to revisit all Oregon City Parks. Atkinson Park is one of her favorites. She's been attending neighborhood meetings and having side conversations with community members to determine their support for park improvements.

Blane Meier: Attended Newell Creek Canyon public meeting. He was happy to see Metro's interest in partnering with local community groups. Clackamas CC is starting a new bike share program. Attended Association of Rail and Transit Advocates for Oregon, Washington

and Idaho where he provided an update on the Oregon City Train Station. On March 28th OC Business Alliance is hosting a lunch presentation at Abernathy Ballroom on land use. Bill Daniels: Encourage everybody to take a walk down to Clackamette Park as we think about the Waterfront Master Plan efforts and the need for a new boat ramp.

8. Staff reports

- a. Recreation update – Email for the monthly updates to PRAC members
- b. Park Operations Facility – Phil gave an update on the Park Operation Facility planning and will be presenting a proposal before City Commission at the April 11th Work Session with a refined budget and associated costs of the facility.
- c. Oregon City Enhancement Day – April 29th from 9am-12pm at Wesley Lynn Park.

9. Future Agenda Items: Acquisition strategy - recommendation for dedication of park land during development to Planning Department

10. Next scheduled meeting

April 27, 2017

11. Adjournment: 9:47pm



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Staff Report

File Number: 17-279

Agenda Date: 4/27/2017

Status: Agenda Ready

To: Parks and Recreation Advisory Committee

Agenda #: 5a.

From:

File Type: Presentation

SUBJECT:

Presentation - Filbert Run Community Involvement, Tom O'Brien



City of Oregon City

625 Center Street
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Staff Report

File Number: 17-268

Agenda Date: 4/27/2017

Status: Agenda Ready

To: Parks and Recreation Advisory Committee

Agenda #: 6a.

From:

File Type: Report

SUBJECT:

Willamette Falls Legacy Project - Standing Update



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Staff Report

File Number: 17-269

Agenda Date: 4/27/2017

Status: Agenda Ready

To: Parks and Recreation Advisory Committee

Agenda #: 6b.

From:

File Type: Report

SUBJECT:

Waterfront Master Plan - Standing Update



City of Oregon City

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Staff Report

File Number: 17-270

Agenda Date: 4/27/2017

Status: Agenda Ready

To: Parks and Recreation Advisory Committee

Agenda #: 6c.

From:

File Type: Report

SUBJECT:

Ermatinger House



City of Oregon City

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Staff Report

File Number: 17-271

Agenda Date: 4/27/2017

Status: Agenda Ready

To: Parks and Recreation Advisory Committee

Agenda #: 6d.

From:

File Type: Report

SUBJECT:

Latourette Park



City of Oregon City

625 Center Street
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Staff Report

File Number: 17-272

Agenda Date: 4/27/2017

Status: Agenda Ready

To: Parks and Recreation Advisory Committee

Agenda #: 6e.

From:

File Type: Report

SUBJECT:

McLoughlin to Canemah Trail Planning Project



City of Oregon City

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Staff Report

File Number: 17-280

Agenda Date: 4/27/2017

Status: Agenda Ready

To: Parks and Recreation Advisory Committee

Agenda #: 6f.

From:

File Type: Report

SUBJECT:

Budget Discussion FY2017-19



City of Oregon City

625 Center Street
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Staff Report

File Number: 17-273

Agenda Date: 4/27/2017

Status: Agenda Ready

To: Parks and Recreation Advisory Committee

Agenda #: 6g.

From:

File Type: Report

SUBJECT:

Other General Business



City of Oregon City

625 Center Street
Oregon City, OR 97045
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Staff Report

File Number: 17-274

Agenda Date: 4/27/2017

Status: Agenda Ready

To: Parks and Recreation Advisory Committee

Agenda #: 8a.

From:

File Type: Resolution

SUBJECT:

Recreation Report



City of Oregon City

625 Center Street
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Staff Report

File Number: 17-275

Agenda Date: 4/27/2017

Status: Agenda Ready

To: Parks and Recreation Advisory Committee

Agenda #: 8b.

From:

File Type: Report

SUBJECT:

Park Operations Facility



Park Operations Facility

Current Conditions Photos

City Commission Work Session 4/11/2017



Figure 1. Park Operations Building which is currently unusable due to structural failures.



Figure 2. Non-ADA compliant Cemetery public restroom building



Figure 3. Restroom interior wall moisture

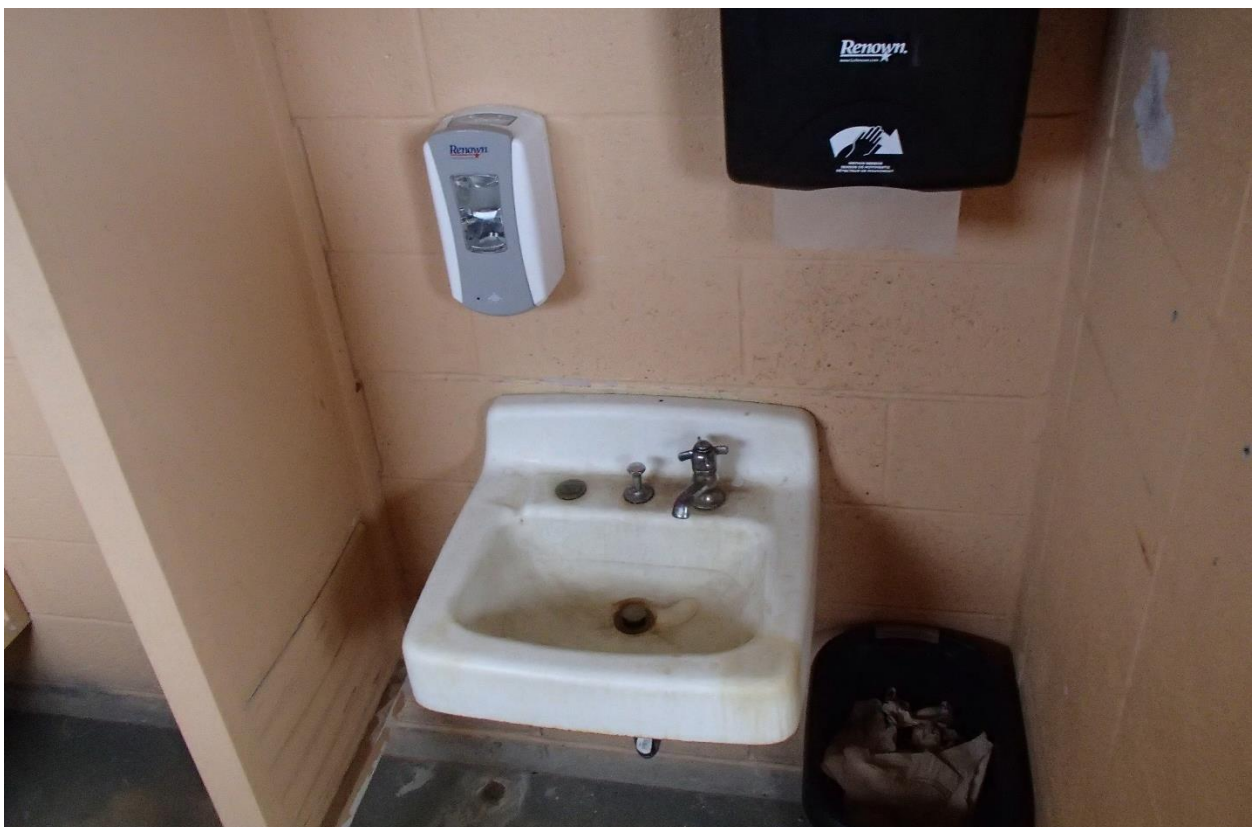


Figure 4. Restroom interior



Figure 5. Rented pod unit for park operations staff



Figure 6. Locker area in rented pod space



Figure 7. locker area in rented pod space



Figure 8. Adjacent metal shop building, not included in project

720 NW Davis 503.221.1121 ☎
Suite 300 503.221.2077 ✉
Portland OR 97209 www.lrsarchitects.com

March 28, 2017

Denise Conrad
Assistant Parks and Recreation Director
City of Oregon City
625 Center Street
Oregon City, OR 97045

Re: Parks Maintenance Facility Building

Denise:

The following summarizes our recent discussions regarding the proposed Parks Maintenance Building. I have attached a very preliminary floor plan and site plan. The proposed building would be a pre-engineered structure with a minimal level of finish and basic mechanical system. The structure would have an estimated life of 20 – 30 years.

Updated Estimated Cost Summary:

Pre-engineered metal building	2,400 SF @ \$130/SF	\$312,000
Sitework	3,000 SF @ \$12/SF	\$36,000
Premium for Public Toilet fit up	375 SF @ \$50/SF	\$18,750
Secure fence and gate	3,000 SF @ \$12/SF	\$2,000
Contingency	20% of estimate	\$73,750
Sub-total		\$442,500

The recent inclusion of the Facilities Manager has added 300 SF of area. I have increased the cost per SF to reflect the additional finished space. This has extended the building to the east and it may introduce a slope issue that we have not fully comprehended.

As a comparison, we are currently working with the City of Lake Oswego on a joint Parks Maintenance / Public Works Operations Facility. That facility includes shop space, office area, gear rooms and locker/shower for 15 FTE within the Parks Maintenance crew along with 15 – 17 seasonal crew. They are building approximately 4,800 SF of shop area and 1,800 SF of office/locker/gear areas. The building type is tilt-up concrete so the costs and level of finish are higher than proposed for Oregon City. Rough costs are \$150/SF for Shop Area and \$180/SF for Office Area.

We are also completing a similar building for City of Hillsboro Operations Division that includes Shop and Storage in a pre-engineered metal building. The cost of that structure is in the \$110-130/SF range.

Please let me know if you need any additional information.

LRS Architects, Inc.

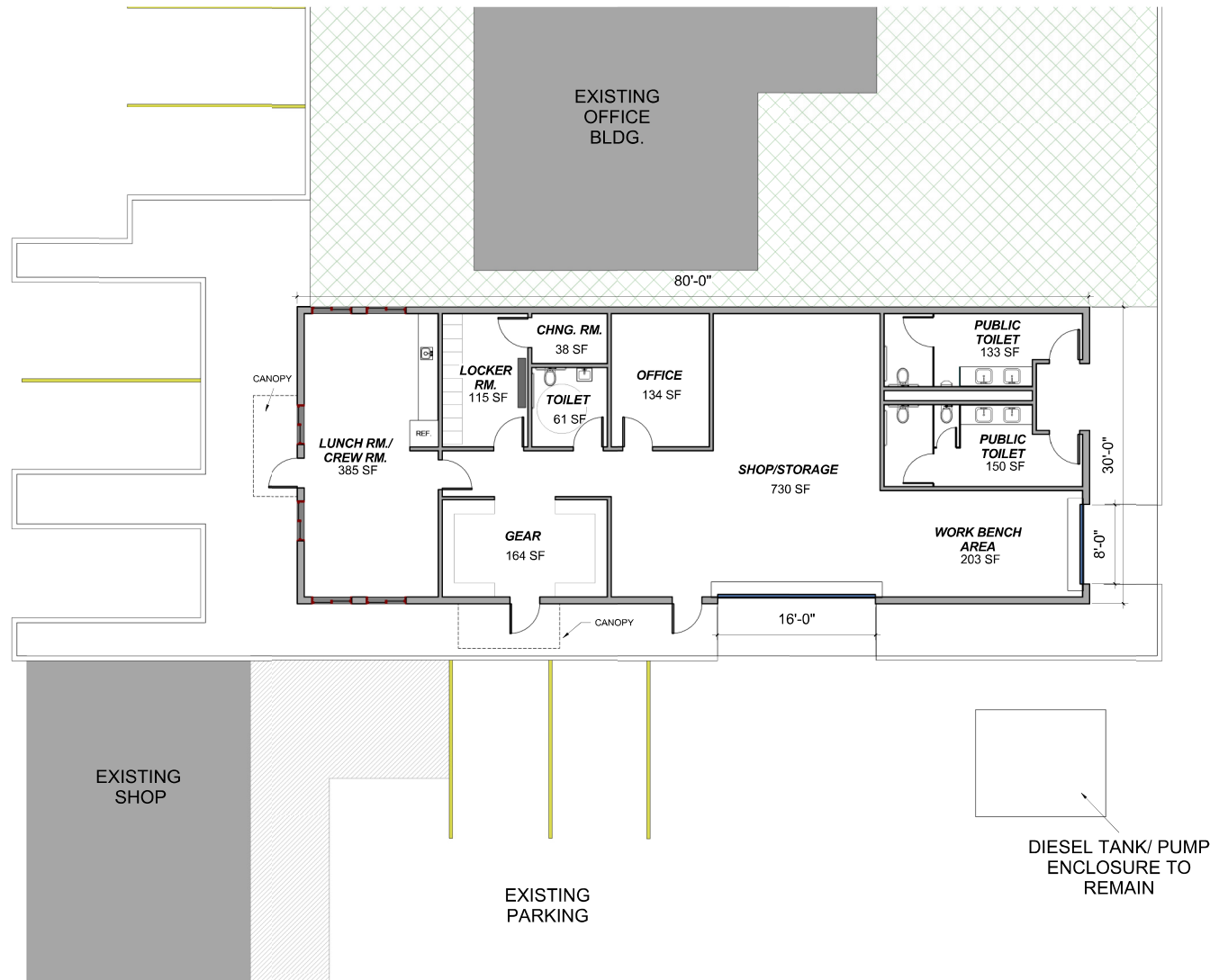


Paul I. Boundy, Principal

File: 216

Cc: M.F. Bower, File

PROPOSED
PARKING



1. SITE PLAN
SCALE: 3/16" = 1'-0"



PROJECT NUMBER: 216055
MARCH 29, 2017

SCHEMATIC SITE PLAN

CITY OF OREGON CITY PARKS SHOP
OREGON CITY



Oregon City GIS Map



Legend

- ☐ Taxlots
- ☐ Taxlots (Outside UGB)
- ☐ Unimproved ROW
- ☐ City Limits
- ☐ UGB

Notes

Overview Map



0 50 100 Feet



1 : 600

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Map created 3/31/2017

City of Oregon City
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Mt. View Cemetery

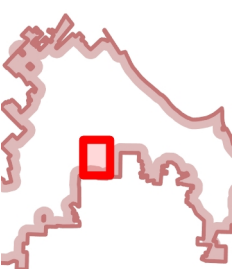


Legend

- Taxlots
- Taxlots (Outside UGB)
- Unimproved ROW
- City Limits
- UGB

Notes

Overview Map



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Map created 4/5/2017

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City of Oregon City

625 Center Street
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503-657-0891

Staff Report

File Number: 17-276

Agenda Date: 4/27/2017

Status: Agenda Ready

To: Parks and Recreation Advisory Committee

Agenda #: 8c.

From:

File Type: Report

SUBJECT:

Oregon City Enhancement Day