



# **CITY OF OREGON CITY PARKS AND RECREATION ADVISORY COMMITTEE AGENDA**

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**Virtual Meeting  
Thursday, July 22, 2021 at 7:00 PM**

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This is a virtual only meeting, if you would like to participate, please contact Kendall Reid at [kendallreid@orc.city.org](mailto:kendallreid@orc.city.org).

## **CALL TO ORDER**

## **INTRODUCTIONS**

## **APPROVAL OF MINUTES**

1. Minutes of the June 24, 2021 PRAC Meeting

## **PUBLIC COMMENT**

*This section on the agenda is for citizens to present information relevant to the City but not listed as an item on this agenda. The citizen has up to 3 minutes for comments. Prior to speaking, citizens shall complete a comment form and deliver 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. The Parks & Recreation Advisory Committee Members do not generally engage in dialog with those making comments but may refer the issue to the Staff Member. Complaints shall first be addressed at the department level prior to addressing the Committee.*

## **PRESENTATIONS**

## **GENERAL BUSINESS**

2. PRAC Member Resignation
3. Deferred Maintenance Assessment and Capital Improvement Plan Update
4. Naming Process for Filbert Run Park
5. PRAC Annual Update to the City Commission
6. In Person Meetings at City Hall
7. Letter Against Violence in Oregon City Parks

## **MEMBER REPORTS**

## **STAFF REPORTS**

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**FUTURE AGENDA ITEMS**

Tyrone S. Woods Memorial Park - 12/5/2019

Cost Recovery Training - 2/25/2021

Regional Comparison of Parks – 10/22/2020

Parks and Recreation Funding

Clackamette Park Master Plan

Buena Vista House - 1/23/2020

WES Good Neighbor Funds

Joint Operations Center

Willamette Falls Legacy Project

Property Acquisition

Dog Park - 9/24/2020

Review Goals - 2/25/2021

The Cove

Heritage Tree Stand Nominations – 1/28/2021

Newell Creek Canyon Project – 2/25/2021

Homeless Outreach Efforts by Oregon City Police Department – 2/25/2021

Filbert Run Master Plan – 12/03/2020

McLoughlin Canemah Trail Grant Application – 1/28/2021

**NEXT SCHEDULED MEETING - August 26, 2021**

**ADJOURNMENT**

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**PUBLIC COMMENT GUIDELINES**

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*Complete a Comment Card prior to the meeting and submit it to the City Recorder. When the Mayor/Chair calls your name, proceed to the speaker table, and state your name and city of residence into the*

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*microphone. Each speaker is given three (3) minutes to speak. To assist in tracking your speaking time, refer to the timer on the table.*

*As a general practice, the City Commission does not engage in discussion with those making comments. Electronic presentations are permitted but shall be delivered to the City Recorder 48 hours in advance of the meeting.*

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### **ADA NOTICE**

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*The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. 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.*

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***Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.***

***Video Streaming & Broadcasts: The meeting is streamed live on the Oregon City's website at [www.orcity.org](http://www.orcity.org) and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WFMC at 503-650-0275 for a programming schedule.***

City of Oregon City  
Parks and Recreation Advisory Committee  
Meeting Minutes  
Virtual Meeting Thursday, June 24, 2021 at 7:00 PM

## CALL TO ORDER

*Meeting called to order around 7:00 pm*

## INTRODUCTIONS

**Members:** *Tim Wuest; Andy Crump; Derick Cogle; Karin Morey; Troy Bolinger  
Brent Haverkamp*

**Staff:** *Kendall Reid, Parks and Recreation Director; Denise, Conrad, Assistant  
Parks and Recreation Director; Kathy Wiseman, Senior Center Supervisor;  
Jonathan Waverly, Parks and Cemetery Maintenance*

## APPROVAL OF MINUTES

### 1. Minutes of the May 12, 2021 PRAC Work Session

### 2. Minutes of the May 27, 2021 PRAC Meeting

*Troy Bolinger called for questions or comments on the minutes for both the  
May 12 Work Session and the May 27 Regular Meeting. Andy Crump made  
a motion to approve the minutes; Brent Haverkamp seconded the motion.*

*All Approved: Tim Wuest; Karin Morey; Troy Bolinger; Derick Cogle;  
Andy Crump; Brent Haverkamp*

*All Opposed: none*

## PUBLIC COMMENT

*Mr. Bolinger called for public comments for items not on the agenda. Kendall  
Reid, Parks and Recreation Director, stated that Didi Dahlsrud would provide a  
comment if she were available at the time of the meeting, which she was not.*

## PRESENTATIONS

*There were no presentations on the agenda.*

## GENERAL BUSINESS

### 3. PRAC Goals Review

*Mr. Bolinger explained that one of the PRAC goals was to review City  
Commission goals and other City committees' goals to ensure that PRAC  
Goals were in alignment. He called for questions or comments, none were  
given. Mr. Bolinger noted that PRAC members had the opportunity to review  
and discuss the Commission goals as provided in the agenda packet but had  
no further comments. He added that they will have to chance to look at this  
again every two months.*

#### **4. Oregon City Parks & Recreation Department City Commission Goals Review**

*Mr. Bolinger asked for Mr. Reid's comments on how PRAC Goals compared to City Commission Goals. Mr. Reid highlighted that PRAC Goals lined up well with the City Commission Goals, noting that two items specifically were shared; the Deferred Maintenance Assessment and funding options, and also the Parks Master Plan / SDCs. Mr. Reid added that these goals will integrate well with PRAC Goals.*

#### **5. 2008 Oregon City Parks & Recreation Master Plan Review**

*Mr. Reid presented a high-level review of the 2008 Oregon City Parks Master Plan that included information on the purpose, project team, methodology, public process, level of service, areas of focus and the recommendations and goals that came from the Master Plan. Mr. Reid also discussed some major accomplishments including several new parks, memorials, improvements to facilities, property purchases, as well as increases in programming, community partnerships and staffing. Members asked questions regarding details of the trail system additions, performance measurements used in the plan, the theory behind reducing the number of pocket parks and how to ensure certain features, like cycling trails, are included in new parks. Mr. Reid replied that there are lot of different requests when new parks are planned, what is done depends on community requests and budget. Ms. Morey added that the pocket parks discussed were designated as Charter Parks and it would take a public vote to make them not be parks, so they need to be considered parks for planning purposes. Kathy Wiseman, Senior Center Supervisor, noted that she was part of the Parks Master Plan efforts that began in 2004 and concluded in 2008 and reminded members that the housing crisis affected City staffing and did not rebound until 2011, which contributed to the slow response to the Master Pan. Mr. Bolinger commented that that was good insight.*

#### **6. Deferred Maintenance Assessment and Capital Improvement Plan Update**

*Mr. Bolinger read the details of PRAC Goal #2 and pointed out that a discussion on that topic was neglected at the May meeting and asked Mr. Reid to share some information. Mr. Reid shared that BVTA, the consultant on the Deferred Maintenance Assessment project, was asked to incorporate Staff comments and replacement cost information in their report, so their contract has been extended to allow time to do that. He added that the BVTA presentation to PRAC, including funding options, would be pushed to the next meeting on July 22 and would then be presented to the City Commission in an August Work Session. Mr. Bolinger requested that they adjust the date for Goal #2 to July with the final piece being presented in August, which would accomplish the 2nd quarter goal deadline. Mr. Bolinger asked for feedback or disagreement, noting that from head nods, everyone was in agreement.*

## MEMBER REPORTS

*Mr. Wuest: Reported that he had visited DC Latourette Park and noticed that there was no shade which could make things uncomfortable on a hot day. He added that a shelter or some well-placed trees would be helpful and asked what plans there were for that.*

*Ms. Morey: Bragged that the Virtual Memorial Day Celebration was fantastic, noting that the recording is available on Vimeo with a link on the Cemetery page on the City website. She added that Willamette Falls Media Center did an excellent job and Staff is to be commended for keeping up with the tradition.*

*No other members provided reports.*

## STAFF REPORTS

*Mr. Reid addressed the incident that took place on Friday June 18 at Clackamette Park, reporting that they are working with police and have cancelled any future park reservations made by the individual, in addition to reviewing Park Reservation Policy. He added that the police are investigating and will follow up with punishment if it is determined that crimes were committed. Mr. Reid noted that they will continue to work with Police and the City Manager to make sure that Parks are a uniting force and a safe place for the community. Mr. Reid also noted that he was working with Jerry Herrmann to get a draft letter of support for the mitigation funding project. He discussed the status of the PRAC vacancy, noting that the position is posted, and he is working to get it out to more locations as requested, and will have an update at the next meeting.*

*Jonathan Waverly, Parks & Cemetery Maintenance, announced that Paul Connell was hired as the new Parks and Cemetery Maintenance Crew Leader, and Mr. Waverly is excited to bring him on as Mr. Connell will be a big help in summer project completion. Mr. Waverly reported that the Library Park Spray Park is open as is the Tyrone S. Woods off-leash dog area. He added that they have started on the Veterans Memorial by removing some cracked and broken concrete and are making good progress. He concluded by stating that the parks are busy with lots of activities going on.*

*Denise Conrad, Assistant Parks and Recreation Director, reported that they are replacing storm-damaged plants at Tyrone S. Woods Memorial Park and, in order to get the new plants well established, are running the irrigation more frequently than normal. She added that they are making a few corrections at Tyrone S. Woods which will be wrapped up in July. Ms. Conrad reported that the fencing panels above the basketball court at DC Latourette Park are delayed,*

and the park will remain open when they are being installed. She noted that they are responding to questions and clarifications for the permit reviews for Filbert Run Park and waiting for the final oks and will then provide the notice to proceed to the contractor, who has been approved by the Commission. She concluded by noting that they have three roof projects taking place at City facilities along with HVAC work at the Pioneer Center.

Ms. Wiseman reported that they will host a welcome back BBQ on July 2<sup>nd</sup> and are expecting more than 100 people to attend where they will hand out their temporary summer activity calendar. She noted that once she receives her gaming license approval, they will begin offering BINGO and poker events. She added that the foot care and law programs will be coming back, and they are being mindful of the cost-recovery policy when planning new activities. Ms. Wiseman reported that the Pool is holding day camps in the Pioneer Center basement, which have been going great. She announced that the Center will officially reopen on July 6 and will also open up as a cooling center Saturday June 25 – Monday June 27. She concluded by giving a big thank you to Mr. Haverkamp for taking the time to learn about the Meals on Wheels program and what it takes to provide service to the community.

Mr. Bolinger commented that he saw the City announcement about the incident at Clackamette Park and had received comments from the public about whether individuals who are cleared from involvement in the incident will be banned from reserving park space in the future. Mr. Reid replied that that had not been discussed at this time. Mr. Haverkamp asked if background checks are done on those reserving the parks. Mr. Reid answered that individuals reserve the parks, not organizations, and they are not interested in keeping people from using the parks, nor banning them for their beliefs. He stated that they try to manage the situation appropriately and do support free speech. Mr. Haverkamp clarified that he was concerned about a repeat event and wondered what could be done to mitigate that. Mr. Reid replied that they are looking at the reservation policy to mitigate future issues and he commended Staff for how things were handled; when the reservation was made, the police were contacted. Mr. Wuest commented on a letter he received from James Graham, Economic Development Manager, sent to all Oregon City businesses, that supported only opening up parks for inclusive, positive things. Mr. Wuest stated that if PRAC were to adopt that sort of philosophy, it would be a step in the right direction; that Parks Department needed to make a similar statement. Mr. Bolinger clarified if Mr. Wuest was making a formal recommendation asking PRAC to make a statement in support of Mr. Graham's Peace Letter; Mr. Wuest confirmed. Ms. Morey commented that she had also received the letter but didn't think it was fair to the other members who hadn't received it to not be given the opportunity to read it before signing on. Mr. Haverkamp agreed with Ms. Morey, stating that he hadn't read the letter and isn't comfortable signing off on it blindly. He suggested sending the letter to PRAC members, then putting it on the agenda for the next meeting and saw no reason that they couldn't forward with the motion at that

*point. Mr. Bolinger agreed as well and summarized that members should review the letter, then they could agree to sign on, decide to do nothing, or create their own statement. He also asked members to consider as they are reading the letter, what action is within their role as an advisory committee, which is not a governing body.*

## **FUTURE AGENDA ITEMS**

*Mr. Bolinger asked members if they had items for future agendas. Mr. Wuest stated that he would like to discuss PRAC members signing on to the Peace Letter initiated by Mr. Graham, to make Oregon City Parks a welcoming place rather than a place for those who incite violence and fear. Mr. Haverkamp requested a discussion on how PRAC can help the Pioneer Center get a volunteer coordinator. Ms. Morey requested a review of where the department stands under the new budget. Mr. Cogle suggested a discussion on possibly installing a restroom at Library Park for people using the spray park, so they don't use the Library restrooms, as it causes issues for Staff. Mr. Reid pointed out that once covid restrictions are lifted, it likely won't be an issue, but he would have a discussion with the Library Director to see if there is a concern.*

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**NEXT SCHEDULED MEETING – July 22, 2021 at 7:00pm**

## **ADJOURNMENT**

*Meeting adjourned around 8:15 pm by Chair Troy Bolinger*