



OREGON CITY PARKS & RECREATION

Parks and Recreation Advisory Committee Meeting Announcement

Monday: February 23, 2004 7:00 PM

Meeting Location: Pioneer Community Center, Lower Level

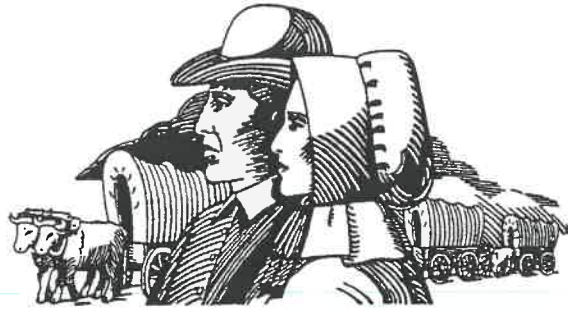
If you are unable to attend, please contact Dee Craig, 503-496-1546 or Bill Woods. After 5:00 on Monday please contact Dee at 503-887-3477

Agenda

Call to Order: Bill Woods	7:00 PM
Establish Quorum	
Minutes of Last Meeting:	January 26, 2004, attached
Old Business:	
New Member Interview:	Beth Park @ 7:10
Public/Private Community Centers	Mike Colligan, Consultant @ 7:30 PM
New Member Interview	Dan Kromer @ 8:30 PM
Park SDC Purchased Properties	Draft document
Carnegie Center Recommendations	Written Report/Jim Row
Floating Dock Meeting	Possible Recommendation to Commission
Purchase of Property @ Central Point Rd	
New Business:	
Add property to Park Place Park	City owned parcel, Dee
Director's Report	Attached, January Report
Participation numbers	Attached, Month and YTD
Project Updates	Staff
Carnegie/Library/Sr./ Citizen's Park	
Wesley Lynn/Canemah/Trails MP	
Clackamas River Trail/pet cemetery	
Items for next meeting:	March 22, 2004
Prospective Park Properties, RFP	

Information only:

- Feb. 24-29, Dee attending NRPA Congressional Meetings
- March 2 **4:30-7:00 PM** Metro Open House on Industrial Lands, Pioneer Community Center
- March 10, **6:00 PM** Trails Master Plan Public Meeting, Pioneer Community Center
- March 15 **4:00 – 8:00 PM**, Metro Fish and Wildlife Habitat Protection Open House, Pioneer Center.
- March 16, **6:30-8:30 PM**, Canemah Park/Metro Property Site Plan Public Meeting, Pioneer Community Center.
- April 13, **5:30PM**, First Budget Committee Meeting for 2005-06, City Hall;



OREGON CITY PARKS & RECREATION

Activity Report

January 2004

Highlights of the past month:

Aquatics

- A pipe broke during this month's cold weather spell. Fortunately, the pipe serves our outside restrooms, which aren't needed until summer. The repair will take place this spring.
- Evening swimming lessons were delayed one week, due to the icy weather earlier this month.

Carnegie

- The Center was closed for a couple of days due to the icy weather.
- Children's Museum attendance increasing as weather improves.
- A group of volunteers is working to update the Children's Museum by listing projects, repairs needed, inventory.
- We are seeing many new, first time to Oregon City, visitors in the Carnegie Center.
- The winter "Call for Artists" brought 9 new artists to the Carnegie Center.
- Tours at the Ermatinger are increasing. New Textile exhibits well received.
- Carnegie and Ermatinger are filmed for an upcoming Inside Clackamas County feature about the Cultural Pass.
- The job hare position for managing the Carnegie Center was advertised and will close Feb 2.

Pioneer

- The weather presented significant challenges, as meals on wheels were not delivered for a few consecutive days. Staff did an excellent job of contacting meals on wheels participants daily during the snow to check on them and then restocking the participant's emergency meal supplies as soon as the center reopened.
- Beavercreek Telephone Company donated nearly \$2,000 that was used to replenish the emergency meal packs.
- Winter classes and activities have begun are going well.
- The Manager position was advertised and will close Feb 2.

Recreation

- "Teen Scene", began this month. Teen Scene is held every Friday Night at the swimming pool from 7:00-11:00 pm and features dancing, food, video games and socialization. The program is open for 7th-8th graders. Attendance for the first event was 78 kids. 111 came the second week and 150 the third.

Cemetery

- Trim Trees
- Trim Shrubs
- Storm Cleanup
- Snow Removal
- Service Mowers
- Level Gravestones

Parks

- Snow Removal
- Playground Inspections
- Remove RV Electrical Services
- Service Mowers
- Community Service Clackamette Boat Launch
- Clean Jon Storm Property

Administration

- Submitted Recreational Trails Grant Application for Clackamas Park/Willamette River Trail
- Met with Glacier/Parker Enterprises to negotiate easement/Main Street Alignment for Clackamas River Trail Project
- Submitted Wesley Lynn Park final drawings to Planning for approval
- Hosted Trails Master Plan Stake Holders meeting to gather trail information
- Represent City on planning committee for proposed Eel Fest
- Work with other Metro Park Directors and other interested organizations to plan a Greenspaces workshop for March
- Continue to facilitate Historic Oregon City project
- Continue to attend and monitor County Library Levy meetings and planning

Up Coming Events/ Dates of note:

Carnegie

- Artist book display in February.
- Program classes, events for Spring.
- Trailnews articles collected and Trail News/Spring Brochure starting to take shape
- Concerts in the Park, 4th of July sponsorship letters and events to be planned.
- Spray pool and playground work starts

Pioneer

- AARP tax assistance will begin with 4 advisors working Tuesdays and Fridays.
- A number of trips have been scheduled to begin in February.
- The annual volunteer recognition event has been scheduled for 3:00-5:00, Friday, April 23.
- A committee is planning the annual Health Fair, which is scheduled for 10:00-2:00, Wednesday, May 26.
- Pioneer Center Supervisor candidates will be interviewed in February.

Administration:

- Monitor hiring process for Pioneer Center Manager and Carnegie Rec Programmer positions.

- Public meetings for Floating Dock (2/19); Canemah Children's Park/Metro site planning (2/5) planning for Trails Master Plan (3/10)
- Meet with Public Safety Memorial group regarding possible memorial placement at EOT.
- Attend NRPA Midyear meetings and congressional visits.

Concerns and Challenges:

Carnegie

- Increasing attendance and awareness
- Class, Concert and event programming, Trail News Spring Brochure
- Determining how best to meet the needs/requests of the numerous user groups.

Pioneer

- Working during the interim and transitioning to a new Pioneer Center supervisor presents a challenge for the staff and participants.



**OREGON CITY COMMUNITY SERVICES
Parks & Recreation Advisory Committee**

Revised 1/04

Expire 12/31/04

Heather Guthrie, Vice Chair

PO Box 1003

Oregon City, OR 97045

503-656-1118 Home

503-224-6440 Work

hlg@dunn-carnev.com

Dean Walch

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503-657-6958 x2079 Work

dean@deanwalch.com

Expire 12/31/05

Bill Woods, Chair

14470 S. Forsythe Road

Oregon City, OR 97045

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503-535-6426 Work

bwoods@independentdispatch.com

bczwoods2@comcast.net

Shawn P. Dachtler

19509 Silverfox Pkwy

Oregon City, OR 97045

503-518-0518 Home

503-906-1100 Work

shawn.dachtler@nwtd.com

Expire 12/31/06

OPEN

Pioneer Community Center

Martha Sumption

16260 S. Hilltop Road

Oregon City, OR 97045

Expire 12/31/07

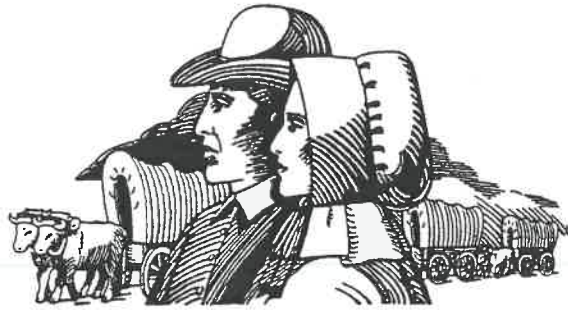
OPEN

Staff: Dee Craig

503-496-1546 office

503-887-3477 cellular

dcraig@ci.oregon-city.or.us



OREGON CITY PARKS & RECREATION

Carnegie Center Strategic Plan

Vision

The Carnegie Center will provide a high quality, open, available and fiscally responsible art gallery, café, and learning space that offers an enriching experience to the community while respecting its cultural heritage.

History and Background

The Oregon City Carnegie Center was built in 1912 as a public library, funded in part by a grant from the Carnegie Foundation. This building was in continuous use as a library until 1995, and is now operated by Oregon City Parks and Recreation primarily as an art gallery, complete with a coffee shop and children's museum. It is also the site for the summer concerts in the park series and many recreational and cultural classes, events and programs.

The Carnegie Center is located in the Historic McLoughlin neighborhood, within walking distance of many of Oregon City's historic landmarks. The Carnegie Center is surrounded by Library Park on land donated to the City of Oregon City by Dr. John McLoughlin, one of the state's founders.

In 2001, the Carnegie underwent a major renovation. The yearlong project restored the building's original façade as well as updated the building to current safety, ADA and construction standards.

The Carnegie Center Art Gallery displays and sells the work of local artists. Artwork is displayed in the main floor gallery space. Exhibits change monthly and feature a variety of original paintings, ceramics, fiber art, wood and glass, as well as group and theme shows.

The Carnegie Center Focus Group began meeting in February 2003 to develop recommendations for the Center's use and operations. This plan represents those recommendations.

Building Use Recommendations

The Carnegie Center should remain in City ownership and continue to be used as a cultural arts center. The building and most of its current use are enriching to the community and represent a very important piece of Oregon City's cultural heritage which must remain available to the entire

community. The Carnegie Center should hold extensive “open” hours and be available for rentals, community events and meetings. In addition, the Center should continue to offer the following functions and programs:

Art Gallery

The gallery is the “Heart and Soul” of the Center and should display and sell a wide variety of art, crafts and exhibits. The community should consider the Center a destination for quality art, entertainment and refreshment. The Center’s atmosphere should be friendly and instructive. Gallery shows should continue to be varied and represent the work of local artists. The Center should create a strong retail sales base. Because of its position as the hub of fine arts in Oregon City, the Carnegie Center can also function as a clearinghouse of information related to local art and artists.

Coffee Shop

The coffee shop is an attractive compliment to the environment of the Center. The coffee shop encourages guests to increase the length and frequency of their visits. The shop provides a quiet area that can be utilized for reading, meeting with small groups or just relaxing. Different mechanisms of operating the coffee shop should be explored. The ability of Center staff to manage the operations of the gallery and coffee shop simultaneously is limited.

Summer Concerts in the Park

The summer “Concerts in the Park” series is a popular program that has been offered at the Center for ten years. The concerts draw an average 900 people each Thursday evening to the grounds of the Center. Many of these attendees visit the Center for the first time, and of these, many become regular users. Sales of artwork are very high during the concerts, as well.

Saturday Night Java

Saturday Night Java brings small local musical performances into the Carnegie Center once or twice per month. It offers visitors a relaxing atmosphere, good music and coffee drinks all for a modest admission charge.

Art and Other Cultural Classes

The Carnegie Center should continue to offer art and cultural classes such as polymer clay, watercolor, colored pencil art, beading and music. These classes, key to the operation of the Center, have become more popular recently and should expand as demand and classroom availability grows. Classes should be expanded to also take place in existing facilities that have available space.

Action Items

1. Children’s Museum

The Children’s Museum should be relocated to another facility as soon as an appropriate replacement site is located. The operation of the Children’s museum is not consistent with the fine arts environment that the Center represents. In addition,

the 2001 remodel of the Carnegie Center reduced the amount of space available for the Children's Museum, causing its attendance to decrease. There is no possibility for growth or expansion in the Carnegie Center's basement. This space would be better utilized to conduct art classes. The Children's Museum might be more appropriately sited along with a children's library.

Classes to be offered in this space could include, among other things, painting, weaving, photography, polymer clay and sculpturing. As scheduling permits, it could also be rented in time blocks for artist studio space and to other groups. It is believed that art classes are in demand by the community and would probably yield much greater revenue than the Children's Museum currently does. Another possibility would be to offer "craft parties" where people could schedule the space and an instructor. To accommodate these classes and activities, minor remodeling to the downstairs area would be necessary. If feasible, a moveable wall should be installed to divide the area into two separate classroom spaces. Once regular classes are established, the Center's hours of operation should be expanded to include many evenings each week. Regular evening hours will make the Center available to new potential users

2. **Friends Group/ Marketing**

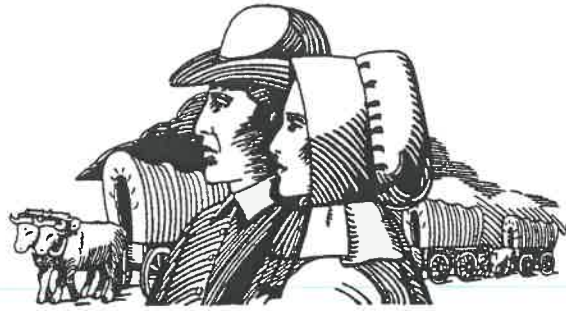
A "Friends" group should be created and incorporated as a 501(c)3 to advocate for the Center and its programs. The friends group would be responsible for

- Fundraising
- Assisting with special events such as teas and festivals
- Advocating for the Center
- Coordinate events, functions and programs with the Oregon City Arts Commission and other community arts/ cultural groups
- Providing publicity and marketing for the Center and its programs

A marketing strategy must be developed by the friends group and City staff to assist with the planning and continued success of the Carnegie program. This plan should explore which activities are the most in demand and identify strategies for enabling these programs to flourish. Partnerships with organizations, such as the Clackamas Community College, the Oregon City School District and Marylhurst University should be developed for the mutual benefit of each.

The friends group would have a membership program and an associated dues structure. Members of the friends group would be entitled to benefits of membership, including discounts on art purchases. A portion of the membership dues could be negotiated to be paid to the Center to compensate for the discount on art purchases.

A member of the friends group should serve on the Parks and Recreation Advisory Committee just as a representative of the Pioneer Center sits on the Committee.



OREGON CITY COMMUNITY SERVICES
Parks & Cemetery • Recreation • Library

D R A F T

POLICY TITLE: Use of property purchased with Park Systems Development Fees

EXPLANATION:

Park Systems Development Fees (Park SDCs) are fees assessed to new development to cover their fair share of the cost of improvements and additions to Parks and Recreation facilities that are required to accommodate the needs of such growth. SDCs can only be used for capital improvements based on a jurisdiction's Capital Improvement Plan.

These fees are collected in Oregon City by the Planning Department at the time they issue a building permit for new construction or development.

Oregon City Park SDCs are currently collected on Single-Family, Multi-Family and Manufactured Housing as well as on non-residential development based on a per estimated employee calculation based on the type of non-residential facility at the time of construction. Park SDCs are not deposited into one dedicated account within the City's construction fund and are not designated for use in any one sub division or area of the City.

Under ORS 223,208-223.314 SDC can only be spent only on capacity increasing capital improvements in accordance with a City adopted Capital Improvement Plan (CIP). The Park and Recreation Master Plan (1999) along with the City's CIP has designated areas of the City which are park deficient and specific projects which add capacity to the existing system as required by new construction.

Example: If the City were to construct a Community Center and Pool, only a portion of this project could be funded with SDCs because over half of the project would be serving the needs of the existing residents.

Park property is often purchased with Park SDCs and "land banked" for future development. This may occur when the SDC fund does not have the resources necessary to make the purchase and then plan and construct with available funds or it may occur when property is identified within the Urban Growth Boundary and purchased before housing development creates the demand for development.

POLICY: Property purchased with Park SDCs must be purchased for park, recreation or open-space use. Property, purchased with SDCs, but not designated as a Park under the Chapter X of the City Charter may only be sold under the following circumstances:

- Another piece of property, which is a great value to the system, is purchased in the same area of the City as a replacement.
- The property, or a portion thereof, becomes surplus due to development of roads or other public right-of-way improvements. Example: corner of the park property becomes separated from the main park property to allow for a road connection.
- Through surrounding development or natural causes, the property becomes unusable for the park classification for which it was intended. Example: earthquake causes a rockslide reducing the usable property for development as a sports center.

Revenues from the sale of property purchased with SDC funds shall be deposited in the same Park SDC account as if they were coming from new development.

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

Application

Please Type or Print

PERSONAL DATA

Name BETH PARK Phone 503 723-8208 Fax NA
Address 1007 South End Road
Email bethhark@yahoo.com
Years of Residency in Oregon City 1 Occupation At-home parent
Employer Employer's Phone
Employer's Address

If you run out of room on this form, kindly attach separate sheets to complete your explanation.

EDUCATION, WORK OR VOLUNTEER EXPERIENCE

Education:

BA Economics Michigan State University 1997
MA Urban and Regional Planning, Portland State University, 2002

Relevant work experience:

Tualatin Hills Park and Recreation District, Park Planner (THPRD)
North Clackamas Park and Recreation District, Planning intern (NCPRD)
City of Portland Bureau of Planning, Planning intern

Volunteer: Sierra Club

LIST AND DESCRIBE INVOLVEMENT WITH OTHER COMMITTEES, BOARDS AND GROUPS, ETC.

- Sierra Club - volunteer to plan an annual walking event (2 yrs)
- Metro Regional Government - committee to select consultant for Trolley Trail Master Planning
- THPRD committee to select various consultants for Park Master Planning

EXPLAIN YOUR INTEREST IN THIS COMMITTEE AND WHY YOU THINK ITS ISSUES ARE IMPORTANT.

Parks increase the quality of life for all citizens. For recreation and for relaxation, parks are extremely important public spaces. Long range planning is the key to generating the resources and public support for park improvements.

LIST ANY RELEVANT EXPERIENCES, SKILLS OR INTEREST THAT HAVE HELPED TO PREPARE YOU FOR A POSITION ON THIS COMMITTEE.

I have worked for park and recreation districts and in long term planning (City of Portland) and would now like to participate as a Citizen.

My educational background in urban planning and my work experience have prepared me for the committee position. As a park planner I have assisted with budget planning and have worked on multiple park and trail master plans. I have done grant writing and have led public involvement meetings. I have attended several Board meetings at THPRD and NCPRD.

These experiences have helped me understand park planning processes and this would be valuable to the PRAC.

ADDITIONAL COMMENTS

Serving on the Park and Recreation Advisory Committee would be a great opportunity for me. I am currently at home with my 7-month old daughter and this would be a fun way for me to stay active with park and recreation issues.

Most advisory boards, committees and commissions require meeting at least once a month and the meeting hours may be evening or day depending on the committee. Some committees also require some investment of time outside of the meetings. Interested applicants are encouraged to attend a meeting of this committee prior to interviewing to serve. Call City Hall at 503-657-0891 for meeting dates.

Signed

Beth Pann

Date

12-30-03

For committee member consideration, please return an original, signed application to:

City of Oregon City, Parks and Recreation Advisory Committee Application, P.O. Box 3000, Oregon City, OR 97145

Membership on City advisory boards, committees and commissions are open to all interested citizens subject to the qualifications determined by each individual committee, board and commission as necessary for the conduct of its business. There shall be no discrimination of applicants based on race, color, religion, sex, age, national origin, physical or mental disability, marital status, familial status, status as a Vietnam-era or special disabled veteran, or membership in any other group protected by law in accordance with applicable federal, state and local laws. The City of Oregon City encourages participation in its affairs by all people, especially those who are represented in public involvement.

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

Application

Please Type of Print

PERSONAL DATA

Name DAN KROMER Phone 503-654-4474 Fax 503-797-1849 (FAX)
Address 1112 JOHN ADAMS ST., OREGON CITY
Email PLPK914@AOL.COM (HOME) OR KROMERD@METRO.CITY.OREGON.US
Years of Residency in Oregon City 10 Occupation PARKS OPERATIONS MANAGER
Employer METRO PARKS & GREENSPACES Employer's Phone 503-797-1850
Employer's Address 1600 NE GRAND AVE., PORTLAND, OR 97232

If you run out of room on this form, kindly attach separate sheets to complete your explanation.

EDUCATION, WORK OR VOLUNTEER EXPERIENCE

EDUCATION - BS IN NATURAL RESOURCES & MPA (PUBLIC ADMINISTRATION)
WORK - PARKS & VISITOR SERVICES MANAGER FOR METRO PARKS & GREENSPACES
HAVE BEEN WITH THIS DEPARTMENT FOR OVER 18 YRS.
VOLUNTEER - HAVE VOLUNTEERED ON OREGON CITY'S FIRST CITY CLEAN-UP EVENT FOR 10 YRS. AND BEEN A TEAM LEADER THE LAST TWO YEARS.
- VOLUNTEERED ON THE MCLOUGHLIN NEIGHBORHOOD TREE PLANTING PROJECT (EACH OF THE 3 YRS FOR THE PROJECT).

LIST AND DESCRIBE INVOLVEMENT WITH OTHER COMMITTEES, BOARDS AND GROUPS, ETC.

- CURRENTLY SERVING ON CLATSOP COUNTY PARKS ADVISORY BOARD (OVER 9 YRS W/ LAST TWO AS BOARD'S VICE-CHAIR) AND THE COUNTY'S TIMBER SALE ADVISORY BOARD (2 YRS.)
- ACTIVELY INVOLVED W/ THE MCLOUGHLIN NEIGHBORHOOD ASSOCIATION SINCE ITS INCEPTION.

EXPLAIN YOUR INTEREST IN THIS COMMITTEE AND WHY YOU THINK ITS ISSUES ARE IMPORTANT.

I'M INTERESTED BEING ON THIS COMMITTEE AS I BELIEVE MY EXPERIENCE IN THE PARKS & RECREATION FIELD CAN BENEFIT THE CITY'S PARKS & REC DEPARTMENT AND THE INPUT THEY SOLICIT/WANT FROM THIS COMMITTEE.
PRAC ALLOWS CITIZENS OF THE CITY THE OPPORTUNITY TO PARTICIPATE AND TO OFFER INPUT ON PARK & REC RELATED ISSUES SUCH AS MASTER PLANNING, BUDGETS, DEVELOPMENT, RECREATION PROGRAMS, OPERATIONAL ISSUES. THE COMMITTEE IS THE LINK BETWEEN DEPARTMENT STAFF & THOSE WHO USE THEIR FACILITIES & PARTAKE IN THEIR PROGRAMS.

LIST ANY RELEVANT EXPERIENCES, SKILLS OR INTEREST THAT HAVE HELPED TO PREPARE YOU FOR A POSITION ON THIS COMMITTEE.

I HAVE OVER 25 YEARS WORKING IN THE PARKS & RECREATION FIELD ON A CITY, COUNTY, REGIONAL/DISTRICT, & STATE LEVEL. ALSO, I HAVE BEEN INVOLVED ON NUMEROUS TYPES OF BOARDS & COMMITTEES BOTH AS A MEMBER & AS THE STAFF PERSON.

ADDITIONAL COMMENTS

LOOKING FORWARD IN BECOMING A MEMBER OF OREGON CITY'S PARKS AND RECREATION ADVISORY COMMITTEE AND FEEL MY EXPERIENCE & BACKGROUND CAN BE OF BENEFIT TO THIS COMMITTEE.

Most advisory boards, committees and commissions require meeting at least once a month and the meeting hours may be evening or day depending on the committee. Some committees also require some investment of time outside of the meetings. Interested applicants are encouraged to attend a meeting of this committee prior to interviewing to serve. Call City Hall at 503-657-0891 for meeting dates.

Signed

Dan Grone

Date

11/10/03

Return this Application to:

City of Oregon City, Parks and Recreation Advisory Committee Application, P.O. Box 3040, Oregon City, OR 97045

Membership on City advisory boards, committees and commissions are open to all interested citizens subject to the qualifications determined by each individual committee, board and commission as necessary for the conduct of its business. There shall be no discrimination of applicants based on race, color, religion, sex, age, national origin, physical or mental disability, marital status, familial status, status as a Vietnam-era or special disabled veteran, or membership in any other group protected by law in accordance with applicable federal, state and local laws. The City of Oregon City encourages participation in its affairs by all people, especially those who are represented in public involvement.