



## **OREGON CITY PARKS & RECREATION**

### **Parks and Recreation Advisory Committee Meeting**

**7:00PM**

**Monday, September 27, 2004**

**Pioneer Community Center, Main Level  
615 5<sup>th</sup> Street, Oregon City**

If you are unable to attend, please contact Scott Archer, 503-496-1546 or Bill Woods, 503-535-6426.

### **AGENDA**

1. Call to order: Bill Woods, Chair
2. Introduction – Scott Archer, new Community Services Director
3. Approval of minutes - July 19, 2004 regular Committee (P.R.A.C.) Meeting
4. Old business:
  - a. Jon Storm Park Master Plan - Kurt Lango, Lango Hansen, LA
  - b. Chapin Park snack shack
  - c. Oregon City Trails Master Plan
5. New business:
  - a. Meet early for work sessions
  - b. Parks and Recreation Master Plan update
6. Director's report
  - a. Monthly reports and statistics
  - b. Canemah Neighborhood Park Master Plan adopted by Commission
  - c. Project updates
    1. Clackamas River Trail
    2. Wesley Lynn Park
    3. Transient Dock @ Jon Storm Park
7. Items for next meeting:     October 25, 2004

**Information only:**

Reminder – P.R.A.C. invited to attend Town Hall meeting on October 5 from 6:00-9:00 p.m. @ Pioneer Center to review recommendations of the Blue Ribbon Task Force with City Commission.



## **OREGON CITY PARKS & RECREATION**

### **Activity Report**

**Month of:** July 2004

### **Highlights of the past month:**

#### **Aquatics**

- Last summer we had some trouble with our water quality and visibility. We have made improvements this year and the water quality has been much better.
- Once again, the building's main water service line developed a leak and was repaired by Public Works. We will replace the entire line from the meter during our maintenance closure after Labor Day at a cost of about \$5,000.
- The natatorium steam coils have developed significant leaks and will be replaced during our fall maintenance closure, as well. This unbudgeted repair will cost \$8,000-\$9,000.

#### **Carnegie**

- Art Faire brought in over 1,200 visitors to the Carnegie Center.
- Concerts in the Park started off with Swingline Cubs, followed by Gypsy Caravan, Misty River and Jim Beatty Jazz Band.
- Concert Attendance has increased from last year. Food vendors and our "Split-the-Bucks" raffle are bringing increased revenue this year, as well.
- The Trolley is bringing in several visitors a day to the Carnegie Center. The Visitors have been very impressed with Oregon City and have enjoyed the summer trolley program.
- Our information counter has provided visitors with quite a bit of tourist information.
- Summer classes are going very well.
- Our Wood turners Show was very well received. Artist from all over the West participated.

#### **Pioneer**

- Julie had 1 trip this month: Mt Hood. 20 participants went
- Julie had 4 dine outs, averaged 12-14 participants per trip
- Julie has attended the weekly chamber meetings
- Julie attended 1 Rotary club meeting
- Glen Tadina's band plays old time swing dance songs every other Wednesday. Participation has been between 75-90 people attending. This has been a very positive event bringing in seniors of varying ages.
- Lou took West Linn seniors to 2 dine outs, 1 pot luck
- Donations: Grace Page donation from family to MOW. Family held memorial at center
- Planning day provided staff a chance to determine dates of events for the next year.
- Beth attended West Linn Seniors pot luck

- Fall class rosters have been developed with CCC, and provided to Susan for Trail news.
- Working with AARP for paid volunteers
- Working with Berry Park Retirement for a fund raiser in September – Date 9/11/04
- Donation boxes have been made secure – smaller opening and chained to table.
- Building / Bus Maintenance: Minor building maintenance will be scheduled for 2 days per month. Larry Potter is developing regular maintenance schedule for filters, gutters. All busses have passed DEQ and posses correct information for registration.

#### **Recreation**

- Summer day camp registration levels are up a little from last year. The programs are going quite well.
- “Teen Scene” attendance has slowed to about 150 kids per week for the summer.
- The annual Fourth of July Celebration was successful again this year. The fireworks made a return to the program and were preceded by four different bands at Clackamette Park.

#### **Cemetery**

- Hand water cemetery grounds
- Adjust automatic sprinklers and timers as needed
- Level dump area for grass seed
- Set headstones
- Spray blackberries
- Mulch trail into Newell Creek Canyon

#### **Parks**

- Community Service weed eats Sportcraft and Clackamette RV Park
- Community service cleans up Clackamette after 4<sup>th</sup> of July fireworks
- Repair irrigation breaks Chapin-ongoing
- Repair irrigation breaks Rivercrest
- Adjust irrigation timers as needed as temperatures rise
- Paint picnic tables
- Trim shrubbery at pool
- Level Oak Tree Park in preparation for irrigation and lawn

#### **Administration**

- Jon Storm Park Master Planning started: first public meeting held
- Floating Dock (Jon Storm Transient Tie Up) Bid opening and bid award to Advanced American Diving. All permits are in file.
- Clackamas River Trail construction project started and continues to be on track
- Consultant submitted grant applications to the State for the restroom/picnic shelters at Hillendale Park and for the Clackamette Park/Willamette River Trail
- National Park contract issued and Notice to Proceed issued on Wesley Lynn Park project

#### **Up Coming Events/ Dates of note:**

##### **Carnegie**

- Fall classes and events are being planned.
- Our upcoming show is Art About Agriculture, a traveling show from OSU. This show is part of the Feast for the Senses series promoted through the TDC.
- Oregon City writer Matt Love will be book signing his book "The Vortex" on August 16. Matt is a graduate of OCHS

P.O. Box 3040 • 320 Warner Milne Rd • Oregon City, OR 97045 • 503-496-1565

- Rose Haven, a women's shelter in Portland, will present a mini show of beadwork.

#### **Pioneer**

- 3 Trips planned this month 1. Cannon beach (full) 2. Multnomah falls (full) 3. Roselinn care center using driver and bus for trip.
- Dine outs continue to be popular
- Lou to take West Linn seniors to fair.
- Lou to do 2 West Linn Dine outs, 1 pot luck

#### **Concerns and Challenges:**

##### **Aquatics**

- The pool continues to experience maintenance issues: The building's water service pipe is leaking again and will probably need replaced. One of the rooftop air conditioning units has undergone repair again. The outdoor wading pool isn't draining properly due to problems with its old plumbing. The Natatorium steam heating coils are deteriorating and leaking. They will need to be replaced at a cost of around \$9,000. It will take 4-6 weeks to have new coils fabricated.

##### **Carnegie**

- The Carnegie Center has been directed to become self-sustaining within two years. Accomplishing this will be a difficult task and may involve relying more heavily on volunteers, reducing hours/ days of operation and increasing our art sales commissions, among other things.

##### **Pioneer**

- Reception area volunteers – need more volunteers, more time for training
- Need to recruit MOW volunteers, to continue strong pool of volunteers

Aquatics		July	August	September	October	November	December	January	February	March	April	May	June	July	YTD
School Lessons	0	0													0
Public Lessons	5,164	6,317													5,164
Lap/ Adult Swim	606	637													606
Recreational Swim	2,354	2,051													2,354
Family Swim	233	352													233
Water Exercise	859	787													859
Swim Team/ Synchro	602	590													602
Rentals	324	1,337													324
TOTAL AQUATICS	10,142	12,071	0	0	0	0	0	0	0	0	0	0	0	0	10,142
Carnegie															
Gallery	981	2,055													981
Children's Museum	298	307													298
Adult Classes	110	61													110
Youth Classes	50	0													50
Meetings	67	60													67
Concerts In the Park	3,750	3,200													3,750
Emmelingar															0
Jazz															0
Events	1,250	0													1,250
Rental															0
Art Fairs															
TOTAL CARNEGIE	6,506	5,683	0	0	0	0	0	0	0	0	0	0	0	0	6,506
Recreation															
Teen Scene	703	0													703
Youth Classes	245	151													245
Adult Classes		106													0
Indoor Playground															0
Events															0
Summer Day Camp	104	225													104
Preschool Day Camp	24	40													24
Field Trips	7	0													7
TOTAL RECREATION	380	522	0	0	0	0	0	0	0	0	0	0	0	0	380
Pioneer															
Home Delivered Meals	2,627	2,277													2,627
Congregate Meals	629	508													629
Transportation	958	1,217													958
Outreach Services	704	2,867													704
Trips	96	94													96
Recreation	904	808													904
Classes	186	446													186
Meetings	107	139													107
In-House Services	76	391													76
Rentals	79	1,150													79
TOTAL PIONEER	6,366	9,897	0	0	0	0	0	0	0	0	0	0	0	0	6,366
Parks															
Atkinson															0
Buena Vista	20	4													



## Scott Archer

---

**From:** Heather L. Guthrie [hlg@dunn-carney.com]  
**Sent:** Wednesday, December 01, 2004 2:51 PM  
**To:** Scott Archer  
**Subject:** Re: PRAC meeting of 12/6

Hi Scott -

As I mentioned in an email earlier this week, I won't be able to attend due to a prior client-related commitment on Monday the 6th in the evening. Unfortunately, this means I will miss my last meeting on the PRAC, as I've decided not to reapply for a second term at this point. It's been a pleasure working on this committee these past years and I hope I'll have an opportunity to do so again at some point in the future, as other draws on my time allow. Please give my best to the group and let me know if you could still use my help in choosing playground equipment for W-L. Thanks and best wishes,  
Heather L. Guthrie

Heather L. Guthrie  
Dunn Carney Allen Higgins & Tongue LLP  
851 SW Sixth Ave, Ste. 1500  
Portland, OR 97204-1357

hlg@dunn-carney.com

Direct: 503-417-5466  
Main: 503-224-6440  
FAX: 503-224-7324  
www.dunn-carney.com

Member of Meritas Law Firms Worldwide [www.meritas.org](http://www.meritas.org)

This message is intended only for the individual or entity to which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If you are not the intended recipient, or the agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited, and you are requested to please notify us immediately by telephone, and return the original message to us at the above address. Opinions, conclusions and other information in this message that do not relate to the official business of this firm shall be understood as neither given nor endorsed by it. Although this message and any attachments are believed to be free of any virus or other defect that might affect any computer system into which it is received and opened, it is the responsibility of the recipient to ensure that it is virus free, and no responsibility is accepted by this firm for any loss or damage arising in any way from its use.

>>> "Scott Archer" <sarcher@ci.oregon-city.or.us> 11/30/04 4:46 PM >>>  
<<Agenda Nov-Dec 04 PRAC.doc>> <<Minutes Oct 04 PRAC.doc>> <<Parks & Rec Report Oct 04.doc>> <<Program & Facility Attendance Oct 04.xls>>  
<<Parks & Cemetery Statistics Oct 04.doc>>

PRAC members:

Please see attached agenda and related materials for the December 6 PRAC meeting. Please note the 6:30 start time for a special work session with the City Manager. If you have any questions or will be unable to attend please let me know.

Thank you,

Scott Archer

## **Overview of City General Fund Budget Issues**

### **Past Reductions**

- Some Examples
  - Police
    - Eliminated School Resource Officers (Continue to attempt to receive grant funding to hire these individuals)
    - Eliminated many non emergency services such as response to non injury car accidents
    - No new staffing we are now at 1.014 officers/1000. Each year work load increases which results in slower response time, greater case load per officer, and more calls holding waiting for response
  - Fire
    - No staffing at South End
    - Longer run time particularly in South End area for Fire and EMS
  - Parks and Recreation
    - Reduced recreation program to just coordination
    - Parks maintenance deteriorates as new parks come on line and staffing remains same
    - More and more deferred maintenance
    - Swimming Pool remains dated facility
  - Library
    - Reduced library hours but have added most back due to any reducing in library hours result in loss revenues
  - Administration
    - Consolidation of Department Head Positions
    - Lack of updated information system and limited new investment in technology
    - Lack of investment in coordinated records management
    - Lack of investment in necessary support staff in all areas

### **Growth Rate**

- Past ten years City has grown at a 4.4% annual rate
- See Trends Memo

### **Current Situation**

- Administration
  - No enhancement of Administrative capacity to improve management capacity to analyze and make efficiency improvements, meet in a timely manner Commission and Citizen complaints
    - Need greater management analysis and strategic planning
    - Need greater organizational development such as coordinated training in specific areas

- Need information system upgrades, website improvements and management, etc.
- Code Enforcement
  - Limited program.
- Economic Development
  - No expansion and retention program
  - Limited ability to respond to economic opportunities that require immediate response
  - Limited ability to implement new strategy
- Community Development
  - Currently subsidized from General Fund
  - Identified over 10 year planning period an additional \$1.2 million in needs
    - Staffing
    - Concept Plans
    - Comprehensive Plan updates
    - Neighborhood Plans
      - Canemah
      - Park Place
- Library
  - Library funding will be cut back approximately \$300,000 from anticipated County revenues anticipated with levy which failed
  - 60/40 County/City use, so does City reduce its contribution which compounds a difficult issue
  - Library hours will need to be cut. Library funding formula based on circulation so may create greater problem if formula not adjusted.
- Fire
  - No funding for staffing in South End Station
  - Stabilization of long-term funding for Fire and EMS
  - South End run times are not equal to times in other parts of City
- Police
  - Today ratio of Officers/thousand population is 1.014
    - What do ratios (officers/1000) mean in services provided
      - Today's activities require approximately 61,130 human hours
      - 32 sworn officers equal 60,800
      - Able to fill the difference with overtime
  - What we are not able to provide today at 1.14 officers/1000
    - No direct patrol
    - No School Resource Officers
      - At 1.25 officers/1000 can provide officer to HS
    - Not meeting response time
    - City response time to following types of call is on average 8.6 minutes:



- Alarm – panic – 5.3 minutes
- Alarm – robbery – 5.2 minutes
- Alarm – silent – 5.8 minute
- Bomb Threat – 13.5
- Cover Officer – 5.7
- Disturbance – 5.4
- Domestic Disturbance – 6.6
- Juvenile Disturbance – 8.9
- Kidnap – 7.5
- Menacing – 11.3
- Promiscuous Shooting – 9.2
- Prowler – 7.9
- Rape – 9.7
- Suicide Threat – 9.0
- Suicide Attempt – 6.1
- Traffic accident injury – 4.6
- Violation of restraining order – 17.0
- Traffic Safety
  - Do not respond to non-injury accidents
  - Not able to offer enforcement ability to have significant impact
- Current crime rate is 127/1000
  - As Regional Center goal should be around 80 to 90/1000
  - Lake Oswego is 63/1000 and West Linn is 65/1000 and Milwaukee is 113/1000
- No Community policing
- The Department will remain a reactive versus proactive force

### **Facility Development**

- No plan for development of
  - City Hall
  - Police Building
  - Library
  - Pool

## **Memo**

**To:** Blue Ribbon Task Force  
**From:** Larry Patterson, City Manager  
**Subject:** Trends  
**Date:** May 18, 2004

Part of any visioning process for a city is not just what you would like to see, but anticipating future demands and reacting to them. Below is a list of some of the trends we are experiencing. The question becomes what does this mean to city operations and what must we have in place to address these or do we recognize the trend and make the decision that we have no role in providing these services.

### **General**

1. Increase population growth
2. Increased demand for more livability issues
  - a. Code complaints
  - b. Assortment of Housing choices and affordability
  - c. Pedestrian amenities
  - d. Community amenities
  - e. Quality development
  - f. Economic growth, jobs and investment
3. Increase in functional population because of growth of Oregon City as a regional center and people traveling through Oregon City
4. Oregon City has much underdeveloped and undeveloped area that will generate interest in development, particularly along its water front, the cove, and landfill
5. Oregon City is one of few remaining areas along the I-205 corridor to not experience increased commercial growth
6. Downtown investment will be difficult to stimulate and may be a result of other investment on its fringes; however there remains a curiosity with downtown and some interest in investment.
7. County investment in Damascus and Clackamas Town Center pose interesting competitive issues
8. Transportation issues (particularly state hwy investment) will continue to hold back some development

9. There is new investment in the historic neighborhood section which calls for new commercial investment along several corridors, particularly 7<sup>th</sup> street and Washington Street corridor
10. New investment has come to Molalla Avenue, but some appears to have a difficult time with staying power.
11. Our community psychic is still somewhat apologetic.
12. Negative events continue to plaque the Oregon City image.

### **Community Development**

1. Density
2. Clash between development interest, growth limitation, and environmental issues.
3. More debate over land use, zoning, development issues
4. More complicated approval process as regulations and desires collide
5. Complicated development particularly public private relationships
6. Public investment leading private investment
7. Livability key to quality residential, commercial, and business park development
8. Desire for growth to pay for itself.
9. Public demands for more involvement. County residents also want to be involved in city decision-making.
10. Developing interest in neighborhood plans.

### **Police**

1. Increased impact due to the location of county facilities, including the county jail and courthouse being within the city.
2. There will be an increase in all categories due to significant growth in the population
3. A increase in the number of mental health patients which will impact police services
4. Increase in juvenile crimes
5. Continued commercial, residential, industrial growth will result in additional traffic issues and accident history
6. School campus safety will continue to be a growing issue
7. OCPD is asked to provide more services to other agencies than we receive in return
8. Domestic violence incidents continue to increase. There will be an increasing request for our service to children and families.

9. Homeland security and terrorism will require additional police attention
10. Increase in jail population; more people on parole and a decline in the number of parole officers
11. More cases going to trial resulting in loss of officer time on street or increased overtime costs
12. Increase alarm calls and costs
13. Epidemic use, manufacture, and distribution of methamphetamine, a factor in the majority of the violent and property crimes, identify theft and child neglect cases.

### **Streets**

1. Additional street miles due to residential, commercial, and industrial development
2. Increased maintenance needs because of traffic and truck loads
3. Increased cost of materials for street construction and maintenance
4. Increased congestion and debate over standards of service

### **Fire**

1. Increased EMS calls because of traffic accident growth, more active population, and aging population
2. Leveling of growth of fire calls due to greater building standards
3. More complex fires due to materials and storage issues
4. Hazardous waste issues
5. Because of citizen activities and population numbers more diverse array of rescue issues

### **Parks and Recreation**

1. Growing demand for sports fields both practice and game because of growing number of children as well as the movement of adult leagues from the Portland area due to residence requirements imposed for the use of Portland leagues and fields. These facilities can be a major economic development amenities
2. Aging pool facility, coupled with community demands for a full service community center to provide multiple activity options at one location to meet the needs of the entire family.
3. Changing senior population creating diverse demand of needs

4. With more density need for additional parks, green space, and passive places for people to escape with an urban environment
5. Growing demand for community celebrations and community events
6. Growing demand for culture and entertainment within a community setting.
7. Aging parks facilities
8. Growing demand for park and recreational activities close to home.
9. Growing demand for off street trails and water trails for commuting recreation and exercise.

### **Library**

1. Library size does not meet current population needs and is not positioned to meet the growing future needs.
2. Library in leased facilities.
3. Documented increased use of libraries and library materials since 9/11
4. Demand for more open hours and additional staff and materials.

City Budget and Current Trends

**General Fund**

**Projections FY 04/05-FY08/09**

UR HT Close

= + 64,000,000

Line 1	Prepared: March 24,2004	Est AV	1,511,978,154	1,606,476,789	1,706,881,588	1,881,561,687	1,999,159,293	1.0625
Line 2		Tax @ .95	7,286,789	7,728,858	8,211,227	9,050,433	9,615,401	
Line 3	Fiscal Year		<u>2004/05</u>	<u>2005/06</u>	<u>2006/07</u>	<u>2007/08</u>	<u>2008/09</u>	<u>Multiplier</u>
Line 4								
Line 5	Beginning Fund Balance		\$1,100,000	\$496,733	(\$194,566)	(\$695,055)	(\$656,969)	
Line 6								
Line 7	Revenues							
Line 8	<b>Tax Rate</b>		<b>5.0571</b>	<b>5.0571</b>	<b>5.0571</b>	<b>5.0571</b>	<b>5.0571</b>	
Line 9	Property Taxes		7,286,789	7,728,858	8,211,227	9,050,433	9,615,401	1.0625
Line 10	Prior Taxes		200,000	200,000	200,000	200,000	200,000	
Line 11	Other Taxes		83,000	84,660	86,353	88,080	89,842	1.02
Line 12	County Library Revenues		652,213	523,149	523,149	523,149	523,149	1.02
Line 13	Franchise Fees		2,034,500	2,095,535	2,158,401	2,223,153	2,289,848	1.03
Line 14	Intergovernmental Revenues		794,497	810,387	826,595	843,127	859,989	1.02
Line 15	License & Permits		135,000	137,700	140,454	143,263	146,128	1.02
Line 16	Charges for Service		1,404,039	1,446,160	1,489,545	1,534,231	1,580,258	1.03
Line 17	Fines and Penalties		551,200	562,224	573,468	584,938	602,486	1.02
Line 18	Miscellaneous Income		35,000	35,000	35,000	35,000	35,000	0
Line 19	Transfers		458,000	140,760	143,575	146,447	149,376	1.02
Line 20	<b>Total Revenues</b>		<b>13,634,238</b>	<b>13,764,433</b>	<b>14,387,768</b>	<b>15,371,821</b>	<b>16,091,477</b>	
Line 21	Total Resources		<b>14,734,238</b>	<b>14,261,167</b>	<b>14,193,202</b>	<b>14,676,766</b>	<b>15,434,508</b>	
Line 22								
Line 23	Expenditures							
Line 24	Personnel Services		7,455,293	7,678,952	7,909,320	8,146,600	8,390,998	1.03
Line 25	Materials & Services		6,028,279	6,183,127	6,368,621	6,559,680	6,756,470	1.03
Line 26	Capital Outlay		112,464	114,713	117,008	119,348	121,735	1.02
Line 27	Other		641,469	478,940	493,308	508,107	523,351	1.03
Line 28								
Line 29	<b>Total Expenditures</b>		<b>14,237,505</b>	<b>14,455,732</b>	<b>14,888,257</b>	<b>15,333,735</b>	<b>15,792,553</b>	
Line 30								
Line 31	Ending Fund Balance Before Contingency		\$496,733	(\$194,566)	(\$695,055)	(\$656,969)	\$41,955	
Line 32	Contingency 5%		\$711,875	\$722,787	\$744,413	\$766,687	\$789,628	
Line 33	Ending Fund Balance With Contingency		(\$215,142)	(\$917,352)	(\$1,439,468)	(\$1,423,656)	(\$747,673)	



## INVITATION TO TOWN HALL MEETING ON OCTOBER 5, 2004

**To:** Planning Commission, Budget Committee, Urban Renewal Commission,  
Library Board, Parks & Recreation Advisory Committee, Blue Ribbon  
Task Force, and Citizen Involvement Committee

**From:** Mayor Alice Norris

**Date:** September 10, 2004

---

The City of Oregon City is at a crucial crossroads in its history. Because important decisions are staring us squarely in the face, we must decide which road to take. The City has been working to define this path. We convened the 2020 Blue Ribbon Task Force for four months this spring to review general fund services, service standards, options for delivering city services, and cost implications. They sent their report and recommendations to us last month.

Now we are inviting you to help us review the recommendations of the Blue Ribbon Task Force. We will be holding a town hall meeting for all our major advisory committees on the evening of **October 5, 2004 at the Pioneer Center from 6-9:00 p.m.** A packet of information will be given to you that evening.

Your thoughts, questions, and concerns are important. As important advisors to the City Commission, you are invited to wrestle with the implications of these recommendations and decisions as they might impact you, our community, and the deliberations of your committee.

We sincerely request your attendance and participation in this important gathering. The City Commission and I look forward to seeing you at this meeting.

---

**Scott Archer**

---

**From:** Bill Woods [ocsoxfan@comcast.net]  
**Sent:** Monday, September 13, 2004 6:17 PM  
**To:** Scott Archer  
**Subject:** [BULK] PRAC info  
**Importance:** Low

Good afternoon Scott,  
Here is what I found in my notes in regards to the upcoming meeting.  
Old Business  
Floating dock permits and status  
Jon Storm park  
Chapin Snack shack  
Parks and Recreation Advisory Committee  
Trails master plan  
Other on going projects

New business  
Meeting early a couple of times for work sessions  
Master Plan re-write

Information on Sports World that we talked about the other night.  
Mike Colligan is the guy trying to put it together. I thought I had his card but I cannot seem to find it.  
Check with Larry Patterson or Dee. I know they have it.

I am sure there is more, but that should be enough to get us going. If you have questions give me a call

Bill Woods  
Chairman  
Oregon City  
Parks and Recreation Advisory Committee

9/14/2004

## Scott Archer

---

**From:** Scott Archer  
**Sent:** Friday, September 17, 2004 2:46 PM  
**To:** Beth Park; Bill Woods (E-mail 2); Bill Woods (E-mail); Dan Kromer; Dean Walch; Heather Guthrie; Peter Winstead; Shawn Dachtler  
**Cc:** Jim Row; Larry Potter; Kurt Lango (E-mail)  
**Subject:** 9/27 PRAC mtg agenda



Agenda Sept  
04.doc



Minutes July 04.doc

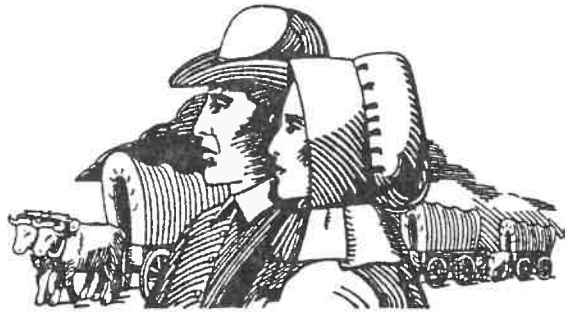
Parks & Recreation Advisory Committee members:

Please find attached the agenda for your next regular meeting scheduled for September 27, 2004. The minutes from your last meeting (July) are also attached. I will provide monthly reports and statistics, and possible other materials related to the agenda at a later date or at the meeting. I will be out of the office 9/20 & 21 to attend the annual Oregon Recreation & Parks Association conference, returning to the office on Wed., 9/22.

I look forward to my first meeting with the Parks & Recreation Advisory Committee, and meeting those of you I have not had the opportunity to meet. Please don't hesitate to contact me with any questions before the meeting.

Thank you,

Scott Archer  
Community Services Director  
City of Oregon City  
(503) 496-1546  
sarcher@ci.oregon-city.or.us



**OREGON CITY PARKS & RECREATION**

## **Monthly Parks & Recreation Report August 2004**

**Attendance & Participation statistics attached**

**Program and activity highlights:**

**Aquatics**

- Preparations have been made with Public Works and a plumbing contractor to replace the leaking water line that serves the building
- Pool annual maintenance shut down (September 6-17) completed. Work included : Painting of the entire community room and kitchen, improvements to the operation of the wading pool drain, repair of the main circulation pump and replacement of the deteriorating natatorium heating coils.
- One of the pool's natatorium light fixtures caught fire for an unknown reason and was subsequently replaced by the manufacturer at no cost to the City
- A Boy Scout is replacing the aging basketball hoop outside the pool facility for his Eagle Scout project

**Pioneer Community Center**

- Julie planned and conducted two trips this month: Multnomah Falls and Cannon Beach with 20 participants for each
- Julie conducted four dine-out programs with an average of 16-20 participants per trip
- Lou transported West Linn seniors to the Canby Fair
- Julie continues to attend the weekly Chamber of Commerce meetings
- Julie attended one Rotary club meeting
- Glen Tadina's band plays old time swing dance songs every other Wednesday to about 80-90 seniors of varying ages
- Lou transported 15 West Linn seniors to two dine outs, and one potluck
- Donations: \$170 for the pioneer donation fund, and \$2,545.60 for meals on wheels
- Planning day provided staff a chance to determine dates of events for the next year., including; dance at Berry Park in September, October flu shots, Fill-A-

Heart in December, Holiday lights trip and Dinner at the Center, Sweet Heart dance in February, Volunteer Recognition in May and the Health Fair in April

- Beth attended the West Linn Senior's potluck
- Kathy met with AARP regarding their job training program which provides us with assistance at many of our Parks and Recreation facilities
- Developed silent auction baskets for Berry Park's Pioneer Center fundraiser
- We have begun discussions with Ride Connection about obtaining approval to replace our aging 12 passenger van
- Larry Potter has developed a regular maintenance schedule for air handling units, gutters, etc., and minor building maintenance is now completed two days each month

### **Carnegie Center**

- Art About Agriculture Show continues through September
- Many tourists found their way to the Carnegie Center this summer; they enjoyed Oregon City and the trolley
- The fall edition of the Trail News has been completed and distributed
- Concerts were well received and attended; the audience is changing again – many more young families and children
- The August 26 concert was postponed to September 9 due to rain
- The new spray pool has been very popular this summer
- The children's museum had some high attendance days, due to rain and extreme heat

### **Recreation**

- The summer day camp programs finished up successfully with an enrollment increase of 40% over last year

### **Parks**

- We have scheduled the floats at Clackamette Park for their annual removal October 13
- Irrigation system installed at Oak Tree Park
- Lawn seeded at Oak Tree Park
- Spot sprayed beds and fence lines
- Trimmed Singer Creek Park trees
- Eagle Scouts painted Clackamette Park rest rooms
- Power washed picnic pads at Rivercrest Park
- New lighting system being installed at Park Place Park
- Cleaned gutters at Pioneer, Carnegie and rest room buildings
- Painted picnic tables at Clackamette Park

### **Cemetery**

- Leveled old dump site and prepped for seed
- Spot sprayed beds and fence lines
- Installed impact sprinklers in place of hose bibs
- Chip trail into Newell Creek Canyon

- Power washed concrete pad at Memorial Wall

### **Up Coming Events/ Dates of note:**

#### **Pioneer Community Center**

- Three trips have been planned for September: Trappist Abbey (full/ need 2<sup>nd</sup> bus), Oregon zoo (full), fishing trip for the Roselinn Care Center
- Dine outs planned to various Oregon City locations
- Lou will operate two West Linn Dine outs and one pot luck

#### **Carnegie Center**

- Beginning September 15, the gallery is displayign new works by Carnegie Center artists
- The Fabric of Life exhibit opens at the Ermatinger House featuring quilts, textiles, handwork and clothing from the 19<sup>th</sup> century
- Various fall classes begin in September

#### **Recreation**

- New classes in Scottish single stick (a form of fencing), creative writing and caricaturing will begin in September
- The annual Punt, Pass and Kick competition will take place on September 29 at the High School Stadium

### **Concerns and Challenges:**

#### **Pioneer Community Center**

- We need more reception area volunteers and more time to train them
- We must recruit more Meals on Wheels volunteers to continue strong pool of volunteers

#### **Carnegie Center**

- Must continue working to increase awareness, usage and revenue by improving publicity
- Will soon begin programming winter term activities and classes



**Oregon City Parks and Recreation  
Program Attendance  
2004-2005**

**July      July 03      August      August 03      September      Sept 03      October**

**Aquatics**

School Lessons	0	0	0	0			
Public Lessons	5,164	6,317	3,916	3,401			
Lap/ Adult Swim	606	637	631	640			
Recreational Swim	2,354	2,051	2,122	1,497			
Family Swim	233	352	262	181			
Water Exercise	859	787	794	652			
Swim Team/ Synchro	602	590	684	590			
Rentals	324	1,337	648	703			

closed 2 weeks-maintenance

<b>TOTAL AQUATICS</b>	<b>10,142</b>	<b>12,071</b>	<b>9,057</b>	<b>7,664</b>	<b>0</b>	<b>0</b>	<b>0</b>
-----------------------	---------------	---------------	--------------	--------------	----------	----------	----------

**Carnegie**

Gallery	981	2,055	1,359	1,168			
Children's Museum	298	307	446	363			
Adult Classes	110	61	22	20			
Youth Classes	50		44				
Meetings	67	60	52	20			
Concerts in the Park	3,750	3,200	2,550	3,475			
Ermatinger							
Java							
Events	1,250		23				
Rental			42				

*Art Faire*

<b>TOTAL CARNEGIE</b>	<b>6,506</b>	<b>5,683</b>	<b>4,538</b>	<b>5,046</b>	<b>0</b>	<b>0</b>	<b>0</b>
-----------------------	--------------	--------------	--------------	--------------	----------	----------	----------

1 concert postponed - rain

**Recreation**

Teen Scene	703		639				
Youth Classes	245	151	130	44			
Adult Classes		106	97	10			
Indoor Playground							
Events							
Summer Day Camp	360	225	320	125			
Preschool Day Camp	24	40	16				
Field Trips	7		14	12			

<b>TOTAL RECREATION</b>	<b>636</b>	<b>522</b>	<b>1,216</b>	<b>191</b>	<b>0</b>	<b>0</b>	<b>0</b>
-------------------------	------------	------------	--------------	------------	----------	----------	----------

**Pioneer**

Home Delivered Meals	2,627	2,277	2,376	2,300			
Congregate Meals	629	508	557	501			
Transportation	958	1,217	1,303	842			
Outreach Services	704	2,867	733	2,921			
Trips	96	94	157	82			
Recreation	904	808	1,220	767			
Classes	186	446	53	152			
Meetings	107	139	49	80			
In-House Services	76	391	88	147			

Rentals	79	1,150	193	921			
---------	----	-------	-----	-----	--	--	--

TOTAL PIONEER	6,366	9,897	6,729	8,713	0	0	0
---------------	-------	-------	-------	-------	---	---	---

#### Parks

Atkinson			1				
Buena Vista	20	4	13	7			
Chapin	29	3	11	12			
Clackamette General	10	9	13	11			
Clackamette Horseshoe	5	5	6	9			
Hillendale	15	8	10	12			
Rivercrest	9	9	9	10			
Ball Fields							
RV Park	516	280	544	368			

Park attend Park attendance is reported as the total number of rentals. RV Park at

TOTAL PARKS	604	318	607	429	0	0	0
-------------	-----	-----	-----	-----	---	---	---

Grand Total All	24,254	28,491	22,147	22,043	0	0	0
-----------------	--------	--------	--------	--------	---	---	---

A NICE LETTER  
OF APPRECIATION  
FOR THE  
MEALS ON WHEELS  
PROGRAM.

Dorothy M. Bowler  
P.O. Box 327  
Glennallen, Alaska 99588  
(907) 822-3627  
[dmbowler@alaska.net](mailto:dmbowler@alaska.net)

September 17, 2004

Pioneer Community Center  
615 5<sup>th</sup> Street  
Oregon City, Oregon 97045

To Whom It May Concern:

The enclosed \$150 check is in gratitude for the meals delivered to my mother, Lorene M. Burton on Lower Highland. Your service makes it possible for her to remain on her beloved farm in familiar surroundings. I know that I say this with every check I mail, but I truly don't know what we would do if Meals on Wheels did not give this valued assistance. I am sooooo grateful for this program.

Sincerely,

*Dorothy M. Bowler*

Dorothy M. Bowler

PRAC

9/27/04

Sign up sheet

*Peter Whistler*

Liz Crane - LHLA Kurt Lango - Lango Hansen.  
SHAWN DACTLER

Dean WALEH

Bill Wood

Beth Park

DAN KROMER

Martha Sumption

Nancy Howard - Visitor

Don Vedder - Visitor

BILL DANIELS - VISITOR

CAPT.

PAUL H. SIMONIS / STERNWHEELER ROSE

THELMA HAGGENMILLER SLOW POKE TOURS

Marge Harding Ermatinger House

Lowell Gilliespie - PERT SPIRIT

Kathy Franco kfranco@riversjorchotel.com  
Riversjorchotel

## Scott Archer

---

**From:** Jim Row  
**Sent:** Monday, September 27, 2004 9:10 AM  
**To:** Scott Archer  
**Subject:** Dock Update

Construction of the Jon Storm Transient Tie-up has begun with highlights as follows:

- General Contractor is Advanced American Diving Service, Inc., from Oregon City
- Connection to the sewer line in Hwy 99E has been made
- Site preparation for the concrete abutment, stairs and walkway are underway
- The power poles in the vicinity will soon be removed as we convert the site to underground power
- We are increasing the size of the site's water service to provide for the future restroom, drinking fountain and irrigation
- A telephone line will be provided to the site, as well
- Changes are being made to provide for fire protection on the dock through the use of a "dry pipe" system
- We will be running additional wiring to allow for the addition of lighting in the future
- The ADA walkway layout was changed to be more consistent with the Park's future pathway system
- The project is expected to be completed by October 31, 2004

## Bill Woods

---

**From:** Heather L. Guthrie [HLG@dunn-carney.com]  
**Sent:** Monday, September 27, 2004 12:41 PM  
**To:** sarcher@ci.oregon-city.or.us; Bill Woods  
**Subject:** PRAC Meeting

Bill and Scott -

It's looking like I may not make it tonight. I see two corrections that need to be made to the 7/19 minutes, both in the Welsey Lynn Park Project section. 1) "an" in the fourth line should be "and"; 2) "corrected" in the sixth line should be "completed", I believe.

If it looks like my absence will make the difference between having and not having a quorum, let me know and I will figure out a way to be there.

Thanks,  
Heather

9/27/2004