AGENDA

City of Oregon City Parks and Recreation Advisory Committee Meeting

Monday, April 25, 2005

Pioneer Community Center, upper level 615 5th Street, Oregon City

** 6:00 P.M. **

** Note special start time **

- 1. Call to order
- 2. Approval of minutes March 28, 2005 regular meeting
- 3. Citizen comments on issues and items not on the agenda
- 4. Old business
 - a. Request to rename Senior Citizens Park
 - b. Confirm PRAC park tour date (May 9, 4:00 P.M.)
- 5. Other items
- 6. Next meeting items (May 23, 2005)
- 7. Adjournment to Volunteer Recognition and Dessert 7:00 P.M.

o: Cc: Subject: P.R.A.C. Jim Row; Larry Potter PRAC mtg announcement/agenda for Monday 4/25

Oregon City Parks and Recreation Advisory Committe:

Attached please find the agenda for your next meeting, Monday 4/25. Minutes from the March meeting are also attached. Please note the special start time for this upcoming meeting (6:00 P.M.) - due to the volunteer recognition event which begins at 7:00 P.M. If you will not be able to attend the meeting please let me know as soon as possible.

Thank you,

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





April 05 PRAC agenda.doc

Minutes Mar 05 PRAC.doc

From:	Scott Archer
Sent:	Friday, April 01, 2005 9:20 AM
То:	Beth Park; Bill Woods (E-mail 2); Bill Woods (E-mail); Dan Kromer (home); Dan Kromer (work); Doug Neeley; Havan Jones; Lisa Wright-Wilson; Peter Winstead; Shawn Dachtler - home; Shawn Dachtler - work
Cc:	Larry Potter; Jim Row
Subject:	PRAC April mtg. & park tour - changes

Parks & Recreation Advisory Committee:

As those of you who were at the meeting this past Monday know, we scheduled the "parks tour" for April 25 (also supposed to be our next regular monthly meeting date). However, since the meeting earlier this week I have become aware of a significant conflict for that date. The City Commission has scheduled a volunteer recognition event for Monday April 25, 7:00 PM at the Pioneer Center. Your committee, along with the various other City volunteer boards and committees, will be invited to attend and be honored and recognized as part of this event (detailed invitation & further information forthcoming).

Since this volunteer event will obviously conflict with our parks tour on that date, I spoke with PRAC chair Shawn Dachtler about this conflict and we came up with the following tentative options:

1. Since the volunteer recognition falls on your normal monthly meeting date anyway, and it is at the Pioneer Center, we will hold a PRAC work session meeting from 6-7 PM on April 25 to conduct some necessary committee business. You can then go directly into your volunteer recognition event.

2. We will reschedule the parks tour for **Monday, May 9 at 4:00 PM**. This is the earliest Monday date Shawn and I could find where neither of us had a conflict.

If you have a conflict on the later date for the parks tour, please let Shawn or myself know ASAP. If there are nultiple conflicts for this date we will look at rescheduling. The volunteer recognition event is a go no matter what - you'll be asked to RSVP your attendance at a later date.

Thank you,



OREGON CITY PARKS & RECREATION

Monthly Report March 2005

Aquatics

- The annual CBSL swim meet was held March 12-13 with 983 people in attendance over the weekend
- The facility is participating in an energy audit, funded by the Energy Trust of Oregon.
- Spring break programming included afternoon recreational swims sessions
- We conducted a lifeguard training course over spring break which produced many strong employee candidates

Carnegie

- Portland Handweavers Guild returned this year with a wonderful show
- Afternoon attendance has begun to increase
- Pre school groups visited the Children's Museum more frequently this month as a result of the rainy weather
- A new Concerts in the Park sponsorship brochure was developed
- The spring Trail News was mailed this month

- Fund raising events Cake sales continue to produce about \$20-\$40 per week.
- Brochure for rentals / marketing completed. 100 copies were donated to center. Church group renting building every Sunday, and Tuesday and Wednesday evenings 2 hours each.
- One trips was held this month Maryshill museum. The other trip was canceled due to borderline interest
- Four dine outs were held with an average of 10 16 people in attendance
- Glen Tadina's band continues to play old time swing dance songs every Wednesday. Participation has been between 70-80 people attending. This has been a very positive event bringing in seniors of varying ages. Glen donated 1 dance to the center West Linn seniors to 2 dine outs, 1 potluck. 12-15 participants per trip
- Donations: \$703 for the pioneer donation fund, and \$405.42 for meals on wheels
- Beth attended West Linn Seniors potluck
- AARP tax assistance Tuesday and Friday each week until April 15
- We have ordered the replacement of the failed heat pump

- Title V volunteer has been referred, and an interview to be scheduled
- St. Patrick day gifts sent to MOW participants
- Staff met with coordinators of the Art Faire; planning begins for a mini Art Faire to be held at the Pioneer center in July
- Ride connection advised that the new van will be delivered on 4/6/05
- Equipment issues -heat system remains out, computers are often down and exercise equipment breaks frequently

Recreation

• We are working closely with Sage, the District's alternative high school to develop a PE program for their students; classes began March 28

Parks & Cemetery

- Installed Doggi-Pots at Chapin Park
- Spread play chips at Park Place, Clackamette, Rivercrest and Barclay Hills Park
- Power washed Hillendale tennis court
- Re-installed electrical panels in front row of Clackamette RV Park
- Spread field conditioner on ballfield #2 Hillendale Park
- Seeded Clackamas River Trail
- Clackamas Community Service weedeat at riverfront at Clackamette and Jon Storm Park
- Replaced damaged slide at Chapin Park
- Power washed covered picnic area and paint picnic tables at Clackamette Park
- Placed picnic tables in Clackamette RV Park
- Edge shrub beds and curbs at Mt. View
- Fertilize lawn areas at Mt. View
- Spray broad leaf weeds in selected lawn areas at Mt. View
- Overseed bare lawn areas at Mt. View

Up Coming Events/ Dates of note:

Aquatics

• A lifeguard training course will be held during spring break

Carnegie

- Colored Pencil Society show will be held next month with a reception on April 3
- Earth Day Celebration planned for April 23 featuring yoga and belly dance demonstrations, as well as many children's activities
- Summer Trail News production will begin in April

Recreation

• We are partnering with Clackamas County, the Friends of OSU Extension and the Clackamas County Soil and Water Conservation District to organize a Farmer's Market, which will be held at the new County building on Saturdays from May 14 – October 1.

- Three trips are planned for April; Fort Vancouver, and the Marysville Museum. The Roselinn Care Center will go on an individually planned trip
- Dine outs will be held at a variety of Oregon City locations
- Two West Linn dine outs and one potluck are scheduled for April

Concerns and Challenges:

Carnegie

- Construction on 7th Street Co-operative advertising with other neighborhood businesses does bring in people to the Center
- Scheduling 2005 Concerts in the Park and the Fourth of July Celebration

- Building maintenance continues to be an issue since regular repairs are only completed two days per month.
- We need more reception area volunteers and more time to train them
- We are short on kitchen subs
- Need to continue recruiting Meals on Wheels volunteers to maintain the strength of the program
- Development of fund raising is time consuming, but we are getting up to speed by continuing to make contacts and develop events
- Staff drivers have been off work frequently due to injuries. The resulting heavy use of subs is hard on the budget.

To:P.R.A.C.Cc:Jim Row; Larry Potter; Kathy WisemanJubject:No PRAC meeting this Monday 5/23

Parks & Recreation Advisory Committee members:

Chair Shawn Dachtler and I have decided that the regularly scheduled monthly meeting for PRAC this Monday 5/23 will <u>not</u> be held. This is due to multiple factors:

 Lack of regular agenda business items, other than the special meeting of the park naming committee that was to take place prior to the regular meeting. This will also be rescheduled - more on that follows.
The City Commission rescheduled their monthly study session to this same evening (5/23), due to their regular meeting date falling on Memorial Day. Due to the likely budgetary discussions at this meeting and implications regarding the parks, recreation and library operations I need and want to be present at this meeting. This would conflict with my availability for the PRAC and park naming committee meetings that same night.

Since PRAC has already met this month for the Parks Tour, I believe you have fulfilled your monthly meeting requirement.

Regarding the park naming committee meeting - I am proposing that we reschedule this for <u>Monday</u>, <u>June 6</u>, <u>at 6:00 P.M.</u>, Pioneer Center (if available - Kathy please confirm). Those PRAC members appointed to this committee (Bill -chair, Dan, Beth, and Haven -alternate), will you please confirm your availability with me as soon as possible. Having this date scheduled will also give us the ability to call a special meeting of PRAC the same night should any time-sensitive issues arrive before the regularly scheduled June meeting (27th).

Thank you for your understanding, and please let me know if you have any questions.

From: Sent: ʃo:	Shawn Dachtler [Shawn.Dachtler@nwtd.com] Thursday, May 19, 2005 10:25 AM IntStats; Bill Woods; Scott Archer; Beth Park; Bill Woods (E-mail 2); Dan Kromer (home); Dan Kromer (work); Havan Jones; Lisa Wright-Wilson; Peter Winstead
Cc:	Jim Row; Larry Potter; Kathy Wiseman
Subject:	May PRAC Meeting

Greetings PRAC members and Staff, (Scott, please pass a copy of this to Martha)

Let me take a minute to talk about this months PRAC meeting, possible budget implications, and lack of agenda items. As all of you probably know by now, the annexation measure failed. The immediate result will be budget cuts in all city departments.

Normally, PRAC members are asked to submit any new business agenda items by the Monday prior to the monthly meeting. As of May 16 Scott Archer nor I received any suggested agenda items. Because, technically, we did meet in the month of May, we felt it was best to cancel any formal meeting for May due to lack of agenda items. During the April meeting we discussed the cuts that Scott Archer put in to the budget for 2006 (this is the budget that is intended to be used if the vote failed.)

We always have the ability to call a special meeting if necessary. I feel like this is an option we may consider in June. I think we need to see the direction of the Commission for now. If they do not intend to modify what Scott Archer proposed, then nothing is different than we've already discussed. If after next Monday's Work Session or the resulting meetings, we feel a special meeting is necessary, I will not hesitate to call one. Please follow this issue closely as I intend to do. If the majority of PRAC feels a special meeting is necessary then it will happen.

Respectfully,

-Shawn Dachtler

From: Sent:	Scott Archer Tuesday, May 03, 2005 5:37 PM
fo:	Beth Park; Bill Woods (E-mail 2); Bill Woods (E-mail); Dan Kromer (home); Dan Kromer
	(work); Doug Neeley; Havan Jones; Lisa Wright-Wilson; Peter Winstead; Shawn Dachtler - home; Shawn Dachtler - work
Cc:	Jim Row; Larry Potter
Subject:	Parks tour on Monday 5/9 reminder and attendance RSVP

Parks & Recreation Advisory Committee:

A reminder that our "**Parks Tour**" will be held this coming week - <u>Monday, May 9</u>. We will be meeting in the parking lot of the <u>Pioneer Center at 4:00 P.M</u>. Tour guide/driver Larry Potter says "Don't be late 'cause I won't wait!" O.K., he didn't really say that - I made it up. But seriously, we will be on a tight schedule to get to as many of the park sights as possible, so we would like to leave as soon as possible after 4:00. I am anticipating we will arrive back at the Pioneer Center by 8:00 P.M. If you are not able to make it by 4:00 and would like to join the tour in progress, let me know and I can give you my mobile phone number to call me for a location status during the tour. I will provide copies of maps and park information the evening of the tour. There will be a light dinner/snack provided that we can eat on the move or at one of our stops.

I would like to get an idea of how many people will be in attendance for the tour. Please RSVP your attendance to me by this Friday - this will be helpful in finalizing transportation needs and food.

I am looking forward to the tour and hope to see you all on Monday!

Thanks,

Parks & Recreation Advisory Committee - Parks Tour May 9, 2005, 4:00 P.M. Pioneer Community Center

Tentative Itinerary – Tour Route

Pioneer Community Center Senior Citizens Park Latourette Park Pool **Barclay** Park Atkinson Park Park Place Park End of Or Trail Int. Center Abernethy Cr. Park Clackamas River Trail Clackamette Park Jon Storm Park Sportcraft Landing Old Canemah Park Canemah Neighborhood Park Waterboard Park **Rivercrest Park** Hazelwood Park Hartke Park Chapin Park Oaktree Park Wesley Lynn Park Hillendale Park Mountain View Cemetery Barclay Hills Park Stafford Park Singer Creek Park Dement Park



From:Scott ArcherSent:Monday, May 23, 2005 3:28 PMFo:Beth Park; Bill Woods (E-mail 2); Bill Woods (E-mail); Dan Kromer (home); Dan Kromer
(work); Doug Neeley; Havan Jones; Lisa Wright-Wilson; Peter Winstead; Shawn Dachtler -
home; Shawn Dachtler - workCc:Jim Row; Larry Potter
Parks & Rec Report for April





Program Parks & Rec Report tendance April05.xls April 05.do... a

ks & Recreation Advisory Committee members:

Since we are not holding our regular meeting this month and for your reading enjoyment, I am sending you via this e-mail the monthly reports from April. These would have been normally sent as part of your information with the agenda this month.

Please let me know if you have any questions.

Thank you,



OREGON CITY PARKS & RECREATION

Parks & Recreation Monthly Report April 2005

Parks Development/Capital Projects

- <u>Dock at Jon Storm Park</u> The ribbon cutting and dedication ceremony for the new dock was held May 12. An estimated attendance of over 100 participants took part in the successful event "officially" opening the new dock and welcoming the new Belle of the Falls commercial tour vessel to Oregon City.
- <u>Wesley Lynn Park</u> This first phase of development for the new park is nearing completion with an estimated 30-45 days of construction remaining. Work left to complete includes installation of the playground, completion of some irrigation and finish grading, parking lot work, completion of tree and vegetation plantings. An official ribbon cutting/grand opening celebration will be planned for later in the summer.
- <u>New Restroom at Jon Storm Park</u> The restroom is under construction and well on its way to completion. The project is to be completed by June 30 and should be operational and open to the public soon after that date.
- <u>Grants</u> Grant applications have been submitted to Oregon State and decisions are pending for two projects: 1. Jon Storm Park would provide funding assistance for completion of the park. 2. Rivercrest Park improvements would assist in funding rehabilitation of tennis court/basketball area and add new water spray feature. Decisions on both of these grants are expected mid-summer.

Parks/Cemetery Maintenance

Parks

- Park Reservation Receipts- \$1,120.00
- RV Receipts- \$3,193.25 Occupancy rate- 19%
- Total Park Revenue- \$4,576.78
- Brush spraying completed throughout parks
- Completed power washing of Hillendale tennis court
- Seeded areas along Clackamas River Trail
- Floats installed at Clackamette Park boat launch
- Applied moss control to trails at Canemah, Singer Creek
- Applied in-field conditioner to Chapin and Hillendale (material supplied by OCYS)
 - P.O. Box 3040 320 Warner Milne Rd Oregon City, OR 97045 503-496-1565

- Seeded Singer Creek hillside
- Mulched shrub beds at Hillendale Park
- Spot- mulched piles at Firestone Alley, Clackamas River Trail for 1st City Cleanup
- Community Service completed weeding hillsides at Latourette, Atkinson, Sportcraft and Clackamette Park

Cemetery

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- Full Body burials 10
- Cremains 7
- Total Cemetery Revenue- \$18,663.75
- Community Service weed-eating around headstones in preparation for Memorial Day
- Shrub beds edged
- Mowing of Pioneer Cemetery in preparation of Memorial Day
- Cemetery crew assists parks in mowing lawns

O.C. Pool/Aquatics

- The spring sessions of swimming lesson filled very quickly this year
- We added a second computer at the front desk to add capacity for registering participants through the new computer system
- We have partnered with Sage Alternative School to offer PE classes to their students
- The wading pools at Rivercrest Park and at the swimming pool facility will be painted soon

Carnegie

- The first annual Earth Day Celebration went very well, despite the rain, which led to the cancellation of some activities. The 4-hour event was attended by over 50 people who enjoyed yoga demos, organic gardening lecture and hands on children's activities as well as food and refreshments.
- Colored Pencil Show opening was attended by more than 70 people
- The Sierra Club rented the facility for a large public event
- Farmers' Market posters, banners and flyers created as a part of the City's partnership in the program
- Many sponsors have signed on for the Concerts in the Park series. The program will run in the black for the first time ever. The performers scheduled for both the Concerts in the Park and for the 4th of July Celebration.

- Fund raising events Cake sales continue to produce about \$20-\$40 per week. Tax service provided approximately 650 people with help for taxes. Donations colleted were about \$450.
- A Church group rents the building every Sunday, Tuesday and Wednesday evenings. We also had two additional weddings rentals this month.
- Two trips were conducted this month Casino, and Lilac farm. Both were well attended. Roselinn Care Center took 1 trip.

- Four dine outs were held with an average of 10 16 people in attendance
- West Linn seniors went on two dine outs and 1 potluck with 12-15 participants per trip
- Donations: \$557.70 for the pioneer donation fund, and \$ 0 for meals on wheels
- The heat pump ordered to replace the failed unit
- Staff met with Art faire coordinators for First Timers Art Faire to be held at Pioneer Center
- Ride connection delivered or new van. We removed the 1992 van from service.
- Ribbon cutting ceremony for new van
- A volunteer recognition party was held for Pioneer Center volunteers
- Volunteer recognition party for City volunteers was held at the Pioneer center.
- Some issues with roof / gutters needed to be addressed and maintenance was requested

Recreation

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- Our partnership with Sage School to provide PE classes for their students began in April.
- We applied to OCCIT for funds devoted toward the Concerts in the Park program and the 4th of July Celebration Concert
- We applied to Metro Enhancement for the Fireworks program and Rivercrest Park Improvements

Up Coming Events/ Dates of note:

Aquatics

• Summer registration will be available online beginning May 26. Participants can register in-person on June 1.

Carnegie

- May Gallery Show will be a Garden Show featuring Gallery artists
- The Summer Trail News will be sent to the printer in May
- The Carnegie RFP review committee heard presentations from both proposers on May 11

Recreation

- The City is partnering with local groups in administering community events, such as the Family Fun Days in May and the Eel Fest in June
- The first Farmers' Market began May 14 at Clackamas County's new Public Services Building

Pioneer

- Three trips are planned for May
- Dine outs will be held at a variety of Oregon City locations
- Two West Linn dine outs and one potluck are scheduled for May

Concerns and Challenges:

Carnegie

 $[d_{k}]$

- Construction on 7th Street continues to be a problem. Co-operative advertising with other neighborhood businesses does bring in people to the Center
- Scheduling 2005 Concerts in the Park and the Fourth of July Celebration

Pioneer

Building maintenance continues to be an issue since regular repairs are only completed

two days per month.

- We need more reception area volunteers and more time to train them
- We are short on kitchen subs
- Need to continue recruiting Meals on Wheels volunteers to maintain the strength of the program
- Development of fund raising is time consuming, but we are getting up to speed by continuing to make contacts and develop events
- Staff drivers have been off work frequently due to injuries. The resulting heavy use of subs is hard on the budget.

Oregon City Parks and Rect. Program Attendance 2004-2005

2004-2005																										
Aquatics	July	July 03	August A	lugust 03 Sep	ntember Se	ept 03 (October (Oct 03 No	vember /	Vov 03	December	Dec 03 .	January J	an 04 F	ebruary F	ebruary	March	Mar 04	April	April	May	May 04	June	Jun 04	YTD	Prev YTD
School Lessons	0	0	0	0	1.242	687	2.552	2.609	1.386	1.276	2,026	2,436	2.133	1.145	2.042	22/5	1,942	1,360	2,395	2.273		-		· · · · · ·	15,718	14.131
Public Lessons	5,164	6,317	3,916	3,401	739	630	1.087	994	649	689	305	158	771	602	1.025	2 345	631	899	1,150	977					15,437	
Lap/ Adult Swim	606	637	631	640	401	442	653	830	768	619	608	612	821	579	788	691	887	611	901	661					7,064	
Recreational Swim	2,354	2,051	2,122	1,497	270	213	471	417	234	172	173	124	272	346	294	343	366	700	432	476					6,988	
Family Swim	233	352	262	181	49	67	101	119	190	79	71	41	115	65	154	112	168	163	138	154					1.481	
Water Exercise	859	787	794	652	395	428	763	881	759	622	425	397	519	380	510	676	592	751	636	1,004					6,252	
Swim Team/ Synchro	602	590	684	590	273	458	1.076	804	1,330	1.157	1.406	1.121	1.344	769	870	916	1,513	683	703	600					9,801	
Rentals	324	1.337	648	703	778	1.009		1.438	1,399	968	999	947	885	863		1,229	908	1.487	1.228	773					9,287	
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Carnegie																										
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Children's Museum	298	307	446	363	378	435	356	648	442	538	351	340	614	608	451	730	578	697	438	497					4,352	5,163
Adult Classes	110	61		20	10	37	13	109	41	177	10	16	6	35	9	57	10	29	92	20				(323	561
Youth Classes	50		44		8		22	6		6			12		16	6	31	17	128	56					311	
Meetings	67	60	52	20	63	43	31	67		167	55	16	13		17	8	63	61	23	51				1	384	
Concerts in the Park	3,750	3,200		3,475	700																				7,000	
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Congregate Meals	629	508	557	501	575	531	621	503	676	423	594	444	554	368	541	589	639	612	594	605					5,980	3,499
Transportation	958	1,217	1,303	842	920	615	818	810	732	780	714	833	781	566	773	824	868	993	. 777	885	_				8,644	
Outreach Services	704		733	2,921	655	2,877	581	3,305	655	615	722	777	589	867	739	730	821	845	664	845					6,863	
Trips	96	94	157	82	191	98	215	92	153	86	155	142	148	57	134	69	133	98	147	72	_				1,529	
Recreation	904	808	1,220	767	1,062	945	821	594	926	727	873	512	945	554	1,155	743	956	998	1,071	976		$ \rightarrow $			9,933	
Classes	186	446	53	152	294	417	470	531	406	512	480	190	484	266	589	404	559	345	495	441		+	-		4,010	
Meetings		139		80	141	94	485	181	244	362	366	89	262	167	269	331	576	602	249	217					2,74	
In-House Services Rentals	76		88	921	116	198	123	482	146	85	120	84	122	103	256	104	334	134	251	106					1,63	
Remais	/9	1,150	193	921	25	860	662	1,1/4	571	191	205	377	515	30	87	254	303	53	762	322		<u> </u>		<u> </u>	3,402	2 5,979
TOTAL PIONEER	6,366	9,897	6,729	8,713	6,443	8,858	7,353	10 280	6.973	5,920	7 240	6,025	6,942	5 002	6 094	6,166	7.858	7,107	7,775	6,873			0	0	70,66	75,974
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Parks																										
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Buena Vista	20	4	13	7	13	5	19		18	.3	18	2	3	2	2	2	3	2	4	1			_		11;	3 28
Chapin	29			12	7	1	3			- 1				-	4	-		1	2	2				C 23	56	
Clackamette General	10		13	11	7	5	1							-					2						33	
Clackamette Horseshoe	5			9	3	4						-						-	2		_				10	
Hillendale	15			12	5	5													0	2					30	
Rivercrest	9			10	7	10					10 A.		-						2	1					2	
Ball Fields											(2							2 0
RV Park	516			368	343	364	269	390	155	155	166	208	227	76	108	84	205	170	213	244					2,74	5 2,339
	Park atter			total number					aled number	r of renta	days															
TOTAL PARKS	604			429	385	394	292	390	173	158	184	210	230	78	114	86	208	173	227	250	(0 0	0	0	3,024	1 2,486
																									<u></u>	
Grand Total All	24,288	28,491	22,158	22,043	13,741	15,163	18,447	20,857	16,186	14,026	15,743	14,034	16,544 1	2,148	16,137	8,022	17,447	16,856	18,751	17,365	(0	0	0	179,442	2 178,145

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