



OREGON CITY PARKS & RECREATION

Parks and Recreation Advisory Committee

Meeting Announcement

Wednesday, June 27, 2001

Meeting Location: Pioneer Community Center, Lower Level

Agenda

This is the third Public Workshop on the Jessie Court Site: 6:30-8:30 PM

A short PRAC meeting will be held at the conclusion of this meeting.

Included in this mailing:

Amended PRAC Meeting Minutes, April 23, 2001

PRAC Meeting Minutes, June 5, 2001

Park Naming Policy

Monthly Report

Please note: PRAC will need to determine, weather or not they wish to write a letter of support for the Waterfront Master Plan to be included in the City Commission Report on this project. If you can, please attend the July 26th Public Meeting so that you know what is in the plan. Walker Macy is not scheduled to make a separate presentation to the PRAC.

Information Only:

June 28-July 4: Dee out of the office

July 4: Tri Cities Fireworks Display and Concert: Clackamette Park, 7:00 PM

July 5: City Commission Meeting (rescheduled from July 4)

July 5: Summer Concerts at Rivercrest Park begin and continue each Thursday through August 30

July 10-17: Dee out of the office

July 26: Waterfront Master Plan work session: 7PM, Willamette Fall Education Center

July 31: Jessie Court final public work session: 6:30-8:30, Pioneer Community Center

August 6: Jessie Court work session with the Planning Commission?

August 15: Jessie Court work session with the City Commission



Oregon City Parks and Recreation -POLICY-

TITLE: POLICY FOR NAMING OR CHANGING NAMES OF PARKS, RECREATION/CEMETERY FACILITIES

EFFECTIVE DATE: March 15, 2001

Cancels:

See Also:

AUTHORIZED: Dee L. Craig, Director

PURPOSE

To outline the criteria and procedures for official naming and/or renaming of City parks, as well as park and cemetery facilities and recreation centers.

BACKGROUND

Oregon City Parks have traditionally been named for locations (Park Place) or special features (Canemah), or the acquired name from common usage (Carnegie Library to Carnegie Center). Occasionally parks, or amenities within a park or cemetery are named in honor of a particular individual or group who has made a significant contribution the facility.

Most recreation or community centers and facilities bear a name with some historical significance (Pioneer, End of the Trail) or identify their role (OC Pool) some the name of where they are located; and others the name of the geographic area. However, there is also a precedent for naming recreational facilities after citizens who have made a significant contribution to their community (Ermatinger House).

From time to time, individuals, community organizations and neighborhood associations petition the City requesting a naming or renaming of a facility to honor a particular individual. The following policy will formalize consideration of these requests and assure reasonable commemorative opportunities for the community along with minimal confusion and maximum access to the general public.

Policy

Designation of names for parks, cemetery, and recreation facilities shall be in accordance with criteria and procedures set forth below.

NAMING PARKS, CEMETERY, AND RECREATION FACILITIES

The naming of parks, cemetery, and recreation areas and facilities should be approached with patience and deliberation.

Confusion should be minimized by avoiding names that are similar to those of existing parks and playgrounds in the system, or geographic areas, which are so broad that they could encompass many sites.

Conditions and stipulations of original property donation or deed shall be honored regarding the name of a park, cemetery or recreation/community center.

Consideration in naming parks shall first be given to geographical location (unless this would be so vague as to cause confusion), natural or geological features, and names in common usage;

Park, cemetery, and park facilities, or community/recreation centers may be named for an individual under the following conditions: The person has made a significant contribution to the citizens of the City of Oregon City or to Oregon City Parks, Recreation and Cemetery; the individual is deceased and approval is granted by the next of kin; or the individual is still living and grants permission for the use of their name.

Recreation/Community Centers shall be named, whenever possible, for the unique geographic location that gives identity to the community or the park in which it is located unless in doing so it would create confusion with other facilities located in the area which may or may not be on the same property.

RENAMING PARKS, CEMETERY, AND RECREATION FACILITIES

Parks meet open space and recreation needs within the entire community. They are intentionally named for significant feature, which will identify them with a particular neighborhood or site because

- a) The site name is familiar to most of the residents; and
- b) b) throughout the city any resident can more easily locate any park if it is named by location or significant feature.

There are instances when it is the overwhelming desire of the community to memorialize an individual. Renaming a park, park or cemetery facility or recreation/community center in memory of an individual is a significant permanent City honor and will be done carefully and deliberately. Each application must follow the process listed below.

The proposal must be reviewed by a standing committee* through a specific process which will include:

verification of documentation showing that the individual has been a figure of historic significance to the City or Oregon City Parks, Recreation and Cemetery and has not been appropriately honored locally in some other way;

Verification of documentation showing that the individual is deceased for at least two years and that the proposal meets the approval of the individual's surviving spouse, children or parents, if any, or documented approval of the individual, if living;

review of documentation relating to appropriateness of specific site proposed for renaming, and;

recommendation through PRAC to the City Commission regarding the individual as a candidate for honor or memorialization.

*The standing committee shall include the Director of Parks and Recreation, two members of PRAC, and the staff liaison to the Neighborhood Associations or CICC.

Review of the standing committee clears the application for the remainder of the process;

Parks renamed after individuals will retain the geographic location as part of the name;

Existing park, park or cemetery facilities or recreation/community center names, which are considered historically significant, will not usually be changed;

Exceptions to these criteria may be considered by the City Commission if renaming a park, park or cemetery facility or recreation/community center has been made a condition of accepting a donation of more than 51% of the total costs of land purchase, full development of any park, renovating or building onto a recreation center. (i.e.: addition of a pool to an existing center, covering an existing pool, adding a gymnasium or making other significant building improvements);

In all cases, the City Commission shall have the prerogative of accepting or rejecting the proposed name change, and;

Bestowing an individual's name on a park or park, cemetery or recreation/community facility shall be considered permanent.

OTHER OPTIONS FOR MEMORIALIZATION

Parks are not intended to be memorial gardens and the proliferation of plaques and markers detracts from the purpose for which parks are established. However, there are instances in which the community's wish to memorialize an individual or event may be appropriately accommodated. Historical markers are traditional examples. Others include plaques affixed to denote significant gifts to a particular park. The wish to memorialize individuals and events within each generation certainly exceeds the number of parks to be named. Oregon City Parks and Recreation will establish policy accepting memorial plaques to be displayed in the main areas of Recreation/Community Centers on the recommendation of a neighborhood association according to the criteria outlined below:

The sponsoring group or individual provides the plaque and replaces it if defaced or stolen;

Oregon City Parks and Recreation offers routine maintenance and care of the plaque, and;

Placement of all plaques is subject to the discretion of Oregon City Parks and Recreation, however, they will all be placed together in a prominent location.

PROCESS

Naming new parks, park and cemetery facilities or recreation/community centers:

Oregon City Parks and Recreation Staff will recommend a park name based on priority criteria of geographical location, natural or geological features, names in common usage, or the name of an individual or group who has made a significant contribution to either Oregon City Parks and Recreation as a whole or has promoted leisure activities in that specific geographic location.

Renaming existing parks, park facilities or recreation centers:

City Commission may choose to rename a park, park or cemetery facility or recreation/community center, or an individual or group may request a name change. In the latter case, the process would be as follows:

The applicant should submit a "Proposal Letter" to Oregon City Parks and Recreation, which shall include: the proposed name change, purpose of change, and complete information relating to the criteria of the policy;

Living next of kin, or the recipient (if still living), shall be queried as to their wishes regarding such a request. If approved by the next of kin, or the individual, written documentation of the approval must be submitted with the "Proposal Letter". If disapproved by the next of kin, or the individual, the application will not be considered further. The exception would be an historical figure whose death is extremely remote in history;

The "Proposal Letter" is submitted to Oregon City Parks and Recreation;

The affected neighborhood association will be notified of the pending proposal by forwarding a copy of the "Proposal Letter" as soon as it is received by Oregon City Parks and Recreation;

The standing committee reviews the proposal for appropriateness relative to stated criteria and submits a report to the PRAC;

After reviewing the committee's report the PRAC may determine that the request is inappropriate; or the PRAC may refer the request to the Director of Parks and Recreation who will hold a public hearing requesting public opinion of the proposed name change;

Following a public hearing, the Director of Oregon City Parks and Recreation and/or the City Manager may determine that the name change is inappropriate or will present the proposed name change to City Commission with a recommendation;

The City Commission makes the final decision.

Appeal process: Any person whose application is denied at any level except City Commission may file an appeal with the City Recorder, which shall be forwarded to the Commission for consideration.