

OREGON CITY PARKS & RECREATION

Parks and Recreation Advisory Committee Meeting Announcement

Monday: October 23, 2000

Meeting Location: Pioneer Community Center, Lower Level

Agenda

Call to Order Bill Daniels, Chair 7:00 PM

✓ Welcome and Introductions
Introduction of Larry Potter, Park Maintenance and Facilities Manager Dee

✓ Approval of Minutes Bill Daniels, Chair
June 26, 2000
September 25, 2000

Old Business

- ✓ 1. Name Change for Carnegie Building
- ✓ 2. Concert Meeting Report
- ✓ 3. Park SDC Work Session with Commission, November 1, 6 PM
Public Hearing on Park SDCs, November 15, City Commission Meeting
- 4. Waterfront Master Plan process: Commission work session, 6 PM October 25

New Business *Visioning Project*

Director's Report Dee Craig

Next Meeting Date: November 27, 2000 7:00 PM

Adjourn: 9:00 PM


*Decision or Recommendation Required

For Future Agendas:
Park Signage Standards and design:
Buildings
Parks

Park and Recreation Advisory Committee
Monday, September 25, 2000

The September 25th meeting of the PRAC was called to order by Chair, Bill Daniels at 7:12 PM.

Attendance:

Members: Bill Daniels, Paula Oerter, Michael Mason, Robert Bailey, Rob Harvey, Bill Woods
Excused: Carolyn Orlando, 
Staff: Dee Craig, Director
Guests: Don Ganer, Don Ganer and Assoc.

Approval of Minutes: This was tabled to the next meeting because, since the minutes were sent out during the summer, not everyone had a copy to review. Dee will have the June Minutes resent with the October Meeting Agenda.

Old Business:

Park SDC Report: Don Ganer of Don Ganer and Associates, SDC Consultant walked the group through the Methodology Report which he had prepared with the assistance of an SDC Ad Hoc Committee. Don explained the process, which the committee used to update Oregon City Park and Recreation's current System Development Charges as well as explaining the rationale behind establishing fees to be accessed in the urban growth area outside of the City Limits.

Following considerable discussion and a question and answer period, it was moved by Robert Bailey, seconded by Bill Woods that PRAC submit the Methodology Report to the City Commission with a recommendation to establish new Park SDC fees as outlined in the Methodology Report. Motion Passed.

Dee explained that in accordance with ORS stipulations, the Public Hearing Notice for this issue must be mailed out to anyone who had requested it 45 days prior to the Hearing and that 30 days prior to the Public Hearing, the City is required to post a Notice of the Public Hearing wherever they normally post Commission Meeting Notices. As such, the earliest date that this Hearing can be held is at the November 15 Commission Meeting. Dee will make sure that all notices are posted as required.

A Commission Work Session will be scheduled November 1 at 6PM with the Commission.

**McLoughlin
School/Park**

Concern was expressed regarding the lack of parking around the back fields. It was noted that a small parking lot connected to the fields by a path has been suggested in the plan but the consensus was that this is still inadequate. It was suggested that the City make every effort to obtain additional property on Hazel Grove Street if it should become available to add to this site, to develop additional parking. It was moved by Bill Woods and seconded by Paula Oerter to accept this Feasibility Study and forward it on to the appropriate bodies for approval. Motioned passed.

Dee will meet with Planning to discuss what process will be required at their level, if any, prior to forwarding the study on to the City Commission for acceptance.

**Chapin Park
Master Plan**

Dee and Bill Woods brought the group up to speed on this project. The public comment period has been extended until mid October. After that Walker Macy will prepare Master Plan documents to submit to Planning. The current timeline shows this project going to Commission for a Public Hearing early next year.

**Carnegie
Center Name**

Dee explained the City's desire to determine what the name of this facility will be as the renovation plans call for putting the name above the door when the entrance is restored to its original design.

It was moved by Robert Bailey and Seconded by Bill Woods that PRAC support the name **Carnegie Center** and that this recommendation be forwarded to the McLoughlin Neighborhood Association. If the Neighborhood Association agrees, that a joint recommendation be forwarded to the City Commission supporting this name change, and if the Neighborhood Association does not concur, that a joint meeting of these two groups be scheduled. Motioned Passed.

**New Business
Jessie Court**

Funding to begin the implementation of the Park and Recreation Master Plan was included in the current budget. Dee is recommending that this money be used to begin the planning process for the Jessie Court property. PRAC concurs that an RFP should be prepared to begin this process.

**Director's Report
Carnegie Concerts**

Dee shared some of the history and also her concerns regarding the concerts. We also discussed the fact that they may need to be re-located for next year due to the construction project. Dee shared her concerns regarding who is the sponsoring party for these concerts and who should be making the decisions and operating the concerts. PRAC supports keeping the management of the concerts with the City. They believe that this concert series is a program of Oregon City Parks and Recreation's Carnegie Art Center program.

Dee announced that there would be a wrap up meeting of all interested parties on October 18 and suggested that PRAC appoint one or two representative to this meeting. Carolyn Orlando was suggested, Dee will contact Carolyn. Rob Harvey volunteered to be the other representative.

**Riverfront Master
Plan**

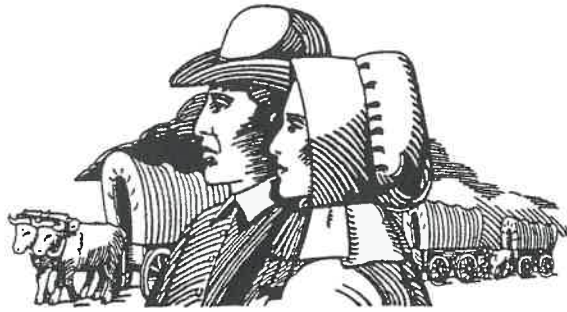
Dee share that 7 design teams had submitted proposals for this plan and that staff would be meeting in the morning to make a final selection. A recommendation will go to the Urban Renewal Agency and to the full Commission on October 4. The property for sale next to McDonald's was also discussed as its sale may impact Clackamette Park and this is part of the Riverfront Masterplanning area.

It was moved by Robert Bailey and seconded by Paula Oerter that PRAC recommend to the City Commission and the Urban Renewal Agency that a design team be selected, a contract approved, and this important public planning process be started. Motioned Passed.

It was further suggested that Chairperson, Bill Daniels write a letter to the Urban Renewal Agency/City Commissioners urging them to accept the staff recommendation and begin the planning process. Bill will see that this letter goes out this week so that they will all know where PRAC stands prior to next Wednesday's meeting.

Bank Stabilization Michael Mason announced the Bank Stabilization meeting is scheduled for tomorrow night at 7 PM in Commission Chambers. He and Bill Daniels plan to attend and he urged other PRAC members to attend if they could.

Meeting was adjourned by Chair Bill Daniels at 9:50 PM.



OREGON CITY PARKS & RECREATION
Activity Report
Program:

September 25 through October 20

Highlights of the Past Month:

Pioneer:

- ◆ Assisted 65 Seniors to obtain fuel assistance
- ◆ Mural in entry completed. Painted by Nancy Howard, Friends of the Pioneer Center member
- ◆ Facility use: 1239 seniors; 582 community; 886 transportation; 211 volunteers; 1838 outreach requests.

Cemetery

- ◆ M&N Irrigation project is completed
- ◆ Dan Bronleewe, Oregon Memorials, Cemetery staff and Bill Wynn, Stone Mason Apprenticeship Program met regarding the concrete foundation for the Memorial Wall. Project is expected to be completed by January 2001.

Parks:

- ◆ Jackson Memorial Drinking Fountain and plaque, donated by the Optimist Club, installed at the Carnegie Center.
- ◆ Winterization of Parks should be completed by November 15.
- ◆ Larry Potter, Parks and Facilities Operation Manager started October 16.
- ◆ Dangerous Play equipment at Hartke is scheduled for removal, all playground equipment will be inspected and either repaired or targeted for removal depending on the status of the equipment.
- ◆ The Skatepark construction is on schedule, cement work will begin within the next week.

Carnegie Monthly Report:

- ◆ Children's Museum attendance picking up due to rainy weather.
- ◆ Saturday Nite Java started off with a bang, good attendance.

Recreation:

- ◆ Recreation Programmer, Michelle Edmondson started, October 2; currently housed at Carnegie Center.
- ◆ Contacting potential instructors for winter classes; gathering information for special events such as Ski Day.
- ◆ Fun Day for children ages 4-8 scheduled for November 24th at the pool, crafts, games and swimming.
- ◆ Developing registration procedures and instructor guidelines for use in scheduling.
- ◆ Co-Sponsored Punt Pass and Kick Competition with Oregon City Optimists

Administration:

- ◆ All staff meet with new IS Manager to discuss needs of the department
- ◆ Skatepark fundraising is progressing: Fliers mailed out with water bills and sent to selected businesses. Special account established to track donations.
- ◆ Ermatinger House steps repaired and alarm system installed
- ◆ Recreation Division staff attended the Oregon Park and Recreation Conference.
- ◆ Chapin Park Masterplan draft distributed to local residents for written comment.
- ◆ Summer Concert evaluation meeting held, plan for next year.

Up Coming Events/Date of note:**Pioneer:**

- ◆ Flu Shots scheduled for Thursday, November 2nd, 9:00-11:30 am
- ◆ Center is closed for maintenance October 25-27. Meals on Wheels will continue.
- ◆ Roof repair work should begin by November 1.

Cemetery:

- ◆ Cemetery Fall Clean Up scheduled Thursday, November 16, 2000. OCHS Jr. ROTC and Oregon City Optimist Club will assist in the clean up.

Carnegie Art Program:

- ◆ Trick or Treat in the Children's Museum on October 27.
- ◆ November gallery show will be Norm Bersheim.
- ◆ Highland Tea, November 4, benefit for Carnegie Center.
- ◆ Halloween events scheduled both at Carnegie and Ermatinger House

Recreation:

- ◆ Fall classes and events to be advertised December/January.

Aquatics:

- ◆ Halloween event on October 27th (Swamp Swim and Monster Mash)

Concerns and Challenges

- ◆ Chapin Park Masterplan: Community consensus
- ◆ Carnegie Center/Library Park playground equipment: Consensus
- ◆ Establishing Park maintenance priorities and routes, budget

Summer Parks Program 2000								
	Week	Date	Kids Conn AM	Conn PM	Rivercrest	Teen Scene	Ext.Day	Wee. Total
	Week 1	6/19-6/23	6	3	35	23	10	67
	Week 2	6/26-6/30	12	1	41	23	17	77
	Week 3	7/3-7/7	3	0	45	18	15	66
	Week 4	7/10-7/14	15	0	60	34		109
	Week 5	7/17-7/21	4	0	88	23	24	115
	Week 6	7/24-7/28	12	6	74	31		123
	Week 7	7/31-8/4	9	1	92	40	25	142
	Week 8	8/7-8/11	4	2	60	32	22	98
	Week 9	8/14-8/18	15	6	62	20		103
	Week 10	8/21-8/25	17	6	64	15		102
	Week 11	8/28-9/1	14		49	14		77
Total Attendance			111	25	670	273	113	1079
Revenue		Cost/ Ea	\$ 18.00	\$ 18.00	\$ 20.00	\$ 17.50	1.00/ hour	
		Total/ Progr	\$ 1,998.00	\$ 450.00	\$ 13,400.00	\$ 4,777.50	\$ 1,465.00	
Total Revenue	\$ 22,090.50							
FIELD TRIPS								
Ice Chalet						\$ 162.50		
Club Sport						\$ 248.00		
Portland Rockies					\$ 245.00			
Environmental Learning Ctr					\$ 162.50			
Pete's Walking Tour					\$ 50.00			
Portland Rockies						\$ 190.00		
Harts Reptile World								
Clackamas Community Coll.					\$ 147.50			
Birds of Prey					\$ 142.50			
OMSI						\$ 42.50		\$ 42.50
METRO/Zoo					\$ 228.40			\$ 228.40
Gladstone Bowl						\$ 76.50		
Total Field Trip Expenses*					\$ 747.50	\$ 643.00		\$ 1,390.50
Total Transportation Expense					\$ 1,059.05	\$ 431.52	\$ 1,705.54	\$ 1,705.54
Total Craft/ Misc. Expense							\$ 5,483.93	\$ 5,483.93
Per Student Expense (weekly)				Wages				
Wages (Rivercrest)		\$ 38.28		Program	Hours	Ave Wage	Total Wages	Weekly Wages
Wages (Teen Scene)		\$ 51.13		Dorion	525	11.79	\$ 6,189.75	
Wages (Kids Connection)		\$ 48.42		Rivercrest	2,566.00	\$ 8.50	\$ 21,811.00	\$ 1,982.82
Crafts		\$ 5.08		Teen Scene	1,460.00	\$ 8.50	\$ 12,410.00	\$ 1,128.18
Transportation		\$ 1.58		Kids Connection	680.00	\$ 8.50	\$ 5,780.00	\$ 525.45
Field Trips (Rivercrest)		\$ 1.12						
Field Trips (Teen Scene)		\$ 2.36		Overall				
Total (Rivercrest)		\$ 46.06			Rivercrest	Teen Scene	Kids Conn	
Total (Teen Scene)		\$ 60.14		Revenue	\$ 14,865.00	\$ 4,777.50	\$ 2,448.00	\$ 22,090.50
Total (Kids Connection)		\$ 53.50		Staff Wages	\$ 21,811.00	\$ 12,410.00	\$ 5,780.00	\$ 40,001.00
				Dorion Wages	\$ 3,837.65	\$ 1,547.44	\$ 804.67	\$ 6,189.75
				Crafts	\$ 3,405.22	\$ 1,387.50	\$ 691.21	\$ 5,483.93
				Transportation	\$ 1,059.05	\$ 431.52	\$ -	\$ 1,705.54
Revenue Recovery Rate	40%			Field Trips	\$ 747.50	\$ 643.00	\$ -	\$ 1,390.50
				Total Costs	\$ 30,860.41	\$ 16,419.46	\$ 7,275.88	\$ 54,770.72
				Net Loss	\$ (12,157.77)	\$ (10,094.52)	\$ (4,023.21)	\$ (26,275.50)