

CITY OF OREGON CITY

Incorporated 1844

PUBLIC WORKS DEPARTMENT

Parks - Memorials

500 Hilda Street • Oregon City, OR • 97045
(503) 657-8299 • FAX (503) 656-7488

Meeting Notice
Park and Recreations Advisory Committee
Monthly Meeting
Monday, August 23, 1999
7:00 p.m.
Carnegie Center
606 John Adams

Friends of Carnegie
behind McLoughlin School (by walking path) get more info

Agenda

Welcome and Introductions

7:00 p.m.

Call to Order, Bill Daniels, PRAC Chairman

Review and Approve June Minutes *

Future Agenda Items

Recreation Update — *master Plan*

Unfinished Business

New Business

Advisory Board Vacancy Process — Fran

Sign Standard for Parks — Jim Row

Playground Equipment — Carnegie — Jim Row

Skate Park Update — Jim Row

Sr ctr Advisory
Dept. Structure Jan 1
update SDC's
under fees
Chapin Parking lot

Announcements

Assignments

Next Meeting Date

September 27, 1999

Adjourn

9:00 p.m.

* Requires a vote

For Special Assistance Due to Disability,
please call City Hall forty-eight hours prior to the meeting date @ 657-0891

Please post at City Hall/Municipal Elevator/Pioneer Community Center/Fire Stations/Public Works/Carnegie Center
Swimming Pool/Cemetery



Memo

City of Oregon City

**PARKS AND
RECREATION**

PARKS

Administration
122 S. Center
Oregon City, OR 97045
(503) 657-8241
FAX (503) 650-9590

Maintenance & Reservations
500 Hilda Street
Oregon City, OR 97045
(503) 657-8299
FAX (503) 656-7488

RECREATION

Administration
606 John Adams
Oregon City, OR 97045
(503) 557-9199
FAX (503) 557-9290

Swimming Pool
1211 Jackson
Oregon City, OR 97045
(503) 657-8273

Pioneer Community Center
615 5th Street
Oregon City, OR 97045
(503) 657-8287

Carnegie Center
606 John Adams
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(503) 557-9199
FAX (503) 557-9290

To: Parks and Recreation Advisory Committee Members

From: Jim Row, Aquatics Coordinator

CC:

Date: 08/23/99

Re: Park and Recreation Update

The Park and Recreation Master Plan was adopted by the City Commission Wednesday, August 18. The Master Plan will serve as our guide to the acquisition, development and maintenance of parkland and facilities, as well as, the operation of recreational programs. The Master Plan also speaks to management structure by recommending that Parks and Recreation come together under a single department.

Since the summer of 1998, the Recreation Department has been involved in a fundraiser to install playground equipment at the Carnegie Center (Library Park). Approximately \$9,000 of the anticipated cost of \$14,000 has been raised to date, and is currently held by the Civic Improvement Trust. There is currently some conflict with the McLoughlin Neighborhood association over the style and placement of the playground. Some people would like the playground to be constructed out of wood, rather than the brightly colored plastics and metals proposed. In addition, some would rather not remove the swings and slide that are currently in the park. It has been suggested that the new playground equipment be installed in Senior Citizens Park, instead. Whatever must be done, I believe it is our responsibility to deliver the product we advertised. We have taken in a substantial amount of money that cannot be returned. I will work with the Neighborhood Association to find some common ground.

The City Commission has selected the area south of the horseshoe pits in Clackamette Park as the site for the new skate park. The skate park is a joint venture between Oregon City, Gladstone and Milwaukie that has been in the works for over four years. It is time to move ahead and work toward completion of the project. Each of the three cities has





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already contributed approximately \$2,500. In addition, The Gladstone School District recently secured a \$60,000 grant. With nearly \$70,000 in hand, we need to focus our efforts on soliciting donations of materials and services. A survey will be ordered and sent to the design firm within the next week. We hope to have a final design and a materials list soon. The Community Development Department estimates that we may be able to break ground in the spring of 2000.

There is a desire to re-name Library Park and install a new sign. The interim city manager believes the Park and Recreation Advisory Committee should first develop park sign standards. What should they look like? What should they say? What materials should they be constructed of? These are some of the questions we should answer prior to the installation of a new sign. Incidentally, the Carnegie Center budget has about \$2,000 available that could be used to purchase a sign this fiscal year.





Howard Post (canemah)
 Dirk Ellis (At. Large)
 Steve Poyser (McLoughlin)
 Todd Iselin (Architect)
 Claire Met (Chamber)

materials?
 size?
 design?

we set parameters
 & let each neighborhood
 design their own
 sign.



City of Oregon City
Office of the City Manager

Memorandum

TO: Department Directors
Staff to Advisory Boards

FROM: Chris Jordan, Interim City Manager *CJ*

DATE: July 27, 1999

SUBJECT: Process of Filling Advisory Board Vacancies

As you know, the authority to appoint members of boards and commissions rests with the Mayor. I have become concerned that there is not a coordinated, consistent approach to providing the Mayor with the information that he needs to make informed decisions on these appointments.

To provide better support to the Mayor in this area, solicitation of applicants for vacant board or commission positions now will be managed by the City Manager's Office. Jean Elliott and Leilani Bronson will work with Mary Palmer on developing procedures to accomplish this responsibility. In the meantime, attached to this memo is an updated list of Board and Commission members. Please review the list, edit as appropriate, and return it to my office as soon as possible.

In the coming weeks, you will receive additional information from Jean, Leilani and Mary on how the process will work in the future. I encourage you to share this information with your committees.

Thank you for help in this matter.

memo to mayor in advance (now)

Attachment *Playground P & R Auth.*
& to Commission

PARK AND RECREATION ADVISORY COMMITTEE

(7 Members - 3-Year Terms)

Oregon City Recreation Advisory Association created November 3, 1983 with 9 members; bylaws adopted October 11, 1984; bylaws amended June 12, 1986 by Resolution No. 86-25; bylaws amended and name changed to Park and Recreation Advisory Committee by Commission on September 2, 1992; New bylaws adopted May 6, 1998: members to be at-large; chair and v-chair 2-year terms; new Bylaws adopted May 6, 1998 (CR98-67).

Staff: Public Works

2
2000
3
WILLIAM DANIELS, Chair
524 High Street, OC
Home Phone: 655-3849
Office:
Term to Expire: 12-31-2000

3
DAPHNE WUEST, Vice-Chair
915 Center Street, OC
Home Phone: 655-9238
Term to Expire: 12-31-2000

8, 1
CHARLES "OLE" JOHNSON
18840 Boynston Street, OC
Phone: 657-9322

Term to Expire: 12-31-2000

7
VACANT

, OC
Phone:

Term to Expire: 12-31-2001

4
2002
PAULA OERTER
18795 S Leland Rd, OC
Home Phone: 656-5939
Office: 657-2407
Fax: 657-2536
Term to expire: 12-31-2001 02

5
2002
ROB HARVEY
814 6th Street, OC
Phone: 657-5113
Term to Expire: 12-31-2001 02

6
ROBERT BAILEY
310 S. High Street, OC
Phone: 722-4211
Work: 731-4065 x27
Term to Expire: 12-31-2001 03

02

March 15, 1999

TO: Oregon City Youth Sports Members
Parks & Recreation Advisory Committee, City of Oregon City
Allen Toman, Operations Supervisor for Parks & Memorials, City of Oregon City
Rick McClung, Director of Public Works, City of Oregon City
Charlie Leeson, City Manager, City of Oregon City
John Williams, Mayor, City of Oregon City

FROM: Joyce Clark
Chair, Parks Committee
South End Neighborhood Association



Currently, Chapin Park is a neighborhood/community park. It is a multi-use park, shared by walkers/runners who regularly use the walking/running path, children who use the new playground equipment, people walking their dogs, people coming to picnic in the park or to participate in other outside activities such as frisbee, flying model airplanes, riding bicycles & roller blading, and seasonally, by soccer players and baseball and softball players.

It has been the general consensus of South End Neighborhood Association that Chapin Park is not the appropriate venue to be developed into a major sports complex. A major sports complex would need to be much larger in size (40+ acres) and also needs to be in a location where adequate parking is available--among other things. At the present time, Chapin park is the only park in Oregon City with four fairly usable ballfields--and some of these are apparently NOT "regulation". Currently, the City of Oregon City Parks and Recreation Master Plan is being developed and the neighborhood association certainly acknowledges and definitely agrees that Oregon City is in need of a sports complex with enough well-maintained, regulation-approved ball fields to serve not only the current population, but also future growth. While the location and funding for this future complex is unknown at the present time, this issue is being addressed by the Oregon City Parks and Recreation Master Plan committee.

Chapin Park is unique in that it is surrounded by two neighborhood associations: South End and Tower Vista. These two neighborhood associations need to be involved in developing the individual Master Plan for Chapin Park, working in conjunction with the Parks & Recreation Advisory Committee, and the Parks and Public Works Departments, ultimately going before our City Commission for final approval. The goal should be to assure that the park will serve the

needs of all users and still maintain a high standard of liveability for the homeowners and neighbors in the area. Neighbors who live in the area have a vested interest in not only their own property, but also the activities in the Park, since those activities directly affect both the quality of life and monetary value of the homeowners' property. Therefore, it is important that these people be part of the plan development. What happens in Chapin Park has an impact on the whole neighborhood, not just the neighbors whose property adjoins the park. All neighbors are affected by increased vehicular traffic, parking along neighborhood streets and the impact of high use in the park. The development of an individual Master Plan for Chapin Park which will meet the long range needs and goals of both the city and the neighborhood is a necessity. Since the current plan is merely a "conceptual" plan, until a final, approved Master Plan is in place, we need to be very careful about what improvements or additions are made.

When ball diamonds #3 and #4 were added to Chapin Park, the "conceptual" plan for Chapin, was not followed, and there was no input from the neighbors in the area. Unfortunately, there was no consideration given to additional parking that would be needed by adding two additional ball fields. It should be the desire of all concerned to alleviate problems like this in the future by making sure a well thought out Master Plan is developed.

During the off season for baseball/softball, there generally are no problems with users having access to walking/running paths and play equipment. Generally, dog owners keep dogs on leash and clean up after them, however, there are a few violators. This is a problem that should be addressed, perhaps with additional, more direct signage. Signs should also be placed near the tot playground equipment indicating weight or age restrictions.

When baseball/softball season begins, the impact of the sheer number of ballplayers, parents and coaches often preclude others from using the park at certain times. The hope is that the park can be shared by everyone, even during high use times. To that end, it will be very helpful if OCYS leaders, coaches and parents work with users from within the neighborhoods surrounding the park and with those users who come from others areas of Oregon City and even surrounding communities.

It is acknowledged with thanks and appreciation that most of the upkeep of the park, fertilization, mowing and total maintenance of the ball fields is done by volunteers from the OCYS Association, thus, keeping Chapin Park green and beautiful during the sports season.

Acknowledgment is also in order to Tower Vista Neighborhood Association and South End Neighborhood Association for their combined efforts in working diligently with the City on obtaining and installing the new playground equipment. Volunteers from the neighborhood associations did most of the installation of the equipment, working in conjunction with Allen Toman and his crew from the Parks Department.

In addition, the neighborhood associations have worked with the Parks and Public Works Departments to have a covered picnic shelter installed, hopefully by June of this year. The neighborhood associations have also expressed a desire to have some shade trees planted in the park. Some time ago, a request was made to have a pay telephone installed near the restrooms at Chapin Park and handicap access at Glacier Street has been requested.

In the interest of keeping Chapin Park a pleasant and safe park for all users, it would be appreciated if the following information is shared with all of the ball players, coaches and parents:

- > No vehicle traffic is allowed on the walking/running path. City of Oregon City code #12.16.020, item D. states: It is unlawful for any person to: Operate or park a motor vehicle in a public park except on roads or designated parking areas. The walking/jogging path is not a road and it is not safe, reasonable nor prudent for coaches to drive private vehicles on the pathway from the parking lot on Warner-Parrott to the ballfields in order to drop off equipment.

In addition, City Code Chapter 12.24.040, Item G. states: Accessways shall be designed to prohibit motorized traffic. This refers to development of Pedestrian/Bicycle Accessways, and the path within the boundaries of Chapin Park is a Pedestrian/Bicycle Accessway.

There are several drop off areas close to the diamonds where coaches can drive to, drop equipment off, and then move their vehicles to a legal parking area. The drop off areas are: Hein Street, Buol Street and Glacier Street. Both Hein Street and Glacier Street areas are designated NO PARKING, which means that the coach would need to drive to that area, drop off the equipment and leave. The drop off area at Hein Street should also be used by the snack shack operators.

- > Ball players, coaches and parents should not block or obstruct the walking/jogging path in any way. Walkers/joggers and bikers should have access to the path.
- > Please have the players play practice catch parallel to the pathway, rather than throwing the ball directly toward the path.
- > It is also important that all users of the park acknowledge that they are considered "neighbors" when in the park and that the neighbors in the area expect visitors to the park to be good neighbors--not nuisance neighbors.
- > Parking in or blocking a homeowner's driveway is not appropriate.

- > It is not acceptable to use homeowners' fences as backstops for practice.
- > It is not acceptable to climb over a homeowners' fence to retrieve balls.

Balls will readily be given back to ball players IF ball players come to front door of homeowner OR if the homeowner sees a ball come into the yard, they will gladly return to player. MOST of the time, if the ball players are not on top of the homeowners' fence, this will not be a problem. Hopefully, common courtesy will allow park users to be a good neighbor when using the park facilities.

- > It is expected that all litter will be picked up and placed in the garbage cans. The City does not have a person hired to clean up after each ball team.
- > Restrooms have been renovated recently and your help in keeping them clean and debris free is expected. Again, the City does not have a person who is hired to clean the restrooms after each ball team using the park.

The ultimate goal is to keep Chapin Park a user friendly park, with a safe environment, free of conflicts between users, with little impact on the adjoining neighbors. Cooperative efforts by all involved will achieve our common goal.