

Meeting cancelled due to lack of quorum

AGENDA

**City of Oregon City, Oregon
Meeting of the Parks and Recreation Advisory Committee**

**City Hall
Commission Chambers
625 Center Street, Oregon City, OR 97045**

**Thursday, October 27, 2011
7:00 P.M.**

- 1) Call to order
- 2) Approval of minutes – September 22, 2011
- 3) Citizen comments on issues and items not on the agenda
- 4) General business
 - a) Oregon City Swimming Pool update presentation – Rochelle Parsch, Aquatic & Recreation Supervisor
 - b) Dog park
 - c) Pocket parks
 - d) PRAC member terms & applications
 - e) R.V. Park
 - f) Other general business
- 5) PRAC member reports
- 6) Staff reports
 - a) Canemah park project update
 - b) Sportcraft boat ramp project update
 - c) Update on Rotary Singer Creek project
 - d) Other
- 7) Next scheduled meeting date – December 1, 2011
- 8) Adjournment

AGENDA

City of Oregon City, Oregon Meeting of the Parks and Recreation Advisory Committee

**City Hall
Commission Chambers
625 Center Street, Oregon City, OR 97045**

**Thursday, October 27, 2011
7:00 P.M.**

- 1) Call to order
- 2) Approval of minutes – September 22, 2011
- 3) Citizen comments on issues and items not on the agenda
- 4) General business
 - a) Oregon City Swimming Pool update presentation – Rochelle Parsch, Aquatic & Recreation Supervisor
 - b) Dog park
 - c) Pocket parks
 - d) PRAC member terms & applications
 - e) R.V. Park
 - f) Other general business
- 5) PRAC member reports
- 6) Staff reports
 - a) Canemah park project update
 - b) Sportcraft boat ramp project update
 - c) Update on Rotary Singer Creek project
 - d) Other
- 7) Next scheduled meeting date – December 1, 2011
- 8) Adjournment

Scott Archer

From: Bryan and Shannon Watt [watseaco777@bctonline.com]
Sent: Friday, September 23, 2011 3:39 PM
to: Bryan Watt alternate e-mail
Cc: Denise Kai; Ted Schumaker; Steve Orr; Patrick Sweeney; Mike Mitchell; Marty Bertsch; Lynn Betteridge; Don smith; Bryan Watt; Brian Burke; Scott Archer; Larry Potter
Subject: PRAC Meeting Update

First off, please use the watseaco@aol.com address for me because the 777 e-mail (bct) has not been working for me lately when it comes to city addresses.

Second, I thought we had a great meeting last night...and as usual we are making progress.

Here is a quick summary of one of the issues:

POCKET PARKS

- **Brian Burke has agreed to head up the pocket park sub-committee - thanks Brian!**
 - **Other committee members or valuable contributors may include Larry Potter, Scott Archer, legal council, appraisal expertise, NAs and CIC, those who took part in the process in 2002, one more PRAC member, etc.**
- **Including NAs/CIC would give us a great idea of how the citizenry of OC would respond to this proposed action. It may also give us opportunity to explore ideas such as an "adopt-a-park" option within local communities.**
- **We would like a comprehensive review of the previous process used in determining pocket park disposal, what parks were included on the list and why, and why it failed at the ballot box.**
 - **Can this briefing come from previous members of the PRAC and/or city staff who remember the process well enough to give us the scoop?**

- **Read and comprehend Commission Report 02-191 and Preston/Gates/Ellis Report dated July 31, 2002.**
- **Gather info on National Park Standards, and minimum park standards for O.C.**
- **Based on information gathered from above resources, determine best potential parks for disposition. What Parks should be on the list and why? Some kind of a cost benefit analysis should be included in our pursuit of "due diligence" in this matter - i.e. how much \$\$ in maintenance would we save annually in disposing of the park and how much is the property worth if it should be sold on the market.**
- **Our recommendation would be briefed to the Commission**
- **Commission would determine how to present this proposed action to the citizenry via a number of means, Town Hall being one of them**
- **Concerted effort would be made to educate the public on the effort so that each voter would be as fully informed as they desired to be.**
- **Measure would appear on the ballot**

I offer this up to the Sub-Committee Chair and others to improve, comment on.

**regards,
Bryan**

AGENDA

City of Oregon City, Oregon Meeting of the Parks and Recreation Advisory Committee

City Hall
Commission Chambers
625 Center Street, Oregon City, OR 97045

Thursday, October 27, 2011
7:00 P.M.

- 1) Call to order
- 2) Approval of minutes – September 22, 2011
- 3) Citizen comments on issues and items not on the agenda
- 4) General business
 - a) Oregon City Swimming Pool update presentation – Rochelle Parsch, Aquatic & Recreation Supervisor – *Rochelle was going to provide a power point presentation giving a general update on facility improvements and programming highlights. We will reschedule this for a future meeting – possibly December 1st.*
 - b) Dog park – *Mike was going to provide an update. The second public meeting was held this past Monday evening. Setting up a non-profit status group was discussed and some duties were assigned. The sub-committee is working actively with staff to identify potential sites.*
 - c) Pocket parks – *Brian Burke met with staff since last PRAC meeting to discuss. Attached summary from meeting for recommendations on potential properties to consider. Scott did more research on previous election – will report findings at the next meeting.*
 - d) PRAC member terms & applications – *Mike and Don have re-applied for a second term each. PRAC will need to make a recommendation about their re-appointment – this can occur at next meeting. Ted's term is also up this year, and he is not able to re-apply. Thus far, we have received one application for this position and will continue to accept any other applications. I will see if the applicant is available to attend the next meeting for an interview – should we set up for ½ hour prior to the meeting for this as we've done in past?*
 - e) R.V. Park – *It is in our work plan to complete a master plan of the RV park site this winter/spring. This is used to determine hard cost estimates for improvements so we know what we are going after as far as funding. What we have right now is more of a simple schematic, which would be utilized as the basis for a firm master plan. The master plan is also a necessity for the land use processes going forward, so we must complete that. Something to keep in mind regarding this – we have no identified source*

of funds for any improvements. We cannot utilize SDC's for this site, so we need to find a different funding source. This could include (but is not limited to): City general fund, grants & donations of materials and labor, and possibly the Parks Utility Fee if that were to get implemented. We do have enough funds from our RV waste dump donation funds to complete the master plan process.

- f) **Other general business** – We were going to discuss an alternate PRAC representative to the Oregon City Transportation System Plan update advisory committee. Don Smith volunteered to be the primary representative at the last meeting.

5) **PRAC member reports**

6) **Staff reports**

- a) **Canemah park project update** – The project continues to move forward. There have been several unforeseen conditions and originally unanticipated items that have led to some delays in the original timeline of the project. The additional time is related mostly to weather conditions. Some of the time delay also has to do with unanticipated rock excavation and removal. There has been a change order issued by the city for some additional costs related to rock excavation and removal above and beyond what was anticipated in the original bid documents. The volunteer playground installation in September was a huge success. The remainder of the project is anticipated to be complete by the end of the calendar year. We are planning for a grand opening ceremony in partnership with Metro this coming spring.
- b) **Sportcraft boat ramp project update** - Sportcraft boat ramp has been re-opened to the public as of this week. This is open about a week ahead of schedule, thanks to the efforts of our contractor, Emerick Construction; Denise Kai, Assistant Parks and Recreation Director; and the Oregon State Marine Board staff. As previously announced to PRAC, the formal ribbon cutting ceremony for the project will take place Monday, November 14th, at 11:00 a.m. PRAC members are welcome and encouraged to attend the ribbon cutting.
- c) **Update on Rotary Singer Creek project** – The new art sculpture at the base of the falls (Railroad Ave) will be unveiled November 5th, 10:00 a.m. This, and vegetation clearing and re-planting completed earlier this year, marks completion of the first major phase of the Singer Creek falls project.

7) **Next scheduled meeting date** – December 1, 2011

8) **Adjournment**

Pocket Parks/Open Spaces - Potential Disposition List

Summary from 10/12/2011 sub-committee meeting

List of disposition sites on 2002 ballot

Senior Citizens Park (now called Richard Bloom Tots Park) – Remove from list of sites. Since 2002 this park has been improved, and is well utilized by the community.

Stafford Park – Uncertain; needs further consideration.

Hazelwood Park – Uncertain; needs further consideration.

Hartke Park - Recommendation to remove from list of sites. Park has improvements; however needs updating.

Shennandoah Park – Leave on list of recommended sites.

Dement Park – Leave on list of recommended sites.

Add to list of recommended disposition sites

Oak Tree Park

Peter Skeene property

Today's Date:

October 29 2011

City of Oregon City
APPLICATION FOR APPOINTMENT

Please print or type
May attach resume



Board or Commission Applying For: Parks & Recreation Adv. Committee

PERSONAL INFORMATION:

Name Bob Burns	How long in Oregon City? 37 yrs
Street 314 Cherry, OC, OR, 97045	Home phone 503-655-1642
E-mail address janieburns@comcast.net	Cell phone 503-510-0500

EMPLOYMENT:

Current Employer Name/Address Oregon Dept. of Education		
Position Deputy Superintendent	How long? Twenty yrs.	Work Phone
Work Experience - Retired from OR Dept. of Education - 2009 - Oregon School Boards Assn. Dir Mgmt Svcs. 1983-1987 - Superintendent Clackamas ESD - 1982/1983 - Assistant Supt. Clackamas ESD - 1974-1980 - teacher-coach Carson High School, Nevada - 1960-1969		

EDUCATION:

Years Completed K-12, Bach, MA, PhD	Degrees PhD Educ. Admin.
Colleges U. of Nevada - Reno 1960 (BS) 1969 (MA) U. of Oregon 1973 (PhD)	
Certifications BS, MA, PhD Educ. Admin	

COMMUNITY INVOLVEMENT:

Describe volunteer activity within this or other communities I serve on UofO College of Educ. Adv. Comm. I am voluntary official for UofO track & Field program	
Do you presently serve on a City board or committee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, which board or committee?	

INTEREST STATEMENT:

Explain your interest in this board/committee and why you think its issues are important

I have had Life Long interest in physical activity and healthy living for all. In my early teaching days I was a teacher of Health and Physical Education, and coached high school track and field. At this time in our state and country we need appropriate venues and leadership to practice --

List any relevant experiences, skills, or interests that have helped to prepare you for a position on this board or committee.

healthy living,

1. teacher of PE and Health

2. Coach of Track & Field

3. Director of Athletics -- High School

4. Track & Field Official -- College

5. Coach T&F High School

6. Athletic Director - High School

Additional information

I have the time and interest to serve on this important committee.

Membership on City advisory boards, committees and commissions are open to all interested citizens subject to the qualifications determined by each individual committee, board and commission as necessary for the conduct of its business. There shall be no discrimination of applicants based on race, color, religion, sex, age, national origin, physical or mental disability, marital status, familial status, status as a Vietnam-era or special disabled veteran, or membership in any other group protected by law in accordance with applicable federal, state and local laws. The City of Oregon City encourages participation in its affairs by all people, especially those who are represented in public involvement.

NOTE: Oregon City Ordinance No. 01-1031 establishes a criminal history record check for public service volunteers and is determined by the City Manager based on the duties and responsibilities of the position or public safety. If you are chosen for this position, you may be required to complete the background check form.

Most advisory boards, committees and commissions require meeting at least once a month and the meeting hours may be evening or day depending on the committee. Some committees also require some investment of time outside of the meetings. Interested applicants are encouraged to attend a meeting of this commission prior to interviewing to serve.

The information requested herein becomes public record upon submittal. A written request to not disclose certain information may be submitted to the City Recorder's Office for consideration.

I certify that the foregoing information is true and correct.

Signed (Applicant)

Date

For Office Use Only

Date Received: _____

Date Appointed: _____

Term assigned: _____

Web site updated: _____

Nancy Ide

From: dknoll@orccity.org on behalf of City of Oregon City [dknoll@orccity.org]
Sent: Sunday, September 18, 2011 4:38 PM
To: Nancy Ide
Subject: Form submission from: Application for Appointment

Submitted on Sunday, September 18, 2011 - 4:37pm Submitted by anonymous user: [69.54.140.116]
Submitted values are:

Board or Commission Applying For: Parks and Recreation Advisory Committee

--Personal Information--

Name: Mike Mitchell
Address: 14582 Walnut Grove Way
Home Phone: 5032094721
Cell Phone: 5032094721
Email Address: mike.k.mitchell@gmail.com
How long have you lived in Oregon City? 5 years

--Employment--

Current Employer Name/Address:
Dolan Designs
2730 NW Front Avenue
Portland 97210
Position: General Manager
How long? 15 years
Work Phone: 5032094721
Work Experience: General Manager Globe Lighting Lake Oswego

--Education--

Colleges: Linfield College
Years Completed: 4
Degrees: BA -- Economics and Business Administration
Certifications:

Describe volunteer activity within this or other communities:

Parks and Recreation Advisory Committee -- Oregon City Transportation Advisory Committee --
Oregon City Do you presently serve on a City board or committee: Yes If yes, which board or
committee? PRAC, TAC Explain your interest in this board/committee and why you think its
issues are important: currently on PRAC and would like to continue the work I have
contributed to so far List any relevant experiences, skills, or interests that have helped to
prepare you for a position on this board or committee: two years experience as a member of
PRAC Additional information:

Submit a Resume (optional):

I certify that the foregoing information is true and correct: Yes

Note:

The results of this submission may be viewed at:
<http://www.orccity.org/node/1834/submission/2034>

Nancy Ide

From: dknoll@orcity.org on behalf of City of Oregon City [dknoll@orcity.org]
Sent: Friday, October 14, 2011 10:22 AM
To: Nancy Ide
Subject: Form submission from: Application for Appointment

Submitted on Friday, October 14, 2011 - 10:22am Submitted by anonymous user: [67.166.95.204]
Submitted values are:

Board or Commission Applying For: PRAC

--Personal Information--

Name: Don Smith
Address: 1505 Madison Street
Home Phone: (971) 570-8999
Cell Phone: (971) 570-8999
Email Address: don.smith.usa@gmail.com
How long have you lived in Oregon City? 12 + years

--Employment--

Current Employer Name/Address:
Disabled American Veterans
Chapter #1
Portland, Oregon 97220

Position: Executive Director
How long? 10 yrs
Work Phone: (971) 570-8999
Work Experience: Large recreation and hospitality management

--Education--

Colleges: Arizona State, Northern Arizona University
Years Completed: 4.5
Degrees:
Certifications:

Describe volunteer activity within this or other communities:

Do you presently serve on a City board or committee: Yes If yes, which board or committee?

PRAC Explain your interest in this board/committee and why you think its issues are important: as a resident/property owner I have an interest in helping OC reach its potential(s) List any relevant experiences, skills, or interests that have helped to prepare you for a position on this board or committee: Gresham Parks and Rec volunteer, career work experience Additional information:

Submit a Resume (optional):

I certify that the foregoing information is true and correct: Yes

Note:

The results of this submission may be viewed at:
<http://www.orcity.org/node/1834/submission/2097>

Nancy Ide

From: dknoll@orcity.org on behalf of City of Oregon City [dknoll@orcity.org]
Sent: Saturday, January 22, 2011 11:10 PM
To: Nancy Ide
Subject: Form submission from: Application for Appointment

Submitted on 01/22/2011 - 11:09pm
Submitted by anonymous user: [67.166.95.204]

Submitted values are:

Board or Commission Applying For: Parks and Recreation Advisory Committee

Personal Information:

Name: Don Smith

Address: 1505 Madison Street

Home Phone: 971-570-8999

Cell Phone: 971-570-8999

Email Address: don.smith.usa@gmail.com

How long have you lived in Oregon City?: 12 years

Employment:

Current Employer Name/Address:

Disabled American Veterans

Chapter #1

8725 NE Sandy Blvd

Portland, Oregon

Position: Executive Director

How long?: 9.5 Years

Work Phone: 503-255-0171

Work Experience: Large Recreation/Hospitality Management 24 years-waterparks, amusement parks, concessions, catering, large event management,

Education:

Colleges: Arizona State University, Northern Arizona University

Years Completed:

Degrees:

Certifications:

Describe volunteer activity within this or other communities:

Served on Gresham Parks and Recreation Advisory Committee Portland Veteran Standdown - Job fair, self help, intervention etc for Homeless Veterans Blanket Hope - Blankets and clothing for homeless

Do you presently serve on a City board or committee: No

If yes, which board or committee?:

Explain your interest in this board/committee and why you think its issues are important:

To help promote recreational development to improve the livability of Oregon City in ways that foster economic development.

List any relevant experiences, skills, or interests that have helped to prepare you for a position on this board or committee: Effective meeting organizer, experienced presenter, working knowledge of budgeting and profit/loss, recreation management

Additional information:

Submit a Resume (optional):

I certify that the foregoing information is true and correct: Yes

Note::

You will find me to be a very competent contributor very experienced with committees, process, policies and procedures. Im very much a consensus builder and creative problem solver. Thank you for considering my application.

The results of this submission may be viewed
at:<http://www.orcity.org/node/1834/submission/1342>

Nancy Ide

From: Nancy Ide
Sent: Tuesday, September 20, 2011 8:19 AM
To: Scott Archer; Kelly Burgoyne
Subject: RE: PRAC mtg reminder for next Thursday, 9/22
Attachments: Form submission from: Application for Appointment

Scott,

Yes, since I have his e-mail below in writing that he would like to resubmit his recent application, and essentially is confirming that the information is still current, we can use his email.

I'm attaching the application he submitted earlier this year for your convenience and will place him "in the queue" for this next round.



Nancy Ide, CMC

City Recorder

nide@orccity.org

City of Oregon City

PO Box 3040

625 Center Street

Oregon City, Oregon 97045

503-496-1505 Direct phone

503-657-6891 City phone

503-657-7026 fax

Website: www.orccity.org | [Recorder Page](#) | Visit us on [Facebook](#)!

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Scott Archer
Sent: Monday, September 19, 2011 4:39 PM
To: Nancy Ide; Kelly Burgoyne
Subject: FW: PRAC mtg reminder for next Thursday, 9/22

Nancy or Kelly:

Don is a PRAC member who's term ends in December and is eligible to apply for another term. He is asking whether his existing application can be resubmitted? He has only been on the committee a few months, so his application was filled out not too long ago.

Thanks,
Scott

From: Don Smith [<mailto:don.smith.usa@gmail.com>]
Sent: Saturday, September 17, 2011 8:57 AM
To: Scott Archer
Subject: Re: PRAC mtg reminder for next Thursday, 9/22

Hi Scott,

Got your message re: committee terms. No problem. Is there any way I simply resubmit my prior application?