

AGENDA

City of Oregon City Parks and Recreation Advisory Committee Meeting

Monday, February 23, 2009

**Pioneer Community Center
615 5th Street, Oregon City, OR 97045**

7:00 P.M.

Regular Meeting

1. Call to order
2. Approval of minutes – January 26, 2009 regular meeting
3. Citizen comments on issues and items not on the agenda
4. General business:
 - a. Skate Park art project proposal, Paula Lewis
 - b. Area Agency on Aging Advisory Group report
 - c. OC 150 Sesquicentennial celebration – tree planting event update
 - d. PRAC position vacancies update
 - e. Proposed Eagle Scout project – tennis court backboard at Rivercrest Park
 - f. Other general business
5. PRAC member reports
6. Director's report:
 - a. Projects update
 1. Debris Boom
 - b. Recreation Services update
 1. Swimming pool roof & HVAC unit replacements
 2. Pioneer Center improvements
 - c. Parks maintenance update
 - d. Other
7. Next meeting date – March 23, 2009*
8. Adjournment

* **Note:** This is spring break week for local schools – potential schedule issues with date

Meeting Minutes

City of Oregon City Parks and Recreation Advisory Committee Meeting

January 26, 2009

Location:

Pioneer Community Center

Attendance:

Members: Martha Sumption, Marty Bertsch, Dan Kromer, Steve McAdoo, Bryan Watt, Ted Schumaker

Staff: Scott Archer, Community Services Director, Denise Kai, Assistant Parks and Recreation Director; Larry Potter, Parks and Cemetery Manager

Guests: Shawn Dachtler, outgoing PRAC member; Karen Andrews, outgoing PRAC member; Bill Daniels, McLoughlin Neighborhood Association

Special Meeting - 6:30 P.M.

A reception for outgoing Parks and Recreation Advisory Committee members Shawn Dachtler and Karen Andrews was held. Current PRAC members and staff attended. Dachtler and Andrews were presented certificates of appreciation for their service to PRAC and the City of Oregon City. Andrews was also presented a separate certificate of appreciation for her volunteer service to the Pioneer Community Center.

Regular Meeting - 7:00 P.M.

1. Call to order: Chair Schumaker called the meeting to order at 7:10 PM.
2. Annual election of officers: Steve McAdoo was elected Chair, and Marty Bertsch was elected Vice-chair for the calendar year 2009.
3. Approval of minutes – November 24, 2008 regular meeting: approved with the change noting that Ted Schumaker did not attend the meeting as was written.
4. Citizen comments on issues and items not on the agenda:
 - a. Bill Daniels of the McLoughlin Neighborhood Association addressed the committee regarding a proposal to establish a memorial on the McLoughlin Promenade for Keith and Lyla Kelly. The Kellys were long time volunteers who took care of the Promenade, and the M.N.A. would like to work with the parks department to create the memorial in recognition of their efforts. We might want to look at the area near where the convenience store is located on High St., as it was the Kelly's favorite location on the Promenade. Daniels also pointed out that no park identification signage exists for the Promenade, one of the oldest and most utilized park facilities in the city.

Scott Archer noted that the Kellys were honored a few years ago as the Citizens of the Year, and that the City Commission also asked that we look into doing some type of permanent recognition. Bill Daniels will seek some further input regarding the memorial, and get back to PRAC with an update.

5. General business:

a. OC 150 Sesquicentennial celebration – tree planting event update:

Ted Schumaker and Shawn Dachtler have continued to work on this event as part of the City participation in the statewide Sesquicentennial celebration. Shawn indicated that they've begun to identify locations. There is a \$5,000 budget from the OC 150 program to utilize for tree plantings. Ted is responsible for engaging volunteers and continues to work on this component.

b. PRAC position vacancies:

Ted Schumaker was re-appointed to a second PRAC term running from January 1, 2009 to December 31, 2011. There are now two Committee vacancies due to Shawn Dachtler and Karen Andrews' positions turning over. There is only one applicant for these positions. PRAC would like to advertise these vacancies and wait until there are more applicants before interviewing potential candidates. Staff indicated they will begin working on soliciting applicants for these openings.

c. PRAC goals review/update:

Committee members asked staff to continue to send the PRAC 2008-09 goals out with the agenda each month so the members can review these and continue to be reminded of them.

d. Off-leash dog park:

This was placed on the agenda as a follow-up to the discussion at the last meeting, where a citizen testified to PRAC that the City consider developing an off-leash park. Archer reminded PRAC that this has been discussed a number of times previously. The adopted 2008 Parks and Recreation Master Plan indicated some level of community support for a dog park, but it was not ranked as a high priority. Also, in his experiences managing these facilities, Archer noted they are commonly more maintenance intensive than they are perceived to be. After some discussion and review of the issue, PRAC agreement was that this is not a high enough priority at the current time, and we should continue to focus on taking care of what we already have because our resources are already stretched.

e. Other general business not on agenda:

1. Local artist Paula Lewis has proposed a project to paint "graffiti artwork" on a portion of the skate park bowl. PRAC would like to learn more about the proposal, and asked that staff invite the artist to next month's meeting to present and discuss the idea further. They would like to see a rendering of the proposal to understand better what it may look like. Archer reminded the Committee that if PRAC and staff support the project moving forward, it may be subject to the City of Oregon City Public Art policy and guidelines.

6. PRAC member reports:

a. Bryan Watt reported on the following:

- Suggests that the City consider developing an adopt a park program.
- Would like to see if the lighting at Singer Creek Falls could be restored/repared, as it used to be years ago.
- Continues to work with the Pool on the starting blocks issue.

b. Martha Sumption asked about the status of the covers on the wagons at the End of the Oregon Trail Interpretive Center. Staff reported that the Clackamas Heritage Partners organization operates the Center (though the City owns it), and they do not have an identified funding source to replace these.

7. Director's report – Scott Archer reported on the following:

- a. Installation of the Debris Boom project would occur over the next several days.
- b. Recreation Services update – Denise Kai reported on the following:
 - The roof on the swimming pool is in need of being repaired /replaced. Staff have been exploring options and costs for having this done. We have been discussing the funding options with the City Manager and City Commission. Early estimates are around \$375,000 for a one-time total replacement.
 - The annual Daddy Daughter Dinner Dance occurred this month. Once again this was a major success. The event was sold out, with 160 attendees.
 - Still working through the permitting processes for the Sportcraft boat ramp repair.
- c. Parks maintenance update – Larry Potter provided a brief update on parks maintenance items.
- d. The City and Urban Renewal Commission are nearing a decision about the Cove project. Scott distributed a recent memo from City Manager Larry Patterson to the URC and Planning Commission regarding parks maintenance issues related to the Cove project.
- e. An update on the new City Hall project was provided. The Community Services Department is managing the design and construction of the project.

8. The next meeting is scheduled for February 23, 2009.

9. Adjournment: The meeting was adjourned at 9:20 PM.

Scott Archer

From: Kathy Wiseman
Sent: Wednesday, February 18, 2009 4:58 PM
To: Scott Archer
Subject: RE: Draft PRAC agenda for next Monday 2/23

You may want to mention the Pioneer center face lift..paint/carpet. Paid by maint. budget, fundraising and endowment funds.

Kathy

From: Scott Archer
Sent: Wednesday, February 18, 2009 4:54 PM
To: Larry Potter; Denise Kai; Kathy Wiseman
Subject: Draft PRAC agenda for next Monday 2/23

All: Here's what I have so far for PRAC meeting next Monday. Any suggested additions or other ideas?
Scott

<< File: Feb 09 PRAC agenda.doc >>

Community FOCAL POINTS For Service Delivery

From a publication of the Administration on Aging,
U.S. Department of Health and Human Services,
under contract 105-89-1012 with
The National Council on the Aging, Inc.

What is a focal point?

A focal point is a highly visible facility where anyone in a community can obtain information and access to aging services. To older people, it is a well-known, accessible place to turn for information, services, and opportunities. To families, it is a resource that will support their efforts in caring for older relatives. A focal point is a visible sign of the community's caring for its older citizens.

What role does a focal point play in the aging services network?

The Older Americans Act of 1965 established the Administration on Aging, a national agency to oversee the development of services and opportunities for older people in every community across the nation.

The Administration on Aging provides funds under the Older Americans Act to State Agencies on Aging to carry out this mandate. In turn, most states designate Area Agencies on Aging to further this mandate within planning and service areas across the state.

Each State and Area Agency on Aging works to assist communities in developing a range of services and opportunities through the following activities: planning, coordinating, interagency agreements, advocating, information sharing, monitoring, and evaluating. Their efforts are directed toward developing a comprehensive and coordinated community-based service delivery system. State and Area Agencies on Aging, also, are responsible for ensuring access to services. In order to foster access, information and referral may be provided by the Area Agency on Aging or by other agencies in the planning and service area.

The Area Agency works with leaders of the communities within its planning and service area to designate one or more community focal points for service delivery. Services funded through the Older Americans Act, as well as services funded through other public and private sources, are coordinated through these focal points. In communities across the country, senior centers, town halls, churches, and other facilities have been established as focal points to provide information and access to services for older persons.

Why establish focal points?

A focal point strengthens a community's response to its older residents by providing a place to coordinate and house aging services.

For the consumer, a focal point reduces the frustration of making numerous phone calls or trips to find the right information. An older person or a family caregiver can get needed help with much less time and effort.

For service providers, stationing staff at the focal point can result in better interagency communication, more appropriate referrals, and more efficient service delivery. Increased efficiency may help to stretch scarce resources.

For the community service system as a whole, the focal point can highlight effective service delivery patterns and identify gaps in service. Such information helps planners make the system less fragmented and more responsive to community needs.

How is the community that a focal point serves defined?

There is no simple formula to define precisely the size and make-up of communities nationwide. Rather, in defining the community to be served by a focal point, planners need to look at existing community ties, such as where people shop, worship, bank, vote, or get medical care. Such ties help outline a natural service area where residents feel some sense of belonging or cohesion. The definition should also address the distances people are willing and able to travel to obtain services. The definition of the community served by a focal point may or may not coincide with existing geographic or political boundaries.

What places can serve as a community focal point?

Many places can be effective focal points. The Older Americans Act directs that special consideration be given to designating or developing multipurpose senior centers as focal points, since such centers house a variety of services provided by the center staff or staff of other agencies. However, such facilities as community centers, churches, synagogues, hospitals, or town halls are other examples of appropriate focal point settings, of those are the places in the community to which older people and their families would readily turn for information and assistance.

A focal point facility *often, but not always*, is:

- accessible in terms of both location and structure. The location should be a reasonable distance for older persons and caregivers to travel. The facility should be close to public transportation lines, or should arrange for alternative transportation, where available. To the extent possible, the structure should be free from physical barriers, and designed or modified to meet the needs of older persons and those with disabilities. It should also meet local health and safety standards;
- ample in space for the services and activities that it houses;
- able to provide privacy for interviewing persons seeking assistance.

How does the focal point work with other organizations in the community?

Because focal points sometimes do not house all of the services or opportunities an older person might need, good working relationships between service organizations are essential to the successful functioning of the focal point. Regular communication among organizations will increase cooperation and coordination of services.

Ways to build interagency relationships include:

- publishing an updated directory of available services;
- participating in interagency meetings;
- using a standardized screening form accepted by other community agencies;
- conducting joint promotional activities to advertise the focal point or a particular service;
- participating in joint decision-making to solve problems or to plan and develop services in the community; and
- developing agreements between organizations or individuals to provide specific services at the focal point.

How do people find out about focal points?

A focal point is effective only when the community is aware of its role as a provider of information and services to older people. The focal point needs to view outreach as an integral function of its overall service to the community.

To reach the public, the focal point should employ varied techniques targeted toward older persons, caregivers, and others who have regular contact with older people. This may be accomplished in a number of ways, such as brochures, flyers, announcements in bulletins, and active participation in the community by staff and volunteers. A focal point will want to develop its own techniques based on the uniqueness of the community it serves. Outreach efforts should be continuously maintained, evaluated, and updated.

What services should a community focal point house?

The focal point should provide ready access to a full range of available services that reflect the needs of older community residents. Where feasible, services should be available at the focal point itself – one-stop shopping – for consumers. If services are delivered in other settings, the focal point should be the place where people can readily receive information about the help they need.

At a minimum, the focal point staff should be trained to receive telephone or in-person inquiries, make an accurate initial assessment of a person's needs, and refer that person to appropriate services. Focal point staff should follow up on referrals, making contacts when appropriate for the older person or family members. The focal point should provide access to all of the services available in a community that promote the maximum independence and dignity of older persons.

How does a focal point serve those persons who are most vulnerable?

A focal point should assure that services are readily available to all older persons, but should pay particular attention to reaching persons who are at risk of losing their independence. They might include: persons of very advanced age, persons without family caregivers, low-income or minority persons, and persons with physical or mental impairments.

For those individuals the focal point should provide access to:

- services that assist older persons in their own homes;
- care management services, where available, to assist person with multiple needs;
- services that support the activities of family caregivers;
- services to assist persons with transportation limitations;
- services oriented to cultural or language differences;
- assistance in crisis situations;
- other appropriate support services.

To assure that the focal point is responsive to community needs, an advisory committee with representatives from different facets of the community, especially older persons, should be involved throughout the planning, delivery, and evaluation of services taking place at the focal point.

CLACKAMAS COUNTY AREA AGENCY ON AGING ADVISORY COUNCIL
FOCAL POINT/NUTRITION COMMITTEE

STATEMENT OF PURPOSE

The purpose of the Area Agency on Aging Advisory Council's Focal Point/Nutrition Committee is the continuation and improvement of services for older persons in Clackamas County funded by the following sections of the Older Americans Act (OAA):

- Title III-B - Supportive Services and Senior Centers;
- Title III-C – Senior Nutrition Program
- Title III-D - Disease Prevention; Health Promotion and Medication Management
- Title III-E – Family Caregiver Support

This purpose is achieved by participating in the following types of activities:

- Advocacy - Being an active advocate on local, County and State levels for issues affecting OAA service providers and older County citizens (with special attention to the frail, vulnerable, low income and minority).
- Education - Learning about the various services provided by County contract agencies and educating others in the services offered and provided for the target population. (This may include educating members of the AAAAC, and educating contract agency staff and volunteers about nutrition sanitation and safety issues.)
- Policy Issues – Providing comment and advice to AAAAC and Aging and Disability Services (ADS) staff members.
- Monitoring - Assisting the ADS staff with contract agency facility and client visits to assess the appropriateness, accessibility and effectiveness of services being provided; and reviewing program and fiscal reports and budgets.
- Contracting Process - Assisting the ADS staff in carrying out negotiated procurement process for selection of OAA funded service providers by reviewing responses to Request for Qualification (RFQs) and rating responses to Request for Proposals (RFPs).

(Rev. 8/03)

Get Involved Be a Member

Get involved by becoming an active member of the Clackamas County Area Agency on Aging Advisory Council. Lead the way in advocating for Clackamas County.

Make a Difference

Be the Difference



Please call today!

FOR MORE INFORMATION OR TO REQUEST
AN APPLICATION, PLEASE CONTACT:

Elaine Tourville
Clackamas County Social Services
2051 Kaen Road/PO Box 2950
Oregon City, OR 97045

Phone: 503-650-5726
www.Elainet@co.clackamas.or.us



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Clackamas County Area Agency on Aging Advisory Council

Get Involved/Be a Member



Speak up for area seniors as a
member of the Clackamas County
Area Agency on Aging Advisory
Council

Phone: **503-650-5726**

Become a Member

- The Advisory Council consists of 21 volunteer members appointed for a three-year term by the Clackamas County Commissioners. Members may choose to continue for an additional three-year term.
- Monthly Council meetings are held on the second Monday of each month from 9:30 AM until noon.
- Members also serve on at least one sub-committee which also meet once a month.
- Time commitment includes a six-hour orientation program and the 8-10 hours per month in activities of the Clackamas County Area Agency on Aging Advisory Council.
- Reimbursement is available to members for mileage.

Clackamas County Area Agency on Aging Advisory Council:

The Clackamas County Area Agency on Aging Advisory Council (AAAAC) are volunteers who advise the Clackamas County Area Agency on Aging on matters relating to services that assist seniors in living with dignity and independence.

The Council acts as a catalyst for the improvement and expansion of existing services and the development of future needed services for Clackamas County seniors. Our work is accomplished by seeking the opinions of clients of services as well as the opinions and advice of the general public.



Sub Committees

Advocacy Committee

Members of the Advocacy Committee become familiar with federal, state and local legislation and policies that affect seniors. They educate other committee members on these issues, and communicate with federal, state and local officials to ensure they are aware of how proposed legislation and policies may impact seniors.



Long-Term Care Committee

The Long-Term Care Committee reviews, advocates and advises the Council on Clackamas County's long-term care system for seniors.

Focal Point/Nutrition Committee

The Focal Point Nutrition Committee is responsible for reviewing the activities provided by local Senior Centers and working to ensure the continuation and improvement of those activities.



Transportation

Transportation Committee members become familiar with the various transportation options available to seniors in Clackamas County and help to identify the gaps in the transportation system that affect the mobility of seniors. Members of this committee are encouraged to participate in other regional transportation committees.