

AGENDA

City of Oregon City Parks and Recreation Advisory Committee Meeting

Monday, March 31, 2008

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

**Regular Meeting
7:00 P.M.**

1. Call to order
2. Approval of minutes – February 25, 2008 regular meeting
3. Citizen comments on issues and items not on the agenda
4. General business:
 - a. Parks & Recreation Master Plan Update – adoption process (update)
 - b. Cemetery project proposal (follow-up)
 - c. Skate Park art project proposal (follow-up)
 - d. Carnegie Center operations (update)
 - e. PRAC by-laws – proposed modifications
 - f. RV Park future planning
 - g. PRAC 2008 goal setting
 - h. Chapin Park snack shack project completion and dedication date
 - i. Other general business
5. PRAC member reports
6. Director's report:
 - a. Projects update
 1. Jon Storm Park/Willamette Trail bid award
 2. Debris Boom
 3. Wesley Lynn improvements (OCHS const. class)
 - b. Recreation Services update
 - c. Parks maintenance update
 - d. Other
7. Next meeting date – April 28, 2008
8. Adjournment

AGENDA

City of Oregon City Parks and Recreation Advisory Committee Meeting

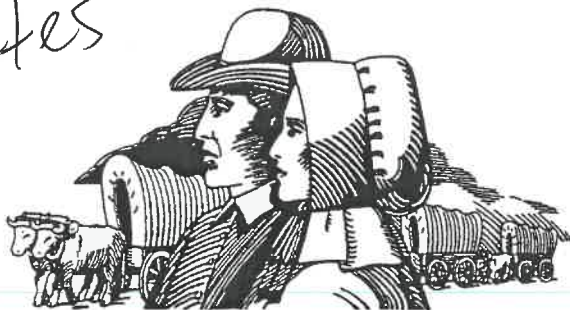
Monday, March 31, 2008

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

Regular Meeting
7:00 P.M.

1. Call to order **TED 7:00**
2. Approval of minutes – February 25, 2008 regular meeting **AS WRITTEN**
3. Citizen comments on issues and items not on the agenda **- Phil Yates (SEE NOTES)**
4. General business:
 - a. Parks & Recreation Master Plan Update – adoption process (update) **- SEE NOTES**
 - b. Cemetery project proposal (follow-up)
 - c. Skate Park art project proposal (follow-up) **TO BE PRESENTED 4/8 City Councils WORK SESSION**
 - d. Carnegie Center operations (update)
 - e. PRAC by-laws – proposed modifications **- SEE ATTACHED**
 - f. RV Park future planning **> POSTPONE - STAFF NOT PREPARED TO NEXT Mtg.**
 - g. PRAC 2008 goal setting
 - h. Chapin Park snack shack project completion and dedication date **MAY 3 - 3:00 P.M.**
 - i. Other general business **1. BUDGET PREP. MID-APRIL hearings - 2. HAZARD TREE REMOVAL (LARRY) 3. GENTRY - PARKER - BID LISTING**
5. PRAC member reports
6. Director's report:
 - a. Projects update
 1. Jon Storm Park/Willamette Trail bid award
 2. Debris Boom
 3. Wesley Lynn improvements (OCHS const. class) **- LARRY**
 - b. Recreation Services update
 - c. Parks maintenance update
 - d. Other **NRPA MEMBERSHIP** **DECREASED - DENISE NOT PRESENT CLACKAMATH**
7. Next meeting date – April 28, 2008 **SPRAYPOOK - NEW PIPING**
8. Adjournment **9:30** **Pool - most maint. Improvements complete** **NEW RECORDING DOORS at P.C.**

GUESTS:
Phil Yates



Attendance

OREGON CITY COMMUNITY SERVICES DEPARTMENT

Parks & Recreation Advisory Committee

(Updated 1/08)

Terms Expire 12/31/08

Shawn P. Dachtler (Vice-chair)

19509 Silverfox Pkwy
Oregon City, OR 97045
503-518-0518 (H)
503-906-1100 (W)
shawn@dachtlerfamily.com
(Hillendale N.A.)

Ted Schumaker (Chair)

17352 S. Bradley Rd.
Oregon City, OR 97045
503-631-2587 (H)
503-691-1161 (W)
teds@p-r-c.com
(Non-resident)

Karen Andrews

106 S. Center St.
Oregon City, OR 97045
503-459-6145 (H)
karenmandrews@comcast.net
(McLoughlin N.A.)

Terms Expire 12/31/09

Martha Sumption

16260 S. Hilltop Road
Oregon City, OR 97045
503-656-3491 (H)
(Pioneer Center representative)

James "Marty" Bertsch

602 Mt. Hood St.
Oregon City, OR 97045
503-655-5459 (H)
503-777-3881
martybertsch@msn.com
(Barclay Hills N.A.)

Dan Kromer

1112 John Adams St.
Oregon City, OR 97045
503-657-4474 (H)
503-797-1844
Plpk914@aol.com
kromerd@metro.dst.or.us
(McLoughlin N.A.)

Terms Expire 12/31/10

Steve McAdoo

1608 Van Buren St.
Oregon City, OR 97045
971-409-5264 (H)
503-742-2600
McSteve64@comcast.net
(McLoughlin N.A.)

Sarah Eubanks

14992 Emerson Court
Oregon City, OR 97045
503-442-1349 (H)
503-657-3311
sarah@hillvalleyfinancial.com
(Caufield N.A.)

Staff: Scott Archer
Community Services Director
503-496-1546 (office)
sarcher@ci.oregon-city.or.us

Larry Potter
Parks Manager
503-657-8299 (office)
lpotter@ci.oregon-city.or.us

Denise Kai
Asst. Parks & Rec. Director
503-496-1565 (office)
dkai@ci.oregon-city.or.us

Scott Archer

From: Scott Archer
Sent: Tuesday, March 18, 2008 3:47 PM
To: Dan Kromer (home); Dan Kromer (work); Karen Andrews; Marty Bertsch; Marty Bertsch work; Sarah Eubanks; Shawn Dachtler - home; Steve McAdoo; Ted Schumaker
Cc: Denise Kai; Larry Potter
Subject: March 31 PRAC meeting

Attachments: March 08 PRAC agenda.doc

Parks and Recreation Advisory Committee-

Hello all. Please find attached the agenda for the March meeting. **PLEASE NOTE DATE OF MEETING** - we have moved this meeting to a week later than normal for this month. Also note, the meeting is at the Pioneer Center as normal. We met at the Carnegie Center in February. I am sending this out much more ahead of the meeting than normal, as I will be on vacation after today through March 28th. I will likely not have the minutes from last month's meeting available until the night of this meeting. If you have any question regarding this or any other department business while I am gone, you may contact Denise Kai in our office at 503-496-1565 or dkai@ci.oregon-city.or.us

Thanks and hope to see you all on the 31st.



March 08 PRAC
agenda.doc (40 K...

Scott Archer
Community Services Director
City of Oregon City
Phone (503) 496-1546
Fax (503) 657-6629
sarcher@ci.oregon-city.or.us
www.orcity.org

Scott Archer

From: Scott Archer
Sent: Friday, March 07, 2008 3:38 PM
To: Denise Kai; Larry Potter; Dan Kromer (home); Dan Kromer (work); Karen Andrews; Marty Bertsch; Sarah Eubanks; Shawn Dachtler - home; Steve McAdoo; Ted Schumaker
Cc: Nancy Ide
Subject: March PRAC mtg rescheduled to 3/31

Parks and Recreation Advisory Committee:

Based on the feedback I received, it sounds like there may be some conflicts on the March 24th meeting date due to spring break, including myself. Most who replied indicated it would not be a problem to postpone the March meeting for a week later, March 31st. Please consider this confirmation that our March meeting will be on the 31st. I will be on vacation from March 19-26th, returning Thursday, March 27. I may not be able to get the agendas out until the end of the that week, so please plan for the meeting and I will do the best I can. Thanks for your flexibility and I will be in touch. If you need anything on this end you may get ahold of Denise Kai in the office in my absence.

Hope to see you all on the 31st.

Thank you,

Scott Archer
Community Services Director
City of Oregon City
Phone (503) 496-1546
Fax (503) 657-6629
sarcher@ci.oregon-city.or.us
www.orcity.org

Meeting Minutes

City of Oregon City Parks and Recreation Advisory Committee Meeting

Monday, February 25, 2008

Carnegie Center
606 John Adams St., Oregon City

Attendance

PRAC members: Shawn Dachtler, Dan Kromer, Marty Bertsch, Sarah Eubanks

Excused absent: Ted Schumaker, Karen Andrews, Martha Sumption, Steve McAdoo

Staff: Scott Archer, Community Services Director; Denise Kai, Assistant Parks and Recreation Director

Guests: Mike Osterman, Nancy Elledge, Bob Elledge, Paula Lewis

Regular Meeting

1. **Call to order:** Shawn Dachtler called the regular meeting to order at 7:00 PM.
2. **Approval of minutes – January 28, 2008 regular meeting:** Approved as written.
3. **Citizen comments on issues and items not on the agenda:** There were none.
4. **General business**
 - a. **Cemetery project proposal:** Three representatives from the Greater Portland Area Chapter of the Parents of Murdered Children organization presented a proposal for a new memorial at Mt. View Cemetery. This national organization has been looking for a site in Oregon to develop a permanent memorial space. Site plans, monument illustration, construction plan overview, site profile, and construction budget for the proposed victims memorial project were distributed and discussed. This proposal was supported/recommended recently by the Friends of Mt. View Cemetery committee. This would be done entirely as a volunteer project by the Parents of Murdered Children, and turned over to the City as a permanent improvement at the Cemetery. Seeking the support of PRAC. If supported, staff will take proposal forward to the City Commission.

Question/issues raised by staff were: there will likely be DHS issues to address with the water feature, is it a necessary component? (may need to bring this issue back for further discussion); who pays ongoing costs of maintenance? (City does after initial construction); will there be room for expansion? (not how it is designed)

- b. **Skate Park art project proposal:** Paula Lewis (local artist) presented a proposal to create a mural on the concrete abutment along the base of McLoughlin Blvd. adjacent to (east of) the skate park in Clackamette. She believes this would beautify and enhance this area. Paula would like to seek a Metro Enhancement grant to help pay for the cost of doing this. She is seeking the support of PRAC to proceed with the process.

Motion/Second - PRAC recommends support of both the Skate Park project and the previously presented Mt. View Cemetery memorial project. Passed unanimously.

- c. **Parks & Recreation Master Plan Update – adoption process:** Scott Archer presented a summary/review of the adoption process. Staff and GreenPlay presented the final draft of the

Parks and Recreation Master Plan Update 5-Year Vision Implementation Plan to the City Commission on February 20. A number of questions and issues were raised by the Commission and the Park Place Neighborhood Association. The City Commission has continued the adoption to a later date to be determined, to allow time to address these concerns/questions and for additional citizen's input. This issue will likely be discussed at the March City Commission work session. Shawn Dachtler indicated he could attend this work session on behalf of PRAC. Should specify at this meeting the public process that has taken place thus far, and that a member of PRAC (Ted S.) served as a representative on the Park Place Concept Plan advisory committee.

- d. **Carnegie Center operations:** At this time, staff is continuing to pursue the potential of moving the Parks and Recreation administrative offices and the Oregon City Chamber of Commerce offices into the Carnegie Center at the expiration of the Fine Art Starts agreement. This was discussed at the February City Commission work session. Staff and Chamber of Commerce are still working on details of this arrangement. This issue will again be discussed at the March City Commission work session. Staff will proceed accordingly pending further Commission discussion.

- e. **Metro Parks bond measure local share distribution priorities:** On February 20, 2008 the City Commission and PRAC held a mobile tour meeting of the properties being considered for acquisition. (According to the City Commission meeting minutes from this tour meeting, the following occurred: Mayor Alice Norris, Commissioners Doug Neeley and Daphne Wuest, Parks & Recreation Advisory Committee Members Steve McAdoo; Shawn Dachtler; Dan Kromer and Scott Archer, Community Services Director and Larry Potter, Parks Maintenance Manager attended. During the tour staff reviewed the Metro Natural Areas (2006) Bond Measure Local Legacy Share Allocation Project List with the City Commission and PRAC. The following was approved by the Oregon City Commission via an intergovernmental agreement with Metro in September 2007.

1.	High school area property acquisition	\$525,000
2.	Canemah area acquisition	\$175,000
3.	Meyers Road/Caufield Creek watershed area acquisition	\$163,728
4.	Holcomb Creek Watershed acquisition	<u>\$125,000</u>
	<u>Total</u>	\$988,728

Scott Archer reported that the Community Services Department and PRAC have continually identified the high school area acquisition as the City's highest priority for targeted parkland acquisition. PRAC reaffirmed its commitment to this priority at its January 28, 2008 meeting by unanimous passage of a motion recommending the City pursue purchase of the Saunders property and utilize all available resources, including Parks SDCs and Metro Local Share Allocation funds. The distribution amount for specific projects may be changed via renegotiation of the IGA with Metro.

The City Commission, staff, and PRAC members toured prospective park properties in the High School, Canemah, Meyers Road / Caufield Creek Watershed and Holcomb Creek Watershed areas. Mayor Norris, City Commissioners, and the Parks and Recreation Advisory Committee members discussed the potential uses and benefits of the various identified properties. Mayor Norris expressed concern about supporting acquisition of property outside of the City boundaries. The Mayor and Commissioners felt that the recommended allocations should remain as they are identified, pending further discussion and decision making with the City Commission. In addition to visits to the above potential parklands, the tour group met with the property owners, Bob and Vera Watson, on the site of the Meyers Road/Caufield Creek property. The property owners presented historical information and maps of the property to the tour group.)

- f. **PRAC by-laws – proposed modifications:** PRAC will hold this item for discussion until next month. Request that staff bring copies of proposed language for modifications.

- g. **RV Park future planning:** PRAC decided to hold this item for discussion until next month. Request that staff bring specific proposals for consideration.
- h. **PRAC 2008 goal setting:** PRAC decided to hold this item for discussion until next month.
- i. **Other business:** In the coming weeks the department will need to close the Clackamas River Access Trail for removal of hazardous trees along the trail. A hazardous tree report was done by both our staff arborist and a private arborist to identify trees that pose a significant hazard to walkers along the section of trail that borders Tri-Cities Water Treatment Plant. This is a joint effort between Tri-Cities, Oregon City Parks Department and the arborist. This has been part of an ongoing project to remove hazard trees in this section after a near-miss happened last year on The First City Cleanup of 2007. A local Boy Scout Troop has volunteered to replant native trees as mitigation along this section of stream corridor.

5. **PRAC member reports:**

a. Marty Bertsch:

- 1. The new Snack Shack at Chapin Park (built by Oregon City Youth Sports) will be dedicated/opened in May at the jamboree.
- 2. The Soccer Association desires to have dedicated soccer fields.

b. Shawn Dachlter:

- 1. Would like to know where the mitigation money is for the displaced ball fields at the Cove.

6. **Director's report**

- a. Denise Kai provided a few recreation highlights in addition to the distributed written reports, including: The annual Daddy Daughter Dinner Dance was held in early February. It was a huge success once again with 190 people attending. The moms and sons bowling event is coming up on March 8th. Registration is strong – should be a full event. Summer concerts in the park planning is nearly wrapped up with all bands booked and many sponsors already committed again for the season. Planning is also underway to prepare for our second operating season for the new Rivercrest spraypark.

7. **Next meeting date:** The next meeting will be March 24, 2008.

8. **Adjournment:** The meeting was adjourned at 9:00 PM.

**CITY OF OREGON CITY
CITY COMMISSION
MINUTES OF MOBILE TOUR OF PARKLANDS**

February 20, 2008

1. Convene Mobile Tour Meeting of February 20, 2008 and Roll Call

Mayor Norris called the mobile tour meeting of the City Commission to order at 4:00 p.m. in a City van, departing from the parking lot at City Hall, 320 Warner Milne Road, Oregon City.

Roll Call: Mayor Alice Norris, Commissioners Doug Neeley and Daphne Wuest

Staff Present: Scott Archer, Community Services Director and Larry Potter, Parks Maintenance Manager

Parks & Recreation Advisory Committee Members Present: Steve McAdoo; Shawn Dachtler; Dan Kromer

2. Scott Archer reviewed the Metro Natural Areas (2006) Bond Measure Local Legacy Share Allocation Project List with the City Commission. The following was approved by the Oregon City Commission via an intergovernmental agreement with Metro in September 2007.

1.	High school area property acquisition	\$525,000
2.	Canemah area acquisition	\$175,000
3.	Meyers Road/Caufield Creek watershed area acquisition	\$163,728
4.	Holcomb Creek Watershed acquisition	<u>\$125,000</u>
	<u>Total</u>	\$988,728

Mr. Archer reiterated that the Community Services Department and PRAC have continually identified the high school area acquisition as the City's highest priority for targeted parkland acquisition. PRAC reaffirmed its commitment to this priority at its January 28, 2008 meeting by unanimous passage of a motion recommending the City pursue purchase of the Saunders property and utilize all available resources, including Parks SDCs and Metro Local Share Allocation funds. The distribution amount for specific project may be changed via renegotiation of the IGA with Metro.

3. The City Commission, staff, and PRAC members toured prospective park properties in the following areas:

- High School
- Canemah
- Meyers Road / Caufield Creek Watershed
- Holcomb Creek Watershed

4. Mayor Norris, City Commissioners Wuest and Neeley, and the Parks and Recreation Advisory Committee members discussed the potential uses and benefits of the various identified properties. Mayor Norris expressed concern about supporting acquisition of property outside of the City boundaries. The Mayor and Commissioners felt that the recommended allocations should remain as they are identified, pending further discussion and decision making with the City Commission.

In addition to visits to potential parklands near the Oregon City high school, Canemah, and Holcomb Creek Watershed, the tour group met with the property owners, Bob and Vera Watson, on the site of the Meyers Road/Caufield Creek property. The property owners presented historical information and maps of the property to the tour group.

5. ADJOURNMENT

Mayor Norris adjourned the mobile tour meeting at 5:40 p.m.

Respectfully submitted,

Nancy Ide, City Recorder

4.a

Scott Archer

From: Scott Archer
Sent: Thursday, March 13, 2008 5:20 PM
To: TRLBOSS@worldnet.att.net; Kim and Eric Dye (kimberlydyerealtor@comcast.net); dexterj@orecity.k12.or.us; Lynda Orzen; Michelle Benneville -- personal; editor@clackamasreview.com; dejoode@comcast.net; Rolla Harding (harding1863@comcast.net); stevemayes@news.oregonian.com; Tracy Fortmann (tracy_fortmann@nps.gov); Dan Zinzer; 'Aaron K. Breniman'; 'roger.rada@orecity.k12.or.us'; Bill Woods; 'Amber Holveck'; John Collins; 'Jessica Iselin'; 'Lisa Wright-Wilson'; Lynda Orzen; 'Jim Hall'; 'Rwkiefer@aol.com'; hogansbluff@aol.com; Howard Post; jdmcknight2@juno.com; jmhollister@hotmail.com; joanschultze@comcast.net; Karen@pederson.com; kslnmontoy@aol.com; steve@vanhaverbeke.org; timpowell1954@comcast.net; William@smallflags.com; Brian Johnson; Chrissa Kruger; Dave Ebersole; David Sliwka; Debbie Dodd - LINCC; Harryette Shuell; Linda Van Haverbeke; Lynda Ackerson - LINCC; oclibraryfriends@gmail.com; Philip Yates
Cc: Pat O'Toole (pato@greenplayllc.com); Larry Patterson; Tony Konkol; David Knoll; Dan Kromer (home); Dan Kromer (work); Karen Andrews; Marty Bertsch; Sarah Eubanks; Shawn Dachtler - home; Steve McAdoo; Ted Schumaker; Alice Norris; Damon Mabee; Daphne Wuest; Doug Neeley; Doug Neeley -- personal; Trent Tidwell; Denise Kai; Kathy Wiseman; Larry Potter; Rochelle Parsch; Dan Drentlaw; David Wimmer; Gordon Huiras; Nancy Ide; Nancy Kraushaar

City of Oregon City Neighborhood Associations and all interested parties:

As you may know, the City of Oregon City has been working on updating its Parks and Recreation Master Plan for approximately the past 18 months, resulting in a draft "5-Year Vision Implementation Plan". In an effort to ensure maximum public/community input opportunities, the Oregon City Commission has extended the public input period prior to its final adoption of the Parks and Recreation Master Plan Update. Pending formal action at the March 19 City Commission meeting, the public hearing will be continued until April 16, 2008 to allow additional time for public comment on the Plan. The following link (<http://www.oregoncityparks.org/parks-master-plan.htm>) will take you directly to the location on the City website for further information regarding this process. If you are not able to connect using this link, you may go to the City of Oregon City home webpage, and follow the link to this item under "News". This link includes the Final Draft Parks and Recreation Master Plan Update - 5 Year Vision Implementation Plan documents.

You may contact me with any questions, comments or other feedback. Please feel free to forward this to other persons/organizations you think may be interested.

Thank you,

Scott Archer
Community Services Director
City of Oregon City
Phone (503) 496-1546
Fax (503) 657-6629
sarcher@ci.oregon-city.or.us
www.orecity.org

Parks and Recreation Master Plan Update Public Involvement and Community Outreach Process Summary

A lengthy public involvement and research process was followed, which began in September 2006 and continues with the City Commission public hearings for the adoption process. This collaborative project has been guided by the input of the citizens of Oregon City and a project team made up of city staff and the Parks and Recreation Advisory Committee, working with our parks and recreation planning consultant company, GreenPlay LLC. In addition to extensive research and analysis, the public involvement portion of the project has consisted of the following to date:

- Focus Group meetings and Community Public Forum (September 2006): Widespread public/community notification of these meetings, plus direct mail invitation to targeted community stakeholders (residents, neighborhood associations, leaders, business owners, sports groups, and other interested parties). *All City of Oregon City Neighborhood Association chairs* at that time were included in the direct mail notification.
- Community Needs Assessment Survey - November 2006 - February 2007: Conducted a Community Survey to help establish priorities for the future improvement of parks and recreation facilities, programs, and services within the community. The survey was administered by a combination of mail and phone. Surveys were initially mailed to a random sample of 1,500 households in Oregon City. Approximately three days after the surveys were mailed each household that received a survey also received an electronic voice message encouraging them to complete the survey. In addition, about two weeks after the surveys were mailed our consultant, Leisure Vision, began contacting households by phone either to encourage completion of the mailed survey or to administer the survey by phone. The goal was to obtain a total of at least 300 completed surveys. This goal was far exceeded, with a total of 400 surveys completed.
- Parks and Recreation Advisory Committee involvement: PRAC served as the citizens advisory committee to the project. The committee has been highly involved at all levels of project including process initiation, through selection of consultant and recommendation of final draft plan. The project was noticed for input and discussion on at least ten PRAC meeting agendas, including a special meeting on July 17, 2007 for presentation of the first draft plan.
- Adoption process to this point has consisted of the following public meetings:
 - Dec. 10, 2007 Planning Commission public hearing
 - Dec. 11, 2007 City Commission work session
 - January 2008 through present (cont'd) - City Commission public hearings

Scott Archer

From: Larry Patterson
ant: Wednesday, March 12, 2008 9:28 AM
To: Damon Mabee; Daphne Wuest; Doug Neeley; norrisa@teleport.com; Trent Tidwell
Cc: Scott Archer
Subject: Carnegie Center

With your permission I would like to pull my recommendation for creating office space at the Carnegie Center for Parks and Recreation. My reasons for pulling this recommendation and keeping these offices in City Hall are that it will become too controversial, too time consuming to negotiate, and there are too many voices and ideas of what the Carnegie Center should be look like and how it should function. There is too little gain for too much of black eye, negative feelings, and time devoted, that should be spent elsewhere, to make this happen. If you agree I will contact the Chamber let them know and if they wish to continue the discussion and we could discuss their plans, but without the City investment in tenant improvements. The Carnegie Center could become home to an Arts Gallery and a Childrens Museum, but without the staffing we provided last time and we could program the Center for other events and activities as well. I forwarded this recommendation thinking this should be a fairly straight forward decision, but that is not the case.

Since we are moving into the summer months and Scott and his staff need to devote their time to major projects such as the development of Jon Storm park you can see this is a prioritization of where we need to devote time and resources. I hope you concur with this request.

Will be discussed at
NEXT WEEKS' CC. WORK
SESSION FOR FURTHER DIRECTION.

Scott Archer

From: Lisa Wilson [wilsonl@orecity.k12.or.us]
Sent: Friday, December 07, 2007 9:45 AM
To: Dan Kromer (home); Denise Kai; Larry Potter; Scott Archer; mcSteve64@comcast.net; Shawn Dachtler - home; Dan Kromer (work); Marty Bertsch; teds@p-r-c.com; Karen Andrews
Subject: Re: By-laws

Here is a semi-final version.....

With a majority vote of the PRAC members, an exception to these bi-laws for a specific and unique purpose may be presented to the city commission for approval and implementation.

Lisa Wright-Wilson
Counselor
Ogden Middle School
503.785.8292
lisa.wilson@orecity.k12.or.us

****NOTE:** This email may contain confidential information intended for the addressee only. If you are not the addressee of this email, please do not review, disclose, copy or distribute it. If you received this email by mistake, please contact me immediately. Thank you.**

1/22/2008

Scott Archer

From: Karen Andrews [karenmandrews@yahoo.com]
Sent: Thursday, December 06, 2007 2:24 PM
To: teds@p-r-c.com; Lisa Wilson; Dan Kromer (home); Denise Kai; Larry Potter; Scott Archer; mcSteve64@comcast.net; Shawn Dachtler - home; Dan Kromer (work); Marty Bertsch
Subject: Re: By-laws

Okay it is my turn. I like #1 as changed by Ted with these possible changes in parentheses:

With a majority vote by (of, rather than by?) the PRAC members, an ~~exemption~~ exception to these bi-laws for a specific and unique purpose may be presented to the city commission for approval (and implementation). ~~Commissioners and the Mayor.~~

Scott Archer

From: Dan Kromer [kromerd@metro.dst.or.us]
Sent: Wednesday, December 05, 2007 1:39 PM
To: 'Dan Kromer (home)'; Denise Kai; Larry Potter; Scott Archer; mcSteve64@comcast.net; 'Shawn Dachtler - home'; 'Marty Bertsch'; 'Lisa Wilson'; teds@p-r-c.com; 'Karen Andrews'
Subject: RE: By-laws

I'm fine with Ted's edits to #1. Scott, can the commission approve exemptions to the PRAC bi-laws in a work session or would it have to be at a more formal commission meeting?

Dan

>>> On 12/5/2007 at 10:25 AM, "Ted Schumaker" <teds@p-r-c.com> wrote:

Lisa, thank you for handling this issue. I like door # 1 with a minor change as indicated below.

Thank you,

Ted

-----Original Message-----

From: Lisa Wilson [mailto:wilsonl@orecity.k12.or.us]
Sent: Tuesday, December 04, 2007 4:50 PM
To: Dan Kromer (home); Denise Kai; Larry Potter; Scott Archer; mcSteve64@comcast.net; Shawn Dachtler - home; Dan Kromer (work); Marty Bertsch; teds@p-r-c.com; Karen Andrews
Subject: By-laws

Hello all -

Here is my attempt at the by-law addition/exception:

Door #1:

With a majority vote by the PRAC members, an ~~exemption~~ exception to these bi-laws for a specific and unique purpose may be presented to the city commission for approval. ~~Commissioners and the Mayor.~~

Door #2

With a majority vote, PRAC may exercise the need to make exemption to these bi-laws for a specific and unique purpose, as approved by the City Commission.

Let the wordsmithing begin....please.

Lisa

Lisa Wright-Wilson
Counselor
Ogden Middle School
503.785.8292
lisa.wilson@orecity.k12.or.us

****NOTE:** This email may contain confidential information intended for the addressee only. If you are not the addressee of this email, please do not review, disclose, copy or distribute it. If you received this email by mistake, please contact me immediately. Thank you.**

Scott Archer

From: shawn@dachtlerfamily.com [dachman1@gmail.com]
Sent: Wednesday, December 05, 2007 8:13 AM
To: Lisa Wilson
Cc: Dan Kromer (home); Denise Kai; Larry Potter; Scott Archer; mcSteve64@comcast.net; Dan Kromer (work); Marty Bertsch; teds@p-r-c.com; Karen Andrews
Subject: Re: By-laws

I have no real preference. Both are fine with me.

My only comment is #1 only suggests it to be presented to the Commission, which could make it more informal. In my mind, that would mean we could talk to them about it at a Study Session for example. If we go with #2, the words "as approved" makes it much more formal sounding (to me).

Your thoughts?

-Shawn

On 12/4/07, **Lisa Wilson** <wilsonl@orecity.k12.or.us> wrote:

Hello all -

Here is my attempt at the by-law addition/exception:

Door #1:

With a majority vote by the PRAC members, an exemption to these bi-laws for a specific and unique purpose may be presented to the Commissioners and the Mayor.

Door #2

With a majority vote, PRAC may exercise the need to make exemption to these bi-laws for a specific and unique purpose, as approved by the City Commission.

Let the wordsmithing begin....please.

Lisa

Lisa Wright-Wilson
Counselor
Ogden Middle School
503.785.8292
lisa.wilson@orecity.k12.or.us

****NOTE:** This email may contain confidential information intended for the addressee only. If you are not the addressee of this email, please do not review, disclose, copy or distribute it. If you received this email by mistake, please contact me immediately. Thank you.**

--

Shawn
www.dachtlerfamily.com

Scott Archer

From: Dan Kromer [kromerd@metro.dst.or.us]
ant: Friday, December 07, 2007 1:45 PM
To: shawn@dachtlerfamily.com; Lisa Wilson
Cc: Dan Kromer (home); Denise Kai; Larry Potter; Scott Archer; mcSteve64@comcast.net; Marty Bertsch; teds@p-r-c.com; Karen Andrews
Subject: Re: By-laws

I agree!!!!!!!!!!!!!!

>>> On 12/7/2007 at 10:30 AM, "shawn@dachtlerfamily.com" <dachman1@gmail.com> wrote:
Perfect. Let's run with that.
-Shawn

On 12/7/07, **Lisa Wilson** <wilsonl@orecity.k12.or.us> wrote:

Here is a semi-final version.....

With a majority vote of the PRAC members, an exception to these bi-laws for a specific and unique purpose may be presented to the city commission for approval and implementation.

Lisa Wright-Wilson
Counselor
Ogden Middle School
503.785.8292
lisa.wilson@orecity.k12.or.us

****NOTE:** This email may contain confidential information intended for the addressee only. If you are not the addressee of this email, please do not review, disclose, copy or distribute it. If you received this email by mistake, please contact me immediately. Thank you.**

--
Shawn
www.dachtlerfamily.com

12/10/2007

A.1

Fund: General (300)

Department: Community Services

Program: Recreation - Administrative Support 300-164

Description/Mission

To provide a full range of recreational activities and opportunities to the citizens of Oregon City in settings which are safe, sustainable, green and clean, preserving our past and building for our future. This budget supports overall department administration functions, including the positions of Community Services Director and Assistant Parks & Recreation Director.

2008-09 Goals, Projects, and Highlights

- Provide overall direction, support and administration of Community Services Department
- Implement major park projects per the parks SDC budget
- Maintain a recreation program as possible within staffing limitations
- Be a strong and reliable resource for recreational events and opportunities for the community
- Work as a partner with Clackamas County in formation of a new library district to permanently stabilize library funding
- Implement new management strategies at Carnegie Center, including relocating department administration and other community partners to facility
- Explore Ermatinger House operational arrangements and partnerships with the goal of reducing or eliminating general fund support

2007-08 Accomplishments/Comments

- Successfully directed overall operations of Community Services Department, including Parks Development, Parks and Cemetery operations, Oregon City Pool, Pioneer Center, Library, Carnegie Center, Ermatinger House, and more
- Adopted the Park and Recreation Master Plan update
- Adopted the Oregon Recreation and Parks Association VIP Strategic Vision Statement, "We Create Community Through People, Parks, and Programs"
- Managed development projects as shown on Park SDC budget
- Administered inaugural season at Rivercrest Spray Park
- Negotiated a new long-term lease agreement with Sportcraft Marina
- Completed new snack shack project at Chapin Park in conjunction with Oregon City Youth Sports volunteer organization
- Continued to work cooperatively with youth sports organizers, Community Education, and other programs to provide recreational opportunities for residents
- Continued "Teen Scene", a Friday evening dance and socialization program for 7th and 8th graders, which draws approximately 150 youth once a month
- Continued to provide citywide recreational programs, classes and special events such as Teen Scene, Daddy Daughter Dance, Mom-Son Bowling, summer

recreation, Summer Concerts in the Park Series at Carnegie Library Park, 4th of July Concert and Fireworks Display and much more

- Continued improving publication of the "Trail News"

Major Issues to be Resolved in the Next 5 Years

- Development of a plan and/or process for replacement of the swimming pool with a multi-use Community Center facility which includes classrooms, gyms, and an aquatics center
- Adequate funding for existing parks and open spaces as well as those under development
- Adequate staffing to meet the Park & Recreation needs of the community including reinstating the Recreation Programmer position.

Fund: Park Development (611)
Department: Community Services
Program: Parks Development 611-601

Description/Mission

Provide additional capacity and increase park and open space facilities and resources within the Oregon City Urban Growth Boundary so the community benefits from parks, green spaces, trails and active recreational facilities. Oregon City Municipal Code defines qualified projects. The Capital Improvement Plan and the Park and Recreation Master Plan identify and prioritize projects that are eligible for SDC funding. Planning for growth related system improvements is also considered eligible for SDC funding.

2008-09 Goals, Projects and Highlights

- Complete Jon Storm Park and Willamette River Trail construction (began construction 07-08)
- Complete debris protection boom for Jon Storm Park dock
- Continue to explore high school area park site acquisition
- Implement Metro Parks Natural Spaces bond measure local share component
- Utilize Parks and Recreation Master Plan to begin developing implementation strategies for acquisition and development recommendations
- Seek grant funding to supplement SDC's for Wesley Lynn Park phase 2
- Develop master plan for Filbert Run neighborhood park property

2007-08 Accomplishments

- Completed Parks & Recreation Master Plan update
- Completed all necessary permits/approval processes and began construction of Jon Storm Park/Willamette River Trail Project
- Completed acquisition of Filbert Run park property
- Secured grant funds from Oregon State Marine Board for the debris protection boom for Jon Storm Park dock

Major Issues to be Resolved in the Next 5 Years

- Locate and purchase park property of sufficient size to support active recreational needs of the community
- Increased maintenance budget to maintain parks and trails as they are developed through SDC funds.

Fund: General (300)

Department: Community Services

Program: Parks Maintenance 300-161

Description/Mission

Provide the community with a system of neighborhood, community, and regional parks, which include play equipment, sports facilities and open green spaces. Ensure these facilities are safe, clean and attractive. Provide picnic facilities, shelters, restrooms and other buildings, RV camping and other facilities to support an active recreation program.

2008-2009 Goals, Projects and Highlights

- Maintain approximately 250 acres and several facilities in 47 parks and city properties
- Continue with removal of invasive plant species on City owned properties
- Coordinate projects and support for Eagle Scouts and other volunteers to improve the Parks in Oregon
- Continue support for O.C. High School Construction Corps class in improvements in City Parks
- Provide support and partnership with Public Works in landscape maintenance areas
- Plant native trees in park areas in place of invasive species
- Continue with removal of hazardous trees as budget allows
- Continue with improvements to Clackamette RV Park
- Apply for funding source for improvements to Clackamette RV Park

2007-08 Accomplishments/Comments

- Maintained approximately 250 acres and several facilities in 47 parks and city properties
- Coordinated with Optimist's Club of Oregon City to install automatic irrigation system in Richard Bloom Tots' Park
- Coordinated with Eagle Scouts in renovation of Buena Vista Club House
- Continued with removal of invasive plant material on Park and City Properties
- Worked closely with O.C. High School Construction Corps class on improvements to picnic shelter and construction of sand volleyball court at Hillendale Park
- Installed five new RV power pedestals to Clackamette RV Park
- Purchased new Toro gang mower to significantly improve efficiencies of Parks Maintenance Crews

Major Issues to be resolved in the next 5 years

- With the addition of new parks and facilities it is becoming even more imperative to identify adequate funding for staff, equipment and supplies to maintain the parks system to an acceptable level of service for the Oregon City community
- Identifying funding source to address deferred infrastructure maintenance in parks including pathways, restrooms, sport courts, parking lot, irrigation systems and more

Fund: General (300)

Department: Community Services

Program: Cemetery Operations 300-167

Description/Mission

Provide families with their needs for loved ones in a pleasant and serene surrounding. Maintain, enhance and protect the city cemetery including the historically important Pioneer Cemetery. Operations of the Mt. View Cemetery include full body burials, cremations garden, mausoleum, cemetery grounds including historic Pioneer Cemetery, mowing, pruning, spraying of weeds, repair of headstones, painting, landscaping, watering of the grounds, restroom cleaning, maintenance of equipment.

2008-09 Goals, Projects and Highlights

- Improve sales in new Memorial Garden through marketing efforts
- Continue expanding burial options: design new Rose Garden, Natural Area cremation scattering
- Finish new cemetery record books to reflect re-plotting of Sections M and N
- Continue with planting of bulbs throughout cemetery
- Continue to offer and where possible improve and expand family events: Mothers Day, Veterans Day, Flag Day

2007-08 Accomplishments/Comments

- Operated and maintained 55-acre cemetery site, including historically significant Pioneer Cemetery.
- Opened new Natural Area to cremation scattering
- Working on new Memorial area (Parents of Murdered Children)
- Planted 800 spring bulbs on grounds
- Continued to support and participate in successful annual Spirits of Oregon City event
- Adopted new policies and procedures involving burials
- Expanded office hours
- Put together package deals and price incentives to improve revenue stream

Major Issues to be resolved in the next 5 years

- Continue to explore new ideas for improving sales and customer base – increased revenue streams
- Plot new cremation gardens as interest and sales improve

Narrative Fund: General Fund (300)

Department: Community Services

Program: Aquatics 300-162

Description/Mission

The Oregon City Swimming Pool Aquatic program strives to meet high standards in aquatic safety, programs, services and facility maintenance by providing the community with a fun, well-supervised facility. Includes programs for youth and families, avenues for participants of all ages to build lifelong fitness and life safety skills, and a place to enhance and maintain good health.

2008-09 Goals, Projects and Highlights

- Expand and improve aquatic exercise programs for community members
- Continue to meet the increased demand for school sponsored swimming lessons
- Monitor and maintain new energy efficiency upgrade
- Several maintenance issues to be addressed, including replacement of filter laterals, slide repairs and inspection, repairs to damaged ceiling and inspection of windows to natatorium. Currently working on repairing leaks from the ceiling in the natatorium and replacing a cracked pipe in the pool plumbing system.
- Update current form of membership cards to a new updated electronic form of membership cards. This will require a Sportsman upgrade and/or a new registration program. Update from paper to electronic format
- Improve frontline staffing to serve high volume of registrations and programs. Current frontline staffing is utilizing instructors or lifeguards, as available. Past funding has limited the ability to provide dedicated front desk staff.

2007-08 Accomplishments/Comments

- Continued implementation of a computer registration program for lessons and recreation programs including online registration
- Successfully completed the energy efficiency upgrade. Realized a savings of over \$13,900 (as of Feb. 2008) since implemented in November 2006
- Private and public swim lesson programs were very successful
- 35,000 swim lesson programs; 10,000 recreation swims and 15,000 lap swims
- Continued partnerships with the Boy Scouts, homes school groups, Clack. Comm. College and Oregon City School District lessons program, alternative high school, adaptive P.E program and competitive swim teams.

Major Issues to resolved

- Adequate pool space to accommodate current programming demands
- Adequate staffing to maintain frontline service to the community at a basic level with increasing demands for more programs
- Implement the suggestions and needs identified by the Parks and Rec. Master plan
- Maintenance of an aging facility that has endured years of deferred maintenance

Fund: General 300 - 163

Department: Parks and Recreation

Program: Pioneer Adult Community Center

Description/Mission:

The Pioneer Adult Community Center is a multi purpose facility offering nutritional, recreational, educational, and social services to aging adults in the community. The primary responsibility of the Center is to enhance the quality of life for older adults and disabled citizens of the community, and provide an opportunity for the elderly to maintain an independent lifestyle.

2008-09 Goals, Projects and Highlights

- ◆ Maintain and enhance programs and services, to provide full use of the Pioneer Center and meet the needs of the aging and disabled population, as well as the community at large
- ◆ Manage budget to support services to seniors and disabled in the most productive way by increasing staffing without an increase in budget dollar request.
- ◆ Monitor customer needs; add or eliminate needed programs or underutilized programs
- ◆ Continue to add supplies to our rental program so there is an increase use of after hour rentals (linens, decorations ect. For community use)
- ◆ Replace and repair aging equipment throughout building
- ◆ Re-design web site for easier use by customers

2007-08 Accomplishments/Comments

- ◆ Served 24,593 meals on wheels, 6,398 congregate meals, provided 10,864 rides, and had 17,045 participants in organized recreation programs (trips, classes, meetings, rentals, in house services and recreation)
- ◆ Maintained full service to meals on wheels and animeals to home bound seniors
- ◆ Replaced an aging vehicle to round out fleet of vehicles in good condition
- ◆ Maintained high use of the transportation for the 3rd year
- ◆ Building maintenance issues addressed quickly, and resolved
- ◆ Worked closely with County partners to ensure the Pioneer Center continues to receive grant monies to help fund meal programs, transportation and client services.
- ◆ Added multiple classes that were requested by patrons
- ◆ Continued marketing efforts for building rentals
- ◆ Added elliptical machine to the weight room

Major Issues to be Resolved in the Next 5 Years

- ◆ Explore converting the patio area outside the weight room into additional exercise space
- ◆ Update the lighting in the dining area
- ◆ Develop a plan addressing the need to replace aging equipment in kitchen
- ◆ Replace worn carpeting when needed

Fund: General (300)

Department: Community Services

Program: Carnegie Center 300-166

Description/Mission

The Carnegie Center strives to provide children, youth, and families with cultural, educational, and leisure activities that will enrich their quality of life and appreciation of community.

2008-09 Goals, Projects and Highlights

- Conclude agreement with Fine Art Starts and re-establish staff presence at Center in an effort to:
 - Directly manage operations of Carnegie Center
 - Improve overall levels of public service, community access, hours of operation, and public use opportunities ensuring its best use as a city and community center facility
 - Increase Community Services Department administration visibility with move of Department administration staff to Center
 - Contribute to improving city-wide office space needs by making available current Director and Assistant Director offices at City Hall
 - Increase/improve availability of city and community meeting spaces
 - Increase rental and program use
- Work with potential community organizations, such as Chamber of Commerce, to rent portion/s of the facility for partnership opportunities and revenue benefits
- Work with potential community partners/arts organizations to cooperatively operate a public art gallery in the Center
- Increase other City uses of Carnegie Center, such as programs and events, community meetings, neighborhood association functions, city meetings, etc.
- Work closely with McLoughlin Neighborhood Association in ensuring a positive transition process

2007-08 Accomplishments

- Continued to operate the Carnegie Center at a minimal cost to the City through the management agreement with Fine Art Starts
- Continued to seek the best use of the Carnegie Center and ensure it is maintained as a public community center
- Utilized the Carnegie Center for city events and functions as needed

A.i.

Scott Archer

From: Larry Potter
Sent: Tuesday, March 18, 2008 3:42 PM
To: ORCITY
Subject: hazardous tree removal

On April 2nd and April 3rd, Clackamas River Access Trail will be closed from 8am to 3pm for removal of hazardous trees along the trail. A hazardous tree report was done by both our in house arborist and a private arborist to identify trees that pose a significant hazard to walkers along the section of trail that borders Tri-Cities Treatment Plant. This is a joint effort between Tri-Cities, Van Guilder Tree Service and Oregon City Parks Department. Van Guilder has donated time, and the cost is split between Tri-Cities and City of Oregon City. This has been part of a year long project to remove hazard trees in this section after a near miss happened last year on The First City Cleanup of 2007. Boy Scout Troop 60 has volunteered to replant 30 native trees as mitigation along this section of stream corridor. If you have any questions or have calls, the tree report can be made available. Thank you

Larry Potter
Operations and Facilities Supervisor
(503)496-1201

DRAFT DRAFT

DRAFT

DRAFT 1/09/08


LAND ACQUISITION AGREEMENT

1. GENTRY HOMES LLC (KNOWN FURTHER ON AS GENTRY) WILL ACQUIRE A STRIP OF LAND 50' X 654' FROM THE OREGON CITY PARKS DEPARTMENT WITH NO CONSIDERATION. THE LAND IS LOCATED AT TAX LOT 401 ON LELAND RD. DIRECTLY BEHIND WESLEY LYNN PARK.
2. WITH THAT LAND GENTRY WILL CONSTRUCT A FULL WIDTH LOCAL STREET INCLUDING CURBS, SIDEWALKS, PLANTER STRIP & STREET TREES ALL UP TO OREGON CITY STANDARDS
3. FURTHERMORE THE LOCAL STREET WILL PROVIDE ACCESS TO GENTRY'S SUBDIVISION AND TO THE LARGER PORTION OF OREGON CITY PARK PROPERTY WHICH IS CURRENTLY VACANT. THE STREET WILL ALSO INCLUDING A PEDESTRIAN WALKWAY TO WESLEY LYNN PARK LOCATED AT THE END OF THE PROPERTY. THIS WALKWAY WILL EXTEND FROM THE END OF THE NEWLY CONSTRUCTED SIDEWALK TO THE WALKWAY IN WESLEY LYNN PARK.
4. ALSO GENTRY WILL BE ALLOWED TO CONVEY STORMWATER RUNOFF THROUGH HARD PIPING INTO THE PARK DEPARTMENT LAND UP UNTIL THE EDGE OF THE WETLAND BUFFER. IN PART WITH THIS CONVEYENCE GENTRY WILL IMPROVE CERTAIN DETENTION POND OR PONDS COMBINING STORM CALCULATIONS FOR A FUTURE PARKING LOT ON THE REST OF THE PARK PROPERTY.
5. GENTRY AND THE OREGON CITY PARK DEPARTMENT WILL SPLIT THE COST OF A WETLAND DELINIATION TO DETIRMED WHERE THE END OF THE STORM RUNOFF PIPE WILL BE CONVEYED TO.

COMMISSION REPORT: CITY OF OREGON CITY

TO THE HONORABLE MAYOR AND COMMISSIONERS

320 Warner Milne Road, Oregon City, Oregon----503.657.0891

 INCORPORATED 1844	Agenda Item No.	Topic: Bid award & approval of construction contract in the amount of \$945,200 with CivilWorks NW, Inc. for construction of Jon Storm Park - Willamette Trail project and Clackamette Drive improvements
	Agenda Type: ACTION	
	Meeting Date: April 2, 2008	Attachments: X Yes <input type="checkbox"/> No
Prepared By: S. Archer	Reviewed By: S. Archer	Approved By: Larry Patterson

RECOMMENDATION:

Staff recommends City Commission approval of bid award and construction contract in the amount of \$945,200 with CivilWorks NW, Inc. for construction of the Jon Storm Park - Willamette Trail project and improvements to Clackamette Drive between Dunes Dr. and Jon Storm Park. This recommended bid award includes the Base Bid plus Alternate Bid items one (1) and three (3).

REASON FOR RECOMMENDATION:

Following extensive planning and permitting processes, this project was advertised for bids beginning February 12, 2008 with bids being opened on March 4, 2008. Eleven (11) total bids were received, with the low bid being submitted by CivilWorks NW, Inc. Staff has evaluated the low bid and determined it to be responsive and responsible. The low bid is below our engineer's estimate and within our anticipated budget. The complete listing of bidders and bid amounts are included on the attached tabulation sheet. Bids included the Base Bid for park improvements and three Add Alternate bid items described as follows:

- Add Alternate 1 – Clackamette Drive improvements (Dunes Dr. to J. Storm Park)
- Add Alternate 2 – East Sidewalk (new sidewalk on Rivershore Hotel frontage)
- Add Alternate 3 – Asphalt Trail (Willamette Trail – Clackamette to Jon Storm)

Staff is recommending the award of the Base Bid (\$731,200) plus Add Alternate items 1 (\$130,000) and 3 (\$84,000), resulting in the total amount (\$945,200). Add Alternate 2 is not recommended for approval, as it was dependent on funding participation from the hotel. They initially anticipated funding this portion of improvements, but decided against doing so following bid results.

BACKGROUND:

Jon Storm Park and the Willamette River Trail are major elements in the City's vision for enhancement of its Willamette River waterfront. The City has been working towards development of this park and trail connection for several years. The trail connection is identified in both the Oregon City Waterfront Master Plan (2002) and the Oregon City Trails Plan (2004). Jon Storm Park was master planned and adopted in 2004. Since then, of the transient dock and restroom projects have

been completed with significant funding assistance from the Oregon State Marine Board. In 2006 the Community Services Dept. was awarded a State of Oregon Local Government Grant in the amount of \$330,000 for Jon Storm Park. This construction contract completes the remainder of the park project and includes pedestrian walkways and sidewalks, a cantilevered river overlook, lawn areas, picnic shelter, landscape and planting improvements, benches and wall seating, a parking lot under the I-205 Abernethy Bridge, a bus/trolley turnaround, sidewalk and Clackamette Drive Improvements, replacement of the water mainline along Clackamette Dr., and the non-motorized Willamette River Trail connection between Clackamette and Jon Storm Park. This project will provide seamless non-motorized/pedestrian linkage to the forthcoming 99E improvement project. Oregon City Public Works Department is providing funding for the water mainline replacement and portions of the Clackamette Drive improvements.

BUDGET IMPACT: FY(s): 2007-08 and 2008-09 Funding Source: Parks System's Development Charges, Oregon Local Gov't Grant, Public Works utility funds

ATTACHMENTS:

1. Contract Agreement
2. Bid summary list
3. Site plans/drawings for Jon Storm Park and Willamette River Trail connection

CITY OF OREGON CITY
Community Services

BID OPENING CHECK LIST

PROJECT NAME:
WORK ORDER NUMBER:
DATE: March 4, 2008
TIME: 2:00 PM

Jon Storm Park and Willamette River Trail

BIDDER'S NAME	Base Bid Total	Add Alt 1	Add Alt 2	Add Alt 3
CivilWorks NW, Inc.	\$731,200.00	\$130,000.00	\$32,000.00	\$84,000.00
Canby Excavating, Inc.	\$775,331.00	\$130,680.00	\$22,995.00	\$69,600.00
Andersen Pac. Contractor's, Inc.	\$777,800.00	\$107,000.00	\$38,000.00	\$76,000.00
Parker N.W. Paving Co.	\$812,249.00	\$133,400.00	\$24,500.00	\$90,500.00
Brant Construction, Inc.	\$816,720.00	\$161,000.00	\$21,000.00	\$85,000.00
Goodfellow Bros., Inc.	\$878,300.00	\$132,000.00	\$25,000.00	\$85,000.00
J.P. Contractors, Inc.	\$887,750.00	\$150,000.00	\$18,500.00	\$75,000.00
Paul Brothers, Inc.	\$899,375.00	\$133,800.00	\$41,550.00	\$53,100.00
Dirt & Agg. Interchange, Inc.	\$918,124.50	\$177,000.00	\$35,300.00	\$84,448.00
Coyote Commercial Const., LLC	\$967,272.00	\$143,297.00	\$17,594.00	\$85,411.00
P.C.R., Inc.	\$1,036,000.00	\$169,000.00	\$41,000.00	\$65,000.00

Scott Archer

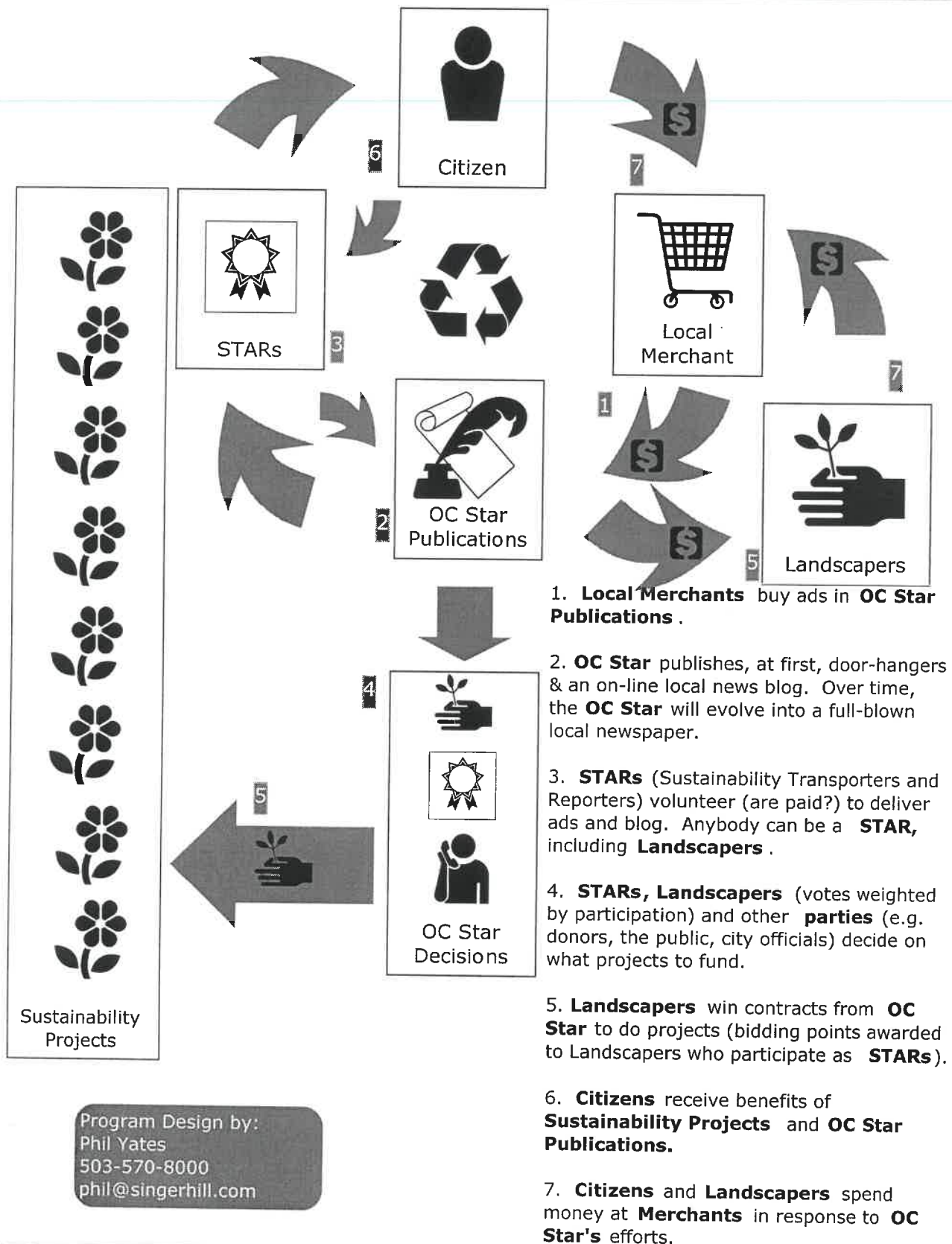
From: Denise Kai
Sent: Monday, March 31, 2008 4:37 PM
To: Scott Archer
Subject: Jon Storm Debris Boom

Engineered drawings should be to us in the next week and a half. Just talked with Jeff Smith to confirm we would get construction drawings soon. He will be mailing them.

When I get back, we should chat about timing, request for bids on this project, contract docs, etc.

Denise

Oregon City Star Business Model





Located adjacent to the confluence of the Willamette and Clackamas Rivers, Oregon City's waterfront area includes some of the region's most spectacular natural environments. The rich history and valuable natural assets of the waterfront district contribute to its extraordinary environmental, recreational, and economic opportunities. Given the site's unique characteristics and proximity to the heart of downtown Oregon City, revitalization of this area is key to shaping the future of the community.

The 1999 Downtown Community Plan refers to Oregon City's waterfront as "one of the great landscape alliances of Oregon: a historic city next to a beautiful river surrounded by a spectacular natural setting." The Community Plan calls for re-establishment of viable connections for all modes of transportation to the waterfront site as well as measures to open up the waterfront and recapture the resource for the entire community to enjoy. In response to this vision, the City of Oregon City set forth the following goals for the Waterfront Master Plan Study:

Goals

- **Enhance habitat and riparian areas**
- **Integrate open spaces**
- **Create development themes**
- **Increase employment opportunities**
- **Increase the tax base**
- **Identify public projects**

Based on these goals the Oregon City Waterfront Master Plan was developed through an interactive and ongoing public process. Feedback from open public workshops and stakeholder interviews, as well as continued work with City staff and a Technical Advisory Committee, contributed to the creation of the overall vision, goals and physical plan for the revitalization of Oregon City's waterfront.

The primary focus of the resulting Master Plan is to balance the interplay of the natural environment with the economic potential of public and private development within the area. The plan highlights openspace improvements and mixed use redevelopment within the waterfront district. Partnerships, such as collaboration with an expanding Tri-City WPCP, are encouraged to reach community goals. In addition, the plan emphasizes the need to build connections within the waterfront area as well as to extend these connections to adjacent community interests including the downtown core and the End of the Oregon Trail Museum.

Open space improvements for the waterfront will build on the existing natural environment while enhancing recreational opportunities for the community. Habitat restoration at Clackamette Cove and along the banks of the Willamette River at Clackamette Park will restore these once rich environmental resources and habitat. The establishment of no-wake boating in Clackamette Cove and the creation of a pedestrian trail tracing the shoreline will allow visitors to be submersed in the natural environment only moments from downtown. Visitors crossing the Clackamas south on

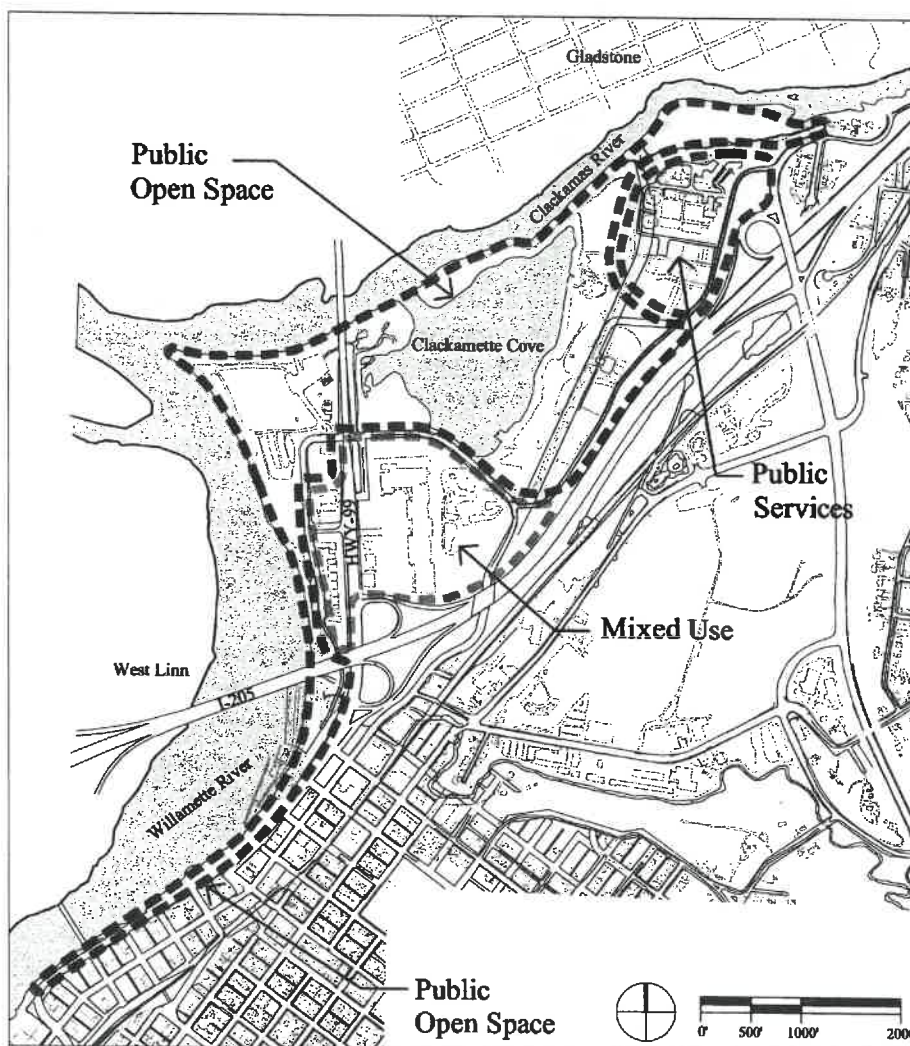


Figure 2: Land Use Plan

the renovated McLoughlin Boulevard Bridge will be greeted by a lush, forested entry to the city including a new gateway building complex on McLoughlin Boulevard announcing the presence of Clackamette Park. Improved circulation will enhance connections to the river. New group picnic facilities will replace the existing RV Park and additional boat trailer parking will ease parking congestion for fishing and boating enthusiasts. A waterfront trail system will link Clackamette Park to downtown to the south and the restored habitats of Clackamette Cove to the east.

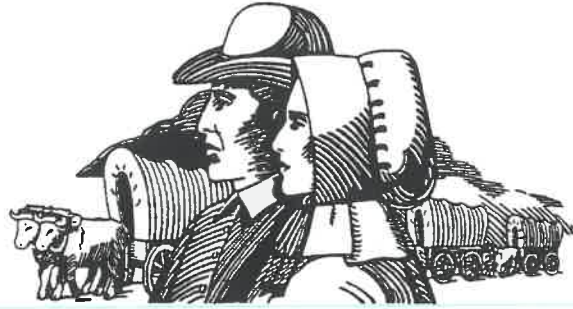
Within the green framework created by these openspace improvements, a mixed use zone integrating the existing Oregon City Shopping Center will create a re-energized urban area along McLoughlin Boulevard (Figure 2). Combining housing with commercial/retail and potential office space as markets develop, this district will serve as a pedestrian-oriented community related to the waterfront area as well as providing additional retail opportunities for the residents of Oregon City at large. Retail bordering McLoughlin will be reconfigured to create an active urban streetscape while

Metro Natural Areas (2006) Bond Measure Local Legacy Share Allocation Project List - City of Oregon City

(As approved by Oregon City Commission via IGA with Metro September 2007)

1. High School area property acquisition	\$525,000
2. Canemah area acquisition	\$175,000
3. Meyers Road/Caufield Creek watershed area acquisition	\$163,728
4. Holcomb Creek watershed acquisition	\$125,000
Total	\$988,728

The Community Services Department and the Parks and Recreation Advisory Committee (PRAC) have continually identified the High School area acquisition as the City's highest priority for targeted parkland acquisition. PRAC re-affirmed its commitment to this priority at their January 28, 2008 meeting by unanimous passage of a motion recommending that the City pursue the purchase of the Saunders property and utilize all available resources, including Parks SDC's and Metro Local Share Allocation funds. The distribution amount for specific project may be changed via renegotiation of our IGA with Metro.



OREGON CITY PARKS & RECREATION

Activity Report

Program: **Pioneer**

Month of January 2008

New information / highlights:

4 trips provided this month: 1 for Pioneer center + 2 trips for Rose Linn care center + 1 for West Linn senior center

6 dine outs (4 for Oregon city, 1 for Westlinn, 1 for Rose Linn care center)

Donations: \$2862.21 for the pioneer donation fund, and \$50 for meals on wheels. Spent \$0 from general donation fund. \$978.86 from MOW fund for computer for MOW coordinator, and valentine gifts for MOW clients.

Supplied pet food to 37 pets for the Animeals program for low income / home bound pets 2 times this month.

Building rentals included Church – every Sunday, Wednesday and Friday evenings. In addition, there were 4 rentals in the ballroom, 5 rentals in the basement

Sold the car donated – Received \$1800.00

Assisted with Daddy daughter Dance/Huge success!

Up Coming Events/ Dates of note:

2 Pioneer trip planned next month: 2 Rivers museum, Cannon beach

Rose Linn care center – 2 local trips

7 Dine outs to various OC locations

Center closed for Presidents day

Concerns and Challenges:

Building maintenance completed as time allows.

Building maintenance:

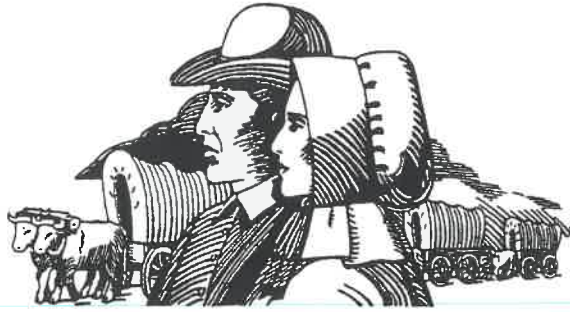
Refrigerator (walk in) may need upgrading at some point this year



OREGON CITY PARKS & RECREATION
Activity Report
Program: Pioneer community center

Month of: January 2008

Category	Number of Participants
Home delivered meals	1959
Congregate Meals	648
Transportation	952
Outreach services	585
Trips	120
Recreation	871
Classes	678
Meetings	534
In house services	110
Community use (rentals)	827



OREGON CITY PARKS & RECREATION
Activity Report
Program: Recreation Division

Month of: January

Highlights of the past month:

Aquatics & DDDD/ Camps/ Concerts in the Park/ Mom and Son Bowling/ SkyHawks

- Evening Swimming Lessons: added a level. This helps accommodate the people on the waiting list.
- Evening Lessons also added 9 private lessons in Dec. and through March. They are filling quickly.
- Pool slide was disassembled and is in the process of getting repaired. Time line is about 3-4 weeks.
- Facility rentals are doing great in regard to revenue. We have purchased new tables and chairs that will help increase the professionalism of our facility and rentals. Our revenue after January 2008 is \$12,079.75 with only \$1,902 to meet projected. This is Fantastic. I believe it is due to the increase of customer service we offer and face to face service at the front desk.
- Our membership revenue has also increased. We are currently at \$8,000 and only \$5000 to meet projected. I believe this is due to the new lap swim times added in the afternoon.
- The new pool hours are working great. I heard positive feedback from the community about the added lap swim times. On average starting at 4:30p we see 4-5 people participating. I have seen a slight increase in membership sales due to the increased lap swim times.
- Working on increasing volunteer opportunities for swimming lessons. I have taught a Water Safety Aide class that enables 12-14 years olds to volunteer to assist with swimming lessons.
- Recreation quick overview:
 - Concert in the park is booked and contracts are being sent out. I have also completed all food vendor partnerships and contracts.
 - For the concerts in the Parks, the Oregon City Swimming Pool is working with the Pioneer Center to have a concert series fundraiser where the pool and senior center will split the profits. The Pioneer Center will provide the food and the pool will provide the staffing and all food profits will be divided and used at each facility! My goal for the pool is new carpet. It is very unpleasing to look at, and is definitely a safety issue.

- OCCIT Grant was complete and turned in. We are asking for additional \$500 due to Union funds at 75% for '08 as compared to '07's 63%. I am grateful that we will receive funds this year; it was up in the air as to whether outdoor concerts were going to receive any funding.
- Keep the union funds in mind, I booked quality bands but was able to book for \$1000 less than we did last year. Saving us funds to use towards the additional costs for the union increase.
- Teen Scene has increased its attendance to an average of 150 participants. We are breaking even depending on numbers and on occasional Fridays we make around \$150-\$300. We are still holding teen scene one Friday a month, and this is working great; supply and demand.

Up Coming Events/ Dates of note:

Aquatics

- Lifeguard class over spring break and also a class in May
- March 10 is the first day for Spring Registration
- Mom and Son Bowling March 8th
- Pool is closed due to the BC meet with the Oregon City Swim Club March 8 & 9.
- Feb. 28th, I'm taking my key employees to training in regard to angry patrons. This should be very helpful in light of what we are experiencing this year with the DDDD being full.

Concerns and Challenges:

Aquatics

- Dealing with a staffing shortage. All aquatic facilities are having issues with staff retention. I am trying a plethora of tactics to see why the retention issues. I have and will continue employee incentives. Part of the challenge is training all the staff to teach swimming lessons and also lifeguard. The training is very time consuming.
- The pool is also very stretched for staff in regard to what the pool is responsible for. We are the only facility that takes registrations. Therefore I am also trying to train customer service skills. The staff does a fantastic job for all the hats they are required to wear.
- Our recreation and swim lesson programs are limited due to staffing and also space and time. Our waiting lists continue to climb, currently the DDDD has 28 and our swimming lessons have around 15. The city is growing and there is a need for more recreation and swimming programs and due to the above listed we are unable to accommodate those wished.

MONTHLY REPORT		TOTAL USE	RECEIPTS
FACILITY USAGE			
	Usage		
BUENA VISTA HOUSE	55	55	
PARK SHELTERS			
Chapin	0		
Clackamette General	0		
Clackamette Horseshoe	0		
Hillendale	0		
Rivercrest	0		
BALLFIELDS	0		
PARK RESERVATION RECEIPTS			1275.00
CLACKAMETTE RV PARK			
RV RECEIPTS			
OCCUPANCY RATE **	6%		1130.00
RV DUMP STATION RECEIPTS			118.55
TOTAL CLACKAMETTE RV RECEIPTS			1248.55
CEMETERY STATISTICS			
FULL BODY			
	6		
CREMAINS			
	4		
TOTAL REVENUE - CEMETERY			23,153.34

January 2006
Betty Joe Armstrong

** Months OCT-MAY use Amount of Cash Taken In divided by 16740.
Months MAY-SEP use Amount of Cash Taken In divided by 18360.

