

AGENDA

City of Oregon City Parks and Recreation Advisory Committee

City Hall 625 Center Street, Oregon City, OR 97045

Thursday, January 23, 2014

7:00 P.M. - Regular Meeting

- 1. Call to order
- 2. Introductions
- 3. Annual election of officers
- 4. Approval of minutes December 5, 2013 meeting
- 5. Citizen comments on issues and items not on the agenda
- 6. General business
 - a. Oregon City High School Construction projects update
 - b. Designated off-leash dog area recommendations
 - c. R.V. Park master plan update
 - d. Willamette Falls Legacy project update
 - e. PRAC vacancies process update
 - f. Park Day event
 - g. Annual report to City Commission & goals review
 - h. Camping in parks- proposed change to Oregon City Municipal Code 12.16.040
 - i. Other general business
- 7. PRAC member reports
- 8. Staff reports
- 9. Next scheduled meeting date February 28, 2014
- 10. Adjournment



Meeting Minutes

City of Oregon City Parks and Recreation Advisory Committee

City Hall 625 Center Street, Oregon City, OR 97045

Thursday, December 5, 2013

Attendance

Members: Bryan Watt, Bob Burns, Brian Burke, Joyce Gifford, Adam Beykovsky, Jon Benjamin, Shawn Dachtler

Excused absence: Mike Mitchell, Lisa Normand

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

Guests: Blane Meier, T.A.C. Chair; John Lewis, Public Works Director; Tom and Marguerite O'Brien

- 1. Call to order: 7:04 P.M.
- 2. Introductions: Bryan Watt chaired the meeting in place of Mike Mitchell and Lisa Normand, who were unavailable to attend.
- 3. Approval of minutes October 24, 2013 meeting: approved.
- 4. Citizen comments on issues and items not on the agenda
 - a. Tom O'Brien: Mr. O'Brien requested that PRAC do all it can to accomplish the Filbert Run and Glen Oak Road parks master planning process. Staff assured PRAC this process was going to be done; there are work load and timing reasons why it has not been done yet.
- 5. Presentations
 - a. Transportation Advisory Committee (T.A.C.) presentation Newell Creek Canyon trails: Blaine Meier, T.A.C. Chair and John Lewis, Public Works Director presented information regarding Oregon City Trails Alliance. Cycle tourism information; mapping; opening Amtrak station depot with cycle & tourism related amenities; Oregon City loop trail. Number one concern is environmentally sound development in the canyon. Trails alliance meets monthly; Adam B. of PRAC is Chair of the Alliance. Intertwine Alliance discussion.
- 6. General business
 - a. Designated off-leash dog area recommendations: Bring back to January PRAC meeting; recommendations will be tied in to annual report to Commission.
 - b. R.V. Park master plan update: staff gave update; discussion about tie-in with the O.C. High School construction program projects at the site.

- c. Willamette Falls Legacy project update: Staff gave an update on project. PRAC would like to have a follow-up presentation from the Community Development Department staff again at some point.
- d. PRAC membership
 - i) Re-appointment recommendation: PRAC passed a motion unanimously supporting Bob Burns' re-appointment to a second term.
- e. Vacancies: Received one new application need to seek additional applicants.
- f. Park Day event: Bryan Watt updated about the event. PRAC agreed that they would like to piggy back this onto a Movie in the Park in August. Denise mentioned that for advertising purposes, PRAC should finalize a date. Agenda item, add a reminder that date needs to be selected by April for Trail News.
- g. Annual report to City Commission & goals review: At January meeting determine a work session date to do updated goal setting.
- h. Parks acquisition & development fund (SDC's) update provided.
- 7. PRAC member reports
 - a. Brian Burke his last meeting; thanked everyone.
 - b. Shawn Dachtler thank you to Bryan Watt and Brian Burke for their service.
 - c. Bryan Watt Oregon City pool is great. This is his last meeting; remarked about his time on the committee.
 - d. Bob Burns South End Concept Plan, distributed draft letter to submit to Planning Commission.
- 8. Staff reports
 - a. Staffing changes
 - b. Recreation report
 - c. Thank you to Bryan Watt and Brian Burke for their service to the City.
- 9. Next scheduled meeting date January 23, 2014
- 10. A brief reception for outgoing PRAC members to be held immediately following the meeting.
- 11. Adjournment: 9:23 P.M.

Scott Archer

From: Nent:	Kelli Grover [kg@firwooddesign.com] Friday, June 28, 2013 2:22 PM
ſo:	Scott Archer; 'marianne zarkin' Larry Potter; Denise Kai
Cc: Subject:	RE: Park & Rec Committee meeting

Hi Scott - The committee had great questions and comments, with regard to the barrier between sites I think this could best be addressed with vegetation, from our meeting with the planning department any fences will be considered a "fill" component, not to mention they will serve as a debris catch during flood events and be susceptible to damage.

I think that the comment about the barrier was good – and is consistent with the design goal of creating more of a defined space for each RV Pad –presently with the layout we have 20ft between spaces and this is not a whole lot to work with by the time you add in a 12ft wide picnic area. It will be difficult to completely isolate each pad and I don't think that is the expectation given this is more of an urban type retreat. Any vegetation planted in an effort to create a barrier will need to be native and probably a good screening columnar type species – I have asked Marianne to bring some photos of the vegetation that will potentially be used so we can have a good visual at our meeting with the maintenance crews on the 9th.

I didn't note any changes to the site layout plan – the one take away that I heard from the Committee was low maintenance considerations and we are striving to integrate a low maintenance design, however, as you can imagine that doesn't equate to no maintenance .

Thank you -

elli A. Grover, P.E.



DBE/WBE/ESB Certified#3741 39065 Pioneer Blvd, Suite 104 Sandy, OR 97055 P: 503-668-3737 F: 503-668-3788

From: Scott Archer [mailto:sarcher@ci.oregon-city.or.us]
Sent: Friday, June 28, 2013 1:05 PM
To: Kelli Grover; 'marianne zarkin'
Cc: Larry Potter; Denise Kai
Subject: Park & Rec Committee meeting

Kelli and Marianne,

I want to thank you for the good job you both did with the presentation at our meeting last night. The Committee seemed supportive of the concept. The only issue I have as a potential change is the consideration of fencing or some other type of barrier (plant material?) down the middle of the center section. If you have any thoughts/suggestions, let sknow. Did you take away any other potential changes?

P.S. There was a FedEx store receipt left with the maps you had printed. Do you need this for your records?



CLACKAMETTE PARK - RV PARK IMPROVEMENTS





LANDSCAPE CONCEPT September 13, 2013 **Scott Archer**

From:)ent: To: Subject: Tony Konkol Thursday, January 23, 2014 4:43 PM Scott Archer WFLP update

Scott,

Below are updates for the WFLP:

- On January 10th, 2014 the Bankruptcy Judge approved the contract between the Bankruptcy Trustee and Langley Investment Properties, Inc. Langley will have 24 months to acquire the property. If closing occurs within 12 months the purchase price is \$4.9 million, if the closing happens after the 12month period, the purchase price is \$5.75 million. Langley is to deposit \$720,000 in two annual installments of \$360,000 each. As of February 1, 2014, the Trustee may draw up to \$30,000 per month from the deposit to cover the carrying costs of the property. Langley has not signed the contract nor deposited the funds yet, so the contact is not final.
- The first Planning Commission meeting to consider the proposed WFLP framework master plan and zone change land use application is scheduled for April 21st, 2014.
- Please let PRAC know of the next WFLP event at KEEN. PRAC members and the general public are invited. To assist staff with logistical planning, please visit <u>www.rediscoverthefalls.com</u> to RSVP to the event.

Thursday, Feb. 6, 5:30 to 8 p.m. KEEN Great Room, 515 NW 13th Ave., Portland Part of the First Thursday event in the Pearl District

Let me know if you have any questions. Thanks, tk



Tony Konkol Community Development Director City of Oregon City PO Box 3040 221 Molalla Avenue, Suite 200 Oregon City, Oregon 97045 Direct phone: 503-496-1562 City phone: 503-722-3789 Fax: 503-722-3880 E-mail: tkonkol@orcity.org

Website: www.orcity.org

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Willamette Falls is one of the nation's most beautiful and historic natural wonders - yet for more than 150 years it has been hidden from view.

Thanks to a growing community of supporters, Oregonians are on the brink of rediscovering Willamette Falls. But it won't happen without you. Celebrate the Falls and see the vision at this First Thursday event. Together, we're making Oregon history.

- Join the Wall of Champions
- Get inspired by a Willamette Falls art show
- Preview the vision and master plan
- Enjoy Lebanese appetizers from Nicholas Restaurant
- Toast the Falls with drinks donated by A to Z Wineworks and Ecliptic Brewing







Willamette Falls Legacy Project PO Box 3040 Oregon City, OR 97045

First Thursday with...



◦ LEGACY PROJECT ◦

Celebrate the legacy and help realize the vision for an Oregon landmark.

Thursday, Feb. 6, 5:30 to 8 p.m.

KEEN Great Room in the heart of the Pearl District, 515 NW 13th Ave., Portland

Parks & Recreation Advisory Committee Goals

- 1. Identify funding for phase 2 and complete development of Wesley Lynn Park. KEED
- 2. Determine future plans for RV Park, on ob Z. V. Campgran Allor Implementi MASKER PLAN proche
 - 3. Begin Master Planning process for the Glen Oak Road and Filbert Run properties.
 - 4. Investigate dog parks.
 - 5. Naming trail linkages/standardized signage.
 - 6. Work with the City in the process for determining the use of the End of Oregon Trail Interpretive Center site.
 - 7. Support a parks event for 2013.
 - 8. Become informed of the goals and initiatives of the Oregon City commissions, boards and committees so we may be effective pursuing the goals of the City as they relate to the goals and objectives of the Parks & Recreation Advisory Committee.

Scott Archer

From: Cent: Co:	Scott Archer Tuesday, January 21, 2014 4:47 PM 'Adam Beykovsky'; 'Bob Burns'; Denise Kai; 'Jon Benjamin'; 'Joyce Gifford'; 'Lisa Normand'; 'Mite All's Shawn Dashtlar'
Cc: Subject: Attachments:	'Mike Mitchell'; 'Shawn Dachtler' Nancy Ide; Kelly Burgoyne PRAC Agenda 1/23/14 January 23_2014 PRAC agenda.pdf; Dec 5_2013 PRAC Minutes.pdf; DRAFT Camping Ordinance Revision.pdf; 7.17.13 City Commission Report_Ord No. 13-1008 Camping Waiver.pdf

Parks & Recreation Advisory Committee,

Please find attached the agenda and related items for the regular monthly meeting this Thursday, January 23. My apologies for the shorter than normal notice on this; I was out of the office all last week tending to a family emergency and just returned to work today. A few issues and items to note for the meeting:

- I mentioned previously that we would be doing applicant interviews at this month's meeting. There
 are no interviews scheduled Thursday. Though we have now received three applications for the two
 remaining vacancies, the deadline to apply was advertised as extended into early February and Mayor
 Neeley (who makes committee and board appointments) decided he would prefer to wait to do all
 interviews until after the deadline has passed. We will do interviews at our February meeting for all of
 the applicants we've received at that point.
- This being our first meeting of the calendar year, we will be holding our annual election of officers for the committee (Chair and Vice-chair). You may want to be thinking in advance of the meeting about potential nominees for these positions (including whether you may be interested).
- Lastly, I wanted to address an issue prior to the meeting that is not on the agenda. Last weekend I responded briefly to an inquiry from one of the PRAC members, and I know there are others interested, in regard to the article in last week's Oregon City Newspaper related to our Park Host positions. I want to reiterate that I would be happy to speak with any of you who may have questions about this. I am hoping to avoid talking in a public meeting about the specifics of the park hosts at two of our sites (Hillendale and Wesley Lynn) who have been dismissed. Rotation of parks hosts is a routine event for the Department, and these are never intended to be permanent positions. In this case, there were also performance issues and contacts with OCPD, that also factored into the decisions (the Department has kept that CONFIDENTIAL to avoid embarrassing the volunteer park hosts). We are in the process of recruiting new park hosts for vacant positions, which is also part of our standard practices. I want to also note that we provided what I believe to be a fair amount of notice to make other arrangements and depart the parks. We provided 60 days for the Wesley Lynn Park Hosts to depart the caretakers house, and the Hillendale Park hosts were given 30 days, and requested an additional 2-week extension until the end of January, which we granted. These are simply management issues that we deal with as they arise for volunteer positions. Volunteers are essentially "at will" positions, meaning the City may utilize their services until such time as they are no longer needed or wanted. In some cases we simply need to exercise our right to manage, and go in a different direction. We highly value our volunteers in the City, and our Park Host program is a tremendous asset to our operations and has been a great example of a successful volunteer program.

Please let me know if you have any questions regarding any of the meeting information.

Thank you,



Scott Archer sarcher@orcity.org Community Services Director City of Oregon City PO Box 3040 625 Center St. Oregon City, Oregon 97045 503-496-1546 Direct phone 503-657-0891 City phone 503-657-7026 Fax

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



REQUEST FOR PROPOSAL PARK MASTER PLANNING PROFESSIONAL CONSULTING SERVICES

CITY OF OREGON CITY DEPARTMENT OF COMMUNITY SERVICES PARKS & RECREATION DIVISION

INTRODUCTION

The City of Oregon City, Oregon is seeking the services of qualified firms or individuals to lead a public master planning and design process for two separate future park sites commonly referred to as Glen Oak Road and Filbert Run Parks. The Glen Oak Road park site is a 9-acre undeveloped property, located at 14491 S. Glen Oak Road (corner of Glen Oak & High School Roads), Oregon City. The Filbert Run park site is a 3.5 acre undeveloped property, located on Hazelnut Avenue between Vincent Drive and Hazel Grove Drive, Oregon City. The City intends to perform the master planning processes for both parks concurrently under a single consultant agreement.

PROPOSAL INQUIRIES AND SUBMITTAL

Inquiries related to this Request for Proposal shall be directed to Scott Archer, Community Services Director at sarcher@orcity.org or 503.496.1546.

Five (5) copies of the proposal shall be received at City Hall, 625 Center Street, Oregon City no later than **3:00 P.M. on Thursday, February 13, 2014**. Proposals submitted after this time shall not be accepted. The proposal package shall be addressed to:

PROPOSAL FOR GLEN OAK ROAD & FILBERT RUN PARKS MASTER PLANNING PROFESSIONAL CONSULTING SERVICES Attn: Scott Archer, Community Services Director City of Oregon City 625 Center Street Oregon City, Oregon 97045

The proposal shall be double-sided per section and printed on recycled paper. The proposal becomes part of the public file for the project, without obligation to the City of Oregon City. The City reserves the right to reject the proposal for good cause if it is in the best interest of the public and is not liable for any costs incurred by the consultant in the proposal preparation or follow-up scope of work or fee negotiations.

PROJECT BACKGROUND AND DESCRIPTION

The Glen Oak Road property was purchased by the City in 2008 utilizing a combination of City funding and Metro Natural Areas Bond Measure Local Share program funding. The High School/Glen Oak Road area has long been recognized as a priority for active-park and open space. The City's Parks and Recreation Advisory Committee (PRAC) is supportive of this priority. The documented need for a park in this area was first identified in the 1999 Parks & Recreation Master Plan and was reaffirmed in our more recently adopted 2008 Master Plan Update. This 9- acre parcel is ideally located in this identified area at the corner of Glen Oak Road and High School road. It is within walking distance to a large number of residential neighborhoods, Oregon City High School, and Clackamas Community College. The configuration and topography of the property are well suited for a variety of park purposes. The Glen Oak Road park site is intended to serve both the nearby residents and the community at large.

The Filbert Run property was acquired by the City in 2007. This property is located within a planned unit development (PUD) in the south Central Point Road vicinity. Per the PUD approval, the developer was required to dedicate a certain amount of public open space. In conjunction to this, the City purchased an adjoining parcel to create a total 3.5-acre parcel for future development as a neighborhood park. The Filbert Run park property is surrounded completely by single family residential housing. It is a neighborhood park site, intended to primarily serve the nearby residents within walking distance.

12.16.040 Camping prohibited.

A. It is unlawful to camp in or upon any sidewalk, street, alley, lane, public right-of-way, public park or any other place to which the general public has access.

B. "To camp" is defined as setting up or remaining at a campsite.

C. "Campsite" is defined as any place where any bedding, sleeping bag or other sleeping matter, or any stove or fire is placed, established or maintained, whether or not such place incorporates the use of any tent, lean-to, shack, or any other structure, or any vehicle or part thereof, for the purpose of maintaining a temporary place to live.

D. It shall be an affirmative defense to this section that the individual charged had written consent of the person or other authority owning or entitled to possession of the location where the campsite was located Camping may be allowed in city parks under rules adopted by the City Manager pursuant to Section 12.16.020(B) of this code.

ARK-5 (other rules

us br

City of Oregon City

Staff Report

File Number: 13-472

Agenda Date: 7/17/2013

To: City Commission

From: Community Services Director Scott Archer

SUBJECT:

First and Second Readings, Ordinance No. 13-1008, Temporarily Suspending a Portion of Oregon City Municipal Code Section 12.16.040.A Regulating Camping in Public Parks and Declaring an Emergency

RECOMMENDED ACTION (Motion):

Staff recommends the City Commission the first and second readings of Ordinance No. 13-1008 to allow camping in public parks over the next thirty (30) days, and to require the staff to report back to the Parks and Recreation Advisory Committee for future consideration of whether the City should allow camping in public parks for special events and circumstances.

BACKGROUND:

The Oregon City Municipal Code (OCMC) Section 12.16.040. A currently prohibits camping in public parks and certain other places. For certain special events and circumstances, the City may want to allow camping for a limited duration in public parks. One such instance is proposed to take place July 21, where camping is anticipated at Clackamette Park for a special cultural ceremony of the Confederated Tribes of Grand Ronde.

The City staff intends to consider this event and any camping associated with the celebration as an experiment to determine whether the City should revise current code provisions to govern camping in public parks for special events and circumstances. In order to allow the experiment to take place, the prohibition on camping in public parks under OCMC 12.16.040. A must be suspended. If the attached Ordinance No. 13-1008 is adopted, then camping will be permitted in public parks for thirty (30) days.

The City will require the Community Services Department staff to report to the Parks and Recreation Advisory Committee (PRAC) to explain whether the event was a success, and learn other details related to the camping activity that occurs. Thereafter, City staff recommends that the PRAC submit a recommendation to the City Commission about next steps the City may want to consider in relation to camping in public parks.

. . . .

625 Center Street Oregon City, OR 97045 503-657-0891

Agenda #: 7a.

File Type: Ordinance



Status: Agenda Ready

Scott Archer

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From:
Sent:
To:
Subject:
Attachments:

William Kabeiseman [billkab@gsblaw.com] Thursday, December 05, 2013 2:23 PM Scott Archer Camping Ordinance Camping Ordinance (510401v1).DOC

Scott,

Attached is a preliminary concept you might consider taking to the PRAC to relax the camping ban in parks. You can also ask them for input on what considerations they might want to see in city manager rules, e.g., size, duration, location (e.g., which parks could support camping, what areas, etc...) We can make the rules as detailed as is needed, but we should be aware that we are not going to be able to discriminate about who gets to camp there.

Bill



CITY OF OREGON CITY CITY COMMISSION

2013 Accomplishments/Awards/Grants

Awards

- Oregon City received the Certificate of Achievement for Excellence in Financial Reporting for the June 30, 2012 Comprehensive Annual Financial Report (CAFR)
- Standard & Poor's upgraded the City's General Obligation Bond rating from "AA-"to "AA", the highest in the City's history
- On April 17, 2013 Oregon City was awarded the Tree City USA designation
- Oregon City has been designated by the Oregon Heritage Commission as an "Oregon Heritage All-Star Community"
- The City received the CIS Safety Award in the CIS/League of Oregon Cities Annual Safety Award contest. The award was presented at the LOC Annual Conference on Friday, September 27, 2013. The City had only 8 Workers' Comp claims this past year, compared to the SAIF projections of 18 Workers' Comp claims for the same period
- Oregon Recreation & Parks Association (ORPA) 2013 Design Award for Canemah Neighborhood Children's Park
- The American Council of Engineering Companies (ACEC) Engineering Excellence honored Oregon City with three awards:
 - Engineering Excellence 2013 "GRAND AWARD" presented to Oregon City, Kittelson and Associates, Inc. and OBEC Consulting Engineers for the Jughandle project
 - Engineering Excellence "HONOR AWARD" presented to Oregon City and David Evans and Associates, Inc for the McLoughlin Blvd Phase I Boulevard Improvements project
 - Engineering Excellence "HONOR AWARD" presented to T.Y. Lin International and ODOT for Hwy 43 – Willamette River Bridge (Oregon City) restoration project
- The American Public Works Association honored Oregon City with the National *Public Works Project of the Year* for 2013 in the \$25M \$75M Transportation category for the work performed on the Jughandle Project

- The Oregon Chapter of Advancing Women in Transportation also honored Oregon City and its female employees (Aleta Froman-Goodrich, Lorelei McCaffrey, Laura Terway, Gail Johnson, Kathy Griffin, Chris Wadsworth, Linda Gusdorf, and former Public Works Director, Nancy Kraushaar, and former Mayor Alice Norris) with the 2013 Project of the Year award for the Jughandle project
- Ancillary to the City's participation in the interagency emergency coordination through Urban Area Security Initiative (UASI), the City was awarded over \$60,000 in traffic control and emergency water supply equipment for use in daily operations and during times of regional emergencies
- The City's GIS Division was recognized by the Oregon Chapter of the American Public Works Association with an "Everyday Heroes" award for their leading edge GIS and asset management work

Grants

- Ermatinger grant succession in 2013:
 - \$140,000 Community Development Block Grant (will be expended in 2014)
 - \$5,000 from the Kinsman Foundation
- The swimming pool received a grant from CCFD #1 for \$450 towards the purchase of a new Automatic External Defibrillator (AED)
- The Library was awarded an LSTA grant for 2013 of \$22,905 for the purpose of digitizing historic Oregon City newspapers. The digitization work is now complete, the material is available online, and is fully searchable
- The Library was awarded the Ready to Read grant in the amount of \$8133; these funds were applied to the Summer Reading program for materials and events
- Oregon City was awarded a \$300,000 Construction Excise Tax grant to undertake the Willamette Falls Legacy Project. In addition to the grant, agreements were negotiated with the Bankruptcy Trustee to contribute \$50,000 and Clackamas County and Metro to contribute staff time and \$100,000 each to the project
- Police Grants:
 - In January, received a grant for \$70,000 to purchase E-ticket machines for all of the patrol cars. This will allow our officers to print out citations electronically
 - Received a \$2,400 grant for enforcement of pedestrian safety awarded 4/09/13 for 3/1/13 – 9/15/13
 - Received a \$5,600 grant to enforce seat belt compliance awarded 10/18/2013 for 10/1/13 - 9/30/14
 - Received a \$5,000 grant for DUII enforcement awarded 10/1/13 for 10/1/13 03/31/14

Accomplishments

- After nearly two years of negotiations, on March 7, 2013, a Right of Way Use and Franchise Agreement was signed by the City of Oregon City and Clackamas County authorizing the County to install and operate its broadband infrastructure in the City's rights-of-way. The County agreed to an annual franchise fee of the greater of six percent of the County's gross revenues earned or derived from the facilities in the City or a minimum annual fee of \$12,000. In addition, the County agreed to pay a one-time interim rights of way usage fee of \$21,000. The term of the agreement shall be twenty years from the effective date of December 1, 2012
- On March 6, 2013, the City Commission passed another twenty year franchise agreement with Portland General Electric Company, continuing the City's relationship with PGE which began in the late 1800s
- A milestone has been reached related to City Commission Goal 4: Facilitate communications with citizens. Administrative Policy 2-11 has been updated and sent to the staff who manage the various boards and commissions. The policy requires each board to present a report to the City Commission each year. The Commission should begin receiving these reports in a regular meeting soon
- The City Recorder's Office conducted an all-employee training on the management of City records on Oct. 24th. The State Archivist, Mary Beth Herkert, was the presenter. The title of the training was "Records Management for the 21st Century" and addressed recordkeeping for social media and electronic records. She explained the State's development of an electronic records management system that is being offered to all cities in the State. This system, along with a change in the law, would allow the electronic record to be kept as the permanent record, thus reducing storage costs for paper records and providing a venue for accessing all city records in a timely and efficient manner
- Progress has been made to bring the minutes of boards and committees up-to-date on the City's website. Three boards remain to be updated. Minutes are posted on the "meetings" page on the City's website, and this site will be continually updated as we progress through our efforts to complete the backlog of minutes
- Implementation of the ROW ordinance has begun, and compliance letters have been mailed to all the City's franchisees, Comcast, and Tri-City. The 60-day deadline to comply is February 4, 2014; however, the City will be offering a courtesy delay until July 1, 2014 to allow for agencies to budget accordingly, although fees will incur beginning Feb. 4th
- The City received a very favorable renewal (another decrease) of its Workers' Compensation insurance from SAIF, which is \$13,000 less than last year's premium. This decrease is due in part to our low number (two) of time loss claims for the past year, a lower number of total claims versus expected claims and paid losses being very low for a

similar organization. Per our agent of record, the City's Experience Modification Rate (the rate that compares a city's annual losses in insurance claims against its policy premiums over a three-year period, excluding the most current year) is reportedly the lowest it has been in 15 years! Congratulations to the management team, Safety Committee and staff for making Oregon City a safe place to work

- The City received a Workers' Comp dividend check from SAIF of over \$60,400. Well done to all City employees and the Safety Committee in making Oregon City a safe place to work
- Implemented a biennial budget to save the City about 800 hours of staff time
- Developed a system to compile the Comprehensive Annual Financial Report in-house rather than having it prepared by auditors, thus saving the City \$6,000 annually and providing for better reporting
- Coordinated internal control interviews between Moss Adams, Independent Certified Public Accountants and City staff. Moss Adams was hired to perform a preliminary assessment of City internal controls. The result was a report suggesting procedural changes and recommending areas where more in depth audits should be performed. Specialized internal control reviews will be performed in the Cemetery, Court and Code Enforcement areas in 2014
- Updated Payroll and Human Resources systems internal controls to ensure adequate separation of duties
- Performed comprehensive review of Municipal Court operations. Hired new Court Manager to replace retiring manager. Coordinated request for proposals and hired new prosecuting attorney
- Two hundred and eighty-two (282) new business licenses processed in 2013
- Updated utility bills to show break out of service providers and included mailings explaining utility bills to customers
- Working under the guidance of the City Commission, OCPW staff provided the support and justification to help garner support and pass ballot Measure No. 3-423, charter amendment eliminating the setback of water rates on the May 21, 2013 ballot. This measure successfully passed with 51.8% Yes and 48.2% No votes
- 2013 Community Rating System (CRS) recertification as a Class 7 community for the City of Oregon City. The CRS is a national flood insurance rating system and the recertification entitles Oregon City property owners to a 15% discount on flood insurance
- Staff selection for the Public Works Department has been significant with a variety of key positions filled in 2013. Staff solicitation, interviews and final selection was accomplished for the positions of Public Works Operations Manager, City Engineer, Project Engineer, and GIS Technician

- Emergency Management Completed the first city-wide Emergency Preparedness Event as part of the regional Great Shake-Up exercise. This Citywide exercise also incorporated the City's executive command staff as well as its elected officials. We were one of the few participating agencies to exhibit this broad level of participation
- The City was the second municipality within the region to converts its inventory of PGE streetlights from high energy usage high pressure bulbs to low energy Light Emitting Diodes (LED) lights. These new LED cobra head lights use 60-70% less energy, provide truer more even lighting and last four times longer than their counterparts. This project has an estimated savings for the City's energy cost of \$107,071 annually. The City also received an additional incentive of \$121,540 from Energy Trust of Oregon for its participation in the program
- Updated the City's participation in two regional Intergovernmental Agreements to allow the City to access local resources in the event of an emergency. The City re-established its participation in the Urban Area Security Initiative (UASI) Homeland Security Grant Program and the Managing Oregon Resources Effectively (MORE) Inter-Governmental Agreement. These agreements allow the City to share critical resources for the purpose of addressing daily and emergent needs
- The Public Works Department continued its ongoing efforts to track daily work orders using the City's Asset Management System. This combination of utility system database, GIS, and program process has allowed the City to better plan daily work, track customer service complaints and associated services, and document work associated with insurance claims, as well as regulatory compliance associated with the City's National Pollutant Discharge Elimination System (NPDES), Tree City USA, and workplace safety
- Received a "Final Approval" letter from Oregon Health Authority, Drinking Water Services for Oregon City's 2012 Water System Master Plan
- Initiated the first year of the Street Division's RAMS program = Road Audit for Maintainability and Safety. The OC RAMS program was designed by Street Division staff to become more proactive to maintenance needs like signage needs, signals, asphalt problems, low hanging tree limbs, ROW clean up, vegetation, street sweeping, etc. The outcome of this effort is the City now has a systematic plan to address identified deficiencies within each of the identified zones and can program for these improvements. RAMS has also helped to diminish calls and complaints, creating more accountability by our staff for our street systems
- Completed the NPDES MS4 Annual Report. A couple notable report accomplishments included: 1) an illicit connection for the oil/water separator was discovered and resolved at the Jiffy Lube at the Berry Hill Shopping Center; 2) discovered a septic tank drain line for 19370 Pease Road incorrectly connected to the City's storm system; 3) dry weather field screening conducted; 4) Willamette TMDL 5-year review summary report

submitted to DEQ; and 5) stormwater regulatory sampling and lab work was completed and all results were favorable with regard to regulatory compliance

- A Landscape Maintenance Services request for proposals was solicited and 3 year contracts were executed for 109 sites (~37 acres) of the City's landscape maintenance obligation. The City's landscape maintenance obligation is for multiple sites including, detention ponds, medians, roadside/ditch mowing, water & sewer pumps station sites, etc. The cost for the work averages ~\$3,000/acre and has made OC staff that previously performed this work available to focus on other maintenance and capital needs
- Revamped the City's process and policies related to sidewalk trip hazards and created the "Safe Sidewalks Require Community Stewardship" brochure
- The GIS Division undertook a large upgrade of the City's web mapping platform. This upgrade allows for additional functions to be built into OCMap and keeps our mapping platform current
- Installed the Lucity Web Map component software which gives City staff the ability to view our assets and work orders on a GIS map of Oregon City and to interactively create work orders from the map as well as selecting assets and seeing historical data regarding work performed on the assets
- Annual security assessment of water reservoir sites completed
- Annual water system leak detection surveying 1/3 of the city (north of 7th and Division Streets) were completed
- Completed the Oregon City Transportation System Plan update and associated code amendments
- Staff successfully implemented the road closure and traffic control support needed for the privately sponsored Clackamas Cove Triathlon held Sunday, June 23. The event attracted approximately 300 participants
- Completed the City's Molalla Avenue Phase III (Beavercreek Road to Hwy 213) grant submittal for Metro's Active Transportation & Complete Streets (Regional Flexible Funds) Grant Program
- Completed the 2012 Cross Connection/Backflow Prevention Annual Summary Report, required by the Oregon Health Authority, Drinking Water Services Division
- Coordinated the OCPW 2013 Safety/Rodeo Day
- Provided the City Commission with a work session presentation on alternative fuels options and trends as related to Oregon City's fleet
- Active participation in the Oregon Passenger Rail Corridor Alternatives evaluation
 process
- Participated in the 11th Annual Down River Clean Up (Clackamas River)
- Participated in the 2013 Oregon City Clean-up
- Completed the 2014 City/EDEN fee updates

- Capital Improvement Project Accomplishments:
 - The Water Division completed several in-house water main replacements on Lincoln Street (200 feet), Polk Street (150 feet), Madison Avenue (1,200 feet) and Brighton Avenue (1 mile)
 - The Pearl Street Widening Project was completed
 - The 2013 Roadway Reconstruction Project was completed. The project streets included sections of Pearl Street, Clairmont Way, Brighton Avenue, Hazel Street, Molalla Avenue, and Gaffney Lane
 - Clairmont Way Waterline Replacement and Pavement Rehabilitation, from Berta Drive to approximately Autumn Lane, was completed. The roadway striping has been updated in accordance with the City's updated Transportation System Plan and now has a parking strip, two travel lanes and two dedicated bike lanes
 - Completed the design, bid and award phases of the McLoughlin Boulevard Enhancement Project Phase 2 Project, which is a federal-aid local agency project that requires coordination with ODOT
 - Two subdivisions were constructed, Visionary Place and Nadeline Joy, which included the construction of public water, sanitary sewer, stormwater and street improvements
 - OCPW staff managed the Chapin Park parking lot rehabilitation for the Community Services Division
 - 2013 Slurry Seal Project completed. Of the City's 134.8 miles, 3.6 miles was slurry sealed
 - Staff completed a comprehensive installation of the new nationally recommended "Stop for Pedestrians Within Crosswalk" signs at various uncontrolled crosswalks citywide
 - Completed façade improvements for the Oregon City Municipal Elevator and coordinated a multitude of improvements related to the "Illuminate Oregon City" art project
- The Willamette Falls Legacy Project due diligence report for safety and stability was completed in the spring of 2013
- Walker Macy has been selected to complete the Willamette Falls Legacy Project master planning and public engagement. The contract for the project is expected to be before the Commission for their consideration and approval at the June 19, 2013 meeting
- Chrisanne Beckner was the consultant hired to assist in the nomination submission of the Promenade, Municipal Elevator and Carnegie Center. The nomination was submitted to the State for consideration and all of the proposed buildings were unanimously recommended for designation in the National Register by the State Advisory Committee on Historic Preservation. It is anticipated that the listing of the resources in the National Register will be complete in early 2014

- The Community Development, Economic Development and Public Works Departments participated in a pilot project through the Community Investment Initiative to determine the feasibility of creating an assessment tool (the Development Readiness Assessment Tool) that will, in collaboration with jurisdictions and the private sector, increase the effectiveness, value and predictability associated with the public-sector components of development projects. In addition to this, started the City's first Development Policy Group
- Commissioner Roth, Councilor Collette and the Community Development Director went to Washington D.C. to meet with our federal representatives and federal agencies that would be able to assist with the redevelopment of the Blue Heron property
- The Willamette Falls Legacy Project team completed an extensive public engagement process throughout the region to receive input on the future uses for the Blue Heron property and build Champion's to support the future redevelopment efforts on the site. The project is expected to be completed during the summer of 2014 with the approval of the land use application for the site and the adoption of a strategic plan to move forward by the Partner's
- Secured a \$5 million dollar line item in the Governor's budget, which was approved by the Legislature, for investment in the redevelopment of the Blue Heron property
- The Oregon City Street Tree list was updated and adopted
- After an extensive public engagement process, the South End Concept Plan Citizen Advisory Team recommended a final plan to be considered by the Planning Commission and City Commission for approval. The Planning Commission is currently holding public hearings on the proposed concept plan
- The Sign Code update project has completed the public engagement process and recommended amendments to the Oregon City sign code have been forwarded by the Citizen Advisory Team. Staff is currently preparing the implementing code language and will be conducting Planning Commission and City Commission work sessions in 2014
- On May 8, 2013 it was announced that the City of Oregon City was selected to be featured in the National League of Cities (NLC), Municipal Leadership for Children and Families in Small and Mid-sized Cities report for its collaboration with the Oregon City High School construction program and students engagement in City construction projects
- New Rivercrest Restrooms were completed in July 2013
- End of the Oregon Trail
 - Celebration and concert was a huge success in July 2013 (roughly 3500 people attended)
 - New stairs and landscaping
 - New interpretive signage focusing on the Native American presence were installed as part of the grants and partnerships

- Annual maintenance shutdown at the swimming pool was Sept. 2-Sept.29. During this time a number of maintenance items/improvements were done including pool striping and paint, tile and stainless gutter refurbish, new plumbing for showers in both locker rooms, new shower walls and shower fixtures
- In February, the Parks crew planted 36 new trees at five different park sites. 18 new trees were planted at the End of the Oregon Trail site this week
- Pioneer Center Upgrades basement remodel (including new carpet, paint, plumbing repairs and updates to restroom) and new garden path (installed the weekend of April 26th 28th)
- The Pioneer Center hosted the Civil War conference in July 2013 and there were 74 attendees
- Fuel Load Reduction program for Singer Creek Park has been completed. Oregon City
 Parks and the Oregon Department of Forestry (ODF) partnered on a "fuels load
 reduction" project to help reduce wildfire risk in portions of Singer Hill Park. Neighbors
 abutting the park property were also encouraged to reduce wildfire risk on their
 property as well. Fuels load reduction is a tool for reducing the risk of wildfire damage
 to natural resources and properties (homes, other structures) near parks. It is also
 designed to help improve park ecosystems by making them more ecologically resilient,
 fire resistant, and where appropriate, fire adapted. One of the primary outcomes has
 been to identify the types and most important locations of projects to reduce wildfire
 risk. Singer Hill was identified as a high priority for wildfire risk reduction. ODF provided
 crews to clear dead and dying trees, reduce heavy brush, and remove invasive species to
 achieve a healthier and more resilient forest in Singer Hill Park
- Firwood Design Group was selected to perform the master planning re-design process for the RV Park. The majority of the design work is complete; we still need to complete the land-use process for master plan approval. We will be working on this portion of the process in the first few months of 2014. Having a master plan will give us the opportunity to compete for grant funding in the next few years to renovate the R.V. Park
- New entry sign and the "Ripple Effect" art sculpture was installed at Clackamette Park. Also installed a "Ripple Effect" bike rack/art sculpture at the EOT. As a reminder, this public art project is a collaborative effort between We Love Clean Rivers, the Clackamas County Arts Alliance and Oregon City. The sculpture is intended to promote the intersection of river restoration, recreation, stewardship and art; with the intent to connect people with an experience that tells a story about the Clackamas and Willamette Rivers at this site. Much of the materials for the sculpture were re-purposed waste items salvaged from the Willamette/Clackamas Rivers and the Cove
- The dedication/official opening of the Parents of Murdered Children Memorial Wall and Plaza was in September 2013

• First ever "Parks Day" event held in August, hosted by the Parks & Recreation Advisory Committee

•	Inc	creased the success of Concerts in the Park and Movies in the Park				
	Est	stimated numbers for Concerts in the Park:				
	0	July 11 – Willamette Falls Symphony	1,200 people			
	0	July 18 – Will West & the Friendly Strangers	1,000 people			
	0	July 25 – David Cooley Band	900 people			
	0	Aug 1 – Norman Sylvester	650 people			
	0	Aug 8 – The Buckles	950 people			
	0	Aug 15 – Ellen Whyte	1,500 people			
	0	Aug 22 – Johnny Limbo and the Lugnuts	2,800 people			
Estimated numbers for Movies in the Park:						
	0	Aug 2 – Despicable Me	1,000 people			
	0	Aug 9 – Cancelled due to weather				
	0	Aug 16 – Rise of the Guardians	500 people			
	0	Aug 23 – Hotel Transylvania and Goonies (double feature)	400 people			

- There were six (6) applications for Storefront Grants and \$151,000 awarded from the beginning of 2013. One (1) Adaptive Reuse/Rehab Grant was awarded in 2013 in the amount of \$75,000
- Developed a new i-Phone app for Oregon City Businesses that will be rolled out in 2014
- Approval of the Vertical Housing Development Zone designation
- Completed a Business Tool Kit
- Tenant improvements at the train station are on track and scheduled for completion in March 2014
- Worked with property owners to develop an inventory of available industrial properties in Oregon City
- Installed a link on Oregon City's Land of Opportunity webpage to a new site search tool, which includes a complete inventory of Oregon City's identified employment lands. This tool is a product of an ongoing Oregon City and Clackamas County partnership effort. The link is: http://cmap.clackamas.us/ccss/
- Two trolleys were sold to a private company in Portland called Grayline, they operate the Big Pink Trolley Tours in Portland. We sold the two older trolleys, one was running and one was not. They purchased both for \$48,000. We advertised and there was a lot of interest from several cities; this was the only bid we received. Our last trolley is out of service and currently up for sale. The money from the sale of the trolleys is being used to pay off the debt on the parking payment stations that have been installed downtown

- Accomplished Goal # 3 by hiring three new police officers. Two of the officers are currently in the police academy, a third lateral candidate is out of training and on patrol. The additional positions are allowing a fulltime traffic officer, a property detective and an administrative sergeant
- In February, the PD passed their 3rd Re-Accreditation process
- New this Fall the PD started offering fingerprinting services
- Introduced a quarterly newsletter called the *Grapevine*
- Started a two new programs:
 - Neighborhood Police Liaisons
 - Neighborhood Watch Program
- National Night Out was a great success with approximately 700 hundred citizens in attendance this year! There were over 30 vendors this year along with both a K9 and Tae Kwon Do demonstration
- The Police Department conducted a Pedestrian Safety Operation on August 27, 2013. The operation was on Washington Street near 6th Street. The primary focus of this operation was to raise pedestrian safety awareness. Through the use of a decoy pedestrian, the Police Department hopes to raise awareness of drivers and pedestrians through education and enforcement of pedestrian right of way laws. Warning signs were posted prior to entering the pedestrian safety operation zone
- With the help of WFMC, the Police Department has produced a new video clip about our K-9 Unit. Check it out: http://vimeo.com/72459368
- Created a *Welcome to Oregon City* parking informational post card to assist downtown visitors with their parking options
- In May 2013, sculptures from local artists were placed on the grounds of Carnegie Park to increase interest in the park for the 100th anniversary
- The Library email newsletter has an increase in subscribers from 238 in 2012 to 751 in 2013
- Beginning this year, the Library offered story time 6 days a week, including a Family Story Time on Saturdays. Story time extended its reach to Eastham School; staff visit and read to the children of students attending the GED program there
- The Friends of the Library Board unanimously approved a donation of \$5000 towards a digital microfilm reader; the total cost of the machine and equipment is over \$10,000. This machine will improve searching historical records for the many patrons who count of the Oregon City Library for this service
- Two new services began May 1: Read Down Your Fines (available to kids through age 12, who must read in the Children's Room of the library) and Oregon Library Passport program (allows library card holders from participating libraries to use their library cards at other participating libraries in the state)

- The Library also added or expanded these programs:
 - Social Media Mondays
 - First Friday Film Series some of the films were shown at the End of the Oregon Trail Interpretive Center – a great venue and a new collaboration
- On June 19th, the City Commission approved the Library Board's recommendation of the Carnegie Park and Library as the site of future expansion
- On June 21st, the library held the 100th Anniversary of the Carnegie Building with special guest John McLoughlin, Andrew Carnegie, Poet Laureate Paulann Petersen, and Author Matt Love. Three Rivers Artist Guild organized and held an art fair in the park. There was music and booths; hundreds of people attended. The Friends of the Library donated funds to help offset costs
- Summer Reading signups ended July 31 with the following numbers: 1095 kids and teens, 59 adults (including adults is new this year). This exceeded previous numbers and our goal of 1000 by several sign-ups. Weekly programs have averaged about 75 people. Raffles were chosen weekly
- Library Director Cole participated in receiving a donation of \$1000 from Ross Dress for Less to the Library Foundation at their Grand Opening on Saturday, October 12
- The library purchased a 19 space parking lot across the street from the library on Jefferson and 7th with the building expansion in mind
- The big family event of the Halloween season was the All Ages Star Wars Party at the library; hundreds turned out in costume
- An RFP for Architectural and Engineering Services went out and three proposals were received
- Carol Samuels, bond counsel from Piper Jaffray, attended a City Commission Work Session to educate everyone about bonds with a Bonds 101 presentation
- Brought nationally known local authors to the library including Cheryl Strayed, Brian Doyle, and Virginia Euwer Wolff
- Thirty-one (31) more programs were offered throughout 2013 than 2012, at the Library, with an increased attendance of 176 more people than the previous year

Artist Reception and Street Party

January 22, 2013 - 6:30pm to 8:00pm 7th Street and Railroad Avenue

List of Scenes

Clackamas River while traveling on a boat. Driving into Oregon City on 99E and away from Oregon City on 7th Street. The Oregon City Saturday Farmers' Market Reflection of Mt. Hood at Mirror Lake Time Lapse of Main Street, North and South Willamette Falls as seen from Blue Heron Mill Oregon City Municipal Elevator Motor Serres Greenhouse and Farm Oregon Trail Interpretive Center Map of the Oregon Trail Electricity conductor used for the first long distance transmission of electricity. Freight train on the Union Pacific Railroad Oregon City/West Linn Arch Bridge

Special thanks to:

Illeminate Oregon City Art Selection Committee, Clackamas County Alliance, Main Street Oregon City, The City of Oregon City, The National Endowment for the Arts, Metro, Portland State University, Clackamas County, DAO Architecture, KPFF Consulting Engineers, Clackamas Community College, Monarch Hotel, Oregon City Farmer's Market, The Verdict Bar and Grill, King's Raven Winery, Serres Greenhouse and Farm, Clackamas County Sheriff's Department, & the Oregonian Media Group.

Learn more about the project at: http://www.illuminateoregoncity.org



Artist Statement - Tiffany Carbonneau My work explores the impact of our surroundings by presenting familiar structures in an unfamiliar setting and allows the viewer to experience subtle architectural influences in a significant way. I combine projection and video to create works that recontextualize our surroundings, present an uncanny version of common enviroand invite the viewer to examine the distance between themselves and the structures and systems that support western society. This recontextualization of imagery and architecture asks the viewer to take note of the structures, both symbolic and real, that surround them and to observe the way in which these structures connect them to the personal networks in their lives, to other people, and to the environmental elements around them.

I find architectural elements that are unique to each exhibition site and highlight those elements with the light of the projection. Through these architectural vestiges and video with no linear narrative, my work calls attention to the influences that outside factors have on the way we approach our lives, address others, and interact with the spaces in which we dwell. My choice in projection location is significant as it draws attention to the dominant, yet fleeting, nature of our built environment, while using projected imagery in an uncanny ways calls into question our receipt of information in the post digital age, allowing the viewer to re-examine their personal networks as well as their relationship with the information that is being presented.

Shops Open Late Tonight:

- Christmas at the Zoo
- Eclectic Appeal
- NV Boutique
- Maizee Mae's Antiques
- You Can Leave Your Hat On

Restaurant Specials Tonight:

- Mi Famiglia
- 1/2 off appetizers and special "Lifter" cocktail
- Ranee's on Main
- Happy Hour all night
- Don Pepe's

Dinner specials, family friendly

Verdict Bar and Grille

Kids eat free, 1/2 off chef sampler appetizer







REQUEST FOR PROPOSAL PARK MASTER PLANNING PROFESSIONAL CONSULTING SERVICES

CITY OF OREGON CITY DEPARTMENT OF COMMUNITY SERVICES PARKS & RECREATION DIVISION

INTRODUCTION

The City of Oregon City, Oregon is seeking the services of qualified firms or individuals to lead a public master planning and design process for two separate future park sites commonly referred to as Glen Oak Road and Filbert Run Parks. The Glen Oak Road park site is a 9-acre undeveloped property, located at 14491 S. Glen Oak Road (corner of Glen Oak & High School Roads), Oregon City. The Filbert Run park site is a 3.5 acre undeveloped property, located on Hazelnut Avenue between Vincent Drive and Hazel Grove Drive, Oregon City. The City intends to perform the master planning processes for both parks concurrently under a single consultant agreement.

PROPOSAL INQUIRIES AND SUBMITTAL

Inquiries related to this Request for Proposal shall be directed to Scott Archer, Community Services Director at sarcher@orcity.org or 503.496.1546.

Five (5) copies of the proposal shall be received at City Hall, 625 Center Street, Oregon City no later than **3:00 P.M. on Thursday, February 13, 2014**. Proposals submitted after this time shall not be accepted. The proposal package shall be addressed to:

PROPOSAL FOR GLEN OAK ROAD & FILBERT RUN PARKS MASTER PLANNING PROFESSIONAL CONSULTING SERVICES Attn: Scott Archer, Community Services Director City of Oregon City 625 Center Street Oregon City, Oregon 97045

The proposal shall be double-sided per section and printed on recycled paper. The proposal becomes part of the public file for the project, without obligation to the City of Oregon City. The City reserves the right to reject the proposal for good cause if it is in the best interest of the public and is not liable for any costs incurred by the consultant in the proposal preparation or follow-up scope of work or fee negotiations.

First Thursday with...



◦ LEGACY PROJECT ◦

Celebrate the legacy and help realize the vision for an Oregon landmark.

Thursday, Feb. 6, 5:30 to 8 p.m.

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KEEN Great Room in the heart of the Pearl District, 515 NW 13th Ave., Portland



Willamette Falls is one of the nation's most beautiful and historic natural wonders - yet for more than 150 years it has been hidden from view.

Thanks to a growing community of supporters, Oregonians are on the brink of rediscovering Willamette Falls. But it won't happen without you. Celebrate the Falls and see the vision at this First Thursday event. Together, we're making Oregon history.

- Join the Wall of Champions
- Get inspired by a Willamette Falls art show
- Preview the vision and master plan
- Enjoy Lebanese appetizers from Nicholas Restaurant
- Toast the Falls with drinks donated by A to Z Wineworks and Ecliptic Brewing







Willamette Falls Legacy Project PO Box 3040 Oregon City, OR 97045

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