



AGENDA

City of Oregon City
Parks and Recreation Advisory Committee

City Hall
625 Center Street, Oregon City, OR 97045

Thursday, May 22, 2014

6:30 P.M. – Work Session

1. 2014 Park Day Event

7:00 P.M. – Regular Meeting

1. Call to order
2. Introductions & welcome two new appointed committee members
3. Approval of minutes – April 24, 2014 meeting
4. Citizen comments on issues and items not on the agenda
5. General business
 - a. 2014 Park Day event
 - b. Annual report to City Commission follow-up
 - c. Willamette Falls Legacy Project – standing update
 - d. O.C. High School Construction class
 - i) Recognition opportunities
 - ii) Projects update
 - e. Cemetery access issue (follow-up from last meeting)
 - f. Scheduling summer parks tour
 - g. Other general business
6. PRAC member reports
7. Staff reports
 - a. Glen Oak & Filbert Run Parks Master Plan process
 - b. Waterboard Park status
 - c. Ermatinger House update
 - d. Other
8. Next scheduled meeting date – June 26, 2014
9. Adjournment



Meeting Minutes

City of Oregon City
Parks and Recreation Advisory Committee

City Hall
625 Center Street, Oregon City, OR 97045

Thursday, April 24, 2014

Attendance

Members: Lisa Normand, Joyce Gifford, Shawn Dachtler, Bob Burns, Dustin Moyes, Daniel Tupper

Excused absence: Mike Mitchell

Staff: Scott Archer, Community Services Director

Guests: Roger Fowler-Thias, PRAC applicant; Kathleen Baker, PRAC applicant; Carolyn Toll; Tom & Marguerite O'Brien

5:00 P.M. - Willamette Falls Boat Tour

PRAC members toured the Willamette Falls Legacy Project site by boat along with other participants of the Clackamas Cities meeting.

6:30 P.M. - Applicant Interviews

The committee interviewed applicants Roger Fowler-Thias and Kathleen Baker.

Regular Meeting

1. Call to order: 7:03 P.M.
2. Committee and staff introductions.
3. Minutes of April 3, 2014 meeting approved as written.
4. Citizen comments on issues and items not on the agenda:
 - a. Carolyn Toll – Expressed concerns about Mt. View Cemetery back gate being closed some time ago, requests that access be re-opened. Scott Archer will follow-up with Ms. Toll directly, and provide PRAC a report at next meeting.
5. Newell Creek Canyon Planning Project – Dave Elkin, Planner for Metro provided an informational presentation. First of multiple open houses will be held April 29 at Pioneer Center. Additional meetings in June, August and October. Metro hopes to have a comprehensive plan completed by December. Several questions from PRAC members; the committee would like to stay informed of the process.
6. General business
 - a. Park Day event is scheduled for August 1, 2014, 6:00 P.M. PRAC scheduled a work-session at 6:30 PM, immediately prior to the regular May meeting.

- b. Annual report to City Commission scheduled for May 7. Bob Burns provided update and distributed a draft report.
 - c. PRAC vacancies: Motion passed to forward the recommendation of appointment for Roger Fowler-Thias and Kathleen Baker to Mayor Neeley.
 - d. Scott Archer provided a Willamette Falls Legacy Project update.
7. PRAC member reports
- a. Lisa Normand: Arbor Day and Oregon City clean-up events this Saturday, April 26.
 - b. Bob Burns: Good boat tour of Willamette Falls earlier this evening.
 - c. Joyce Gifford: Newell Creek Canyon open house reminder.
8. Staff reports
- a. Glen Oak & Filbert Run Parks Master Plan process: 3 finalists firms identified; committee in process of working on setting up interviews.
 - b. Waterboard Park status: Plan nearing completion for a re-opening of trail through the park.
 - c. Ermatinger House update: bidding to be advertised in mid-May.
 - d. Oregon City High School construction projects update.
 - e. Cove Trail – UPPR/ restoration of site.
 - f. Clackamette Park boat ramp: preliminary approval of OSMB grant.
9. Next scheduled meeting date – May 22, 2014.
- a. 6:30 work session for Park Day event.
 - b. Discuss scheduling park tour.
10. Adjournment: 7:57 PM.

OREGON CITY PARKS

Monthly Report

April 2014

	Use	Total Use	Receipts
FACILITY USE			
Park Shelters			
Atkinson	0		
Canemah	0		
Chapin	0		
Clackamette General	3		
Clackamette Horseshoe	0		
Hillendale	3		
Jon Storm	0		
Rivercrest General	2		
Riverscrest Spraypark	1		
Wesley Lynn	0		
Total Shelter Reservations		9	
Ballfields		334	
Buena Vista Clubhouse (closed Dec. 2013)		0	
TOTAL PARK RESERVATION RECEIPTS			\$ 2,495.00

CLACKAMETTE RV PARK

RV Receipts			\$ 3,090.00
Occupancy Rate *		14%	
RV Dump Station Receipts			\$ 739.09
TOTAL CLACKAMETTE RV RECEIPTS			\$ 3,829.09

CEMETERY STATISTICS

Full Body	4		
Cremains	2		
TOTAL CEMETERY REVENUE			\$ 25,292.00

Prepared by: Sara Dominguez

* Use RV Total Receipts divided by 22,500 to get occupancy rate



Pioneer Community Center

615 5th Street | PO Box 3040 | Oregon City OR 97045
Ph (503) 657-8287

MONTHLY ACTIVITY REPORT Month of APRIL 2014

New information / highlights:

Recreation activity

Trips taken this month: April 2: Mt Hood Roasters/Guide Dogs for the Blind – 14 participants
April 9: The Grotto & Olive Garden (Rose Linn) – 9 participants
April 16: Wooden Shoe Tulips/Country Cottage – 7 participants
April 23: Mt Angel Abbey (WL) – 10 participants
April 30: Spirit Mountain Casino – 8 participants

Upcoming trips May 7: Hulda Klager Lilac Farm (Woodland, WA)
May 10: Mother's Day Outing: Myrtle's Tea House/Herbery & Mill Plain
Cinetopia

Dine-Outs this month: 2 dine outs for West Linn and OC Seniors

ADVERTISING OF CENTER EVENTS AND ACTIVITIES

OC Chamber: Staff attended two GMOC's. Promoted our Open House coming in June.

CCC: Met with Melissa Padrone (CCC) for class & catalog evaluation. We will be giving class evaluations to students this term. Jacquelyn, the Body Tool Fitness (Tues & Fri 5:30-6:30pm) instructor, will begin offering a Yoga/Sculpt class in the Basement on Tuesdays & Fridays from 9:30-10:30am.

Newsletter: Emailed March/April newsletter to subscriber's list of 198. One new advertiser (Irv Peterson, Senior Life Insurance Agent), and 3 of the current advertisers revised their ads. Invoiced newsletter advertisers.

OTHER: TAX Aide appointments full through April 15th with a waiting list. We continue to get calls trying to make appointments /referrals made to other Senior Centers.

- Researched day trip info for April through July 2014 trips, including a Mothers' Day trip.

FUND RAISING IDEA / PROGRAM

Signed up with Fred Meyer rewards program. We need to wait 3 weeks for reply on acceptance.

Events, meetings held at PCC:

Events, meetings held at PCC:

- One wedding reception.
- Northwest Ghost Conference ran 2-1/2 days
- First Friday movie "Happy Movie" was shown.
- Metro's Newell Canyon Open House.
- Collette Tours held a slide show on their *Heart of the South & Rediscover Cuba* trips.
- *Seed to Supper* class held 4 Tuesdays.
- 5 SHIBA meetings
- 1 OC Tourism meeting and 1 OC Heritage meeting.
- OC Lions had work party to prepare for Teddy Bear Parade.
- Basement –
- 2 Mobile Dental Clinics
- 1 Lifeline Screening
- 1 baby shower
- ORI conducted follow up assessments for their Tai Chi project.
- Kaiser Permanente had a Medicare workshop
- TRAG had 1 meeting

CLASSES offered this term:

Art-Oil painting, water color, acrylic, art group, quilt group, knitting

Exercise-Yoga, Pilates, Tai Chi, Cardio, Line dance, Evening –beginning/intermediate Yoga, Boot Camp, Core fitness.

Education-Computer classes, Safe at Any Age Driving and Mobility Awareness.

Tai Chi research class.

Medicare choices.

- **GAMES:** Chess, Bingo, Pinochle, Poker, Scrabble, Pool

SEMINARS: Secure Horizons group, SHIBA, Medicare Plus, Kaiser Supplement

SUPPORT GROUPS: AA, Naranon, and Alzheimer's support, grief group, Senior Companion and Easter Seals.

CLUBS: Miniature doll club, Knitting, Chess, Art Guild and Craft club, Spirits group.

GARDEN: All old plant material removed, plants planted – plants growing.

FUND RAISING: The Pioneer Center received \$4778.77 for the general donation fund, and \$1490 for the Meals on Wheels fund. \$0 was spent from general donation fund and \$51.20 was spent from the Meals On Wheels fund.

- **ANIMEALS** Supplied pet food to 42 pets for the Animeals program for low income / home bound pets, twice this month.

RENTALS Building rentals included 10 rentals in the ballroom, 3 rentals in the basement.

OTHER: Pioneer Pantry continues to maintain high use. Donations from Haggen Grocer and Albertson were up this month. Ballroom Dance remains steady. AA and Naranon support groups well attended.

ONGOING: Continue OSU Advisory Council, Spirits of OC meetings, senior needs assessment meetings, Volunteer Connection, CCFU supervisory committee

Up Coming Events/ Dates of note:

Dine outs for West Linn/ Pioneer Center to various locations
Seminars scheduled: Assured Health, SHIBA, Medicare supplement training, AARP driving
Tax preparation with AARP 2x a week until April 15 2014
Dental Health Seminar/Screening
Food bank training / cooking class

Concerns and Challenges:

Volunteers recruited regularly. Slow process and limited number applying
No smoking signs. (Signs delivered) Still need to install.
Waiting list for Holcomb route MOW

Building maintenance:

Fire Panel quote received. \$4200 – we will need to wait until July and revisit.
Coffee machine serviced.
New coffee machine purchased and in storage – when old machine quits, we have one ready for install.
Hose bib adjusted
Ballroom floor monitoring water content. Some warping has occurred.



Program: Aquatic and Recreation Division
Month of: APRIL 2014

Aquatics Highlights:

- ❖ Approximate pool visits: 9975
- ❖ Swim Lesson visits: 1627
- ❖ Facility Rentals: 91 | total visits: 3626
- ❖ Recreation swim attendance: 495
- ❖ Lap/Adult Swim attendance: 1253
- ❖ Total water exercise participation: 970
 - Numbers are continually increasing – programs are very popular
- ❖ OCST & swim team monthly visits: 2004
 - OCST is occasionally using hours on Saturday that are open.
- ❖ Indoor playground visits: 135
- ❖ Facility project updates/maintenance overview
 - General maintenance conducted
 - Switched staff and storage room around. We will be working on cleaning up the staff lounge
 - Window replacement project RFQ deadline May 12 @ 12pm, 2 responsive contractors
- ❖ Continued efforts to utilize Facebook and website to reach out to the community
 - Implemented a link to vote for movies in the park for 2014 – the community can vote until May 31st, 2014 (<https://www.surveymonkey.com/s/XMMF9ML>)
 - Confirmed dates for 2014, (8/1/14, 8/8/14, 8/15/14, 8/22/14)
 - 199 total votes as of 5/12/14
- ❖ Conducted monthly staff training
 - CPR review, water rescue skills, backboarding worked on Heck Week outline
- ❖ Hired 9 seasonal employees
 - Approximately 50-55 employees both aquatic and recreation
- ❖ In the hiring process for an OSI position at the pool
 - This will greatly benefit us by improving efficiency, customer service consistency and consolidate all various tasks to a single person.

Recreation Highlights:

- Evening Zumba classes are successful – 12-15 in attendance t & th
 - Revenue (\$250-\$300/monthly)
- Yoga – M/W/F mornings, gaining popularity 5-6 in attendance a day
 - Estimate revenue (\$150-\$200/monthly)
- Summer Concerts

➤ 7/10	➤ Willamette Falls Symphony
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➤ 7/17	➤ Rock Residue
➤ 7/24	➤ The Twangshifters
➤ 7/31	➤ The Beatniks
➤ 8/7	➤ Carrie Cunningham
➤ 8/21	➤ Johnny Limbo and the Lugnuts

- Confirmed sponsorships at of 5/12/14:
 - \$15,450
- Camps
 - Registration opened May 2, 2014. Registration is consistent with 10-12 registered in each camp so far

Up Coming Events/ Dates of note:

Aquatics and Recreation:

- ❖ Training Week June 14,15,16,17,18
 - CCFD training with us June 18, 2014
- ❖ May 2nd
 - First day of Summer Registration
 - Last year brought in around \$10,000 in registration the first 2-3 days
 - This year brought in \$10,689.06 (first day)
 - 70% transaction completed online

Concerns and Challenges:

Aquatics & Recreation

- There has been an abnormal amount of turnover this season. The challenge, with this turnover, is keeping staff adequately trained to provide a safe and properly supervised aquatic environment as well as maintain our expected level of customer service and programs.
- We continue to work with the schools to provide School Swimming Lessons. We have a few schools who have confirmed and I will continue to work with schools that are interested in this year or the next.

Oregon City Parks & Recreation 2014 SUMMER CONCERT SERIES

OUR MISSION IS to provide 7 evenings of free musical entertainment in an open-air atmosphere that promotes a safe and fun environment for people to gather.

CONCERTS IN THE PARK provide unique opportunities for:

- ♪ enjoying top musical acts for FREE
- ♪ a local, fun and safe night out for all ages
- ♪ family bonding in a beautiful, natural setting
- ♪ memorable experiences for all, from toddlers to grandparents
- ♪ building true community and tradition



Three Sponsorship Levels

Presenting Sponsor (limit 4) \$2500	Band Sponsor (limit 7) \$800	Friends of the Concerts \$100+
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PRINT RECOGNITION (Trail News, flyers, mailings & posters)

♪ Business exclusivity (4 different top sponsors)	★		
♪ Design Input	★		
♪ Top Billing on all printed matter (Logo 2-6 sq.in. depending on publication/print media size)	★		
♪ Announcements before each (7) concert begins	★		
♪ Logo & Thank You in Fall Trail News publication	★	★	
♪ Logo in summer Trail News publication	★	★	
♪ Logo on all promotional materials (1/2-2 sq.in. depending on publication/print media size)		★	
♪ Business name in summer Trail News publication			★
♪ Business name on all materials (at least 10pt type)			★

★ NEW LOCATION! End of the Oregon Trail Interpretive Center

ONSITE RECOGNITION for 7 concerts

♪ Banner (5' x 3') for all concerts	★		
♪ Booth for all concerts (10' x 10' space with two tables & six chairs, provided by the City)	★		
♪ Announcement prior to start of entertainment	★		
♪ 1-2 minute announcement during music break	★		
♪ Logo on 2' x 3' sandwich board thanking all sponsors	★	★	
♪ 1-2 Marked VIP parking space(s)	★	★	★
♪ Business name on 2' x 3' sandwich board listing all sponsors			★

ONSITE RECOGNITION for 1 concert

♪ Booth (10' x 10' space with one table & four chairs, provided by the City)		★	
♪ Announcement prior to start of entertainment		★	
♪ 1-2 Minute announcement during music break		★	
♪ Logo & business name on 2' x 3' sandwich board		★	

ONLINE/SOCIAL MEDIA RECOGNITION

♪ Logo and URL on City Website	★	★	
♪ Logo and URL on City Facebook page	★	★	
♪ Business name on City website			★
♪ Business name on City Facebook page			★

FOR MORE INFO Contact Rochelle Parsch, Aquatic & Recreation Supervisor at rparsch@ci.oregon-city.or.us or 503.496.1572. OR SIMPLY COMPLETE AND RETURN THE SPONSORSHIP AGREEMENT ON THE NEXT PAGE.

AS A LOCAL BUSINESS

In a competitive market, your donation demonstrates your commitment to your employees and to the community. Your financial support not only helps us continue to offer this cherished community event, but also brings your company's name to an estimated 15,500 concert attendees! As a sponsor, your company supports these fun, free family events, giving back to the community and providing an opportunity to share in an evening of music!

ATTENDANCE / REACH	2013 @ Carnegie	2014 @ EOTOT
For 7 Events	Approx	Estimate
TOTAL ATTENDANCE	12,500	15,500
Website Impressions (April-September)	55,110	57,110
Social Media Impressions (Facebook)	6,000	10,000
Print Impressions, i.e. flyers/banners/onsite postings/community activity guide	32,000	35,000
TOTAL IMPRESSIONS	105,610	117,610

What Attendees Say

"So many people standing, singing, dancing, taking photos & videos, and just genuinely filled with joy."

"I Love Oregon City's concerts in the park! I look forward to Thursdays. A perfect way to end the day."

"Good music, food and friends. And beautiful sunsets. It brings the community together and you get to see people that you have not seen all year."

"Free Summer Concerts are fun and fantastic. More, More, More!!!"





2014 Summer Concerts in the Park Series Sponsorship Agreement

FOR MORE INFORMATION, OR TO BE A SPONSOR
Contact **Rochelle Parsch, Aquatic & Recreation Supervisor**
at 503.496.1572 | rparsch@ci.oregon-city.or.us
OR SIMPLY COMPLETE AND RETURN THIS AGREEMENT.

Please Check a Sponsorship Level			
<input type="checkbox"/> Presenting Sponsor \$2,500	<input type="checkbox"/> Band Sponsor** \$800	<input type="checkbox"/> Friends of the Concerts \$100+	
For Band Sponsor, please mark your 1st and 2nd choices below.			
Choice	Date	Name of Band Music Genre	Food Vendor's
<input type="checkbox"/>	July 10	WILLAMETTE FALLS SYMPHONY Symphony	The Highland Stillhouse
<input type="checkbox"/>	July 17	ROCK RESIDUE Vintage Rock 'n Roll	Elle a Seckling Elle a Forest
<input type="checkbox"/>	July 24	THE TWANGSBITTERS Roots, Rockabilly, Blues	BestKings Plaza
<input type="checkbox"/>	July 31	THE BEATNIKS 60's and 70's Music for the "Now" Generations	BestKings Plaza
<input type="checkbox"/>	Aug 7	CARRIE CUNNINGHAM & THE SIX SHOOTERS Northwest's Country Sweetheart	Building Blocks Ice Bobs
<input type="checkbox"/>	Aug 14	RAE GORDON Blues with a Side of Soul	Pioneer Center
<input type="checkbox"/>	Aug 21	JOHNNY LIMBO & THE LUGNUTS Classic Hits from the 50's and 60's	Optimist Club

This agreement is between the City of Oregon City's Community Services Department and the Sponsor of a Summer "Concerts in the Park 2014" event.

NAME OF Sponsoring Agency: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____

SPONSORSHIP FEES ARE DUE BY APRIL 23, 2014.

Please mail check to:
 Attn: Rochelle Parsch
 Oregon City
 Community Services
 PO Box 3040
 Oregon City, OR 97045

Concerts in the Park are open-air concerts; there is always the potential for poor weather. Unfortunately, we cannot refund the sponsorship fee if the weather is unfavorable or if attendance is poor. Please remember: no alcohol may be served or consumed on the park premises. If your sponsorship level allows for promotional material to be displayed or distributed, it must be approved at least 48 hours prior to the event by Rochelle Parsch.

The Sponsor agrees to the conditions listed above.

NAME OF Sponsoring Agency: _____

SIGNATURE: _____ DATE: _____

Thank you for your support of the 2014 Oregon City Concerts in the Park Series!

[Reset Form](#)

[Print](#)

Become a SPONSOR of the 2014 MOVIES in the PARK

YOU OR YOUR BUSINESS CAN SPONSOR AN EVENING OF THE OREGON CITY PARKS & RECREATION MOVIES IN THE PARK!

Your sponsorship supports this free community event located at Wesley Lynn Park, 12901 Frontier Parkway.

Your sponsorship includes:

- Pre and post credits running with your name and logo for all four movies
- Listing on all movie posters, schedules, press releases, and on the City's website
- On-site lighted sign, listing you as that evening's Movie Sponsor



FOUR EVENINGS AVAILABLE - \$500 each

Dates:



8/1/14, 8/8/14, 8/15/14, 8/22/14



This year the community will be voting for the movie selections! The movie titles will be announced June 2nd, 2014.

Check out the link to **VOTE** and for a full list of available movies:

<https://www.surveymonkey.com/s/XMMF9ML>

Contact Rochelle Parsch at: rparsch@orc.org or 503-496-1572



OREGON CITY PARKS

Monthly Report

April 2014

	Use	Total Use	Receipts
FACILITY USE			
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TOTAL PARK RESERVATION RECEIPTS			\$ 2,495.00

CLACKAMETTE RV PARK

RV Receipts			\$ 3,090.00
Occupancy Rate *		14%	
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CEMETERY STATISTICS

Full Body	4		
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TOTAL CEMETERY REVENUE			\$ 25,292.00

Prepared by: Sara Dominguez

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15223 S Henrici Rd
Oregon City, OR 97045

PARKS Day Discussion

IS B.C.T. Doing FOOD?

Bike RIDE?

Frisbee GIVE AWAY?

* GIVE AWAYS → / PARK SHELTER
RENTAL?

* POOL PASSES

* Geo-caching?

* Activities?

Bounce House / clowns

* Put on city ^(website) FACEBOOK & TWITTER
Pages

* Bumper stickers

1. Safety issues of concern - increase of homeless (men) found sleeping on the grounds and trying to engage seniors in loaning them money. We worked with Father's heart and the police on trying to get information out to these folks on where to access appropriate services.

2. Looking at quotes for an upgraded fire panel and alarm system. The current one is original to the building and it is past time for replacement. Several false alarms have been going off.

3. Working with Clackamas County for increased funding on Evidence based practice programs for Healthy Aging. These include things like "Walk with ease" and "Matter of Balance".

4. Looking ahead... Volunteer recognition event August 14th during the Concert in the park.

We will have flyers ready soon for that event. Included dinner, music, raffle prizes and the annual charm. This years is a treasure chest, as Oregon City "Treasures" volunteers!

Scott Archer

From: Mike Mitchell [mike.k.mitchell@gmail.com]
Sent: Monday, May 12, 2014 11:52 AM
To: Janie E Burns
Cc: Scott Archer; Daniel Tupper; Denise Kai; Dustin Moyes; Joyce Gifford; Lisa Normand; Shawn Dachtler
Subject: Re: Corrected PRAC agenda

All,

As Bob mentioned, the presentation to the City Commission went very well. They seemed very appreciative of the work being done by our committee and very interested in our goals going forward. There were a couple of very positive comments made about the letter to the high school students. We need to make sure that this year's students are recognized.

Also, I provided them with our suggestions for the off-leash dog test areas, as well as relating our concerns that the affected neighborhood associations be involved in the planning and that this be promoted as a test of off-leash areas, and not as actual "dog parks". There was some nodding of heads by commission members, but no comments directly related to this idea (other than Mayor Neeley commenting that Barclay Park seems to already be an off-leash area based on what people are doing now.)

I will not be at this week's meeting.... sorry.

Mike

On Mon, May 12, 2014 at 10:42 AM, Janie E Burns <janieburns@comcast.net> wrote:

Scott, PRAC members: As reported earlier, I will be out of town for our next meeting (May 22). As you remember, we decided to meet at 6:30 to plan Parks Day. I listed some suggestions for that day below. These are just suggestions, not recommendations. We have a date, time and location so we need 2-3 hours to feature OC's parks. The report to the City Commission went well, they seemed very interested in our activities. Lots of good questions and discussion. I'm not sure what our next move should be regarding "letter to students" for construction projects. We need to get that accomplished before school is out for the year. What do you think?

I'll keep in touch from a distance. Bob Burns

On Apr 25, 2014, at 12:26 PM, Janie E Burns wrote:

Scott, PRAC members; During last night's meeting we didn't discuss the letter to the High School Construction students. I was fixed on "fast pace" and it slipped through the cracks. I think the letter is fine as is and should go out. How should it be distributed? Could we send blank copies to the teacher who could insert names and he could distribute? Are there other ideas? Also, I think a special letter of thanks should go to the teacher with copies to the High School Principal and the Oregon City Board of Education. If you think this is a good idea I would be happy to draft such a letter for your review. Let me know your thoughts.

Also, I will be out of state during our May meeting, so I have listed some ideas to consider for Parks Day. As you know we decided to meet at 6:30 next meeting to start planning. We have date (Aug. 1), location (Wesley Lynn Park), and time (6-8 PM). We could use kiosk from last year with copies of Oregon Trail News, copies of PRAC Goals for 2014, Information on EOT, Willamette Falls Legacy Project, Clackamette RV Park, Newell

Creek Project, Waterboard Park, Ermatinger House, etc. Are there favors we could hand out? How about bicycle safety/inspection; Maybe a satisfaction survey (might include off leash dog areas).

What about food? If we have food it should be fast and easy to fit out time slot and not interfere with movie. What about more bumper stickers, water bottles, etc.?

What ever we plan on doing we have to consider the human resource element; i.e.. who is going to do the work?

On Apr 22, 2014, at 6:00 PM, Scott Archer wrote:

PRAC members,

Upon sending the prior e-mail, I noticed an error on the agenda (wrong date of next meeting). Please refer to this corrected version of the agenda for the meeting this Thursday, 4/24.

Thank you,

<image001.jpg>

Scott Archer

sarcher@orccity.org

Community Services Director

City of Oregon City

PO Box 3040

625 Center St.

Oregon City, Oregon 97045

[503-496-1546](tel:503-496-1546) Direct phone

[503-657-0891](tel:503-657-0891) City phone

[503-657-7026](tel:503-657-7026) Fax

Website: www.orccity.org

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

<April 24_2014 PRAC agenda.pdf>

Scott Archer

From: Janie E Burns [janieburns@comcast.net]
Sent: Monday, May 12, 2014 10:43 AM
To: Janie E Burns
Cc: Scott Archer; Daniel Tupper; Denise Kai; Dustin Moyes; Joyce Gifford; Lisa Normand; Mike Mitchell; Shawn Dachtler
Subject: Re: Corrected PRAC agenda

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Community Services Director

City of Oregon City

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<April 24_2014 PRAC agenda.pdf>

Scott Archer

From: Janie E Burns [janieburns@comcast.net]
Sent: Friday, April 25, 2014 12:27 PM
To: Scott Archer
Cc: Daniel Tupper; Denise Kai; Dustin Moyes; Joyce Gifford; Lisa Normand; Mike Mitchell; Shawn Dachtler
Subject: Re: Corrected PRAC agenda

Scott, PRAC members; During last night's meeting we didn't discuss the letter to the High School Construction students. I was fixed on "fast pace" and it slipped through the cracks. I think the letter is fine as is and should go out. How should it be distributed? Could we send blank copies to the teacher who could insert names and he could distribute? Are there other ideas? Also, I think a special letter of thanks should go to the teacher with copies to the High School Principal and the Oregon City Board of Education. If you think this is a good idea I would be happy to draft such a letter for your review. Let me know your thoughts.

Also, I will be out of state during our May meeting, so I have listed some ideas to consider for Parks Day. As you know we decided to meet at 6:30 next meeting to start planning. We have date (Aug. 1), location (Wesley Lynn Park), and time (6-8 PM). We could use kiosk from last year with copies of Oregon Trail News, copies of PRAC Goals for 2014, Information on EOT, Willamette Falls Legacy Project, Clackamette RV Park, Newell Creek Project, Waterboard Park, Ermatinger House, etc. Are there favors we could hand out? How about bicycle safety/inspection; Maybe a satisfaction survey (might include off leash dog areas).

What about food? If we have food it should be fast and easy to fit out time slot and not interfere with movie. What about more bumper stickers, water bottles, etc.?

What ever we plan on doing we have to consider the human resource element; i.e.. who is going to do the work?

On Apr 22, 2014, at 6:00 PM, Scott Archer wrote:

PRAC members,

Upon sending the prior e-mail, I noticed an error on the agenda (wrong date of next meeting). Please refer to this corrected version of the agenda for the meeting this Thursday, 4/24.

Thank you,

<image001.jpg>

Scott Archer

sarcher@orc.org

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