

# **AGENDA**

## **City of Oregon City Parks and Recreation Advisory Committee Meeting**

**Monday, November 26, 2007**

**Pioneer Community Center  
615 5<sup>th</sup> Street, Oregon City, OR 97045**

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

1. Call to order
2. Approval of minutes – October 22, 2007 regular meeting
3. Citizen comments on issues and items not on the agenda
4. General business
  - a. Old business and follow-up
    1. City pocket parks and private/HOA parks discussion
    2. Parks & Recreation Master Plan Update – adoption process
    3. Newell Creek Canyon designation request
    4. RV Park & Buena Vista Club House rates increase
    5. Other old business
  - b. New business
    1. Oregon City High School construction class project proposal
    2. PRAC by-laws – neighborhood association designations
    3. Other new business
5. PRAC member reports
6. Director's report
  - a. New member appointment recommendation update
  - b. Canemah Metro property fence update
  - c. Parks maintenance update
  - d. Recreation Services update
  - e. Other
7. Next meeting date – T.B.D.
8. Adjournment

**Meeting Minutes**  
**City of Oregon City**  
**Parks and Recreation Advisory Committee Meeting**

**Monday, October 22, 2007**

**Pioneer Community Center**  
**615 5<sup>th</sup> Street, Oregon City, OR 97045**

**Attendance**

PRAC members: Lisa Wright-Wilson, Shawn Dachtler, Ted Schumaker, Martha Sumption, Dan Kromer

Excused absences: Karen Andrews

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

Guests: Sha Spady, Steve McAdoo

**Regular Meeting**

1. Call to order: Chair Lisa Wright-Wilson called the regular meeting to order at 7:05 PM.
2. Approval of minutes – September 24, 2007 regular meeting: Approved as amended.
3. Citizen comments on issues and items not on the agenda: None.
4. General business
  - a. Old business
    1. City pocket parks and private/HOA parks discussion follow-up (cont'd): PRAC discussed the issue as a follow-up to the various previous discussions. Shawn Dachtler and Ted Schumaker will contact Bailey Estates HOA to discuss the possibility of converting their neighborhood open space to a private use. Will follow up at next meeting.
    2. Parks & Recreation Master Plan Update – schedule of adoption meetings: Scott Archer indicated that the public hearings for the adoption process are scheduled for December 10 – Planning Commission, and January 2 – City Commission. Shawn Dachtler urged all PRAC members attend the meetings in support of the project.
    3. Other old business: Dan Kromer requested an update on the status of the Sportcraft Agreement (approved) and the Dutch Elm disease issue at Carnegie Library Park (staff continuing to monitor).
  - b. New business
    1. Newell Creek Canyon designation request: Sha Spady presented a request to ask the City to consider giving a "Nature Park" designation to all of the City-owned land in Newell Creek Canyon. She presented a written request and other support materials.

Dan Kromer suggested that the City talk with Metro regarding the naming designation of their open spaces in the Newell Creek Canyon.

PRAC requested that staff put together a map for the next meeting designating property ownership in and around the Newell Creek Canyon area. This item will be considered further at the November meeting.

2. RV Park and Buena Vista Club House rate increase consideration: Scott Archer and Larry Potter are recommending raising these rates effective January 1, 2008 as follows: RV Park spaces increased to \$18/\$22 (up from \$15/\$18); Buena Vista Club House rental increased to \$125 per day (up from \$75 per day). Staff requests PRAC support of these increases.

A motion was made and seconded, and approved unanimously to support the staff recommendations for these fee increases. Staff will likely take these increases to the City Commission. Shawn Dachtler asked whether staff has considered a formal reservation system for the RV Park (similar to the County or State Parks system). Staff has been challenged in implementing this type of system due to cost and staffing level involved in monitoring and implementing. It is something that will continue to be considered pending future ability to increase level of services at RV Park.

3. Pool maintenance issues: Denise Kai distributed and discussed a list of deferred maintenance items at the Oregon City Pool which need to be addressed in the short term. These are items that are immediate safety or liability issues. Staff intends to draft the cost estimates for this list and attempt to address many of them during our winter break shutdown. Most of the items are not budgeted for in the current fiscal year, and will require supplemental budget action to cover the costs. Shawn Dachtler asked about the slide ladder issue. This item is included in the list of recommendations. Dan Kromer asked whether the list is in priority order. Staff indicated it is. PRAC was generally supportive of the recommendations. Shawn requested that staff notify PRAC if the item is to go before the City Commission for action.

4. Other new business: No other new business was presented.

5. PRAC member reports:

a. Shawn Dachtler:

1. Updated PRAC about 99E McLoughlin Blvd. project. Modifications have been made to the observation platform. Connection down to Sportcraft area will be added. At the last PAC meeting, it was discussed that for continuity purposes consideration be given to implementing the same theme of benches into Jon Storm Park. Staff will discuss with Public Works and Kurt Lango (Jon Storm Park project consultant).
2. Reminder of fire annexation issue and leaflet distribution.

6. Director's report

- a. New member appointment recommendation update: Based on the recommendation from the last meeting, applicant Sarah Eubanks will be forwarded to the Mayor for appointment on the December 5 City Commission agenda. If appointed, her term will begin January 1. At this point in the meeting, Lisa Wright-Wilson introduced Steve McAdoo. Steve recently submitted an application for PRAC. In addition to the opening Sarah will be filling, there will be at least one more opening for a term beginning January 1 since Lisa will not be seeking a re-appointment to the committee (her term ends December 31, 2007).

The committee held a brief interview with Mr. McAdoo. PRAC asked to have this item placed on the next meeting agenda for further review and discussion.

- b. Canemah Metro property fence: Denise presented a proposal that the department received from Metro Parks to place a fence along the edge of our Canemah Park and their Canemah Bluffs property. The fence is proposed to control vehicular access to the site, as there have been vandalism issues. This request will need to go through the Planning Dept. approval processes, however staff wanted to provide this as a heads up to PRAC. Shawn Dachtler indicated he is not supportive of the fence proposal, and would rather see the property issues enforced more aggressively by the police department. Staff indicated that this is a Metro property, and management of the site is their responsibility.
- c. Parks maintenance update:
  - 1. Annual Spirits of O.C. event coming up this weekend
  - 2. "Tots' Park" irrigation project is in the works
  - 3. Dock removal at Clackamette Park
  - 4. Fall Cemetery clean-up taking place
  - 5. Leaf clean-up in parks
- d. Recreation update:
  - 1. Spraypark shutdown update – staff continuing to fine tune the system for next season
  - 2. Written report distributed

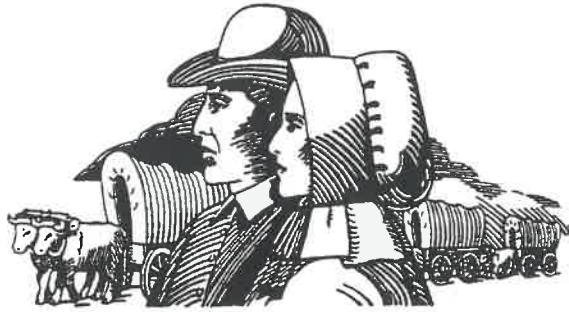
7. Next meeting date: November 26, 2007

8. Adjournment: The meeting was adjourned at 9:25 PM.

MONTHLY REPORT October 2007		TOTAL USE	RECEIPTS
<b>FACILITY USAGE</b>			
	Usage		
BUENA VISTA HOUSE		51	
PARK SHELTERS			
Chapin	2		
Clackamette General	0		
Clackamette Horseshoe	1		
Hillendale	0		
Rivercrest	0		
BALLFIELDS	187		
<b>PARK RESERVATION RECEIPTS</b>			\$772.00
<b>CLACKAMETTE RV PARK</b>			
RV RECEIPTS			\$6,541.00
OCCUPANCY RATE **		39%	
RV DUMP STATION RECEIPTS			\$536.27
<b>TOTAL CLACKAMETTE RV RECEIPTS</b>			<b>\$7,077.27</b>
<b>CEMETERY STATISTICS</b>			
FULL BODY	10		
CREMAINS	5		
<b>TOTAL REVENUE - CEMETERY</b>			<b>\$23,060.33</b>

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.



## **OREGON CITY PARKS & RECREATION**

### **Activity Report**

Program: **Pioneer**

Month of October 2007

#### **New information / highlights:**

5 trips provided this month: 3 for Pioneer center + 2 trips for Rose Linn care center

9 dine outs (5 for Oregon city, 2 for Westlinn 2 for Rose Linn care center)

Donations: \$500.05 for the pioneer donation fund, and \$307.69 for meals on wheels. A car was also donated for the MOW fund. A 1989 Ford Taurus.

Spent \$5726.67 from general donation fund for the new bus, and \$45.00 from MOW fund for Halloween treats to be sent out for MOW.

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 2 rentals in the ballroom.

Bus repaired from annual inspection

Fire inspection completed and all corrections made

Spirits of Halloween event October 26/27 had 185 tickets sold

Wreath sale begins through November 21<sup>st</sup>

Annual cleaning completed

Flu shots given

#### **Up Coming Events/ Dates of note:**

1 Pioneer trip planned next month: Spirit Mt. casino

Rose Linn care center – 2 local trips

8 Dine outs to various OC locations

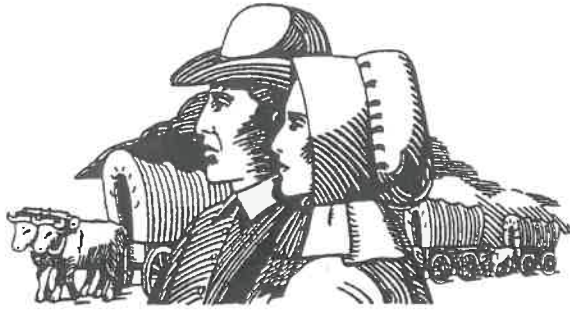
Center closed for Veterans day and Thanksgiving Holiday

#### **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: October 2007**

Category	Number of Participants
Home delivered meals	2152
Congregate Meals	507
Transportation	922
Outreach services	830
Trips	184
Recreation	831
Classes	519
Meetings	636
In house services	136
Community use (rentals)	105