

City of Oregon City
Parks and Recreation Advisory Committee
Meeting Minutes
Virtual Meeting Thursday, July 22, 2021 at 7:00 PM

CALL TO ORDER

Meeting called to order around 7:00 pm

INTRODUCTIONS

Members: Jeff Sargent, Shawn Dachtler; Tim Wuest; Karin Morey; Troy Bolinger; Derick Cogle

Excused: Brent Haverkamp; Andy Crump

Staff: Kendall Reid, Parks and Recreation Director; Denise, Conrad, Assistant Parks and Recreation Director; Rochelle Anderholm-Parsch, Aquatic and Recreation Manager; Jonathan Waverly, Parks and Cemetery Maintenance

Guest: Jim Cave, Bureau Veritas, North America

APPROVAL OF MINUTES

1. Minutes of the June 24, 2021 PRAC Meeting

Troy Bolinger called for questions, suggestions or updates on the June 24, 2021 PRAC Meeting minutes. Shawn Dachtler moved to approve the June 24 meeting minutes; Karin Morey seconded the motion.

All Approved: Tim Wuest; Karin Morey; Troy Bolinger; Jeff Sargent; Shawn Dachtler

All Opposed: none

PUBLIC COMMENT

There were no public comments.

PRESENTATIONS

There were no presentations on the agenda.

GENERAL BUSINESS

2. PRAC Member Resignation

Mr. Bolinger announced the resignation of PRAC Member Jeff Sargent and provided Mr. Sargent some time to comment. Mr. Sargent explained that he was pursuing a dream of moving to Hawaii and the current meeting would be his last. He commented that it had been a great privilege and honor to have served on PRAC. Mr. Sargent stated that it is important for citizens to volunteer and help the community plan and proper and he gave kudos to fellow PRAC members for having the passion and interest to serve, adding that he has enjoyed interacting with each of them. He concluded by stating

that he believed that Oregon City Parks and Recreation has a bright future and was thankful for the opportunity to serve. Mr. Bolinger thanked Mr. Sargent and added that they appreciated his time and commitment. Ms. Morey added that Mr. Sargent's experience and input had been invaluable.

3. Deferred Maintenance Assessment and Capital Improvement Plan Update

Kendall Reid, Parks and Recreation Director, stated that they had been working with a consultant from Bureau Veritas Technical Assessments to conduct a full system deferred maintenance assessment with a scope including parks, cemetery, recreation facilities, senior center, pool and museums. He introduced Jim Cave, Bureau Veritas North America, to provide an update on the results from the assessment. Mr. Cave's presentation, Facility Condition Assessments, covered information about Bureau Veritas, the scope of the work done and the reporting and findings for both the parks and the facilities. Mr. Cave provided a list of the locations assessed, explained the assessment process and how they used the data to prepare a 20-year capital reserves plan for each location. He provided an overview of some of the reports and findings for both Parks and Facilities. Mr. Cave shared the Replacement Reserves cost breakdown by year for a 10-year time span for each of the Parks and each of the Facilities. He concluded by describing the Assetcalc software available to the City for one year to be used for reporting and capital planning. Member questions were asked and answered. Mr. Reid added that the next steps were to share this information with the City Commission and to request approval to hire a funding consultant to research funding options, conduct public engagement and to help PRAC and City Commission have a plan to address the deferred maintenance backlog. Karin Morey moved that PRAC approve the presentation as given that evening and the next step is to hire a funding consultant to move to the next step of the process; Shawn Dachtler seconded.

*All Approved: Tim Wuest; Karin Morey; Troy Bolinger; Jeff Sargent;
Derick Cogle; Shawn Dachtler
All Opposed: none*

4. Naming Process for Filbert Run Park

Mr. Bolinger commented that members had received an email regarding the groundbreaking for Filbert Run Park that would take place the following week and noted that part of PRAC goals was to form a naming committee for the park. He reminded members that they had discussed the Park Naming Policy details at the past few meetings. He explained that PRAC was responsible for providing a Chair and also participation in the committee. Mr. Bolinger reported that he had asked Mr. Haverkamp to serve as Chair and had asked Mr. Wuest to serve as a member on the committee; both had accepted. Mr. Bolinger added that he would also serve in a passive role on the committee, along with Mr. Reid and others yet to be named. He stated that he had

encouraged Mr. Haverkamp to seek heavy community involvement in this process, including those both from within the Filbert Run neighborhood and outside of it. He added that other PRAC members could possibly be on the committee and to send him or Mr. Haverkamp an email if interested.

5. PRAC Annual Update to the City Commission

Mr. Bolinger reported that he would be presenting PRAC's update to the City Commission at a future meeting, noting that it was not required for PRAC members to attend, but they were welcome to be present. He asked for member suggestions on what they felt was important to report to the City Commission and requested that they email him their suggestions to be considered for inclusion. He stated that he was seeking their input as this was to be a report from the Committee, not just himself.

6. In Person Meetings at City Hall

Mr. Bolinger announced that effective immediately, all future PRAC meetings will be in-person meetings at City Hall and pointed out that this included all Work Sessions, Special Sessions and Regular Sessions going forward. Ms. Morey asked for clarification on the meeting location. Mr. Wuest asked if there would be an opportunity for a hybrid meeting so members could attend if they were out of town. Mr. Reid answered that they were looking at ways for Zoom participation to be an option for the in-person meeting.

7. Letter Against Violence in Oregon City Parks

Mr. Bolinger stated that Mr. Wuest had asked that a discussion on the letter against violence in Oregon City Parks be placed on the agenda and he added that some email discussions had taken place among members, but no decision had been made. He asked Mr. Wuest to share with members what he brought forward and to continue the discussion. Mr. Wuest stated that he wanted to discuss the letter written by James Graham, Economic Development Director for Oregon City, that was sent to all Oregon City businesses stating that Oregon City is a friendly place that doesn't condone violence, and Mr. Wuest had thought it would be nice to adopt that statement in response to the events at Clackamette Park. Mr. Wuest noted that he had called the Parks Department for more information about facility rental requirements and asked if information was provided to the Police. Mr. Wuest stated that he was told the form was available online to complete the rental process and information was not given to the Police. Mr. Bolinger interjected to say that this was not the topic of the discussion, to which Mr. Wuest stated it was exactly the topic. Mr. Bolinger replied that the discussion item was about the letter against violence in Oregon City Park and what Mr. Wuest wanted PRAC to do about it, but he appreciated Mr. Wuest's passion and thought that he had some valid points. Mr. Wuest replied that the issue was too complicated to get into the form of a letter but would prefer to have a note on the website stating the City reserves the right to refuse service. Mr. Bolinger asked if Mr. Wuest was abandoning the letter, to which Mr. Wuest

confirmed and added that he was encouraging notification on the online form and implementing a policy to bar people of violence from renting facilities in Oregon City. Ms. Morey commented that the discussion can't be limited to just the letter even though it was written that way on the agenda. She also clarified that the letter was not written by Mr. Graham, but rather from the Oregon City Business Alliance, specifically for business organizations. She asked Mr. Reid to confirm whether the staff will be screening reservation applications for "known problems". Mr. Reid replied that their process for providing services to the community was not the issue with this incident. He explained that when the reservation was made, questions were asked about the reservation and the Police were notified about possible issues, but he also stressed that they are not in the habit of banning people for their beliefs. He stated that they were trying to address the actions of violence in the parks, and they did the right thing, providing the proper screening and communication to leadership and the authorities. Ms. Morey asked Mr. Reid if he needed the support of PRAC to continue that practice in the future or if this was just informational. Mr. Reid replied that it was informational, and that they were reviewing the Parks Reservation policies, working with City leadership and the City Attorney to ensure they were managing the reservations appropriately and he didn't feel the need for an additional level of screening at this time. Mr. Sargent commented that what happened at Clackamette Park was deplorable, and he sincerely hoped that they would never have a situation like that again, adding that he thought this was a City issue, not just a Parks and Recreation issue and he hoped that the City Commission was working with Mr. Reid and the Police to come up with a process to guarantee the safety of others. Mr. Bolinger asked for any other member comments. Mr. Wuest said that he would like to know what policies would be put in place to not have a repeat incident. Mr. Bolinger agreed that would be a good future agenda item and Mr. Reid agreed to share an update at the next meeting. Mr. Bolinger added that he is very confident in how the City is handling and has handled things, that it is an important issue for the City and that Chief Band and his Officers did a wonderful job at the particular event. Ms. Morey asked to add a comment, but Mr. Bolinger stated that they were moving on.

Mr. Bolinger made a change to the agenda and jumped to a discussion on the next meeting scheduled for August 26, 2021. He stated that in the past they had not met in August and wanted member feedback on cancelling the upcoming August meeting. Mr. Bolinger explained that there is nothing that the City needs to bring to PRAC in August, but the PRAC goals did have some items slated for August; deferred maintenance, which was just discussed at that evening's meeting, and forming a subcommittee to discuss a potential need for more off leash dog areas. Mr. Bolinger also brought up Mr. Haverkamp's requested discussion on a volunteer coordinator and stated that he believed they could move that to September. Mr. Dachtler stated that they don't typically meet in August and he saw no need to, adding in that the

bylaws allow for a couple of months off and they can always add in a special session if needed. Karin Morey moved that the August meeting for PRAC be cancelled, and all agenda items be moved to September; Shawn Dachtler seconded.

All Approved: Tim Wuest; Karin Morey; Troy Bolinger; Jeff Sargent; Derick Cogle; Shawn Dachtler

All Opposed: none

Mr. Bolinger confirmed that the next PRAC meeting will be on September 23, 2021.

MEMBER REPORTS

Mr. Wuest:

Reported that he had visited the Library water park and noticed that they were no hours of operation posted. He said he thought it would be nice to have that information posted.

Ms. Morey said she would like to finish her comment from an earlier topic, but Mr. Bolinger stated that they were moving on as all they were currently doing was reports.

No other members provided reports.

STAFF REPORTS

Mr. Reid reported that the groundbreaking at Filbert Run Park would take place on July 27 at 11:00am and that they were excited to get the park up and going. He noted that there will be some adjustments to the schedule due to permitting delays, and it could possibly through December to get the park up and running. He added that they have done community outreach about the groundbreaking and have received positive responses. Mr. Reid reported that they have received four applications for the two vacant positions on PRAC and wanted to get direction from members on when to hold interviews. Mr. Bolinger responded that he would like to move forward as soon as possible and suggested the first week in August, if members were available. Mr. Dachtler pointed out that they only have four meetings until the end of the term and he thought it would be worth looking at the bylaws and speaking with the Mayor to determine if the appointment could be for next 3 years, plus the four months in the current year. Ms. Morey added her agreement with Mr. Dachtler but wanted to ensure the applicants were made aware of why they would be delaying the interviews. Mr. Reid stated that he had discussions with Mr. Bolinger, the City Recorder and the City Manager to look into the options of new members being appointed this year and continue on to serve their term, and he would have more information this week. Mr. Bolinger then asked members to shoot for scheduling interviews between August 11 and 20; there were no objections. Mr. Reid concluded by commenting that the Senior Center opened on July 2 and they have seen an uptick in the number people coming in and participating in their activities.

Jonathan Waverly, Parks & Cemetery Maintenance, reported that they are working on the Veteran's Memorial replacement, with broken concrete being removed, concrete walls and borders being poured and the stairs and front entrance way still to be poured. He noted that the RV Park would be opening, but they were looking for a park host. Mr. Waverly discussed the water curtailment efforts they were taking to dramatically cut back on water consumption at Mt. View Cemetery and to scale back at the larger parks. He commented on the fire concerns and that they are working on citizen awareness of the issue. He also noted that the ice storm damage left a lot of debris that was not as well cleared in the natural areas, but Staff is working to address that.

Rochelle Anderholm-Parsch, Aquatic and Recreation Manager, discussed the Events on the Lawn at the End of the Oregon Trail Interpretive Center, including Trivia, Bingo and on August 5, Movies in the Park, plus other events throughout August. She reported that camps were going well and gave thanks to Kathy Wiseman and her team for hosting weekly camps in senior center basement. She noted that swim lessons are jam packed with waitlists, so they are trying to hire and train staff quickly to accommodate those lists. Ms. Anderholm-Parsch reported that the Ermatinger House held a Miniature Exhibit event that went well. She added that the Friends group is very active and have more events coming including a garage sale on August 14 and a historical baseball game on September 18 at Chapin Park, sponsored by the Ermatinger House and the Friends group. She concluded by discussing the Cost Recovery efforts that went to a Commission Work Session and was well received, she thanked PRAC for their support of that project, noting that the Commission requested an example of the Master Fee Schedule, which she will bring back to them on August 10. She added that the next steps would be to present a resolution at a Commission Meeting and then Cost Recovery could be codified and implemented.

Denise Conrad, Assistant Parks and Recreation Director, reported that Tyrone S. Woods Memorial Park was final, and they were just looking at warranty work, particularly plant material. She added that they have an occasional afternoon watering schedule to help establish plants that were planted late. She reported that the fence panels on the elevated platform at the DC Latourette Park will require a three-day closure of the park, which will be announced through signage and on social media. Ms. Conrad discussed the various City Facility projects; flat roof replacement at City Hall and HVAC repairs and replacement at Pioneer Center. She added that Facilities had been assisting Parks Department on the FEMA projects related to the ice storm, helping get damage estimates in place before FEMA's deadline.

FUTURE AGENDA ITEMS

Tyrone S. Woods Memorial Park - 12/5/2019
Cost Recovery Training - 2/25/2021
Regional Comparison of Parks – 10/22/2020
Parks and Recreation Funding

Clackamette Park Master Plan
Buena Vista House - 1/23/2020
WES Good Neighbor Funds
Joint Operations Center
Willamette Falls Legacy Project
Property Acquisition
Dog Park - 9/24/2020
Review Goals - 2/25/2021
The Cove
Heritage Tree Stand Nominations – 1/28/2021
Newell Creek Canyon Project – 2/25/2021
Homeless Outreach Efforts by Oregon City Police Department – 2/25/2021
Filbert Run Master Plan – 12/03/2020
McLoughlin Canemah Trail Grant Application – 1/28/2021

NEXT SCHEDULED MEETING – August 26, 2021 at 7:00pm

Adjusted to September 23, 2021 at 7:00pm

ADJOURNMENT

Meeting adjourned around 8:30 pm by Chair Troy Bolinger