



CITY OF OREGON CITY

CITY COMMISSION WORK SESSION

AGENDA

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Tuesday, May 07, 2024 at 6:00 PM

Typically there are no public comments at work sessions, but written comments are accepted by:

- *Email recorderteam@orc.org (deadline to submit written testimony via email is 3:00 PM on the day of the meeting)*
- *Mail to City of Oregon City, Attn: City Recorder, P.O. Box 3040, Oregon City, OR 97045*

CONVENE WORK SESSION AND ROLL CALL

FUTURE AGENDA ITEMS

The Commission's adopted goals and available staff resources shall be considered when recommending future agenda items. The Commission may add an item to a future agenda with consensus of the Commission.

[List](#) of Future Work Session Agenda Items

DISCUSSION ITEMS

- [1.](#) Confederated Tribes of Grand Ronde tumwata village Presentation
- [2.](#) Joint Work Session with Parks and Recreation Advisory Committee - Parks and Recreation Master Plan
- [3.](#) Park Place Concept Plan Code Refinement

CITY MANAGER'S REPORT

- [4.](#) Update on City Projects

COMMISSION COMMITTEE REPORTS

A. Commissioner O'Donnell

- South Fork Water Board

B. Commissioner Smith

- Clackamas Heritage Partners
- Oregon City Tourism Stakeholder's Group
- South Fork Water Board

C. Commissioner Marl

- Citizen Involvement Committee Liaison
- Clackamas County Coordinating Committee (C4)
- Clackamas County I-205 Tolling Strategies Committee
- Youth Advisory Committee Liaison

D. Commissioner Mitchell

- Clackamas County Coordinating Committee (C4) – Metro Subcommittee
- Metro 2040 Urban Growth Review Roundtable
- Clackamas County I-205 Tolling Diversion Committee (alternate)
- Metro Policy Advisory Committee (MPAC) (alternate)

E. Mayor McGriff

- Clackamas Water Environment Services Policy Committee
- Clackamas Heritage Partners (alternate)
- Downtown Oregon City Association Board
- Metro Policy Advisory Committee (MPAC)
- Oregon City Tourism Stakeholder's Group
- South Fork Water Board
- Willamette Falls and Landings Heritage Area
- Willamette Falls Legacy Project Liaisons
- Willamette Falls Locks Authority
- Youth Advisory Committee Liaison

ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the City Recorder. When the Mayor/Chair calls your name, proceed to the speaker table, and state your name and city of residence into the microphone. Each speaker is given three (3) minutes to speak. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the City Commission does not engage in discussion with those making comments.

Electronic presentations are permitted but shall be delivered to the City Recorder 48 hours in advance of the meeting.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the Oregon City's website at www.orcity.org and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WFMC at 503-650-0275 for a programming schedule.



CITY OF OREGON CITY

Staff Report

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

To: City Commission
From: City Manager Tony Konkol

Agenda Date: 5/07/2024

SUBJECT:

List of Future Work Session Agenda Items

BACKGROUND:

May 15, 2024

McLoughlin Boulevard Enhancements Project Update

June 11, 2024

5-Year Pavement Maintenance Utility Fee Plan Update

System Development Charge Reduction Program

Hold open for potential City Commission meeting due to June 19, 2024 meeting occurring on a holiday.

July 9, 2024

Hold open for potential City Commission meeting due cancellation of the July 3, 2024 City Commission meeting.

Additional Upcoming Items (These items are in no particular order)

Beavercreek Road Concept Plan (Thimble Creek) Funding Discussion

Canemah Area - Encroachments in the Right-of-Way Policy Discussion

City Seal Revision

Clackamas County Water Environmental Services (WES) Rate Differential

Climate Action Plan Presentation (City of Milwaukie)

Compatible Change Update – HRB will be reviewing

Frog Ferry Informational Update

Inclusionary Zoning options

Native Land Acknowledgement to Agenda

South Fork Water Board - Mountain Line Easements Vacation

TriMet Transit Center Improvements



CITY OF OREGON CITY

Staff Report

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

To: City Commission
From: City Manager, Tony Konkol

Agenda Date: 5/7/2024

SUBJECT:

Confederated Tribes of Grand Ronde tumwata village presentation.

STAFF RECOMMENDATION:

The presentation from the Confederated Tribes of Grand Ronde is informational.

BACKGROUND:

The Confederated Tribes of Grand Ronde purchased the tumwata village site in August of 2019. The 23-acre site is located within the Tribe's ancestral homelands and holds significant historical and cultural importance for the Tribe. For additional information, background, and updates please visit tumwatavillage.org.

OPTIONS:

1. Not applicable.

BUDGET IMPACT:

Amount:

FY(s):

Funding Source:



CITY OF OREGON CITY

Staff Report

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

To: City Commission/PRAC Joint Work Session **Agenda Date:** May 7, 2024
From: Next Practice Partners, Neelay Bhatt and Jason Elissalde

SUBJECT:

Parks and Recreation Master Plan

STAFF RECOMMENDATION:

Staff is requesting feedback from the City Commission and Parks and Recreation Advisory Committee on the Parks Master Plan and Capital Improvement Plan in an effort to finalize the plans.

BACKGROUND:

In collaboration with PROS Consulting INC, the Oregon City Parks & Recreation Department is finalizing the new Parks Master Plan, a pivotal project to transform the city's parks, recreation facilities, programs, staffing, funding, and landscape management. This ambitious plan outlines a strategic vision for the next 20 years, focusing on the initial decade of implementation. Building on the groundwork established by the 2008 master plan, it adapts to the changing needs of our community.

Initiated in April 2022, the project has undertaken a thorough engagement and planning process. This has included stakeholder interviews with City Commissioners, Committee members, staff, and prominent community leaders conducted by PROS Consulting in early June. The first of several public engagement sessions was held on June 2nd, facilitating open discussions about the project's objectives, anticipated outcomes, and timeline. A Statistically Valid Survey garnered feedback from 401 residents, supplemented by an additional online survey with 184 responses, ensuring a broad spectrum of community input.

The feedback from these surveys and continuous dialogue with the community and stakeholders have been crucial in refining the master plan. This has involved tailoring future services to meet residents' needs and positively contributing to the community's fabric. Further insights have been gained through public engagement events and presentations to the Parks and Recreation Advisory Committee (PRAC).

This meticulous process, including detailed reviews by department staff and stakeholders and the integration of their feedback, highlights the collaborative nature of the plan's development. We are currently in the final stages of integrating the Capital Improvement Plan (CIP) as an appendix to the master plan. This essential element will guide the implementation of the proposed improvements.

To support the implementation of the master plan, we are exploring various alternative funding sources:

- Citywide Fiscal Policy for Dedicated Funding: Establishing a dedicated funding stream through citywide fiscal policy to ensure sustainable financing for parks and recreation projects.
- Advertising, Sponsorship, and Partnership Opportunities: Leveraging advertising and sponsorship opportunities and forming partnerships to generate additional revenue.
- Grants: Pursuing grant opportunities from various foundations and government agencies that support parks and recreation initiatives.
- Bond or Levy Campaigns: Considering the initiation of bond or levy campaigns to fund significant capital projects outlined in the master plan.
- Park Utility Fees: Implementing park utility fees as a method to fund maintenance and operations of park facilities.
- Review of fees: Assessing current fees to better align with cost recovery goals and ensure financial sustainability.
- Update of Park System Development Charges (SDCs): Revising Park SDCs based on findings from the master plan to support growth-related projects and infrastructure.

These diverse funding strategies are designed to meet the ambitious goals of the master plan while maintaining financial stability and community support.

As we near the project's completion, we are preparing to seek approval from the City Commission in May. This crucial step will transition us from planning to execution, marking a significant milestone in our commitment to enhancing Oregon City's parks and recreational resources for current and future generations.

OPTIONS:

1. Review the Parks Master Plan and Capital Improvement Plan draft and provide feedback to staff and consultants



NEXT PRACTICE PARTNERS
be different



2023 PARKS MASTER PLAN

THIS PAGE INTENTIONALLY LEFT BLANK



ACKNOWLEDGEMENTS

THANK YOU TO MEMBERS OF THE COMMUNITY FOR CONTRIBUTING INPUT THROUGHOUT
THE DEVELOPMENT OF THIS MASTER PLAN

OREGON CITY COMMISSION

Denyse McGriff, Mayor

Rocky Smith, Jr., Commissioner

Frank O'Donnell, Commissioner

Adam Marl, Commissioner

Michael Mitchell, Commissioner

OREGON CITY PARKS & RECREATION STAFF

Kendall Reid, Parks and Recreation Director

Denise Toyooka, Assistant Parks and Recreation Director

Melissa Sebastian, Aquatics & Recreation Manager

Kori Buth, Administrative Assistant

Kyle Christoph, Facilities Manager

Cecily Rose, Social Services & Community Center Manager

CONSULTING TEAM



Neelay Bhatt, CEO & Founder, Next Practice Partners, LLC.

Jason Elissalde, Senior Project Manager, Next Practice Partners, LLC

PAGE LEFT INTENTIONALLY BLANK



Table of Contents

Acknowledgements	3
Chapter One - Executive Summary	8
1.1 Introduction	8
1.2 Plan Goals	8
1.3 Project Process	9
1.4 Mission, Vision, Values and Big Moves	9
1.5 Key Findings	14
1.6 Conclusion	21
Chapter Two - Community Profile.....	22
2.1 Demographic and Recreation Trends Analysis.....	22
2.2 Summary of Key Findings.....	45
Chapter Three - Public Engagement	46
3.1 Key Leadership & Stakeholder Interviews.....	47
3.2 Public Input Meeting	51
3.3 Statistically Valid Survey	52
3.4 Survey Comparison: Statistically Valid vs Online.....	61
Chapter Four - Parks, Facilities, & Inventory Assessment	68
4.1 Parks/Facility Classifications & Level of Service Standards	68
4.2 Geographical Analysis Through Mapping	70
4.3 Recreation Program and Operations Assessment Study	89
Chapter Five - Action Plan & Parks Master Plan Development	119
5.1 Systems Expenditure Forecast	119
5.2 Funding & Revenue Strategies	123
5.3 Benchmark Analysis	125
5.4 Prioritized Facility & Program Needs	132
Chapter Six : Vision, Mission, Values & Big Moves.....	134
Chapter Seven : Conclusion	136
Appendices	137
Appendix A: Capital Improvement Plan.....	139
Appendix B: National Core vs Casual Participatory Trends.....	140
Appendix C: ETC Statistically Valid Survey Charts and Graphs.....	147
Appendix D: Volunteer/Partnership Recommended Practices & Recommendations.....	181
Appendix E: Program Classification.....	184

Appendix F: Similar Providers..... 186

Appendix G: Mini Business Plan..... 187

Appendix H: Facility Condition Assessments190



THIS PAGE INTENTIONALLY LEFT BLANK

CHAPTER ONE – EXECUTIVE SUMMARY

1.1 INTRODUCTION

The purpose of the Plan is to serve as a “blueprint” for City staff and City Commissioners in preparing a needs assessment and action plan to best serve City residents.

This Plan aims to be a flexible and practical document, conceived to enhance current programs, facilities, and services, while also providing a strategic direction for future developments.



1.2 PLAN GOALS

- **Maximize community engagement in an inclusive and innovative manner** to ensure the broad interests of the diverse community and stakeholders in Oregon City is heard and can help guide growth and development of parks, open space, recreation facilities, and programming.
- **Utilize a wide variety of data sources and best practices**, including a demographic and trends analysis, statistically valid survey to predict trends and patterns of use and ways to address unmet needs in the City.
- **Determine unique Level of Service Standards** to develop appropriate actions regarding parks, recreation, facilities, and trails that reflects the City’s strong commitment in providing high quality recreational activities for the community.
- **Shape financial and operational preparedness** through innovative and “next” practices to achieve the strategic objectives and recommended actions.
- **Develop a dynamic a realistic strategic action plan** that creates a road map to ensure long term success and financial sustainability for the City’s parks, facilities, and trails, and action steps to support the family-oriented community and businesses that call Oregon City home.

1.3 PROJECT PROCESS

The Plan followed a process of data collection, public input, on-the-ground study, assessment of existing conditions, market research, and open dialogue with local leadership and key stakeholders. The project process followed a planning path as illustrated in *Figure 1* below.



Figure 1: Project Process

1.4 MISSION, VISION, VALUES AND BIG MOVES

Based on an iterative visioning process with staff and using community input, demographics & trends, and an analysis of the City's maintenance, operations, & level of service, the following Mission Statement, Vision, and Core Values were developed by staff.

1.4.1 MISSION

The newly revised mission statement of the Oregon City Parks and Recreation Department is

"To serve the community".



1.4.2 VISION

The Department's vision for the future is to be known as

"An inclusive, sustainable, and impactful agency".



1.4.3 CORE VALUES

The Department strives to be one that is collaborative, engaged, respectful, servant leaders, and transparent and has adopted these as their core values to guide future action.

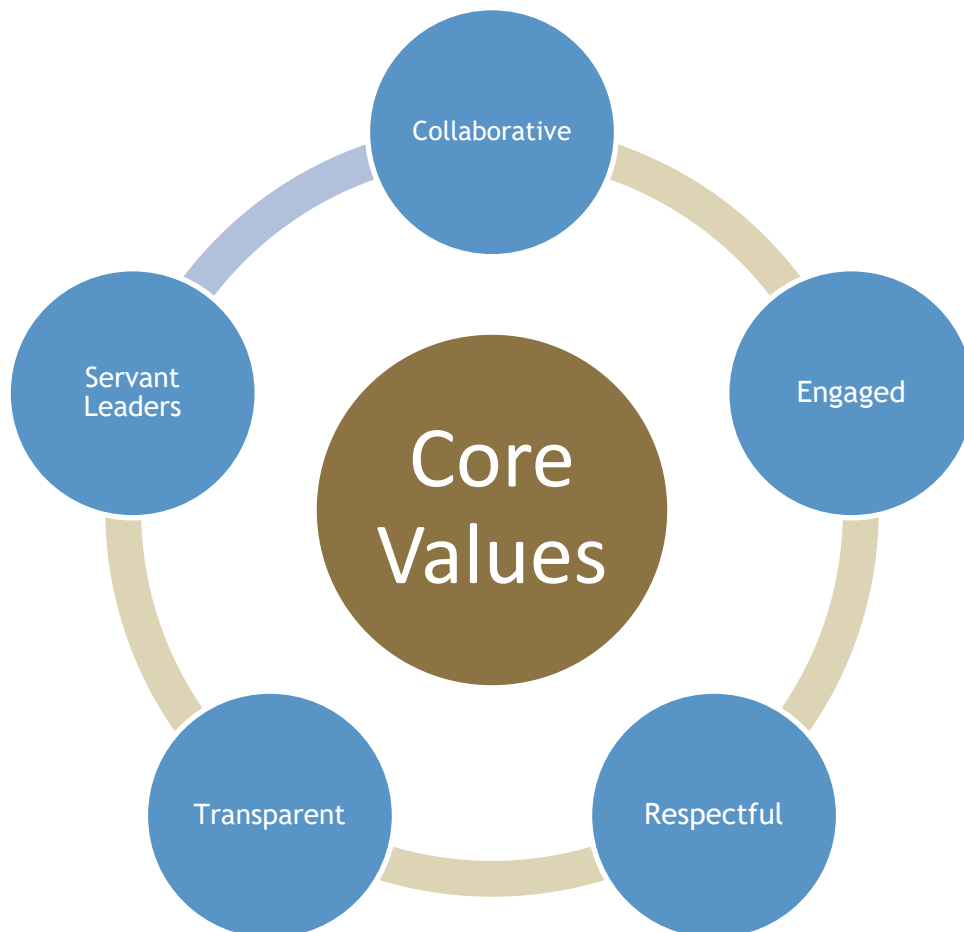


Figure 2: Core Values

1.4.4 BIG MOVES

The staff team identified City-wide outcomes they would aspire to achieve from this plan. These Big Moves are the most significant outcomes desired and when achieved, will serve as the legacy fulfilling the Plan's vision. The following are the five Big Moves that were identified through this process:

1. Explore earned income opportunities to enhance funding for the Department.
 - a) Park utility fees
 - b) Initiate a bond or levy campaign
 - c) Review fees and charges to reflect cost recovery goals
 - d) Grants
 - e) Advertising, sponsorship and partnership opportunities
2. Construct an all-inclusive staffing plan encompassing staffing forecast, recruitment strategies, induction processes, training programs, retention initiatives, and succession planning.
3. Formulate an exhaustive maintenance strategy which includes preventative measures, regular upkeep, and a timetable for equipment replacement.
 - a) Created Facility Division to manage all facilities and address all maintenance opportunities.
4. Design a strategic plan for marketing and branding.
5. Master/Business Plan the End of Oregon Trail Interpretive Center and Mountain View Cemetery.





1.4.5 STRATEGIC ACTION PLAN

In addition, the consulting team developed an Action Plan that will be updated and utilized by staff to implement and track progress on this plan's recommendations. This was based on the key Strategic Areas identified during the Visioning Workshop. These were then organized based on the Short-term or ST (0-3 years), Mid-term or MT (3-5 years) and Long-term or LT (5+ years).

Programs, Events, Facilities	Proposed Timeline
Expand the aquatic facility to increase program capacity	LT
Increase staff to support the expansion of programs and special events	ST/MT
Create partnership agreement with local school district(s) to expand programmable space	MT/LT
Expand adult rec league programs (pickleball, basketball, kickball, softball, etc.)	ST
Purchase and develop usable outdoor space to expand outdoor programs/events	LT
Parks/Trails	Proposed Timeline
Increase connectivity and accessibility of trails	MT/LT
Increase water access for non-motorized vehicle usage	MT/LT
Develop fenced dog park areas	ST
Expand programs and activities in parks to combat issues of safety	ST
Install newer, more inclusive play structures in parks	MT
Maintenance & Operations	Proposed Timeline
Create a comprehensive maintenance plan that includes preventative, ongoing, and replacement schedule	ST
Create a strategic staffing plan to include projection of staff needs, recruitment, retention, training, and succession	ST
Develop assessment plan to determine when to use contractors, staff, or volunteers	ST
Funding and Marketing	Proposed Timeline
Develop a marketing and branding plan	ST
Develop and implement strategies to better track attendance and usage to be more competitive for grants and sponsorship opportunities	ST
Increase visibility of Department through cross-promotion (flyers to schools, attending local events, etc.)	ST
Partner with non-profit groups and other agencies to apply for grants	ST/MT
Big Moves	Proposed Timeline
Explore earned income opportunities to enhance funding for the Department.	ST/MT
Construct an all-inclusive staffing plan encompassing staffing forecast, recruitment strategies, induction processes, training programs, retention initiatives, and succession planning.	ST
Formulate an exhaustive maintenance strategy which includes preventative measures, regular upkeep, and a timetable for equipment replacement.	ST
Design a strategic plan for marketing and branding.	ST
Master/Business Plan the End of Oregon Trail Interpretive Center and Mountain View Cemetery.	ST/MT

Figure 3: Strategic action plan

1.5 KEY FINDINGS

Following the assessment of the City's parks and recreation system, a variety of key findings were identified to support the implementation of the Plan. These key findings will help guide decision-making for the next five to ten years.

1.5.1 DEMOGRAPHICS AND TRENDS

Based on the information presented in the Demographics and Trends Analysis, the following are the key findings that are of particular interest and/ or have significant implications for the City:

- **Population:** The City's population has grown significantly over the last 12 years and this rate of growth is projected to continue, albeit at a slower rate over the next 15 years. The Department must continue to monitor population growth to ensure that programs, facilities, and amenities keep up with community needs.
- **Age:** City residents are now older than the national median age, and there is a growing presence of older adults between the ages of 35-54. By 2037, the population will continue to age, as the oldest age segments (55-74 and 75+) are expected to grow, while all other segments are projected to decline slightly. The Department must continue to focus on multigenerational offerings and regularly reevaluate its programming mix to effectively serve this aging, yet active population.
- **Race / Ethnicity:** The City's populace is predominately categorized as White Alone (82%), however, that percentage has dropped since 2010 (91% White Alone) and is projected to continue shrinking (75% White Alone in 2037). This drop will lead to a more diverse populace with Two or More Races (10% in 2022) being the largest minority group, and projections show that one out of every four residents will be non-white by 2037.

People of Hispanic / Latino ethnicity currently represent 9% of the total population, which is substantially below the national average (19%), and the Oregon State average (14%). This group is expected to reach almost 11% by 2037. The Department should continue to monitor program participation to ensure that offerings are adequately serving residents and are representative of the race/ethnicity distribution of City residents.

- **Income Levels:** The income characteristics of City residents are higher than the state and national levels for per capita income and median household income. These income levels coupled with above-average MPI numbers suggest a willingness of the population to spend money to attend events and/or facilities in which they see the value, as well as purchase recreation equipment.
- **National Participatory Trends:** National participatory trends are promising for the Department, as many of the activities in sports and fitness aligned with core offerings are trending positively in recent years. Despite the facility closures due to the pandemic, overall, people are recreating more and the importance of living an active, healthy lifestyle is on the rise. The Department must continue to provide active recreation opportunities and seek out new, trending activities that will drive interest and meet the demand for parks, facilities, and recreation programs among Oregon City residents for many years to come.

Local Participatory Trends: Local recreation trends show above-average participation across the board with 30 of the 46 tracked activities having MPI scores at, or above the national average. This is indicative of an active population, seeking to participate in a wide range of fitness, sports, and outdoor activities.



1.5.2 COMMUNITY ENGAGEMENT



Figure 4: Community Engagement Infographic

1.5.3 STATISTICALLY VALID SURVEY

ETC Institute administered a Parks and Recreation Needs Survey for the City of Oregon City during the months of summer 2022. The survey will help the Oregon City Parks and Recreation Department plan for future recreation programs and facilities that meet the community's needs and preferences.

The goal was to complete a minimum of 400 completed surveys from residents. The goal was exceeded with 401 completed surveys collected. The overall results for the sample of 401 households have a precision of at least ± 4.8 at the 95% level of confidence.

FACILITY/AMENITY PRIORITIES

Based on the Priority Investment Rating (PIR), the following parks and recreation facilities/amenities were rated as high priorities for investment:

- Multi-use paved trails (PIR=200)
- Multi-use unpaved trails (PIR=166.7)
- Water access (PIR=123.2)
- Outdoor amphitheater (PIR=114.7)
- Indoor walking/jogging track (PIR=112.1)
- Large community parks (PIR=111.7)
- Open space & conservation areas (PIR=111.2)
- Fenced dog park (PIR=110.2)
- Small neighborhood parks (PIR=102.5)

The chart below shows the Priority Investment Rating for each of the 32 facilities / amenities assessed on the survey

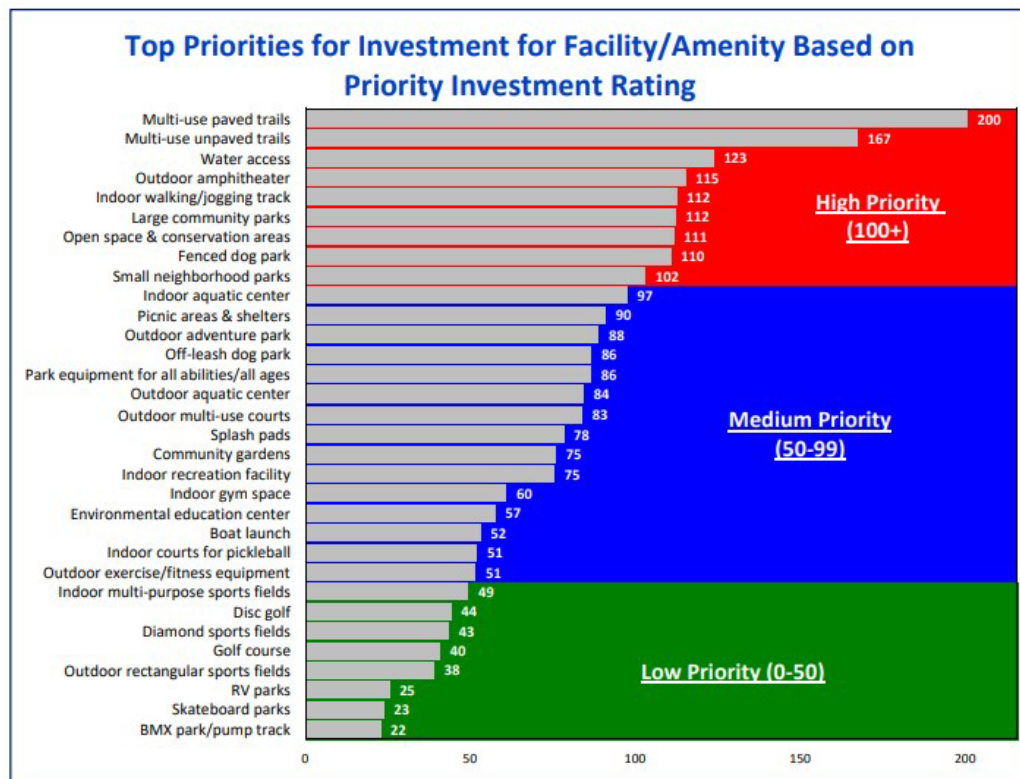


Figure 5: Priority Investment Ratings for Facilities/Amenities

RECREATION PROGRAMMING PRIORITIES

Based the Priority Investment Rating (PIR), the following Oregon City programs were rated as high priorities for investment:

- Farmer's Market (PIR=158)
- Adult fitness & wellness programs (PIR=148)
- Community special events (PIR=133)
- Cultural enrichment programs/events (PIR=117)

The chart below shows the Priority Investment Rating for each of the 30 programs assessed.

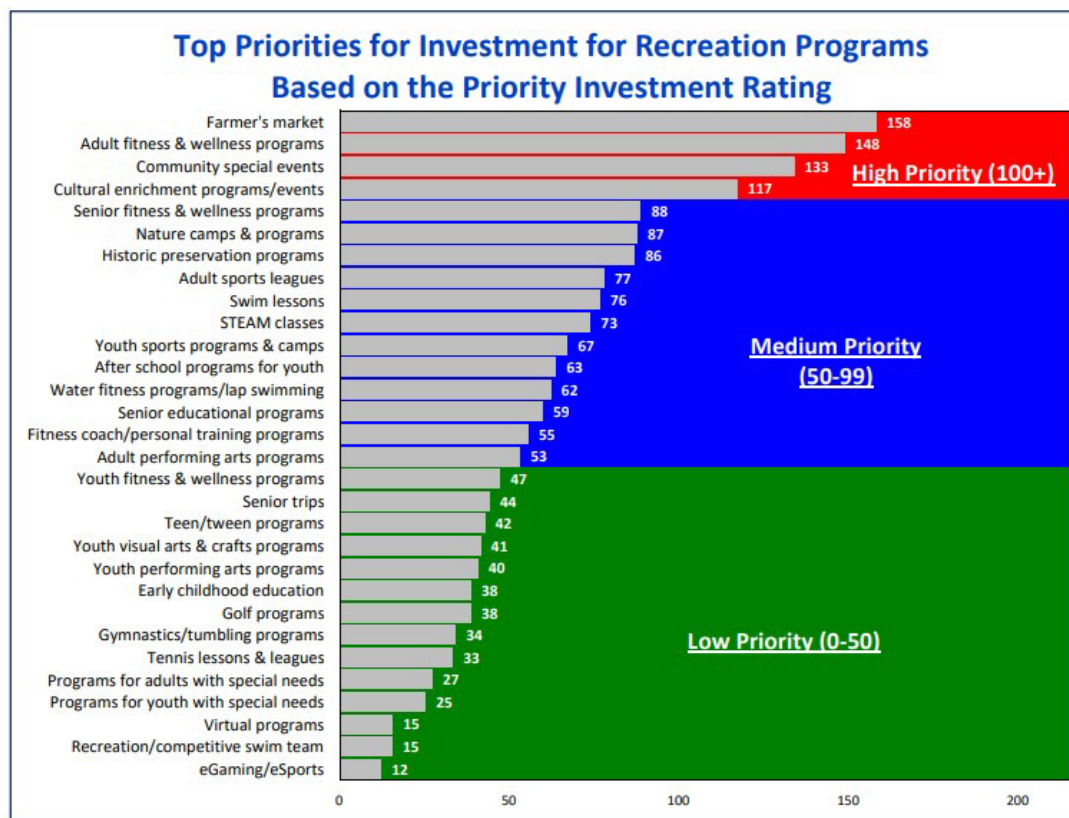


Figure 6: Priority Investment Ratings for Recreation Programs

1.5.4 STATISTICALLY-VALID AND ONLINE SURVEY COMPARISON

- **Survey Respondents:** The higher percentages of usage/participation shown in the Online Community Survey can be attributed to the fact that online surveys are typically taken by current, engaged users of the organization's services/facilities/amenities. The random selection of the Statistically Valid survey means a higher likelihood of non-users giving their feedback and is a better representation of the community.
- **Facility / Amenity Importance:** In the facility/amenity importance section, Online Community Survey participants valued more active recreation amenities, which aligns with the higher total number of youths in their households between the ages of 0-19.
- **New Addition:** The results indicated a desire for a Farmer's Market in the community.

- **Preferred Methods of Learning:** The survey results indicated that community members' preferred methods for learning about programs and events is through the Trails News Quarterly Magazine and social media.
- **Top Two Barriers:** The survey results indicated that lack of awareness and lack of facility features community members want to use are the top two barriers to using current facilities/amenities.
- **Perception of Value:** The survey results show that over 60% of respondents in both surveys saw an increase or significant increase in their perception of value, while only 4% shared they saw a decrease at some level.

1.5.5 EQUITY MAPS

Service area maps and standards help the Department evaluate where their services are provided, the fairness of service distribution across their area of operation, and the effectiveness of the service relative to population densities. Moreover, by considering population-based guidelines, the Department can identify where there are service gaps or overlaps, where additional facilities are required, or where a region is excessively served. This understanding allows the Department to make well-informed capital improvement decisions to fulfill system-wide needs, while also considering the impact of these decisions on specific areas.

The population data used to develop these standards comes from the 2022 population estimate reported by the Environmental Systems Research Institute, Inc. (ESRI). The shaded regions on the Equity Maps represent the service level, indicating the population served by a particular type of park or amenity.

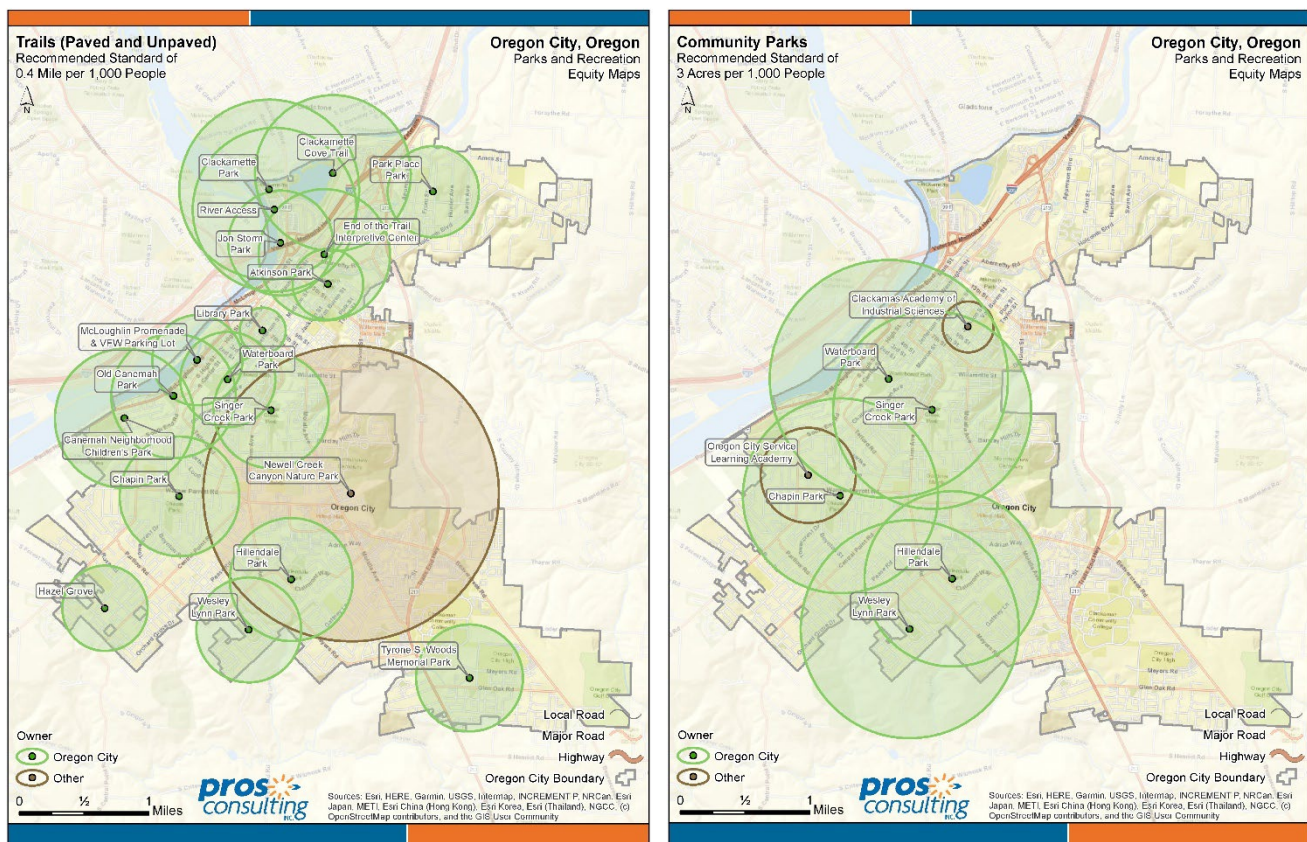


Figure 7: Equity Maps



1.5.6 RECREATION PROGRAM ASSESSMENT

The consultant team assessed the recreation program and operations of the Department. The assessment offers an in-depth perspective of offerings and helps identify strengths, challenges, and opportunities. The assessment also assists in identifying core programs, program gaps within the community, key system-wide issues, staffing, volunteer and partnership opportunities, and future programs and services for residents and visitors.

Below are some overall observations from the program assessment sheet analysis:

- **Age segment analysis** shows that all eight Core Program Areas have a primary focus on adult programming. Age segmentation needs to be monitored annually to ensure program distribution aligns with the Department's mission of ensuring it provides services for all ages.
- **Program lifecycles:** Currently 46% of programs fall within the "Saturation" stage (recommended 0-10%) with 23% falling in the "Introduction, Take-Off, Growth" stage (recommended 50-60%). This indicates that the Department may benefit from repositioning programs and adding new opportunities based on community needs and input. A complete description of Lifecycle Stages can be found in [4.3.9](#).
- From a **marketing and promotions** standpoint, the staff utilizes a variety of marketing methods including printed and online program guides, website, flyers/brochures, direct mail, email blasts, marquee signs, in-facility signage, and various social media channels as a part of the marketing mix. The Department would benefit from identifying Return on Investment (ROI) for all marketing initiatives going forward.
- There is an opportunity to increase **social media** presence and use the medium to better tell the department's story and share the impact it has on the community.
- Currently, **customer feedback** methods are limited. It is highly recommended that the Department begins incorporating user feedback, on a more consistent basis, as a key performance measure that can be tracked over time. Specifically, pre- and post-program evaluation, lost customer surveys, and focus groups are strong feedback tools to be used moving forward.
- The Department's core program areas currently utilize multiple **pricing strategies**, with all core program areas using at least three different strategies.
- **Cost Recovery Goals** have been captured within the Financial Support & Sustainability Strategy 2021-2023. The Department is currently tracking cost recovery performance and should continue to do so.

1.5.7 FUNDING & REVENUE STRATEGIES

The purpose of developing funding and revenue strategies is to help the Department prepare for the plan's implementation by identifying viable funding opportunities and sharing strategies that have been used by other agencies in Oregon and throughout the United States.

It is essential to identify new and sustainable funding sources to ensure the continued growth and maintenance of the Department's parks and recreation system. The key to future growth is diversification of funding sources which will help support the development and sustainability of the initiatives recommended in this plan.

The sources in this section have been selected based on the Department's desire to pursue them further and their viability. These are meant to serve as recommendations and guidelines and do not commit the City or the staff to pursue them.

Full recommendations can be found in [Section 5.3](#)

1.5.8 BENCHMARK ANALYSIS

The Consulting team, with assistance from Oregon City staff, identified operating metrics to benchmark the Parks and Recreation Department against comparable parks and recreation agencies. The goal of this analysis is to evaluate how the Department is positioned among peer agencies. The benchmark assessment is organized into specific categories based on peer agency responses to targeted questions that lend an encompassing view of each system's operating metrics as compared to Oregon City.

The agencies selected for the benchmark were the City of Albany Parks and Recreation, the City of Lake Oswego Parks and Recreation (CAPRA Accredited, Gold Medal Award Finalist), the City of Medford Parks and Recreation (CAPRA Accredited), and the City of Pendleton Parks and Recreation. This allowed Oregon City to compare itself to some of the top-performing agencies in Oregon.

STRENGTHS

Of the agencies compared in this benchmark, Oregon City ranks first in total square footage per resident for indoor recreation space. Oregon City is also above the national median for revenue per resident, cost recovery, and total spending per resident in operating expenses.

- Indoor Square Footage - Oregon City has 1.47 total square feet per resident and is the only benchmarked agency with an indoor aquatic space.
- Revenue - Oregon City generates \$52.22 in revenue per resident, which is above the NRPA Median of \$22.99 for agencies with populations between 20,000 and 49,999.
- Operating Expenses - Oregon City spends \$115.58 per resident on operating expenses, which is also above the NRPA Median of \$110.32.

OPPORTUNITIES

This benchmark study uncovered some limitations and opportunities for Oregon City.

- Oregon City ranks last in marketing and program budget.
- Marketing- The Statistically Valid Survey results showed that 38% of Oregon City residents responded, "I don't know what's offered," as a barrier to program participation. Oregon City currently allocates less than 1% of its overall operational budget to marketing. The recommended percentage is at least 3% of the total operating budget.



- Program Budget - Oregon City has a program budget of just \$2.12 per resident on programs and is the lowest ranked of the benchmarked agencies. The fourth-ranked agency spent \$14.34 per resident.

Overall, the benchmark analysis reveals that Oregon City has great potential for enhancing its offerings to meet the needs and desires of the community. There are opportunities to increase funding for marketing and overall dollars spent on programs for the community. The Master Plan's recommendations will use this data and help establish strategic goals to pursue along with key performance indicators (KPIs) that will be tracked and measured over time as the Department continues to pursue excellence in all aspects of its operations.

1.6 CONCLUSION

In closing, the Oregon City Parks Master Plan serves not merely as an elaborate guide for park development, but as a beacon that illuminates the way forward with its core values: Collaboration, Engagement, Respect, Transparency, and Servant Leadership. These guiding principles shape an organizational culture that deeply respects the diverse voices of Oregon City's residents.

The master plan has been crafted through a highly collaborative process, incorporating meaningful feedback from community members, local organizations, and experts in the field. This wide-ranging dialogue fosters a shared sense of ownership and collective accountability, thereby embodying the essence of being Collaborative and Engaged.

With a focus on Respect, the plan champions equitable access to park facilities and recreational activities for all. It acknowledges the role of parks in advancing social unity, mental and physical health, as well as a sense of belonging among the community. Aimed at accommodating individuals across all ages, abilities, and backgrounds, the plan is devoted to inclusivity, thereby reinforcing social cohesion and connectedness.

Transparency is more than a buzzword in this master plan; it is a cornerstone. From the planning stage to decision-making to implementation, all aspects are communicated openly, including via the project website www.orcityparksandplay.org. This open communication not only builds trust but also stimulates continuous public engagement, empowering residents to be active participants in the park system's ongoing evolution.

Embodying the value of Servant Leadership, the master plan sets an exemplary standard for park management. It is a vision that is not only aspirational but also practical, as it accounts for adequate funding and resources needed for successful implementation. By staying true to these values, the plan positions Oregon City to fulfill its mission: to serve as an inclusive, sustainable, and impactful agency, committed to enriching the lives of its community.

Through adherence to these core values, the Oregon City Parks Master Plan offers more than just a strategic path; it serves as a testament to the values and aspirations that make our community strong and resilient.

CHAPTER TWO – COMMUNITY PROFILE

2.1 DEMOGRAPHIC AND RECREATION TRENDS ANALYSIS

2.1.1 INTRODUCTION

A key component of the Plan is a Demographic & Recreation Trends Analysis. The purpose of this analysis is to provide the Department with insight into the general makeup of the population they serve and identify market trends in recreation. It also helps quantify the market in and around the City and assists in providing a better understanding of the types of parks, facilities, and programs/services that are most appropriate to satisfy the needs of the residents.

This analysis is two-fold - it aims to answer the *who* and the *what*. First, it assesses the demographic characteristics and population projections of City residents to understand *who* the Department serves. Secondly, recreational trends are examined on a national and local level to understand *what* the population served wants to do. Findings from this analysis establish a fundamental understanding that provides a basis for prioritizing the community's need for parks, trails, facilities, and recreation programs.

2.1.2 DEMOGRAPHIC ANALYSIS

The Demographic Analysis describes the population within the City. This assessment is reflective of the City's total population and its key characteristics such as age segments, race, ethnicity, and income levels. It is important to note that future projections are based on historical patterns, and unforeseen circumstances during or after the time of the analysis could have a significant bearing on the validity of the projected figures.

The infographic below provides an overview of the City's populace based on current estimates of the 2022 population. Further analysis of each of these demographic characteristics (population, age segments, race, ethnicity, and income) can be found in starting in section [2.1.5](#).

2.1.3 DEMOGRAPHIC OVERVIEW

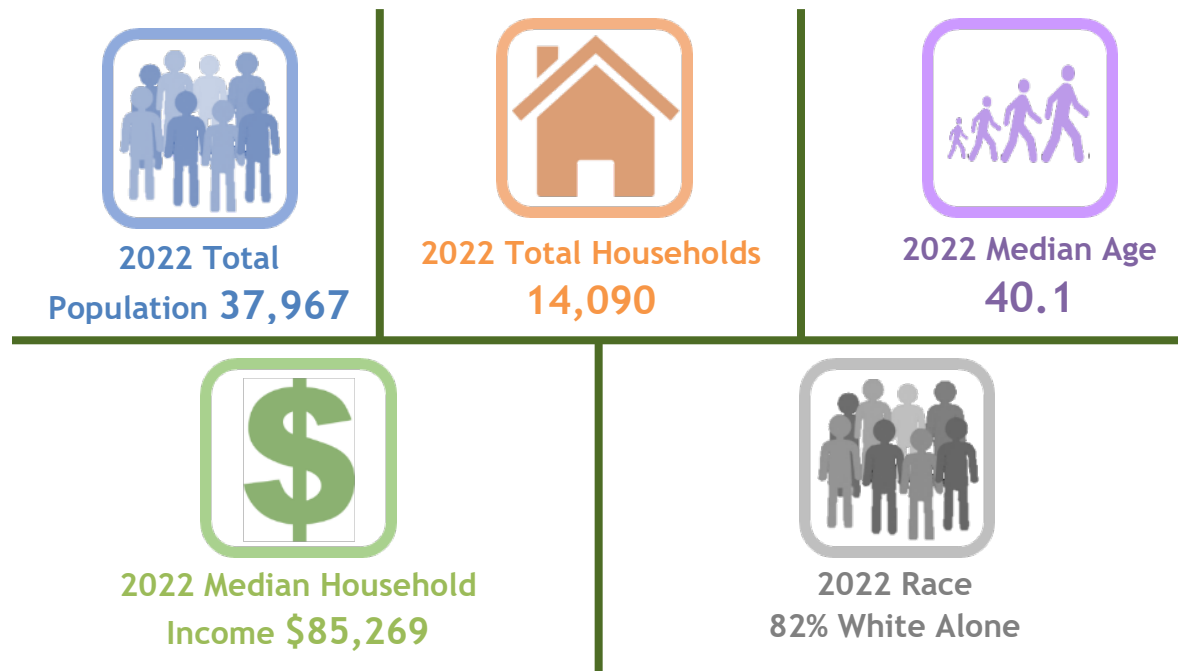


Figure 8: Demographics Infographic

2.1.4 METHODOLOGY

Demographic data used for the analysis was obtained from U.S. Census Bureau and from Environmental Systems Research Institute, Inc. (ESRI), the largest research and development organization dedicated to Geographical Information Systems (GIS) and specializing in population projections and market trends. All data was acquired in July 2022 and reflects actual numbers as reported in the 2020 Census. ESRI then estimates the current population (2022) as well as a 5-year projection (2027). The Consulting team then utilized straight-line linear regression to forecast demographic characteristics for 10 and 15-year projections (2032 and 2037).





2.1.5 CITY POPULACE

POPULATION

The City's population grew steadily between 2010 and 2020 Census, with an average annual growth rate of 1.30%. This is significantly above the national annual growth rate of 0.71% over this time span. This growth rate is projected to grow steadily in the upcoming years, however at a slower rate. Similar to population, the total number of households also experienced a substantial increase of 1.15% between the 2010 and 2020 Census (national average of household annual growth was 0.80%). Currently, the population is estimated at 37,967 individuals living within 14,090 households. By 2037, the City's population is projected to be 42,488 residents living within 15,591 households which would indicate a need for higher level of service requirements. See **Figures 10 & 11** below.

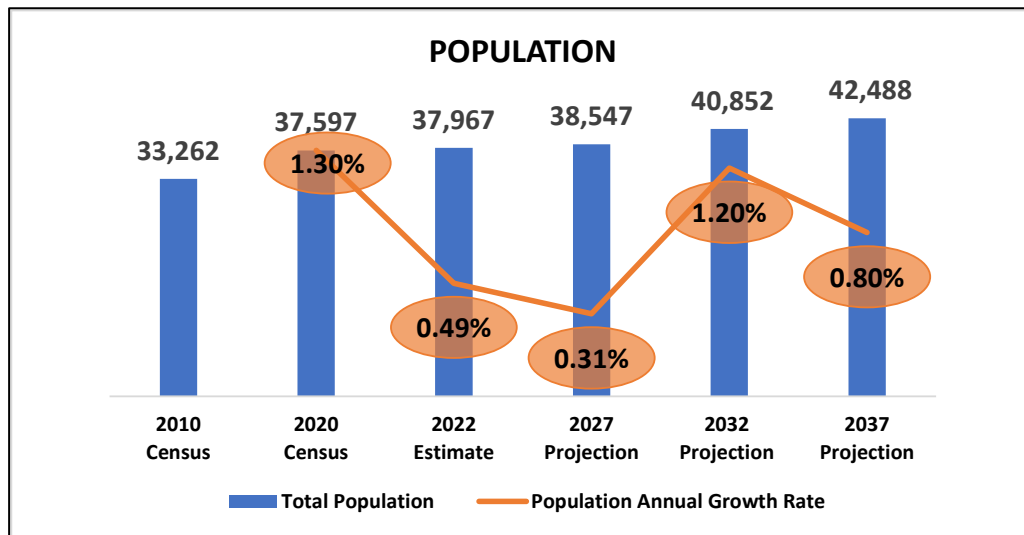


Figure 10: Average Annual Growth Rate and Population Projections for Oregon City

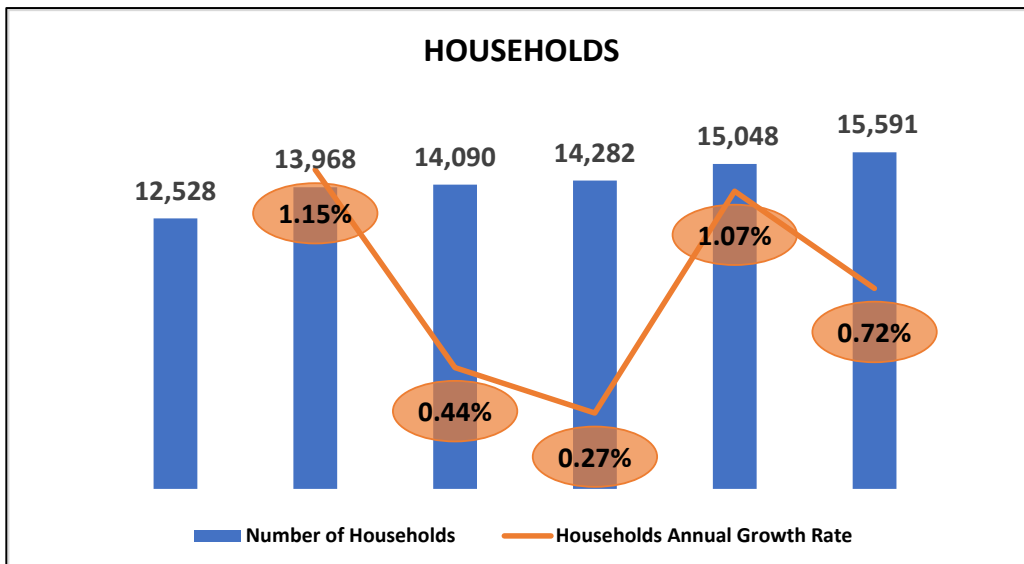


Figure 11: Average Annual Growth Rate and Household Projections for Oregon City

AGE SEGMENT

Evaluating the City’s age segmentation, the population exhibits a minor aging trend, with approximately 31% of all residents being 55+ years old. The City’s current median age is estimated at 40.1 years old which is older than U.S. median age (38.8 years old). Assessing the population, the City is projected to continue a gradual aging trend. Within the next 5 years, the 55+ population is expected to be around 35% percent of the City’s total population (see Figure 13). This is expected to be a result of increased life expectancies and many middle-aged adult residents “aging in place” while their children move elsewhere.

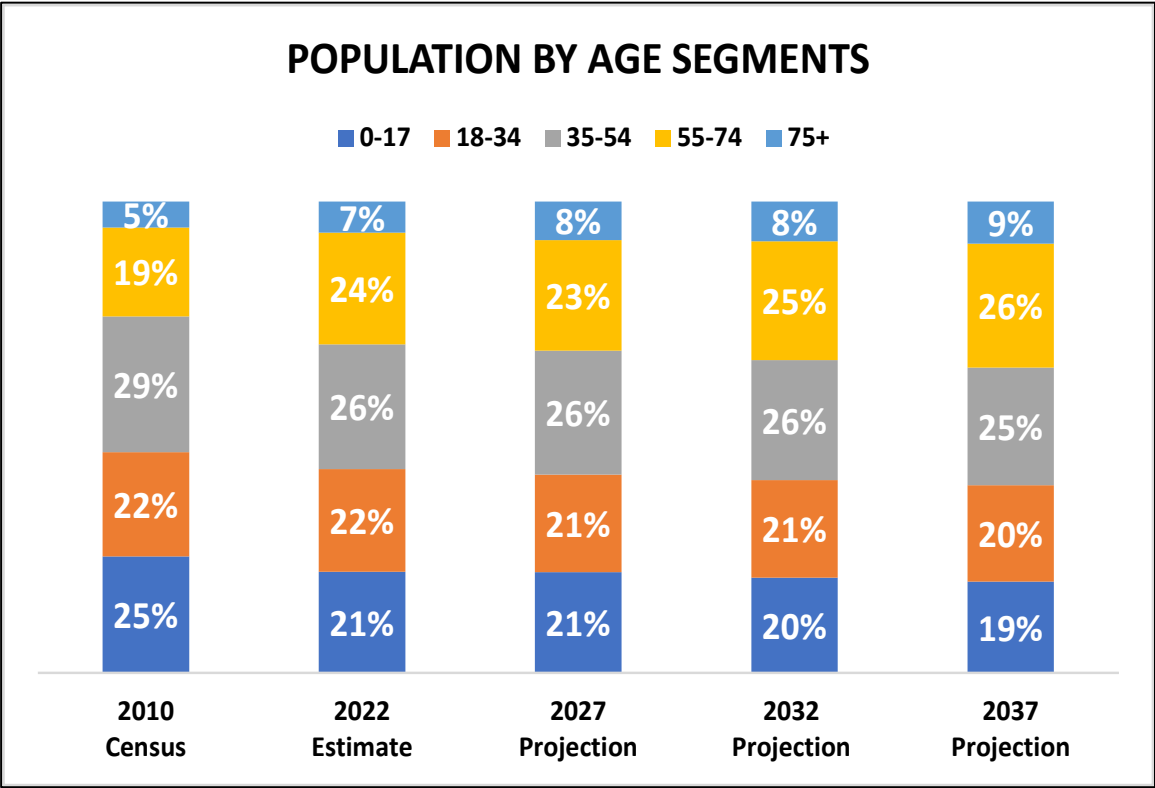


Figure 12: Population by Age Segments

Due to the continued growth of the older age segments, it is useful to further segment the “Senior” population beyond the traditional 55+ designation. Within the field of parks and recreation, there are two commonly used ways to partition this age segment. One is to simply segment by age: 55-64, 65-74, and 75+. However, as these age segments are engaged in programming, the variability of health and wellness can be a more relevant factor.

For example, a 55-year-old who is struggling with rheumatoid arthritis may be limited to leisure recreation while a healthy 65-year-old may still be running 5K’s on an annual basis. Therefore, it may be more useful to divide this age segment into “Active,” “Low-Impact,” and/or “Social” Seniors.



RACE AND ETHNICITY DEFINITIONS

The minimum categories for data on race and ethnicity for Federal statistics, program administrative reporting, and civil rights compliance reporting are defined below. The Census 2020 data on race are not directly comparable with data from the 2010 Census and earlier censuses; therefore, caution must be used when interpreting changes in the racial composition of the US population over time. The latest (Census 2020) definitions and nomenclature are used within this analysis.

- **American Indian** - This includes a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment
- **Asian** - This includes a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam
- **Black or African American** - This includes a person having origins in any of the black racial groups of Africa
- **Native Hawaiian or Other Pacific Islander** - This includes a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands
- **White** - This includes a person having origins in any of the original peoples of Europe, the Middle East, or North Africa
- **Hispanic or Latino** - This is an ethnic distinction, a subset of a race as defined by the Federal Government; this includes a person of Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race

Census states that the race and ethnicity categories generally reflect social definitions in the U.S. and are not an attempt to define race and ethnicity biologically, anthropologically, or genetically. We recognize that the race and ethnicity categories include racial, ethnic, and national origins and sociocultural groups.”

Please Note: The Census Bureau defines Race as a person's self-identification with one or more of the following social groups: White, Black, or African American, Asian, American Indian and Alaska Native, Native Hawaiian and Other Pacific Islander, some other race, or a combination of these. While Ethnicity is defined as whether a person is of Hispanic / Latino origin or not. For this reason, the Hispanic / Latino ethnicity is viewed as separate from race throughout this demographic analysis.

RACE

Analyzing race, the City’s current population is predominantly White Alone. The 2022 estimate shows that 82% of the population falls into the White Alone category, with two or more races (10%) representing the largest minority. The 2022 estimate also portrays a below-average representation for other race groups, with Pacific Islanders making up the smallest segment which is less than one percent of the population. Predictions for 2037 expect the population to become slightly more diverse, with a decrease in the White Alone population, accompanied by minor increases in all other race categories. (Figure 13).

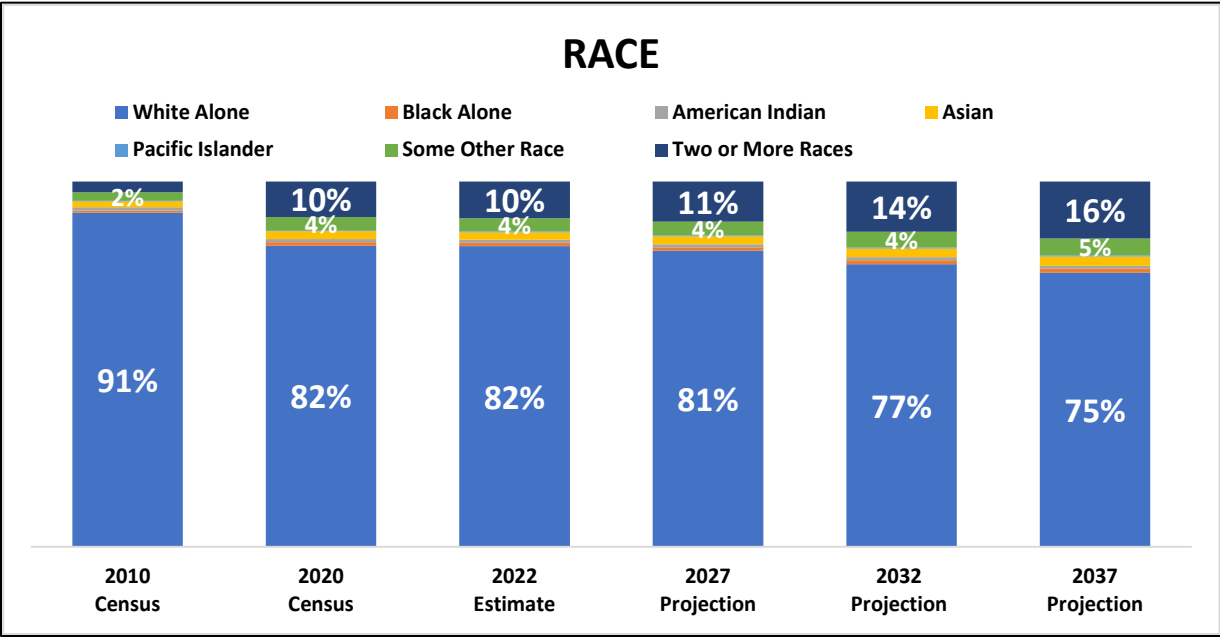


Figure 13: Population by Race

The City’s population was also assessed based on Hispanic/Latino ethnicity, which by the Census Bureau definition, is viewed independently from race. It is important to note that individuals who are Hispanic/Latino in ethnicity can also identify with any racial categories identified above.

Based on the current 2022 estimate, people of Hispanic/ Latino origin represent approximately 9% of the City’s population, which is substantially below the national average (18.9% Hispanic/Latino). However, the Hispanic/ Latino population has increased since the 2010 census and is expected to reach 11% of the City’s total population by 2037. (see Figure 14).

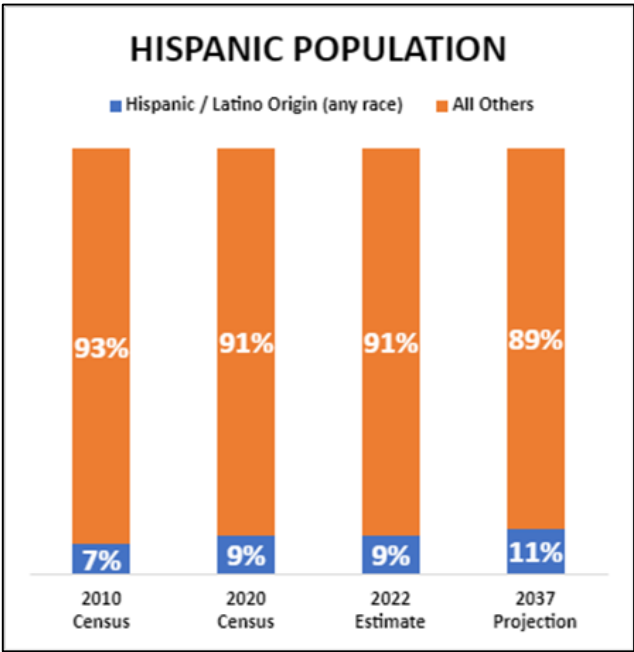


Figure 14: Population by Ethnicity



HOUSEHOLD INCOME

As seen below, the City's per capita income (\$40,049) and median household income (\$85,269) are both higher than the state (\$35,393 & \$65,667) and national averages (\$35,384 & \$64,994). The per capita income is what is earned by an individual and the median household income is based on the total income of everyone over the age of sixteen living in the same household. These above average income characteristics indicate a higher expectation of quality and overall experience from the community that the Department serves.

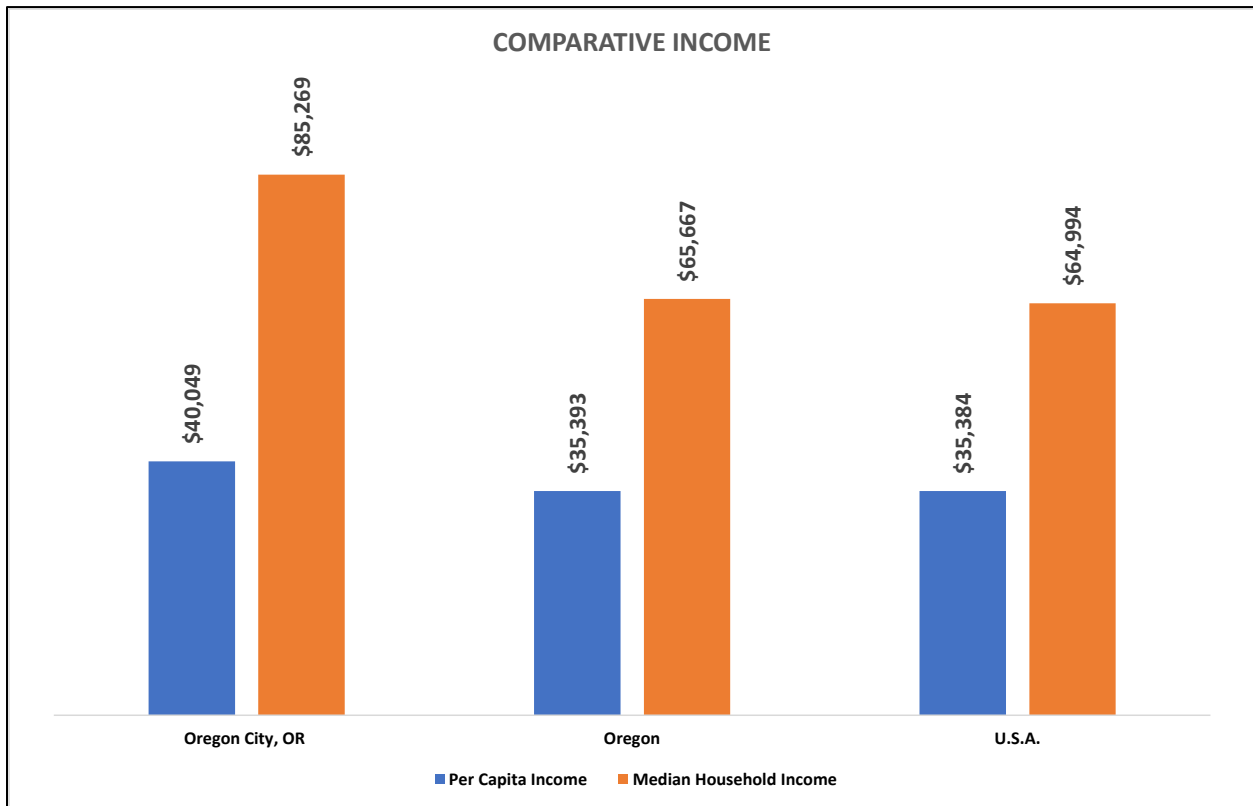


Figure 15: Comparative Income for Oregon City

2.1.6 RECREATIONAL TRENDS ANALYSIS

The Trends Analysis provides an understanding of national, regional, and local recreational trends as well as recreational interest by age segments. Trends data used for this analysis was obtained from Sports & Fitness Industry Association's (SFIA), National Recreation and Park Association (NRPA), and Environmental Systems Research Institute, Inc. (ESRI). All trend data is based on current and/or historical participation rates, statistically valid survey results, or NRPA Park Metrics.

2.1.7 NATIONAL TRENDS IN RECREATION

METHODOLOGY

The Sports & Fitness Industry Association's (SFIA) *Sports, Fitness & Leisure Activities Topline Participation Report 2022* was utilized in evaluating the following trends:

- National Recreation Participatory Trends
- Core vs. Casual Participation Trends



The study is based on findings from surveys carried out in 2021 by the Physical Activity Council (PAC), resulting in a total of 18,000 online interviews. Surveys were administered to all genders, ages, income levels, regions, and ethnicities to allow for statistical accuracy of the national population. A sample size of 18,000 completed interviews is considered by SFIA to result in a high degree of statistical accuracy. A sport with a participation rate of five percent has a confidence interval of plus or minus 0.32 percentage points at a 95 percent confidence level. Using a weighting technique, survey results are applied to the total U.S. population figure of 304,745,039 people (ages six and older).

The purpose of the report is to establish levels of activity and identify key participatory trends in recreation across the U.S. This study looked at 118 different sports/activities and subdivided them into various categories including sports, fitness, outdoor activities, aquatics, etc.

CORE VS. CASUAL PARTICIPATION

In addition to overall participation rates, SFIA further categorizes active participants as either core or casual participants based on frequency of participation. Core participants have higher participatory frequency than casual participants. The thresholds that define casual versus core participation may vary based on the nature of each individual activity. For instance, core participants engage in most fitness activities more than 50 times per year, while for sports, the threshold for core participation is typically 13-times per year.

In each activity, core participants are more committed and tend to be less likely to switch to other activities or become inactive (engage in no physical activity) than casual participants. This may also explain why activities with more core participants tend to experience less pattern shifts in participation rates than those with larger groups of casual participants.



2.1.8 IMPACT OF COVID-19

Approximately 232.6 million people ages 6 and over reported being active in 2021, which is a 1.3% increase from 2020 and the greatest number of active Americans in the last 5 years (see Figure 17). There were more things to do as outdoor activities thrived, fitness at home became more popular, and team sports started back up after the COVID-19 hiatus.

Americans continued to practice yoga, attend Pilates training, and workout with kettlebells. They were drawn to the ease of pickleball and the competitiveness of tennis. Many started indoor climbing, while others took to the hiking trail. The waterways traffic had an increase of stand-up paddlers, kayaks, and jet skis. Gymnastics, swimming on a team, court volleyball, and fast-pitch softball benefited from the participation boom created from the Olympics.

Water sports had the largest gain in participation rates. Activities such as kayaking, stand-up paddling, and boardsailing/windsurfing all contributed to the 2% increase. Outdoor sports continued to grow with 53.9% of the U.S. population participating. This rate remains higher than pre-pandemic levels, having a 6.2% gain over 50.7% participation rate in 2019. The largest contributor to this gain was trail running having increased 5.6% in one year and 13.9% from 2019.

Generationally, fitness sports continue to be the go-to means of exercise for Boomers, Gen X, and Millennials. Over half of the Gen X, Millennials, and Gen Z generation participated in one type of outdoor activity. Team sports were heavily dominated by generation Gen Z.

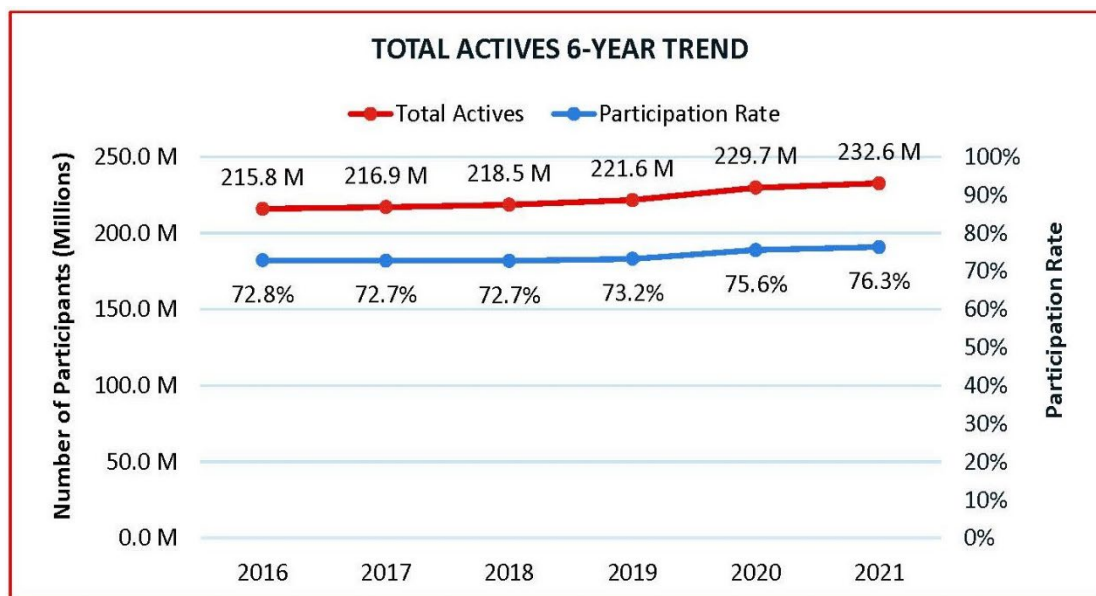


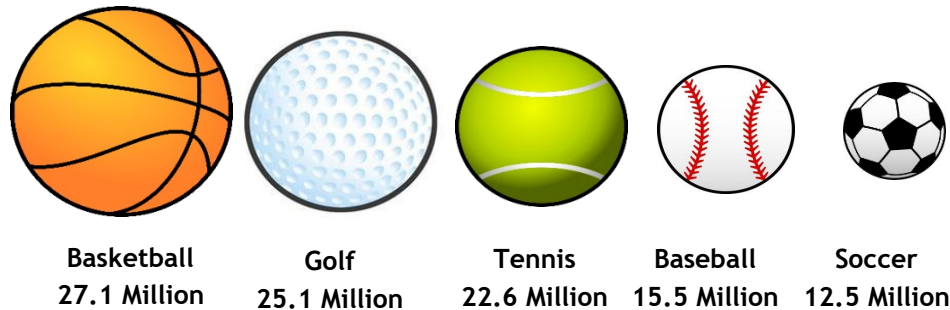
Figure 16: Total Active Americans by year

2.1.9 NATIONAL TRENDS IN RECREATION

PARTICIPATION LEVELS

The top sports most heavily participated in the United States were Basketball (27.1 million), Golf (25.1 million), and Tennis (22.6 million) which have participation figures greater than the other activities within the general sports category. Baseball (15.5 million), and Outdoor Soccer (12.5 million) round out the top five.

The popularity of Basketball, Golf, and Tennis can be attributed to the ability to compete with a relatively small number of participants; this coupled with an ability to be played outdoors and/or properly distanced helps explain their popularity during the COVID-19 pandemic. Basketball's overall success can also be attributed to the limited amount of equipment needed to participate and the limited space requirements necessary, which make basketball the only traditional sport that can be played at many American dwellings as a driveway pickup game. Golf continues to benefit from its wide age segment appeal and is considered a life-long sport. In addition, target-type game venues or Golf Entertainment Venues have increased drastically (72.3%) as a 5-year trend, using Golf Entertainment (e.g., Top Golf) as a new alternative to breathe life back into the game of golf.



FIVE-YEAR TREND

Since 2016, Pickleball (71.2%), Golf- Entertainment Venues (51.3%), and Tennis (25.1%) have shown the largest increase in participation. Similarly, Boxing for Fitness (21.4%) and Competition (20.7%) have also experienced significant growth. Based on the five-year trend from 2016-2021, the sports that are most rapidly declining in participation include Ultimate Frisbee (-40.4%), Roller Hockey (-26.1%), Volleyball (Sand/Beach) (-23.8%), Squash (-23.5%), Slow Pitch Softball (-21.9%), and Gymnastics (-20.7%).

ONE-YEAR TREND

The most recent year shares some similarities with the five-year trends, with Pickleball (14.8%) and Boxing for Competition (7.3%) experiencing some of the greatest increases in participation this past year. The greatest one-year increases also include Fast Pitch Softball (15.3%), Gymnastics (10.9%), and Court Volleyball (8.1%). Basketball (-2.2%), Flag Football (-1.6%), Indoor Soccer (-0.6%), and Baseball (-0.5%) have shown a five-year trend increase, but a one-year trend decrease. This is likely a direct result of the growth coming out of the COVID-19 pandemic when all participation rates were minimal or non-existent. Similarly, other team sports such as Ultimate Frisbee (-5.8%), Slow Pitch Softball (-5.4%), Roller Hockey (-5%), Racquetball (-4.8%) and Beach/Sand Volleyball (-3.1%), also had significant decreases in participation over the last year.



CORE VS. CASUAL TRENDS IN GENERAL SPORTS

Highly participated in sports, such as Basketball, Baseball, and Slow Pitch Softball generally have a larger core participant base (participate 13+ times per year) than casual participant base (participate 1-12 times per year). Due to the COVID-19 Pandemic, most activities showed a decrease in their percentage of core participants. However, there were significant increases in the percentage of casual participation for Court Volleyball, Pickleball, Fast Pitch Softball, Gymnastics and Lacrosse in the past year. *Please see Appendix A for full Core vs. Casual Participation breakdown.*

National Participatory Trends - General Sports					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Basketball	22,343	27,753	27,135	21.4%	-2.2%
Golf (9 or 18-Hole Course)	23,815	24,804	25,111	5.4%	1.2%
Tennis	18,079	21,642	22,617	25.1%	4.5%
Baseball	14,760	15,731	15,587	5.6%	-0.9%
Soccer (Outdoor)	11,932	12,444	12,556	5.2%	0.9%
Golf (Entertainment Venue)	8,173	12,057	12,362	51.3%	2.5%
Softball (Slow Pitch)	7,690	6,349	6,008	-21.9%	-5.4%
Football (Flag)	6,173	7,001	6,889	11.6%	-1.6%
Volleyball (Court)	6,216	5,410	5,849	-5.9%	8.1%
Badminton	7,354	5,862	6,061	-17.6%	3.4%
Soccer (Indoor)	5,117	5,440	5,408	5.7%	-0.6%
Football (Touch)	5,686	4,846	4,884	-14.1%	0.8%
Football (Tackle)	5,481	5,054	5,228	-4.6%	3.4%
Gymnastics	5,381	3,848	4,268	-20.7%	10.9%
Volleyball (Sand/Beach)	5,489	4,320	4,184	-23.8%	-3.1%
Track and Field	4,116	3,636	3,587	-12.9%	-1.3%
Cheerleading	4,029	3,308	3,465	-14.0%	4.7%
Pickleball	2,815	4,199	4,819	71.2%	14.8%
Racquetball	3,579	3,426	3,260	-8.9%	-4.8%
Ice Hockey	2,697	2,270	2,306	-14.5%	1.6%
Ultimate Frisbee	3,673	2,325	2,190	-40.4%	-5.8%
Softball (Fast Pitch)	2,467	1,811	2,088	-15.4%	15.3%
Lacrosse	2,090	1,884	1,892	-9.5%	0.4%
Wrestling	1,922	1,931	1,937	0.8%	0.3%
Roller Hockey	1,929	1,500	1,425	-26.1%	-5.0%
Boxing for Competition	1,210	1,361	1,460	20.7%	7.3%
Rugby	1,550	1,242	1,238	-20.1%	-0.3%
Squash	1,549	1,163	1,185	-23.5%	1.9%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 17: General Sports Participation Trends

2.1.10 NATIONAL TRENDS IN GENERAL FITNESS

PARTICIPATION LEVELS

Overall, national participatory trends in fitness have experienced strong growth in recent years. Many of these activities have become popular due to an increased interest among Americans to improve their health and enhance quality of life by engaging in an active lifestyle. The most popular general fitness activities in 2021 also were those that could be done at home or in a virtual class environment. The activities with the most participation was Fitness Walking (115.8 million), Treadmill (53.6 million), Free Weights (52.6 million), Running/Jogging (48.9 million), and Yoga (34.3 million).

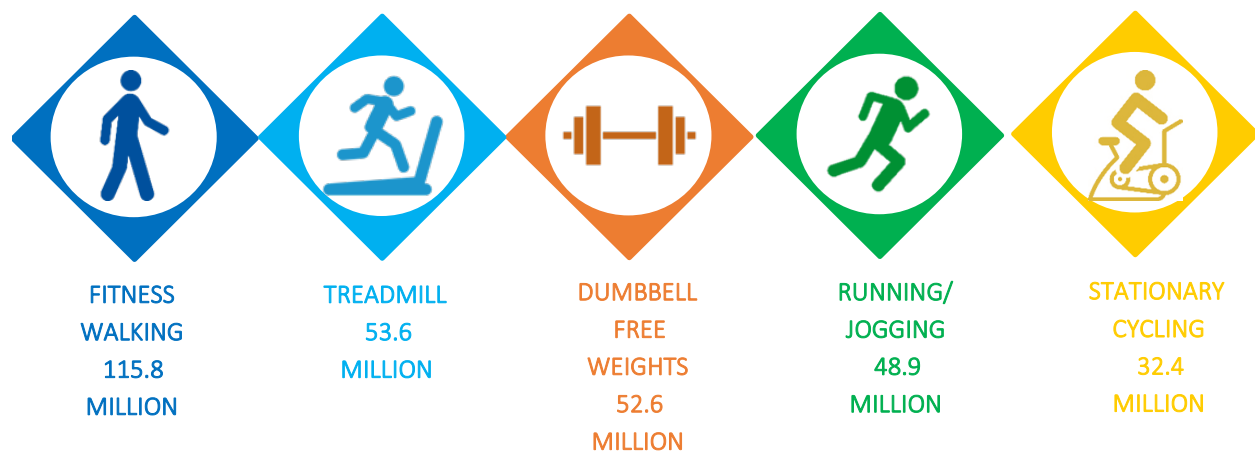


Figure 18: National Fitness Participation

FIVE-YEAR TREND

Over the last five years (2016-2021), the activities growing at the highest rate are Trail Running (45.9%), Yoga (30.8%), Dance, Step & Choreographed Exercise (13.3%), and Pilates Training (9.6%). Over the same time frame, the activities that have undergone the biggest decline include Group Stationary Cycling (33.5%), Traditional Triathlon (26.4%), Cardio Kickboxing (-26.1%), Cross-Training Style Workout (-24.4%) and Non-Traditional Triathlons (-23.5%).

ONE-YEAR TREND

In the last year, activities with the largest gains in participation were those that can be done alone at home or socially distanced outdoors. The top increases were in Treadmill (7.6%), Cross-Training Style Workouts (6.4%) Trail Running (5.6%), Yoga (4.7%), and Stair Climbing (4.7%). In the same span, the activities that had the largest decline in participation were those that would generally take more time and investment. The greatest drops were seen in Traditional Triathlon (-5.3%), Aerobics (-5.1%), Non-Traditional Triathlons (-4.3%), and Cardio Kickboxing (-3.7%). These trends may or may not continue the same way as more events (e.g., Triathlons) and indoor activities (Aerobics and Cardio Kickboxing) restart offerings as the pandemic numbers reduce in 2022.



CORE VS. CASUAL TRENDS IN GENERAL FITNESS

The most participated in fitness activities all had increases in their casual user base (participating 1-49 times per year) over the last year. These fitness activities include Fitness Walking, Free Weights, Running/Jogging, Treadmills, Yoga, and Recumbent/Upright Stationary Cycling. Please see [Appendix A](#) for full Core vs. Casual Participation breakdown.

National Participatory Trends - General Fitness					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Fitness Walking	107,895	114,044	115,814	7.3%	1.6%
Treadmill	51,872	49,832	53,627	3.4%	7.6%
Free Weights (Dumbbells/Hand Weights)	51,513	53,256	52,636	2.2%	-1.2%
Running/Jogging	47,384	50,652	48,977	3.4%	-3.3%
Stationary Cycling (Recumbent/Upright)	36,118	31,287	32,453	-10.1%	3.7%
Weight/Resistant Machines	35,768	30,651	30,577	-14.5%	-0.2%
Elliptical Motion Trainer	32,218	27,920	27,618	-14.3%	-1.1%
Yoga	26,268	32,808	34,347	30.8%	4.7%
Free Weights (Barbells)	26,473	28,790	28,243	6.7%	-1.9%
Dance, Step, & Choreographed Exercise	21,839	25,160	24,752	13.3%	-1.6%
Bodyweight Exercise	25,110	22,845	22,629	-9.9%	-0.9%
Aerobics (High Impact/Intensity Training HHI)	10,575	10,954	10,400	-1.7%	-5.1%
Stair Climbing Machine	15,079	11,261	11,786	-21.8%	4.7%
Cross-Training Style Workout	12,914	9,179	9,764	-24.4%	6.4%
Trail Running	8,582	11,854	12,520	45.9%	5.6%
Stationary Cycling (Group)	8,937	6,054	5,939	-33.5%	-1.9%
Pilates Training	8,893	9,905	9,745	9.6%	-1.6%
Cardio Kickboxing	6,899	5,295	5,099	-26.1%	-3.7%
Boot Camp Style Cross-Training	6,583	4,969	5,169	-21.5%	4.0%
Martial Arts	5,745	6,064	6,186	7.7%	2.0%
Boxing for Fitness	5,175	5,230	5,237	1.2%	0.1%
Tai Chi	3,706	3,300	3,393	-8.4%	2.8%
Barre	3,329	3,579	3,659	9.9%	2.2%
Triathlon (Traditional/Road)	2,374	1,846	1,748	-26.4%	-5.3%
Triathlon (Non-Traditional/Off Road)	1,705	1,363	1,304	-23.5%	-4.3%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 19: National General Fitness Trends

2.1.11 NATIONAL TRENDS IN OUTDOOR RECREATION

PARTICIPATION LEVELS

Results from the SFIA report demonstrate strong growth in participation regarding outdoor/adventure recreation activities. Much like the general fitness activities, these activities encourage an active lifestyle, can be performed individually or with proper social distancing in a group, and are not as limited by time constraints. In 2020, the most popular activities, in terms of total participants, from the outdoor/adventure recreation category include: Day Hiking (57.8 million), Road Bicycling (44.5 million), Freshwater Fishing (42.6 million), Camping within ¼ mile of Vehicle/Home (36.1 million), and Recreational Vehicle Camping (17.8 million).

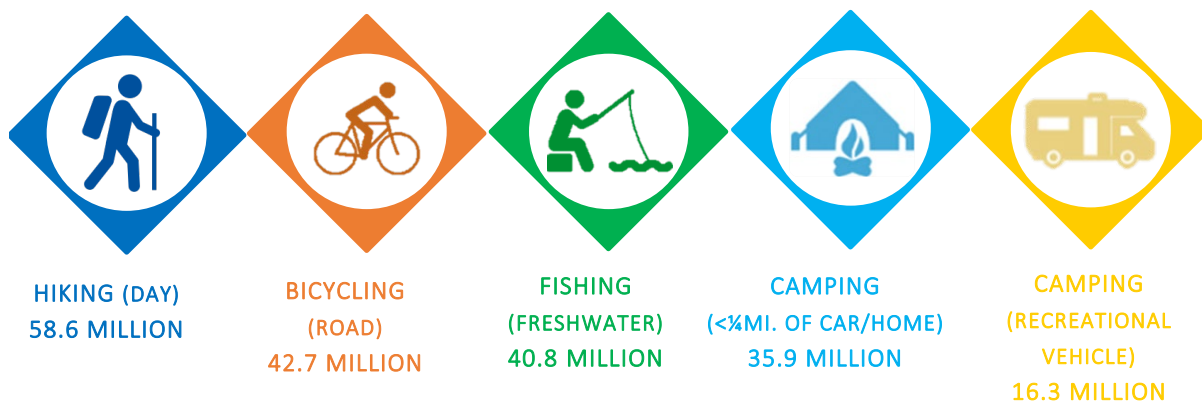


Figure 20: National Outdoor Recreation Participation

FIVE-YEAR TREND

From 2016-2021, Day Hiking (55.3%), BMX Bicycling (44.2%), Skateboarding (37.8%), Camping within ¼ mile of Vehicle/Home (30.1%), and Fly Fishing (27.3%) have undergone the largest increases in participation. The five-year trend also shows activities such as Adventure Racing (-31.4%), In-Line Roller Skating (-18.8%), Archery (-13.5%), and Traditional Climbing (-4.5%) to be the only activities with decreases in participation.

ONE-YEAR TREND

The one-year trend shows almost all activities growing in participation from the previous year. The most rapid growth being in Skateboarding (34.2%), Camping within ¼ mile of Vehicle/Home (28.0%), Birdwatching (18.8%), and Day Hiking (16.3%). Over the last year, the only activities that underwent decreases in participation were Adventure Racing (-8.3%) and Archery (-2.7%).

CORE VS. CASUAL TRENDS IN OUTDOOR RECREATION

Most outdoor activities have experienced participation growth in the last five- years. Although this is a positive trend, it should be noted that all outdoor activities participation, besides adventure racing, consist primarily of casual users. Please see [Appendix A](#) for the full Core vs. Casual Participation breakdown.



National Participatory Trends - Outdoor / Adventure Recreation					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Hiking (Day)	42,128	57,808	58,697	39.3%	1.5%
Bicycling (Road)	38,365	44,471	42,775	11.5%	-3.8%
Fishing (Freshwater)	38,121	42,556	40,853	7.2%	-4.0%
Camping (< 1/4 Mile of Vehicle/Home)	26,467	36,082	35,985	36.0%	-0.3%
Camping (Recreational Vehicle)	15,855	17,825	16,371	3.3%	-8.2%
Fishing (Saltwater)	12,266	14,527	13,790	12.4%	-5.1%
Birdwatching (>1/4 mile of Vehicle/Home)	11,589	15,228	14,815	27.8%	-2.7%
Backpacking Overnight	10,151	10,746	10,306	1.5%	-4.1%
Bicycling (Mountain)	8,615	8,998	8,693	0.9%	-3.4%
Archery	7,903	7,249	7,342	-7.1%	1.3%
Fishing (Fly)	6,456	7,753	7,458	15.5%	-3.8%
Skateboarding	6,442	8,872	8,747	35.8%	-1.4%
Climbing (Indoor)	-	5,535	5,684	N/A	2.7%
Roller Skating, In-Line	5,381	4,892	4,940	-8.2%	1.0%
Bicycling (BMX)	3,104	3,880	3,861	24.4%	-0.5%
Climbing (Traditional/Ice/Mountaineering)	2,790	2,456	2,374	-14.9%	-3.3%
Climbing (Sport/Boulder)	-	2,290	2,301	N/A	0.5%
Adventure Racing	2,999	1,966	1,826	-39.1%	-7.1%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 21: National Outdoor/Adventure Recreation Trends

2.1.12 NATIONAL TRENDS IN AQUATICS

PARTICIPATION LEVELS

Swimming is deemed as a lifetime activity, which is most likely why it continues to have such strong participation. In 2021, Fitness Swimming remained the overall leader in participation (25.6 million) amongst aquatic activities, even though most, if not all, aquatic facilities were forced to close at some point due to the COVID-19 pandemic.

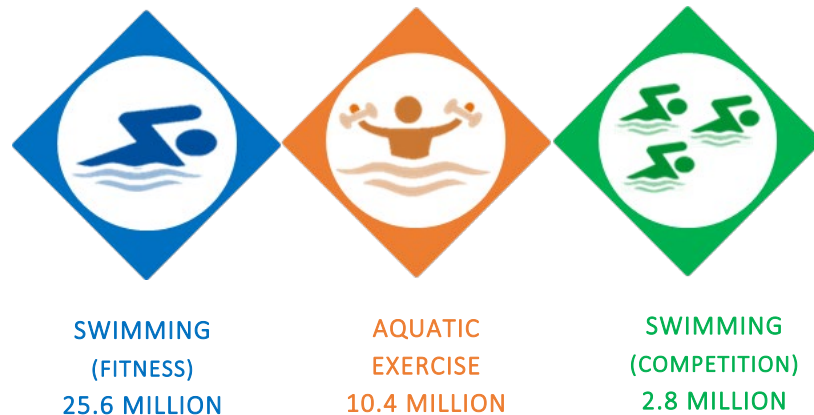


Figure 22: National Aquatics Participation

FIVE-YEAR TREND

Assessing the five-year trend, no activity has experienced an increase from 2016-2021, most likely due to the lack of facility access during Covid-19. While Fitness Swimming and Aquatic Exercise underwent a slight decline, dropping -3.7% and -1.7% respectively, Competitive Swimming suffered a -16.2% decline in participation.

ONE-YEAR TREND

The impact of the COVID-19 pandemic is seen here as most aquatic facilities were forced to shut down for some part of the year. This caused decreases to Aquatic Exercise (-5.1%) having the largest decline, followed by Fitness Swimming (-0.2%). Participation in Competitive swimming increased by 8%.

CORE VS. CASUAL TRENDS IN AQUATICS

Only Aquatic Exercise has undergone an increase in casual participation (1-49 times per year) over the last five years, however, they have all seen a drop in core participation (50+ times per year) in the same time frame. This happened before the COVID-19 pandemic, and the large decreases in all participation over the last year have furthered this trend. Please see [Appendix A](#) for full Core vs. Casual Participation breakdown.

National Participatory Trends - Aquatics					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Swimming (Fitness)	26,601	25,666	25,620	-3.7%	-0.2%
Aquatic Exercise	10,575	10,954	10,400	-1.7%	-5.1%
Swimming (Competition)	3,369	2,615	2,824	-16.2%	8.0%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 23: National Participatory Trends - Aquatics

2.1.13 NATIONAL TRENDS IN WATER SPORTS / ACTIVITIES

PARTICIPATION LEVEL

The most popular water sports / activities based on total participants in 2021 were Recreational Kayaking (13.3 million), Canoeing (9.2 million), and Snorkeling (7.3 million). It should be noted that water activity participation tends to vary based on regional, seasonal, and environmental factors. A region with more water access and a warmer climate is more likely to have a higher participation rate in water activities than a region that has a long winter season or limited water access. Therefore, when assessing trends in water sports and activities, it is important to understand that fluctuations may be the result of environmental barriers which can greatly influence water activity participation.



FIVE-YEAR TREND

Over the last five years, Recreational Kayaking (33.3%), Surfing (24%), and Stand-Up Paddling (16.1%) were the fastest growing water activities. White Water Kayaking (1.4%) was the only other activity with an increase in participation. From 2016-2021, activities declining in participation most rapidly were Boardsailing/Windsurfing (-25.3%), Scuba Diving (-20.4%), Water Skiing (-17.4%), Sea Kayaking (-17.2%) Snorkeling (-16.1%), and Sailing (-15.4%).

ONE-YEAR TREND

Recreational Kayaking (2.7%) and Stand-Up Paddling (1.7%) were the activities that grew over the last 5 years and in the last one year. Activities which experienced the largest decreases in participation in the most recent year include Surfing (-8.9%), Snorkeling (-5.3%), Scuba Diving (-4.3%), and Canoeing (-4.1%).

CORE VS. CASUAL TRENDS IN WATER SPORTS/ACTIVITIES

As mentioned previously, regional, seasonal, and environmental limiting factors may influence the participation rate of water sport and activities. These factors may also explain why all water-based activities have drastically more casual participants than core participants, since frequencies of activities may be constrained by external factors. These high casual user numbers are likely why most water sports/activities have experienced decreases in participation in recent years. Please see [Appendix A](#) for the full Core vs. Casual Participation breakdown.

National Participatory Trends - Water Sports / Activities					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Kayaking (Recreational)	10,017	13,002	13,351	33.3%	2.7%
Canoeing	10,046	9,595	9,199	-8.4%	-4.1%
Snorkeling	8,717	7,729	7,316	-16.1%	-5.3%
Jet Skiing	5,783	4,900	5,062	-12.5%	3.3%
Sailing	4,095	3,486	3,463	-15.4%	-0.7%
Stand-Up Paddling	3,220	3,675	3,739	16.1%	1.7%
Rafting	3,428	3,474	3,383	-1.3%	-2.6%
Water Skiing	3,700	3,050	3,058	-17.4%	0.3%
Surfing	2,793	3,800	3,463	24.0%	-8.9%
Wakeboarding	2,912	2,754	2,674	-8.2%	-2.9%
Scuba Diving	3,111	2,588	2,476	-20.4%	-4.3%
Kayaking (Sea/Touring)	3,124	2,508	2,587	-17.2%	3.1%
Kayaking (White Water)	2,552	2,605	2,587	1.4%	-0.7%
Boardsailing/Windsurfing	1,737	1,268	1,297	-25.3%	2.3%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend: Large Increase (greater than 25%) Moderate Increase (0% to 25%) Moderate Decrease (0% to -25%) Large Decrease (less than -25%)					

Figure 24: National Water Sports/Activities Trends

2.1.14 LOCAL SPORT AND LEISURE MARKET POTENTIAL

OREGON CITY MARKET POTENTIAL INDEX (MPI)

The following charts show sport and leisure market potential data for Oregon City residents, as provided by ESRI. The Market Potential Index (MPI) measures the probable demand for a product or service within the defined service areas. The MPI shows the likelihood that an adult resident will participate in certain activities when compared to the U.S. average. These activities do not have to be undertaken within the Oregon City boundaries alone.

The national average is 100; therefore, numbers below 100 would represent lower-than-average participation rates, and numbers above 100 would represent higher-than-average participation rates. The service area is compared to the national average in four (4) categories - general sports, fitness, outdoor activity, and commercial recreation.

It should be noted that MPI metrics are only one data point used to help determine community trends; thus, programmatic decisions should not be based solely on MPI metrics.



The following charts compare MPI scores for 46 sport and leisure activities. The activities are categorized by activity type and listed in descending order, from highest to lowest MPI score. High index numbers (100+) are significant because they demonstrate that there is a greater likelihood that residents within the service areas will actively participate in those offerings provided by the Department.

GENERAL SPORTS MARKET POTENTIAL

The General Sports category shows two activities scoring above the national average. Those two events in the general sports regarding MPI are Volleyball (111), and Golf (109). Soccer is the lowest recorded activity in the city with an MPI score of (86).

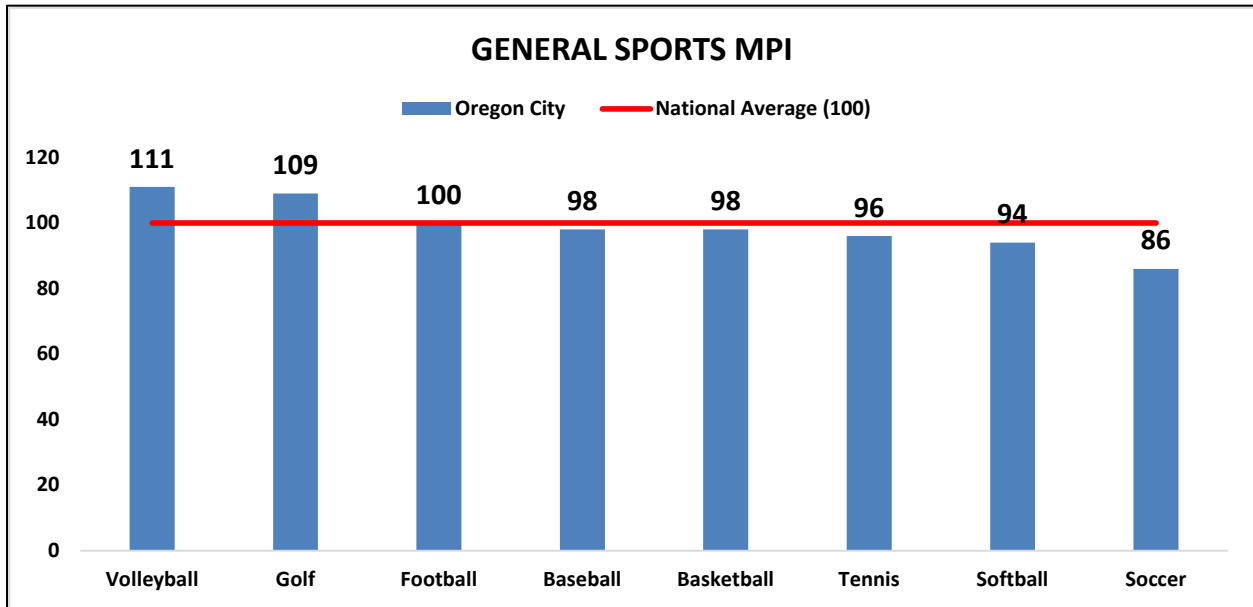


Figure 25: Local General Sports MPI

FITNESS MARKET POTENTIAL

Assessing MPI scores for the Fitness Activity category reveals that five activities are above the national average, and one is right at the national average. The five activities are Swimming (108), Weightlifting (108), Walking for Exercise (106), Yoga (103), and Jogging/Running (103). Pilates is equal to the national average of 100 on the MPI scale.

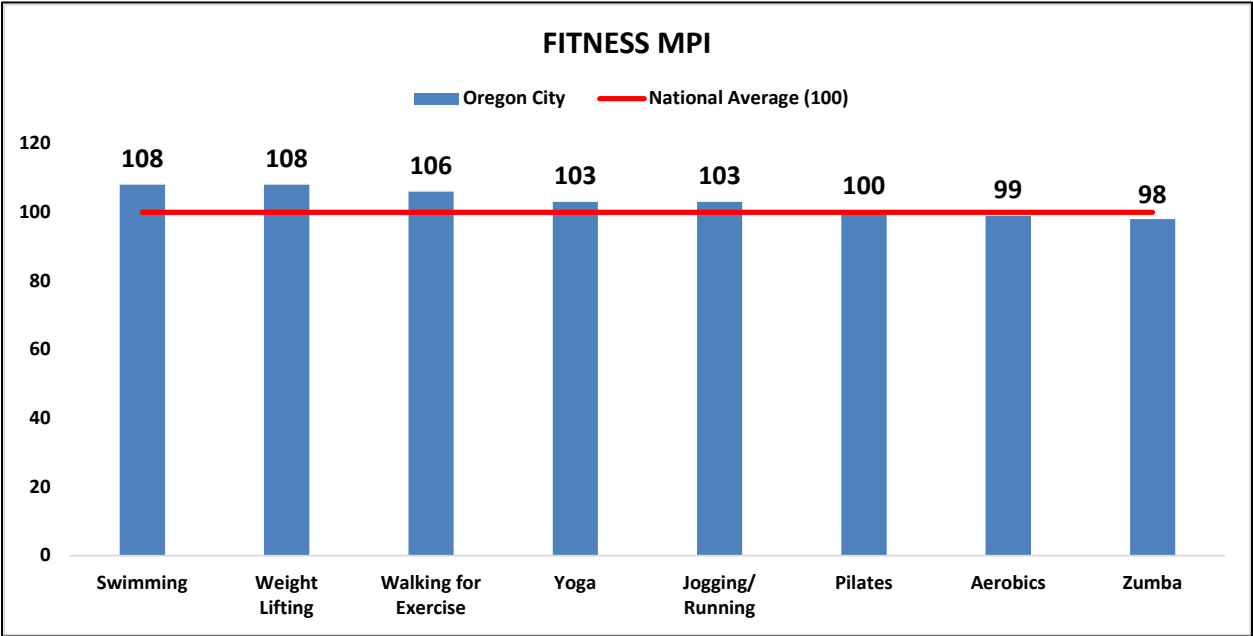


Figure 26: Local Fitness MPI



OUTDOOR ACTIVITY MARKET POTENTIAL

Overall, the Outdoor Activity MPI chart reflects that Oregon City is above the national average in almost all activities recorded. The most popular is Fresh Water Fishing (122), followed by Canoeing/Kayaking (121) and then Mountain Bicycling (108).

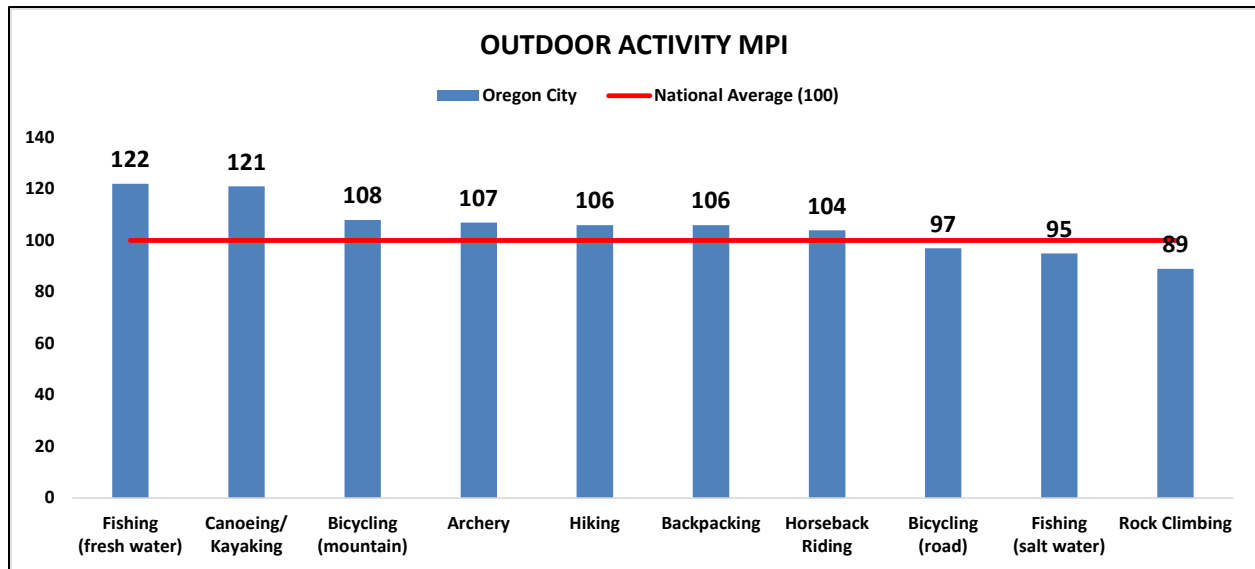


Figure 27: Local Outdoor Activity MPI

COMMERCIAL RECREATION MARKET POTENTIAL

The Commercial Recreation category reveals a community more willing to spend money on sports/recreation equipment than the national average. Spent \$250+ on sports/rec equipment (111), \$1-99 on sports/rec equipment (103), and Spent \$100-249 on sports/rec equipment (103) all had an MPI over 100. Other notable activities with above average MPI that the Department could program towards were Attended sports event (109), Did photo album/scrapbooking (107), Played video/electronic game (105 console, 101 portable), Did painting/drawing (105), and Did photography (103).

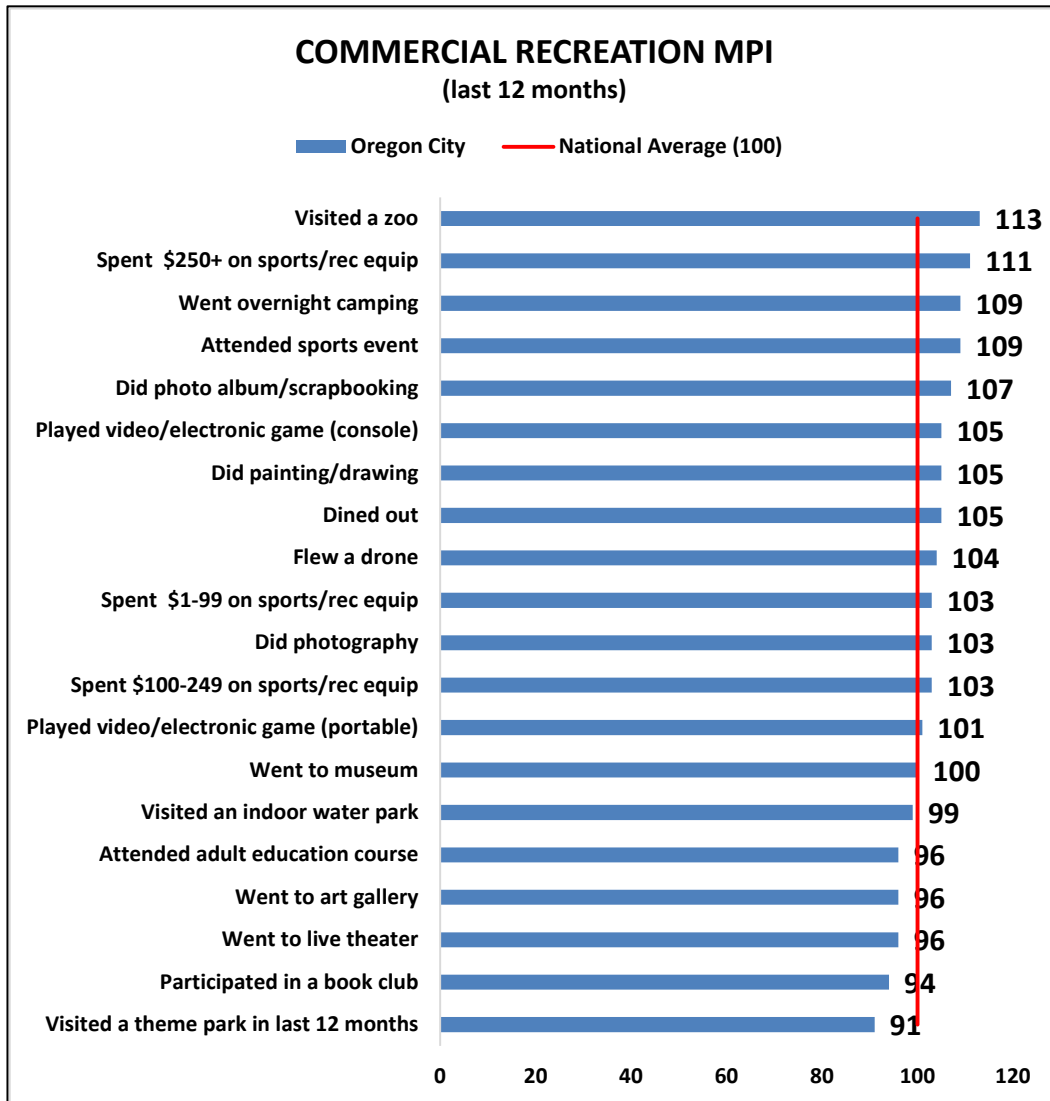


Figure 28: Local Commercial Recreation MPI



2.2 SUMMARY OF KEY FINDINGS

Based on the information presented in the Demographics and Trends Analysis, the following are the key findings that are of particular interest and/ or have significant implications for the City:

- **Population:** The City's population has grown significantly over the last 12 years and this rate of growth is projected to continue, albeit at a slower rate over the next 15 years. The Department must continue to monitor population growth to ensure that programs, facilities, and amenities keep up with community needs.
- **Age:** City residents are now older than the national median age, and there is a growing presence of older adults between the ages of 35-54. By 2037, the population will continue to age, as the oldest age segments (55-74 and 75+) are expected to grow, while all other segments are projected to decline slightly. The Department must continue to focus on multigenerational offerings and regularly reevaluate its programming mix to effectively serve this ageing, yet active population.
- **Race / Ethnicity:** The City's populace is predominately categorized as White Alone (82%), however, that percentage has dropped since 2010 (91% White Alone) and is projected to continue shrinking (75% White Alone in 2037). This drop will lead to a more diverse populace with Two or More Races (10% in 2022) being the largest minority group, and projections show that one out of every four residents will be non-white by 2037.

People of Hispanic / Latino ethnicity currently represent 9% of the total population, which is substantially below the national average (19%), and the Oregon State average (14%) This group is expected to reach almost 11% by 2037. The Department should continue to monitor program participation to ensure that offerings are adequately serving residents and are representative of the race/ethnicity distribution of City residents.

- **Income Levels:** The income characteristics of City residents are higher than the state and national levels for per capita income and median household income. These income levels coupled with above-average MPI numbers suggest a willingness of the population to spend money to attend events and/or facilities in which they see value, as well as purchase recreation equipment.
- **National Participatory Trends:** National participatory trends are promising for the Department, as many of the activities in sports and fitness aligned with core offerings are trending positively in recent years. Despite the facility closures due to the pandemic, overall, people are recreating more, and the importance of living an active, healthy lifestyle is on the rise. The Department must continue to provide active recreation opportunities and seek out new, trending activities that will drive interest and meet the demand for parks, facilities, and recreation programs among Oregon City residents for many years to come.
- **Local Participatory Trends:** Local recreation trends show above-average participation across the board with 30 of the 46 tracked activities having MPI scores at, or above the national average. This is indicative of an active population, seeking to participate in a wide range of fitness, sports, and outdoor activities.

CHAPTER THREE – PUBLIC ENGAGEMENT

To establish a better understanding of the City’s current state and to help determine the needs and priorities for the future, the planning process incorporated a variety of input from City residents. This included a series of key stakeholder interviews, a statistically valid survey, an online survey, crowdsourcing through the website <https://orcityparksandplay.org/>, and two public forums. These mediums helped to engage over 600 participants representing multiple groups throughout the City.



Figure 29: Public Input Infographic

topography creates appeal to a wide variety of users. Participants also mentioned the geographical diversity of parks and the great downtown area as strengths.

RESOURCE MANAGEMENT

Participants were pleased with the Department's ability to do the best they can with the resources available and current light staffing levels. Praise was given for the implementation of the new Cost Recovery Process, as well as the numerous improvements to the pool, new park openings, and the maintenance level and number of fields currently available to the community.

COMMUNITY ENGAGEMENT

The City's reputation, as well as the community's willingness to support the Department were mentioned as strengths of the system. The City was recognized for improved community outreach on recent projects such as the Clackamette RV Park, as well strong use of social media use as Facebook and Instagram to connect with participants and create meaningful engagement with the community.

EMBRACING GROWTH AND INNOVATION

The Department was recognized for the addition of recent parks, a substantial growth in membership, and its willingness to adapt to recent trends, such as pickleball. The new shared Public Works facility is considered a great enhancement, as well as the implementation of the MaintainX App.

3.1.2 OPPORTUNITIES

Stakeholders and focus groups shared several perspectives on the future of the Department. Suggestions for opportunities to improve include ways to add additional funding, internal/external communication, and partnerships, the maintaining of current assets, historical preservation and acknowledgement, and better connectivity throughout the City.

FUNDING

The Department's need for additional funding to be able to both maintain current assets, as well as expand offerings with the growing population were constant themes throughout discussions. Multiple key leaders and stakeholders brought up the idea of a Parks Bond, as they believe the community is more likely to support a bond (as opposed to other funding measures) as it would need to provide specific projects.

Some other comments/concerns/suggestions in regard to funding from stakeholders included:

- Citizens will be happy to invest tax dollars if they can see a plan
- The city already has 3 outstanding bonds (Police, Library, and Pension) and are unsure if the community will support a Parks Bond as well
- City has untapped property tax limit
- Fees and charges being implemented is getting a lot of community pushback
- How can we offer programs in a way that is financially sustainable?
- Overcoming mindset of “That’s too nice for Oregon City”
- Parks is funded out of general fund and has historically been cut
- Recent struggles on the revenue side (due to pandemic)
- Solicit wealthy individuals for contributions



Figure 31: Opportunities word cloud



- Utilize grants and private foundations

INTERNAL/EXTERNAL COMMUNICATION AND PARTNERSHIPS

Stakeholders shared opportunities about the communication practices of the Department and the City, as well as expressed a desire for more and better partnerships. There were multiple concerns regarding the communication and purpose of fee increases (more so than the fee increases themselves), as well as a perceived unwillingness to engage in partnerships.

Comments and suggestions tied to communication and partnerships included:

- Consistent signage needed
- How can parks and recreation help support economic development?
- How can we better partner with School Districts etc. for overlapping programs / community education etc.?
- Improve communication standards
- Incorporate digital advertising for state campaigns
- More advertising geared towards taking advantage of tourism
- More community champions
- Native American outreach
- Need collaboration to figure out use of sports fields
- Need to be out in the community to get input from the younger populations so that they can then follow the Department in digital ways
- Regular roundtable meetings to discuss projects
- Website is difficult to navigate and often outdated
- Would like to hear more “Here’s what we are doing, do you want to be involved?”

DEFERRED MAINTENANCE ON EXISTING INFRASTRUCTURE

There were opportunities addressed regarding the maintenance and upkeep of current department assets, as well as discussions around the obstacles staff faces in addressing these issues. Deferred maintenance was the most often mentioned concern, as there was a general theme of wanting to make sure the City takes care of what they currently have as they continue to add new parks and amenities. There were also multiple comments regarding the number of unhoused people utilizing the parks and the additional workload that adds to staff as well as safety concerns.

Statements and questions collected from stakeholders regarding current infrastructure included:

- Cemetery is understaffed and needs a new building
- Dated infrastructure and capital needs that need to be addressed
- Excessive maintenance back log
- Graffiti and vandalism are a problem
- Unhoused population- not sure how to address it
- Major facilities issues and deferred maintenance
- Need a larger, specific maintenance budget
- Need better management of vandalism of properties, particularly restrooms
- Need to be thinking about deferred maintenance
- Parks department is underserved and understaffed
- Playgrounds, landscaping, lines at the sports courts need to be striped
- Staff cannot maintain ball diamonds

HISTORICAL PRESERVATION AND ACKNOWLEDGEMENT

The community takes a lot of pride in the history of the City and would like to see efforts made to not only preserve historic facilities such as the Ermatinger House, the Buena Vista Social Club, and The End of Oregon Trail Interpretive Center, but also celebrate their significance.

Some of the comments/concerns/suggestions regarding historical preservation and acknowledgement from stakeholders included:

- “It is good people know and understand their history”
- The city does a poor job with historic preservation
- Ermatinger House needs to find a niche.
- Friends of Ermatinger House are concerned with being treated as though they are renting space, not bringing people into house
- Heard the pros and cons of investment in Buena Vista Social Club
- Interest in land acknowledgments if they have a defined purpose
- Oregon City needs Historic Preservation Society (see Salem, OR)
- Requests for a cultural center

3.1.3 TOP PRIORITY

Stakeholders shared their priorities to enhance the City’s parks and recreation system. There was substantial conversation around activating the waterfront areas, the building of a sports complex, historical preservation, improved connectivity and access, and a focus on financial sustainability.

WATER ACTIVATION

Stakeholders indicated a real interest in both activating and improving access to the Willamette River for existing community users to drive tourism and economic development. Specific ideas included enhancing existing boat launches and marina, adding restaurants and a river walk, and focusing on keeping the water clean to maximize fishing opportunities.

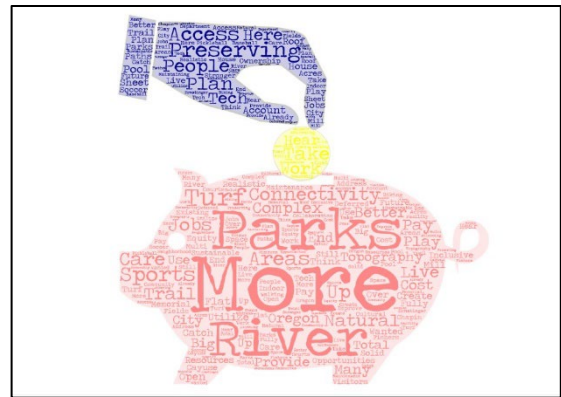


Figure 32: Top priority word cloud

SPORTS COMPLEX

A youth sports complex was mentioned as a priority by multiple stakeholders. Key components of the complex included ample parking and synthetic turf for at least four multi-use fields. An attached fieldhouse was also mentioned for indoor soccer and baseball.

CONNECTIVITY AND ACCESS

Improving and expanding trails and paths throughout the City was an often-mentioned priority by stakeholders. They would like to see more access to natural areas and a better utilization of the City’s topography and natural areas, with more connectivity throughout the system.

HISTORICAL PRESERVATION

Stakeholders would like to see a focus on historical preservation and acknowledgement. Specific priorities were a memorial for Cayuse 5, restoring the End of the Oregon Trail Interpretive Center, and a better-defined purpose and usage of the Ermatinger House.

SUSTAINABILITY

A prevalent theme expressed by respondents was the Department's ability to take care of its current assets; sustainability was also an often-mentioned priority. Stakeholders would like to see the plan assist staff in taking total cost of ownership into account when planning new facilities, parks, and amenities. There was also a desire to catch up with deferred maintenance for existing parks before moving forward with new projects.

3.2 PUBLIC INPUT MEETING

In tandem with the stakeholder and focus group interviews, the consulting team also conducted a public input meeting designed to further engage City residents. The public input meeting took place on June 2nd, 2022, in a hybrid format (in-person and online) and provided attendees with a presentation of the project, process, initial demographic findings, as well as an opportunity for residents to offer feedback on the parks system via live polling through Mentimeter.com polls and by asking questions during the presentation. Approximately 15 participants, representing a variety of interests, participated in the public forum in person with additional attendees online.



LIVE POLLING

One key approach for soliciting feedback from public meeting attendees was through live audience polling. Using the responses from focus group and key leadership interview questions, the consulting team developed questions within a PowerPoint presentation to gain an understanding of City needs.

Attendees were able to respond to these questions and view responses in real time using Mentimeter.com and answered a series of questions related to usage and need for parks, trails, facilities, and programs.

The infographic below shows key data from this polling.



Gender:

50% - Male
43% - Female
7% - Prefer not to answer



Age:

43% - Ages 55-74
36% - Ages 35-54
21% - Ages 18-34



Preferred communication

71% - Email
57% - Website
50% - Oregon City Trail News



Regularly used amenities:

60% - Trails
53% - Sports Courts
40% - River Access



Most important improvements:

47% - Expand & connect trail system
40% - Build new or upgrade existing sports courts
33% - Build new or upgrade existing aquatic facility

3.3 STATISTICALLY VALID SURVEY

3.3.1 OVERVIEW

ETC Institute administered a Parks and Recreation Needs Survey for the City of Oregon City during the months of summer 2022. The survey will help the Oregon City Parks and Recreation Department plan for future recreation programs and facilities that meet the community's needs and preferences.

3.3.2 METHODOLOGY

ETC Institute mailed a survey packet to a random sample of households in Oregon City. Each survey packet contained a cover letter, a copy of the survey, and a postage-paid return envelope. Residents who received the survey were given the option of returning the survey by mail or completing it online at OrCityParksSurvey.org. After the surveys were mailed, ETC Institute followed up by sending text messages and mailing postcards to encourage participation. The text messages and postcards contained a link to the online version of the survey to make it easy for residents to complete the survey. To prevent people who were not residents of Oregon City from participating, everyone who completed the survey online was required to enter their home address prior to submitting the survey. ETC Institute then matched the addresses that were entered online with the addresses that were originally selected for the random sample. If the address from a survey completed online did not match one of the addresses selected for the sample, the online survey was not included in the final database for this report.

The goal was to complete a minimum of 400 completed surveys from residents. The goal was exceeded with 401 completed surveys collected. The overall results for the sample of 401 households have a precision of at least ± 4.8 at the 95% level of confidence.

3.3.3 MAJOR FINDINGS

PARKS AND RECREATION FACILITIES USE

Use of Parks and Recreation Facilities. Respondents were asked if they had used the Oregon City parks or recreation facilities within the past year. Eighty-seven percent (87%) of respondents said they had used the parks/facilities. Of those respondents, the highest number (27%) said they used them 2-4 times a week followed by 1-3 times a month (25%) and less than once a month (23%). Those same respondents were asked to rate the physical condition of those facilities: most respondents (61%) rated them good, 22% said excellent, and 18% said either fair (17%) or poor (1%).

Barriers to Use. Respondents were asked to indicate the reasons why they didn't use facilities or didn't use them more often; multiple selections could be made. The highest number of respondents said they were not aware of facility/parks/trail locations (22%) and lack of features they want to use (21%).

Benefits of Services. Respondents were asked to rate their level of agreement with 15 statements regarding ways Parks and Recreation services benefit their household and community. The highest number of respondents agreed or strongly agreed that parks and recreation make Oregon City a more desirable place to live (83%), preserves open spaces and protects the environment (82%), and improves their household's physical health and fitness (78%).

PARKS AND RECREATION PROGRAMS PARTICIPATION

Participation in Programs. Respondents were asked if they had participated in Oregon City parks or recreation programs within the past three years. Thirty-two percent (32%) of respondents said someone in their household had participated. Of those respondents, the highest number (44%) said they participated in 2-3 programs, followed by 1 program (26%). Those same respondents were then asked to

rate the overall quality of those programs: most respondents (57%) rated them good, 26% said excellent, and 17% said either fair (16%) or poor (1%).

Barriers to Use. Respondents were asked to indicate the reasons why they didn't participate in programs and events or didn't participate more often; multiple selections could be made. The highest number of respondents said they were not aware of the offerings (38%) and busy schedules/lack of interest (31%).

Organizations Used for Recreation. Respondents were asked to select all the organizations their household used for recreation and sports activities. Most common were Oregon City parks and recreation (60%), neighboring cities (38%), and Clackamas County (36%).

Communication Methods. Respondents most often learned about recreation programs and events from the Trail News (71%), the city website (44%), and social media (44%). Respondents most preferred methods are Trail News (62%), social media (37%), or the city website (34%)



FACILITIES AND AMENITIES NEEDS AND PRIORITIES

Facility/Amenity Needs: Respondents were asked to identify if their household had a need for 32 facilities/amenities and to rate how well their needs for each were currently being met. Based on this analysis, ETC Institute was able to estimate the number of households in the community that had the greatest “unmet” need for various facilities/amenities.

The three facilities/amenities with the highest estimated number of households that have an unmet need:

1. Multi-use paved trails - 6,192 households
2. Multi-use unpaved trails - 5,307 households
3. Water access - 4,986 households

The estimated number of households that have unmet needs for each of the 32 facilities/amenities assessed is shown in the chart below.

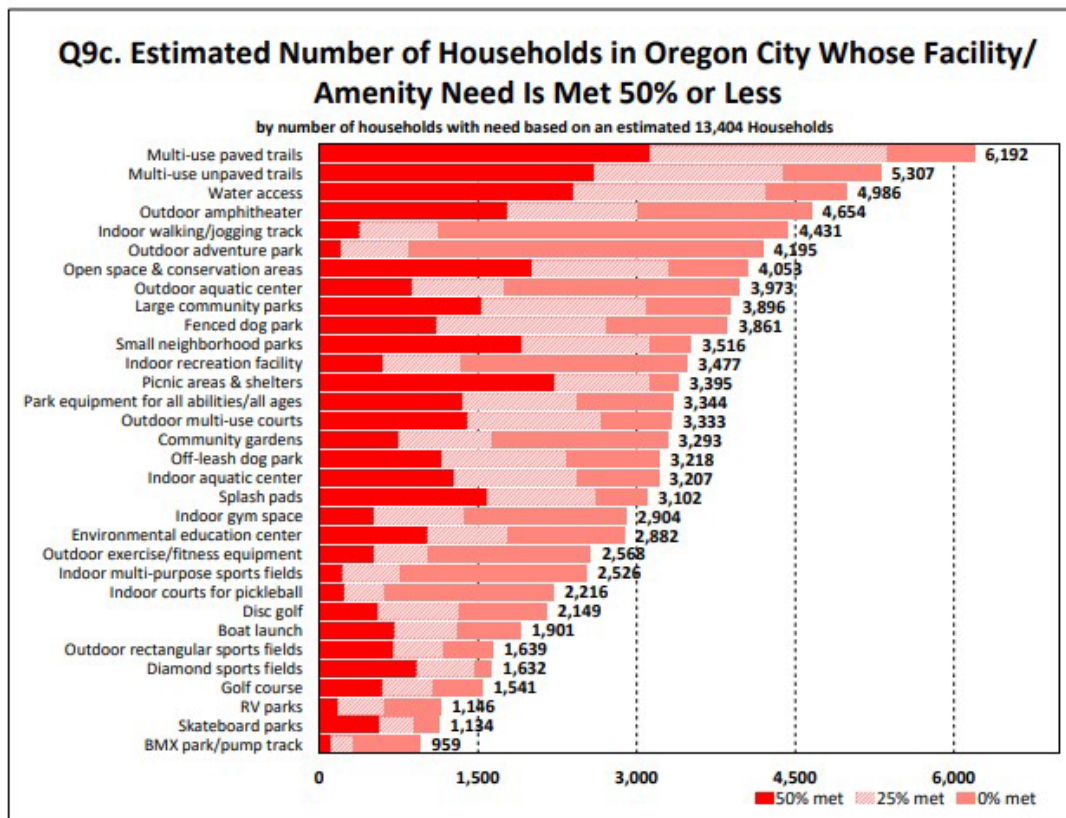


Figure 33: Unmet Facility and Amenity Needs

Facilities and Amenities Importance: In addition to assessing the needs for each facility/amenity, the ETC Institute also assessed the importance that residents placed on each item. Based on the sum of respondents' top four choices, these were the four most important amenities to residents:

1. Multi-use paved trails (33%)
2. Multi-use unpaved trails (26%)
3. Large community parks (16%)
4. Fenced dog park (16%)

The percentage of residents who selected each facility/amenity as one of their top four choices is shown in the chart below.

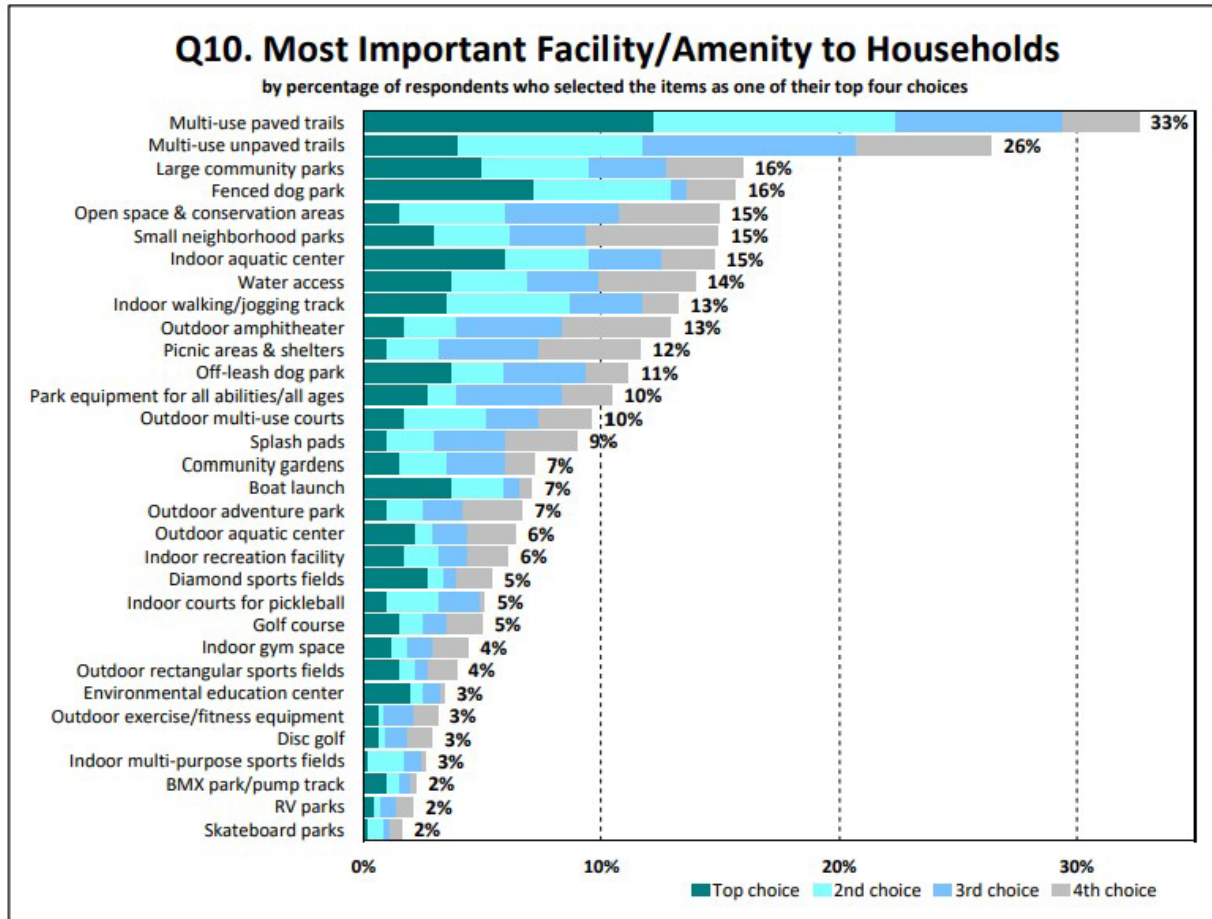


Figure 34: Most Important Facilities/Amenities to Households

Priorities for Facility Investments: The Priority Investment Rating (PIR) was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on recreation and parks investments. The Priority Investment Rating (PIR) equally weighs (1) the importance that residents place on amenities/facilities and (2) how many residents have unmet needs for the facility/amenity.

Based the Priority Investment Rating (PIR), the following parks and recreation facilities/amenities were rated as high priorities for investment:

- Multi-use paved trails (PIR=200)
- Multi-use unpaved trails (PIR=166.7)
- Water access (PIR=123.2)
- Outdoor amphitheater (PIR=114.7)
- Indoor walking/jogging track (PIR=112.1)
- Large community parks (PIR=111.7)
- Open space & conservation areas (PIR=111.2)
- Fenced dog park (PIR=110.2)
- Small neighborhood parks (PIR=102.5)

The chart below shows the Priority Investment Rating for each of the 32 facilities/amenities assessed on the survey

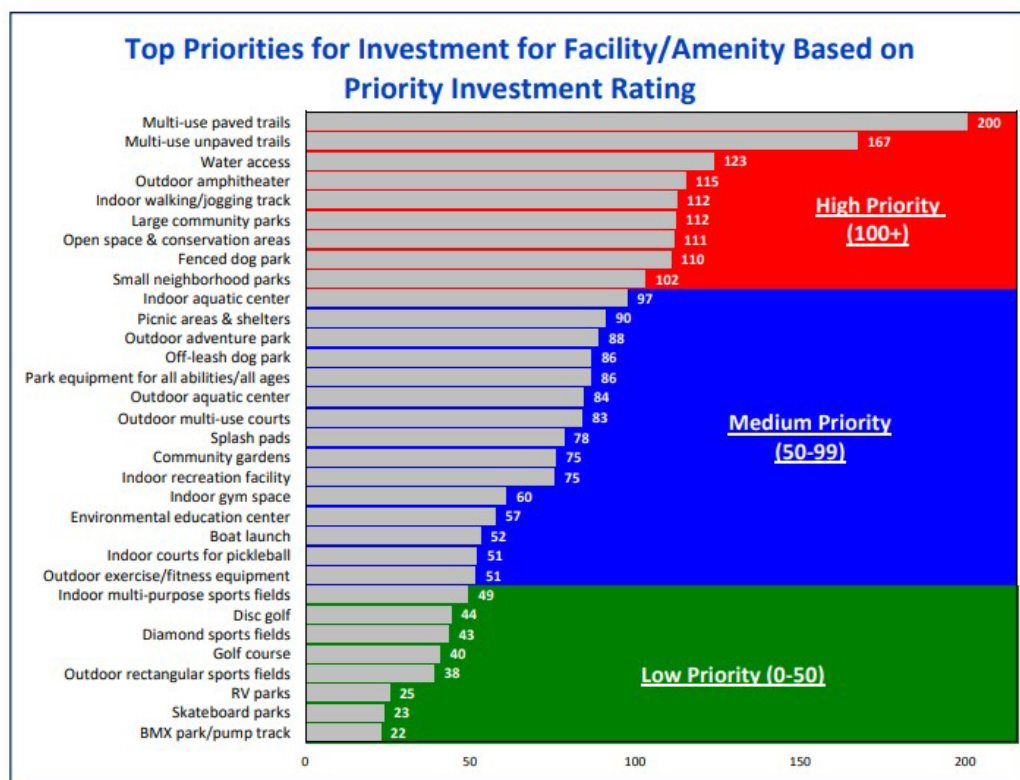


Figure 35: Top Priorities for Investment for Facility/Amenity



RECREATION PROGRAM NEEDS AND PRIORITIES

Program Needs: Respondents were asked to identify if their household had a need for 30 programs and to rate how well their needs for each were currently being met. Based on this analysis, ETC Institute was able to estimate the number of households in the community that had the greatest “unmet” need for various facilities/amenities.

The three programs with the highest estimated number of households that have an unmet need:

1. Adult fitness and wellness programs - 5,136 households
2. Cultural enrichment programs/events - 4,382 households
3. Community special events - 4,229 households

The estimated number of households that have unmet needs for each of the 30 recreation programs assessed is shown in the chart below.

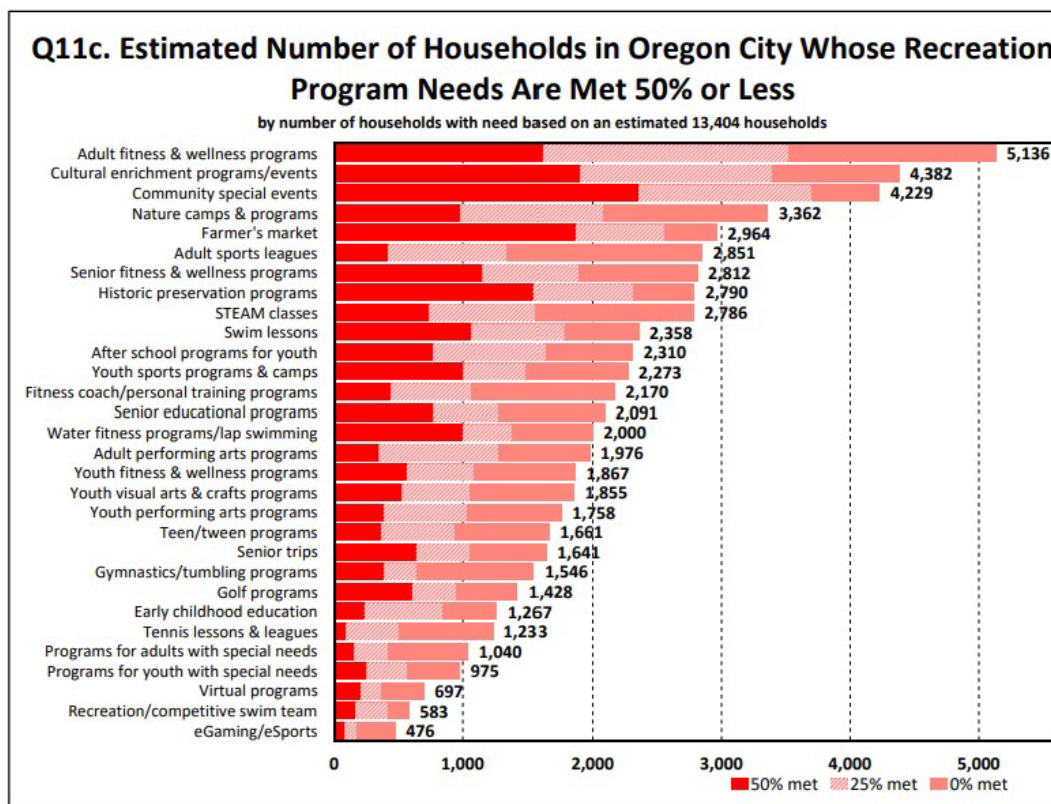


Figure 36: Unmet Needs: Recreation Programs

Programs Importance: In addition to assessing the needs for each program, ETC Institute also assessed the importance that residents placed on each item. Based on the sum of respondents' top four choices, these are the four most important programs to residents:

- Farmer's market (44%)
- Community special events (23%)
- Adult fitness & wellness programs (21%)
- Senior fitness & wellness programs (15%)

The percentage of residents who selected each program as one of their top four choices is shown in the chart below.

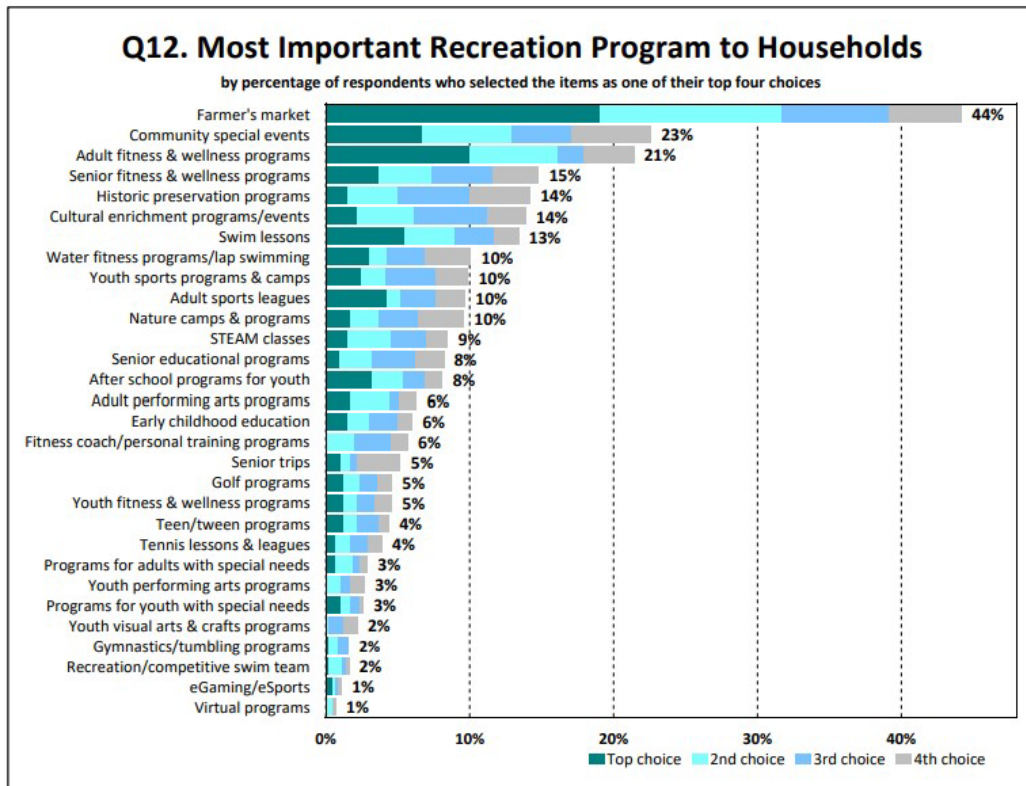


Figure 37: Most Important Recreation Programs to Households



Priorities for Program Investments: The Priority Investment Rating (PIR) was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on recreation and parks investments. The Priority Investment Rating (PIR) equally weighs (1) the importance that residents place on each program and (2) how many residents have unmet needs for the program.

Based the Priority Investment Rating (PIR), the following Oregon City programs were rated as high priorities for investment:

- Farmer's Market (PIR=158)
- Adult fitness & wellness programs (PIR=148)
- Community special events (PIR=133)
- Cultural enrichment programs/events (PIR=117)

The chart below shows the Priority Investment Rating for each of the 30 programs assessed.

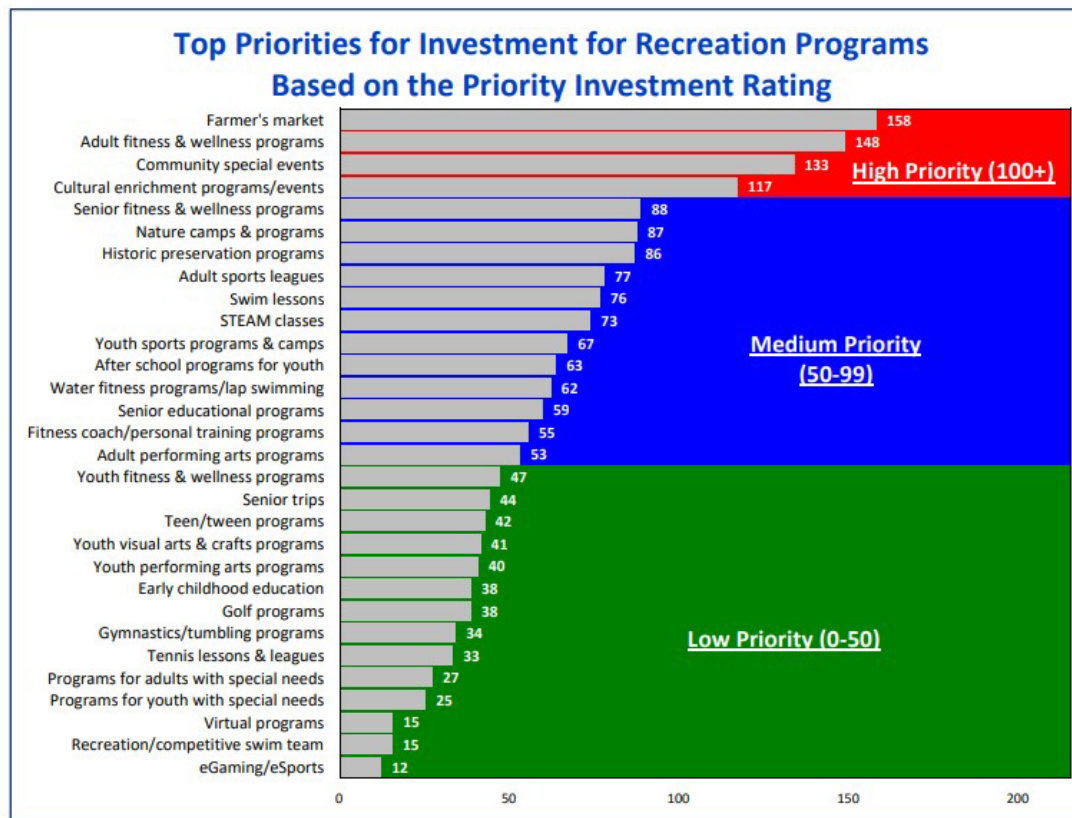


Figure 38: Top Priorities for Investment: Recreation Programs

VALUE OF PARKS AND RECREATION AND ALLOCATION OF FUNDS

Overall Value. Respondents were asked to rate their level of satisfaction with the overall value they received from the Parks and Recreation Department: the highest percentage of respondents felt satisfied (39%) followed by neutral (30%). Households were then asked if their perception of value had changed given the COVID-19 pandemic. The highest number of respondents (36%) said there was no change, 34% said it significantly increased, and 26% said it somewhat increased. Fifty-two percent (51%) of respondents felt funding should increase based on their perception of value, 36% thought it should stay the same, and 11% were not sure.

Allocation of Funds. Respondents were asked to allocate a hypothetical \$100 budget for Parks and Recreation. The highest amount of funding (\$31.15 on average) went to improvements/maintenance of existing parks and recreation facilities followed by \$18.72 for new biking/walking trails and \$15.76 for new indoor recreation facilities.

Support for Additional Taxes/Fees. Respondents were asked to indicate how willing they would be to pay additional taxes or fees to improve parks and recreation. Most respondents (46%) were either willing (30%) or very willing (16%), and 26% were either not willing (9%) or not at all willing (17%)

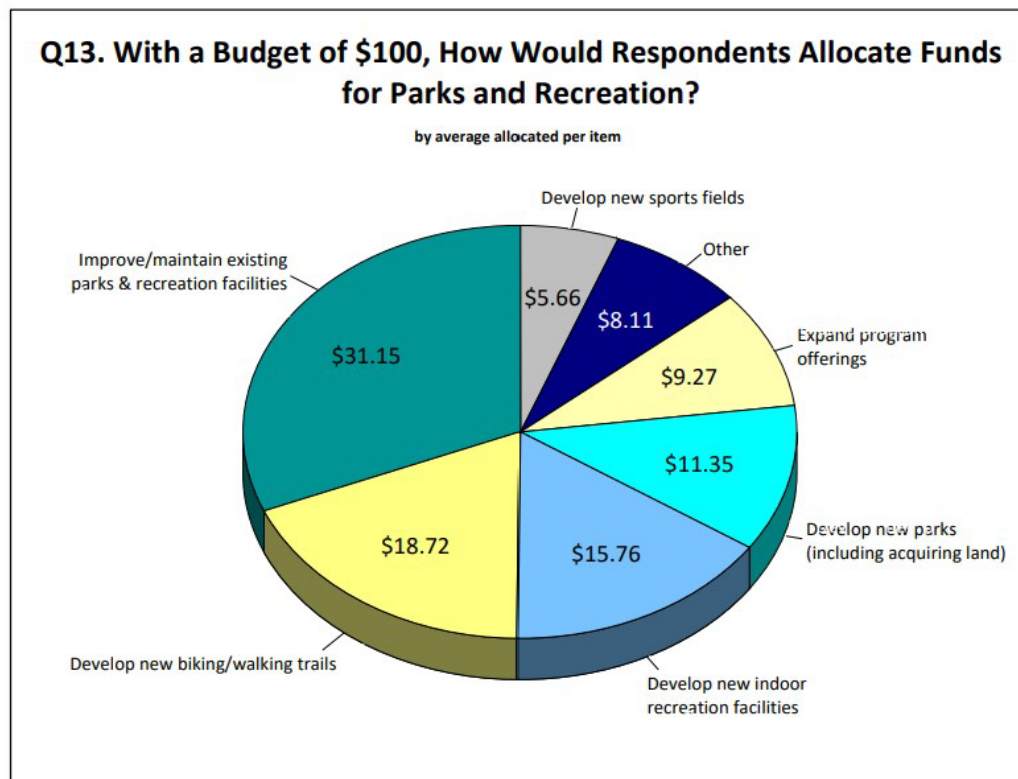


Figure 39: Allocation of Funds with \$100 Budget



3.4 SURVEY COMPARISON: STATISTICALLY VALID VS ONLINE

3.4.1 OVERVIEW

To more effectively prioritize community needs, the Department utilized two primary tools: a Statistically Valid Survey, disseminated by the ETC Institute, and an Online Community Survey, facilitated via SurveyMonkey. The Online Community Survey was a replica of the Statistically Valid Survey, thereby providing an opportunity for those not randomly chosen for the Statistically Valid Survey to partake in the community engagement process and contribute their insights.

ETC Institute administered the Statistically Valid Survey to residents of Oregon City. The survey, cover letter and postage-paid return envelope were mailed to a random sample of households, looking to match the demographics of the town. The cover letter explained the purpose of the survey and encouraged residents to either return their survey by mail or complete the survey online at www.OrCityParksSurvey.org.

 Statistically Valid Survey	 Online Community Survey
• 401 households (Goal of 400) • Precision rate of at least +/- 4.8% at the 95% level of confidence • Residents were able to return the survey by mail, by phone or completing it online • Only scientific & defensible method to understand community needs • Translation services available in multiple languages including Spanish.	• 184 responses • No precision rate or level of confidence due to there being no selection criteria for respondents • Asked same questions as the Statistically Valid Survey • Provides further insight on community expectations • Available in English and Spanish

Figure 40: Survey Comparison Chart

The following sections present a side-by-side comparison of survey results. All areas of congruence (in terms of order or response percentage range) are shaded in each table. **Green** identified responses 10% higher than the statistically valid survey, **orange** indicates responses 10% lower than the statistically valid survey, and **white** identifies unique responses.

Below are some of the key takeaways from both the surveys.

3.4.2 KEY SURVEY COMPARISONS

FACILITY/AMENITY IMPORTANCE

The results of the ETC Statistically Valid Survey and the Online Community Survey showed a stark difference in the Top 5 facility/amenity importance amongst participants, with only one shared amenity, “Fenced Dog Park”. Online Community Survey participants ranked it third at 41%, while participants of the Statistically Valid version ranked it fourth at 16%. Another key distinction was the top-ranked amenity, which differed between survey participants. Online Community Survey participants ranked “Indoor Aquatic Facility” as number one, with 69%, while ETC Statistically Valid survey respondents

ranked “Multi-Use Paved Trails” as their top choice at 33%. Comparing the data from the two, Online Community Survey participants placed more importance on active recreational facilities/amenities and special use amenities, while Statistically Valid survey participants would prefer more passive options.

 <u>Statistically Valid Survey</u>	 <u>Online Community Survey</u>
1. Multi-use Paved Trails (33%)	1. Indoor Aquatic Center (69%)
2. Multi-use Unpaved Trails (26%)	2. Boat Launch (42%)
3. Large Community Parks (16%)	3. Fenced Dog Park (41%)
4. Fenced Dog Park (16%)	4. Diamond Sports Fields (40%)
5. Open-Space & Conservation Areas (15%)	5. Skateboard Parks (40%)

Figure 41: Facility/Amenity Importance Comparison

USAGE BARRIERS

The survey results from both versions showed four out of five of the top barriers were the same, although ranked in different orders. Statistically Valid survey participants ranked “Use of Parks/Trails in other Cities” fifth with 17%, while Online Community Survey takers ranked “Lack of restrooms” fifth at 22%. “Lack of restrooms” was ranked sixth for the Statistically Valid survey at 12%.

In the Statistically Valid Survey, safety fears due to the homeless population and camps, lack of time/busyness, not being dog friendly, or absence of off-leash dog spaces were the top three most cited barriers. In the Online Community Survey, many respondents who chose “Other” cited lack of pool space/pool temperature and no space for dogs or absence of dog-friendly parks are the biggest barriers.

 <u>Statistically Valid Survey</u>	 <u>Online Community Survey</u>
1. Not aware of parks’ or trails’ locations (22%)	1. Lack of features we want to use (46%)
2. Lack of features we want to use (21%)	2. Other (32%)
3. Other (20%)	3. Not aware of parks’ or trails’ locations (29%)
4. Do not feel safe using parks/trails (18%)	4. Use parks/trails in other cities (25%)
5. Use parks/trails in other cities (17%)	5. Lack of restrooms (22%)

Figure 42: Usage Barriers

ORGANIZATIONS USED FOR RECREATION

The top five organizations used for recreation were the same amongst all survey participants. The only difference is Statistically Valid survey participants ranked “Private Clubs/Fitness Centers” fourth while Online Community Survey participants ranked it fifth.

 <u>Statistically Valid Survey</u>	 <u>Online Community Survey</u>
1. Oregon City Parks & Recreation (60%)	1. Oregon City Parks & Recreation (83%)
2. Neighboring Cities (38%)	2. Neighboring Cities (49%)
3. Clackamas County (36%)	3. Clackamas County (42%)
4. Private Clubs/Fitness Centers (27%)	4. Schools (K-12) (40%)
5. Schools (K-12) (23%)	5. Private Clubs/Fitness (39%)

Figure 43: Organizations Used for Recreation

PROGRAM NEEDS

Of the Top 5 program needs, participants from both surveys ranked the same top 4 in slightly different order, with “Farmer’s Market” ranked 1st for both, indicating a strong desire from the community for this program/event.

 <u>Statistically Valid Survey</u>	 <u>Online Community Survey</u>
1. Farmer’s Market (72%)	1. Farmer’s Market (89%)
2. Adult Fitness & Wellness Programs (48%)	2. Community Special Events (74%)
3. Community Special Events (46%)	3. Adult Fitness & Wellness (72%)
4. Cultural Enrichment Programs (39%)	4. Cultural Enrichment Programs (65%)
5. Historic Preservation Programs (34%)	5. Outdoor Environmental/Nature (60%)

Figure 44: Program Needs

PROGRAM PARTICIPATION BARRIERS

“I Don’t Know What is Offered” was ranked 1st for both Statistically Valid and Online Community Survey participants indicating that lack of awareness is a key barrier and addressing it should be a key staff priority. Four out of five of the responses were the same for both groups of survey participants.

 <u>Statistically Valid Survey</u>	 <u>Online Community Survey</u>
1. I Don’t Know What is Offered (38%)	1. I Don’t Know What is Offered (36%)
2. Too Busy/Not Interested (31%)	2. Program Times Not Convenient (26%)
3. Program Times Not Convenient (17%)	3. Classes are Full (21%)
4. Classes are Full (11%)	4. Too Busy/Not Interested (19%)
5. Fees Too High (10%)	5. Program Not Offered (18%)

Figure 45: Program Participation Barriers

PREFERRED COMMUNICATION METHODS

Participants from both surveys indicated that “Trails News Quarterly Magazine” is the preferred source for learning about recreation programs and events. Of the top five identified, four out of five matched, in different orders, for both surveys. One outlier in this area is that Online Community Survey participants ranked “Friends and Neighbors” as the third preferred method, while the Statistically Valid Survey takers ranked “City Website” as third. For Statistically Valid Survey respondents, “Friends and Neighbors” ranked seventh overall.

 <u>Statistically Valid Survey</u>	 <u>Online Community Survey</u>
1. Trails News (quarterly magazine) (62%)	1. Trails News (quarterly magazine) (46%)
2. Social Media (37%)	2. Social Media (46%)
3. City Website (34%)	3. Friends and Neighbors (45%)
4. Email/eBlasts (28%)	4. Emails/eBlasts (34%)
5. Newsletter/Newspapers (23%)	5. City Website (32%)

Figure 46: Preferred Communication Methods

PERCEPTION OF THE VALUE OF PARKS, TRAILS, OPEN SPACES AND RECREATION (COVID-19)

Both surveys show that the community has primarily seen an increase in their perception of the value of parks, trails, open spaces, and recreation during the COVID-19 pandemic. Only 4% shared that they saw a decrease or a significant decrease, while over 60% in both surveys saw an increase or significant increase in their perception of value.

 <u>Statistically Valid Survey</u>	 <u>Online Community Survey</u>
1. No Change (36%)	1. Significant Increase (37%)
2. Significant Increase (34%)	2. Increase (34%)
3. Increase (26%)	3. No Change (26%)
4. Decrease (2%)	4. Decrease (2%)
5. Significant Decrease (2%)	5. Significant Decrease (2%)

Figure 47: Perception of the Value of Parks, Trails, Open Spaces, and Recreation



DEMOGRAPHICS - GENDER

This chart reflects that individuals who identify as female, are overrepresented in the Online Community Survey when compared to the Statistically Valid survey.

	 <u>Statistically Valid Survey</u>	 <u>Online Community Survey</u>
Male	50%	21%
Female	50%	72%
Non-binary/Prefer to self-describe	1%	7%

Figure 48: Demographics: Gender

AGE OF HOUSEHOLD MEMBERS

The chart shows a representation of all ages in both surveys with the Online Community Survey showing an over representation of the Under 19 population and an under representation of the 55+ population compared to the Statistically Valid Survey.

Note: the overall percentage may be slightly higher or lower than 100 due to rounding.

<u>Ages</u>	 <u>Statistically Valid Survey</u>	 <u>Online Community Survey</u>
Under 19	23%	38%
20-34	14%	12%
35-54	29%	32%
55+	33%	17%

Figure 49: Demographics: Age of Household Members

YEARS LIVED IN OREGON CITY

The chart shows that there is a very similar representation of survey participants who have lived in Oregon City, with less than 5% difference in all categories.

Note: the overall percentage may be slightly higher or lower than 100 due to rounding.

<u>Years</u>	 <u>Statistically Valid Survey</u>	 <u>Online Community Survey</u>
5 years or less	25%	28%
6-10 years	16%	20%
11-15 years	10%	7%
16-20 years	14%	14%
21-30 years	18%	14%
31+ years	17%	16%

Figure 50: Demographics: Years Lived in Oregon City

RACE / ETHNICITY (SELECT ALL THAT APPLY)

The chart indicates that there is an even representation for survey participants as far as race /ethnicity.

Note: the overall percentage may be slightly higher or lower than 100 due to rounding.

<u>Race</u>	 <u>Statistically Valid Survey</u>	 <u>Online Community Survey</u>
Asian/Pacific Islander	3%	2%
Black/African American	1%	2%
Native American	2%	1%
White	89%	91%
Hispanic/Latino/a/x	5%	4%
Other	2%	7%

Figure 51: Demographics: Race/Ethnicity



HOUSEHOLD INCOME

The Online Community Survey results indicate a lower representation of households under \$100K, specifically those between \$50,000-\$99,999.

Note: the overall percentage may be slightly higher or lower than 100 due to rounding.

<u>Income</u>	 <u>Statistically Valid Survey</u>	 <u>Online Community Survey</u>
Under \$50k	18%	13%
\$50K to \$74,999	21%	10%
\$75k to \$99,999	21%	11%
\$100k to \$149,000	21%	25%
\$150k+	20%	25%

Figure 52: Demographics: Household Income

3.4.3 KEY FINDINGS OF SURVEY COMPARISON

After analyzing the data collected from both surveys there are several key findings that rose to the surface:

- **Survey Respondents:** The higher percentages of usage/participation shown in the Online Community Survey can be attributed to the fact that online surveys are typically taken by current, engaged users of the organization's services/facilities/amenities. The random selection of the Statistically Valid survey means a higher likelihood of non-users giving their feedback and is a better representation of the community.
- **Facility / Amenity Importance:** In the facility/amenity importance section, Online Community Survey participants valued more active recreation amenities, which aligns with the higher total number of youths in their households between the ages of 0-19.
- **New Addition:** The survey results indicated a desire for the addition of a Farmer's Market in the community.
- **Preferred Methods of Learning:** The survey results indicated that community members' preferred methods for learning about programs and events is through the Trails News Quarterly Magazine and social media.
- **Top Two Barriers:** The survey results indicated that lack of awareness and lack of facility features community members want to use are the top two barriers to using current facilities/amenities.
- **Perception of Value:** The survey results show that over 60% of respondents in both surveys saw an increase or significant increase in their perception of value, while only 4% shared they saw a decrease or significant decrease.

CHAPTER FOUR - PARKS, FACILITIES, & INVENTORY ASSESSMENT

4.1 PARKS/FACILITY CLASSIFICATIONS & LEVEL OF SERVICE STANDARDS

Level of service recommendations are developed using a combination of resources. These resources included the National recreation and Park Association (NRPA) guidelines, recreation activity participation rates reported by the Sports and Facility Industry Association data as it applies to activities that occur in the United States and Oregon City area, community and stakeholder input, findings from the statistically valid survey and general observations. This information allows standards to be customized to Oregon City.

These recommendations should be viewed as a guide to be coupled with conventional wisdom and judgment related to the situation and needs of the community. By applying these recommendations to Oregon City's population, the LOS analysis showed some areas where needs exist including the following:

- Neighborhood parks
- Community parks
- Trails
- Pickleball courts
- Fenced dog parks
- Indoor aquatic space
- Indoor recreation space

The action plan items recommended in this plan would, if implemented, go a long way in addressing most, if not all, the unmet needs of the community in the years to come.

4.1.1 METHODOLOGY

Inventory data was gathered from department staff. To adjust for the varying availability of "Other Service Provider" locations, these sites were assigned different weightings based on their public accessibility. For instance, the facilities at school locations were considered to be worth only 33% of those at Oregon City Parks and Recreation locations, reflecting the estimate that school sites are accessible to the public only one-third as frequently as the department-managed sites.



PARKS: 2022 Inventory - Developed Facilities										2022 Facility Standards			2032 Facility Standards		
Park Type	Oregon City	Other Service Providers	Total Inventory	Current Service Level based upon population			Recommended Service Levels; Revised for Local Service Area			Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed		Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	
Pocket Parks	19.67	-	19.67	0.52	acres per	1,000	0.25	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Neighborhood Parks	52.86	-	52.86	1.39	acres per	1,000	2.00	acres per	1,000	Need Exists	23.1	Acre(s)	Need Exists	29	Acre(s)
Community Parks	92.29	34.51	126.80	3.34	acres per	1,000	3.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Regional Parks	24.90	568.00	592.90	15.62	acres per	1,000	5.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Total Developed Park Acres	189.71	602.51	792.22	20.87	acres per	1,000	10.25	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Specialty Parks	64.23	-	64.23	1.69	acres per	1,000	1.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Total Park Acres	253.95	602.51	856.46	22.56	acres per	1,000	11.25	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
TRAILS:															
Trails (paved and unpaved)	7.56	5.65	13.21	0.35	mile per	1,000	0.40	mile per	1,000	Need Exists	2	Mile(s)	Need Exists	3	Mile(s)
OUTDOOR AMENITIES:															
Basketball Courts	10	1	12	1.00	court per	3,301	1.00	court per	4,000	Meets Standard	-	Court(s)	Meets Standard	-	Court(s)
Tennis Courts	8	2	10	1.00	court per	3,928	1.00	court per	6,000	Meets Standard	-	Court(s)	Meets Standard	-	Court(s)
Pickleball Courts	2.67	-	3	1.00	court per	14,238	1.00	court per	9,000	Need Exists	2	Court(s)	Need Exists	2	Court(s)
Ball Fields (Diamond)	11	4	15	1.00	field per	2,531	1.00	field per	6,000	Meets Standard	-	Field(s)	Meets Standard	-	Field(s)
Multi-purpose Fields (Rectangular)	-	7	7	1.00	field per	5,695	1.00	field per	6,000	Meets Standard	-	Field(s)	Need Exists	0.1	Field(s)
Playgrounds	17	2	19	1.00	site per	2,034	1.00	site per	2,500	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Picnic Shelters / Group Rental Pavilions	17	-	17	1.00	site per	2,233	1.00	site per	2,500	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Skate Parks	1	-	1	1.00	site per	37,967	1.00	site per	45,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Splash Pads	2	-	2	1.00	site per	18,984	1.00	site per	25,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Unfenced Dog Parks	3	-	3	1.00	site per	12,656	1.00	site per	30,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Fenced Dog Parks	1	-	1	1.00	site per	37,967	1.00	site per	30,000	Need Exists	0.3	Site(s)	Need Exists	0.4	Site(s)
INDOOR AMENITIES:															
Indoor Aquatic Space	18,572	-	18,572	0.49	SF per	person	0.50	SF per	person	Need Exists	412	Square Feet	Need Exists	1,854	Square Feet
Indoor Recreation Space	37,100	-	37,100	0.98	SF per	person	2.00	SF per	person	Need Exists	38,834	Square Feet	Need Exists	44,604	Square Feet
2022 Estimated Population															
2032 Estimated Population															

Figure 53: Level of Service Inventory

4.2 GEOGRAPHICAL ANALYSIS THROUGH MAPPING

The Department utilizes service area maps and standards to analyze the locations of service provision, the fairness of service distribution and delivery across its jurisdiction, and the efficacy of these services in relation to demographic densities. Additionally, when guidelines that reference population data are examined, the Department can identify areas of service overlap or deficiency, recognize where new facilities are needed, or pinpoint areas of service saturation.

This comprehensive analysis guides the Department in making informed capital improvement decisions to address system-wide needs, while simultaneously evaluating the implications of these decisions for individual areas.

The population data used for creating these standards is derived from the 2020 population estimates provided by the Environmental Systems Research Institute, Inc. (ESRI). In the Equity Maps, shaded areas represent service levels, denoting the population served by each type of park or amenity, as detailed in [Section 4.1](#).

The size of the circles on these maps varies based on the quantity of a particular amenity or park acre type at a location, as well as the surrounding population density. In areas of lower density, larger circles are drawn, indicating that more geographical area is required to meet the set service level. Conversely, in high-density areas, smaller circles are drawn, showing that a smaller geographical area is sufficient to serve more people and meet the set standard.

The map legend, located at the bottom left-hand corner of each map, indicates the different owners involved in the equity mapping process. Overlapping circle areas symbolize either sufficient or duplicate service provision, while unshaded areas represent regions not served by a specific amenity or park acre type.

4.2.1 BALL FIELDS (DIAMOND)

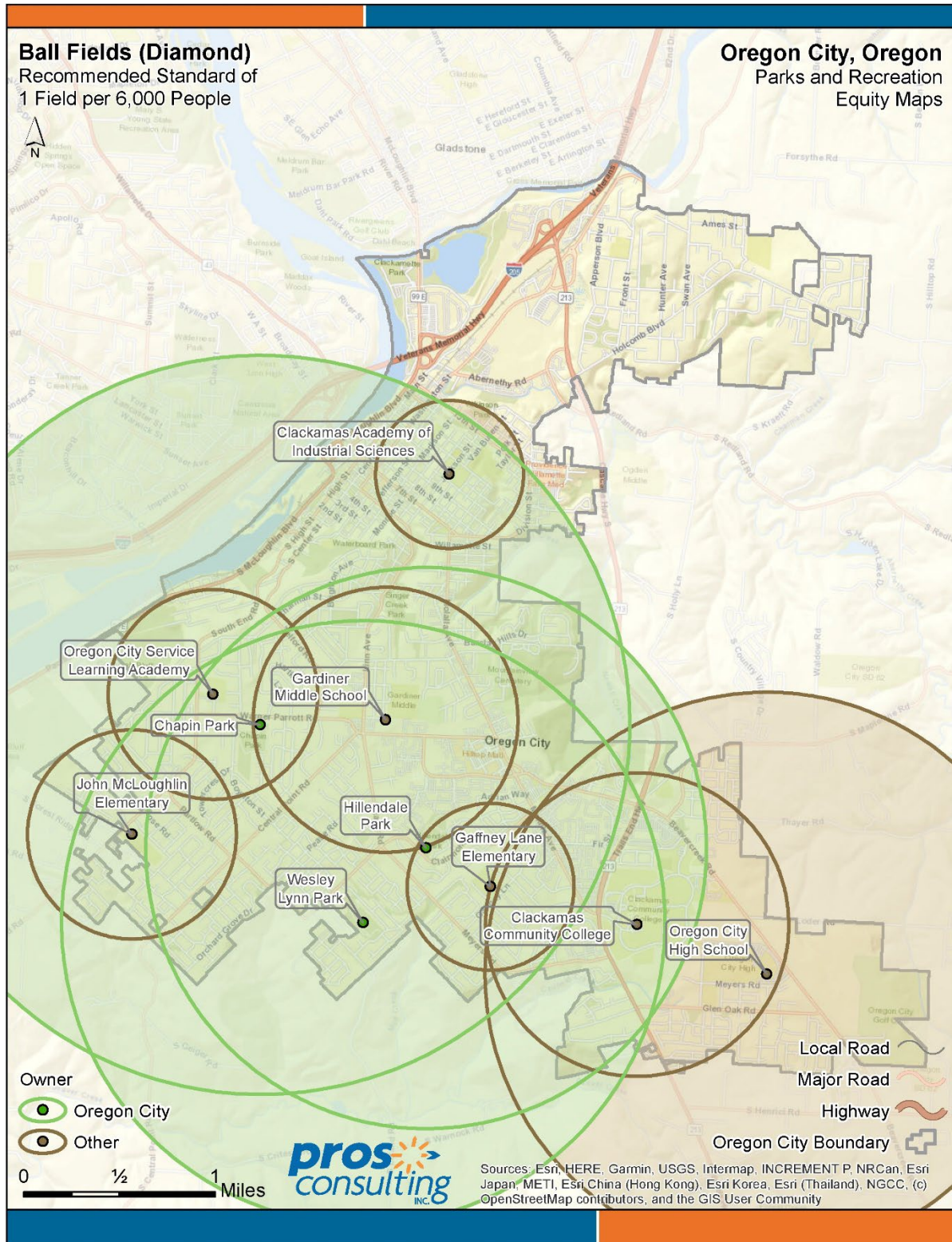


Figure 54: Ballfields Map

4.2.2 BASKETBALL COURTS

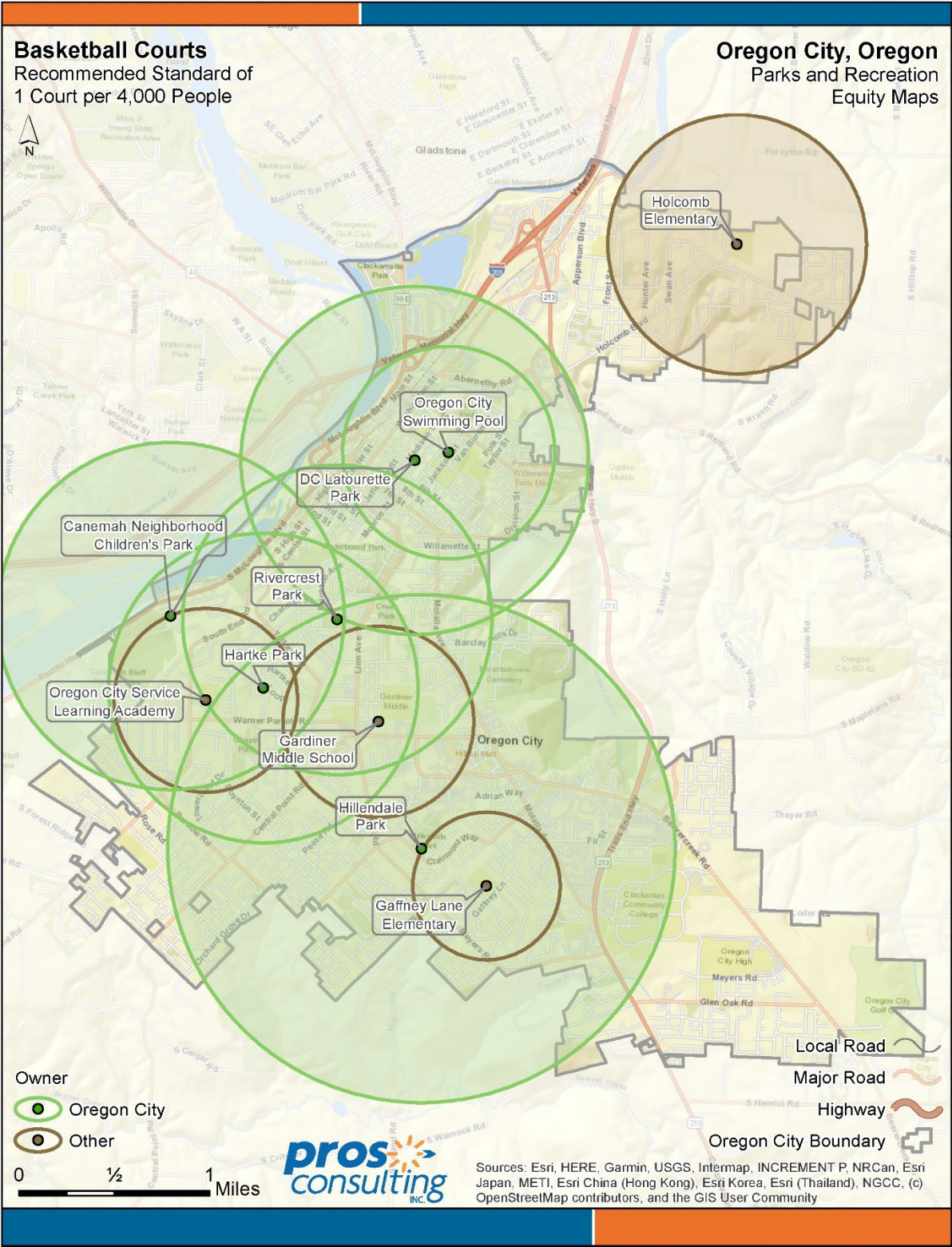


Figure 55: Basketball Courts Map

4.2.3 COMMUNITY PARKS

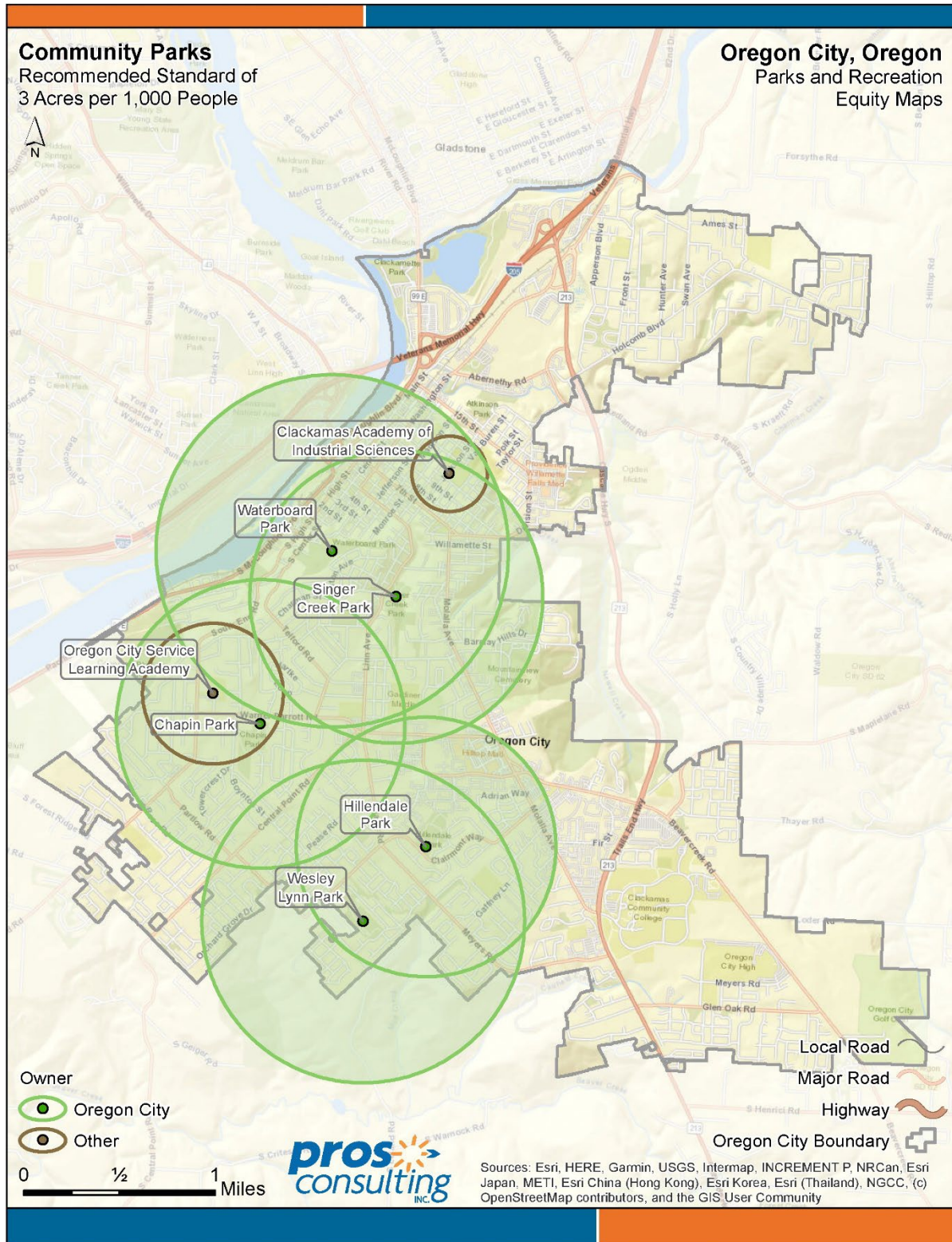


Figure 56: Community Parks Map

4.2.4 FENCE DOG PARK

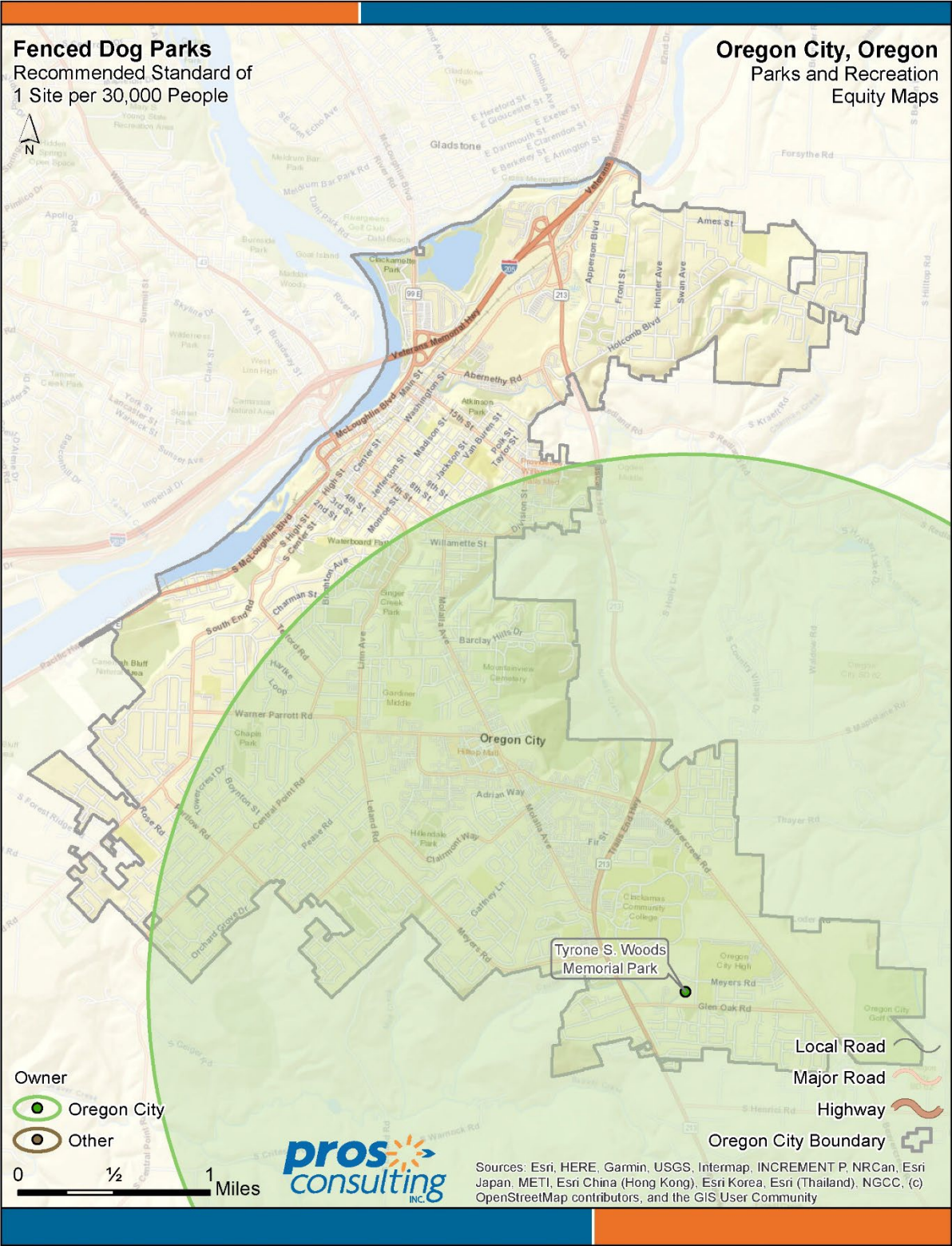


Figure 57: Fenced Dog Parks Map

4.2.5 INDOOR AQUATIC SPACE

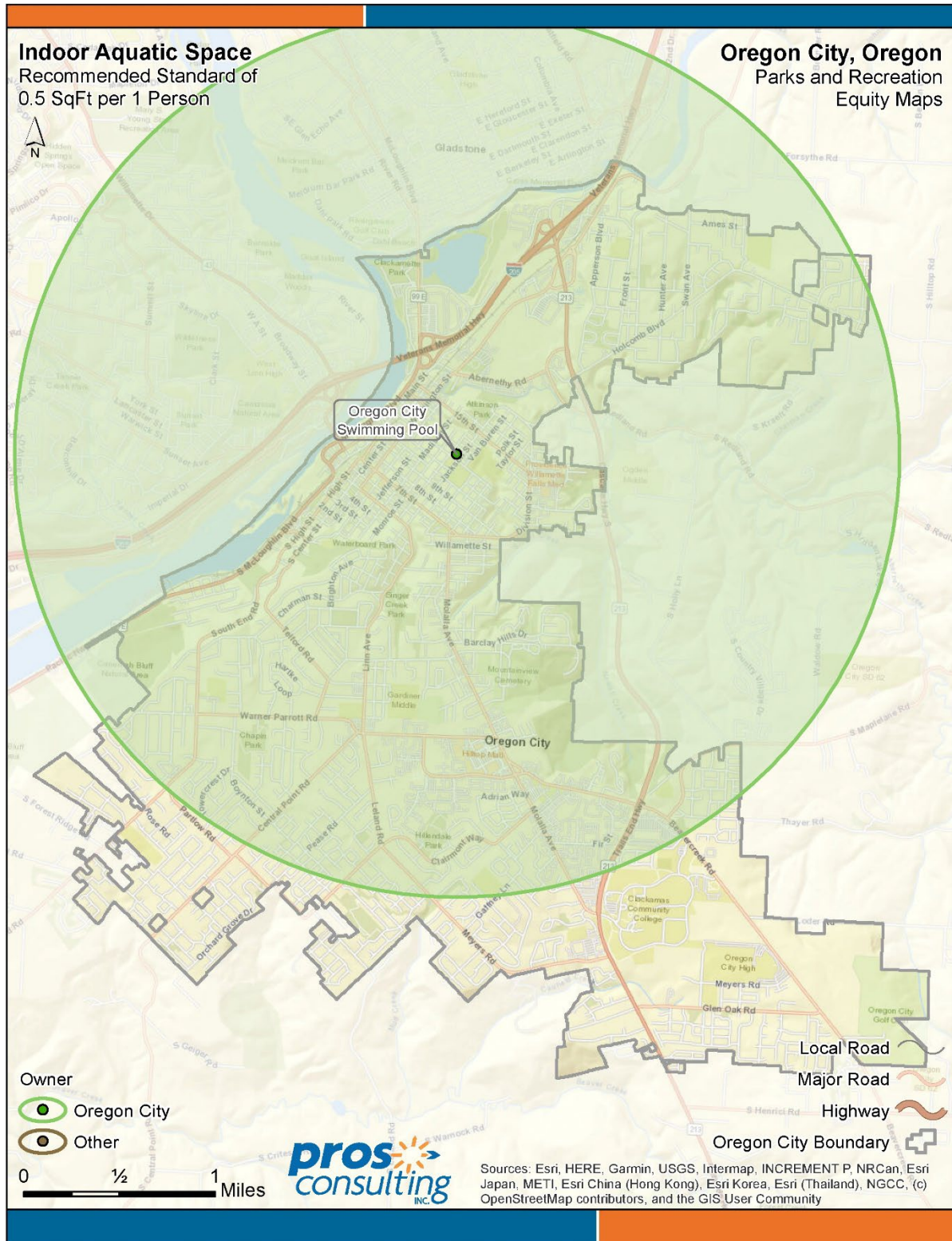


Figure 58: Indoor Aquatic Space Map

4.2.6 INDOOR RECREATION SPACE

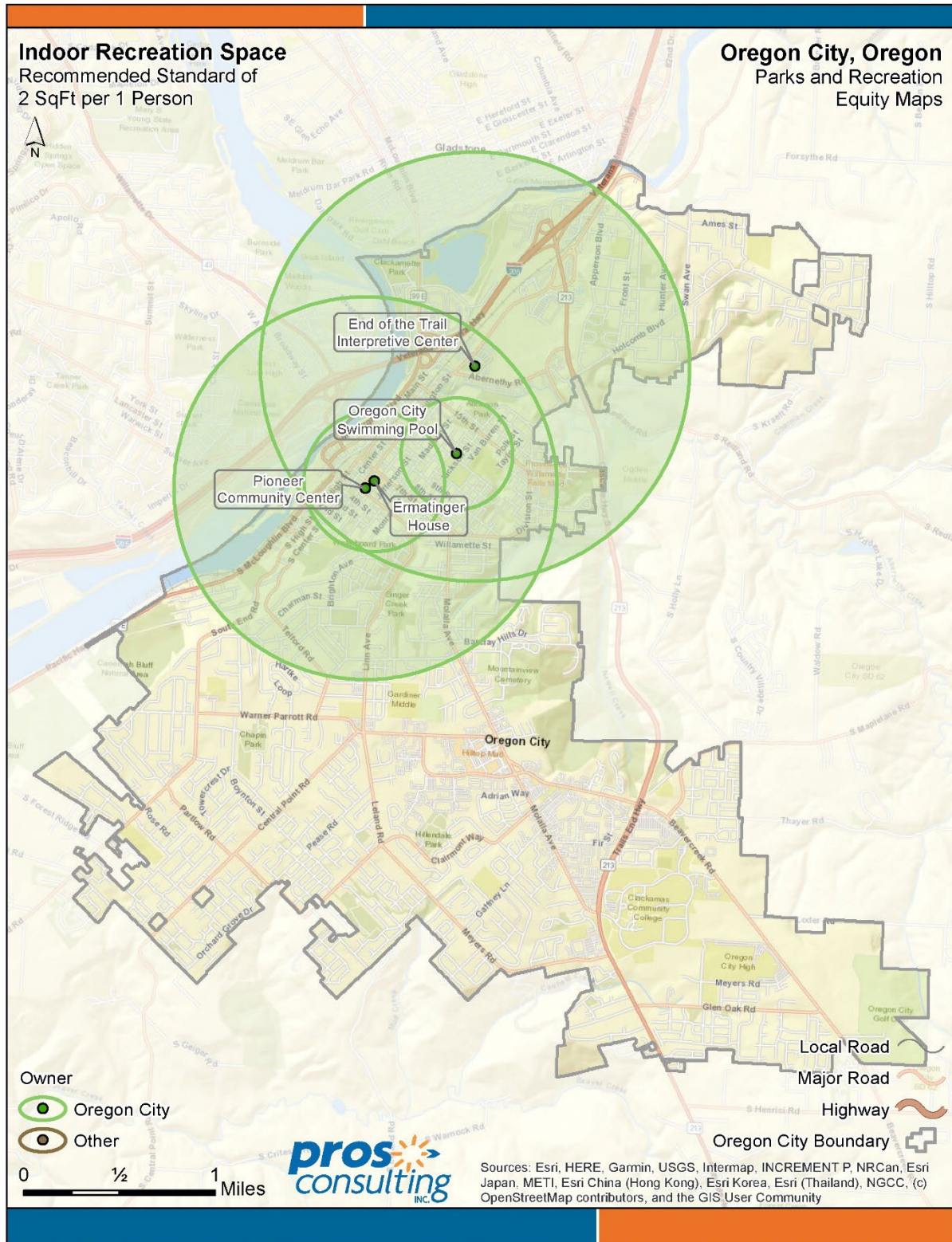


Figure 59: Indoor Recreation Space Map

4.2.7 MULTI-PURPOSE FIELDS (RECTANGULAR)

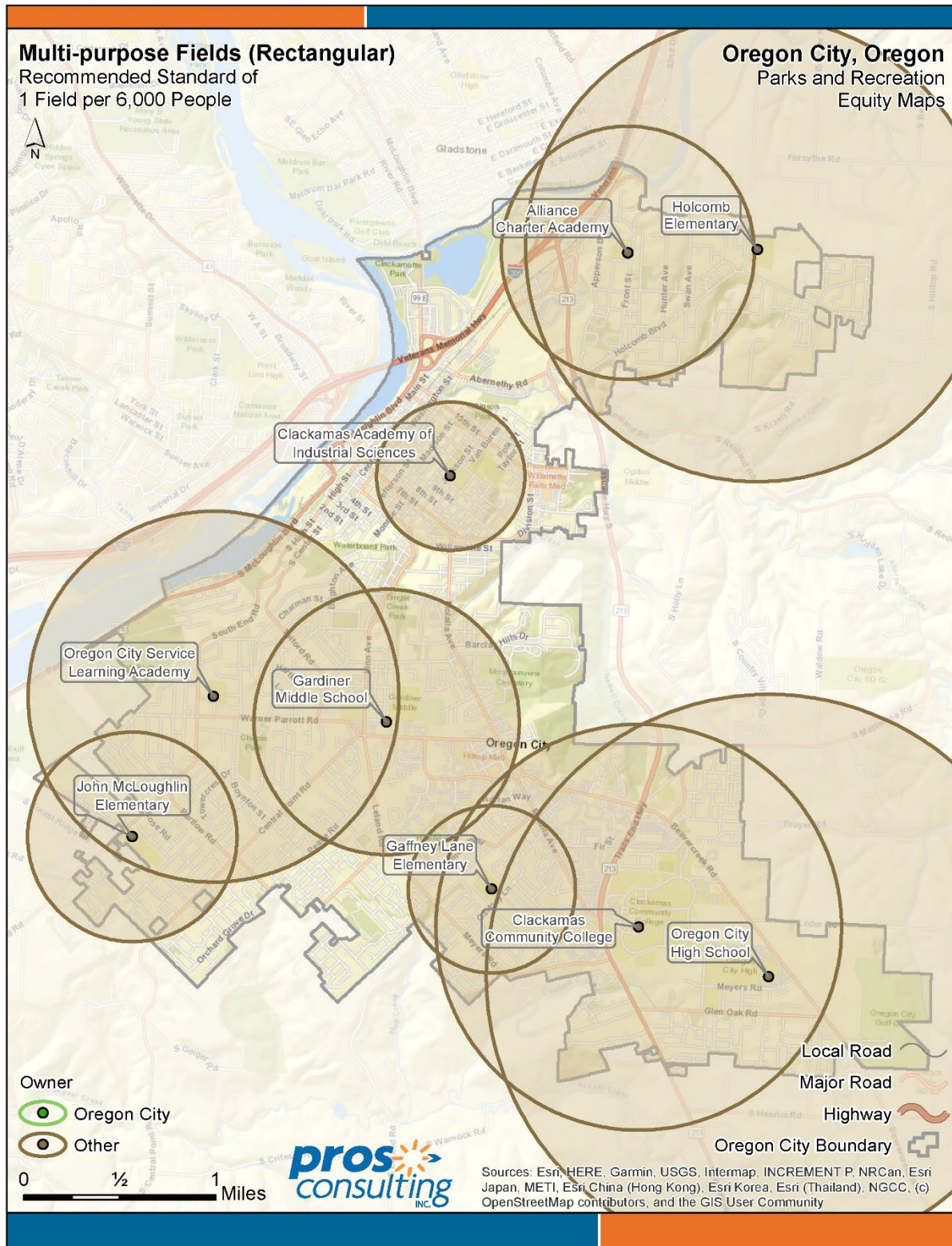


Figure 60: Multi-Purpose Fields (Rectangular) Map

4.2.8 NEIGHBORHOOD PARKS

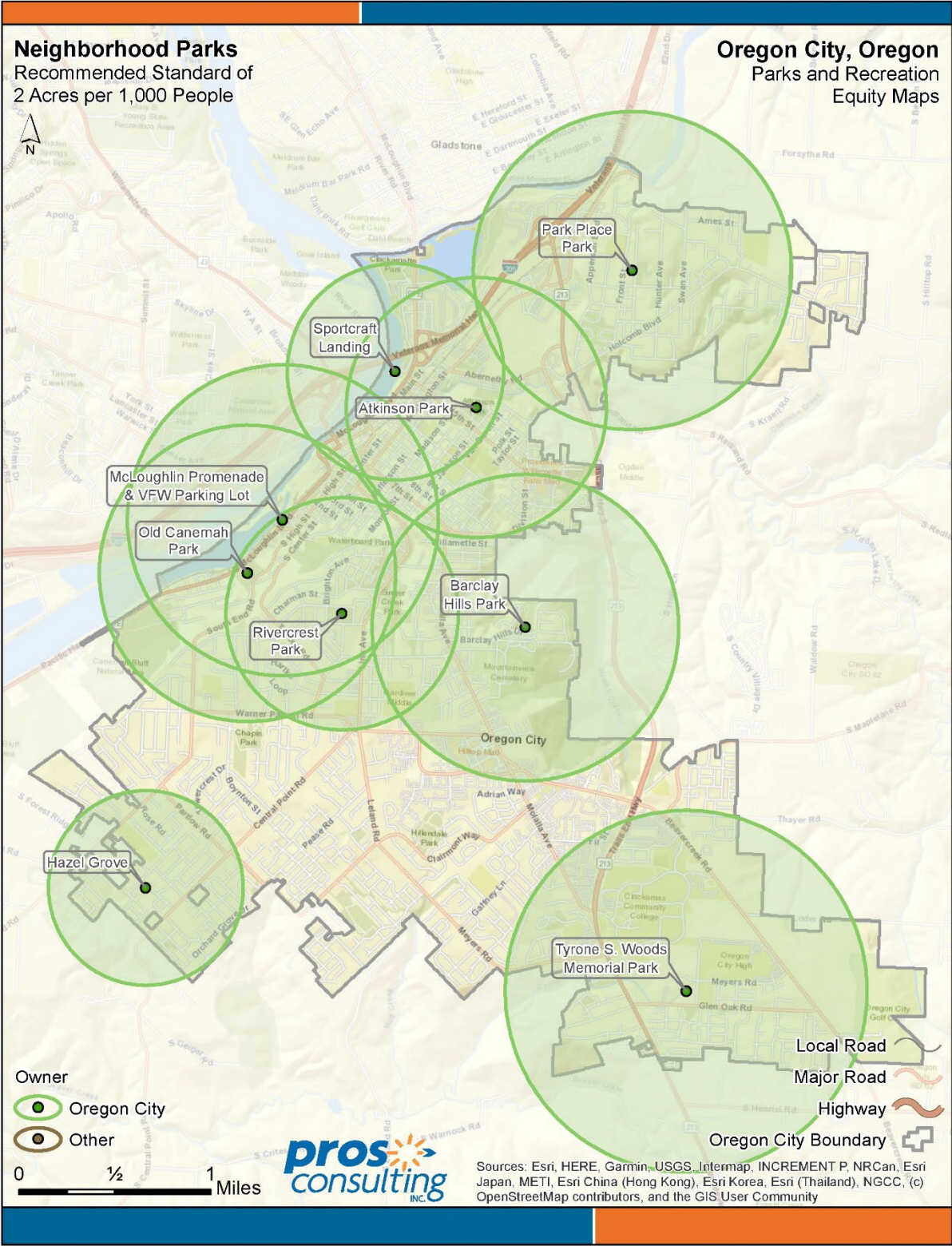


Figure 61: Neighborhood Parks Map

4.2.9 PICKLEBALL COURTS

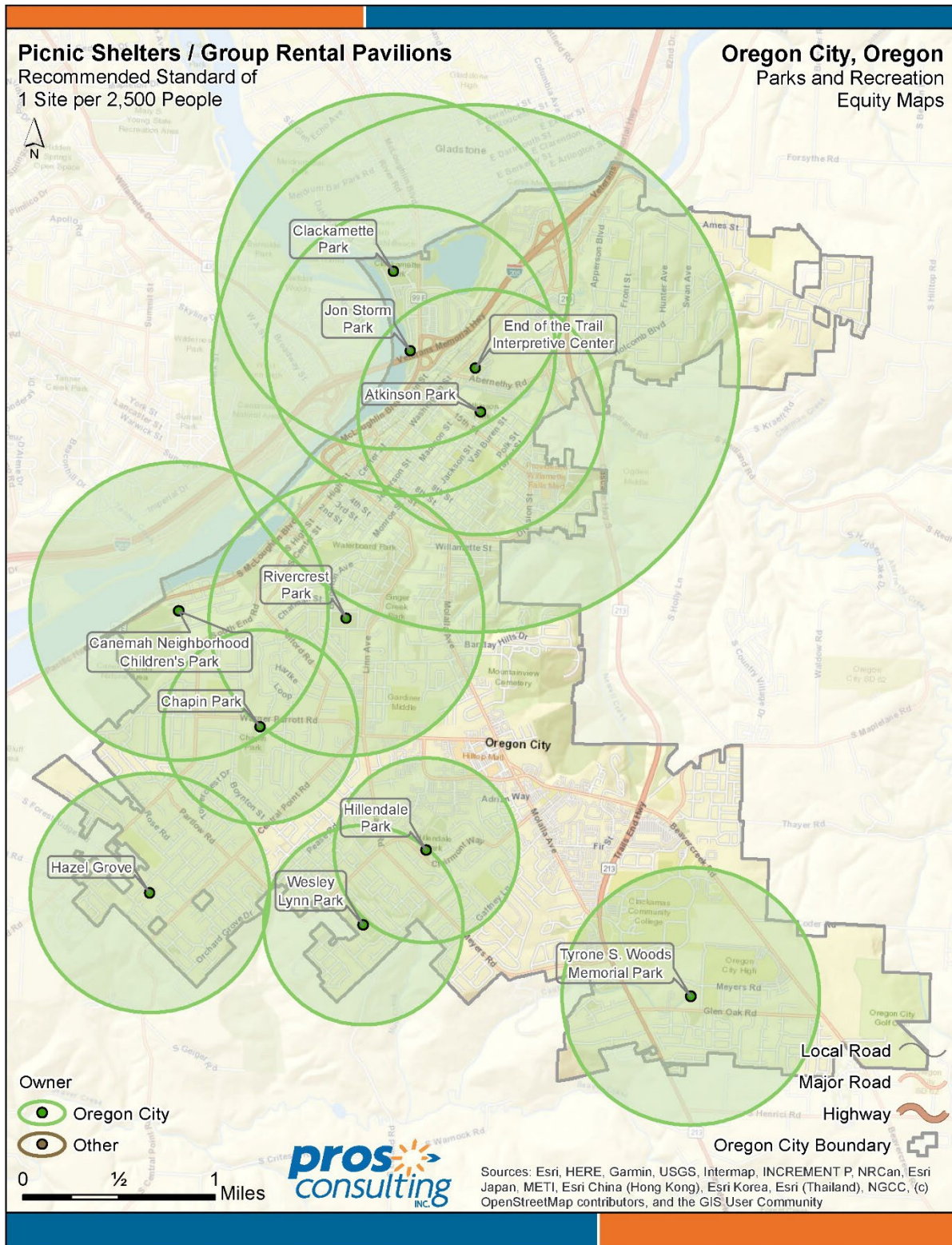


Figure 63: Picnic Shelters / Group Rental Pavilions Map

4.2.11 PLAYGROUNDS

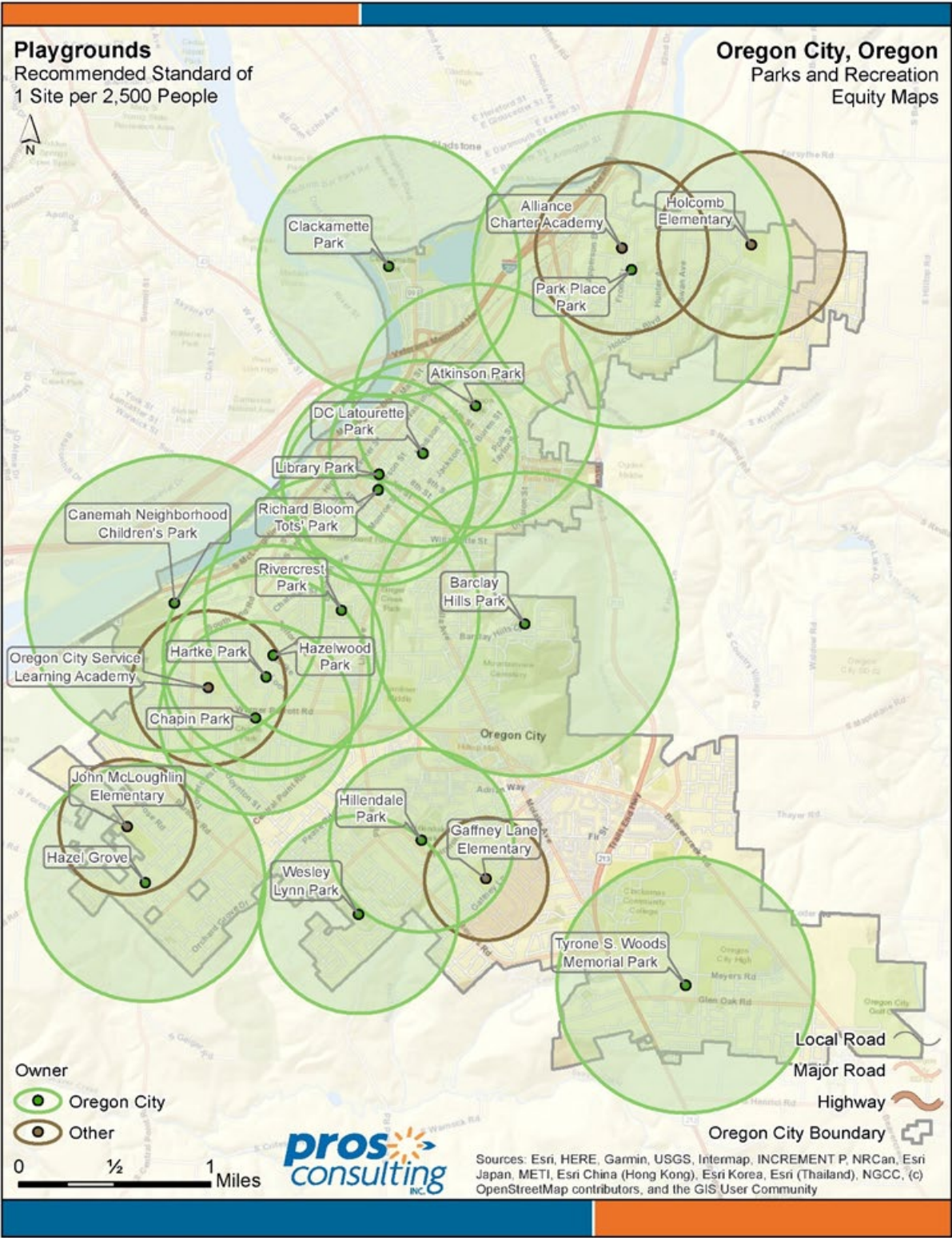


Figure 64: Playgrounds Map

4.2.12 POCKET PARKS

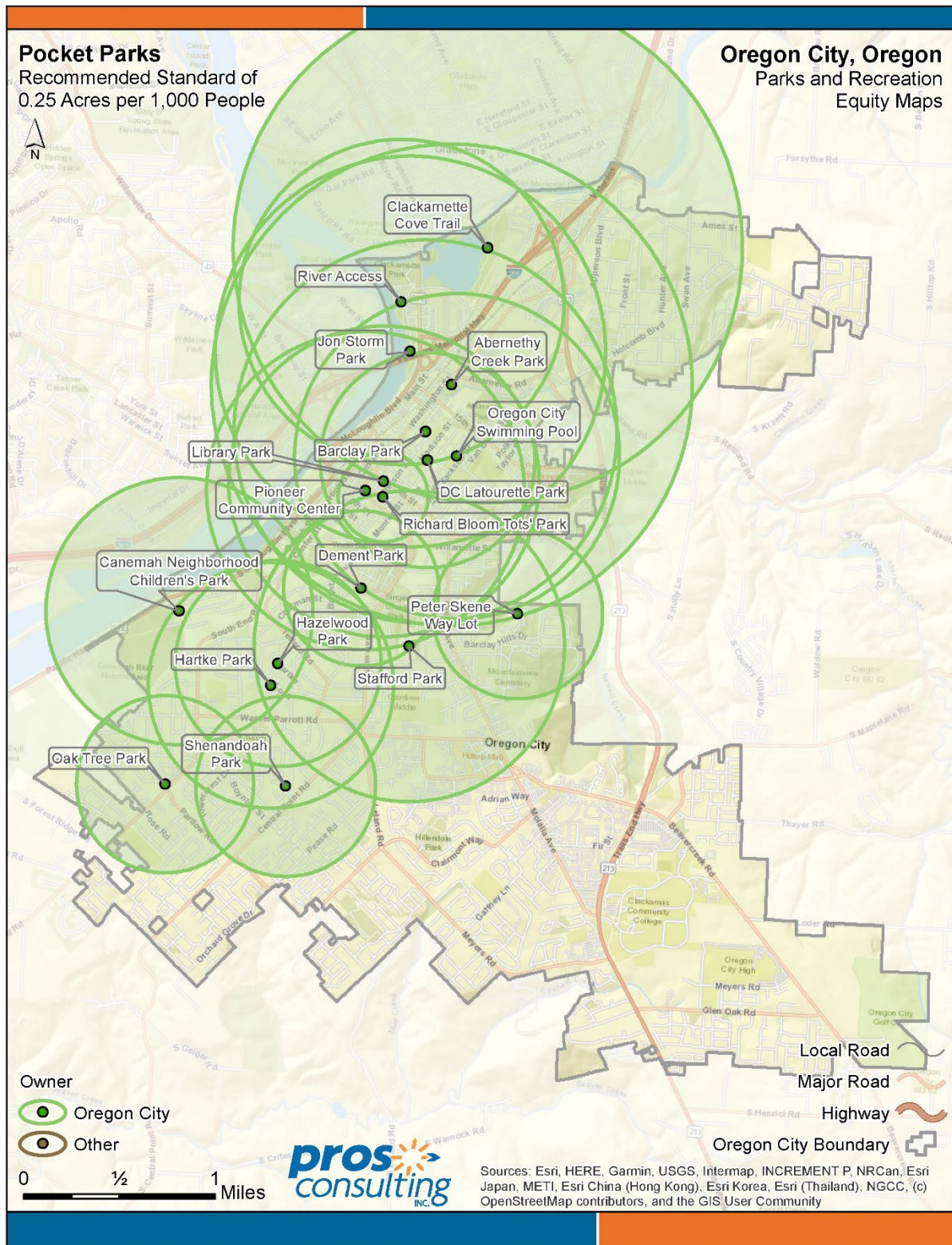


Figure 65: Pocket Parks Map

4.2.13 REGIONAL PARKS

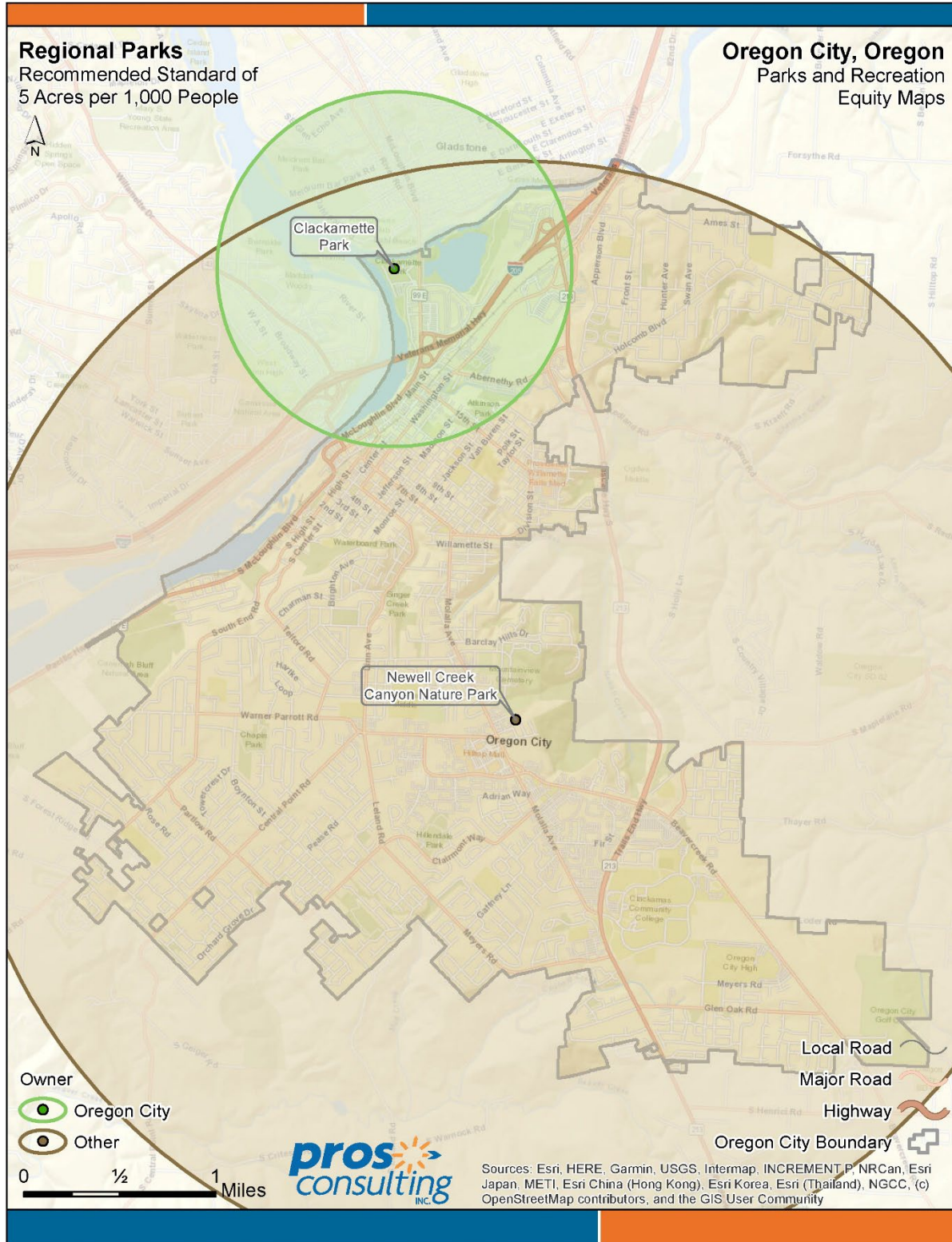


Figure 66: Regional Parks Map

4.2.14 SKATE PARKS

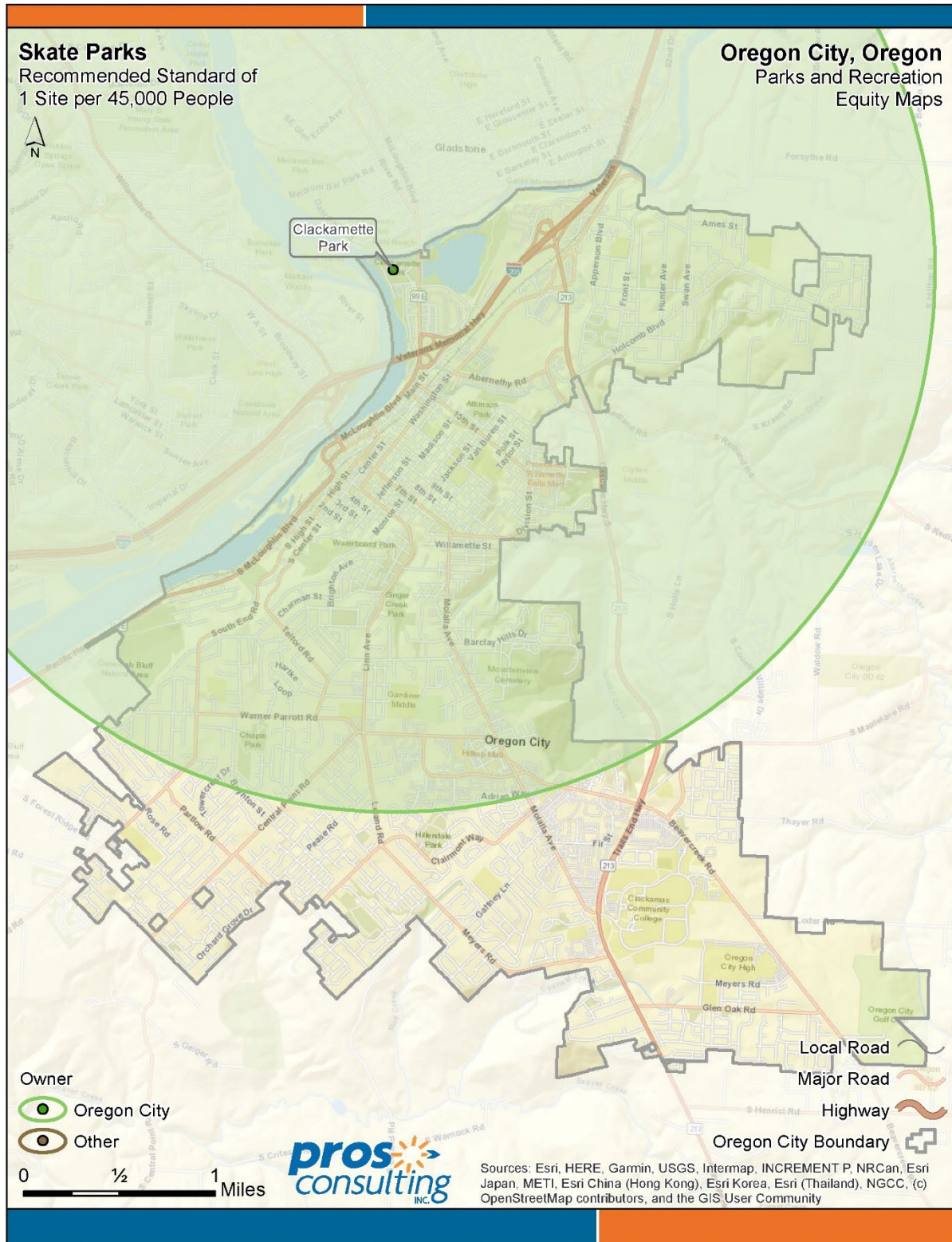


Figure 67: Skate Parks Map

4.2.15 SPECIALTY PARKS

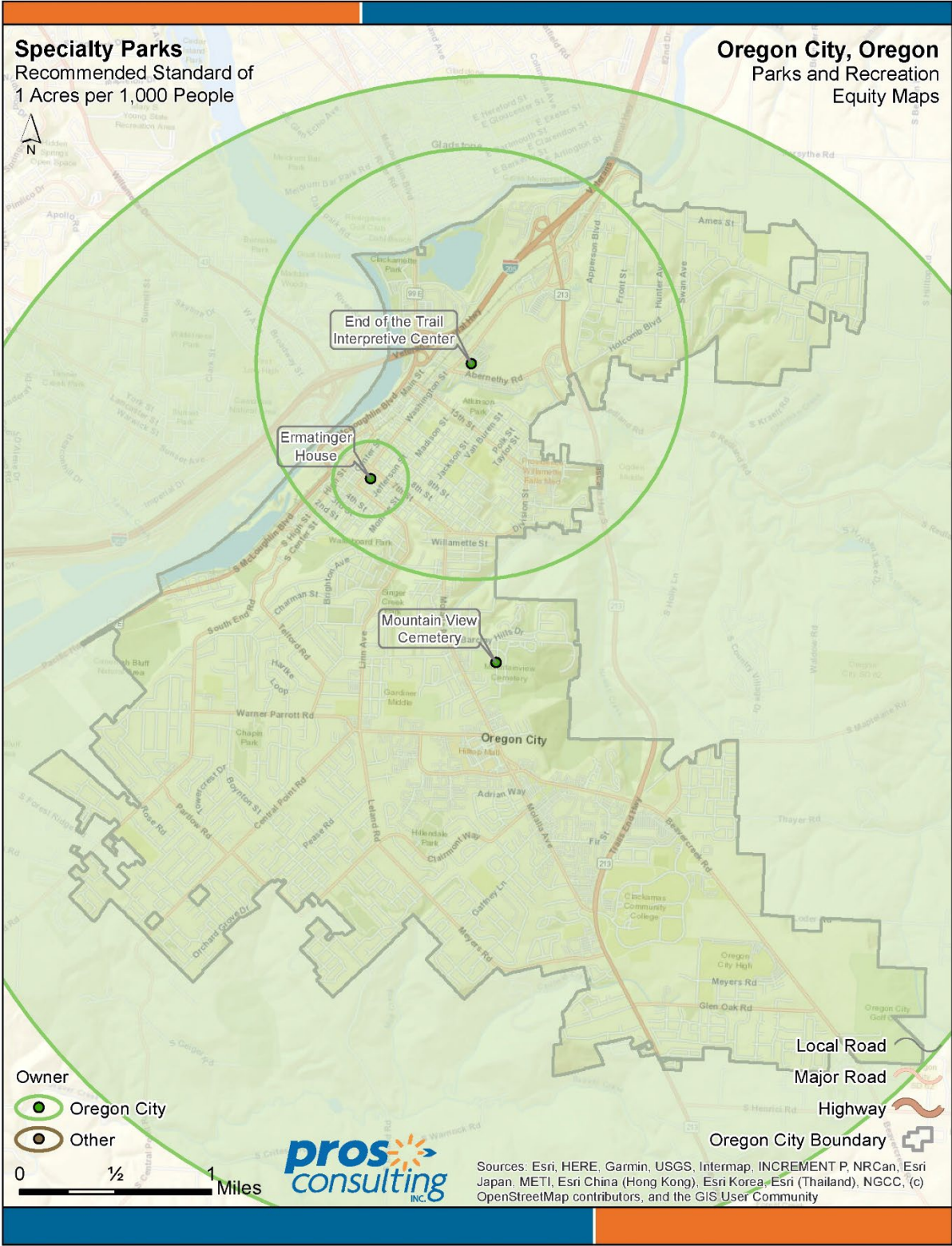


Figure 68: Specialty Parks Map

4.2.16 SPLASH PADS

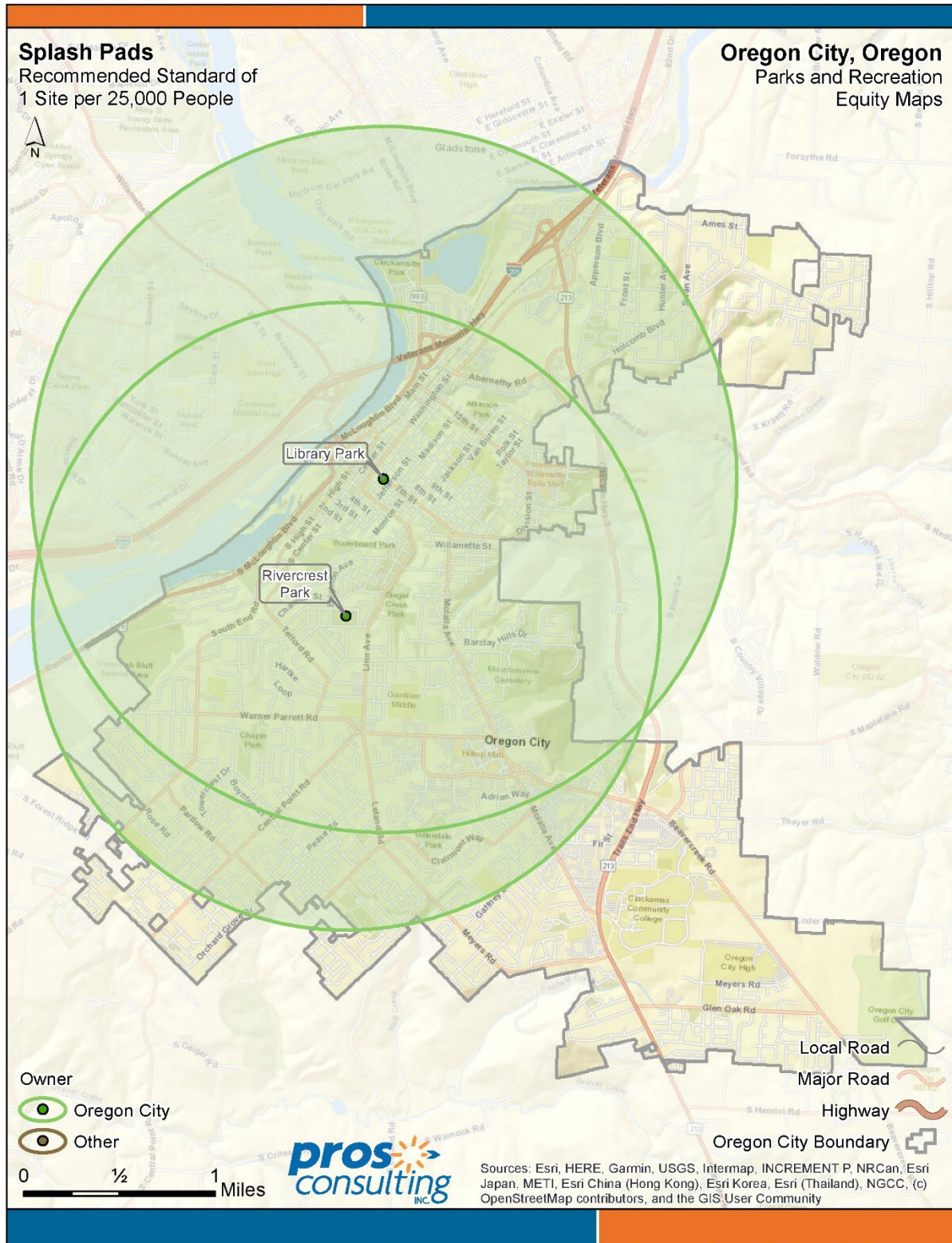


Figure 69: Splash Pads Map

4.2.17 TENNIS COURTS

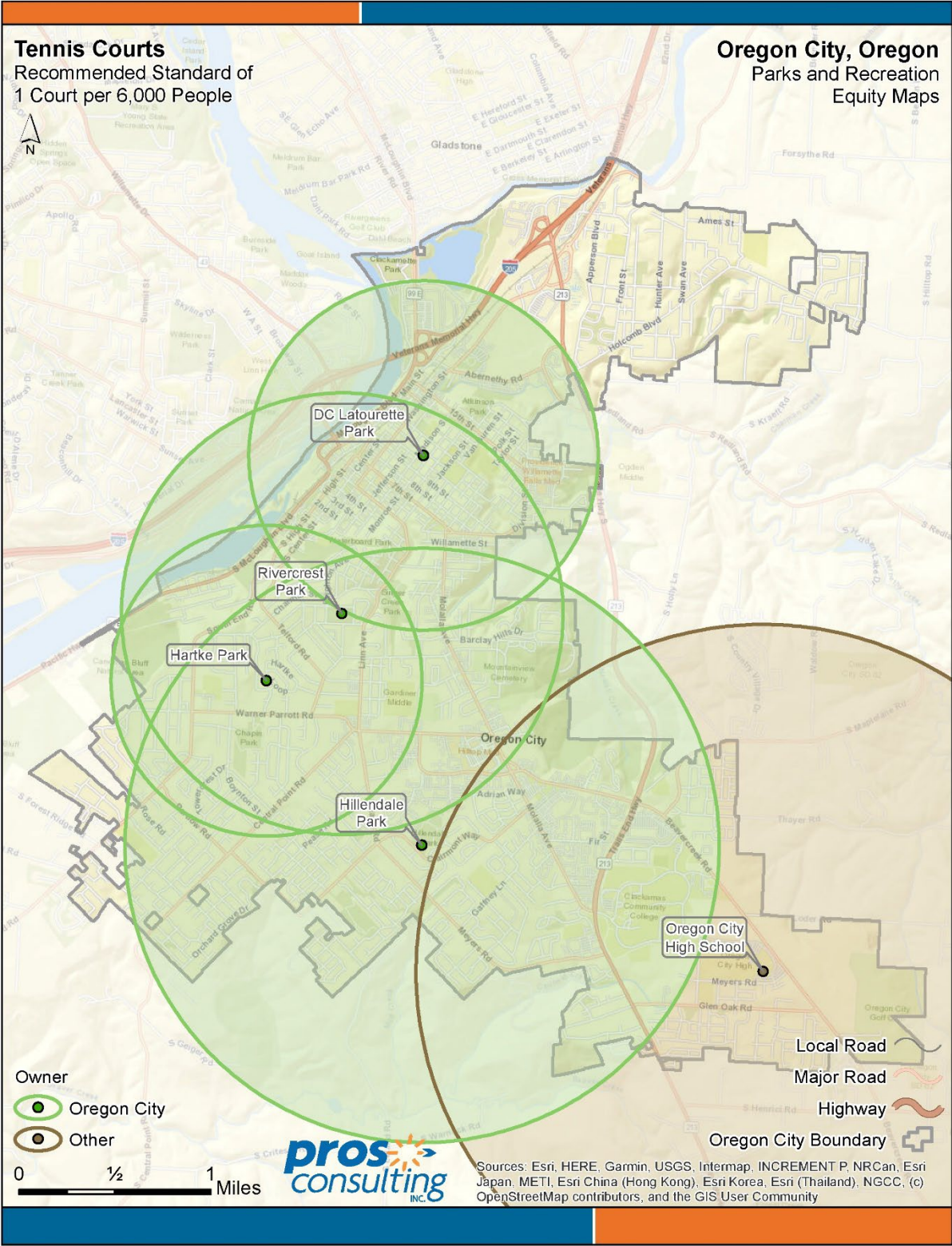


Figure 70: Tennis Courts Map

4.2.18 TRAILS (PAVED & UNPAVED)

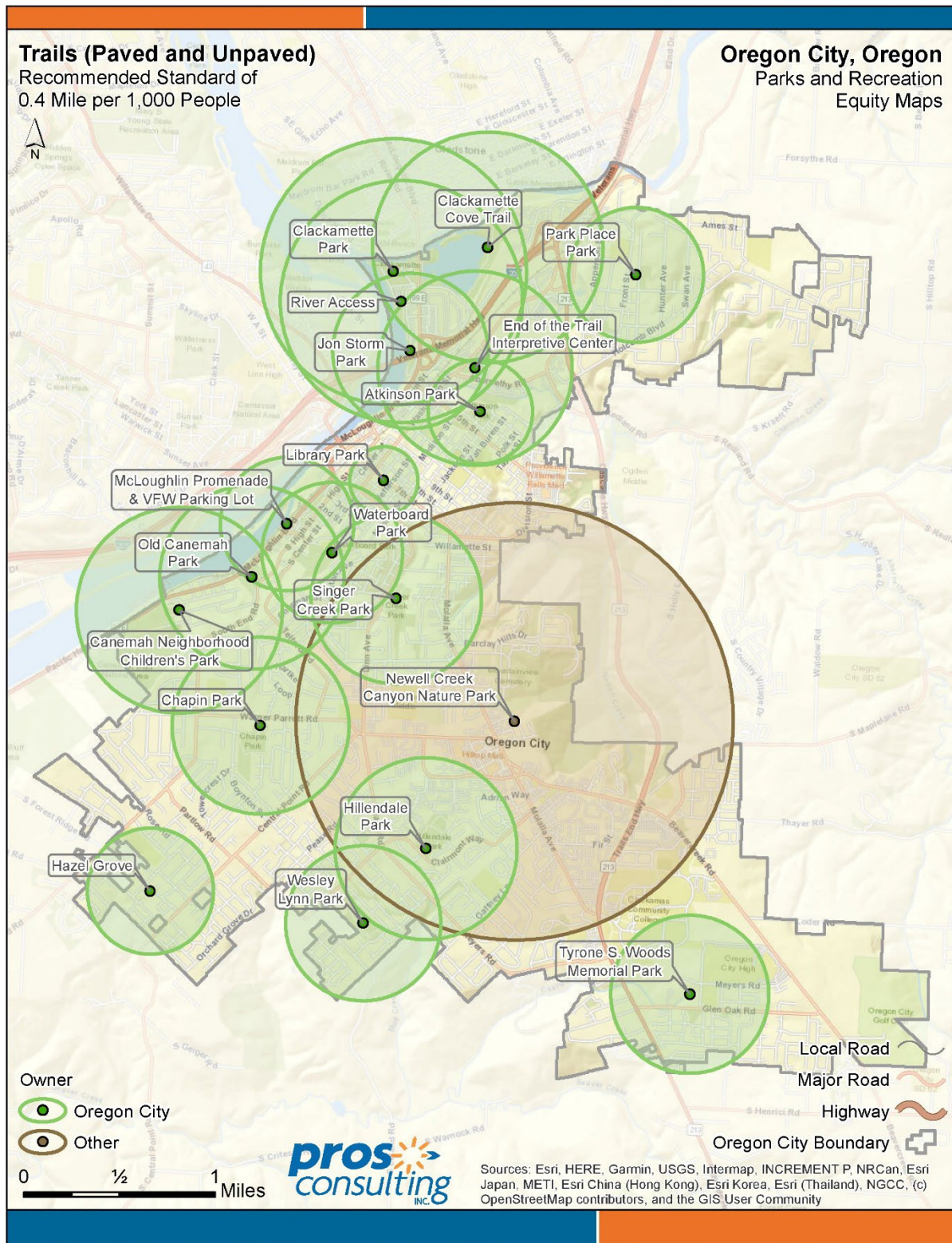


Figure 71: Trails Map

4.2.19 UNFENCED DOG PARKS

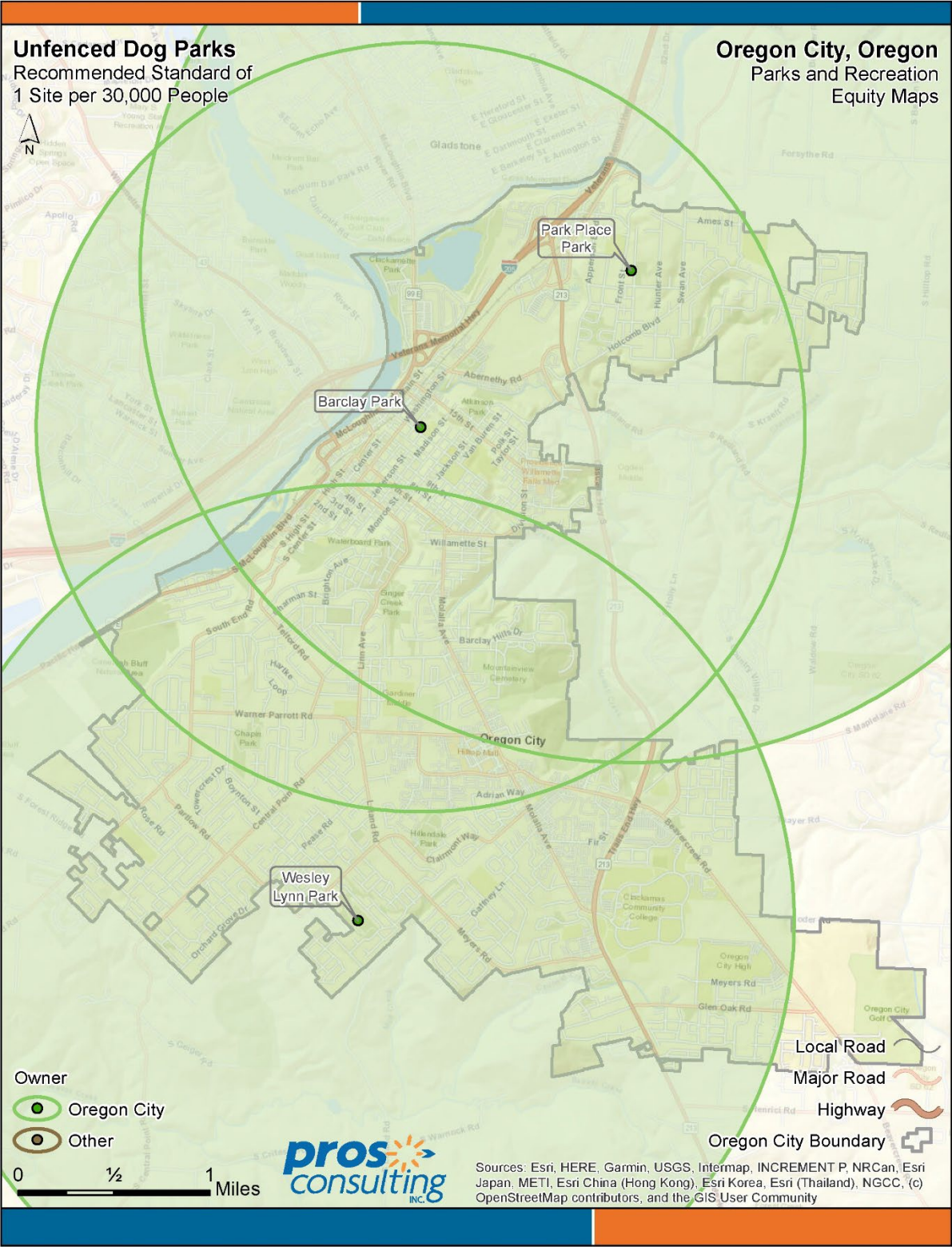


Figure 72: Unfenced Dog Parks Map

4.3 RECREATION PROGRAM AND OPERATIONS ASSESSMENT STUDY

4.3.1 INTRODUCTION

As part of the Plan, the consultant team assessed the recreation programs and operations of the Department. The assessment offers an in-depth perspective of offerings and helps identify strengths, challenges, and opportunities. The assessment also assists in identifying core programs, program gaps within the community, key system-wide issues, staffing, volunteer and partnership opportunities, and future programs and services for residents and visitors.

The consulting team based these findings and comments on a review of information provided by the Department including program descriptions, financial data, website content, and discussions with staff.



4.3.2 FRAMEWORK

Oregon City Parks and Recreation “strives to create recreation, leisure and cultural opportunities by providing high quality parks, facilities, programming and support services to people of all ages”. To achieve this, the City operates a community center, two spray parks, an indoor aquatics facility, an RV Park, a cemetery, a historical home, 26 parks, and a variety of special events, and recreation programs. Professional, dedicated staff members, along with the assistance of valuable volunteers, manage the year-round recreation programs and activities and maintain parks and open spaces for the enjoyment of people of all ages and abilities.



4.3.3 PROGRAM ASSESSMENT OVERVIEW

Below are some overall observations from the program assessment sheet analysis:

- **Age segment analysis** shows that all eight Core Program Areas have a primary focus on adult programming. Age segmentation needs to be monitored annually to ensure program distribution aligns with the Department’s mission of ensuring it provides services for all ages.
- **Program lifecycles:** Currently 46% of programs fall within the “Saturation” stage (recommended 0-10%) with 23% falling in the “Introduction, Take-Off, Growth” stage (recommended 50-60%). This indicates that the Department may benefit from repositioning programs and adding new opportunities based on community needs and input. A complete description of Lifecycle Stages can be found in [Section 4.3.9](#).
- From a **marketing and promotions** standpoint, the staff utilizes a variety of marketing methods including printed and online program guides, website, flyers/brochures, direct mail, email blasts, marquees signs, in-facility signage, and various social media channels as a part of the marketing mix. The Department would benefit from identifying Return on Investment (ROI) for all marketing initiatives going forward.
- There is an opportunity to increase **social media** presence and use the medium to better tell the department’s story and share the impact it has on the community.
- Currently, **customer feedback** methods are limited. It is highly recommended that the Department begins incorporating user feedback, on a more consistent basis, as a key performance measure that can be tracked over time. Specifically, pre- and post-program evaluation, lost customer surveys, and focus groups are strong feedback tools to be used moving forward.
- The Department’s core program areas currently utilize multiple **pricing strategies**, with all core program areas using at least three different strategies.
- **Cost Recovery Goals** have been captured within the Financial Support & Sustainability Strategy 2021-2023. The Department is currently tracking cost recovery performance and should continue to do so.





4.3.4 PROGRAMMING

To help achieve the Department's mission, it is important to identify Core Program Areas based on current and future needs to create a sense of focus around specific program areas of greatest importance to the community. Public recreation is challenged by the premise of being all things to all people. The philosophy of the Core Program Area is to assist staff, policy makers, and the public to focus on what is most important to the community. Program areas are considered as Core if they meet a majority of the following criteria:

- The program area has been provided for a long period of time (over 4-5 years) and/or is expected by the community.
- The program area consumes a relatively large portion (5% or more) of the agency's overall budget.
- The program area is offered 3-4 seasons per year.
- The program area has wide demographic appeal.
- There is a tiered level of skill development available within the program area's offerings.
- There is full-time staff responsible for the program area.
- There are facilities designed specifically to support the program area.
- The agency controls a significant percentage (20% or more) of the local market.

4.3.5 EXISTING CORE PROGRAM AREAS

In discussions with the Department staff, the consulting team identified 8 Core Program Areas currently being offered.



Figure 73: Existing Core Program Areas

These existing Core Program Areas provide a generally well-rounded and diverse array of programming opportunities for the community. Department staff should evaluate Core Program Areas and the individual programs within them on an annual basis, to ensure offerings are relevant to evolving demographics and trends in the local community.

4.3.6 CORE PROGRAM AREA DESCRIPTIONS & GOALS



Aquatics

•DESCRIPTION

- Recreation, fitness, water safety activities, and education to promote health and safety for all ages.

•GOAL

- Provide programs for all age segments to have an impact on health and safety for the community. Provide life-saving classes.



Arts & Music

•DESCRIPTION

- Creative learning through activities that include painting, music, and crafts.

•GOAL

- Provide a wide range of activities for art and music opportunities to meet the requests of the community.



Community Services

•DESCRIPTION

- Services provided to individuals to support independent and healthy living.

•GOAL

- To provide needed services to the community as effectively as possible so as many citizens can be served as possible and have independent and healthy living.



Cultural & Enrichment

•DESCRIPTION

- Programs that educate, enlighten, or broaden the experiences of individuals.

•GOAL

- Provide events and programs that are for all ages and cultures. To bring in people of other backgrounds into events and services.



Educational

•DESCRIPTION

- Programs that increase knowledge on various subjects.

•GOALS

- Using programs to expand the knowledge of community members on various subjects and topics.



Events

•DESCRIPTION

- A planned public and social occasion that is appealing to a majority of people or specialized interests.

•GOALS

- Provide programs and events that bring a large section of the community together in a space.



Fitness

•DESCRIPTION

- Activities that promote physical health, endurance, strength, and overall health and wellness.

•GOALS

- Provide multiple opportunities for engagement of all levels to participate in activities that support fitness and activity for all physical abilities.



Socialization

•DESCRIPTION

- Opportunities to enhance connections within your community.

•GOALS

- Provide avenues for community members to have opportunities to engage with other members of the community while participating in activities.

4.3.7 EXPANSION OPPORTUNITIES IN CORE PROGRAM AREAS

Based on the results from the Statistically Valid Community Survey, there is a high priority for the expansion of Adult & Senior fitness & wellness programs and Special Events. This data is displayed in the Priority Investment Rating (PIR) chart below. (See Figure 75)

PIR was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on parks and recreation investments. The PIR equally weighs:

- (1) the importance that households place on each facility/amenity/program and
- (2) how many households have unmet needs for the facility/amenity/program.

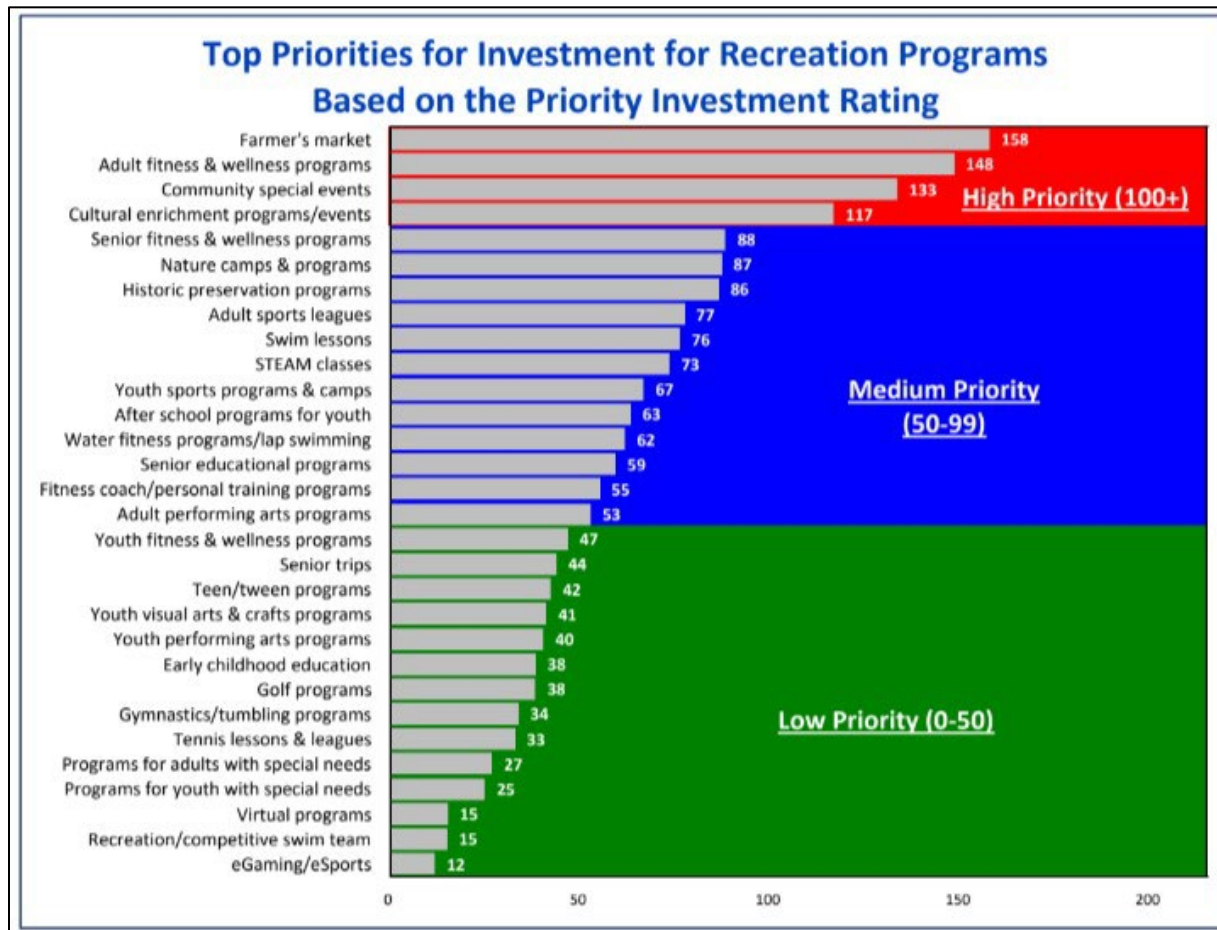


Figure 74: Top Priorities for Program Investment Based on PIR



4.3.8 AGE SEGMENT ANALYSIS

An Age Segment Analysis was completed by Core Program Area, to review the age segments served by different program areas and to identify any gaps in segments served. It is recommended that staff perform an Age Segment Analysis by individual programs to further understand and tailor future offerings to community needs.

The table below depicts each Core Program Area and the most prominent age segments they serve. Recognizing that many Core Program Areas serve multiple age segments, Primary (noted with a 'P') and Secondary (noted with an 'S') markets are identified.

AGE SEGMENT ANALYSIS						
Core Program Area	Preschool (5 and Under)	Elementary (6-12)	Teens (13-17)	Adult (18+)	Senior (55+)	All Ages Programs
Aquatics	P	P	S	P	P	S
Arts & Music	S	S	S	P	P	S
Community Services	S	S	S	P	P	S
Cultural & Enrichment	S	S	S	P	P	P
Educational	S	S	S	P	P	S
Events	S	S	S	P	P	P
Fitness	S	S	S	P	P	S
Socialization	S	S	S	P	P	S

Figure 75: Program Priority by Age Segment

The Department offerings primarily serve adult age segments in all Core Program Areas. Preschool and elementary ages are served as primary audiences in aquatics and all ages are considered primary audiences in cultural & enrichment and events core program areas.

Staff should continue to monitor demographic shifts and program offerings to ensure that the needs of each age group are being met. Approximately 20% of the City's population is youth ages 0-17, yet, very few core programs areas target this age segment as a primary audience. It is ideal to establish a plan including what age segment to target, establish the message, which marketing method(s) to use, create the social media campaign, and determine what to measure for success before allocating resources towards a particular effort.

4.3.9 PROGRAM LIFECYCLE

A Program Lifecycle Analysis involves reviewing each program offered by the Department to determine the stage of growth or decline for each. This provides a way of informing strategic decisions about the overall mix of programs managed by the agency to ensure that an appropriate number of programs are “fresh” and that relatively few programs if any, need to be discontinued. This analysis is based on both quantitative data and staff members’ knowledge of their program areas. The following table shows the percentage distribution of the various lifecycle categories of the Department’s programs. These percentages were obtained by comparing the number of programs in each individual stage with the total number of programs listed by staff members.

Lifecycle Stage	Description	Actual Program Distribution		Recommended Distribution
Introduction	New program; modest participation	4%	23%	50-60% total
Take-Off	Rapid participation growth	1%		
Growth	Moderate, but consistent population growth	18%		
Mature	Slow participation growth	32%	32%	40% total
Saturation	Minimal to no participation growth; extreme competition	46%	46%	0-10% total
Decline	Decline participation	0%		

Figure 76: Program Lifecycle Distribution

The Lifecycle Analysis shows 23% of programs falling within the beginning stages (Introduction, Take-Off, & Growth) 32% in the Mature stage, and almost half of the programs, 46%, falling within the saturation stage.

According to staff, 32% of all program offerings currently fall into the Mature Stage. With 23% of programs being in the Growth Stage (some of which will transition into the Mature stage), we can expect the percentage of mature programs to continue growing. The Mature Stage anchors a program portfolio, and it is recommended to have roughly 40% of programs within this category to achieve a stable foundation.

46% of programs have been identified as Saturated or Declining (0-10% Recommended Distribution). It is a natural progression for programs to eventually evolve into saturation and decline stages. This is a function of limited indoor recreation (Community Services, Cultural Enrichment) and particularly indoor aquatic space (as indicated by staff in their assessments) for the Department to expand into, thus resulting in minimal or no participation growth despite community interest. This Plan will help the Department explore options to expand space and/or partnerships for increased capacity to ensure community needs are met. For programs that are Saturated due to lack of interest, the Department could explore ways to reposition or replace them based on community needs and trends.

Staff should complete a Program Lifecycle Analysis annually and ensure that the percentage distribution closely aligns with desired performance. The Department could also include annual performance measures for each Core Program Area to track participation growth, customer retention, and percentage of new programs as an incentive for innovation and alignment with community trends.



4.3.10 PROGRAM SERVICES CLASSIFICATION

Conducting a classification of services analysis informs how each program serves the overall organizational mission, the goals and objectives of each Core Program Area, and how the program should be funded regarding tax dollars and/or user fees and charges. A program's classification can help determine the most appropriate management, funding, and marketing strategies.

Program classifications are based on the degree to which the program provides a public benefit versus a private benefit. **Public** benefit can be described as everyone receiving the same level of benefit with equal access, whereas **private** benefit can be described as the user receiving exclusive benefit above what a general taxpayer receives for their personal benefit.

For this exercise, the Department used a classification method based on three categories: **Essential Services**, **Important Services**, and **Value-Added Services**. Where a program or service is classified depends upon alignment with the organizational mission, how the public perceives a program, legal mandates, financial sustainability, personal benefit, competition in the marketplace, and access by participants. The following graphic describes each of the three program classifications.



Figure 77: Program Services Classifications

With assistance from staff, all recreation programs offered by the Department were classified into three categories. The results presented in the following table represent the current classification of recreation program services. Programs should be assigned ranges for cost recovery goals within those overall categories. A full program list organized by Core Program Areas can be found in **APPENDIX A**.

Program Classification			
Factors	Essential	Important	Value-Added
Public interest; Legal Mandate; Mission Alignment	High public expectation	High public expectation	High individual and interest group expectation
Financial Sustainability	Free, nominal or fee tailored to public needs, Requires public funding	Fees cover some direct costs, Requires a balance of public funding and a cost recovery target	Fees cover most direct and indirect costs, Some public funding as appropriate
Benefits (health, safety, protection of assets, etc.)	Substantial public benefit (negative consequence if not provided)	Public and individual benefit	Primarily individual benefit
Competition in the Market	Limited or no alternative providers	Alternative providers unable to meet demand or need	Alternative providers readily available
Access	Open access by all	Open access Limited access to specific users	Limited access to specific users
Best Practice Cost Recovery Goal*	0 - 50%	50% - 75%	75% - 100%+
Program Distribution	23%	34%	43%

Figure 78: Program Services Classification Distribution

4.3.11 COST-OF-SERVICE & COST RECOVERY

Cost recovery targets should at least be identified for each Core Program Area, and for specific programs or events when realistic. The previously identified Core Program Areas would serve as an effective breakdown for tracking cost recovery metrics including administrative costs. Theoretically, staff should review how programs are grouped for similar cost recovery and subsidy goals to determine if current practices still meet management outcomes.

Determining cost recovery performance and using it to make informed pricing decisions involves a three-step process:

1. Classify all programs and services based on the public or private benefit they provide (as completed in the previous section).
2. Conduct a Cost-of-Service Analysis to calculate the full cost of each program.
3. Establish a cost recovery percentage, through Department policy, for each program or program type based on the outcomes of the previous two steps and adjust program prices accordingly.

UNDERSTANDING THE FULL COST-OF-SERVICE

To develop specific cost recovery targets, full cost of accounting needs to be created for each class or program that accurately calculates direct and indirect costs. Cost recovery goals are established once these numbers are in place, and the Department's program staff should be trained on this process. A Cost-of-Service Analysis should be conducted on each program, or program type, that accurately calculates direct (i.e., program-specific) and indirect (i.e., comprehensive, including administrative overhead) costs. Completing a Cost-of-Service Analysis not only helps determine the true and full cost of offering a program, but it also provides information that can be used to price programs based upon

accurate delivery costs. The figure below illustrates the common types of costs that must be accounted for in a Cost-of-Service Analysis.



Figure 79: Total Costs for Activity

The methodology for determining the total Cost-of-Service involves calculating the total cost for the activity, program, or service, then calculating the total revenue earned for that activity. Costs (and revenue) can also be derived on a per-unit basis. Program or activity units may include:

- Number of participants
- Number of tasks performed
- Number of consumable units
- Number of service calls
- Number of events
- Required time for offering program/service

Agencies use Cost-of-Service Analysis to determine what financial resources are required to provide specific programs at specific levels of service. Results are used to determine and track cost recovery as well as to benchmark different programs provided by the Department between one another. Cost recovery goals are established once Cost-of-Service totals have been calculated. Program staff should be trained on the process of conducting a Cost-of-Service Analysis and the process should be undertaken on a regular basis.

CURRENT COST RECOVERY

Who benefits from a program or service is one of the key factors in determining pricing. As services become more individualized, higher levels of cost recovery are appropriate and expected. The pricing model, illustrated below, graphically depicts this concept. As the level of benefit to the individual increases, so does the level of cost recovery for that service.

Financial Support & Sustainability Strategy

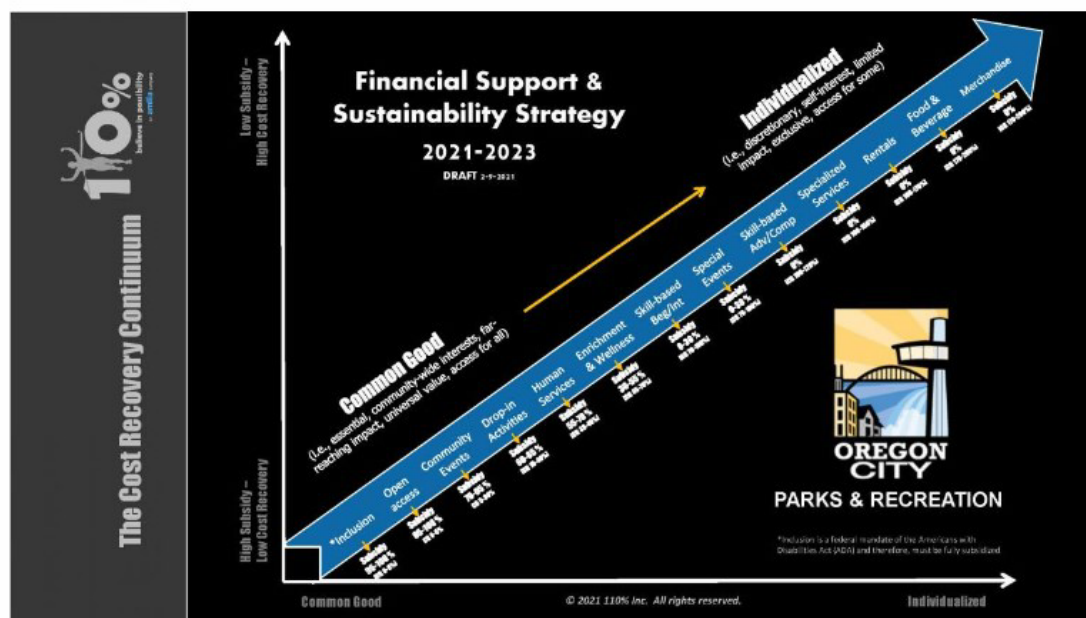


Figure 8: Oregon City Cost Recovery Model

In October 2020, the Oregon City Parks and Recreation Department undertook a comprehensive cost recovery analysis leading to the development of the Financial Support and Sustainability Policy. This policy, adopted on October 20, 2021, and enacted on July 1, 2022, was designed to balance the costs and benefits to the community. Services with more individual benefits have lower subsidies, while those with broader community benefits are subsidized more. Historically, sports groups enjoyed free exclusive use of courts and fields, but increasing demand over the past decade prompted the city to revisit this. The revised policy now requires a fee for exclusive field and court use, with residents paying \$10 per hour and non-residents \$15 per hour. These adjustments also channel more support to other community programs, such as Meals on Wheels, service/veteran counseling, and enrichment programs. The department, though lean in staff, focuses on serving the larger community. While rate increases took effect from July 1st, 2022, the city remains committed to equity, offering scholarships, payment plans, and more to ensure accessible and inclusive recreational opportunities.

4.3.12 PRICING

Pricing strategies are one mechanism agencies can use to influence cost recovery.

Staff should monitor the effectiveness of the various pricing strategies they employ and adjust as necessary. It is also important to continue monitoring for yearly competitors and other service providers (i.e., similar providers) as found in [Appendix E](#). The table below details pricing methods currently in place by each Core Program Area and additional areas for strategies to implement over time.

PRICING STRATEGIES										
Core Program Area	Age Segment	Family / Household Status	Residency	Weekday / Weekend	Prime / Non-Prime Time	Group Discounts	By Location	By Competition (Market Rate)	By Cost Recovery Goals	By Customer's Ability to Pay
	Different prices offered for different ages	Different prices offered for family / household groups	Different prices for resident vs non-resident	Different prices for different days of the week	Different prices for different times of the day	Different prices for groups	Different prices at different locations	Competitors' prices influence your price	Dept. cost recovery goals influence your price	Scholarships, subsidies, discounted rates offered for low-income
Aquatics	X	X	X			X		X	X	X
Arts & Music	X		X						X	
Community Services	X		X						X	
Cultural & Enrichment	X		X					X	X	
Educational	X		X						X	X
Events	X		X						X	
Fitness	X		X						X	
Socialization	X		X						X	

Figure 80: Pricing Strategy Usage

4.3.13 PROGRAM STRATEGY RECOMMENDATIONS

In general, the Department program staff should continue the cycle of evaluating programs on both individual merits and program mix. This can be completed at one time on an annual basis, or in batches at key seasonal points of the year, as long as each program is checked once per year. The following tools and strategies can help facilitate this evaluation process:

MINI BUSINESS PLANS

The consulting team recommends that Mini Business Plans (2-3 pages) for each Core Program Area be updated on a yearly basis. These plans should evaluate the Core Program Area based on meeting the outcomes desired for participants, cost recovery, percentage of the market and business controls, Cost-of-Service, pricing strategy for the next year, and marketing strategies that are to be implemented. If developed regularly and consistently, they can be effective tools for budget construction and justification processes in addition to marketing and communication tools. See [Appendix F](#) for a template.

PROGRAM DEVELOPMENT & DECISION-MAKING MATRIX

When developing program plans and strategies, it is useful to consider all the Core Program Areas and individual program analyses discussed in this Program Assessment. Lifecycle, Age Segment, Classification, and Cost Recovery Goals should all be tracked, and this information, along with the latest demographic trends and community input, should be factors that lead to program decision-making. Community input can help staff focus on specific program areas to develop new opportunities in what group of citizens to target, including the best marketing methods to use.

Parks and Recreation Master Plan

A simple, easy-to-use tool similar to **Figure 82** below will help compare programs and prioritize resources using multiple data points, rather than relying solely on cost recovery. In addition, this analysis will help staff make an informed, objective case to the public when a program in decline, but beloved by a few, is retired.

If the program/service is determined to have high priority, appropriate cost recovery, good age segment appeal, good partnership potential, and strong market conditions, the next step is to determine the marketing methods by completing a similar exercise as the one seen below.

Marketing & Promotion Methods				
Program Idea (Name or Concept): _____				
Marketing Methods	Content Developed	Contact Information	Start Date	
Activity Guide				
Website				
Newspaper Article				
Radio				
Social Media				
Flyers - Public Places				
Newspaper Ad				
Email Notification				
Event Website				
School Flyer/Newsletter				
Television				
Digital Sign				
Friends & Neighbors Groups				
Staff Promotion @ Events				

Internal Factors				
Priority Ranking:	High	Medium	Low	
Program Area:	Core	Non-core		
Classification	Essential	Important	Discretionary	
Cost Recovery Range	0-40%	60-80%	80+%	
Age Segment	Primary	Secondary		
Sponsorship/Partnership				
Potential Partnerships	Monetary	Volunteers	Partner Skill	Location/Space
Potential Sponsors	Monetary	Volunteers	Sponsor Skill	Location/Space
Market Competition				
Number of Competitors				
Competitiveness	High	Medium	Low	
Growth Potential	High	Low		

Figure 81: Program Development Template

PROGRAM EVALUATION CYCLE (WITH LIFECYCLE STAGES)

Using the Age Segment and Lifecycle analysis and other established criteria, program staff should evaluate programs on an annual basis to determine the program mix. This can be incorporated into the Program Operating/Business Plan process. A diagram of the program evaluation cycle and program lifecycle is found in **Figure 82** below. During the Beginning Stages, program staff should establish program goals, design program scenarios, and components, and develop the program operating/business plan. Regular program evaluations will help determine the future of a program.

If participation levels are still growing, continue to provide the program. When participation growth is slowing (or non-existent) or competition increases, staff should look at modifying the program to re-energize the customers to participate. When program participation is consistently declining, staff should terminate the program and replace it with a new program based on the public's priority ranking and/or in activity areas that are trending nationally/regionally/locally, while taking into consideration the anticipated local participation percentage.

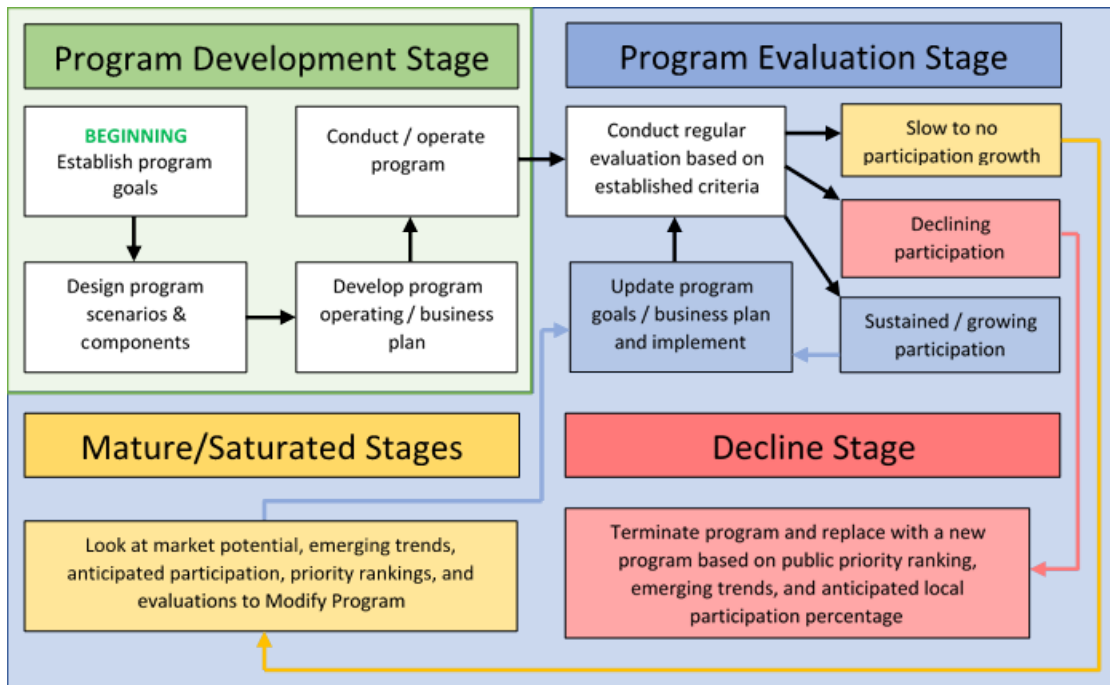


Figure 82: Evaluation Cycle with Program Lifecycle Logic Matrix

4.3.14 CURRENT RECREATION MARKETING AND COMMUNICATIONS

The Department uses a variety of marketing strategies combining traditional (flyers and brochures) with modern (social media) strategies to advance its message when promoting activities.

The list of marketing approaches used by the Department includes:

- Program Guides (print & online)
- Website
- Smart/mobile phone enabled site
- Flyers and/or brochures
- Direct mail
- Email blasts and/listserv
- Public Service Announcements
- Road sign Marquees
- Paid Advertisements
- In-Facility signage
- Social Media (Facebook, Instagram & YouTube) - YouTube used primarily during the onset of the pandemic.
- QR Codes

Effective communication strategies require striking an appropriate balance between the content with the volume of messaging while utilizing the “right” methods of delivery. The Department has a broad distribution of delivery methods for promoting programs. It is imperative to continue updating the marketing plan annually to provide information for community needs, demographics, and recreation trends.

An effective marketing plan must build upon and integrate supporting plans and directly coordinate with the organization’s priorities. The plan should also provide specific guidance as to how the Department’s identity and brand is to be consistently portrayed across the multiple methods and deliverables used for communication.

4.3.15 WEBSITE

The Department website can be reached at the domain name <https://www.orcity.org/parksandrecreation>. The bottom of the page has Google translate embedded into the site allowing translation to over 130 languages.

The website has recently been updated for a cleaner look and easier navigation, along with appealing visuals. It features several buttons that link to various Department subpages (Aquatics, Clackamette RV Park, Ermatinger House, Pioneer Community Center, Parks & Trails, and Rentals). Just below these buttons, you'll find a section titled "Parks & Recreation Top Links." This section provides direct links to Activity Registration, Donations, Master Fee Schedule, Meals On Wheels, Park Projects, Special Events, Sports And Fitness, and Swimming Lessons, making it easy for users to find important information swiftly.

While the website upgrade made many improvements, there is still an opportunity to incorporate more storytelling throughout the pages that encapsulate the mission, vision, and values of the Department.

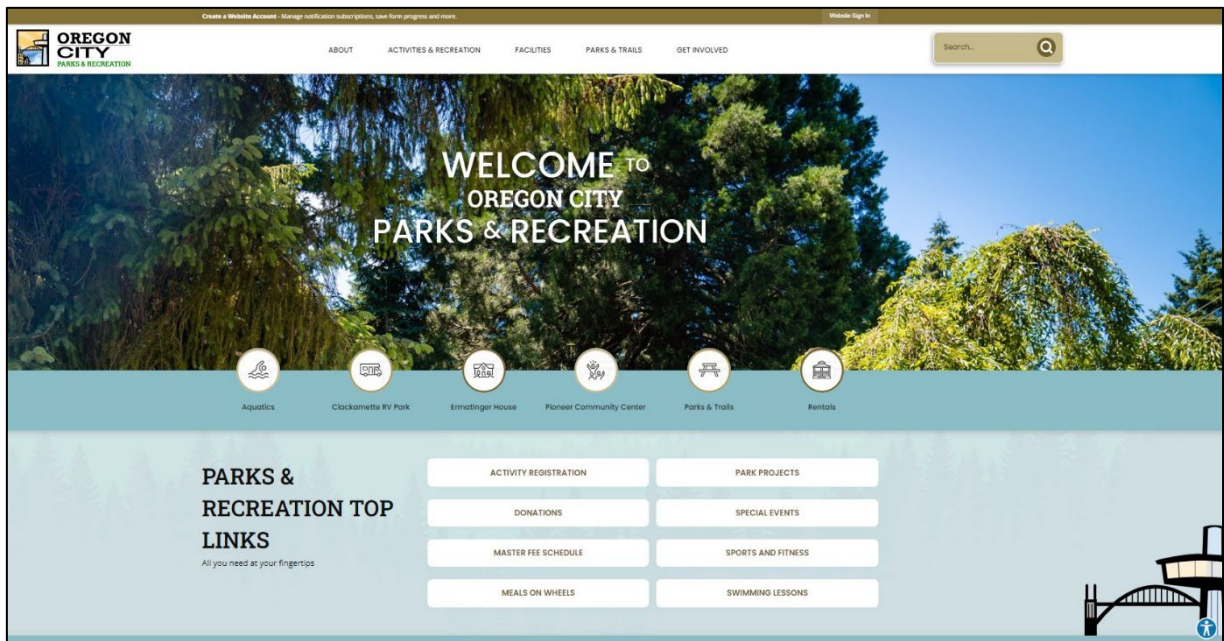


Figure 83: Oregon City Parks and Recreation Department Homepage

4.3.16 SOCIAL MEDIA

Oregon City utilizes Web 2.0 technology through Facebook, Instagram, and YouTube. Here is a quick analysis of the Department by each platform. All numbers are as of January 2023.



FACEBOOK

- 3,100 followers
- Posts multiple times a week.
- Used to promote programs and activities and share news of the happenings within the Department.
- Most posts are informative with few posts that encourage follower interactions or engagement
- Recommendations for Facebook content include more photos of participants engaged in events and activities, short videos, and curated content.

INSTAGRAM

- 2,040 followers
- Bi-weekly posts
- More engaging posts than Facebook including participant photos and reels
- Recommendations for Instagram include infographics, more participant photos engaged in activities and events

YOUTUBE (OREGON CITY)

- 433 Subscribers
- Most videos are Commission, Board, and Committee meetings
- Recommendations for YouTube include videos sharing stories of the Department and the good you do in the community

LINKEDIN (OREGON CITY)

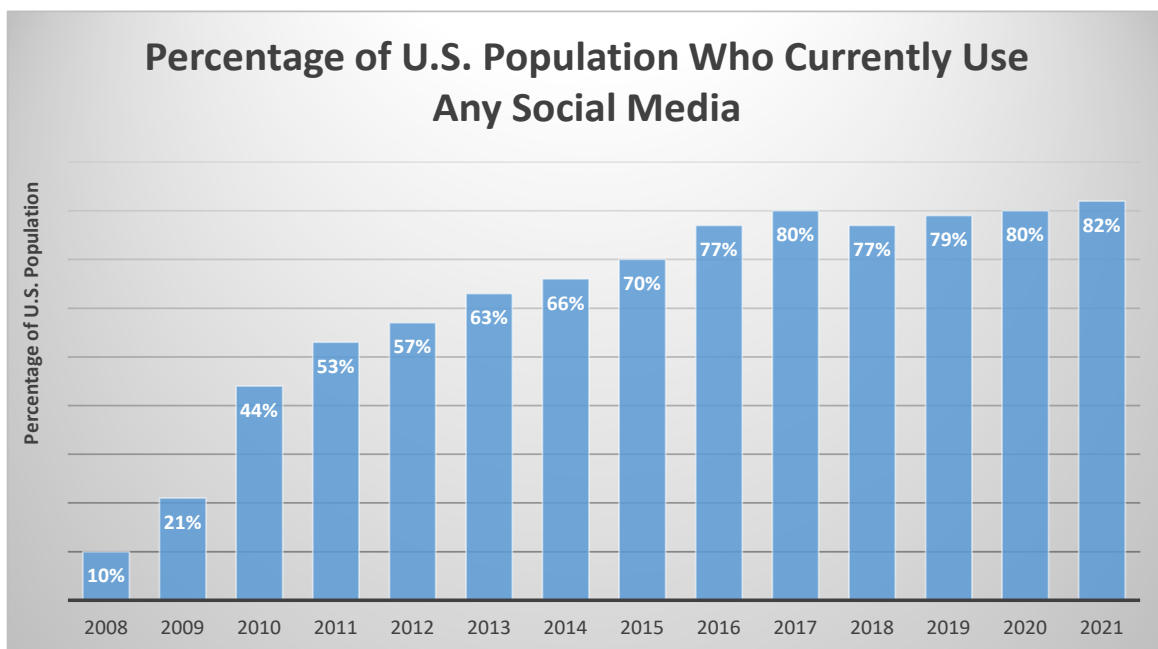
- 625 Followers
- 54 employees
- Last post was a job announcement dated 2 months ago
- Recommendations for LinkedIn include professional content, examples of your organizational culture, company news and job opportunities

The key to successful implementation of a social network is to move participants from awareness to action and creating greater user engagement. This could be done by:

- Allowing controlled ‘user generated content’ by encouraging users to send in their pictures from special events or programs.
- Leveraging the website to obtain customer feedback for programs, parks and facilities and customer service.
- Conducting an annual website strategy workshop with the staff to identify ways and means that the website can support the City’s Social Media Trends.
- Utilizing TikTok to engage with younger demographics and share your story.
- Better engaging on LinkedIn to promote your organizational culture and employment opportunities.
- Utilizing a Content Calendar to set posting schedule.

SOCIAL MEDIA USERS

Over the last decade, social media has become one of the Country’s fastest growing trends. From only ten (10%) percent of the U.S. population using social media in 2008, today, we see an estimated eighty-two (82%) percent of the country using some form of social media. With such a large percentage of the population using these online media platforms in their daily lives, it becomes essential for the City to take advantage of these marketing opportunities. Social media can be a useful and affordable tool to reach current and potentially new system users. Such platforms as Facebook, YouTube, Instagram, Pinterest, TikTok, Twitter, or LinkedIn are extremely popular with not only today’s youth but also young and middle-aged adults.

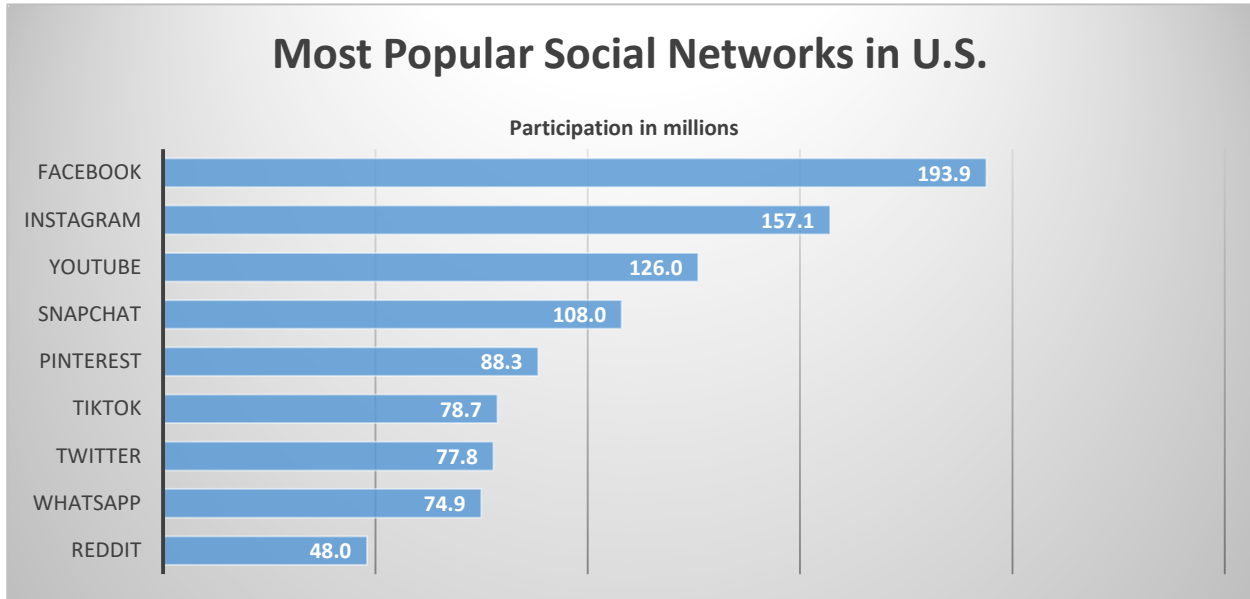


Source: <https://www.statista.com>

Figure 84: U.S. Population Using Social Media

SOCIAL MEDIA PLATFORMS

Below is a chart that depicts the most frequently used social media sites throughout the world. As of October 2021, Facebook stood out as the most heavily trafficked social media platform, with an estimated 2.9 billion visitors per month. YouTube is second with 2.3 billion visitors per month. TikTok had the highest growth rate at 85.3% in 2021.

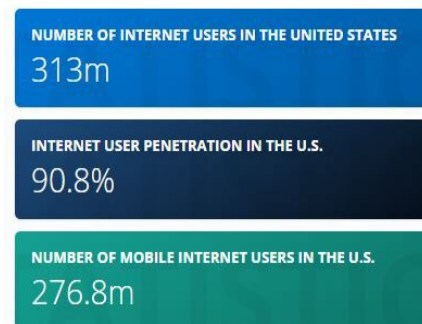


Source: [www. https://www.statista.com](https://www.statista.com)

Figure 85: Most Popular Social Media Networks in the U.S.

MEDIUMS USED TO ACCESS THE INTERNET

The neighboring image is taken directly from Statista.com and depicts the number of internet users in the United States, internet penetration in the U.S., and the number of mobile internet users in the U.S. Less than 10% of surveyed adults state they did not use the internet in 2021.



Source: www.statista.com/topics/2237/internet-usage-in-the-united-states/

Figure 86: Internet Users in the U.S.

4.3.17 MARKETING AND COMMUNICATIONS RECOMMENDATIONS

- Create a Department marketing plan including the components and strategies identified in this report.
- Establish priority segments to target in terms of new program/service development and communication tactics.
- Establish and review regularly, performance measures for marketing; performance measures can be tracked through customer surveys as well as some web-based metrics.
- Leverage relationships with partners to enhance marketing efforts through cross-promotion that include defined measurable outcomes.



4.3.18 VOLUNTEER AND PARTNERSHIP MANAGEMENT

Today's realities require most public parks and recreation departments to seek productive and meaningful partnerships with both community organizations and individuals to deliver quality and seamless services to their residents. These relationships should be mutually beneficial to each party to better meet overall community needs and expand the positive impact of the agency's mission. Effective partnerships and meaningful volunteerism are key strategy areas for the Department to meet the needs of the community in the years to come.

CURRENT VOLUNTEER MANAGEMENT

When managed with respect and used strategically, volunteers can serve as the primary advocates for the City and its offerings. Currently, Oregon City has volunteer opportunities posted on the Department's website, underneath "Get Involved".



From a user's point of view, the process for finding volunteer opportunities appears fragmented. Each location has its own separate listing and follows a different procedure, making the overall experience inconsistent.

It is recommended that the volunteer pages be combined into one webpage and include the online application, a downloadable application, volunteer opportunity descriptions, and department contact information.

4.3.19 PARTNERSHIPS



The Department currently works with several different types of partners throughout the community. These partnerships support the facilitation of programs and sponsorships of community events. As with tracking of volunteer hours, tracking partnerships helps show leadership how well staff can leverage resources.

The following recommended policies will promote fairness and equity within the existing and future partnerships while helping staff to manage potential internal and external conflicts. Certain partnership principles must be adopted by the Department for existing and future partnerships to work effectively. These partnership principles are as follows:

- All partnerships require a working agreement with measurable outcomes and will be evaluated on a regular basis. This should include reports to the agency on the performance and outcomes of the partnership including an annual review to determine renewal potential.
- All partnerships should track costs associated with the partnership investment to demonstrate the shared level of equity.
- All partnerships should maintain a culture that focuses on collaborative planning on a regular basis, regular communications, and annual reporting on performance and outcomes to determine renewal potential and opportunities to strengthen the partnership.

Additional partnerships can be pursued and developed with other public entities such as neighboring towns/cities, colleges, state or federal agencies, not-for-profit organizations, as well as with private or for-profit organizations. There are recommended standard policies and practices that will apply to any partnership and those that are unique to relationships with private, for-profit entities.

4.3.20 VOLUNTEER AND PARTNERSHIP RECOMMENDATIONS

The planning team recommends the following regarding volunteers and partnerships:

ESTABLISH FORMAL VOLUNTEER AND PARTNERSHIP POLICIES AND AGREEMENTS

Following the recommended practices listed in the previous section as well as in **Appendix C**, continue to monitor and update established volunteer and partner policies and agreements which are tailored to the different types of volunteers and partnerships the Department encounters. Additionally, begin tracking volunteer metrics more consistently, including individual volunteers used annually and volunteer hours donated annually. Lastly, begin identifying measurable outcomes for each partnership and track these metrics.



Parks and Recreation Master Plan

4.3.21 CURRENT STAFFING

The Oregon City Parks and Recreation Organizational Charts (**Figures 92-96**) shows the Department operates at nearly 43 FTE, which puts the department at about 11.3 FTEs for every 10,000 residents in their jurisdiction. This puts them just below the national median of 11.8 FTEs per 10,000 residents.

A full summary of national benchmarks regarding staff can be found in the 2022 NRPA Agency Performance review at:

<https://www.nrpa.org/siteassets/2022-nrpa-agency-performance-review.pdf>

MANAGEMENT TEAM



Figure 87: Management Team Org Chart

AQUATICS & RECREATION ORG CHART

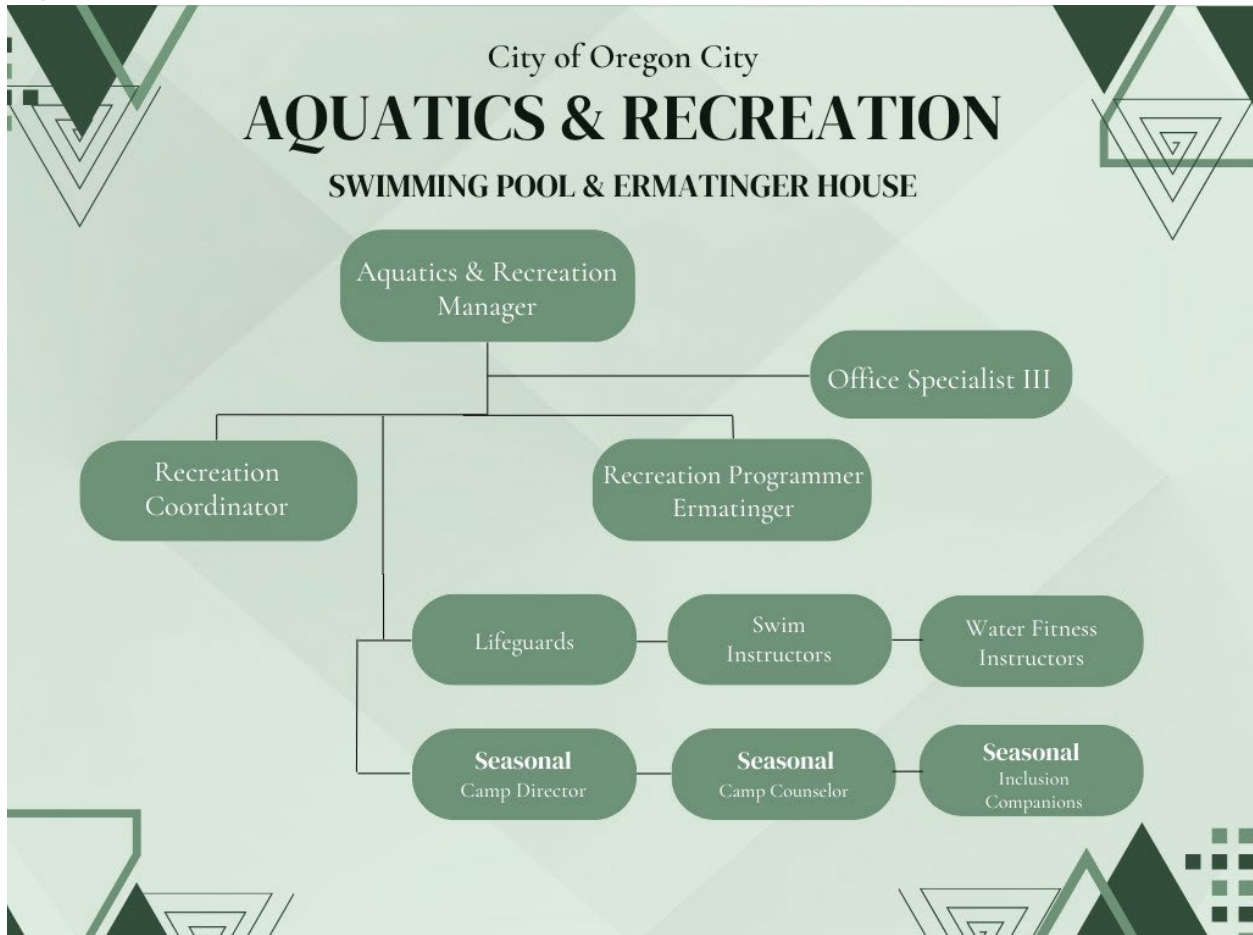


Figure 88: Aquatics & Recreation Org Chart

FACILITIES ORG CHART

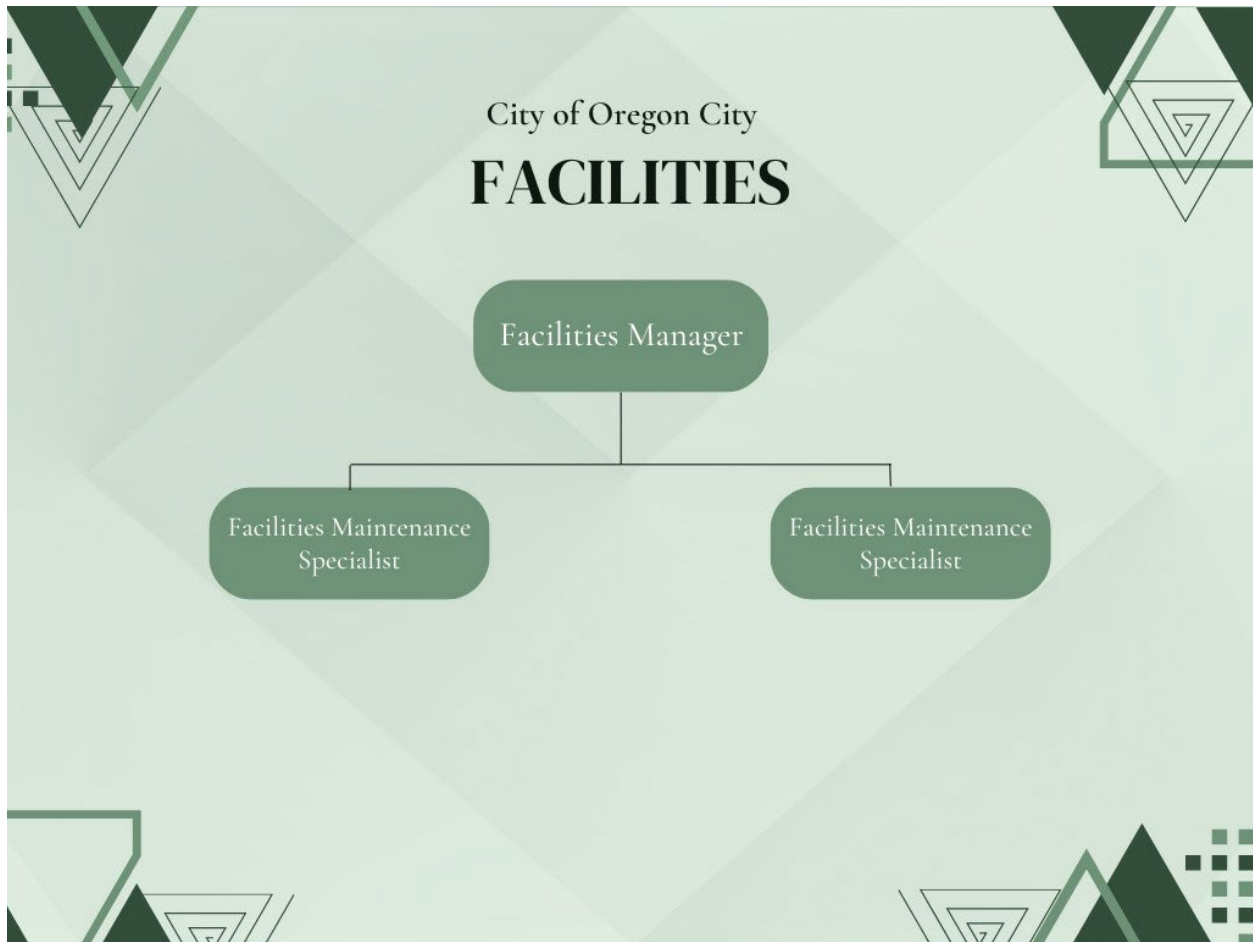


Figure 89: Facilities Org Chart

PARKS & CEMETERY ORG CHART

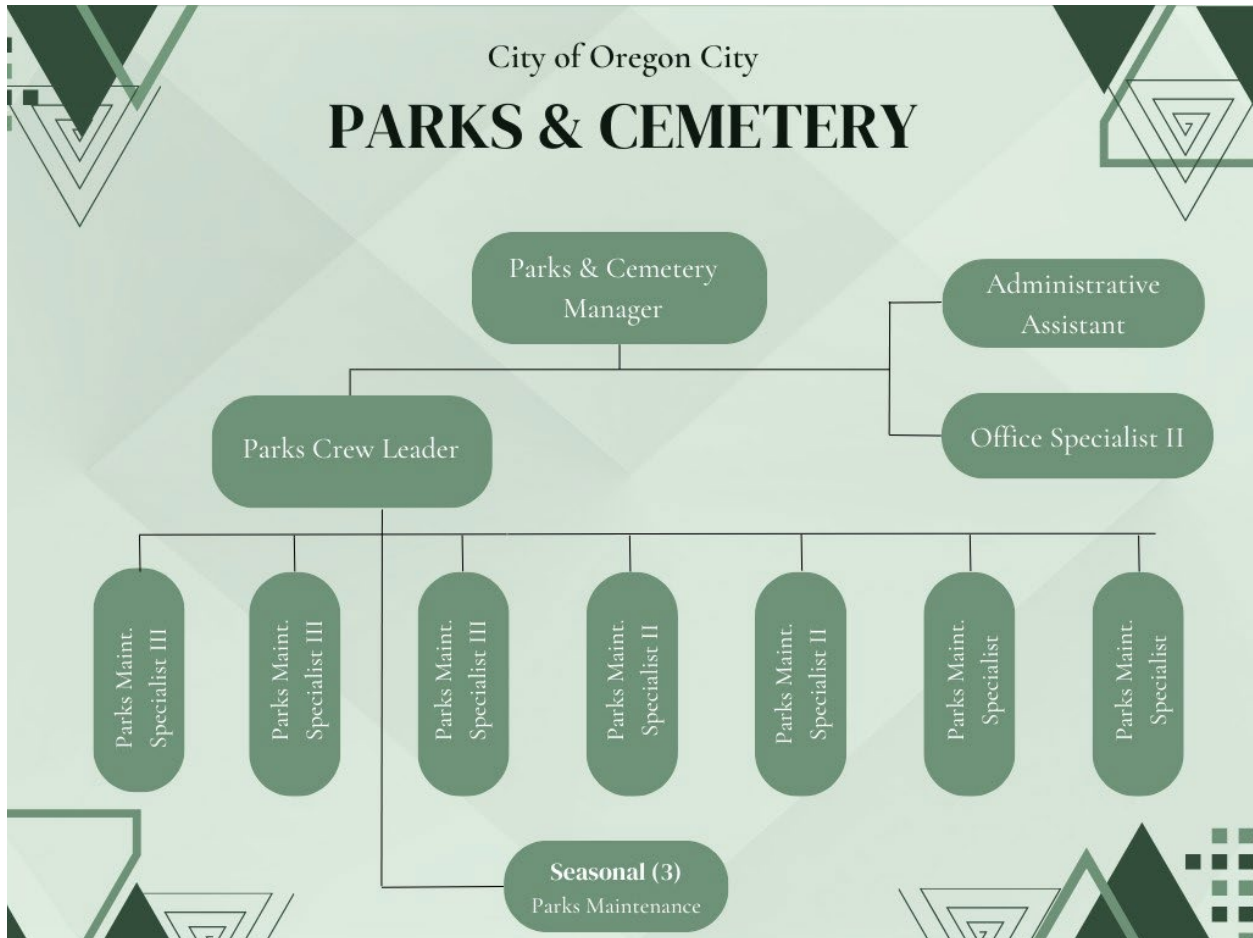


Figure 90: Parks & Cemetery Org Chart

PIONEER CENTER ORG CHART

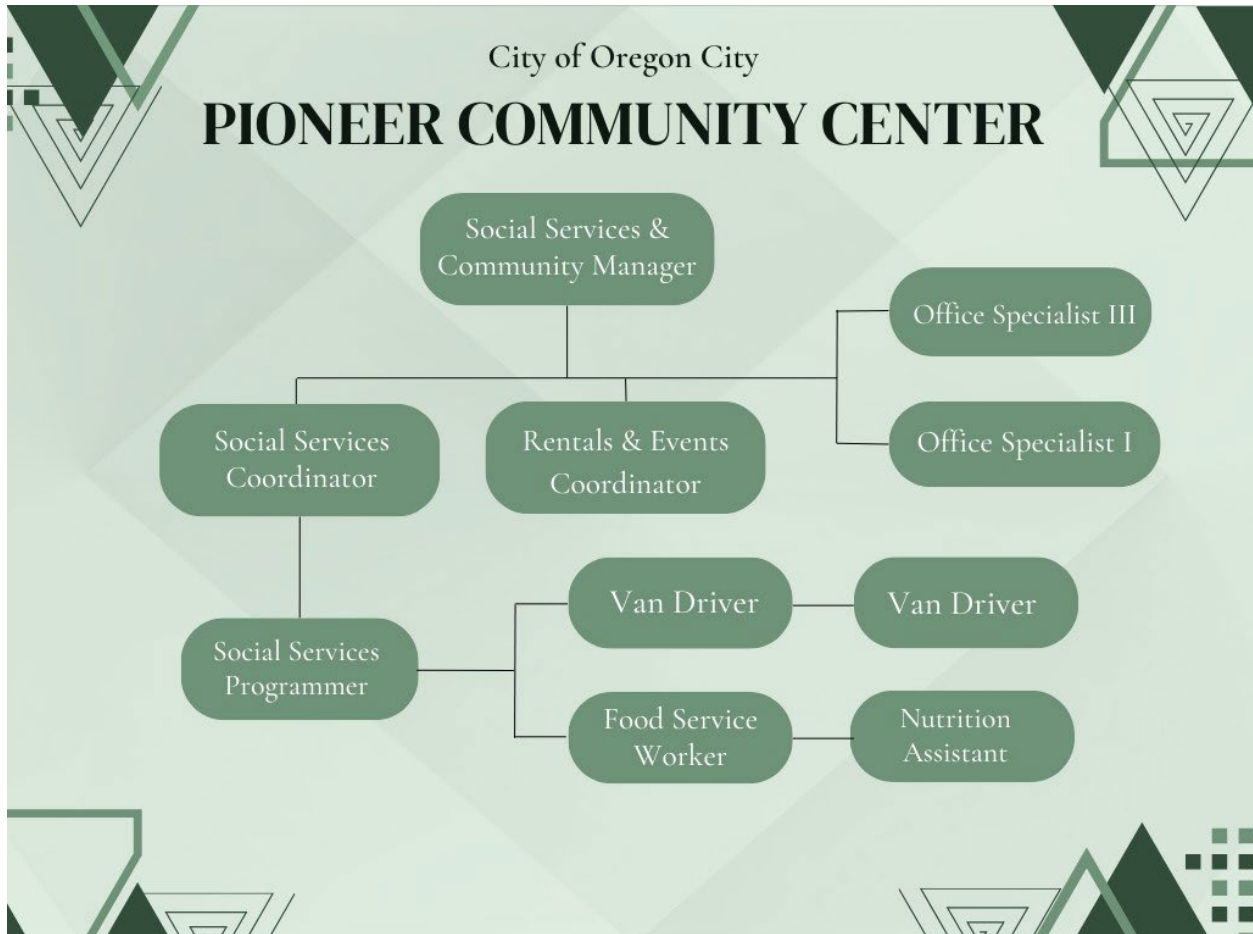


Figure 91: Pioneer Center Org Chart

As the agency looks to evolve and grow, it will be critical to identify ways not just to right-size the Department but to right-staff it. With the growing community emphasis on special events, adult and senior fitness & wellness programs (including Pickleball), it will be essential to have dedicated staff to expand and manage these programs.

The following chart is from the 2022 National Recreation and Park Association Agency Performance Review and outlines the average percentage distribution of staff responsibilities. This will be a helpful benchmark for the Department as it grows and aligns its staff with the growing community needs.

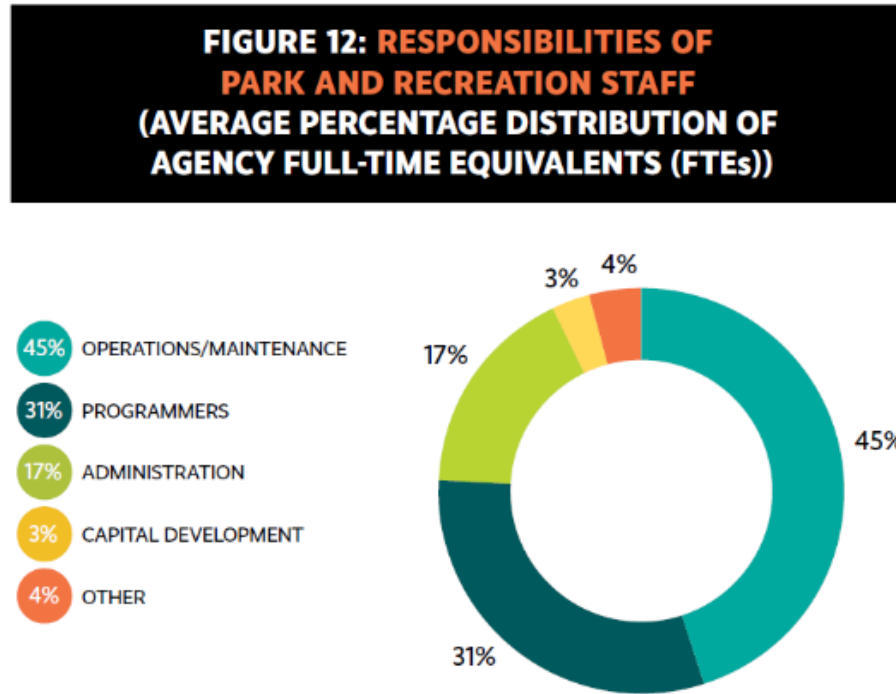


Figure 92: NRPA Responsibilities of Park and Recreation Staff

4.3.22 CONCLUSION

The consultant team has highlighted a few important recommendations from the report. These recommendations may change with any shifts in demographics, Department structure, and community and Department priorities.

- **Core Program Areas:** The Department will need to continue evaluating Core Program Areas as priorities shift and the community demographics evolve. Align Core Program Areas with the community needs from the statistically valid survey results. The Department staff should evaluate Core Program Areas and the individual programs within them, ideally, on an annual basis, to ensure offerings remain aligned with community needs.
- **Age Segments:** The Department should consider expanding programs and activities targeting youth ages 0-17 and expanding programs for adults and seniors focusing on physical health goals.
- **Program Lifecycle Analysis:** The Department should complete a lifecycle analysis on an annual basis and ensure that the percentage distribution closely aligns with the desired performance. Additionally, the Department could include annual performance measures for core program areas to track participation, customer retention, and percentage of new programs as an incentive for innovation and alignment with community trends.
- **Program Development and Marketing Plan:** Each new program and existing program should have a solid program development and marketing plan. The Department needs to ensure target markets and age segmentations are being reached through the appropriate media. Social Media should be utilized at a higher level to share the Department's story and help the community understand the importance of the work you do.
- **Volunteer and Partnership:** Management is important to continue to assist with meeting the needs of the community. The Department should know the cost of providing this service and compare it to the outcomes being achieved. This will help demonstrate leveraging resources and ensure that the outcomes match the effort.





CHAPTER FIVE - ACTION PLAN & PARKS MASTER PLAN DEVELOPMENT

5.1 SYSTEMS EXPENDITURE FORECAST

The charts included here are from Facility Condition Assessments that Bureau Veritas performed in March 2021. Their purpose is to evaluate the present overall physical state of the property on the inspection day and to assess potential future needs for replacement reserves.

Replacement Reserves, sometimes referred to as Lifecycle or Renewals, account for regular renewal expenses or expenditures that don't fall under operation or maintenance costs. These reserves should be planned for annually, as their frequency and cost can be fairly predictable. They might also include components or systems with an uncertain lifespan but have a possibility of failing within a specific estimated timeframe.

Replacement Reserves generally do not include components or systems that are expected to last beyond the reserve term, and those that don't significantly impact the structural and mechanical soundness of the property. Costs from unforeseeable events like acts of God, accidents, or other incidents typically covered by insurance, instead of reserves, are also omitted.

Replacement costs were developed through discussions with the property owners or managers, service companies, manufacturers' representatives, and from our past experience in devising such schedules for comparable facilities. We also consider costs for tasks carried out by the owner's or property manager's maintenance staff.

Bureau Veritas's reserve methodology includes the identification and quantification of systems or components that will need capital reserve funds during the assessment period, defined as the effective age plus the reserve term. Additional data about each system or component's respective replacement costs (in today's dollars), average expected useful lives, and remaining useful lives were estimated for creating a funding schedule. The Replacement Reserves Schedule assumes that all necessary remedial work has been done, or funds have been allocated for Immediate Needs.

For this report's System Expenditure Forecasts, the Replacement Reserves have been divided into these categories: Short Term (years 1-2), Near Term (years 3-5), Medium Term (years 6-10), and Long Term (years 11-20). Bureau Vista's full Facility Condition Assessments can be found in [Appendix G](#).

Parks and Recreation Master Plan

5.1.1 ERMATINGER HOUSE

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Accessibility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electrical	\$ -	\$ -	\$ 663	\$ -	\$ 54,360	\$ 55,023
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -	\$ 4,860	\$ 4,860
Façade	\$ -	\$ -	\$ 20,797	\$ 156,189	\$ 135,954	\$ 312,940
Fire Alarm & Electronic Systems	\$ -	\$ -	\$ -	\$ 26,206	\$ -	\$ 26,206
Fire Protection	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HVAC	\$ -	\$ -	\$ -	\$ 12,404	\$ 12,557	\$ 24,961
Interiors	\$ -	\$ -	\$ 21,248	\$ 23,157	\$ 129,882	\$ 174,287
Plumbing	\$ -	\$ -	\$ -	\$ 2,271	\$ -	\$ 2,271
Roofing	\$ -	\$ -	\$ -	\$ 3,930	\$ 48,573	\$ 52,503
Site Development	\$ -	\$ -	\$ -	\$ 4,540	\$ -	\$ 4,540
Site Pavement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Structure	\$ -	\$ -	\$ -	\$ -	\$ 5,635	\$ 5,635
TOTALS	\$ -	\$ -	\$ 42,708	\$ 228,697	\$ 391,821	\$ 663,226

Figure 93: Ermatinger House Systems Expenditure Forecast

5.1.2 SPORTCRAFT LANDING

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	\$ -	\$ -	\$ -	\$ -	\$ 12,152	\$ 12,152
Site Pavement	\$ -	\$ 251,146	\$ 56,331	\$ 28,869	\$ 131,433	\$ 467,779
Special Construction & Demo	\$ -	\$ -	\$ -	\$ 5,590	\$ 97,217	\$ 102,807
TOTALS	\$ -	\$ 251,146	\$ 56,331	\$ 34,459	\$ 240,802	\$ 582,738

Figure 94: Sportcraft Landing Systems Expenditure Forecast

5.1.3 STAFFORD PARK

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Accessibility	\$ 15,600	\$ -	\$ -	\$ -	\$ -	\$ 15,600
Site Development	\$ -	\$ 1,172	\$ -	\$ 2,970	\$ 7,999	\$ 12,141
Site Pavement	\$ 7,150	\$ 1,241	\$ -	\$ 11,047	\$ 17,778	\$ 37,216
TOTALS	\$ 22,750	\$ 2,413	\$ -	\$ 14,017	\$ 25,777	\$ 64,957

Figure 95: Stafford Park Systems Expenditure Forecast

5.1.4 STRAIGHT CEMETERY

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	\$ 11,160	\$ -	\$ 2,130	\$ 4,999	\$ 20,155	\$ 38,444
Site Pavement	\$ -	\$ -	\$ -	\$ -	\$ 16,905	\$ 16,905
TOTALS	\$ 11,160	\$ -	\$ 2,130	\$ 4,999	\$ 37,060	\$ 55,349

Figure 96: Straight Cemetery Systems Expenditure Forecast

5.1.5 WATERBOARD PARK

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	\$ -	\$ 1,034,929	\$ 2,712	\$ 1,485	\$ 133,832	\$ 1,172,958
Site Pavement	\$ -	\$ 60,683	\$ -	\$ -	\$ 42,532	\$ 103,215
TOTALS	\$ -	\$ 1,095,612	\$ 2,712	\$ 1,485	\$ 176,364	\$ 1,276,173

Figure 97: Waterboard Park Systems Expenditure Forecast

5.1.6 WESLEY LYNN PARK

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Façade	\$ -	\$ 2,344	\$ 6,329	\$ 5,595	\$ 8,506	\$ 22,774
Roofing	\$ -	\$ -	\$ -	\$ -	\$ 3,098	\$ 3,098
Interiors	\$ -	\$ -	\$ 3,842	\$ -	\$ 5,164	\$ 9,006
Plumbing	\$ -	\$ 9,932	\$ -	\$ -	\$ 34,569	\$ 44,501
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Construction & Demo	\$ -	\$ -	\$ -	\$ -	\$ 120,097	\$ 120,097
Site Pavement	\$ -	\$ 21,721	\$ -	\$ 40,904	\$ 574,355	\$ 636,980
Site Development	\$ -	\$ 19,789	\$ 37,154	\$ 101,332	\$ 244,757	\$ 403,032
Site Utilities	\$ -	\$ -	\$ -	\$ 41,930	\$ 1,620	\$ 43,550
TOTALS	\$ -	\$ 53,786	\$ 47,325	\$ 189,761	\$ 992,166	\$ 1,283,038

Figure 98: Wesley Lynn Park Systems Expenditure Forecast

Parks and Recreation Master Plan

5.1.7 TOTAL SYSTEMS EXPENDITURE FORECAST

Facility	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Ermatinger House	\$ -	\$ -	\$ 42,708	\$ 228,697	\$ 391,821	\$ 663,226
Sportcraft Landing	\$ -	\$ 251,146	\$ 56,331	\$ 34,459	\$ 240,802	\$ 582,738
Stafford Park	\$ 22,750	\$ 2,413	\$ -	\$ 14,017	\$ 25,777	\$ 64,957
Straight Cemetery	\$ 11,160	\$ -	\$ 2,130	\$ 4,999	\$ 37,060	\$ 55,349
Waterboard Park	\$ -	\$ 1,095,612	\$ 2,712	\$ 1,485	\$ 176,364	\$ 1,276,173
Wesley Lynn Park	\$ -	\$ 53,786	\$ 47,325	\$ 189,761	\$ 992,166	\$ 1,283,038
TOTALS	\$ 33,910	\$ 1,402,957	\$ 151,206	\$ 473,418	\$ 1,863,990	\$ 3,925,481

Figure 99: Total Systems Expenditure Forecast



5.2 FUNDING & REVENUE STRATEGIES

The purpose of developing funding and revenue strategies is to help the Department prepare for the plan's implementation by identifying viable funding opportunities and sharing strategies that have been used by other agencies in Oregon and throughout the United States.

It is essential to identify new and sustainable funding sources to ensure the continued growth and maintenance of the Department's parks and recreation system. The key to future growth is diversification of funding sources which will help support the development and sustainability of the initiatives recommended in this plan.

The sources in this section have been selected based on the Department's desire to pursue them further and their viability. These are meant to serve as recommendations and guidelines and do not commit the City or the staff to pursue them.

5.2.1 EXTERNAL FUNDING SOURCES

GENERAL FUND SUPPORT

Oregon City currently receives \$0.6481 under the permanent tax rate limit. An increase in the permanent tax rate to \$0.25 per thousand assessed values would produce approximately \$700,000 in additional revenue for parks and recreation. A General Fund increase up to the allowable tax rate for the City can be made by the City Commission during the budget planning cycle.

General Fund Support is a stable funding source for parks and recreation operations but can be challenged with shifting City priorities from year to year.

GENERAL OBLIGATION (G.O.) BONDS

General Obligation (G.O.) Bonds are voter approved bonds that can be used for land acquisition or capital projects. Four agencies within Oregon have successfully used this method to fund projects since 2012. Those agencies include:

- Eugene, 2018 - \$39.35M
- Portland, 2014 - \$68M
- Bend, 2012 - 29M
- Willamalane, 2012 - 20M

The primary challenge for this funding strategy is that it is limited to capital projects and land acquisitions and cannot be used for operational needs or ongoing maintenance.

LOCAL OPTION LEVY

Local Option Levies can be used to fund up to 5 years of operations or up to 10 years for capital projects. Though a flexible funding strategy, this option requires voter approval and is not a reliable long-term solution as it does require voter approval for ongoing support.

This financial strategy is most often used for operations and has been successfully implemented by the following agencies:

- Eugene, 2018 - \$0.19/thousand
- Hillsboro, 2017 - \$1.72/thousand (Parks and Public Safety)
- Metro, 2016 - \$9.6 cents/thousand
- Corvallis, 2013 - \$0.8181/thousand

Parks and Recreation Master Plan

PARK DISTRICT - SPECIAL PARK DISTRICT

The Department may also consider becoming a Special Park District like Tualatin Parks & Recreation, Bend Parks and Recreation, and Willamalane Parks and Recreation districts. A special district is a municipal corporation that is a standalone agency from the City of Oregon City.

Separation from the City would allow for a focus on parks and recreation, however operating a special district could pose challenges including loss of efficiency of the larger organization and other City departments.

PARK UTILITY FEE

The Park Utility Fee is a fee paid on regular utility bills to fund parks and recreation capital projects and operations. This funding strategy is a stable, dedicated source and requires City Commission approval for implementation. The biggest challenge with this source is the existing cost of utility fees.

Cities that have implemented Park Utility Fees include:

- West Linn - \$14.32/month/unit
- Medford - \$2.95/month/unit
- Gresham - \$7.50/month/unit

TRANSIENT TAX

With the operation of tourism-based facilities within the Department including Ermatinger House, McLoughlin Promenade, Clackamette Park, Jon Storm Park, and End of the Oregon Trail, Oregon City may benefit from a percentage allocation of Transient Tax which is dedicated funding for tourism related parks and recreation facilities and programs.

Authorized by the City Commission, these funds can be dedicated to support tourism related projects and facilities within the department. The future development of hotel/motel sites can also be used to support this source, with the primary challenge being ongoing competition for funds.

Dalles OR has a \$225,000 annual dedication of transient funds to support their parks and recreation operations.

5.3 BENCHMARK ANALYSIS

5.3.1 METHODOLOGY

The Consulting team with assistance from Oregon City staff identified operating metrics to benchmark the Parks and Recreation Department (“Department”) against comparable parks and recreation agencies. The goal of this analysis is to evaluate how the Department is positioned among peer agencies. The benchmark assessment is organized into specific categories based on peer agency responses to targeted questions that lend an encompassing view of each system’s operating metrics as compared to Oregon City.

Information used in this analysis was obtained directly from each participating benchmark agency, when available, and supplemental data was collected from agency / municipality websites, Comprehensive Annual Financial Reports (CAFR), and information available through the National Recreation and Park Association’s (NRPA) Park Metrics Database. Due to differences in how each system collects, maintains, and reports data, variances may exist. These variations can impact the per capita and percentage allocations, and the overall comparison must be viewed with this in mind. The benchmark data collection for all systems was completed between October 2022 and January 2023, and it is possible that information in this report may have changed since the original collection date.

The information sought was a combination of operating metrics that factor budgets, staffing levels, and inventories. In some instances, the information was not tracked or not available. The table below lists each benchmark agency in the study. These agencies were selected due to demographic and/or organizational characteristics similar to Oregon City, including one Gold Medal Award Finalist and two CAPRA Accredited agencies. *Note: CAPRA stands for Commission for Accreditation of Park and Recreation Agencies. Agencies that receive this accreditation either meet, or exceed, standards maintained by park and recreation leaders in programming, facilities, and experiences they provide their communities.*



For all agencies examined, Oregon City represents the benchmark’s fourth highest in terms of total population (37,967) and last in jurisdiction size (9.29 sq. mi.), while being highest in population density (4,087 residents per sq. mi.).

Agency	Jurisdiction Type	Population	Jurisdiction Size (Sq. Mi.)	Population per Sq. Mi.	CAPRA Accredited	Gold Medal Winner
City of Oregon City Parks and Recreation Department	City	37,967	9.29	4,087	No	No
City of Albany Parks and Recreation	City	57,199	17.54	3,261	No	No
City of Lake Oswego Parks and Recreation	City	40,731	11.48	3,548	Pending, 2023	Finalist (2008)
City of Medford Parks, Recreation and Facilities	City	87,553	28.00	3,127	Yes, since 2012	Aspiring, 2025
City of Pendleton Parks and Recreation Department	City	16,685	11.50	1,451	No	No

Figure 100: Benchmark Overview

Parks and Recreation Master Plan

5.3.2 PARK ACRES

The following table provides a general overview of each system's park acreage. Oregon City ranks lowest in total acres per 1,000 residents at 6.69 acres and falls below the NPRA median for agencies serving 20,000-49,999 residents which is 10.6 acres / 1,000 residents. Oregon City, though, is challenged with limited opportunities for growth due to the lack of additional available open spaces for expansion.

Agency	Population	Total Number of Parks	Residents per Park	Total Acres Owned or Managed	Total Acres per 1,000 Residents
City of Lake Oswego Parks and Recreation	40,731	39	1,044.38	657.00	62.00
City of Medford Parks, Recreation and Facilities	87,553	31	2,824.29	2,595.00	29.64
City of Pendleton Parks and Recreation Department	16,685	22	758.41	450.00	26.97
City of Albany Parks and Recreation	57,199	30	1,906.63	979.00	17.12
City of Oregon City Parks and Recreation Department	37,967	26	1,460.27	253.95	6.69
NPRA Median 2022 = 10.6 Acres per 1,000 Residents					

Figure 101: Park Acres

5.3.3 TRAIL MILES

The information below reveals the service levels for dedicated trails within each system. By comparing total trail mileage to the population of the service area, the level of service provided to the community can be determined and is expressed as trail miles for every 1,000 residents. Oregon City is on the lower end with 0.20 trail miles per 1000 residents, which falls below the national recommended practice of 0.25-0.5 trail miles per 1,000 residents.

Agency	Population	Total Trail Miles	Trail Miles per 1,000 Residents
City of Pendleton Parks and Recreation Department	16,685	27.00	1.62
City of Lake Oswego Parks and Recreation	40,731	18.00	0.44
City of Medford Parks, Recreation and Facilities	87,553	37.00	0.42
City of Oregon City Parks and Recreation Department	37,967	7.56	0.20
City of Albany Parks and Recreation	57,199	9.60	0.17
Recommended Practice = 0.25-0.5 Trail Miles 1,000 Residents			

Figure 102: Trail Miles

5.3.4 STAFFING AND VOLUNTEERS

This section compares staffing levels for each system by comparing full-time equivalents (FTEs) to total populations. Total FTEs per 10,000 residents is a key performance metric that assesses how well each system is equipped, in terms of staff, to serve its jurisdiction. Oregon City ranks in the middle at 11.3 FTEs per 10,000 residents and is lower than the NRPA Median for agencies serving 20,000-49,999 residents of 11.8 FTEs per 10,000 residents.

In terms of volunteers, Oregon City has the lowest number of volunteers (65) but has the third highest total volunteer hours (4000), which speaks to the high level of commitment of the existing volunteers.

Agency	Population	Total Volunteers (annually)	Total time worked by volunteers (annually)	Total Full-Time Employees	Total Part-Time Employees	Total FTEs	FTEs per 10,000 Residents
City of Lake Oswego Parks and Recreation	40,731	350	31,369	56	21	81.00	19.9
City of Pendleton Parks and Recreation Department	16,685	87	1,809	12	20	32.00	19.2
City of Oregon City Parks and Recreation Department	37,967	65	4,000	23	45	42.72	11.3
City of Medford Parks, Recreation and Facilities	87,553	600	375	29	60	44.60	5.1
City of Albany Parks and Recreation	57,199	864	8,694	26	77	-	-
NRPA Median 2022 = 11.8 FTEs per 10,000 Residents							
*Total FTEs not available for Albany							

Figure 103: Staffing and Volunteers

5.3.5 OPERATING EXPENSE PER CAPITA

Dividing the annual operational budget by each service area's population allows for a comparison of how much each agency is spending per resident. Oregon City ranks in the middle in operating expense per resident (\$115.58) and is above the NRPA Median for Agencies Serving 20,000-49,999 residents of \$110.32 per resident. Some of this higher expense is also attributed to the higher cost of living and doing business in and around the area compared to national averages.

Agency	Population	Total Operating Expense	Jurisdiction size (sq. mi.)	Total acres owned or managed by the system	Operating Expense per Acre	Operating Expense per FTE	Operating Expense per Resident
City of Lake Oswego Parks and Recreation	40,731	\$13,105,373	11.48	657.00	\$1,141,583	\$19,947.30	\$ 321.75
City of Pendleton Parks and Recreation Department	16,685	\$ 2,970,833	11.50	450.00	\$ 258,333	\$ 6,601.85	\$ 178.05
City of Oregon City Parks and Recreation Department	37,967	\$ 4,388,360	9.29	253.95	\$ 472,375	\$17,280.41	\$ 115.58
City of Albany Parks and Recreation	57,199	\$ 5,928,300	17.54	979.00	\$ 337,987	\$ 6,055.46	\$ 103.64
City of Medford Parks, Recreation and Facilities	87,553	\$ 6,100,000	28.00	2,595.00	\$ 217,857	\$ 2,350.67	\$ 69.67
NRPA Median 2022 = \$110.32 per capita Operating Expense							

Figure 104: Operating Expense Per Capita

Parks and Recreation Master Plan

5.3.6 REVENUE PER CAPITA

By comparing each agency's annual non-tax revenue to the population, the annual revenue generated on a per resident basis can be determined. Oregon City generates \$52.22 per resident which ranks it in the middle, yet above the NRPA Median for Agencies serving 20,000-49,999 residents (\$26.99).

Agency	Population	Total Non-Tax Revenue 2021	Revenue per Resident
City of Lake Oswego Parks and Recreation	40,731	\$ 2,491,377	\$ 61.17
City of Pendleton Parks and Recreation Department	16,685	\$ 900,400	\$ 53.96
City of Oregon City Parks and Recreation Department	37,967	\$ 1,982,467	\$ 52.22
City of Albany Parks and Recreation	57,199	\$ 893,547	\$ 15.62
City of Medford Parks, Recreation and Facilities	87,553	\$ 1,055,650	\$ 12.06
NRPA Median 2022 = \$26.99 Revenue per Capita			

Figure 105: Revenue Per Capita

5.3.7 CIP SUMMARY

Capital Improvement Plan (CIP) budgets and availability of funding vary from year to year and the table below reveals the average of the last four years of actual capital investment for each agency. Of the benchmarked agencies, Oregon City ranked in the middle for average annual CIP (\$168,732) and was well below the NRPA Median (\$1.0M) for agencies serving 20,000-49,999 residents.

Agency	Population	Avg. Annual CIP	Avg. Annual CIP per Resident
City of Lake Oswego Parks and Recreation	40,731	\$ 5,635,000	\$ 138.35
City of Medford Parks, Recreation and Facilities	87,553	\$ 7,229,800	\$ 82.58
City of Oregon City Parks and Recreation Department	37,967	\$ 168,732	\$ 4.44
City of Pendleton Parks and Recreation Department	16,685	\$ 61,960	\$ 3.71
City of Albany Parks and Recreation	57,199	\$ 111,956	\$ 1.96
NRPA Median 2022= \$1.0M 5 yr AVG CIP Spending (2022)			

Figure 106: CIP Summary



5.3.8 PROGRAM PARTICIPATION SPENDING

This portion assesses the program budget for each agency. Oregon City is ranked last of the benchmarked agencies at \$2.12 per resident, which is significantly less than benchmarked agencies. However, it does a remarkable job generating revenue from the programs as can be seen from the 103.83% cost recovery which is second only to Pendleton Park and Recreation's 144.5% cost recovery.

Agency	Population	Budget for Programming	Revenue from Programming	Programming Cost Recovery	Program Budget per Resident
City of Albany Parks and Recreation	57,199	\$ 5,928,300	\$ 1,016,600	17.15%	\$ 103.64
City of Lake Oswego Parks and Recreation	40,731	\$ 1,403,836	\$ 1,071,325	76.31%	\$ 34.47
City of Medford Parks, Recreation and Facilities	87,553	\$ 1,935,000	\$ 900,000	46.51%	\$ 22.10
City of Pendleton Parks and Recreation Department	16,685	\$ 239,275	\$ 345,758	144.50%	\$ 14.34
City of Oregon City Parks and Recreation Department	37,967	\$ 80,400	\$ 83,480	103.83%	\$ 2.12

Figure 107: Program Participation Spending

5.3.9 INDOOR RECREATION FACILITIES

This table shows the amount of indoor recreation facilities each of the benchmarked agencies operate, their total square footage, and their square footage per resident. Oregon City ranked first of the benchmarked agencies in square feet per resident (1.47).

Agency	Population	Total # of indoor recreation facilities	Total Sq. Feet of all indoor recreation facilities	Total Sq. Feet per facility	Indoor Sq. Feet per resident
City of Pendleton Parks and Recreation Department	16,685	1	20,000	20,000	1.20
City of Oregon City Parks and Recreation Department	37,967	4	55,672	13,918	0.37
City of Albany Parks and Recreation	57,199	3	44,000	14,667	0.26
City of Medford Parks, Recreation and Facilities	87,553	1	17,000	17,000	0.19
City of Lake Oswego Parks and Recreation	40,731	3	17,500	5,833	0.14

Figure 108: Indoor Recreation Facility

Parks and Recreation Master Plan

5.3.10 MARKETING AS PERCENTAGE OF OPERATIONS

The table below describes the marketing expense incurred by each agency and compares it to the agency's actual expenditures for 2021 to show what percentage of the operating expenses are dedicated to marketing. Oregon City falls towards the bottom of the benchmark with \$26,500 allocated of their overall operational budget for marketing while the leaders of the group spend upwards of \$268,000 annually. A recommended practice for total marketing spending is 3+% of the total operating budget.

This directly impacts program participation since as seen in the Statistically Valid Survey results "I don't know what is offered" was the top barrier to participation chosen by 38% of all respondents.

Agency	Total Marketing Expense (2021)	Operational Budget (2022)	Total Marketing Budget (2022)	Marketing as % of Operations
City of Albany Parks and Recreation	\$ 268,800	\$ 2,970,833	\$ 268,800	9.05%
City of Medford Parks, Recreation and Facilities	\$ 100,000	\$ 6,100,000	\$ 100,000	1.64%
City of Lake Oswego Parks and Recreation	\$ 100,000	\$ 13,105,373	\$ 100,000	0.76%
City of Oregon City Parks and Recreation Department	\$ 26,500	\$ 4,388,360	\$ 26,500	0.60%
City of Pendleton Parks and Recreation Department	\$ 10,500	\$ 5,928,300	\$ 10,500	0.18%
Best Practice = 3+% of Total Operating Budget				

Figure 109: Marketing as a Percentage of Operations Budget



5.3.11 SUMMARY OF BENCHMARK FINDINGS

The agencies selected for the benchmark were City of Albany Parks and Recreation, City of Lake Oswego Parks and Recreation (CAPRA Accredited, Gold Medal Award Finalist), City of Medford Parks and Recreation (CAPRA Accredited), and City of Pendleton Parks and Recreation. This allowed Oregon City to compare itself to some of the top performing agencies in Oregon.

Strengths

Of the agencies compared in this benchmark, Oregon City ranks first in total square footage per resident for indoor recreation space. Oregon City is also above the national median for revenue per resident, cost recovery, and total spending per resident in operating expenses.

- **Indoor Square Footage** - Oregon City has 1.47 total square feet per resident and is the only benchmarked agency with an indoor aquatic space.
- **Revenue** - Oregon City generates \$52.22 in revenue per resident, which is above the NRPA Median of \$22.99 for agencies with populations between 20,000 and 49, 999.
- **Operating Expenses** - Oregon City spends \$115.58 per resident on operating expenses, which is also above the NRPA Median of \$110.32.

Opportunities

This benchmark study uncovered some limitations and opportunities for Oregon City.

- Oregon city ranks last in **marketing and program budget**.
- **Marketing**- The Statistically Valid Survey results showed that 38% of Oregon City residents responded “I don’t know what’s offered” as a barrier to program participation. Oregon City currently allocates less than 1% of its overall operational budget to marketing. The recommended percentage is at least 3% of the total operating budget.
- **Program Budget** - Oregon City has a program budget of just \$2.12 per resident on programs and is the lowest ranked of the benchmarked agencies. The fourth ranked agency spent \$14.34 per resident.

Overall, the benchmark analysis reveals that Oregon City has great potential for enhancing its offerings to meet the needs and desires of the community. There are opportunities to increase funding for marketing and overall dollars spent on programs for the community. The Master Plan’s recommendations will use this data and help establish strategic goals to pursue along with key performance indicators (KPIs) that will be tracked and measured over time as the Department continues to pursue excellence in all aspects of its operations.

5.4 PRIORITIZED FACILITY & PROGRAM NEEDS

Priorities for Facility Investments: The Priority Investment Rating (PIR) was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on recreation and park investments. The PIR equally weighs (1) the importance that residents place on amenities/facilities and (2) how many residents have unmet needs for the facility/amenity.

Based on the PIR, the following parks and recreation facilities/amenities were rated as high priorities for investment:

- Multi-use paved trails (200)
- Multi-use unpaved trails (167)
- Water access (115)
- Outdoor amphitheater (115)
- Indoor walking/jogging track (112)
- Large community parks (112)
- Open space & conservation areas (111)
- Fenced dog park (110)
- Small neighborhood parks (103)

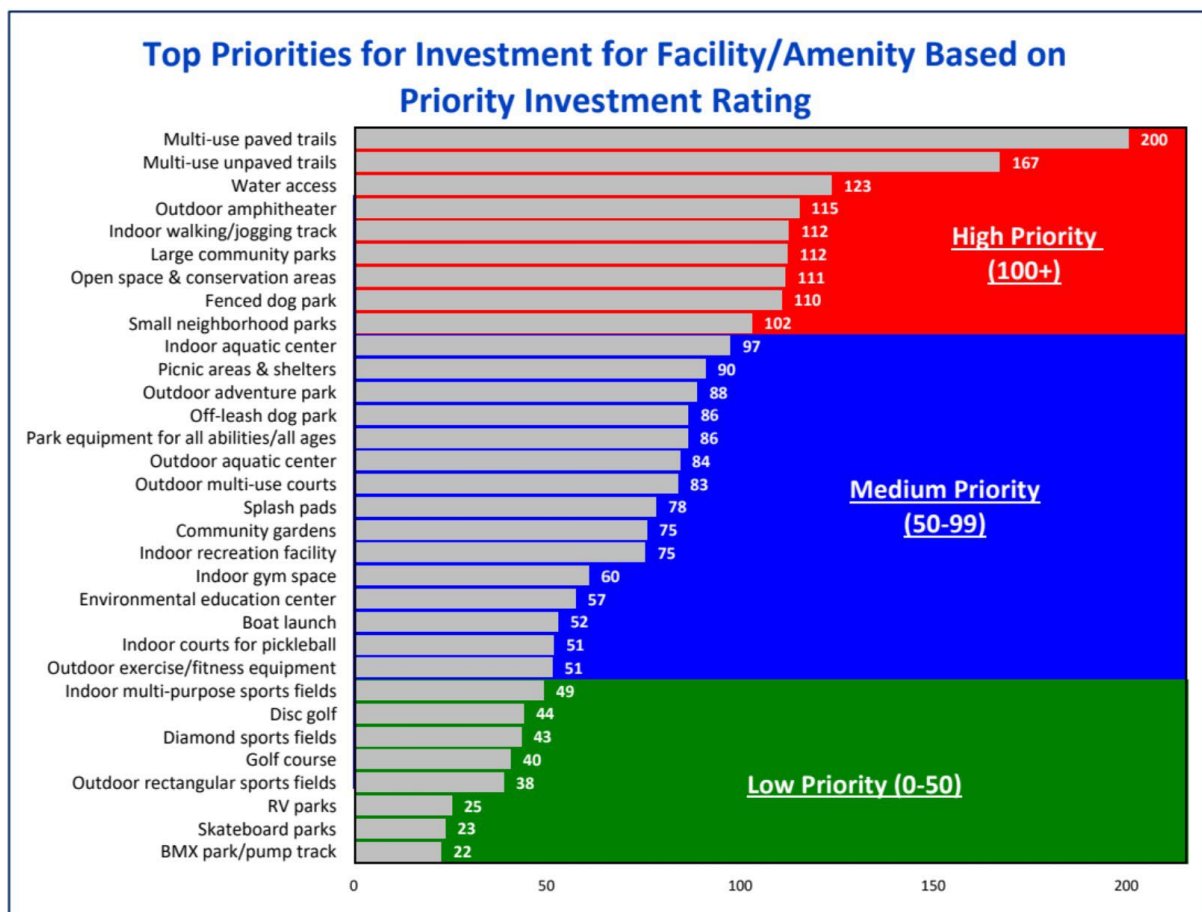


Figure 110: Priority Investment Rating - Facilities

Based on the PIR, the following Oregon City programs were rated as high priorities for investment:

- Farmer's Market (158)
- Adult fitness & wellness programs (148)
- Community special events (133)
- Cultural enrichment programs/events (117)

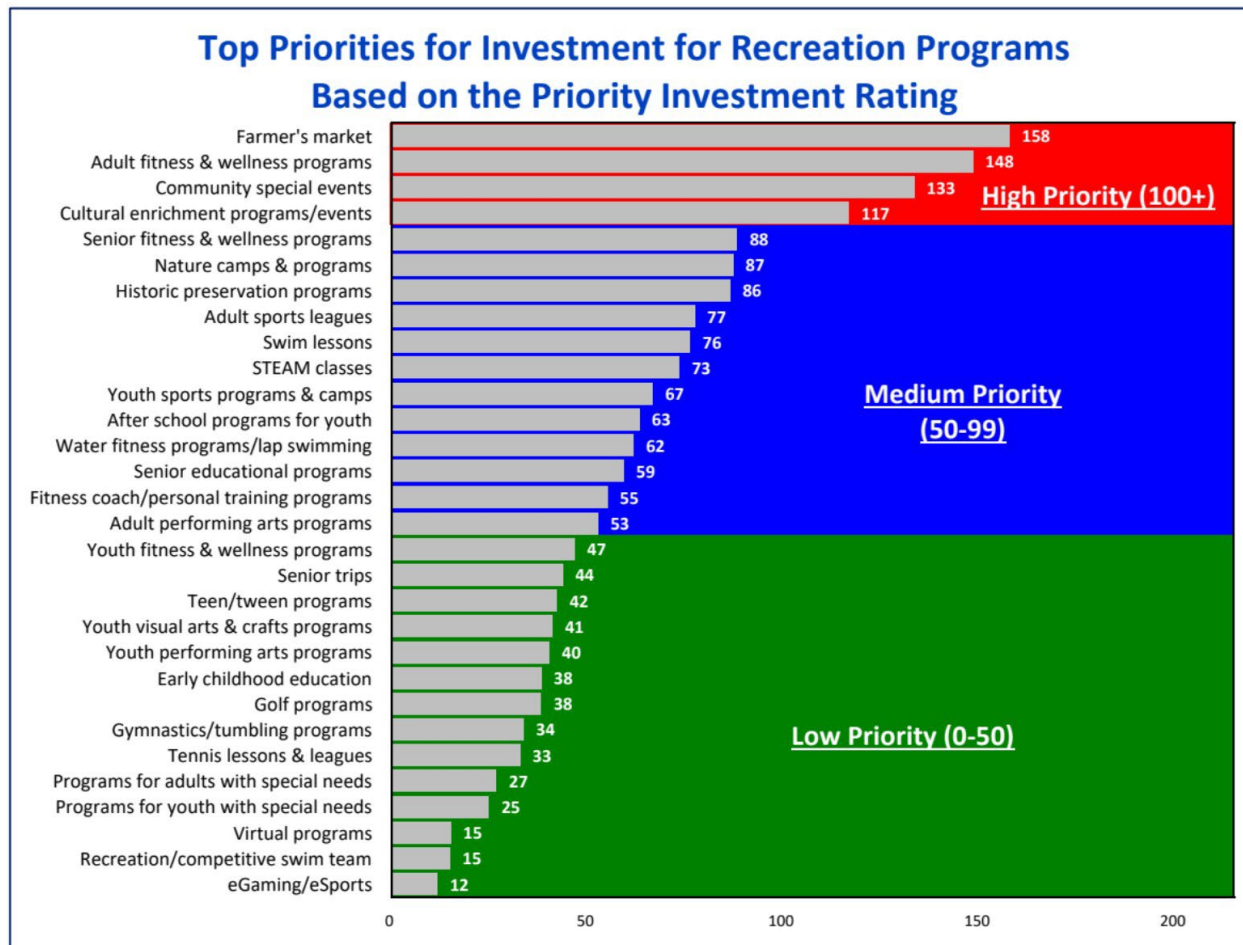


Figure 111: Priority Investment Rating - Recreation Programs

CHAPTER SIX : VISION, MISSION, VALUES & BIG MOVES

Based on an iterative visioning process with staff and using community input, demographics & trends, and an analysis of the City's maintenance, operations, & level of service, the following Mission Statement, Vision, and Core Values were developed by staff.

6.1.1 MISSION

The Mission of the Oregon City Parks and Recreation Department is "To serve the community".

6.1.2 VISION

The Department's vision for the future is to be known as "An inclusive, sustainable, and impactful agency".

6.1.3 CORE VALUES

The Department's Core values:

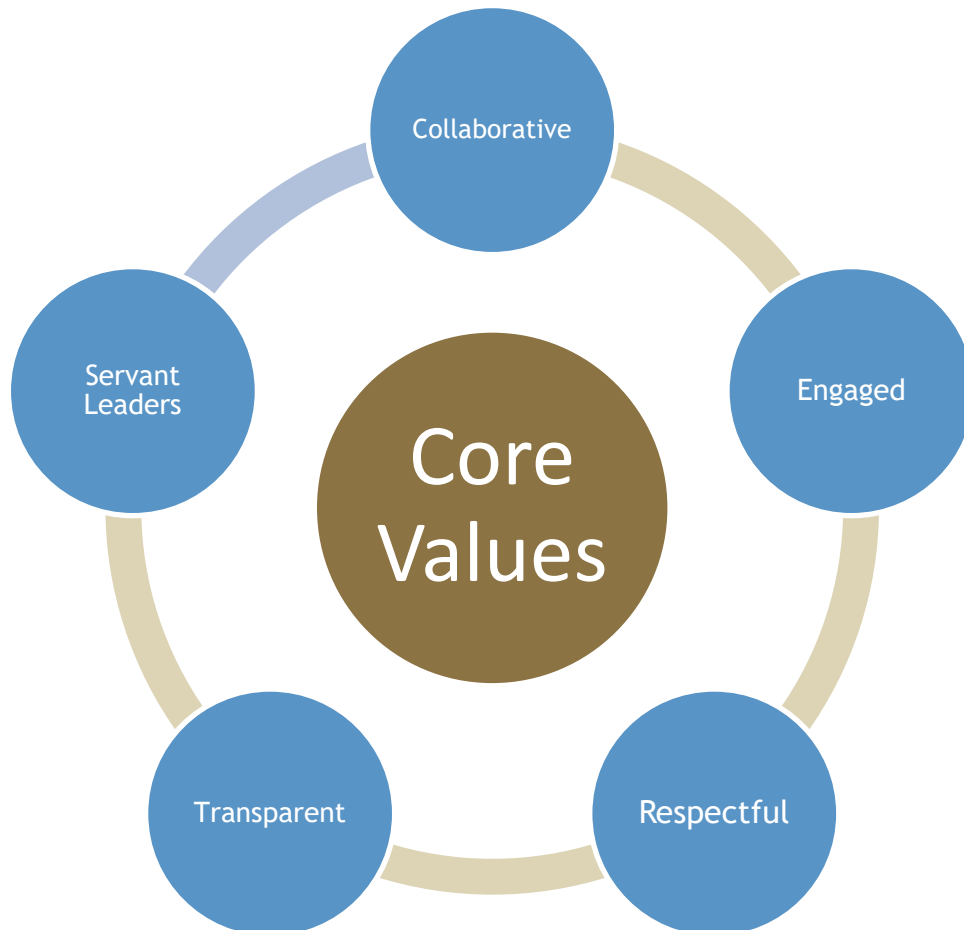


Figure 112: Department Core Values



6.1.4 BIG MOVES

The staff team identified Department-wide outcomes they would aspire to achieve from this plan. These Big Moves are the most significant outcomes desired and when achieved, will serve as the legacy fulfilling the Plan's vision. The following are the five Big Moves that were identified through this process:

1. Explore earned income opportunities to enhance funding for the Department.
 - a) Park utility fees
 - b) Initiate a bond or levy campaign
 - c) Review fees and charges to reflect cost recovery goals
 - d) Grants
 - e) Advertising, sponsorship and partnership opportunities
2. Construct an all-inclusive staffing plan encompassing staffing forecast, recruitment strategies, induction processes, training programs, retention initiatives, and succession planning.
3. Formulate an exhaustive maintenance strategy which includes preventative measures, regular upkeep, and a timetable for equipment replacement.
 - a) Created Facility Division to manage all facilities and address all maintenance opportunities
4. Design a strategic plan for marketing and branding.
5. Master/Business Plan the End of Oregon Trail Interpretive Center and Mountain View Cemetery.

CHAPTER SEVEN : CONCLUSION

In closing, the Oregon City Parks Master Plan serves not merely as an elaborate guide for park development, but as a beacon that illuminates the way forward with its core values: Collaboration, Engagement, Respect, Transparency, and Servant Leadership. These guiding principles shape an organizational culture that deeply respects the diverse voices of Oregon City's residents.

The master plan has been crafted through a highly collaborative process, incorporating meaningful feedback from community members, local organizations, and experts in the field. This wide-ranging dialogue fosters a shared sense of ownership and collective accountability, thereby embodying the essence of being Collaborative and Engaged.

With a focus on Respect, the plan champions equitable access to park facilities and recreational activities for all. It acknowledges the role of parks in advancing social unity, mental and physical health, as well as a sense of belonging among the community. Aimed at accommodating individuals across all ages, abilities, and backgrounds, the plan is devoted to inclusivity, thereby reinforcing social cohesion and connectedness.

Transparency is more than a buzzword in this master plan; it is a cornerstone. From the planning stage to decision-making to implementation, all aspects are communicated openly, including via the project website <https://www.orcityparksandplay.org/index.html>. This open communication not only builds trust but also stimulates continuous public engagement, empowering residents to be active participants in the park system's ongoing evolution.

Embodying the value of Servant Leadership, the master plan sets an exemplary standard for park management. It is a vision that is not only aspirational but also practical, as it accounts for adequate funding and resources needed for successful implementation. By staying true to these values, the plan positions Oregon City to fulfill its mission: to serve as an inclusive, sustainable, and impactful agency, committed to enriching the lives of its community.

Through adherence to these core values, the Oregon City Parks Master Plan offers more than just a strategic path; it serves as a testament to the values and aspirations that make our community strong and resilient.





APPENDICES

APPENDICES

Future Capital Improvement Projects
Parks and Recreation Department

Project	Type of Project	Rationale for Inclusion	Estimated Cost
New Pool & Recreation Center	Indoor Recreation / Aquatics Expansion or New Development	Underserved Level of Service	\$ 40,000,000
Clairmont Way	New Park Development	Underserved Level of Service	
TSW - Phase 2	New Park Development	High Priority Ranking	\$ 2,749,950
Wesley Lynn - Phase 2	New Park Development	Underserved Level of Service	\$ 1,732,101
Park Place Park - Phase 2	New Park Development	Underserved Level of Service	\$ 1,700,000
Waterboard Park Master Plan	New Park Development	Community Values	\$ 100,000
Total New Park Development			\$ 46,282,051
Additional Trails (3 miles per LOS needs)	New Trails, Trailheads and Connectors	High Priority Ranking	\$ 1,963,670
Land Acquisition (Neighborhood Park Acreage)	New Park Development	Underserved Level of Service	\$ 18,850,000
Total New Trails, Trailheads and Connectors			\$ 20,813,670
Pollinator Gardens	Park Improvements	Strategic Priorities	\$ 40,000
Abernathy Creek - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 28,509
Atkinson Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 390,547
Barclay Hills Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 59,435
Barclay Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 1,223
Canemah Childrens Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 91,023
Chapin Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 477,554
Clackamette Cove/River Access Trail - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 259,334
DC Latourette Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 50,482
Hartke Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 159,568
Hazelwood Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 57,003
Hillendale Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 659,681
Jon Storm Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 183,106
Library Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 228,616
McLoughlin Promanade - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 872,017
Old Canemah Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 235,692
Park Place Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 179,236
Richard Bloom Tots Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 38,833
Rivercrest Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 203,931
Singer Creek Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 249,154
Sportcraft Landing - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 341,940
Stafford Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 39,182
Tyrone S. Woods Memorial Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 48,918
Waterboard Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 1,099,810
Wesley Lynn Park - Deferred Maintenance	Park Improvements	Strategic Priorities	\$ 290,886
Total Park Improvements			\$ 6,285,680
ADA Accessibility (multiple parks)	Recreation Amenities	Community Values	TBD
Ermatinger House	Recreation Amenities	Community Values	\$ 663,226
Total Recreation Amenities			\$ 663,226
EOT Master Plan	Indoor Recreation / Aquatics Expansion or New Development	Underserved Level of Service	\$ 250,000
ADA Transition Plan	Park Improvements	Community Values	\$ 250,000
Atkinson Park / Buena Vista Club Master Plan	Park Improvements	Strategic Priorities	\$ 100,000
Mt. View Cemetery Master Plan	Indoor Recreation / Aquatics Expansion or New Development	Strategic Priorities	\$ 100,000
Aquatics Master Plan	Indoor Recreation / Aquatics Expansion or New Development	Underserved Level of Service	\$ 150,000
Parks and Recreation Master Plan Update	Park Improvements	Strategic Priorities	\$ 275,000
Total Recreation Center Expansion or New Development			\$ 1,125,000
Clackamette Park Master Plan Implementation	River Access / Recreation	High Priority Ranking	\$ 14,800,000
Total River Access / Recreation			\$ 14,800,000
Repave Pioneer Cemetery Rd.	Trail Upgrades	High Priority Ranking	\$ 100,000
Walking Path Repairs	Trail Upgrades	High Priority Ranking	\$ 2,107,628
Total Trail Upgrades			\$ 2,207,628
TOTAL W/O ASPIRATIONAL GOALS			\$ 92,177,256
Mountain View Cemetery	Park Improvements	Strategic Priorities	\$ 1,000,000
Atkinson Park / Buena Vista Club	Park Improvements	Future Trends	\$ 1,200,000
End of the Oregon Trail Redevelopment	Recreation Amenities	Future Trends	\$ 50,000,000
Total Aspirational Upgrades			\$ 328,731,767
TOTAL W/ ASPIRATIONAL GOALS			\$ 420,909,023

Cost per acre for land acquisition (based on 2024 listings in Oregon City)

Residential Zoning: \$650,000/AC

Commercial Zoning: \$871,200/AC

Industrial Zoning: \$544,500/AC

Cost per mile of Trail Development

Parker Knoll Subdivision estimated \$3.00 per s.f. for a 4” concrete path

12 foot path (1000ft long) estimated at \$65 per lineal foot fo County Building on Beavercreek



APPENDIX A: CAPITAL IMPROVEMENT PLAN

Page intentionally left blank

Parks and Recreation Master Plan

APPENDIX B - NATIONAL CORE VS CASUAL PARTICIPATORY TRENDS

GENERAL SPORTS

National Core vs Casual Participatory Trends - General Sports								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Basketball	22,343	100%	27,753	100%	27,135	100%	21.4%	-2.2%
<i>Casual (1-12 times)</i>	7,486	34%	11,962	43%	11,019	41%	47.2%	-7.9%
<i>Core (13+ times)</i>	14,857	66%	15,791	57%	16,019	59%	7.8%	1.4%
Golf (9 or 18-Hole Course)	23,815	100%	24,804	100%	25,111	100%	5.4%	1.2%
Tennis	18,079	100%	21,642	100%	22,617	100%	25.1%	4.5%
Baseball	14,760	100%	15,731	100%	15,587	100%	5.6%	-0.9%
<i>Casual (1-12 times)</i>	5,673	38%	8,089	51%	7,392	47%	30.3%	-8.6%
<i>Core (13+ times)</i>	9,087	62%	7,643	49%	8,195	53%	-9.8%	7.2%
Soccer (Outdoor)	11,932	100%	12,444	100%	12,556	100%	5.2%	0.9%
<i>Casual (1-25 times)</i>	6,342	53%	8,360	67%	7,586	60%	19.6%	-9.3%
<i>Core (26+ times)</i>	5,590	47%	4,084	33%	4,970	40%	-11.1%	21.7%
Softball (Slow Pitch)	7,690	100%	6,349	100%	6,008	100%	-21.9%	-5.4%
<i>Casual (1-12 times)</i>	3,377	44%	2,753	43%	2,729	45%	-19.2%	-0.9%
<i>Core (13+ times)</i>	4,314	56%	3,596	57%	3,279	55%	-24.0%	-8.8%
Football (Flag)	6,173	123%	7,001	121%	6,889	123%	11.6%	-1.6%
<i>Casual (1-12 times)</i>	3,249	53%	4,287	61%	4,137	60%	27.3%	-3.5%
<i>Core (13+ times)</i>	2,924	47%	2,714	39%	2,752	40%	-5.9%	1.4%
<i>Core Age 6 to 17 (13+ times)</i>	1,401	23%	1,446	21%	1,574	23%	12.3%	8.9%
Volleyball (Court)	6,216	100%	5,410	100%	5,849	100%	-5.9%	8.1%
<i>Casual (1-12 times)</i>	2,852	46%	2,204	41%	2,465	42%	-13.6%	11.8%
<i>Core (13+ times)</i>	3,364	54%	3,206	59%	3,384	58%	0.6%	5.6%
Badminton	7,354	100%	5,862	100%	6,061	100%	-17.6%	3.4%
<i>Casual (1-12 times)</i>	5,285	72%	4,129	70%	4,251	70%	-19.6%	3.0%
<i>Core (13+ times)</i>	2,069	28%	1,733	30%	1,810	30%	-12.5%	4.4%
Football (Touch)	5,686	100%	4,846	100%	4,884	100%	-14.1%	0.8%
<i>Casual (1-12 times)</i>	3,304	58%	2,990	62%	3,171	65%	-4.0%	6.1%
<i>Core (13+ times)</i>	2,383	42%	1,856	38%	1,713	35%	-28.1%	-7.7%
Soccer (Indoor)	5,117	100%	5,440	100%	5,408	100%	5.7%	-0.6%
<i>Casual (1-12 times)</i>	2,347	46%	3,377	62%	3,054	56%	30.1%	-9.6%
<i>Core (13+ times)</i>	2,770	54%	2,063	38%	2,354	44%	-15.0%	14.1%
Football (Tackle)	5,481	146%	5,054	144%	5,228	140%	-4.6%	3.4%
<i>Casual (1-25 times)</i>	2,242	41%	2,390	47%	2,642	51%	17.8%	10.5%
<i>Core (26+ times)</i>	3,240	59%	2,665	53%	2,586	49%	-20.2%	-3.0%
<i>Core Age 6 to 17 (26+ times)</i>	2,543	46%	2,226	44%	2,110	40%	-17.0%	-5.2%
Gymnastics	5,381	100%	3,848	100%	4,268	100%	-20.7%	10.9%
<i>Casual (1-49 times)</i>	3,580	67%	2,438	63%	2,787	65%	-22.2%	14.3%
<i>Core (50+ times)</i>	1,800	33%	1,410	37%	1,482	35%	-17.7%	5.1%
Volleyball (Sand/Beach)	5,489	100%	4,320	100%	4,184	100%	-23.8%	-3.1%
<i>Casual (1-12 times)</i>	3,989	73%	3,105	72%	2,918	70%	-26.8%	-6.0%
<i>Core (13+ times)</i>	1,500	27%	1,215	28%	1,265	30%	-15.7%	4.1%
Track and Field	4,116	100%	3,636	100%	3,587	100%	-12.9%	-1.3%
<i>Casual (1-25 times)</i>	1,961	48%	1,589	44%	1,712	48%	-12.7%	7.7%
<i>Core (26+ times)</i>	2,155	52%	2,046	56%	1,875	52%	-13.0%	-8.4%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	
							Mostly Casual Participants (greater than 75%)	

GENERAL SPORTS (CONTINUED)

National Core vs Casual Participatory Trends - General Sports								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Cheerleading	4,029	100%	3,308	100%	3,465	100%	-14.0%	4.7%
<i>Casual (1-25 times)</i>	2,365	59%	1,931	58%	2,030	59%	-14.2%	5.1%
<i>Core (26+ times)</i>	1,664	41%	1,377	42%	1,435	41%	-13.8%	4.2%
Pickleball	2,815	100%	4,199	100%	4,819	100%	71.2%	14.8%
<i>Casual (1-12 times)</i>	1,710	61%	2,835	68%	3,454	72%	102.0%	21.8%
<i>Core (13+ times)</i>	1,106	39%	1,364	32%	1,365	28%	23.4%	0.1%
Racquetball	3,579	100%	3,426	100%	3,260	100%	-8.9%	-4.8%
<i>Casual (1-12 times)</i>	2,488	70%	2,476	72%	2,270	70%	-8.8%	-8.3%
<i>Core (13+ times)</i>	1,092	31%	950	28%	990	30%	-9.3%	4.2%
Ice Hockey	2,697	100%	2,270	100%	2,306	100%	-14.5%	1.6%
<i>Casual (1-12 times)</i>	1,353	50%	1,165	51%	1,206	52%	-10.9%	3.5%
<i>Core (13+ times)</i>	1,344	50%	1,105	49%	1,101	48%	-18.1%	-0.4%
Ultimate Frisbee	3,673	100%	2,325	100%	2,190	100%	-40.4%	-5.8%
<i>Casual (1-12 times)</i>	2,746	75%	1,476	63%	1,441	66%	-47.5%	-2.4%
<i>Core (13+ times)</i>	927	25%	849	37%	749	34%	-19.2%	-11.8%
Softball (Fast Pitch)	2,467	100%	1,811	100%	2,088	100%	-15.4%	15.3%
<i>Casual (1-25 times)</i>	1,198	49%	650	36%	934	45%	-22.0%	43.7%
<i>Core (26+ times)</i>	1,269	51%	1,162	64%	1,154	55%	-9.1%	-0.7%
Lacrosse	2,090	100%	1,884	100%	1,892	100%	-9.5%	0.4%
<i>Casual (1-12 times)</i>	1,153	55%	902	48%	1,009	53%	-12.5%	11.9%
<i>Core (13+ times)</i>	938	45%	982	52%	883	47%	-5.9%	-10.1%
Wrestling	1,922	100%	1,931	100%	1,937	100%	0.8%	0.3%
<i>Casual (1-25 times)</i>	1,139	59%	1,239	64%	1,290	67%	13.3%	4.1%
<i>Core (26+ times)</i>	782	41%	692	36%	647	33%	-17.3%	-6.5%
Roller Hockey	1,929	100%	1,500	100%	1,425	100%	-26.1%	-5.0%
<i>Casual (1-12 times)</i>	1,438	75%	1,129	75%	1,088	76%	-24.3%	-3.6%
<i>Core (13+ times)</i>	491	25%	371	25%	337	24%	-31.4%	-9.2%
Boxing for Competition	1,210	100%	1,361	100%	1,460	100%	20.7%	7.3%
<i>Casual (1-12 times)</i>	1,035	86%	1,214	89%	1,262	86%	21.9%	4.0%
<i>Core (13+ times)</i>	176	15%	147	11%	199	14%	13.1%	35.4%
Rugby	1,550	100%	1,242	100%	1,238	100%	-20.1%	-0.3%
<i>Casual (1-7 times)</i>	1,090	70%	807	65%	778	63%	-28.6%	-3.6%
<i>Core (8+ times)</i>	460	30%	435	35%	460	37%	0.0%	5.7%
Squash	1,549	100%	1,163	100%	1,185	100%	-23.5%	1.9%
<i>Casual (1-7 times)</i>	1,111	72%	669	58%	720	61%	-35.2%	7.6%
<i>Core (8+ times)</i>	437	28%	495	43%	466	39%	6.6%	-5.9%
Golf (Entertainment Venue)	8,173	100%	12,057	100%	12,362	100%	51.3%	2.5%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	
							Mostly Casual Participants (greater than 75%)	

Parks and Recreation Master Plan

GENERAL FITNESS

National Core vs Casual Participatory Trends - General Fitness								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Fitness Walking	107,895	100%	114,044	100%	115,814	100%	7.3%	1.6%
<i>Casual (1-49 times)</i>	34,535	32%	34,742	30%	39,036	34%	13.0%	12.4%
<i>Core (50+ times)</i>	73,359	68%	79,302	70%	76,778	66%	4.7%	-3.2%
Treadmill	51,872	100%	49,832	100%	53,627	100%	3.4%	7.6%
<i>Casual (1-49 times)</i>	23,490	45%	19,549	39%	25,353	47%	7.9%	29.7%
<i>Core (50+ times)</i>	28,381	55%	30,283	61%	28,276	53%	-0.4%	-6.6%
Free Weights (Dumbbells/Hand Weights)	51,513	100%	53,256	100%	52,636	100%	2.2%	-1.2%
<i>Casual (1-49 times)</i>	18,245	35%	20,070	38%	21,560	41%	18.2%	7.4%
<i>Core (50+ times)</i>	33,268	65%	33,186	62%	31,076	59%	-6.6%	-6.4%
Running/Jogging	47,384	100%	50,652	100%	48,977	100%	3.4%	-3.3%
<i>Casual (1-49 times)</i>	21,764	46%	24,438	48%	23,441	48%	7.7%	-4.1%
<i>Core (50+ times)</i>	25,621	54%	26,214	52%	25,537	52%	-0.3%	-2.6%
Stationary Cycling (Recumbent/Upright)	36,118	100%	31,287	100%	32,453	100%	-10.1%	3.7%
<i>Casual (1-49 times)</i>	18,240	51%	13,249	42%	15,124	47%	-17.1%	14.2%
<i>Core (50+ times)</i>	17,878	49%	18,038	58%	17,330	53%	-3.1%	-3.9%
Weight/Resistant Machines	35,768	100%	30,651	100%	30,577	100%	-14.5%	-0.2%
<i>Casual (1-49 times)</i>	14,346	40%	10,940	36%	11,954	39%	-16.7%	9.3%
<i>Core (50+ times)</i>	21,422	60%	19,711	64%	18,624	61%	-13.1%	-5.5%
Elliptical Motion/Cross Trainer	32,218	100%	27,920	100%	27,618	100%	-14.3%	-1.1%
<i>Casual (1-49 times)</i>	15,687	49%	14,403	52%	14,156	51%	-9.8%	-1.7%
<i>Core (50+ times)</i>	16,532	51%	13,517	48%	13,461	49%	-18.6%	-0.4%
Yoga	26,268	100%	32,808	102%	34,347	100%	30.8%	4.7%
<i>Casual (1-49 times)</i>	15,486	59%	19,953	61%	20,110	59%	29.9%	0.8%
<i>Core (50+ times)</i>	10,782	41%	13,471	41%	14,237	41%	32.0%	5.7%
Free Weights (Barbells)	26,473	100%	28,790	100%	28,243	100%	6.7%	-1.9%
<i>Casual (1-49 times)</i>	10,344	39%	13,428	47%	12,649	45%	22.3%	-5.8%
<i>Core (50+ times)</i>	16,129	61%	15,363	53%	15,595	55%	-3.3%	1.5%
Dance, Step, Choreographed Exercise	21,839	100%	25,160	100%	24,752	100%	13.3%	-1.6%
<i>Casual (1-49 times)</i>	14,158	65%	16,652	66%	16,622	67%	17.4%	-0.2%
<i>Core (50+ times)</i>	7,681	35%	8,507	34%	8,130	33%	5.8%	-4.4%
Bodyweight Exercise	25,110	100%	22,845	100%	22,629	100%	-9.9%	-0.9%
<i>Casual (1-49 times)</i>	9,763	39%	9,581	42%	9,915	44%	1.6%	3.5%
<i>Core (50+ times)</i>	15,347	61%	13,264	58%	12,714	56%	-17.2%	-4.1%
Aerobics (High Impact/ Intensity Training)	10,575	100%	10,954	100%	10,400	100%	-1.7%	-5.1%
<i>Casual (1-49 times)</i>	7,135	67%	8,331	76%	8,347	80%	17.0%	0.2%
<i>Core (50+ times)</i>	3,440	33%	2,623	24%	2,053	20%	-40.3%	-21.7%
Stair Climbing Machine	15,079	100%	11,261	100%	11,786	100%	-21.8%	4.7%
<i>Casual (1-49 times)</i>	9,332	62%	6,339	56%	7,332	62%	-21.4%	15.7%
<i>Core (50+ times)</i>	5,747	38%	4,922	44%	4,453	38%	-22.5%	-9.5%
Cross-Training Style Workout	12,914	100%	9,179	100%	9,764	100%	-24.4%	6.4%
<i>Casual (1-49 times)</i>	6,430	50%	3,476	38%	4,179	43%	-35.0%	20.2%
<i>Core (50+ times)</i>	6,483	50%	5,704	62%	5,585	57%	-13.9%	-2.1%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	

Figure 20: General Fitness Appendix



GENERAL FITNESS (CONTINUED)

National Core vs Casual Participatory Trends - General Fitness								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Trail Running	8,582	100%	11,854	100%	12,520	100%	45.9%	5.6%
Stationary Cycling (Group)	8,937	100%	6,054	100%	5,939	100%	-33.5%	-1.9%
<i>Casual (1-49 times)</i>	5,751	64%	3,134	52%	3,134	53%	-45.5%	0.0%
<i>Core (50+ times)</i>	3,186	36%	2,920	48%	2,805	47%	-12.0%	-3.9%
Pilates Training	8,893	100%	9,905	100%	9,745	100%	9.6%	-1.6%
<i>Casual (1-49 times)</i>	5,525	62%	6,668	67%	6,611	68%	19.7%	-0.9%
<i>Core (50+ times)</i>	3,367	38%	3,237	33%	3,133	32%	-6.9%	-3.2%
Cardio Kickboxing	6,899	100%	5,295	100%	5,099	100%	-26.1%	-3.7%
<i>Casual (1-49 times)</i>	4,760	69%	3,438	65%	3,328	65%	-30.1%	-3.2%
<i>Core (50+ times)</i>	2,139	31%	1,857	35%	1,771	35%	-17.2%	-4.6%
Boot Camp Style Training	6,583	100%	4,969	100%	5,169	100%	-21.5%	4.0%
<i>Casual (1-49 times)</i>	4,484	68%	3,204	64%	3,461	67%	-22.8%	8.0%
<i>Core (50+ times)</i>	2,099	32%	1,765	36%	1,709	33%	-18.6%	-3.2%
Martial Arts	5,745	100%	6,064	100%	6,186	100%	7.7%	2.0%
<i>Casual (1-12 times)</i>	1,964	34%	2,679	44%	2,728	44%	38.9%	1.8%
<i>Core (13+ times)</i>	3,780	66%	3,385	56%	3,458	56%	-8.5%	2.2%
Boxing for Fitness	5,175	100%	5,230	100%	5,237	100%	1.2%	0.1%
<i>Casual (1-12 times)</i>	2,678	52%	2,962	57%	2,985	57%	11.5%	0.8%
<i>Core (13+ times)</i>	2,496	48%	2,268	43%	2,252	43%	-9.8%	-0.7%
Tai Chi	3,706	100%	3,300	100%	3,393	100%	-8.4%	2.8%
<i>Casual (1-49 times)</i>	2,245	61%	1,858	56%	2,001	59%	-10.9%	7.7%
<i>Core (50+ times)</i>	1,461	39%	1,442	44%	1,393	41%	-4.7%	-3.4%
Barre	3,329	100%	3,579	100%	3,659	100%	9.9%	2.2%
<i>Casual (1-49 times)</i>	2,636	79%	2,721	76%	2,822	77%	7.1%	3.7%
<i>Core (50+ times)</i>	693	21%	858	24%	837	23%	20.8%	-2.4%
Triathlon (Traditional/Road)	2,374	100%	1,846	100%	1,748	100%	-26.4%	-5.3%
Triathlon (Non-Traditional/Off Road)	1,705	100%	1,363	100%	1,304	100%	-23.5%	-4.3%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to 25%)		Large Decrease (less than 25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	

Parks and Recreation Master Plan

OUTDOOR/ADVENTURE RECREATION

National Core vs Casual Participatory Trends - Outdoor / Adventure Recreation								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Hiking (Day)	42,128	100%	57,808	100%	58,697	100%	39.3%	1.5%
Bicycling (Road)	38,365	100%	44,471	100%	42,775	100%	11.5%	-3.8%
<i>Casual (1-25 times)</i>	19,244	50%	23,720	53%	22,280	52%	15.8%	-6.1%
<i>Core (26+ times)</i>	19,121	50%	20,751	47%	20,495	48%	7.2%	-1.2%
Fishing (Freshwater)	38,121	100%	42,556	100%	40,853	100%	7.2%	-4.0%
<i>Casual (1-7 times)</i>	20,308	53%	24,309	57%	22,451	55%	10.6%	-7.6%
<i>Core (8+ times)</i>	17,813	47%	18,247	43%	18,403	45%	3.3%	0.9%
Camping (< 1/4 Mile of Vehicle/Home)	26,467	100%	36,082	100%	35,985	100%	36.0%	-0.3%
Camping (Recreational Vehicle)	15,855	100%	17,825	100%	16,371	100%	3.3%	-8.2%
<i>Casual (1-7 times)</i>	8,719	55%	11,281	63%	9,688	59%	11.1%	-14.1%
<i>Core (8+ times)</i>	7,136	45%	6,544	37%	6,683	41%	-6.3%	2.1%
Fishing (Saltwater)	12,266	100%	14,527	100%	13,790	100%	12.4%	-5.1%
<i>Casual (1-7 times)</i>	7,198	59%	9,109	63%	8,543	62%	18.7%	-6.2%
<i>Core (8+ times)</i>	5,068	41%	5,418	37%	5,246	38%	3.5%	-3.2%
Birdwatching (> 1/4 mile of Vehicle/Home)	11,589	100%	15,228	100%	14,815	100%	27.8%	-2.7%
Backpacking Overnight	10,151	100%	10,746	100%	10,306	100%	1.5%	-4.1%
Bicycling (Mountain)	8,615	100%	8,998	100%	8,693	100%	0.9%	-3.4%
<i>Casual (1-12 times)</i>	4,273	50%	4,803	53%	4,517	52%	5.7%	-6.0%
<i>Core (13+ times)</i>	4,342	50%	4,194	47%	4,176	48%	-3.8%	-0.4%
Archery	7,903	100%	7,249	100%	7,342	100%	-7.1%	1.3%
<i>Casual (1-25 times)</i>	6,650	84%	6,102	84%	6,054	82%	-9.0%	-0.8%
<i>Core (26+ times)</i>	1,253	16%	1,147	16%	1,288	18%	2.8%	12.3%
Fishing (Fly)	6,456	100%	7,753	100%	7,458	100%	15.5%	-3.8%
<i>Casual (1-7 times)</i>	4,183	65%	5,020	65%	4,762	64%	13.8%	-5.1%
<i>Core (8+ times)</i>	2,273	35%	2,733	35%	2,696	36%	18.6%	-1.4%
Skateboarding	6,442	100%	8,872	100%	8,747	100%	35.8%	-1.4%
<i>Casual (1-25 times)</i>	3,955	61%	6,315	71%	6,181	71%	56.3%	-2.1%
<i>Core (26+ times)</i>	2,487	39%	2,557	29%	2,566	29%	3.2%	0.4%
Climbing (Indoor)	-	n/a	5,535	100%	5,684	100%	n/a	2.7%
Roller Skating (In-Line)	5,381	100%	4,892	100%	4,940	100%	-8.2%	1.0%
<i>Casual (1-12 times)</i>	3,861	72%	3,466	71%	3,525	71%	-8.7%	1.7%
<i>Core (13+ times)</i>	1,520	28%	1,425	29%	1,415	29%	-6.9%	-0.7%
Bicycling (BMX)	3,104	100%	3,880	100%	3,861	100%	24.4%	-0.5%
<i>Casual (1-12 times)</i>	1,760	57%	2,532	65%	2,466	64%	40.1%	-2.6%
<i>Core (13+ times)</i>	1,344	43%	1,348	35%	1,396	36%	3.9%	3.6%
Climbing (Traditional/Ice/Mountaineering)	2,790	100%	2,456	100%	2,374	100%	-14.9%	-3.3%
Climbing (Sport/Boulder)	-	n/a	2,290	100%	2,301	100%	n/a	0.5%
Adventure Racing	2,999	100%	1,966	100%	1,826	100%	-39.1%	-7.1%
<i>Casual (1 times)</i>	1,081	36%	328	17%	312	17%	-71.1%	-4.9%
<i>Core (2+ times)</i>	1,918	64%	1,638	83%	1,514	83%	-21.1%	-7.6%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	

AQUATICS

National Core vs Casual Participatory Trends - Aquatics								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Swimming (Fitness)	26,601	100%	25,666	100%	25,620	100%	-3.7%	-0.2%
<i>Casual (1-49 times)</i>	17,781	67%	17,987	70%	17,598	69%	-1.0%	-2.2%
<i>Core (50+ times)</i>	8,820	33%	7,680	30%	8,022	31%	-9.0%	4.5%
Aquatic Exercise	10,575	100%	10,954	100%	10,400	100%	-1.7%	-5.1%
<i>Casual (1-49 times)</i>	7,135	67%	8,331	76%	8,347	80%	17.0%	0.2%
<i>Core (50+ times)</i>	3,440	33%	2,623	24%	2,053	20%	-40.3%	-21.7%
Swimming (Competition)	3,369	100%	2,615	100%	2,824	100%	-16.2%	8.0%
<i>Casual (1-49 times)</i>	1,881	56%	1,524	58%	1,708	60%	-9.2%	12.1%
<i>Core (50+ times)</i>	1,488	44%	1,091	42%	1,116	40%	-25.0%	2.3%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	

Parks and Recreation Master Plan

WATER SPORTS/ACTIVITIES

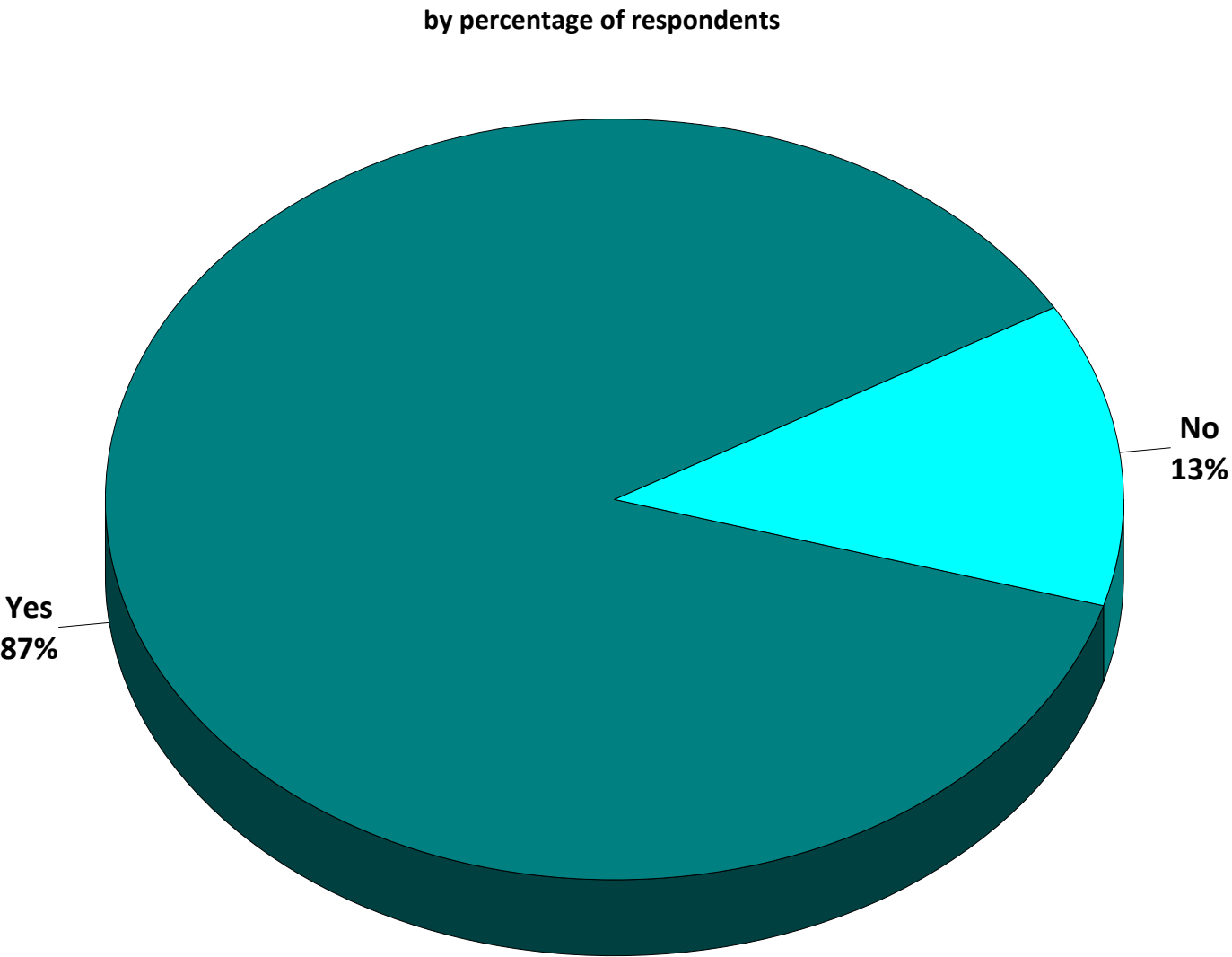
National Core vs Casual Participatory Trends - Water Sports / Activities								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Kayaking (Recreational)	10,017	100%	13,002	100%	13,351	100%	33.3%	2.7%
Canoeing	10,046	100%	9,595	100%	9,199	100%	-8.4%	-4.1%
Snorkeling	8,717	100%	7,729	100%	7,316	100%	-16.1%	-5.3%
<i>Casual (1-7 times)</i>	6,945	80%	6,374	82%	5,989	82%	-13.8%	-6.0%
<i>Core(8+ times)</i>	1,773	20%	1,355	18%	1,326	18%	-25.2%	-2.1%
Jet Skiing	5,783	100%	4,900	100%	5,062	100%	-12.5%	3.3%
<i>Casual (1-7 times)</i>	4,143	72%	3,783	77%	3,780	75%	-8.8%	-0.1%
<i>Core(8+ times)</i>	1,640	28%	1,116	23%	1,281	25%	-21.9%	14.8%
Sailing	4,095	100%	3,486	100%	3,463	100%	-15.4%	-0.7%
<i>Casual (1-7 times)</i>	2,833	69%	2,395	69%	2,418	70%	-14.6%	1.0%
<i>Core(8+ times)</i>	1,262	31%	1,091	31%	1,045	30%	-17.2%	-4.2%
Stand-Up Paddling	3,220	100%	3,675	100%	3,739	100%	16.1%	1.7%
Rafting	3,428	100%	3,474	100%	3,383	100%	-1.3%	-2.6%
Water Skiing	3,700	100%	3,050	100%	3,058	100%	-17.4%	0.3%
<i>Casual (1-7 times)</i>	2,667	72%	2,189	72%	2,209	72%	-17.2%	0.9%
<i>Core(8+ times)</i>	1,033	28%	861	28%	849	28%	-17.8%	-1.4%
Surfing	2,793	100%	3,800	100%	3,463	100%	24.0%	-8.9%
<i>Casual (1-7 times)</i>	1,768	63%	2,507	66%	2,158	62%	22.1%	-13.9%
<i>Core(8+ times)</i>	1,024	37%	1,293	34%	1,305	38%	27.4%	0.9%
Wakeboarding	2,912	100%	2,754	100%	2,674	100%	-8.2%	-2.9%
<i>Casual (1-7 times)</i>	2,017	69%	2,007	73%	1,902	71%	-5.7%	-5.2%
<i>Core(8+ times)</i>	895	31%	747	27%	772	29%	-13.7%	3.3%
Scuba Diving	3,111	100%	2,588	100%	2,476	100%	-20.4%	-4.3%
<i>Casual (1-7 times)</i>	2,292	74%	1,880	73%	1,795	72%	-21.7%	-4.5%
<i>Core(8+ times)</i>	819	26%	708	27%	680	27%	-17.0%	-4.0%
Kayaking (Sea/Touring)	3,124	100%	2,508	100%	2,587	100%	-17.2%	3.1%
Kayaking (White Water)	2,552	100%	2,605	100%	2,587	100%	1.4%	-0.7%
Boardsailing/Windsurfing	1,737	100%	1,268	100%	1,297	100%	-25.3%	2.3%
<i>Casual (1-7 times)</i>	1,449	83%	1,015	80%	1,002	77%	-30.8%	-1.3%
<i>Core(8+ times)</i>	288	17%	253	20%	295	23%	2.4%	16.6%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	



APPENDIX C: ETC STATISTICALLY VALID SURVEY CHARTS AND GRAPHS

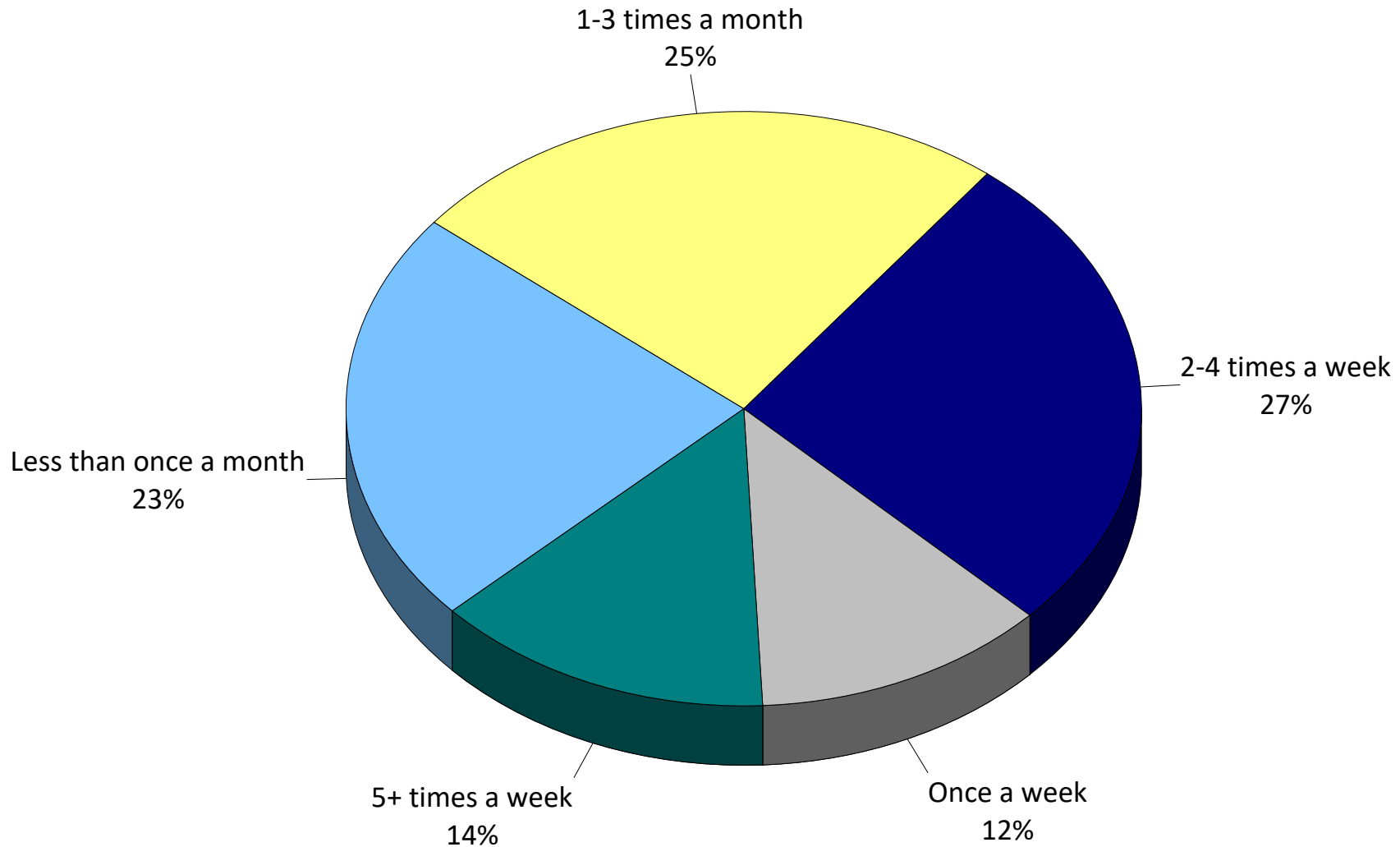
Page intentionally left blank

Q1. Have you or any member of your household visited any City of Oregon City parks or recreation facilities during the past 12 months?



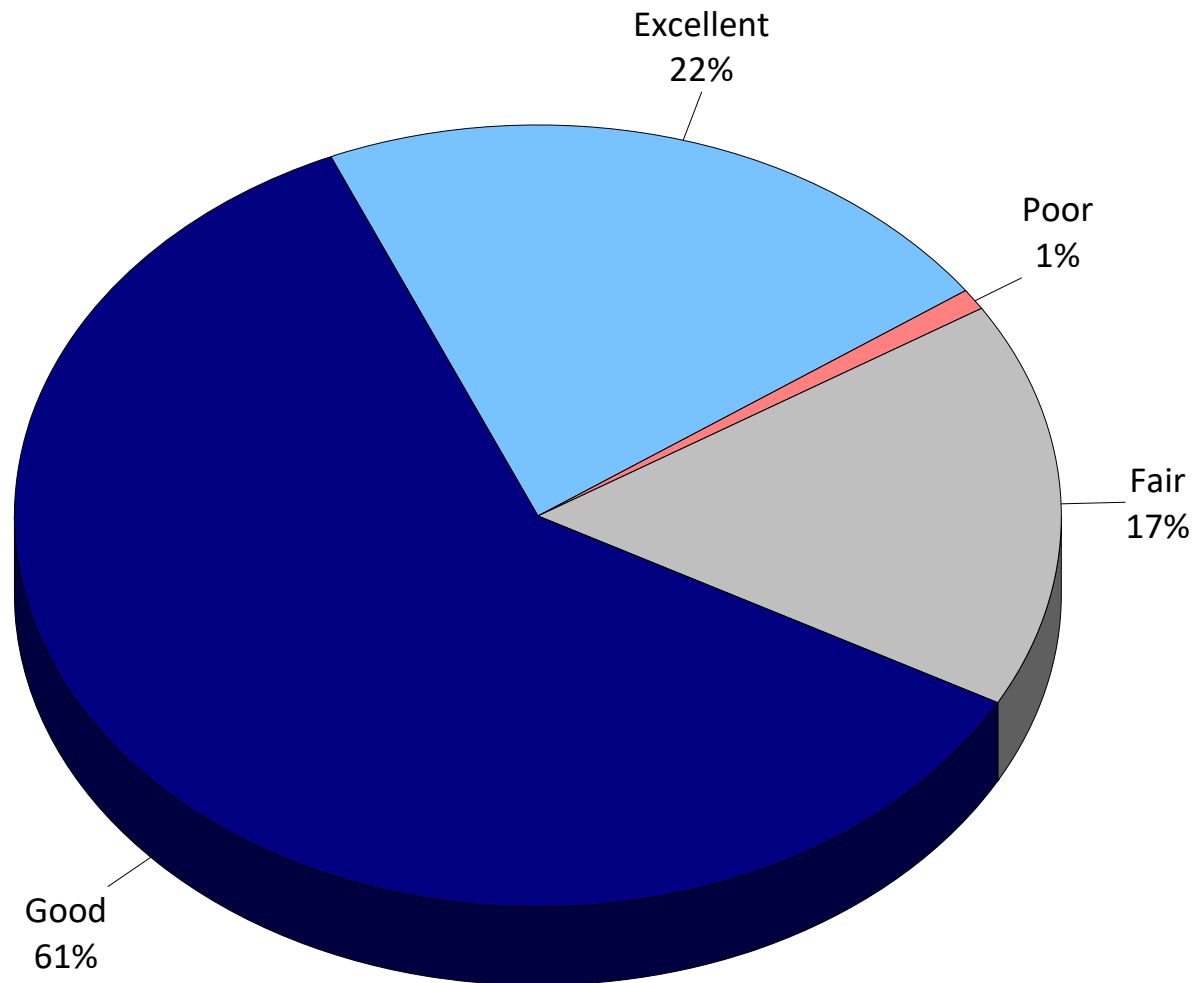
Q1a. How often have you visited City of Oregon City parks and/or recreation facilities during the past 12 months?

by percentage of respondents who responded "Yes" to Q1 (excluding "don't know")



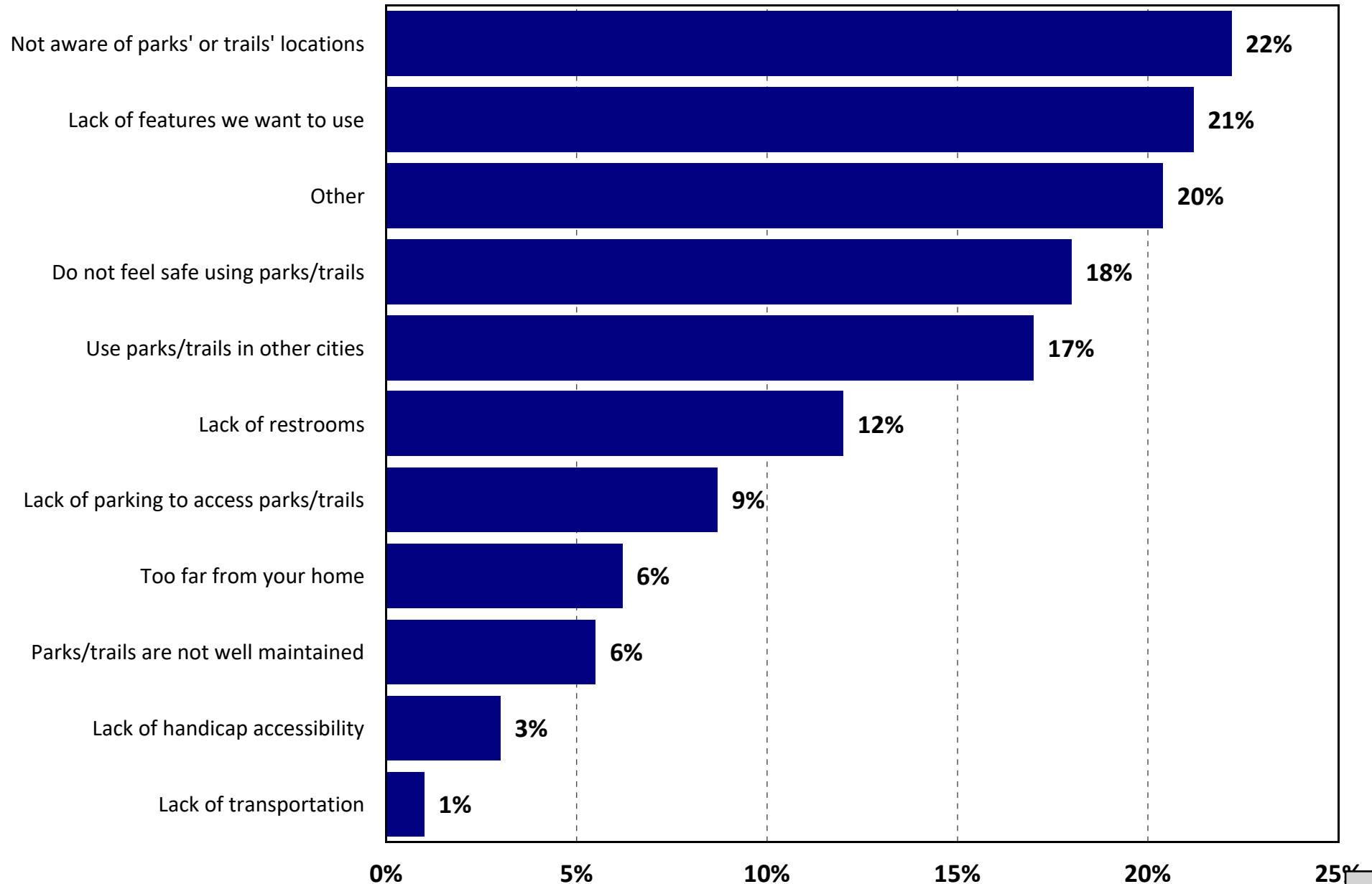
Q1b. Overall, how would you rate the physical condition of ALL the City of Oregon City parks and recreation facilities you have visited?

by percentage of respondents who responded "Yes" to Q1 (excluding "not provided")



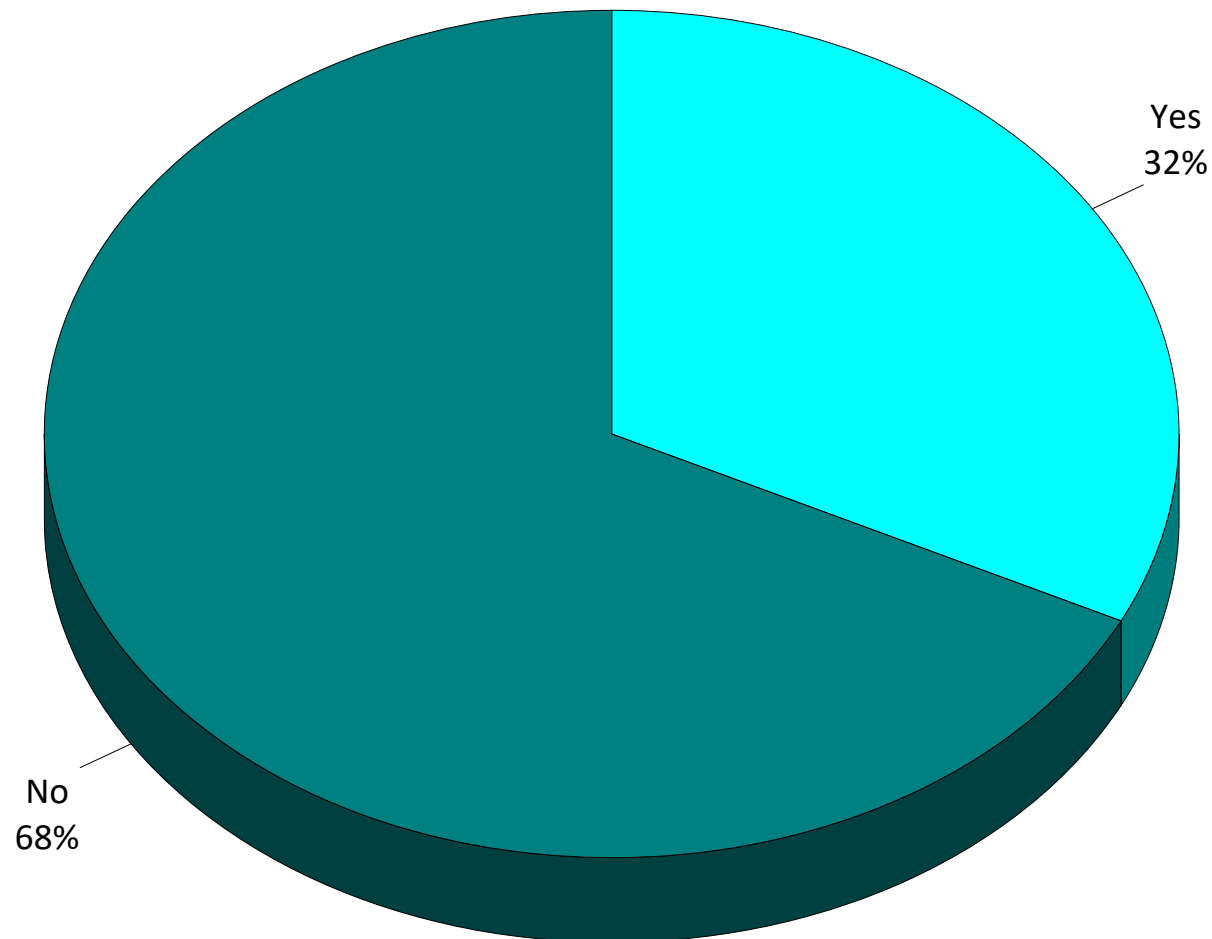
Q2. Barriers to Parks or Recreation Facilities Use

by percentage of respondents (multiple selections could be made)



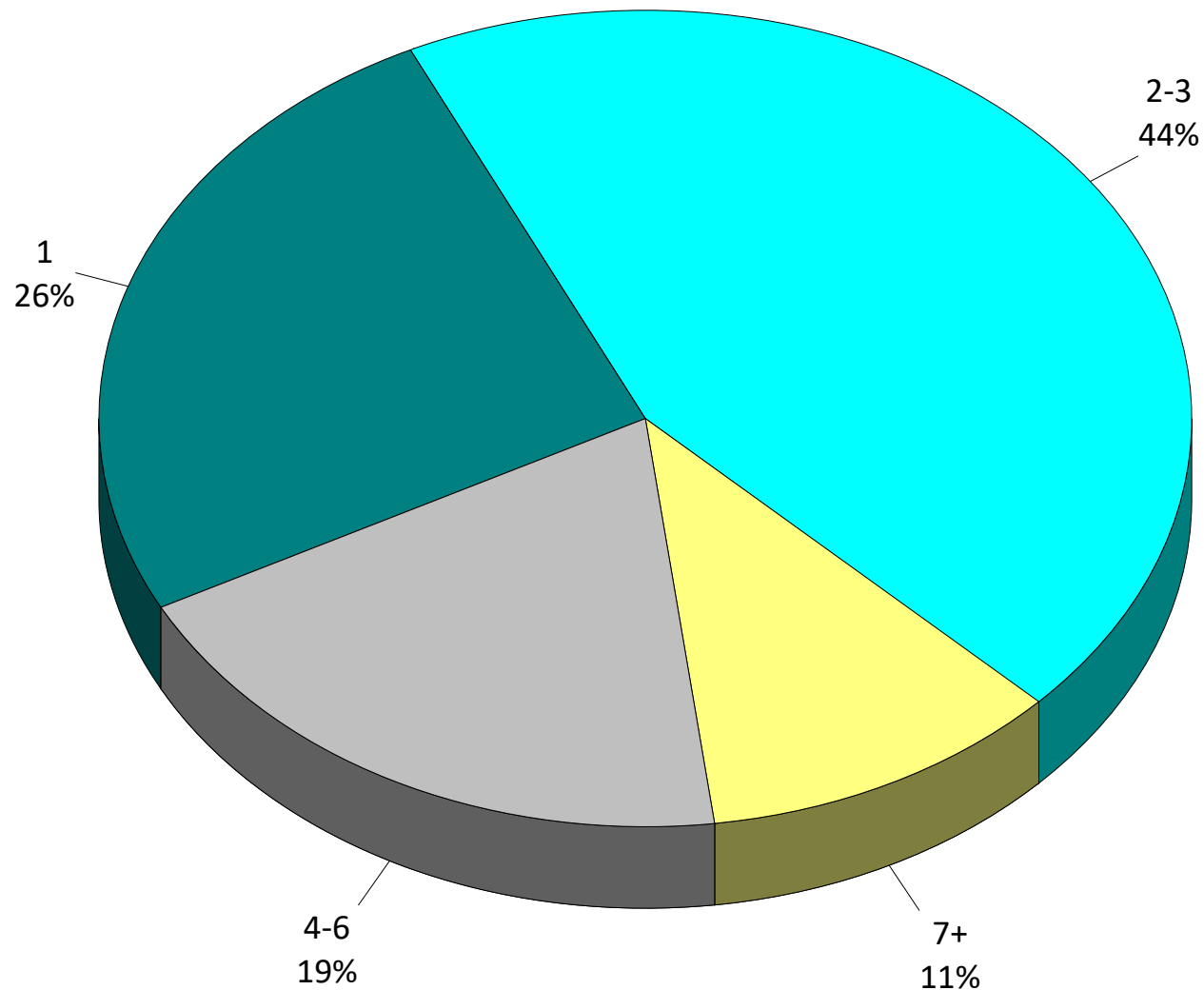
Q3. Has your household participated in any recreation programs /events offered by Oregon City Parks and Recreation during the past three years?

by percentage of respondents



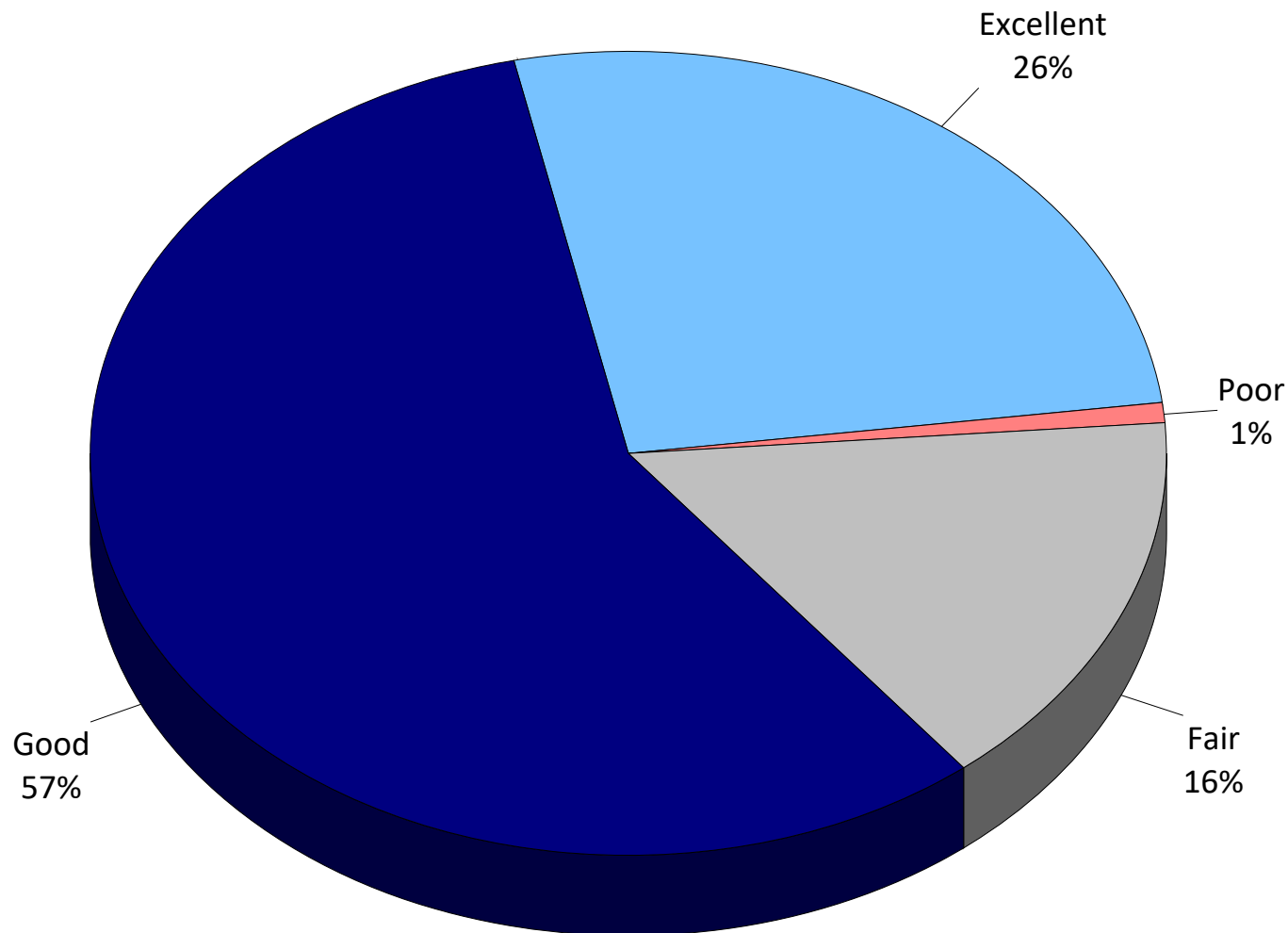
Q3a. How many recreation programs/events offered by Oregon City Parks and Recreation have you or members of your household participated in during the past three years?

by percentage of respondents who responded "Yes" to Q3



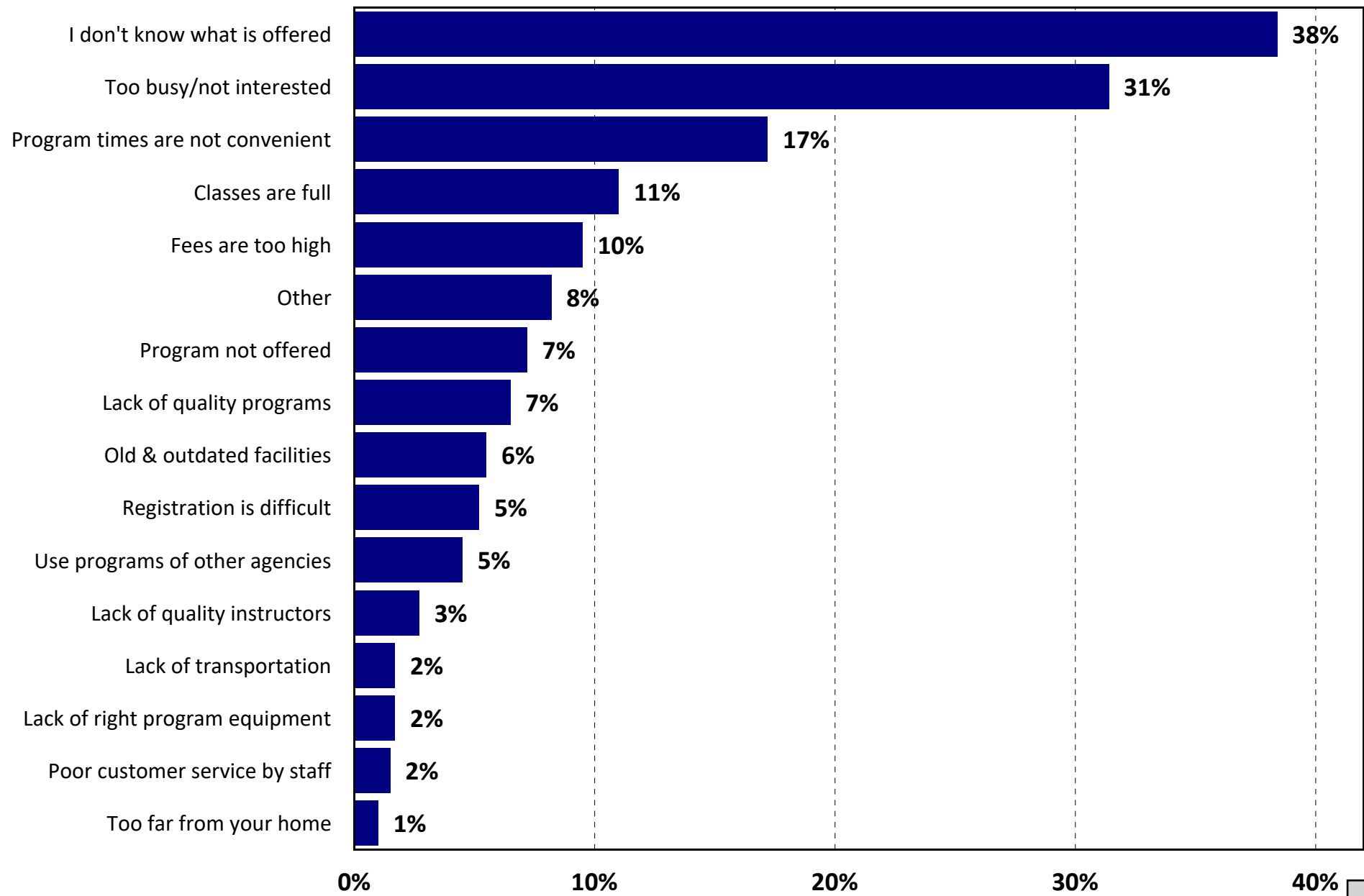
Q3b. How would you rate the overall quality of recreation programs /events offered by Oregon City Parks and Recreation in which your household has participated?

by percentage of respondents who responded "Yes" to Q3 (excluding "not provided")



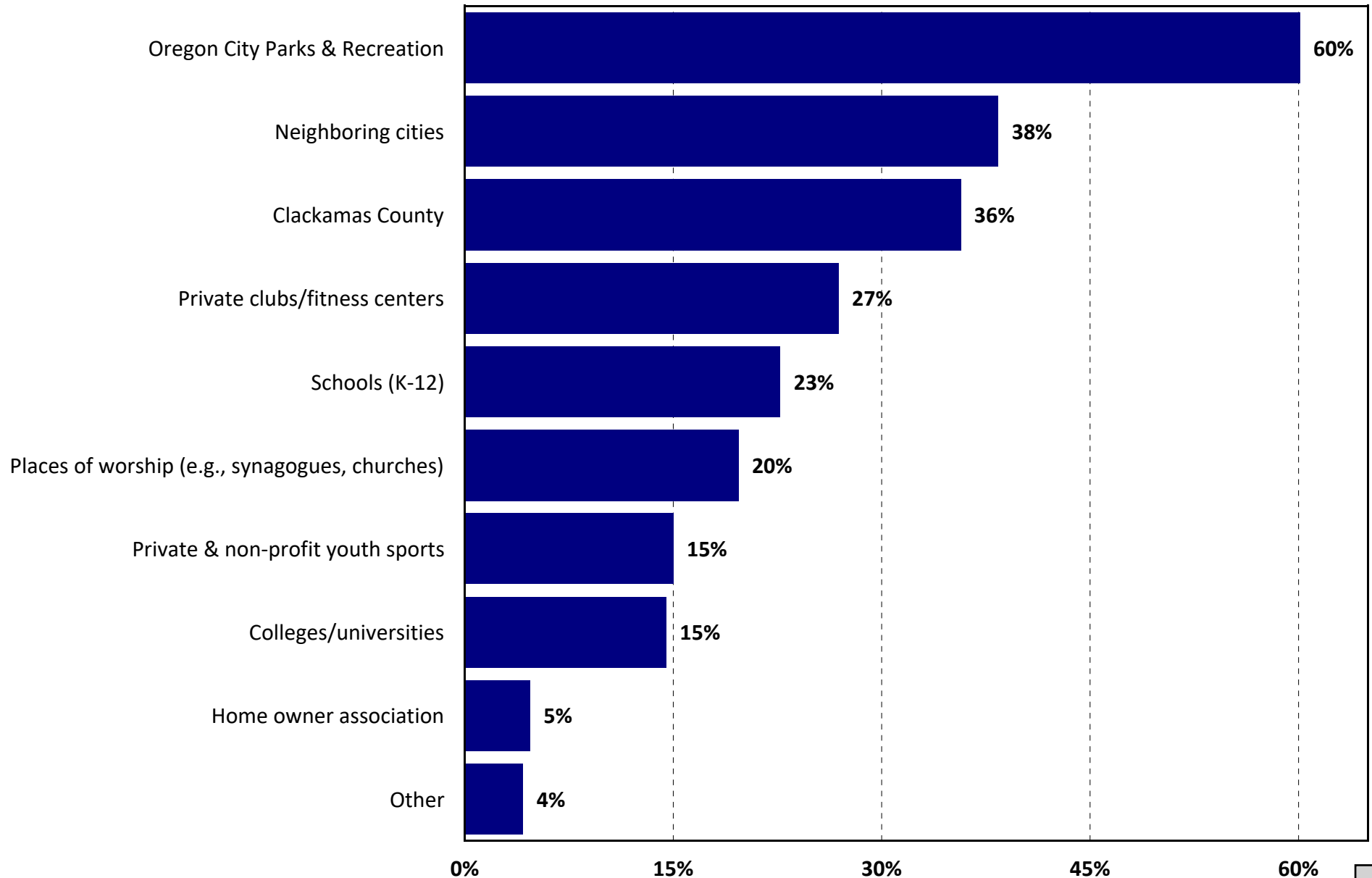
Q4. Barriers to Parks and Recreation Programs/Events Participation

by percentage of respondents (multiple selections could be made)



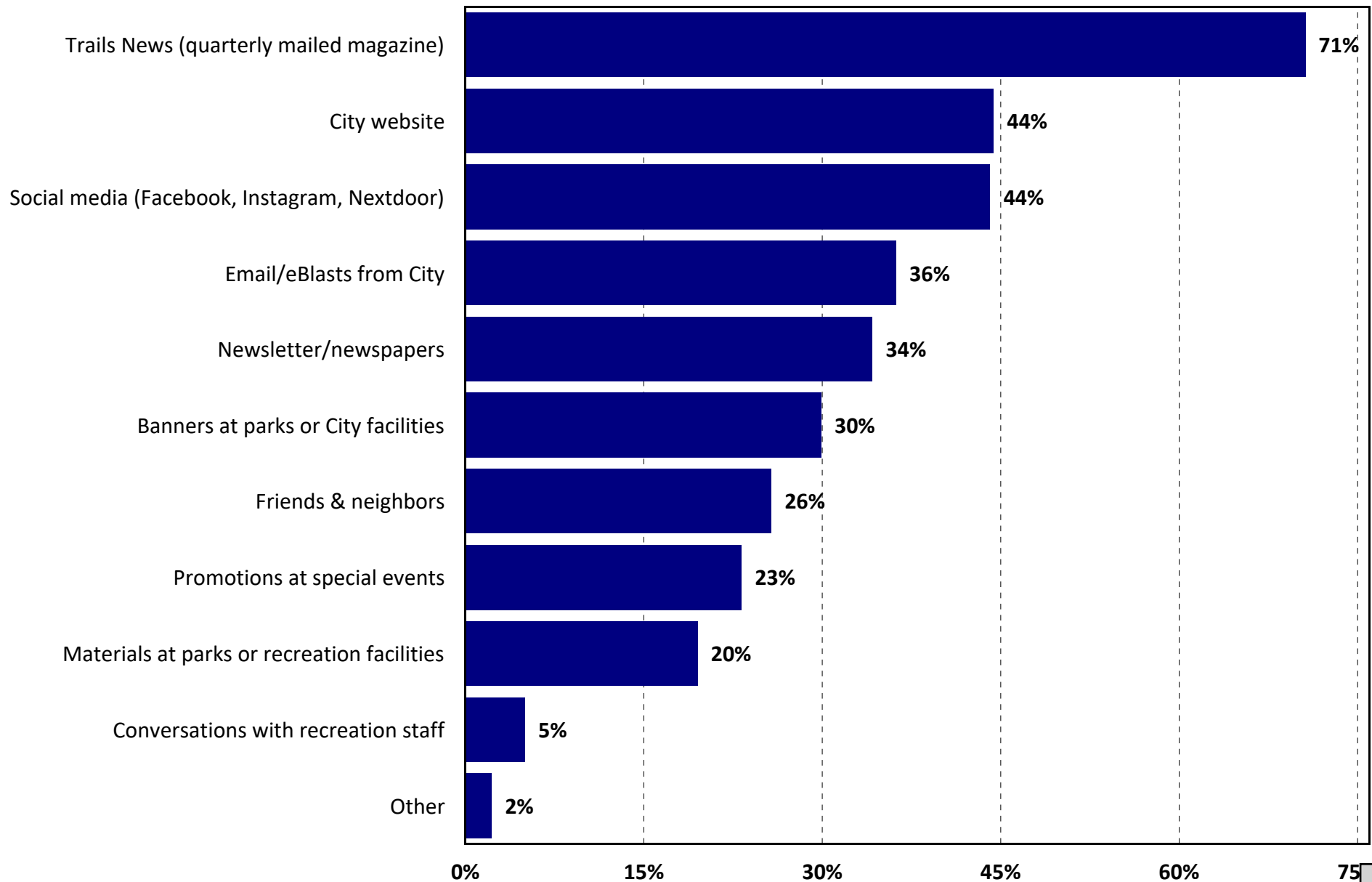
Q5. Organizations Households Used within the Last Two Years for Recreation and Sports Activities

by percentage of respondents (multiple selections could be made)



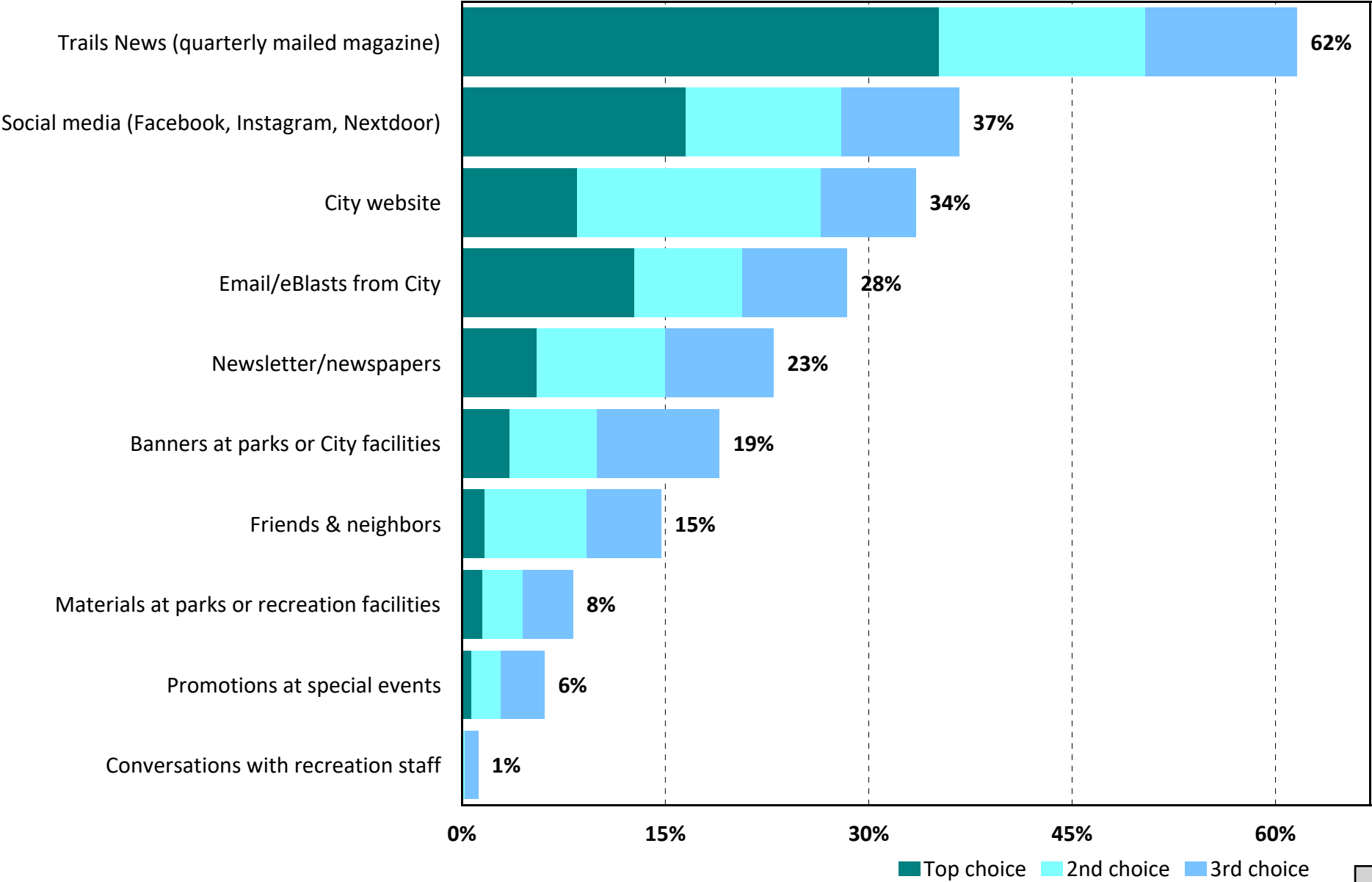
Q6. Ways respondents would like to learn about Oregon City Parks and Recreation programs and events.

by percentage of respondents (multiple selections could be made)



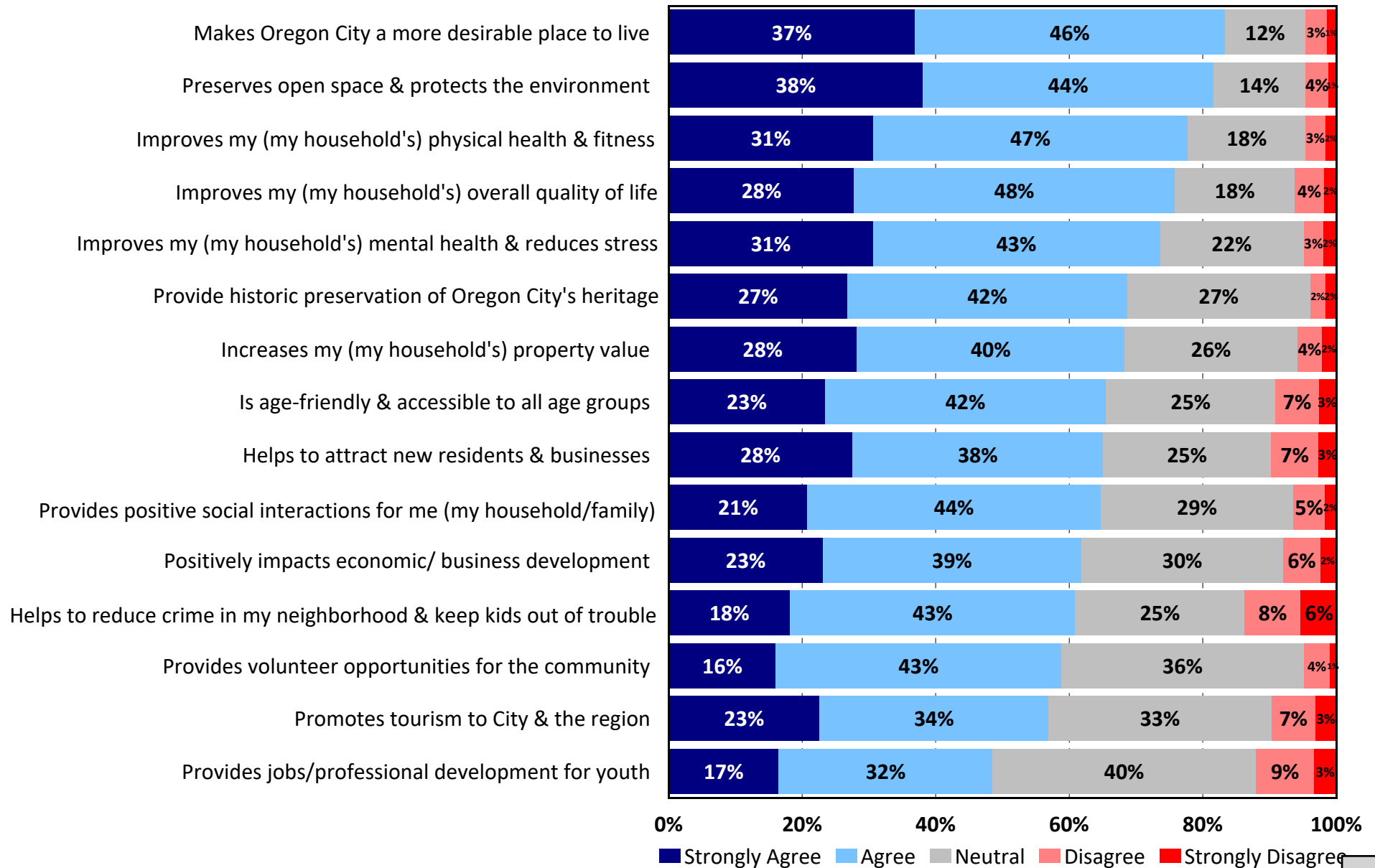
Q7. Most Preferred Sources for Learning About Recreation Programs and Events

by percentage of respondents who selected the items as one of their top three choices



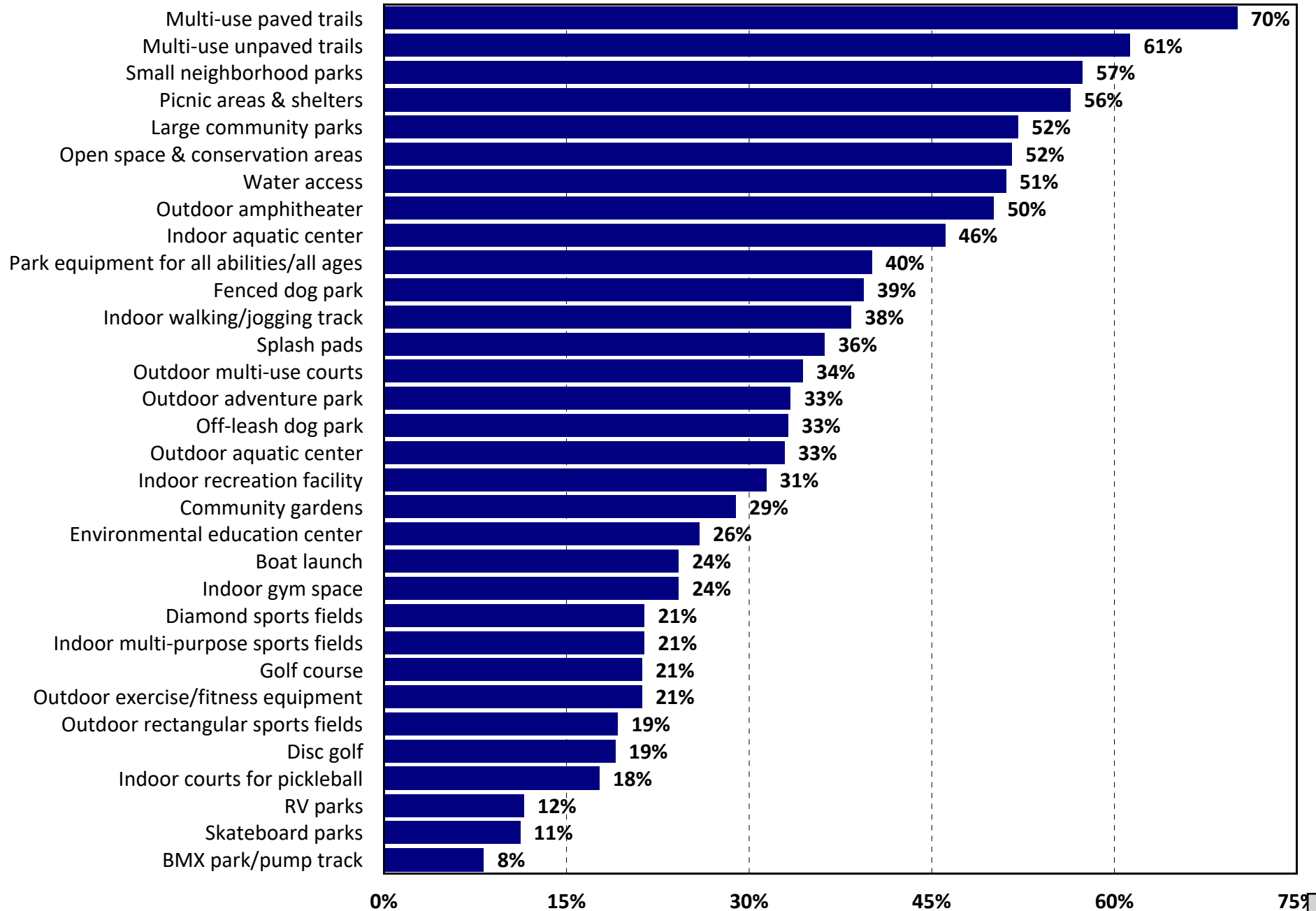
Q8. Level of Agreement with Statements Regarding Benefits of Parks and Recreation Services

by percentage of respondents (excluding "don't know")



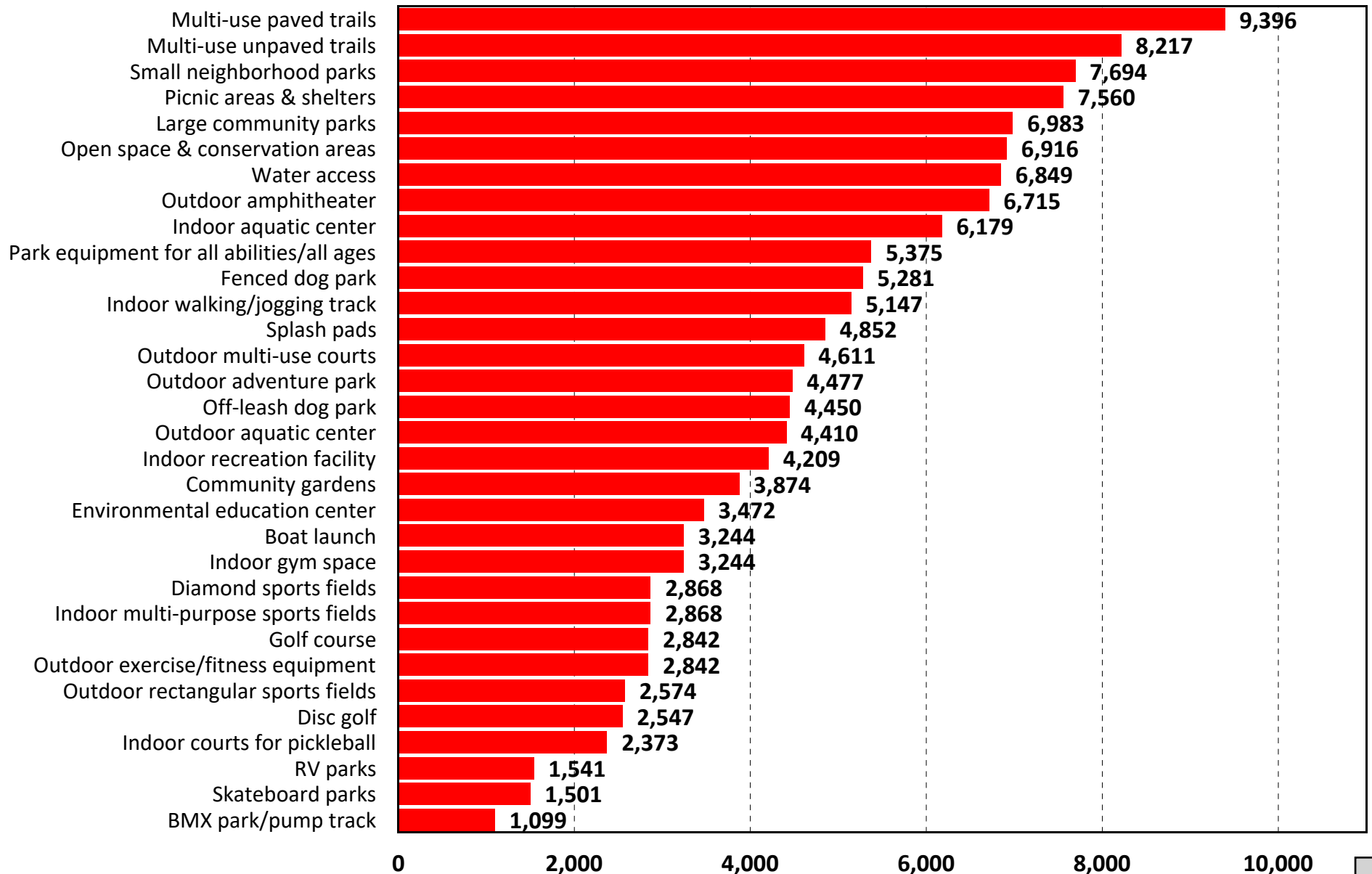
Q9. Respondents With Need for Facility or Amenity

by percentage of respondents



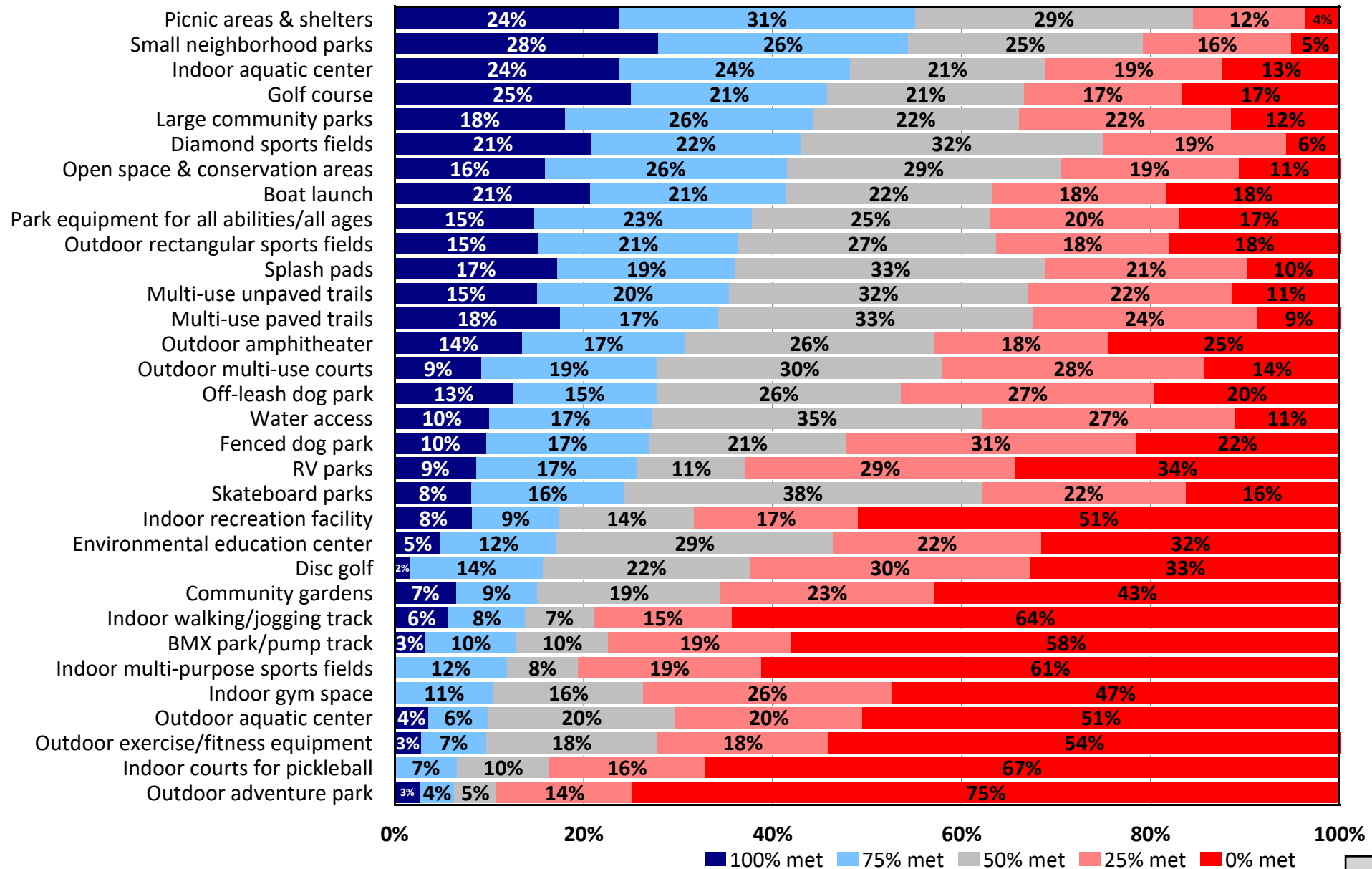
Q9a. Estimated Number of Households in Oregon City Who Have a Need for Facility/ Amenity

by number of households based on an estimated 13,404 households



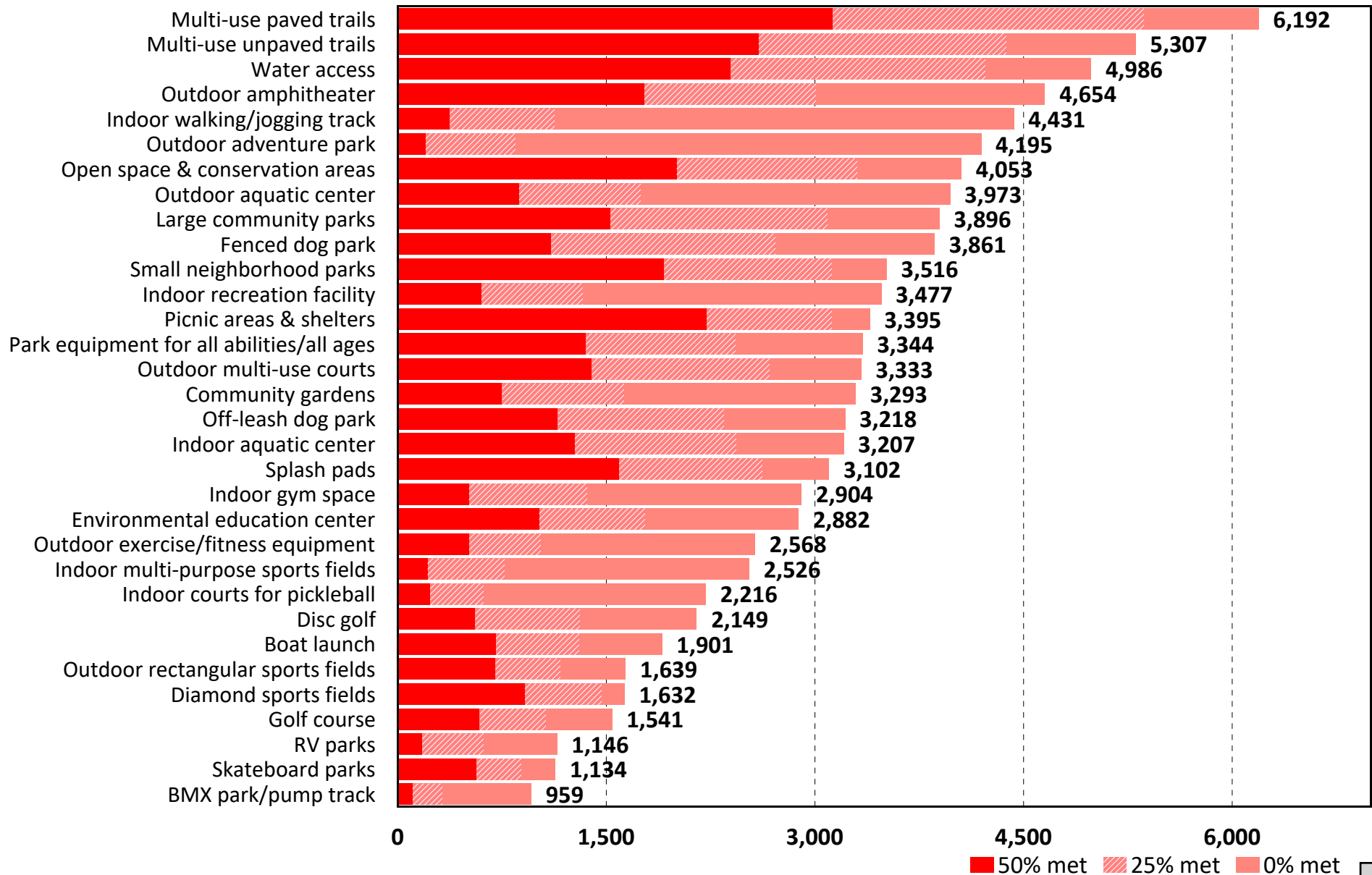
Q9b. How Well Households' Need For Facility / Amenity Is Currently Being Met

by percentage of respondents who answered "Yes" to Q9



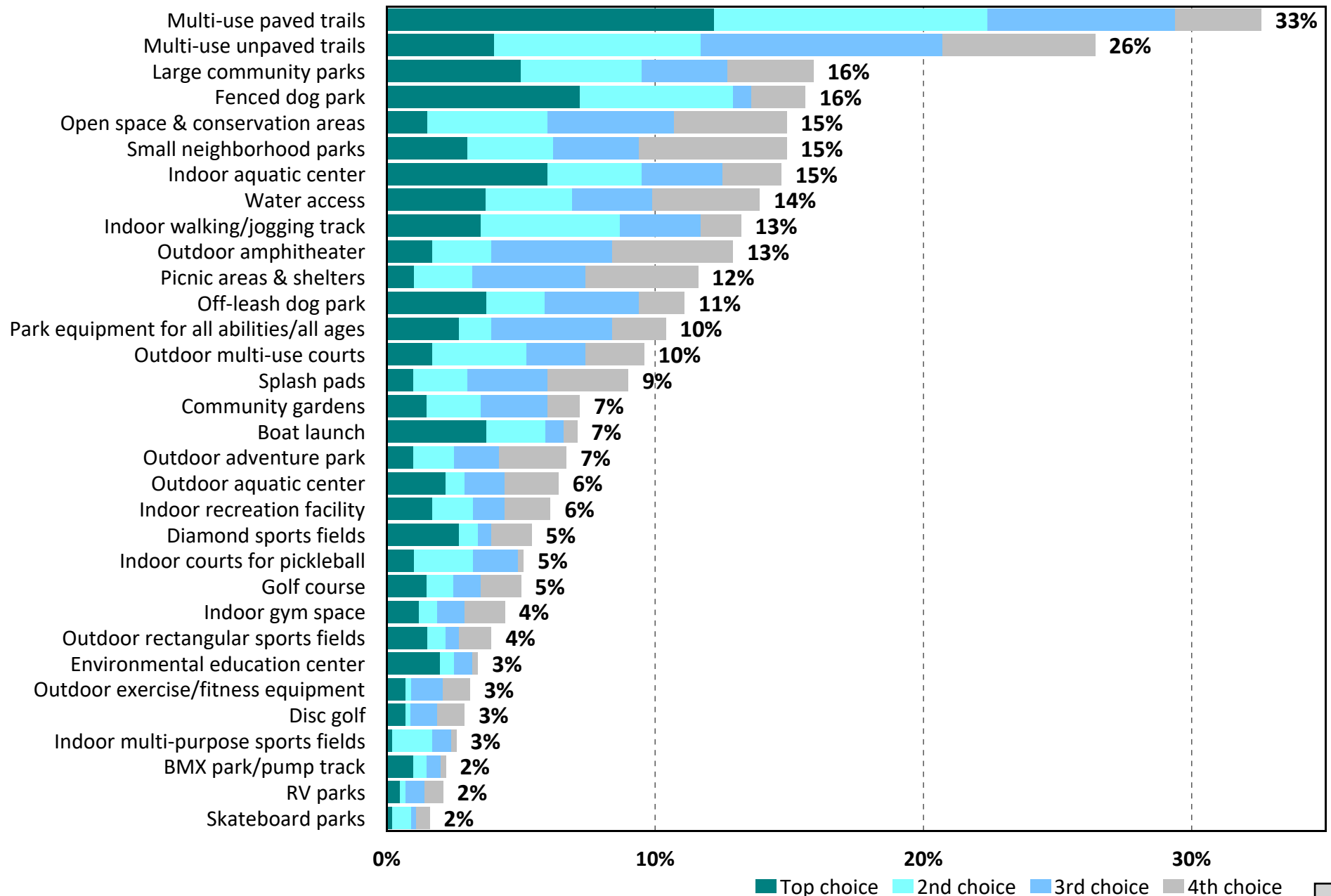
Q9c. Estimated Number of Households in Oregon City Whose Facility/ Amenity Need Is Met 50% or Less

by number of households with need based on an estimated 13,404 Households



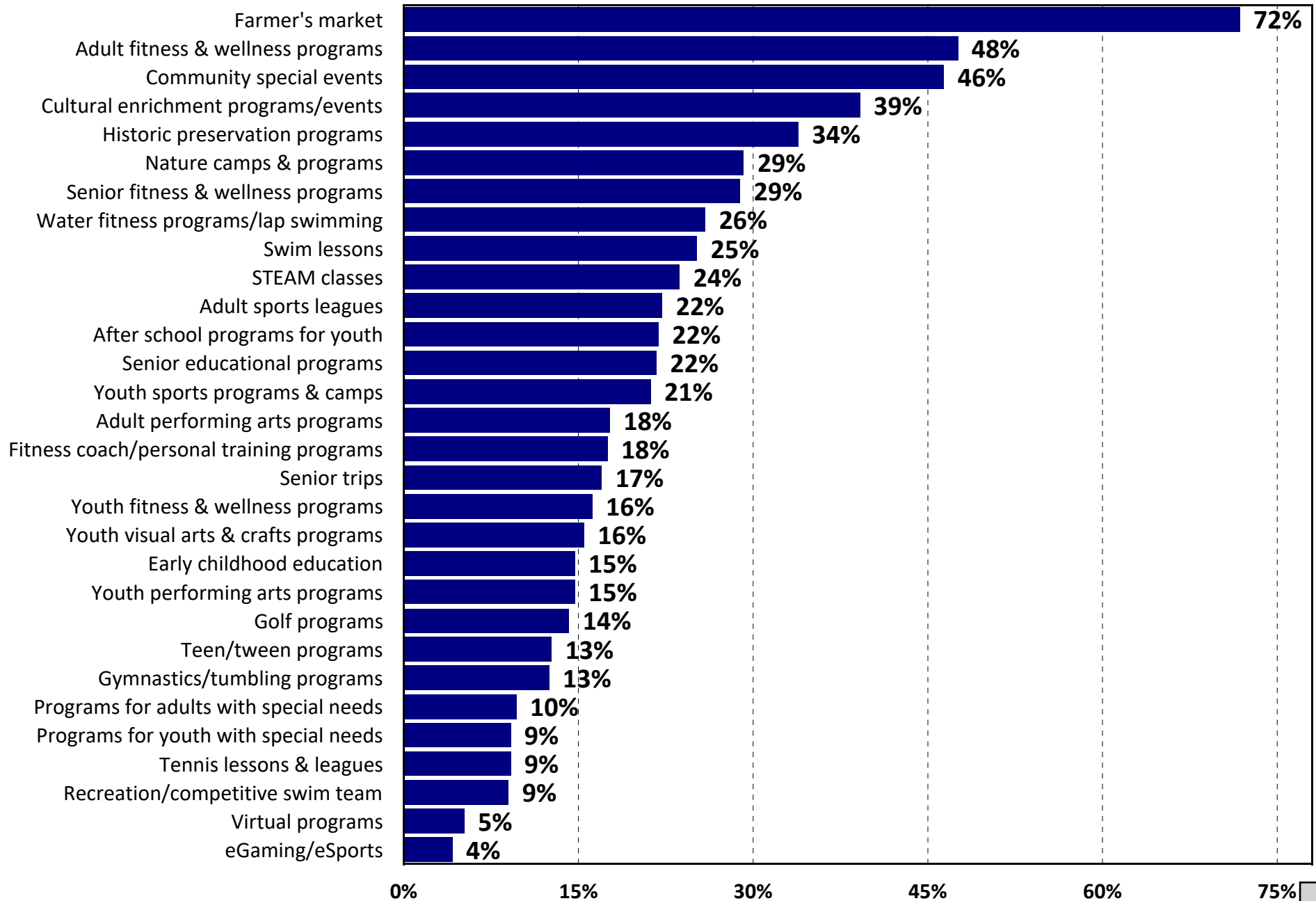
Q10. Most Important Facility/Amenity to Households

by percentage of respondents who selected the items as one of their top four choices



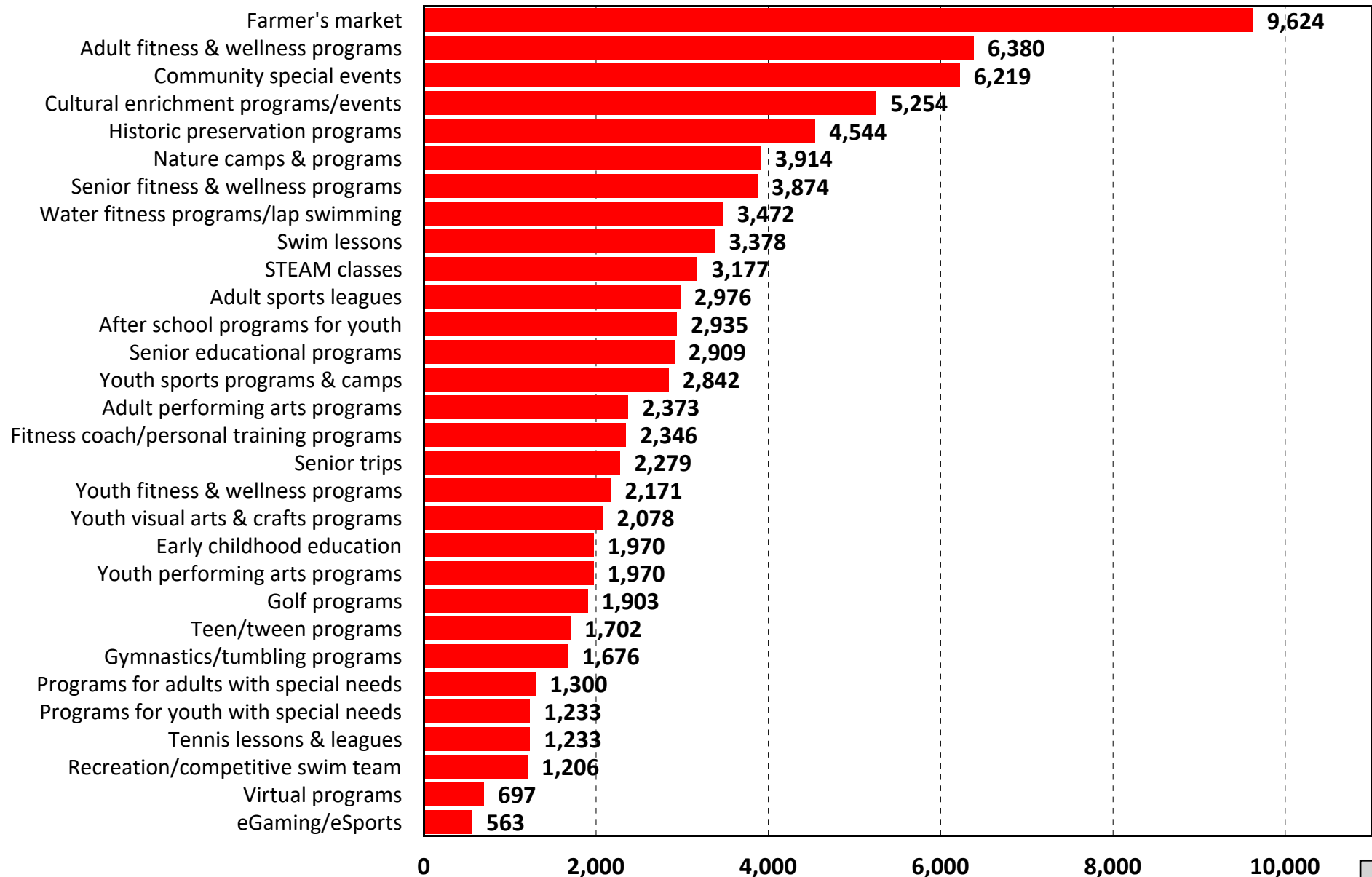
Q11. Respondents With Need for Recreation Program

by percentage of respondents



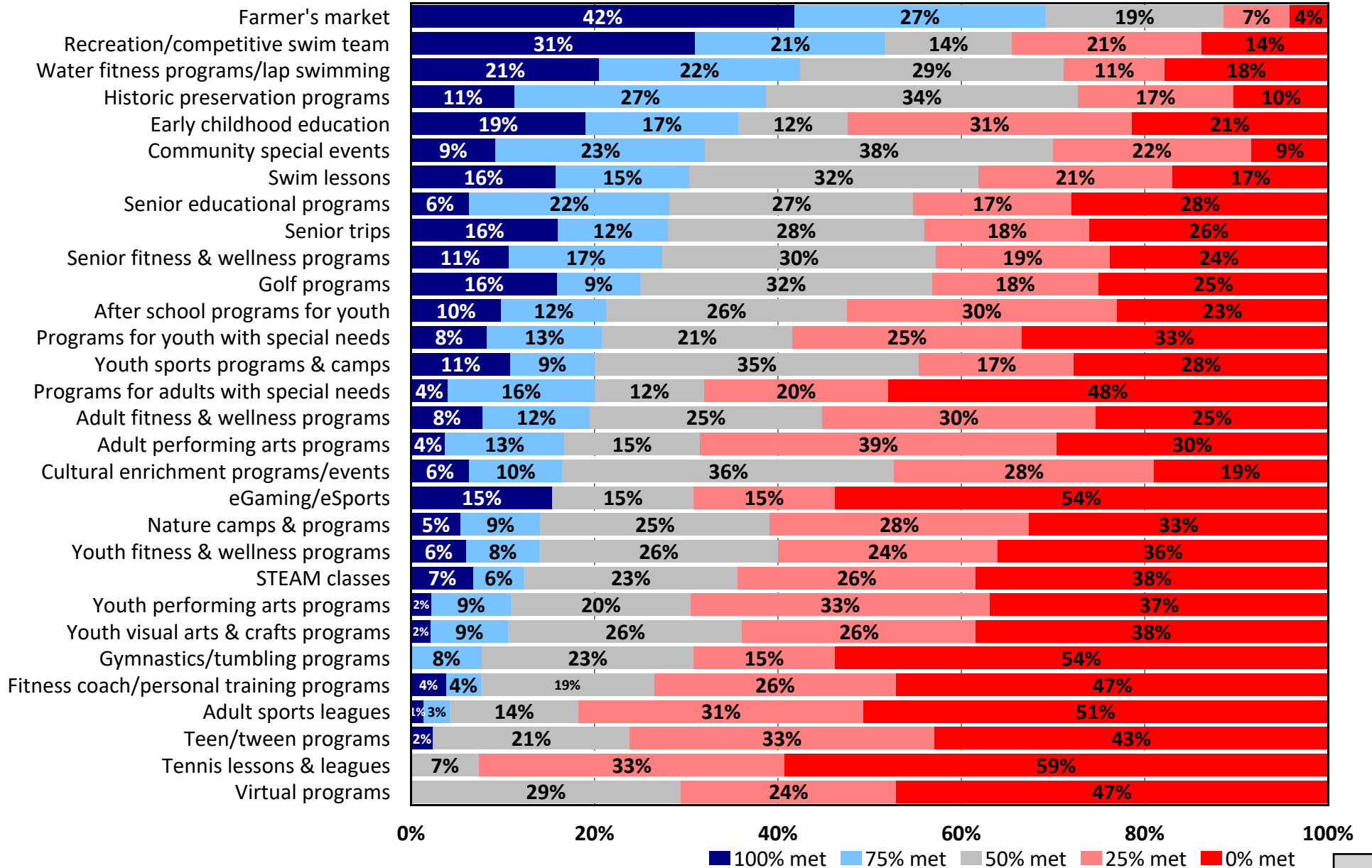
Q11a. Estimated Number of Households in Oregon City Who Have a Need for Recreation Program

by number of households based on an estimated 13,404 households



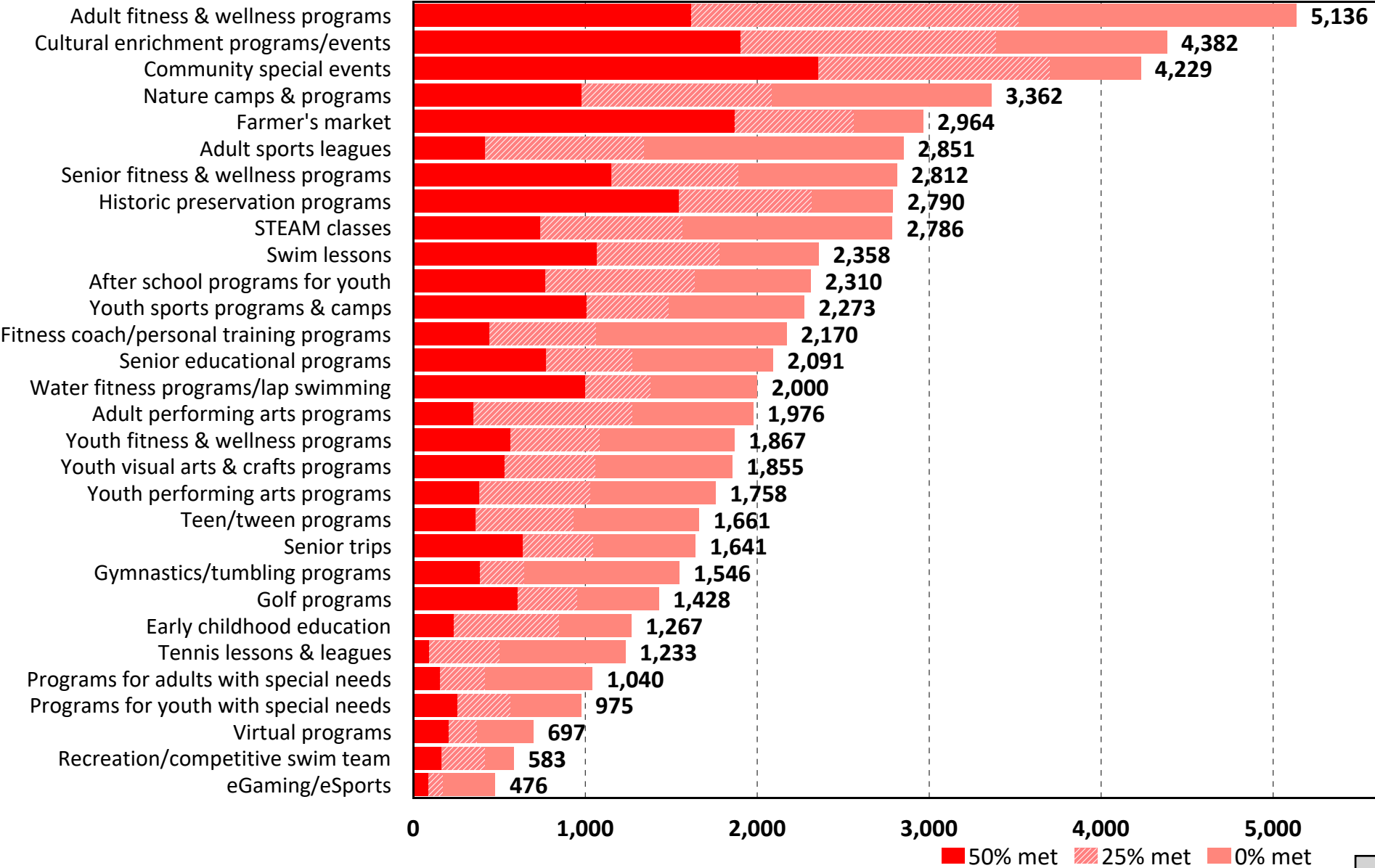
Q11b. How Well Households' Need For Recreation Program Is Currently Being Met

by percentage of respondents who answered "Yes" to Q11



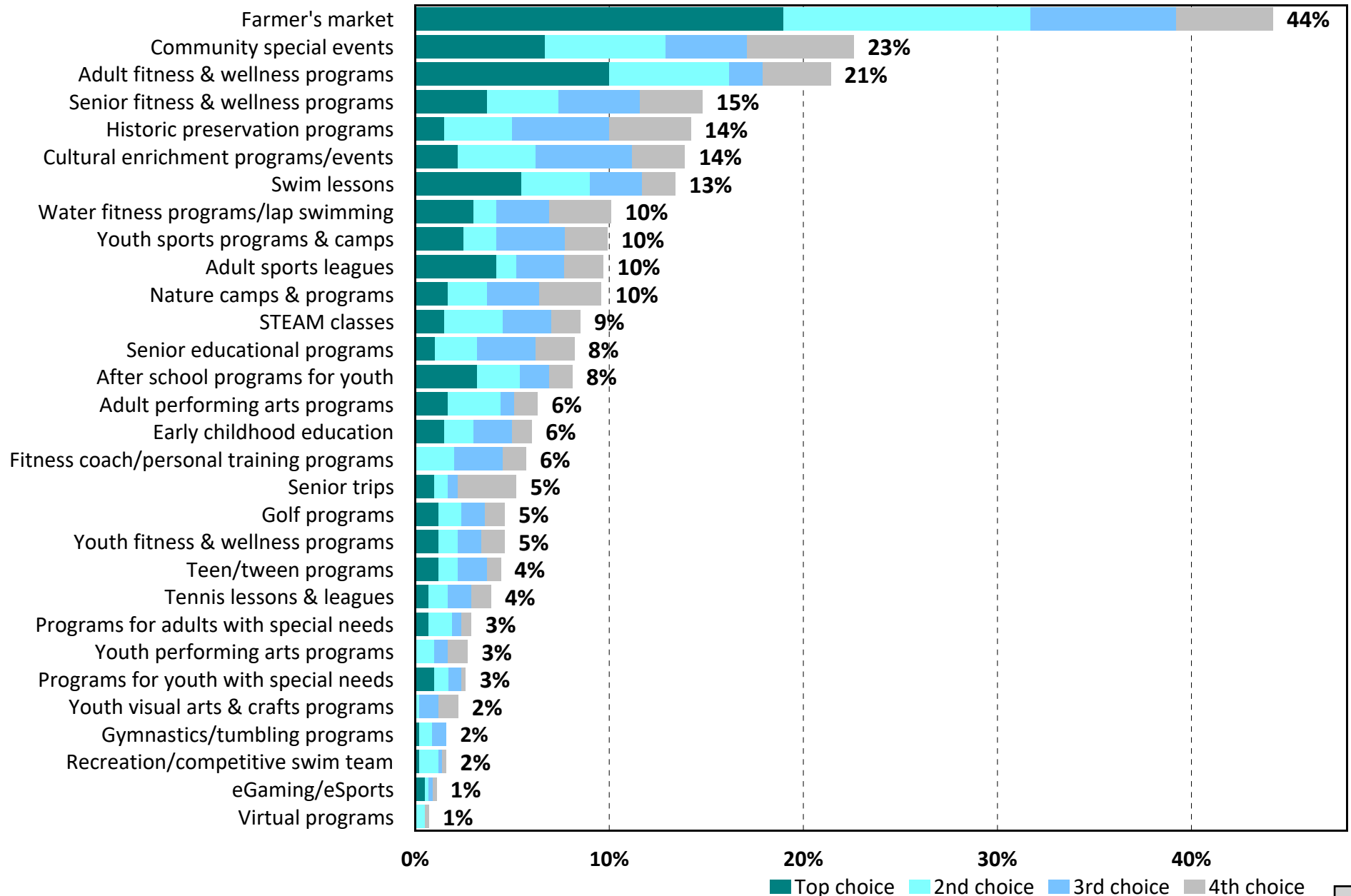
Q11c. Estimated Number of Households in Oregon City Whose Recreation Program Needs Are Met 50% or Less

by number of households with need based on an estimated 13,404 households



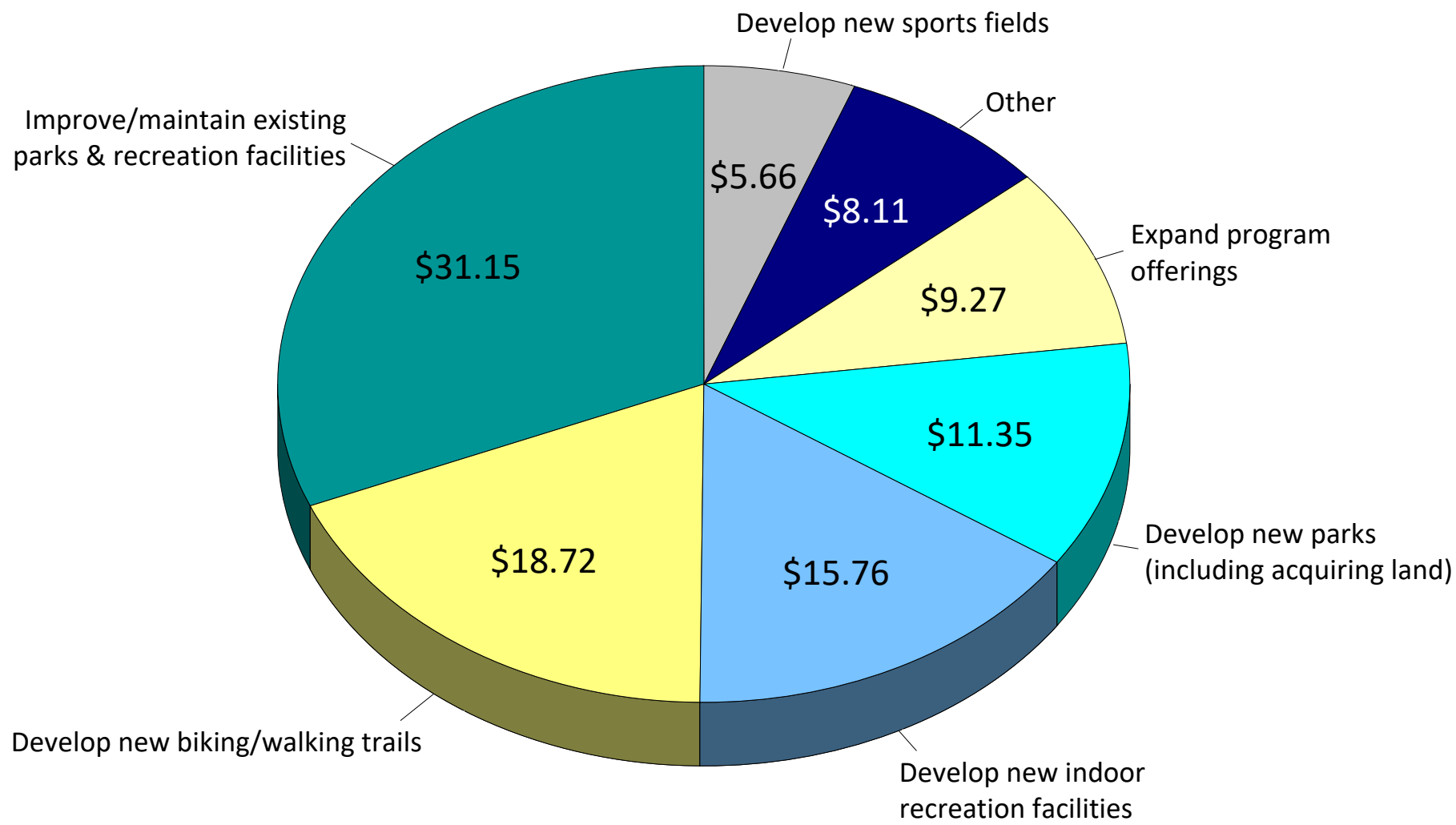
Q12. Most Important Recreation Program to Households

by percentage of respondents who selected the items as one of their top four choices



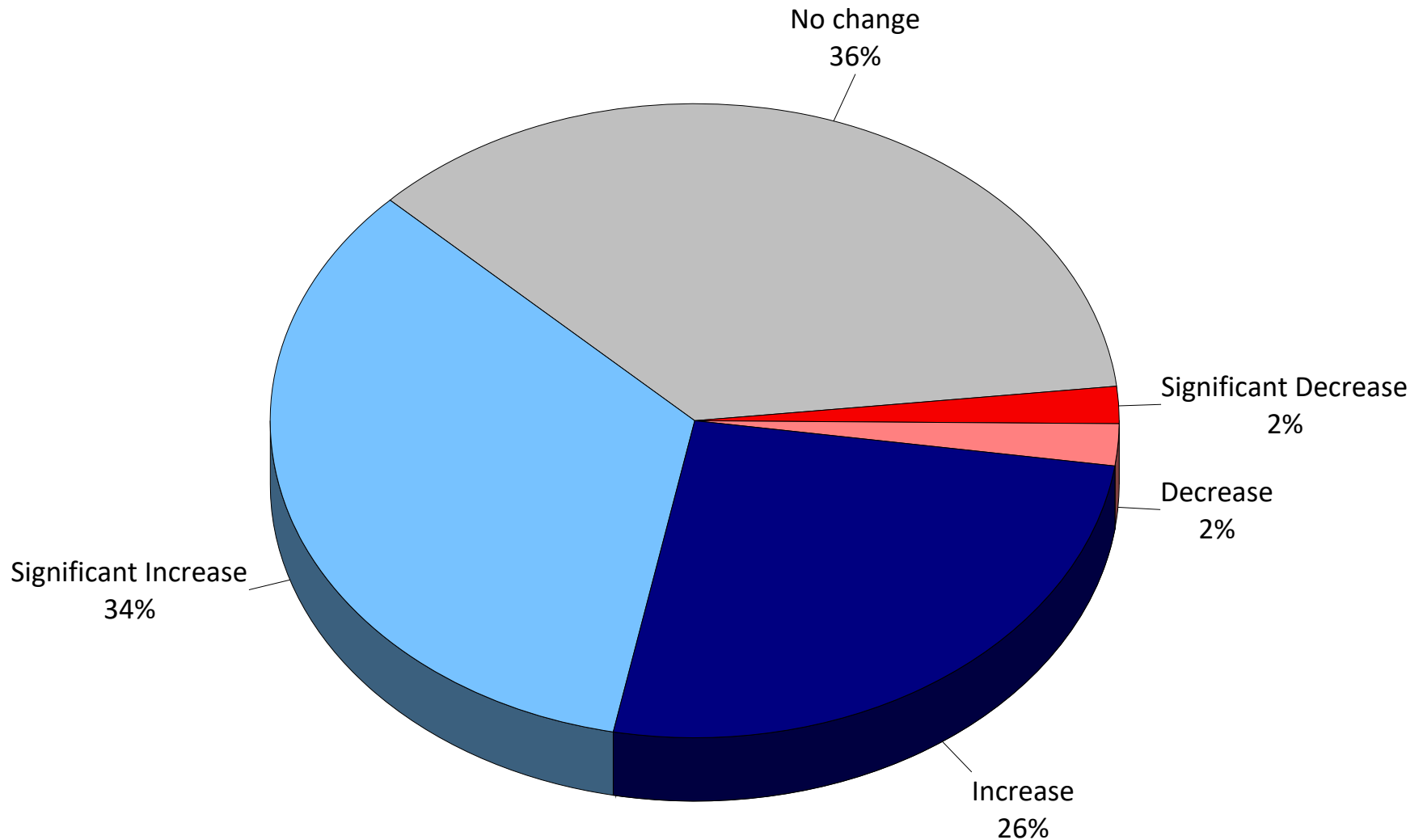
Q13. With a Budget of \$100, How Would Respondents Allocate Funds for Parks and Recreation?

by average allocated per item



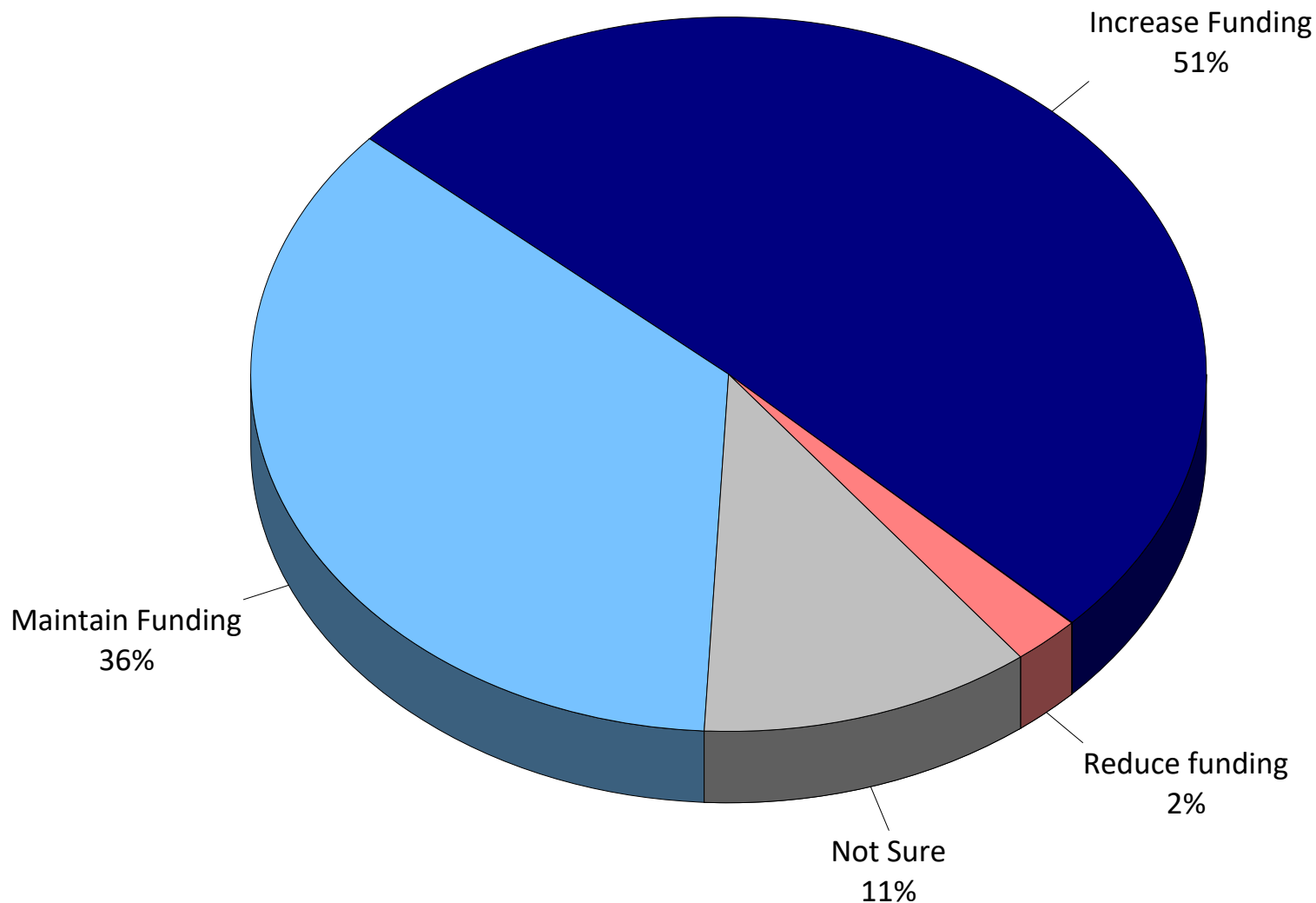
Q14. Given the recent COVID-19 Pandemic, how has your and your household's perception of the value of parks, trails, open spaces and recreation changed?

by percentage of respondents (excluding "not provided")



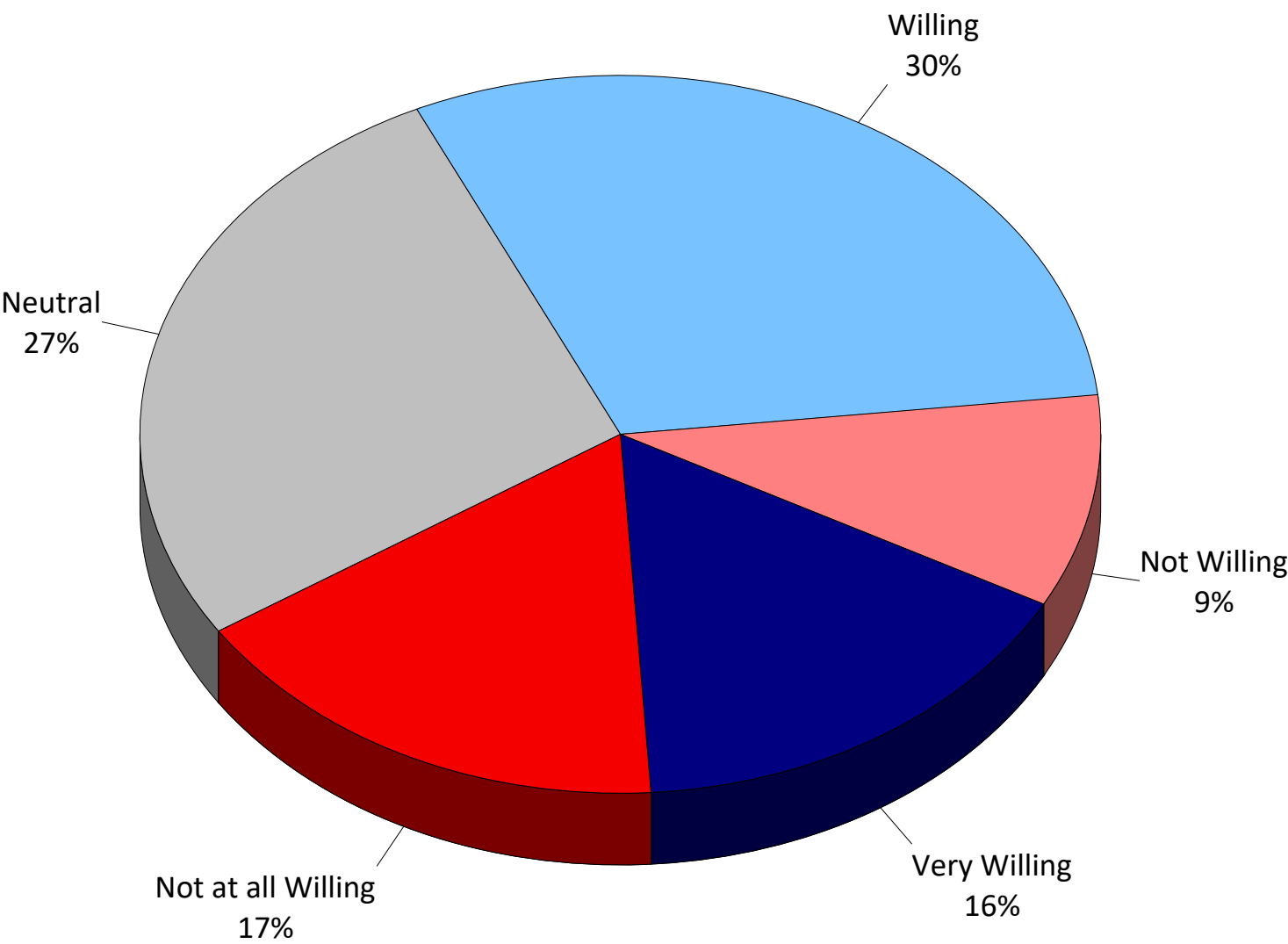
Q15. Based on your perception of value in Question 14, how would you want the City of Oregon City to fund future parks, recreation, trails and open space needs?

by percentage of respondents (excluding "not provided")



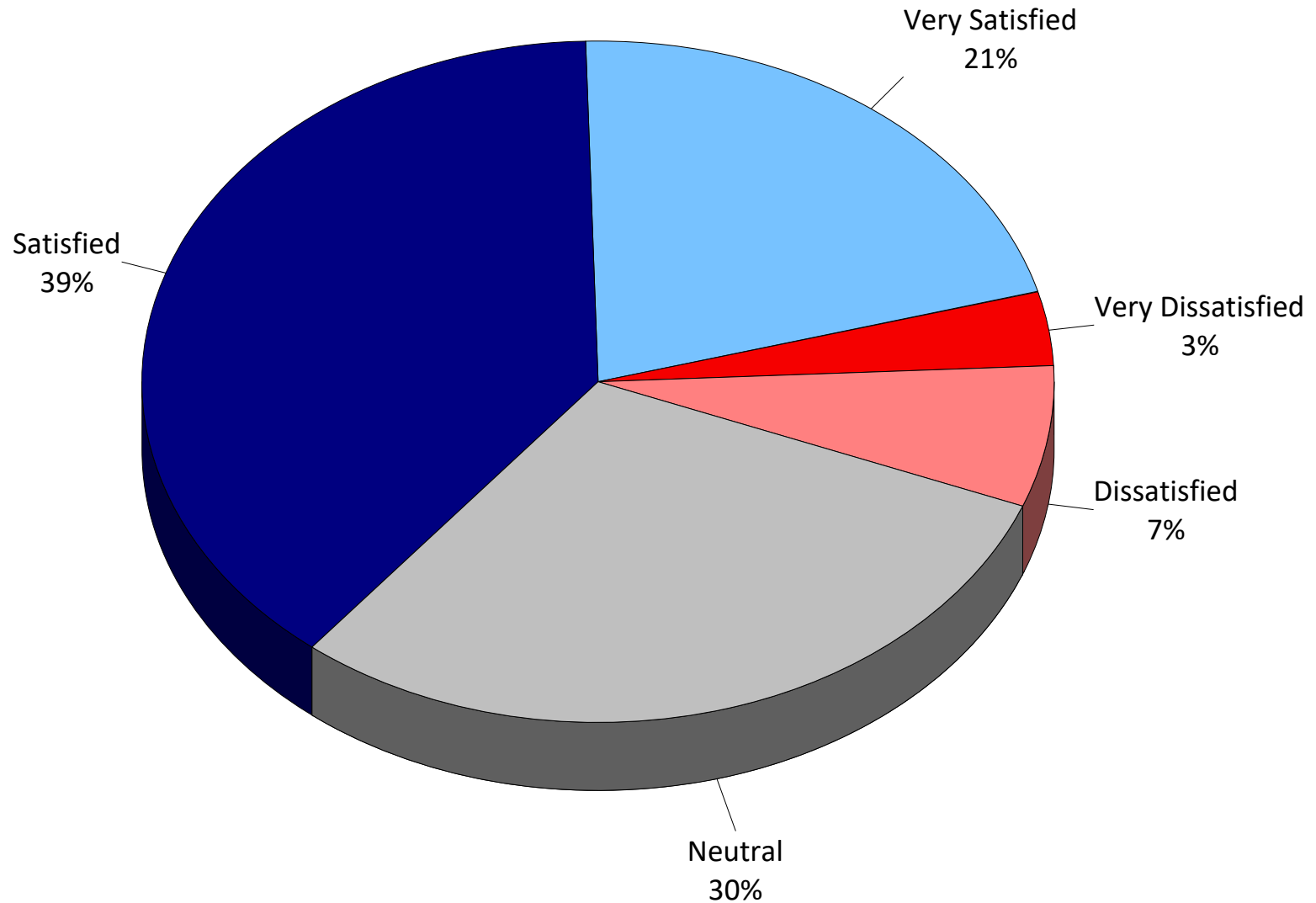
Q16. How willing would you be to pay additional taxes or fees to acquire, develop, and maintain the types of parks, recreation, and trail facilities that are most important to your household?

by percentage of respondents (excluding "don't know")



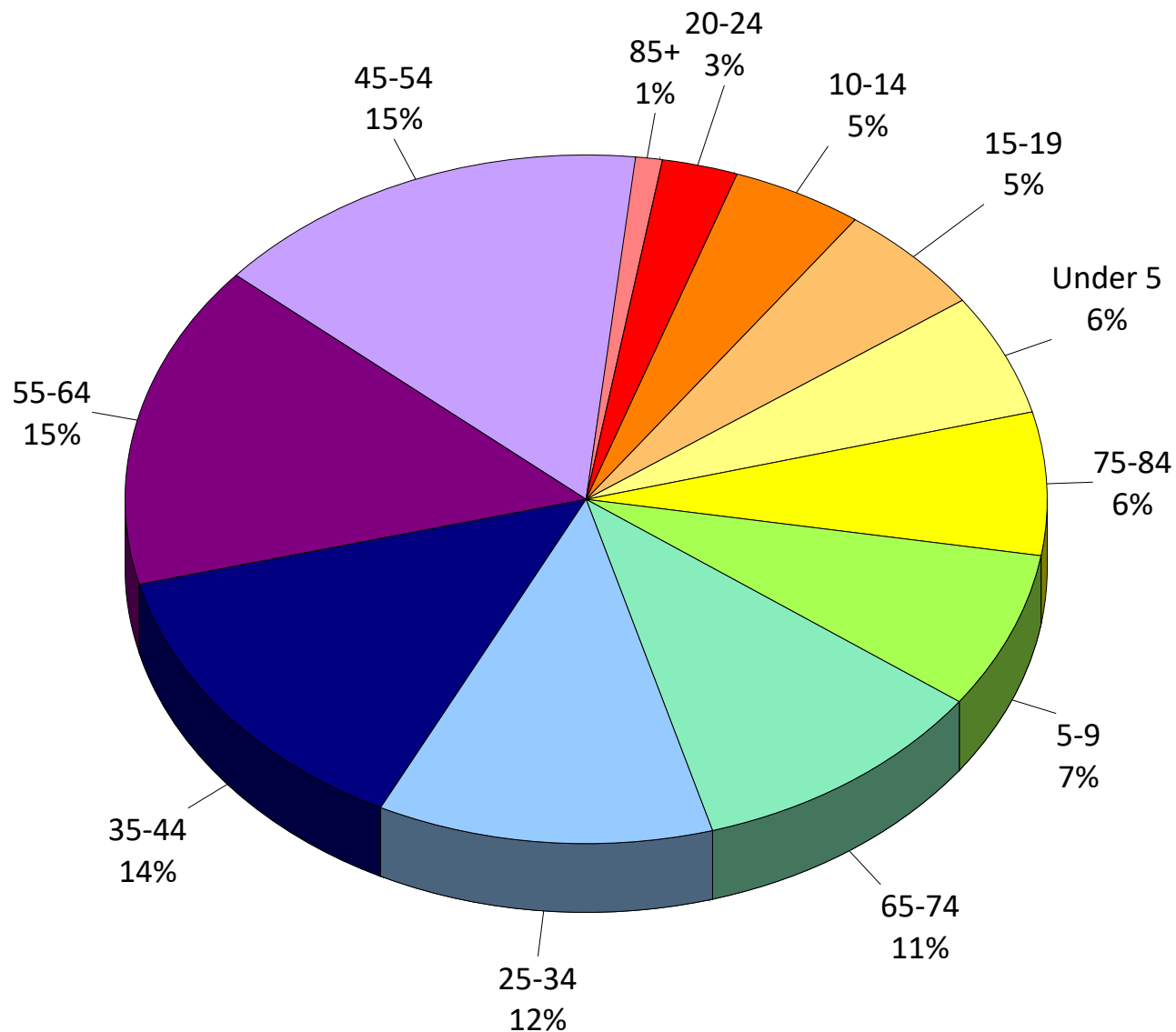
Q17. Please rate your level of satisfaction with the overall value your household receives from Oregon City Parks and Recreation.

by percentage of respondents (excluding "don't know")



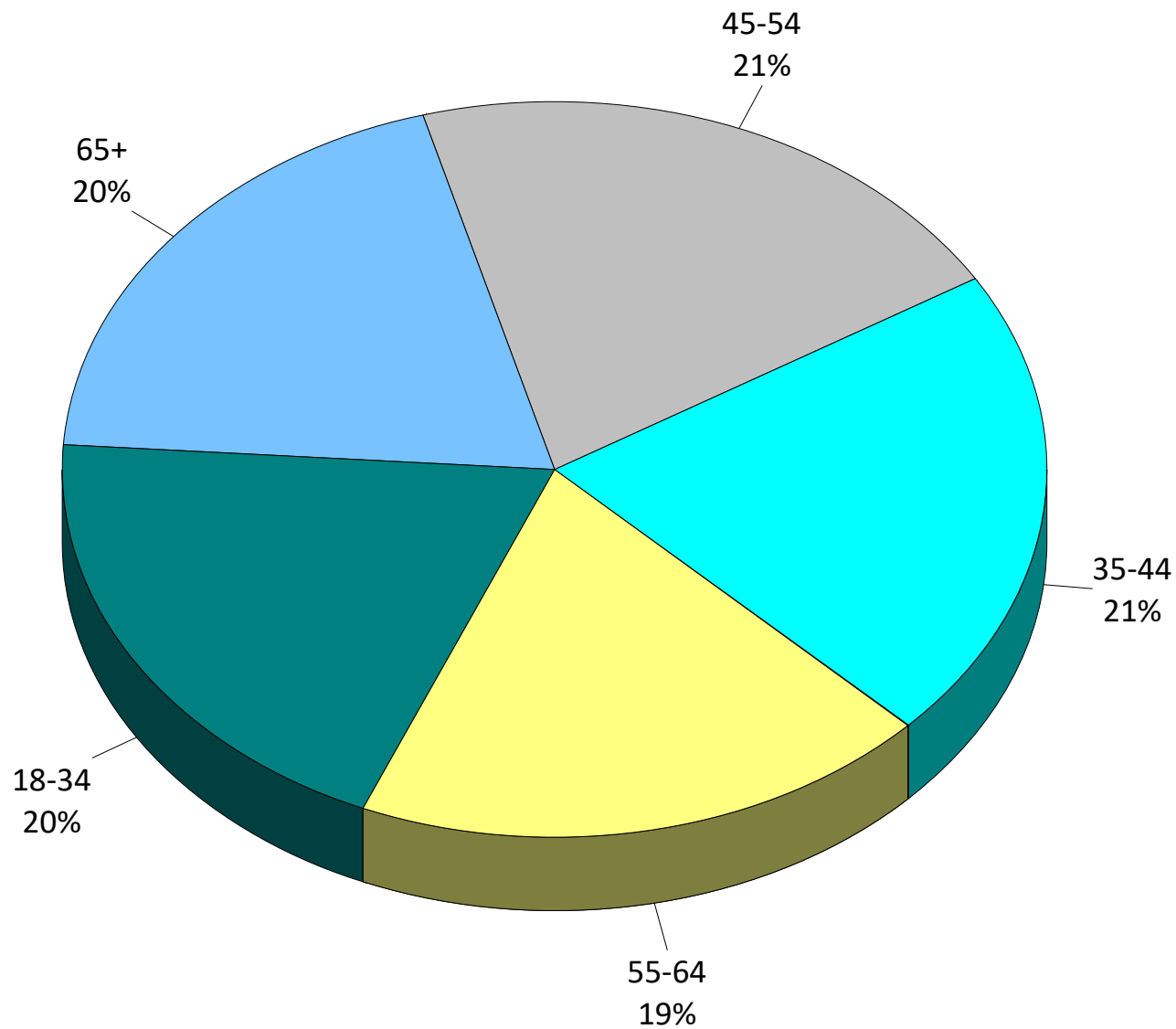
Q18. Including yourself, how many people in your household are in the following age groups?

by percentage of persons in household



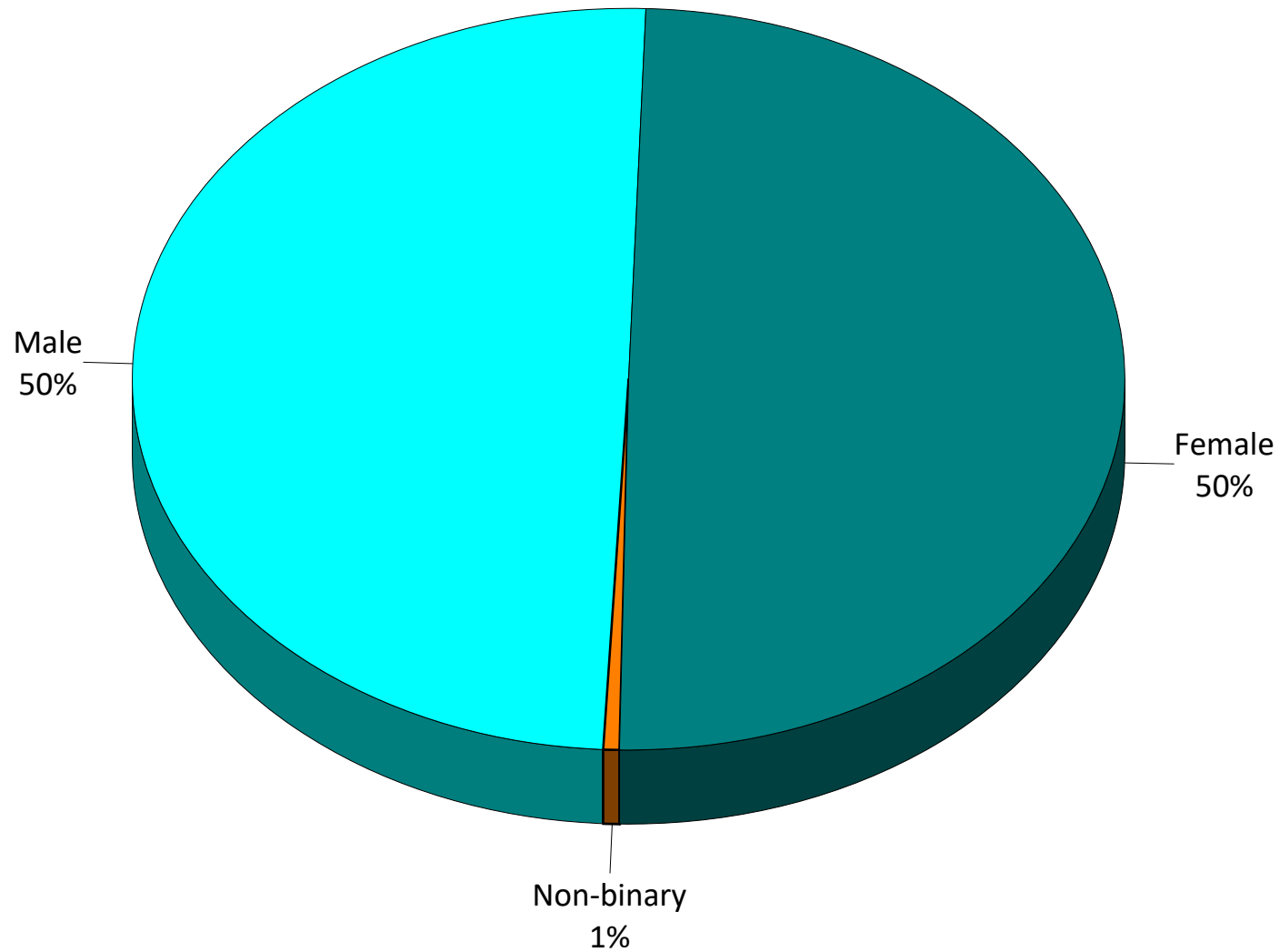
Q19. Respondent Age

by percentage of respondents (excluding "not provided")



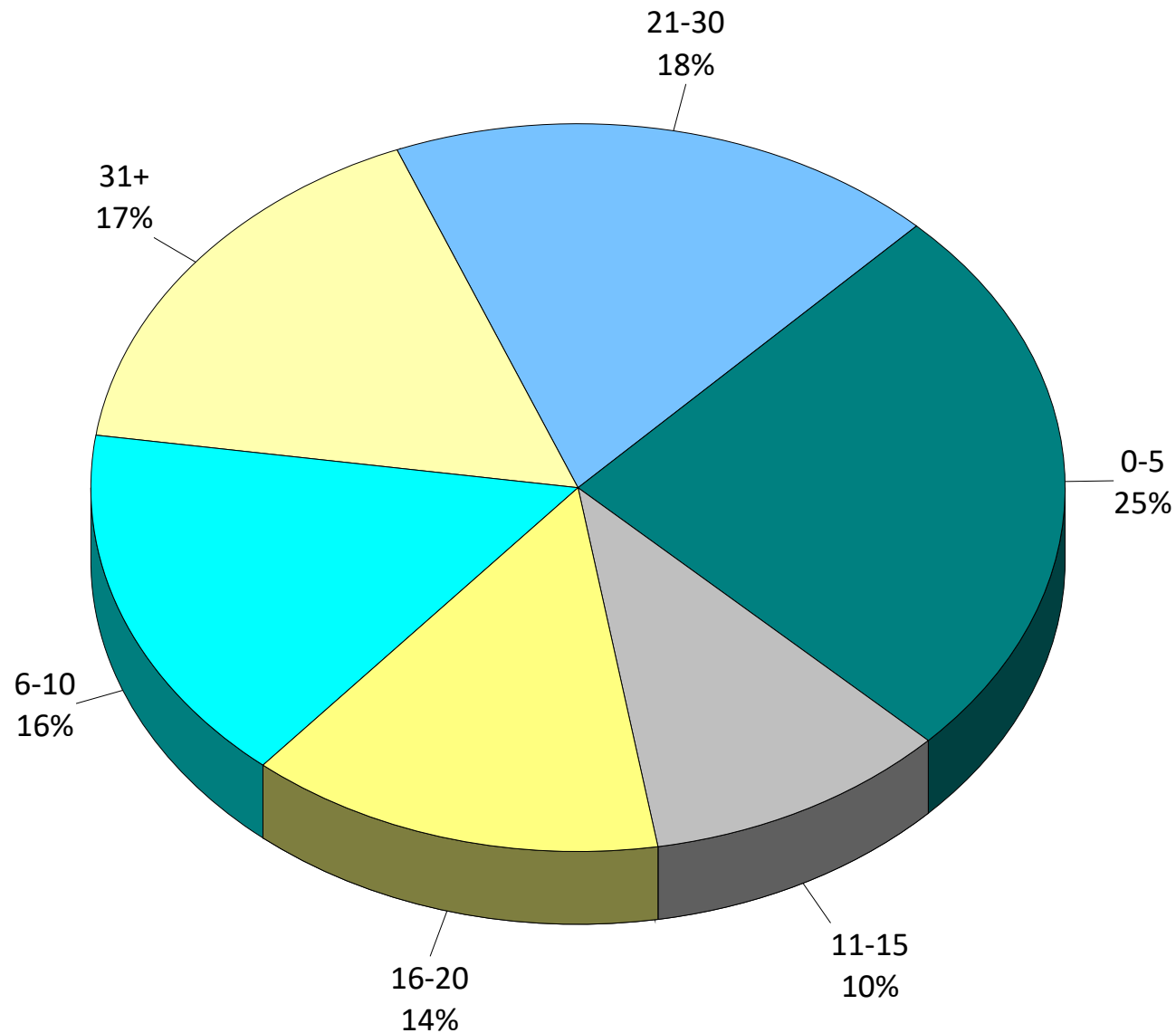
Q20. Your gender:

by percentage of respondents (excluding “prefer not to answer”)



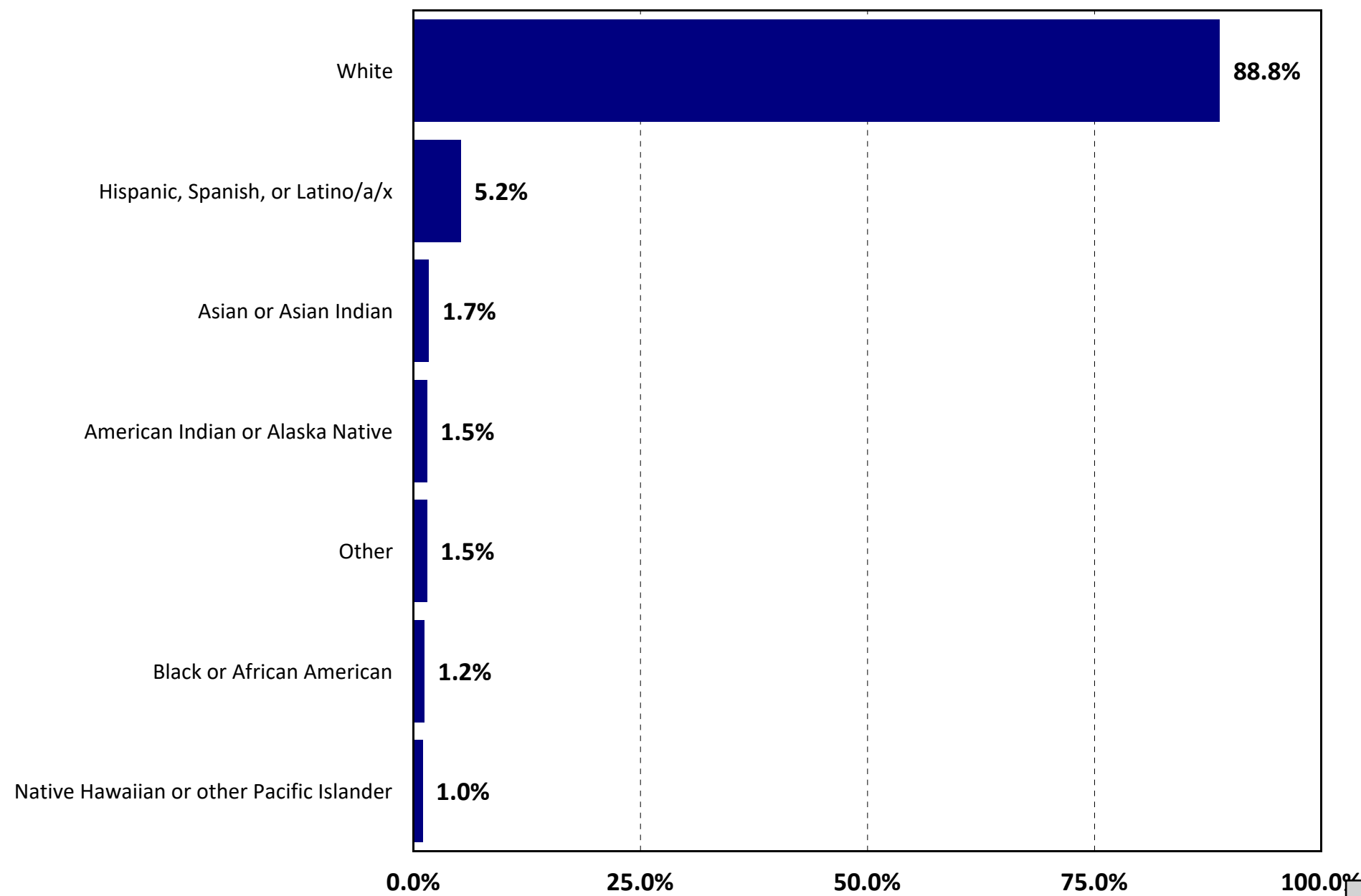
Q21. Years Lived in Oregon City

by percentage of respondents (excluding "not provided")



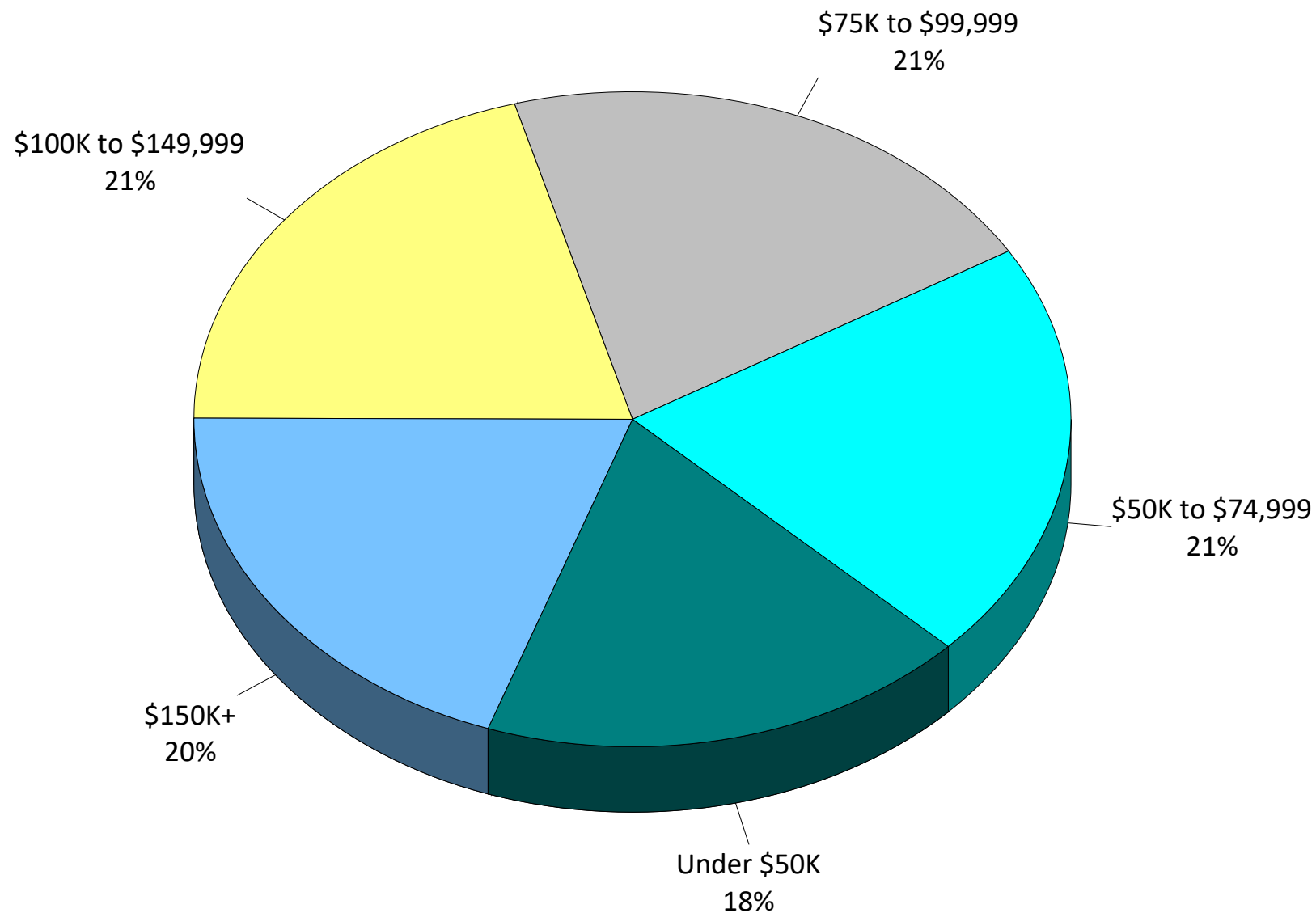
Q22. Which of the following best describes your race/ethnicity?

by percentage of respondents



Q23. What is your annual household income?

by percentage of respondents (excluding “prefer not to respond”)



APPENDIX D: VOLUNTEER/PARTNERSHIP RECOMMENDED PRACTICES & RECOMMENDATIONS

RECOMMENDED PRACTICES IN VOLUNTEER MANAGEMENT

In developing a volunteer policy, some best practices that the Department should be aware of include:

- Involve volunteers in cross-training to expose them to various organizational functions and increase their skill. This can also increase their utility, allowing for more flexibility in making work assignments, and can increase their appreciation and understanding of the Department.
- Ensure a Volunteer Coordinator (a designated program staff member with volunteer management responsibility) and associated staff stay fully informed about the strategic direction of the agency overall, including strategic initiatives for all divisions. Periodically identify, evaluate, or revise specific tactics the volunteer services program should undertake to support the larger organizational mission.
- A key part of maintaining the desirability of volunteerism in the agency is developing a good reward and recognition system. The consultant team recommends using tactics similar to those found in frequent flier programs, wherein volunteers can use their volunteer hours to obtain early registration at programs, or discounted pricing at certain programs, rentals or events, or any other City function. Identify and summarize volunteer recognition policies in a Volunteer Policy document. The Department should ensure that it is compliant with State Board of Accounts' requirements as the volunteer program and recognition is developed.
- Create and then regularly review and update volunteer position descriptions, as needed. Include an overview of the volunteer position lifecycle in the Volunteer Manual, including the procedure for creating a new position. Develop volunteer manual or use a credible organization's volunteer program, specializing in volunteer management to build the Department's volunteer program.
- Add end-of-lifecycle process steps to the Volunteer Manual to ensure that there is formal documentation of resignation or termination of volunteers. Also include ways to monitor and track reasons for resignation/termination and perform exit interviews with outgoing volunteers when able.

In addition to number of volunteers and volunteer hours, categorization and tracking volunteerism by type and extent of work, is important:

- **Regular volunteers:** Those volunteers whose work is continuous, provided their work performance is satisfactory and there is a continuing need for their services.
- **Special event volunteers:** Volunteers who help with a particular event with no expectation that they will return after the event is complete.
- **Episodic volunteers:** Volunteers who help with a particular project type on a recurring or irregular basis with no expectation that they will return for other duties.
- **Volunteer interns:** Volunteers who have committed to work for the agency to fulfill a specific higher-level educational learning requirement.
- **Community service volunteers:** Volunteers who are volunteering over a specified period to fulfill a community service requirement.
- The full list of NRPA Recommended Guidelines for Credentialing Volunteers can be found [here](#).

The Department should encourage employees to volunteer in the community. Exposure of staff to the community in different roles (including those not related to parks and recreation) will raise awareness



of the agency and its volunteer program. It also helps staff understand the role and expectations of a volunteer if they can experience it for themselves.

RECOMMENDED PRACTICE FOR ALL PARTNERSHIPS

All partnerships developed and maintained by the Department should adhere to common policy requirements. These include:

- Each partner will meet with or report to the Department staff on a regular basis to plan and share activity-based costs and equity invested.
- Partners will establish measurable outcomes and work through key issues to focus on for the coming year to meet the desired outcomes.
- Each partner will focus on meeting a balance of equity agreed to and track investment costs accordingly.
- Measurable outcomes will be reviewed quarterly and shared with each partner, with adjustments made as needed.
- A working partnership agreement will be developed and monitored together on a quarterly or as-needed basis.
- Each partner will assign a liaison to serve each partnership agency for communication and planning purposes.

POLICY RECOMMENDATIONS FOR PUBLIC/PRIVATE PARTNERSHIPS

The recommended policies and practices for public/private partnerships that may include businesses, private groups, private associations, or individuals who desire to make a profit from use of the Department's facilities or programs are detailed below. These can also apply to partnerships where a private party wishes to develop a facility on park property, to provide a service on publicly owned property, or who has a contract with the agency to provide a task or service on the agency's behalf at public facilities. These unique partnership principles are as follows:

- Upon entering into an agreement with a private business, group, association or individual, the Department staff and political leadership must recognize that they must allow the private entity to meet their financial objectives within reasonable parameters that protect the mission, goals and integrity of the Department.
- As an outcome of the partnership, the Department must receive a designated fee that may include a percentage of gross revenue dollars less sales tax on a regular basis, as outlined in the contract agreement.
- The working agreement of the partnership must establish a set of measurable outcomes to be achieved, as well as the tracking method of how those outcomes will be monitored by the agency. The outcomes will include standards of quality, financial reports, customer satisfaction, payments to the agency, and overall coordination with the Department for the services rendered.
- Depending on the level of investment made by the private contractor, the partnership agreement can be limited to months, a year or multiple years.
- If applicable, the private contractor will provide a working management plan annually that they will follow to ensure the outcomes desired by the Department. The management plan can and will be negotiated, if necessary. Monitoring the management plan will be the responsibility of both partners. The agency must allow the contractor to operate freely in their best interest, as long as the outcomes are achieved, and the terms of the partnership agreement are adhered to.

Parks and Recreation Master Plan

- The private contractor cannot lobby agency advisory or governing boards for renewal of a contract. Any such action will be cause for termination. All negotiations must be with the Department Director or their designee.
- The agency has the right to advertise for private contracted partnership services or negotiate on an individual basis with a bid process based on the professional level of the service to be provided.
- If conflicts arise between both partners, the highest-ranking officers from both sides will try to resolve the issue before going to each partner's legal counsel. If none can be achieved, the partnership shall be dissolved.

PARTNERSHIP OPPORTUNITIES

The Department currently has a strong network of recreation program partners. Therefore, the following recommendations are both an overview of existing partnership opportunities available to the Department, as well as a suggested approach to organizing partnership pursuits. This is not an exhaustive list of all potential partnerships that can be developed, but this list can be used as a reference tool for the agency to develop its own priorities in partnership development. The following five areas of focus are recommended:

1. **Operational Partners:** Other entities and organizations that can support the efforts of the Department to maintain facilities and assets, promote amenities and park usage, support site needs, provide programs and events, and/or maintain the integrity of natural/cultural resources through in-kind labor, equipment, or materials.
2. **Vendor Partners:** Service providers and/or contractors that can gain brand association and notoriety as a preferred vendor or supporter of the City or Department in exchange for reduced rates, services, or some other agreed upon benefit.
3. **Service Partners:** Nonprofit organizations and/or friends' groups that support the efforts of the agency to provide programs and events, and/or serve specific constituents in the community collaboratively.
4. **Co-Branding Partners:** Private, for-profit organizations that can gain brand association and notoriety as a supporter of the Department in exchange for sponsorship or co-branded programs, events, marketing and promotional campaigns, and/or advertising opportunities.
5. **Resource Development Partners:** A private, nonprofit organization with the primary purpose to leverage private sector resources, grants, other public funding opportunities, and resources from individuals and groups within the community to support the goals and objectives of the agency on mutually agreed strategic initiatives.

APPENDIX E: PROGRAM CLASSIFICATION

Core Program Area - Legend		
Aquatics	Arts & Music	Community Services
Cultural & Enrichment	Educational	Events
Fitness		
Socialization		

Classifications		
Essential		
Health & Wellness Events	Water Safety Classes	Swim Lessons
Lifeguard Certification	SHIBA	Tax Assistance
Reassurance	Foot Clinic	Food Pantry
Energy Assistance	Estate Planning	Grief Support
Addiction Support Services	Housing Rights & Resource Center	Meals on Wheels
Noon Lunch	Transportation	Case Management
Information and Assistance	Medicare Open Enrollment	Health Equipment Loan
Health Support Groups	CPR/First Aid	Babysitting Certification

Classifications		
Important		
Concerts in the Park	Volunteer Recognition	Oregon City Enhancement Day
Memorial Day Celebration	Parents of Murdered Children	Holiday Events
Lap Swim	Water Exercise	Rentals
Giving Tree	Holiday Stockings	Gifts to Meals on Wheels
Financial Planning	Meditation	Educational Trips
Educational Seminars	Nutrition Education	AARP Safe Driving
Restorative Healing Yoga	Hatha Yoga	Walking Club
Retrofit Dance	Zumba	Better Bones and Balance
Line Dancing	Beginner Yoga	Tai Chi
Workout Rooms	Pilates	Stretch and Tone

Parks and Recreation Master Plan

Classifications		
Value-Added		
Christmas Banquet	Open Houses	Preserve Our Past Banquet
Daddy Daughter Dance	Valentine's Day Dance	Movies in the Park
Swamp Swim	Glow Swim	Swim Teams
Recreation Swims	Aquatic Events	Family Swim
Watercolor	Drawing & Oil	Chorus
Craft Classes	Music Entertainment	Ukulele
Crochet	Knitting	Art Shows
Travel Programs	Themed Dinners	Cultural Dancing
Youth Camps	Big Band Dancing	Ballroom Dancing
Ermatinger House Tours	Preserve Our Past Art & Poetry	Meditation
Pinochle	BINGO	Chess Club
Mahjong	Coffee Time	Book Club
Poker		



APPENDIX F: SIMILAR PROVIDERS

OTHER SERVICE PROVIDERS		
<i>Name of Agency</i>	<i>Operator (Public/Private/Not for-Profit)</i>	<i>Price Comparison with your Services (Same / Lower / Higher)</i>
CPR for Life	Private	Higher
Easthem Community Camps	Public	Lower
24 Hour Fitness	Private	Higher
YMCA	Not-for-Profit	Same

APPENDIX G: MINI BUSINESS PLAN

Program Area: _____

Completed By: _____ Date: _____

DEPARTMENT VISION STATEMENT

DEPARTMENT MISSION STATEMENT

CORE PROGRAM AREA OUTCOMES

SERVICE AREA PROFILE

Service Area Description:

Key Demographic Trends:

TARGET MARKETS



<u>Primary Markets</u>	<u>Secondary Markets</u>

AGE SEGMENT APPEAL

Program/ Amenity	Length of Experience	Age Segments								
		Under 5	6-8	9- 12	13- 18	19- 30	31- 45	46- 60	61- 75	76+

PARTICIPATION/ATTENDANCE TRENDS

Program/ Amenity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec

S.W.O.T. ANALYSIS

<u>Strengths</u>	<u>Weaknesses</u>
<u>Opportunities</u>	<u>Threats</u>

Parks and Recreation Master Plan

COST OF SERVICE ANALYSIS

Program/ Amenity	Expenditures		Participant s/ Attendanc e	Revenue	Net Income (Subsidy)		Cost per Participant		Cost Recovery	
	Direct	Total			Direct	Total	Direct	Total	Direct t	Total

MARKETING & PRICING TACTICS

Tactic	Responsible	Timeline

PERFORMANCE MEASURES

Outcome (from p.1)	Performance Measure	Result

Approved By: _____

Date: _____



APPENDIX H: FACILITY CONDITION ASSESSMENTS

Page Intentionally Left Blank

FACILITY CONDITION ASSESSMENT



**BUREAU
VERITAS**

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid



Ermatinger House
619 6th Street
Oregon City, Oregon 97045

PREPARED BY:

Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.us.bureauveritas.com

BV CONTACT:

James A. Cave
Program Manager
800.733.0660 x6554
Jim.Cave@bvna.com

BV PROJECT #:

148392.21R000-012.017

DATE OF REPORT:

July 16, 2021

ON SITE DATE:

March 22, 2021

1. Executive Summary

Property Overview and Assessment Details

General Information	
Property Type	Museum
Main Address	619 6th Street, Oregon City, Oregon 97045
Site Developed	1843 Renovated 2016-2017
Site Area	0.12 acres (estimated)
Parking Spaces	NA parking space is shared with library
Building Area	3,300 SF
Number of Stories	Two plus basement
Outside Occupants / Leased Spaces	None
Date(s) of Visit	March 22, 2021
Management Point of Contact	Denise Conrad Asst. Parks & Recreation Director 503.496.1565 dconrad@orccity.org
On-site Point of Contact (POC)	Emily Tierney Recreation programmer/ Tour Guide
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	James Bryant Project Manager Jamie.Bryant@bvna.com 800.733.0660 6233
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Significant/Systemic Findings and Deficiencies

Historical Summary

The Francis Ermatinger House was built in 1843 and is one of the oldest houses in Clackamas County, Oregon City. The house was renovated from 2011 to 2017 and it was opened to the public in 2018.

Architectural

The building is composed of wood board and all the interior finishes were installed recently, so there were no issues observed. The roof is a combination of TPO/PVC on the center area and the sides of the building are asphalt shingles. The roof seems to be in good condition and no leaks has been reported.

Mechanical, Electrical, Plumbing and Fire (MEPF)

Air conditioning is provided by a split system comprised of a furnace and a heat pump unit. Electricity is fed from outside to the panels inside the property, Hot water is supplied by a gas 50 gallon water heater. The water heater is large considering that the water fixtures are limited to one bathroom and a small kitchenette. In the future it is recommended to install a tankless water heater as they more energy efficient and will be more suitable for the property. Overall, all the MEPF components appear to be in a fair condition.

Site

Site amenities consists of an asphalt parking lot, site lighting, bench, green landscape, and concrete pavement. The site amenities in general are in good condition and convey the impression of being well maintained.

Recommended Additional Studies

No additional studies recommended at this time.

Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

FCI Ranges and Description	
0 – 5%	In new or well-maintained condition, with little or no visual evidence of wear or deficiencies.
5 – 10%	Subjected to wear but is still in a serviceable and functioning condition.
10 – 30%	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
30% and above	Has reached the end of its useful or serviceable life. Renewal is now necessary.

The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

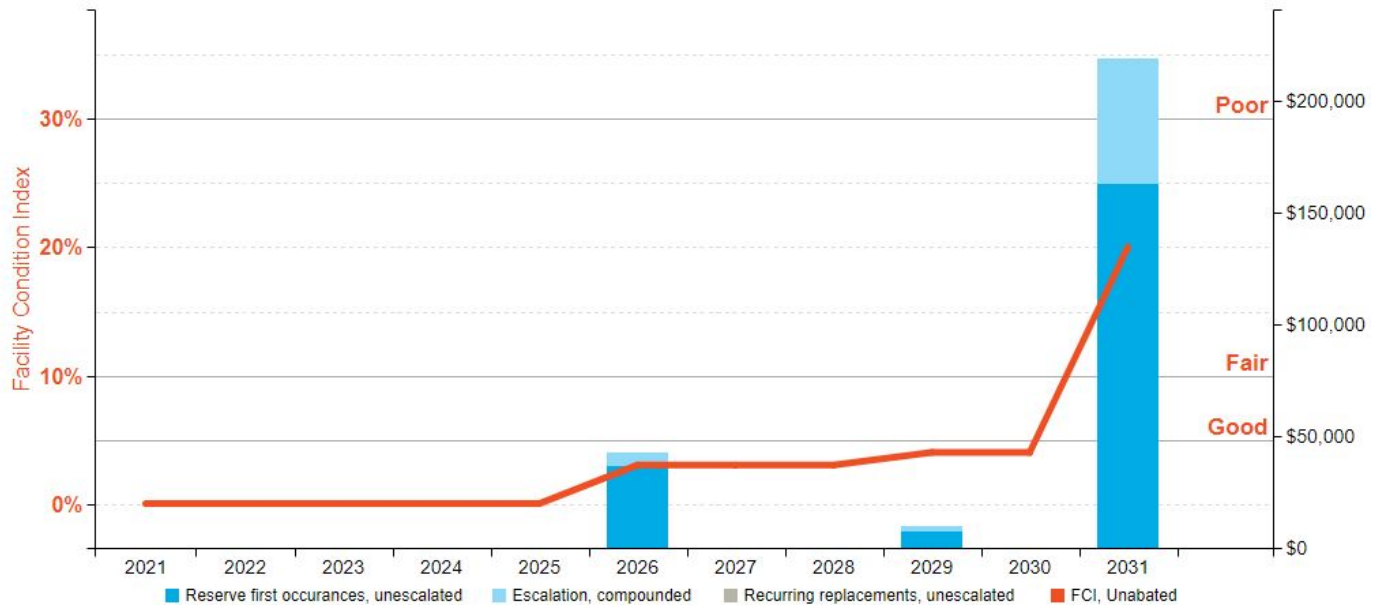
FCI Analysis Ermatinger House			
Replacement Value	Total SF	Cost/SF	
\$ 1,362,900	3,300	\$ 413	
Current FCI		\$ 0	0.0 %
3-Year		\$ 0	0.0 %
5-Year		\$ 42,800	3.1 %
10-Year		\$ 271,500	19.9 %

The orange line in the graph below forecasts what would happen to the FCI (left Y axis) over time, assuming zero capital expenditures. The capital expenditures allocated for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Ermatinger House

Replacement Value: \$ 1,362,900; Inflation rate: 3.0%



Immediate Needs

No Immediate Needs were observed at this time.

Key Findings

No Key Findings were observed at this time.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the “why” part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the “best” fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety

- An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.

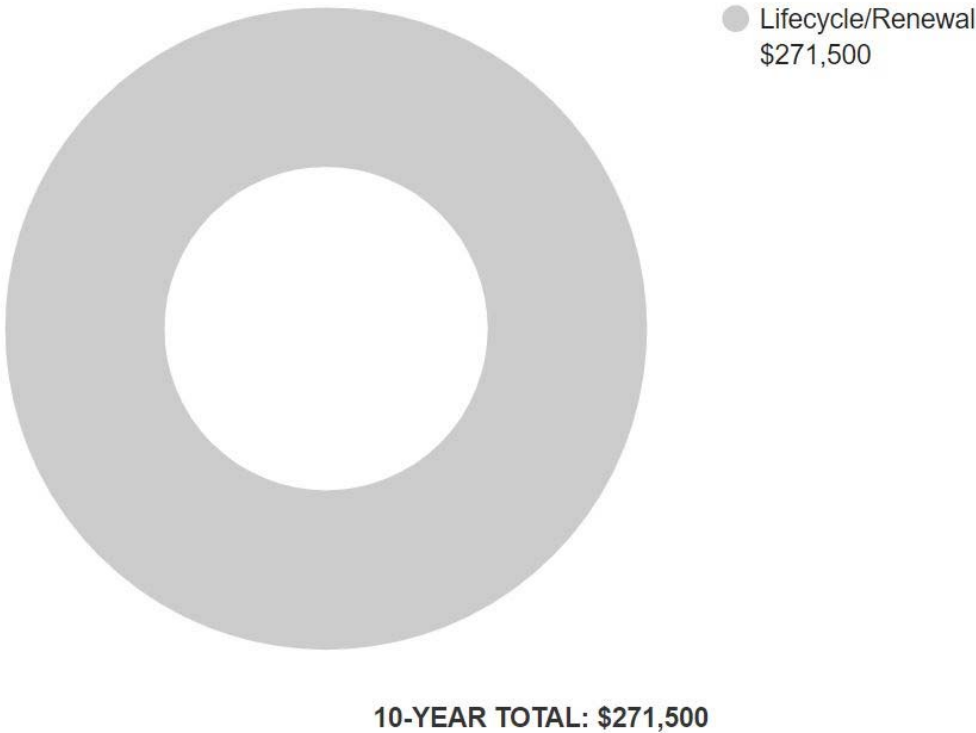
Performance/Integrity

- Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.

Plan Type Descriptions

Accessibility	■ Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	■ Improvements to air or water quality, including removal of hazardous materials from the building or site.
Retrofit/Adaptation	■ Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	■ Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



2. Building and Site Information



Systems Summary

System	Description	Condition
Structure	Conventional wood frame structure on concrete slab	Fair
Façade	Wood siding with wood windows	Good
Roof	Primary: Flat construction with single-ply TPO/PVC membrane Secondary: Gable construction with asphalt shingles	Fair
Interiors	Walls: Painted surface Floors: Carpet and wood Ceilings: Painted surface	Fair
Elevators	None	--
Plumbing	Copper supply and PVC waste & venting Gas water heater Toilet, and sink in restroom and sink in kitchenette	Fair
HVAC	Heat pump & furnace	Fair
Fire Suppression	fire extinguishers	Fair
Electrical	Source and Distribution: Main panel with copper wiring with copper wiring Interior Lighting: CFL & incandescent Emergency: None	Good

Systems Summary

Fire Alarm	Alarm panel, smoke detectors, alarms, pull stations, and exit signs	Good
Equipment/Special	None	--
Site Pavement	Asphalt lots with areas of concrete and concrete sidewalks, curbs, ramps, and stairs	Fair
Site Development	Building-mounted signage Limited park benches and trash receptacles	Good
Landscaping and Topography	Limited landscaping features Irrigation present Low to moderate site slopes throughout	Fair
Utilities	Municipal water and sewer Local utility-provided electric and natural gas	Fair
Site Lighting	Building-mounted: CFL and incandescent	Fair
Ancillary Structures	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	No key issues were found	

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	-	-	-	\$5,635	\$5,635
Facade	-	-	\$20,797	\$156,189	\$135,954	\$312,940
Roofing	-	-	-	\$3,930	\$48,573	\$52,503
Interiors	-	-	\$21,248	\$23,157	\$129,882	\$174,287
Plumbing	-	-	-	\$2,271	-	\$2,271
HVAC	-	-	-	\$12,404	\$12,557	\$24,961
Fire Protection	-	-	-	-	-	-
Electrical	-	-	\$663	-	\$54,360	\$55,023
Fire Alarm & Electronic Systems	-	-	-	\$26,206	-	\$26,206
Equipment & Furnishings	-	-	-	-	\$4,860	\$4,860
Site Development	-	-	-	\$4,540	-	\$4,540
TOTALS	-	-	\$42,800	\$228,700	\$391,900	\$663,400

3. Property Space Use and Observed Areas

Unit Allocation

All 3,300 square feet of the property are occupied by the city of Oregon City. The spaces are a historical museum with supporting restroom, mechanical and other utility spaces.

Areas Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, the exterior of the property, and the roof.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The facility was originally constructed in 1843. The facility was substantially renovated in 2016-2017 and widespread accessibility improvements appear to have been implemented at that time.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility study is currently recommended since no major or moderate issues were identified at the subject site. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means*, *CBRE Whitestone*, and *Marshall & Swift*, Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The city of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Ermatinger House, 619 6th Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

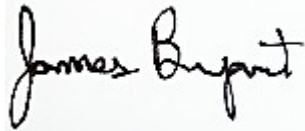
No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:



James Bryant,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
800.733.0660 x6554



1

FRONT ELEVATION



2

LEFT ELEVATION



3

RIGHT ELEVATION



4

REAR ELEVATION



5

HALLWAY



6

BEDROOM



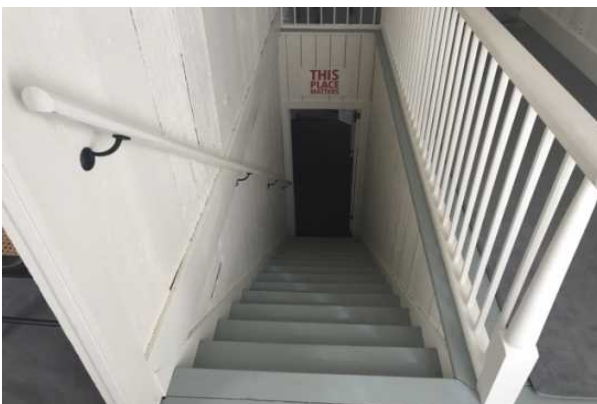
7

ROOM



8

HALLWAY



9

STAIRS



10

DINNING ROOM



11

BASEMENT



12

BASEMENT



13

RESTROOM



14

KITCHENETTE



15

HEAT PUMP



16

DUCT WORK



17

WATER HEATER



18

FIRE ALARM SYSTEM AND
DISTRIBUTION PANEL



19

PROPERTY MAP



20

PATIO



21

ACCESSIBLE ENTRANCE



22

PARKING AREA



23

PARK BENCH



24

WOOD FENCES



 BUREAU VERITAS	Project Number	Project Name	
	148392.21R000-012.017	Ermatinger House	
	Source	On-Site Date	
	Google	March 22, 2021	

PRE-SURVEY QUESTIONNAIRE

Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Association with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

Inspections		Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

Question		Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

Question		Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					
Comments						

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Ermatinger House

BV Project Number: 148392.21R000-012.017

Abbreviated Accessibility Checklist

Facility History & Interview

Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		✗		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			✗	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		✗		

Abbreviated Accessibility Checklist

Parking



Overview of accessible parking area



Close-up of stall or 2nd area of accessible parking

Question		Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	✗			
2	Does the required number of van-accessible designated spaces appear to be provided ?	✗			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	✗			
4	Does parking signage include the International Symbol of Accessibility ?	✗			
5	Does each accessible space have an adjacent access aisle ?	✗			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	✗			

Abbreviated Accessibility Checklist

Exterior Accessible Route



Accessible ramp or path



Curb cut or 2nd pathway

Question		Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	✗			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	✗			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	✗			
4	Do curb ramps appear to have compliant slopes for all components ?	✗			
5	Do ramp runs on an accessible route appear to have compliant slopes ?	✗			
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?	✗			

Item 2.					
7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?	X			
8	Do ramps on an accessible route appear to have compliant handrails ?	X			

Abbreviated Accessibility Checklist

Building Entrances



Main/accessible entrance



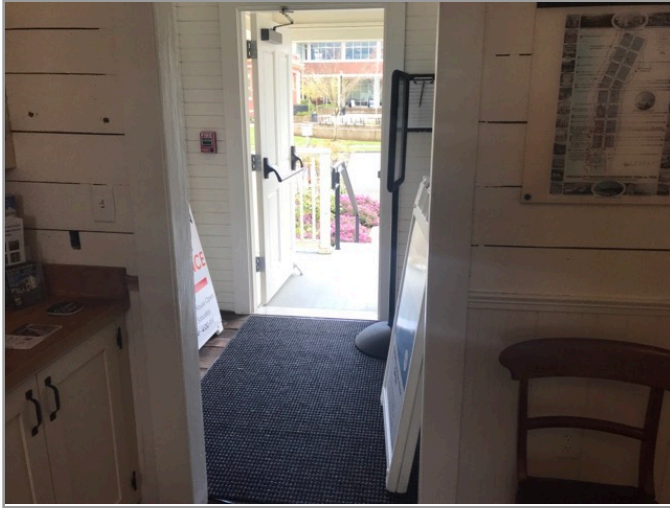
Additional entrance or signage/hardware

Question		Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?	✗			
2	If the main entrance is not accessible, is an alternate accessible entrance provided?	✗			
3	Is signage provided indicating the location of alternate accessible entrances ?	✗			
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?	✗			
5	Do doors at accessible entrances appear to have compliant hardware ?	✗			
6	Do doors at accessible entrances appear to have a compliant clear opening width ?	✗			

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?	✕			
8	Do thresholds at accessible entrances appear to have a compliant height ?	✕			

Abbreviated Accessibility Checklist

Interior Accessible Route



Accessible interior path (ramp/lift)



Door hardware, stair rails, or self-service area

Question		Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?	✗			
2	Do accessible routes appear free of obstructions and/or protruding objects ?	✗			
3	Do ramps on accessible routes appear to have compliant slopes ?			✗	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			✗	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			✗	
6	Do ramps on accessible routes appear to have compliant handrails ?			✗	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			X	
8	Do public transaction areas have an accessible, lowered service counter section ?	X			
9	Do public telephones appear mounted with an accessible height and location ?			X	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?	X			
11	Do doors at interior accessible routes appear to have compliant hardware ?	X			
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?	X			
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?	X			

Abbreviated Accessibility Checklist

Elevators

NA

NA

Question		Yes	No	NA	Comments
1	Are hallway call buttons configured with the "UP" button above the "DOWN" button?			✗	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			✗	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			✗	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			✗	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			✗	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			✗	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			×	
8	Are audible and visual floor position indicators provided in the elevator car?			×	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			×	

Abbreviated Accessibility Checklist

Public Restrooms



Toilet stall overview



Sink, faucet handles and/or accessories

Question		Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	✗			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	✗			
3	Does the lavatory faucet have compliant handles ?	✗			
4	Is the plumbing piping under lavatories configured to protect against contact ?	✗			
5	Are grab bars provided at compliant locations around the toilet ?	✗			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	✗			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	X			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	X			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	X			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes



Kitchen cabinets/sink clearance



Oven with controls

Question		Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?	✗			
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?	✗			
3	Is there an accessible countertop/preparation space of proper width and height ?	✗			
4	Is there an accessible sink space of proper width and height ?	✗			
5	Does the sink faucet have compliant handles ?	✗			
6	Is the plumbing piping under the sink configured to protect against contact ?			✗	

					Item 2.	
7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X		

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA

NA

Question		Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✗	
2	Has the play area been reviewed for accessibility ?			✗	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✗	

Component Condition Report Ermatinger House						Item 2.
UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	Throughout building	Fair	Stairs, Wood, Interior [No tag/plate found]	60 SF	20	2945143
B1080	Site	Fair	Stairs, Concrete, Exterior	20 SF	30	2945156
Facade						
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	4,600 SF	5	2945135
B2010	Building exterior	Fair	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building	4,600 SF	20	2945146
B2020	Building exterior	Fair	Window, Wood Historical, 16-25 SF, Restore	24	10	2945129
B2050	Building exterior	Fair	Exterior Door, Wood, French Residential [No tag/plate found]	3	10	2945136
Roofing						
B3010	Roof	Fair	Roofing, Single-Ply Membrane, TPO/PVC [No tag/plate found]	1,240 SF	15	2945158
B3010	Roof	Good	Roofing, Asphalt Shingle, 20-Year Standard [No tag/plate found]	764 SF	15	2945153
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings [No tag/plate found]	250 LF	10	2945140
Interiors						
C1030	Basement	Good	Interior Door, Steel, Standard [No tag/plate found]	2	35	2945138
C1030	Throughout building	Fair	Interior Door, Wood, Hollow-Core Residential [No tag/plate found]	19	10	2945148
C2010	Throughout building	Fair	Wall Finishes, any surface, Prep & Paint	5,000 SF	5	2945145
C2030	Throughout building	Good	Flooring, Carpet, Commercial Standard	800 SF	8	2945139
C2030	Throughout building	Fair	Flooring, Wood, Strip	2,500 SF	20	2945155
C2050	Roof	Fair	Ceiling Finishes, any flat surface, Prep & Paint	3,300 SF	5	2945149
Plumbing						
D2010	Restrooms	Good	Toilet, Commercial Water Closet [No tag/plate found]	1	25	2945157
D2010	Throughout building	Good	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures) [No tag/plate found]	3,300 SF	35	2945131
D2010	Basement	Fair	Water Heater, Gas, Residential	1	10	2945130
D2010	Kitchenette	Good	Sink/Lavatory, Vanity Top, Stainless Steel [No tag/plate found]	1	25	2945137
D2010	Restrooms	Good	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China [No tag/plate found]	1	25	2945141
HVAC						
D3020		Fair	Furnace, Gas, 101 to 150 MBH	1	15	2946754
D3030	Building exterior	Fair	Split System, Condensing Unit/Heat Pump [No tag/plate found]	1	10	2945134
Fire Protection						
D4010	Basement	Good	Fire Suppression System, Full System Install/Retrofit, Medium Density/Complexity, Renovate [No tag/plate found]	3,300 SF	35	2945152
Electrical						
D5020	Basement	Good	Distribution Panel, 120/208 V [No tag/plate found]	1	25	2945142
D5030	Throughout building	Good	Electrical System, Wiring & Switches, Average or Low Density/Complexity [No tag/plate found]	3,300 SF	35	2945132
D5040	Throughout building	Fair	Emergency & Exit Lighting, Exit Sign, LED [No tag/plate found]	2	5	2945133
D5040	Basement	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures [No tag/plate found]	3,300 SF	15	2945150
Fire Alarm & Electronic Systems						
D7050	Basement	Fair	Fire Alarm Panel, Fully Addressable [No tag/plate found]	1	10	2945144
Equipment & Furnishings						238

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	Item 2.
E2010	Kitchenette	Fair	Casework, Cabinetry, Hardwood Standard [No tag/plate found]	8 LF	15	2945147
Sitework						
G2060	Parking lot	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install [No tag/plate found]	1	10	2945128
G2060	Site	Fair	Park Bench, Metal Powder-Coated [No tag/plate found]	1	10	2945154
G2060	Site	Fair	Fences & Gates, Fence, Wood Board 6' [No tag/plate found]	50 LF	10	2945151

Replacement Reserves Report
Ermatinger House

7/19/2021

ID	Cost Description	Location Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
2945143	Stairs, Wood, Interior, Replace	Throughout building	30	10	20	60	SF	\$52.00	\$3,120																				\$3,120	\$3,120	
2945135	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	Building exterior	10	5	5	4600	SF	\$3.90	\$17,940						\$17,940										\$17,940						\$35,880
2945146	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building, Replace	Building exterior	30	10	20	4600	SF	\$13.00	\$59,800																				\$59,800	\$59,800	
2945129	Window, Wood Historical, 16-25 SF, Restore	Building exterior	30	20	10	24	EA	\$4,680.00	\$112,320											\$112,320											\$112,320
2945136	Exterior Door, Wood, French Residential, Replace	Building exterior	25	15	10	3	EA	\$1,300.00	\$3,900											\$3,900											\$3,900
2945153	Roofing, Asphalt Shingle, 20-Year Standard, Replace	Roof	20	5	15	764	SF	\$4.94	\$3,774																\$3,774						\$3,774
2945158	Roofing, Single-Ply Membrane, TPO/PVC, Replace	Roof	20	5	15	1240	SF	\$22.10	\$27,404																\$27,404						\$27,404
2945140	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Roof	20	10	10	250	LF	\$11.70	\$2,925											\$2,925											\$2,925
2945148	Interior Door, Wood, Hollow-Core Residential, Replace	Throughout building	20	10	10	19	EA	\$520.00	\$9,880											\$9,880											\$9,880
2945145	Wall Finishes, any surface, Prep & Paint	Throughout building	10	5	5	5000	SF	\$1.95	\$9,750						\$9,750										\$9,750						\$19,500
2945155	Flooring, Wood, Strip, Replace	Throughout building	30	10	20	2500	SF	\$19.50	\$48,750																				\$48,750	\$48,750	
2945139	Flooring, Carpet, Commercial Standard, Replace	Throughout building	10	2	8	800	SF	\$9.75	\$7,800									\$7,800										\$7,800			\$15,600
2945149	Ceiling Finishes, any flat surface, Prep & Paint	Roof	10	5	5	3300	SF	\$2.60	\$8,580						\$8,580										\$8,580						\$17,160
2945130	Water Heater, Gas, Residential, Replace	Basement	15	5	10	1	EA	\$1,690.00	\$1,690											\$1,690											\$1,690
2946754	Furnace, Gas, 101 to 150 MBH, Replace	Ermatinger House	20	5	15	1	EA	\$8,060.00	\$8,060																\$8,060						\$8,060
2945134	Split System, Condensing Unit/Heat Pump, Replace	Building exterior	15	5	10	1	EA	\$9,230.00	\$9,230											\$9,230											\$9,230
2945133	Emergency & Exit Lighting, Exit Sign, LED, Replace	Throughout building	10	5	5	2	EA	\$286.00	\$572						\$572										\$572						\$1,144
2945150	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	Basement	20	5	15	3300	SF	\$10.40	\$34,320																\$34,320						\$34,320
2945144	Fire Alarm Panel, Fully Addressable, Replace	Basement	15	5	10	1	EA	\$19,500.00	\$19,500											\$19,500											\$19,500
2945147	Casework, Cabinetry, Hardwood Standard, Replace	Kitchenette	20	5	15	8	LF	\$390.00	\$3,120																\$3,120						\$3,120
2945154	Park Bench, Metal Powder-Coated, Replace	Site	20	10	10	1	EA	\$910.00	\$910											\$910											\$910

2945151	Fences & Gates, Fence, Wood Board 6', Replace	Site	20	10	10	50	LF	\$36.40	\$1,820											\$1,820										\$1,820	
2945128	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	Parking lot	20	10	10	1	EA	\$650.00	\$650											\$650										\$650	
Totals, Unescalated										\$0	\$0	\$0	\$0	\$0	\$36,842	\$0	\$0	\$7,800	\$0	\$162,825	\$0	\$0	\$0	\$0	\$113,520	\$0	\$0	\$7,800	\$0	\$111,670	\$440,457
Totals, Escalated (3.0% inflation, compounded annually)										\$0	\$0	\$0	\$0	\$0	\$42,710	\$0	\$0	\$9,881	\$0	\$218,823	\$0	\$0	\$0	\$0	\$176,861	\$0	\$0	\$13,279	\$0	\$201,688	\$663,242



**BUREAU
VERITAS**

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid



Sportcraft Landing
1701 Clackamette Drive
Oregon City, Oregon 97045

PREPARED BY:

*Bureau Veritas
10461 Mill Run Circle, Suite
1100
Owings Mills, Maryland 21117
800.733.0660
www.us.bureauveritas.com*

BV CONTACT:

*James A. Cave, RA
Program Manager
800.733.0660 x6554
Jim.cave@bvna.com*

BV PROJECT #:

148392.21R000-036.017

DATE OF REPORT:

July 16, 2021

ON SITE DATE:

March 18, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Public Boat Launch
Main Address	1701 Clackamette Drive, Oregon City, Oregon 97045
Site Developed	2008 (Renovated 2019)
Lot Size	1.5 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	38 total spaces all in open lots, 38 trailer parking spaces; 1 of which are accessible.
Date(s) of Visit	March 18, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orccity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The site was constructed in 2008. There was a renovation in 2019 due to flooding at the pier. The dock is open to the community. There are no major buildings at the site.

Site and Amenities

There are two main asphalt parking lots located at the lower and upper section of the boating dock. The seal and stripe at the bottom parking lot is recommended to be replaced. There is a trash receptable, a parking bench, and an ancillary building.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast						
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Special Construction & Demo	-	-	-	-	\$12,152	\$12,152
Site Pavement	-	\$251,146	\$56,331	\$28,869	\$131,433	\$467,779
Site Development	-	-	-	\$5,590	\$97,217	\$102,807
TOTALS	-	\$251,200	\$56,400	\$34,500	\$240,900	\$583,000

Immediate Needs

Not applicable, no immediate repairs identified

Key Findings



Sidewalk in Poor condition.

Asphalt
Sportcraft Landing Site

Uniformat Code: G2031
Recommendation: **Replace in 2023**

Priority Score: **85.7**

Plan Type:
Performance/Integrity

Cost Estimate: \$5,000

\$\$\$\$

Root and other damage observed - AssetCALC ID: 2931789



Parking Lots in Poor condition.

Pavement, Asphalt
Sportcraft Landing Lower Parking Lot

Uniformat Code: G2021
Recommendation: **Replace in 2022**

Priority Score: **84.8**

Plan Type:
Performance/Integrity

Cost Estimate: \$214,500

\$\$\$\$

Significant alligator cracking and flood damage reported - AssetCALC ID: 2931792



Parking Lots in Poor condition.

Pavement, Asphalt
Sportcraft Landing Lower Parking Lot

Uniformat Code: G2021
Recommendation: **Seal & Stripe in 2022**

Priority Score: **84.8**

Plan Type:
Performance/Integrity

Cost Estimate: \$17,600

\$\$\$\$

Striping for the parking lot is coming off. - AssetCALC ID: 2931795

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety

An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.

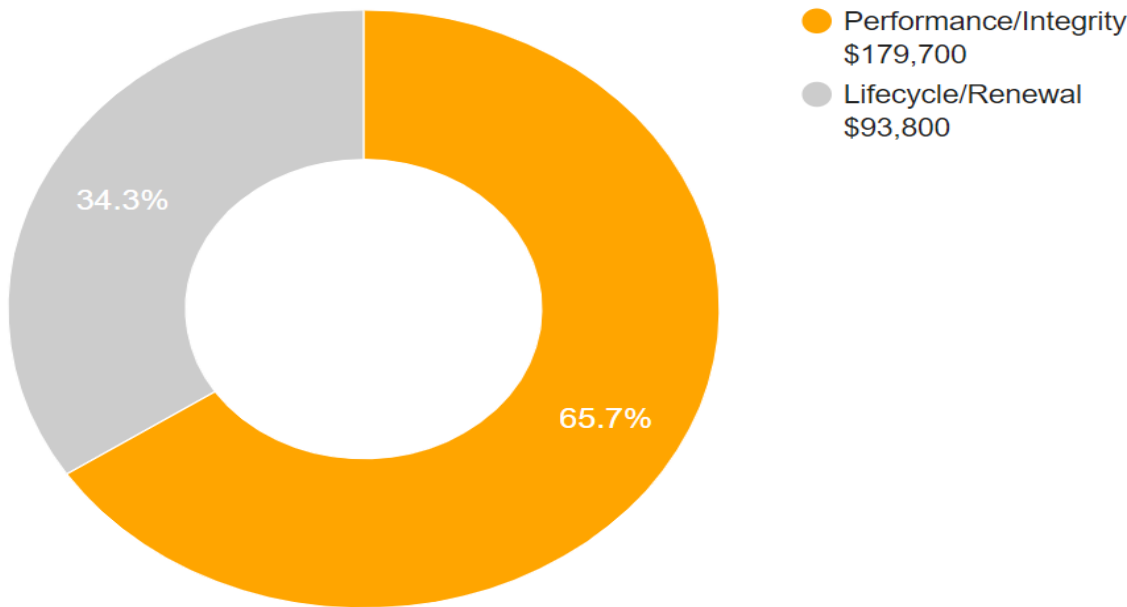
Performance/Integrity

Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.

Plan Type Descriptions

Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: \$273,500

2. General Park Summary



General Site Information			
Asset	Description	Quantity	Condition
Parking Lot-Upper	Asphalt	11,000 SF	Fair
Parking Lot-Lower	Asphalt	30,000 SF	Poor
Ancillary	Wood-Framed	100 SF	Fair
Ramp	Concrete	11,000 SF	Fair
Trail	Asphalt	700 Sf	Fair
Dock/Pier	Wood	800 SF	Fair
Park Bench	Metal-Powder	1 EA	Fair
Trash Receptacle	Medium Duty	1 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation present Low to moderate site slopes throughout		

General Site Information

On-Site Vehicular Paving	Asphalt parking areas and drive lanes with upper and lower sections.
Pedestrian paving and Trails	Asphalt trail
On-Site Amenities	Park bench, trash receptacles, pier
Ancillary Buildings	Shelters
Fields and Lots	N/A
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Severe alligator cracking in the lower parking lot.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The park was originally constructed in 2008 and substantially renovated in 2019.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means*, *CBRE Whitestone*, and *Marshall and Swift*, Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Sportcraft Landing, 1701 Clackamette Drive, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:



Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.cave@bvna.com
800.733.0660 x6554



1

FRONT ELEVATION



2

LEFT ELEVATION



3

REAR ELEVATION



4

RIGHT ELEVATION



5

ANCILLARY BUILDING

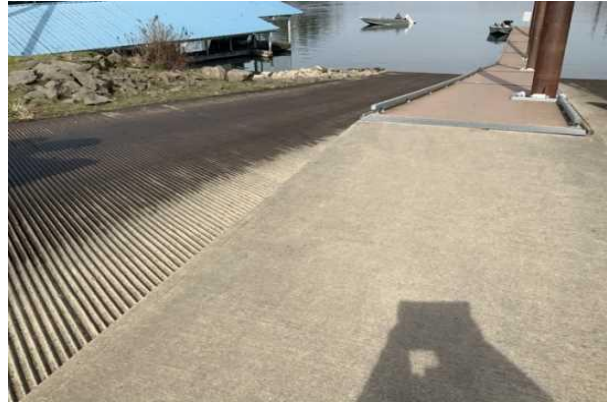


6

UPPER PARKING LOT,
PAVEMENT, ASPHALT



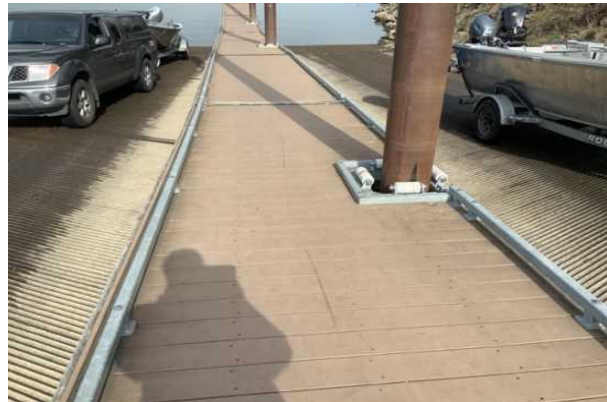
7	LOWER PARKING LOT, PAVEMENT, ASPHALT
---	---



8	SITE RAMP, CONCRETE
---	---------------------



9	TRAIL SURFACE, ASPHALT, OVERLAY
---	------------------------------------



10	LAKE DOCK/PIER
----	----------------



11	PARK BENCH, METAL POWDER- COATED
----	-------------------------------------



12	TRASH RECEPTACLE, MEDIUM- DUTY METAL
----	---



	Project Number	Project Name	
	148392.21R000-036.017	Sportcraft Landing The City of Oregon City	
	Source	On-Site Date	
	Google	March 18, 2021	

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Sportcraft Landing

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 13 years

Date Completed: 3/18/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed 2008	Renovated 2019	Boat Ramp was renovated and reopened after the flooding.
2	Building size in SF	SF		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or by documentation for any **Yes** responses. (**NA** indicates "Not Applicable", **Unk** indicates "Unknown")

Question		Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?				×	
8	Are there any wall, window, basement or roof leaks?				×	
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?				×	
10	Are your elevators unreliable, with frequent service calls?				×	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?				×	
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				×	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				×	
14	Is the electrical service outdated, undersized, or otherwise problematic?				×	
15	Are there any problems or inadequacies with exterior lighting?		×			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?			×		
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		×			
18	ADA: Has an accessibility study been performed at the site? If so, when?		×			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		×			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		×			



Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Sportcraft Landing

BV Project Number: 148392.21R-00 - 036.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Sportcraft Landing: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking				X
Exterior Accessible Route				X
Building Entrances	NA			
Interior Accessible Route	NA			
Elevators	NA			
Public Restrooms	NA			
Kitchens/Kitchenettes	NA			
Playgrounds & Swimming Pools	NA			
Other	NA			

*be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature

Sportcraft Landing: Photographic Overview



Overview of accessible parking area



Close-up of stall or 2nd area of accessible parking



Accessible ramp or path



Curb cut or 2nd pathway

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Special Construction & Demo						
F1020	Site	Fair	Ancillary Building, Wood-Framed or CMU, Basic/Minimal	100 SF	15	2931790
Pedestrian Plazas & Walkways						
G2020	Upper Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	11,000 SF	2	2931788
G2020	Lower Parking Lot	Poor	Parking Lots, Pavement, Asphalt, Seal & Stripe	30,000 SF	1	2931795
G2020	Lower Parking Lot	Poor	Parking Lots, Pavement, Asphalt	30,000 SF	1	2931792
G2020	Upper Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	11,000 SF	4	2931791
G2030	Site	Poor	Sidewalk, Asphalt	700 SF	2	2931789
G2030	Site	Fair	Site Stairs & Ramps, Steps, Concrete (per LF of nosing)	600 LF	20	2931796
Athletic, Recreational & Playfield Areas						
G2050	Boat Launch	Fair	Lake Dock/Pier, Decking & Structure, Wood Pile-Supported	800 SF	15	2931793
Sitework						
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	10	2931797
G2060	Site	Fair	Park Bench, Metal Powder-Coated	1	10	2931798
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	1	10	2931794

Replacement Reserves Report

Sportcraft Landing

Item 2.

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Sportcraft Landing	\$0	\$239,012	\$12,137	\$0	\$56,332	\$0	\$20,956	\$7,914	\$0	\$0	\$5,591	\$24,293	\$9,175	\$0	\$0	\$109,369	\$28,163	\$10,636	\$0	\$0	\$59,168	\$582,745
Grand Total	\$0	\$239,012	\$12,137	\$0	\$56,332	\$0	\$20,956	\$7,914	\$0	\$0	\$5,591	\$24,293	\$9,175	\$0	\$0	\$109,369	\$28,163	\$10,636	\$0	\$0	\$59,168	\$582,745

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EA	RUL	Quantity	Unit	Unit Cost	*Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate	
F1020	2931790	Ancillary Building, Wood-Framed or CMU, Basic/Minimal, Replace	35	20	15	100	SF	\$78.00	\$7,800																\$7,800						\$7,800	
G2020	2931795	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	4	1	30000	SF	\$0.59	\$17,550		\$17,550					\$17,550					\$17,550					\$17,550						\$70,200
G2020	2931792	Parking Lots, Pavement, Asphalt, Replace	25	24	1	30000	SF	\$7.15	\$214,500		\$214,500																					\$214,500
G2020	2931788	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	11000	SF	\$0.59	\$6,435			\$6,435					\$6,435					\$6,435					\$6,435					\$25,740
G2020	2931791	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	21	4	11000	SF	\$4.55	\$50,050					\$50,050																		\$50,050
G2030	2931789	Sidewalk, Asphalt, Replace	25	23	2	700	SF	\$7.15	\$5,005			\$5,005																				\$5,005
G2030	2931796	Site Stairs & Ramps, Steps, Concrete (per LF of nosing), Replace	50	30	20	600	LF	\$54.60	\$32,760																					\$32,760		\$32,760
G2050	2931793	Lake Dock/Pier, Decking & Structure, Wood Pile-Supported, Replace	25	10	15	800	SF	\$78.00	\$62,400																\$62,400							\$62,400
G2060	2931798	Park Bench, Metal Powder-Coated, Replace	20	10	10	1	EA	\$1,105.00	\$1,105												\$1,105											\$1,105
G2060	2931794	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	\$1,105.00	\$1,105												\$1,105											\$1,105
G2060	2931797	Signage, Property, Building or Pole-Mounted, Replace/Install	20	10	10	1	EA	\$1,950.00	\$1,950												\$1,950											\$1,950
Totals, Unescalated										\$0	\$232,050	\$11,440	\$0	\$50,050	\$0	\$17,550	\$6,435	\$0	\$0	\$4,160	\$17,550	\$6,435	\$0	\$0	\$70,200	\$17,550	\$6,435	\$0	\$0	\$32,760		\$472,615
Totals, Escalated (3.0% inflation, compounded annually)										\$0	\$239,012	\$12,137	\$0	\$56,332	\$0	\$20,956	\$7,914	\$0	\$0	\$5,591	\$24,293	\$9,175	\$0	\$0	\$109,369	\$28,163	\$10,636	\$0	\$0	\$59,168		\$582,745

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid



Stafford Park
569 Holmes Lane
Oregon City, Oregon 97045

PREPARED BY:

Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.us.bureauveritas.com

BV CONTACT:

James A. Cave, RA
Program Manager
800.733.0660 x6554
Jim.cave@bvna.com

BV PROJECT #:

148392.21R000-037.017

DATE OF REPORT:

July 16, 2021

ON SITE DATE:

March 25, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood park
Main Address	569 Holmes Lane, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	1.61 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	N/A, open spaces
Date(s) of Visit	March 25, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orccity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Stafford Park is located at 569 Holmes Lane and is a small undeveloped park. The park consists of picnic areas and an open field.

Site and Amenities

Amenities are very limited in the park, the only key issue found was a worn-out picnic table. Accessibility is major issue no accessible space is provided and there is no accessible pathway from the parking to the picnic tables and the bench.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast						
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	-	\$1,172	-	\$2,970	\$7,999	\$12,141
Site Pavement	\$7,150	\$1,241	-	\$11,047	\$17,778	\$37,216
Accessibility	\$15,600	-	-	-	-	\$15,600
TOTALS	\$22,800	\$2,500	-	\$14,100	\$25,800	\$65,200

Immediate Needs

Facility/Building	Total Items	Total Cost
Stafford Park	2	\$22,800
Total	2	\$22,800

Stafford Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2950991	Stafford Park	Site	Y1010	ADA Parking, Designated Stall, Regraded & Leveled, Install	NA	Accessibility	\$15,600
2950992	Stafford Park	Site	G2030	Sidewalk, Asphalt, Replace	NA	Accessibility	\$7,200
Total (2 Items)							\$22,800

Key Findings



Picnic Table in Poor condition.

Wood
Stafford Park Site

Unifomat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type:
Performance/Integrity

Cost Estimate: \$1,100

\$\$\$\$

Table is deteriorated. - AssetCALC ID: 2948550

Sidewalk

Asphalt
Stafford Park Site

Unifomat Code: G2031
Recommendation: **Replace in 2021**

Priority Score: **67.9**

Plan Type: Accessibility

Cost Estimate: \$7,200

\$\$\$\$

Accessible path not provided. - AssetCALC ID: 2950992

ADA Parking

Designated Stall, Regraded and Leveled
Stafford Park Site

Unifomat Code: Y1011
Recommendation: **Install in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: \$15,600

\$\$\$\$

No ADA accessible parking space provided. - AssetCALC ID: 2950991

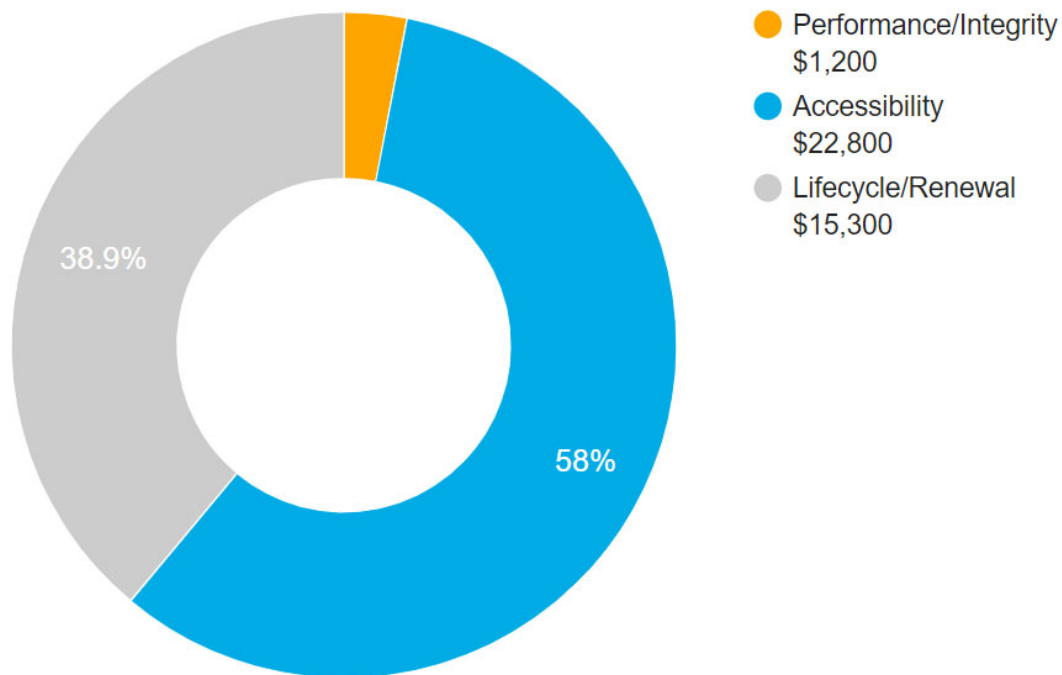
Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: \$39,300

2. General Park Summary



General Site Information			
Asset	Description	Quantity	Condition
Signage	Guide and directional pole mounted	1 EA	Fair
Bollard	Wood	31 EA	Fair
Trash Receptacle	Medium-Duty, Metal	1 EA	Fair
Park Bench	Wood	1 EA	Fair
Picnic Table	Wood	1 EA	Fair
Picnic Table	Wood	1 EA	Poor
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking area		
Pedestrian paving and Trails	Asphalt patches		

General Site Information

On-Site Amenities	Bench, Picnic tables and wood bollards
Ancillary Buildings	None
Fields and Lots	Unimproved play fields
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.
Key Issues and Findings	Worn out picnic table. No accessible parking or paths.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means*, *CBRE Whitestone*, and *Marshall and Swift*, Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Stafford Park, 569 Holmes Lane, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:



Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.cave@bvna.com
800.733.0660 x6554



1

PARK OVERVIEW NORTH



2

PARK OVERVIEW SOUTH



3

PARKING AREA



4

TRASH RECEPTACLE



5

PICNIC AREA



6

PICNIC TABLE

Site Plan



	Project Number	Project Name	
	148392.21R000-037.017	Stafford Park	
	Source	On-Site Date	
	Orcity.org	March 25, 2021	

THE PRE-SURVEY QUESTIONNAIRE
WAS NOT RETURNED TO BV

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Stafford Park

BV Project Number: 148392.21R000-037.017

Abbreviated Accessibility Checklist

Facility History & Interview

Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		✗		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			✗	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			✗	

Abbreviated Accessibility Checklist

Parking



Overview of accessible parking area



Close-up of stall or 2nd area of accessible parking

Question		Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			×	
2	Does the required number of van-accessible designated spaces appear to be provided ?			×	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			×	
4	Does parking signage include the International Symbol of Accessibility ?			×	
5	Does each accessible space have an adjacent access aisle ?			×	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			×	

Abbreviated Accessibility Checklist

Exterior Accessible Route



Accessible ramp or path



Curb cut or 2nd pathway

Question		Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?			×	
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?			×	
3	Are curb ramps present at transitions through raised curbs on all accessible routes?			×	
4	Do curb ramps appear to have compliant slopes for all components ?			×	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			×	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			×	

Item 2.					
7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			×	
8	Do ramps on an accessible route appear to have compliant handrails ?			×	

Abbreviated Accessibility Checklist

Building Entrances

NA

NA

Question		Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			×	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			×	
3	Is signage provided indicating the location of alternate accessible entrances ?			×	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			×	
5	Do doors at accessible entrances appear to have compliant hardware ?			×	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			×	

Item 2.					
7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			×	
8	Do thresholds at accessible entrances appear to have a compliant height ?			×	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA

NA

Question		Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			×	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			×	
3	Do ramps on accessible routes appear to have compliant slopes ?			×	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			×	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			×	
6	Do ramps on accessible routes appear to have compliant handrails ?			×	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			×	
8	Do public transaction areas have an accessible, lowered service counter section ?			×	
9	Do public telephones appear mounted with an accessible height and location ?			×	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			×	
11	Do doors at interior accessible routes appear to have compliant hardware ?			×	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			×	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			×	

Abbreviated Accessibility Checklist

Elevators

NA

NA

Question		Yes	No	NA	Comments
1	Are hallway call buttons configured with the "UP" button above the "DOWN" button?			✗	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			✗	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			✗	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			✗	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			✗	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			✗	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			×	
8	Are audible and visual floor position indicators provided in the elevator car?			×	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			×	

Abbreviated Accessibility Checklist

Public Restrooms

NA

NA

Question		Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			✗	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			✗	
3	Does the lavatory faucet have compliant handles ?			✗	
4	Is the plumbing piping under lavatories configured to protect against contact ?			✗	
5	Are grab bars provided at compliant locations around the toilet ?			✗	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			✗	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			×	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			×	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			×	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA

NA

Question		Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			✗	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			✗	
3	Is there an accessible countertop/preparation space of proper width and height ?			✗	
4	Is there an accessible sink space of proper width and height ?			✗	
5	Does the sink faucet have compliant handles ?			✗	
6	Is the plumbing piping under the sink configured to protect against contact ?			✗	

						Item 2.
7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X		

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA

NA

Question		Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✗	
2	Has the play area been reviewed for accessibility ?			✗	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✗	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2010	Site	Fair	Roadways, Pavement, Asphalt, Mill & Overlay	2,000 SF	15	2951167
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	2,000 SF	2	3140596
G2030	Site	NA	Sidewalk, Asphalt	1,000 SF	0	2950992
G2030	Site	Fair	Sidewalk, Asphalt	1,000 SF	10	2948547
Sitework						
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	1	10	2948545
G2060	Site	Good	Trash Receptacle, Medium-Duty Metal or Precast	1	15	2948548
G2060	Site	Poor	Picnic Table, Wood	1	2	2948550
G2060	Site	Fair	Bollard, Concrete or Metal	31	15	2948549
G2060	Site	Fair	Picnic Table, Wood	1	10	2948551
Accessibility						
Y1010	Site	NA	ADA Parking, Designated Stall, Regraded & Leveled, Install	1	0	2950991

Replacement Reserves Report

Stafford Park

7/16/2021

Item 2.

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Stafford Park	\$22,750	\$0	\$2,414	\$0	\$0	\$0	\$0	\$1,439	\$0	\$0	\$12,579	\$0	\$1,668	\$0	\$0	\$22,178	\$0	\$1,934	\$0	\$0	\$0	\$64,961
Grand Total	\$22,750	\$0	\$2,414	\$0	\$0	\$0	\$0	\$1,439	\$0	\$0	\$12,579	\$0	\$1,668	\$0	\$0	\$22,178	\$0	\$1,934	\$0	\$0	\$0	\$64,961

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2010	2951167	Roadways, Pavement, Asphalt, Mill & Overlay	25	10	15	2000	SF	\$4.55	\$9,100															\$9,100							\$9,100
G2020	3140596	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	2000	SF	\$0.59	\$1,170			\$1,170					\$1,170									\$1,170					\$4,680
G2030	2950992	Sidewalk, Asphalt, Replace	25	25	0	1000	SF	\$7.15	\$7,150	\$7,150																					\$7,150
G2030	2948547	Sidewalk, Asphalt, Replace	25	15	10	1000	SF	\$7.15	\$7,150										\$7,150												\$7,150
G2060	2948550	Picnic Table, Wood, Replace	20	18	2	1	EA	\$1,105.00	\$1,105			\$1,105																			\$1,105
G2060	2948545	Park Bench, Wood/Composite/Fiberglass, Replace	20	10	10	1	EA	\$1,105.00	\$1,105											\$1,105											\$1,105
G2060	2948551	Picnic Table, Wood, Replace	20	10	10	1	EA	\$1,105.00	\$1,105											\$1,105											\$1,105
G2060	2948548	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	5	15	1	EA	\$1,105.00	\$1,105															\$1,105							\$1,105
G2060	2948549	Bollard, Concrete or Metal, Replace	30	15	15	31	EA	\$130.00	\$4,030															\$4,030							\$4,030
Y1010	2950991	ADA Parking, Designated Stall, Regraded & Leveled, Install	0	0	0	1	EA	\$15,600.00	\$15,600	\$15,600																					\$15,600
Totals, Unescalated										\$22,750	\$0	\$2,275	\$0	\$0	\$0	\$0	\$1,170	\$0	\$0	\$9,360	\$0	\$1,170	\$0	\$0	\$14,235	\$0	\$1,170	\$0	\$0	\$0	\$52,130
Totals, Escalated (3.0% inflation, compounded annually)										\$22,750	\$0	\$2,414	\$0	\$0	\$0	\$0	\$1,439	\$0	\$0	\$12,579	\$0	\$1,668	\$0	\$0	\$22,178	\$0	\$1,934	\$0	\$0	\$0	\$64,961

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.


**BUREAU
VERITAS**

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

PREPARED BY:

Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.us.bureauveritas.com

BV CONTACT:

James A. Cave, RA
Program Manager
800.733.0660 x6554
Jim.cave@bvna.com

BV PROJECT #:

148392.21R000-038.017

DATE OF REPORT:

July 18, 2021

ON SITE DATE:

March 16, 2021



Straight Cemetery
13014 Clackamas River Drive
Oregon City, Oregon 97045

1. Executive Summary

Cemetery Overview and Assessment Details

General Information	
Property Type	Small cemetery
Main Address	13014 Clackamas River Drive, Oregon City, Oregon 97045
Site Developed	1871
Lot Size	0.12 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	On-site Parking not provided
Date(s) of Visit	March 16, 2021
Management Point of Contact	Denise Conrad 503.657.0891 dconrad@orccity.org
On-site Point of Contact (POC)	Jon Waverly, Facilities Maintenance Specialist 503.519.0377 jwaverly@orccity.org
Assessment and Report Prepared By	Konnye Zavala, Project Manager
Reviewed By	James A. Cave Program Manager Jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Cemetery Findings and Deficiencies

Historical Summary

The subject property is an historic cemetery constructed circa 1871. It appears the site has been used solely for this purpose since first developed.

Site & Amenities

The property has minimal improvements, beyond the graves themselves limited to perimeter fencing, signage and a sidewalk. Site lighting and on-site parking is not provided. The site is fair condition with the fencing requiring repainting and minor repairs and the sidewalk relatively free of major cracks and spalls. At the time of the on-site, there were a number of downed limbs and branches resulting from a recent ice storm. Short term fence painting and repairs are required as well as typical life cycle replacements.

Recommended Additional Studies

No additional studies recommended at this time.

Systems Expenditure Forecast

The chart below breaks down the dollars by system type and groups individual years into time ranges.

System Expenditure Forecast						
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	\$11,160	-	\$2,130	\$4,999	\$20,155	\$38,444
Site Pavement	-	-	-	-	\$16,905	\$16,905
TOTALS	\$11,200	-	\$2,200	\$5,000	\$37,100	\$55,500

Immediate Needs

Immediate Needs Report

Facility/Building	Total Items	Total Cost
Straight Cemetery	2	\$11,100
Total	2	\$11,100

Straight Cemetery

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2929961	Straight Cemetery	Site	G2060	Fences & Gates, Fence, Wood Board 4', Replace	Poor	Performance/Integrity	\$7,400
2943569	Straight Cemetery	Site	G2060	Fences & Gates, Fence, any Painted Surface, Prep & Paint, Minor Repairs	Poor	Performance/Integrity	\$3,700
Total (2 items)							\$11,100

Key Findings



Fences & Gates in Poor condition.

Priority Score: **81.9**

Fence, Wood Board 4'
Straight Cemetery Site

Plan Type:
Performance/Integrity

Uniformat Code: G2062
Recommendation: **Replace in 2021**

Cost Estimate: \$6,200

\$\$\$\$

Fencing in disrepair and being held up by T posts. - AssetCALC ID: 2929961



Fences & Gates in Poor condition.

Priority Score: **81.8**

Fence, any Painted Surface
Straight Cemetery Site

Plan Type:
Performance/Integrity

Uniformat Code: G2062
Recommendation: **Prep & Paint, Minor Repairs in 2021**

Cost Estimate: \$3,700

\$\$\$\$

Paint coating is old and worn and minor areas of damage noted - AssetCALC ID: 2943569

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety

An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.

Performance/Integrity

Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.

Accessibility

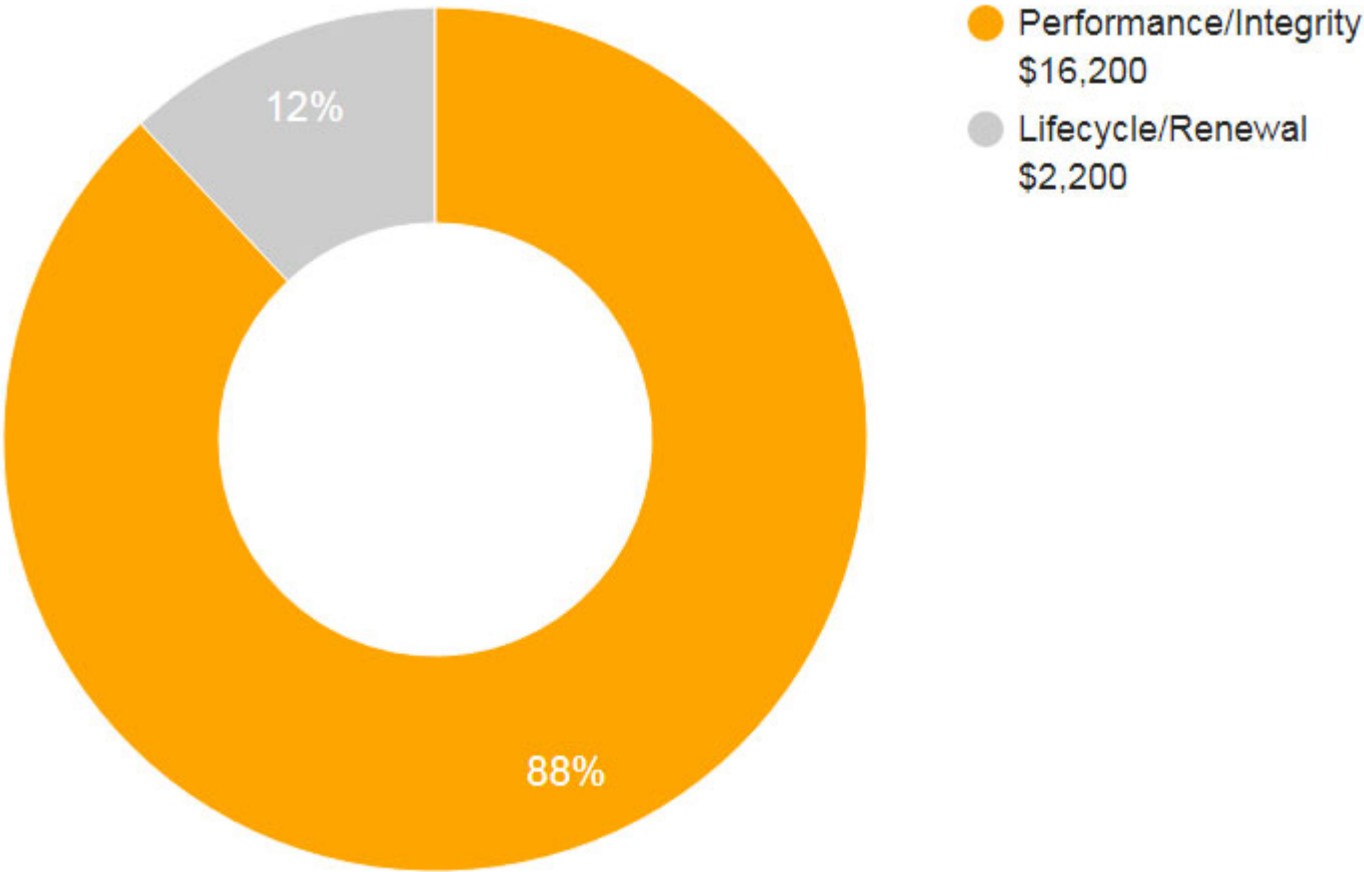
Does not meet ADA, UFAS, and/or other accessibility requirements.

Environmental

Improvements to air, water, or soil quality, including removal of hazardous materials from the site.

Plan Type Descriptions

Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.



10-YEAR TOTAL: \$18,400

2. Straight Cemetery



General Site Information		
Asset	Description	Condition
Landscaping and Topography	Trees	Fair
	Irrigation not present	
	Low to moderate site slopes throughout	
On-Site Vehicular Paving	No on-site parking provided	NA
Pedestrian paving and Trails	Concrete sidewalks	Fair
On-Site Amenities	Four-foot-high painted wood fencing	Poor
Ancillary Buildings	N/A	NA
Fields and Lots	Dirt cemetery with wood fencing around the property	Fair
Storm Water Management	Surface drainage to developed and undeveloped surroundings	NA
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.	
Key Issues and Findings	Painting and minor repair of the fencing should be completed as well as general clean up of the downed limbs and branches. The fencing work is included in the cost tables, the clean up work is considered to be routine maintenance.	

3. Property Space Use and Observed Areas

Areas Observed

The entire cemetery was observed in order to gain a clear understanding of the condition of the cemetery and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The cemetery was originally constructed in 1871. The cemetery has not since been substantially renovated.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the cemetery facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means*, *CBRE Whitestone*, and *Marshall & Swift*, Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Straight Cemetery, 13014 Clackamas River Drive, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

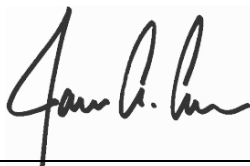
No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:



James A. Cave,
Program Manager
Jim.cave@bvna.com
800.733.0660 x6554



1

FRONT ELEVATION



2

LEFT ELEVATION



3

REAR ELEVATION



4

RIGHT ELEVATION



5

SIDEWALK, CONCRETE



6

SIGNAGE, PROPERTY



 BUREAU VERITAS	Project Number	Project Name	
	148392.21R000-038.017	Straight Cemetery	
	Source	On-Site Date	
	Google	March 16, 2021	

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Straight Cemetery

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 150 years

Date Completed: 3/16/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed 1871	Renovated	
2	Building size in SF	SF		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		N/A
		Roof		N/A
		Interiors		N/A
		HVAC		N/A
		Electrical		N/A
		Site Pavement		N/A
		Accessibility		N/A
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or by documentation for any **Yes** responses. (**NA** indicates "Not Applicable", **Unk** indicates "Unknown")

Question		Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?				X	
8	Are there any wall, window, basement or roof leaks?				X	
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?				X	
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?				X	
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?				X	
15	Are there any problems or inadequacies with exterior lighting?				X	
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			



Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Straight Cemetery

BV Project Number: 148392.21R000-038.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		✕		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		✕		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		✕		

Straight Cemetery : Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking	NA			
Exterior Accessible Route				
Building Entrances	NA			
Interior Accessible Route	NA			
Elevators	NA			
Public Restrooms	NA			
Kitchens/Kitchenettes	NA			
Playgrounds & Swimming Pools	NA			
Other	NA			

*be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature

Straight Cemetery : Photographic Overview



Accessible ramp or path

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2030	Site	Fair	Sidewalk, Concrete, Large Areas	800 SF	20	2929962
Sitework						
G2060	Site	Poor	Fences & Gates, Fence, Wood Board 4'	200 LF	0	2929961
G2060	Site	Poor	Fences & Gates, Fence, any Painted Surface, Prep & Paint, Minor Repairs	800 SF	0	2943569
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	3	2929960

Replacement Reserves Report

Straight Cemetery

7/18/2021

Item 2.

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Straight Cemetery	\$11,160	\$0	\$0	\$2,131	\$0	\$0	\$0	\$0	\$0	\$0	\$4,999	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37,061	\$55,352
Grand Total	\$11,160	\$0	\$0	\$2,131	\$0	\$0	\$0	\$0	\$0	\$0	\$4,999	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37,061	\$55,352

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EA	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate	
G2030	2929962	Sidewalk, Concrete, Large Areas, Replace	50	30	20	800	SF	\$11.70	\$9,360																				\$9,360	\$9,360		
G2060	2929961	Fences & Gates, Fence, Wood Board 4', Replace	20	20	0	200	LF	\$37.20	\$7,440	\$7,440																			\$7,440	\$14,880		
G2060	2943569	Fences & Gates, Fence, any Painted Surface, Prep & Paint, Minor Repairs	10	10	0	800	SF	\$4.65	\$3,720	\$3,720																			\$3,720	\$11,160		
G2060	2929960	Signage, Property, Building or Pole-Mounted, Replace/Install	20	17	3	1	EA	\$1,950.00	\$1,950				\$1,950																	\$1,950		
Totals, Unescalated										\$11,160	\$0	\$0	\$1,950	\$0	\$0	\$0	\$0	\$0	\$0	\$3,720	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,520	\$37,350	
Totals, Escalated (3.0% inflation, compounded annually)										\$11,160	\$0	\$0	\$2,131	\$0	\$0	\$0	\$0	\$0	\$0	\$4,999	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37,061	\$55,352

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.



**BUREAU
VERITAS**

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid



Waterboard Park
200 South John Adams Street
Oregon City, Oregon 97045

PREPARED BY:

Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.us.bureauveritas.com

BV CONTACT:

James A. Cave, RA
Program Manager
800.733.0660 x6554
Jim.Cave@bvna.com

BV PROJECT #:

148392.21R000-039.0017

DATE OF REPORT:

July 15, 2021

ON SITE DATE:

March 24, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Naturally vegetated habitat
Main Address	200 South John Adams Street, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	25 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Open lot with one accessible space
Date(s) of Visit	March 24, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orc.city.oregon.or.us
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alniai
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Water Board Park is a natural area park with a beautiful view of Oregon City from the top entrance. The park is mostly undeveloped but does contain walk paths and a small parking area and benches.

Site & Amenities

Significant depressions and other damages in the walking paths requiring replacement. Property management reports that a prior geotechnical investigation performed and a budgetary cost for soil stabilization and path replacement was established. That budgetary cost has been included in the cost tables.

Recommended Additional Studies

The POC report

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast						
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	-	\$1,034,929	\$2,712	\$1,485	\$133,832	\$1,172,958
Site Pavement	-	\$60,683	-	-	\$42,532	\$103,215
TOTALS	-	\$1,095,700	\$2,800	\$1,500	\$176,400	\$1,276,400

Immediate Needs

Facility/Building	Total Items	Total Cost
Total	0	\$0

Key Findings



Walkway Paths in Poor condition.

Asphalt
Waterboard Park Site

Uniformat Code: G2031
Recommendation: **Replace in 2023**

Priority Score: **85.7**

Plan Type:
Performance/Integrity

Cost Estimate: \$57,200

\$\$\$\$

Cracks and depressions in walking paths noted - AssetCALC ID: 2948563

Trail Surface in Poor condition.

Natural, Soil Stabilization
Waterboard Park Throughout Park

Uniformat Code: G2053
Recommendation: **Replace in 2023**

Priority Score: **83.7**

Plan Type:
Performance/Integrity

Cost Estimate: \$975,500

\$\$\$\$

POC reports that a prior geotechnical investigation identified an allowance to stabilize soils throughout park - AssetCALC ID: 3147550

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions

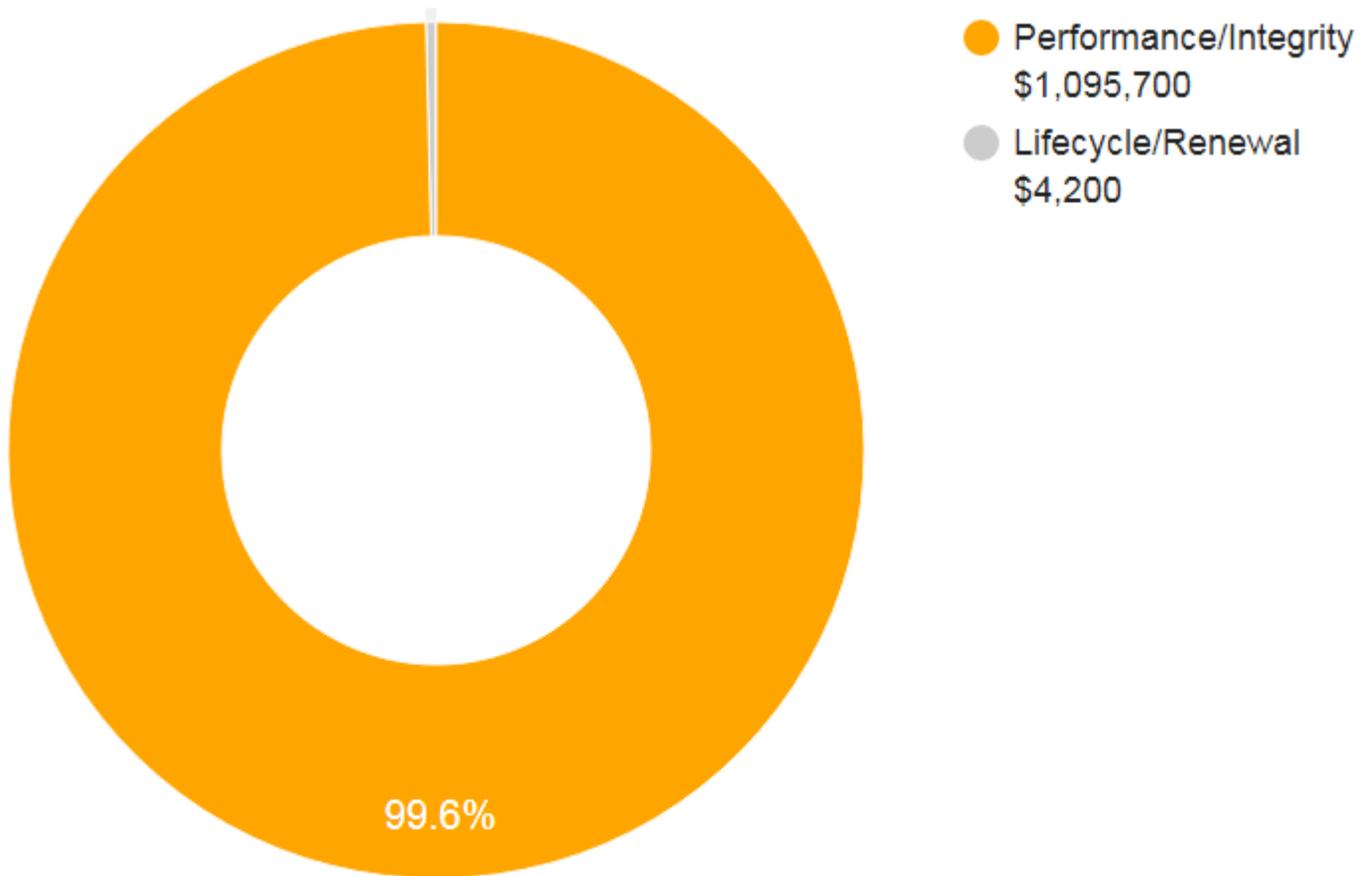
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.

Plan Type Descriptions

Lifecycle/Renewal

Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: \$1,099,900

2. General Park Summary



General Site Information			
Asset	Description	Quantity	Condition
Signage	Guide and directional pole mounted	2 EA	Fair
Bollard	Metal	15 EA	Fair
Trash Receptacle	Medium-Duty, Metal	1 EA	Fair
Landscaping and Topography	Heavy landscaping features Irrigation not present Severe site slopes throughout		
On-Site Vehicular Paving	Asphalt parking area		
Pedestrian paving and Trails	Asphalt pathways		
On-Site Amenities	Benches and retaining wall		
Ancillary Buildings	None		
Fields and Lots	Unimproved play fields		

General Site Information

Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Major depressions and cracks found throughout the sidewalk and vegetation and algae growth all over the park.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means*, *CBRE Whitestone*, and *Marshall & Swift*, Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Waterboard Park, 200 South John Adams Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:



Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
800.733.0660 x6554



1	ENTRANCE (WATERBOARD PARK ROAD)
---	---------------------------------



2	ENTRANCE (JOHN ADAMS STREET)
---	------------------------------



3	TRAIL
---	-------



4	PARK BENCH
---	------------

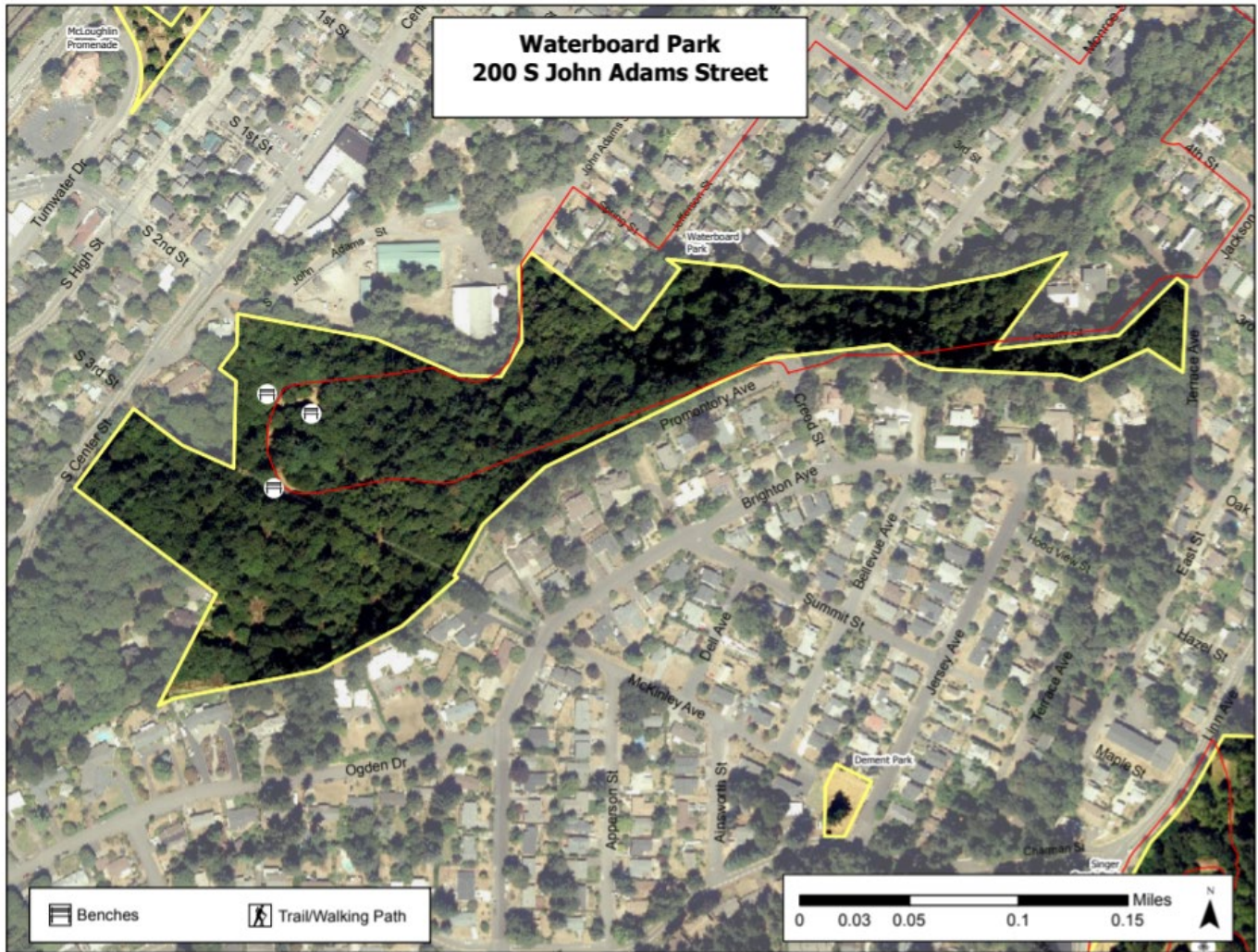


5	OVERVIEW OF ACCESSIBLE PARKING AREA
---	-------------------------------------



6	ASPHALT SIDEWALK
---	------------------

Site Plan



	Project Number	Project Name	
	148392.21R000-039.017	Waterboard Park	
	Source	On-Site Date	
	Orcity.org	March 24, 2021	

PRE-SURVEY QUESTIONNAIRE

Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Association with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

Inspections		Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

Question		Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

Question		Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					
Comments						

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Waterboard Park

BV Project Number: 148392.21R000-039.017

Abbreviated Accessibility Checklist

Facility History & Interview

Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		✗		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			✗	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			✗	

Abbreviated Accessibility Checklist

Parking



Overview of accessible parking area



Close-up of stall or 2nd area of accessible parking

Question		Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	✗			
2	Does the required number of van-accessible designated spaces appear to be provided ?	✗			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	✗			
4	Does parking signage include the International Symbol of Accessibility ?	✗			
5	Does each accessible space have an adjacent access aisle ?	✗			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	✗			

Abbreviated Accessibility Checklist

Exterior Accessible Route



Accessible ramp or path



Curb cut or 2nd pathway

Question		Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	✗			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	✗			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	✗			
4	Do curb ramps appear to have compliant slopes for all components ?	✗			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			✗	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			✗	

Item 2.					
7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			X	
8	Do ramps on an accessible route appear to have compliant handrails ?			X	

Abbreviated Accessibility Checklist

Building Entrances

NA

NA

Question		Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			×	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			×	
3	Is signage provided indicating the location of alternate accessible entrances ?			×	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			×	
5	Do doors at accessible entrances appear to have compliant hardware ?			×	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			×	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			×	
8	Do thresholds at accessible entrances appear to have a compliant height ?			×	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA

NA

Question		Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			✗	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			✗	
3	Do ramps on accessible routes appear to have compliant slopes ?			✗	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			✗	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			✗	
6	Do ramps on accessible routes appear to have compliant handrails ?			✗	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			X	
8	Do public transaction areas have an accessible, lowered service counter section ?			X	
9	Do public telephones appear mounted with an accessible height and location ?			X	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			X	
11	Do doors at interior accessible routes appear to have compliant hardware ?			X	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			X	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			X	

Abbreviated Accessibility Checklist

Elevators

NA

NA

Question		Yes	No	NA	Comments
1	Are hallway call buttons configured with the "UP" button above the "DOWN" button?			✗	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			✗	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			✗	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			✗	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			✗	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			✗	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			×	
8	Are audible and visual floor position indicators provided in the elevator car?			×	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			×	

Abbreviated Accessibility Checklist

Public Restrooms

NA

NA

Question		Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			×	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			×	
3	Does the lavatory faucet have compliant handles ?			×	
4	Is the plumbing piping under lavatories configured to protect against contact ?			×	
5	Are grab bars provided at compliant locations around the toilet ?			×	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			×	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			×	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			×	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			×	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA

NA

Question		Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			×	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			×	
3	Is there an accessible countertop/preparation space of proper width and height ?			×	
4	Is there an accessible sink space of proper width and height ?			×	
5	Does the sink faucet have compliant handles ?			×	
6	Is the plumbing piping under the sink configured to protect against contact ?			×	

					Item 2.	
7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X		

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA

NA

Question		Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✗	
2	Has the play area been reviewed for accessibility ?			✗	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✗	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	6,000 SF	15	2948558
G2030	Site	Fair	Sidewalk, Asphalt	8,000 SF	5	2948563
G2030	Site	Poor	Sidewalk, Asphalt, Overlay	2,000 SF	1	2948562
Sitework						
G2060	Site	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	2	10	2948561
G2060	Site	Fair	Bollard, Concrete or Metal	15	20	2948560
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	1	10	2948559
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	3	5	2948557
G2060	Site	Fair	Retaining Wall, Brick/Stone	300 SF	20	2948556

Replacement Reserves Report
Waterboard Park

7/15/2021

ID	Location Description	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
2948558	Throughout Park	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	6000	SF	\$4.55	\$27,300																\$27,300						\$27,300
2948563	Throughout Park	Walkway Paths, Asphalt, Replace	25	23	2	8000	SF	\$7.15	\$57,200			\$57,200																			\$57,200
3147550	Throughout Park	Trail Surface, Natural, Soil Stabilization, Replace	10	8	2	6700	SF	\$145.60	\$975,520			\$975,520																			\$975,520
2948557	Throughout Park	Park Bench, Wood/Composite/Fiberglass, Replace	20	15	5	3	EA	\$780.00	\$2,340						\$2,340																\$2,340
2948559	Throughout Park	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	\$1,105.00	\$1,105											\$1,105											\$1,105
2948556	Throughout Park	Retaining Wall, Brick/Stone, Replace	40	20	20	300	SF	\$182.00	\$54,600																				\$54,600		\$54,600
2948560	Throughout Park	Bollard, Concrete or Metal, Replace	30	10	20	15	EA	\$1,300.00	\$19,500																				\$19,500		\$19,500
Totals, Unescalated										\$0	\$0	\$1,032,720	\$0	\$0	\$2,340	\$0	\$0	\$0	\$0	\$1,105	\$0	\$0	\$0	\$0	\$27,300	\$0	\$0	\$0	\$0	\$74,100	\$1,137,565
Totals, Escalated (3.0% inflation, compounded annually)										\$0	\$0	\$1,095,613	\$0	\$0	\$2,713	\$0	\$0	\$0	\$0	\$1,485	\$0	\$0	\$0	\$0	\$42,533	\$0	\$0	\$0	\$0	\$133,833	\$1,276,176



**BUREAU
VERITAS**

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid



Wesley Lynn Park
12901 Frontier Parkway
Oregon City, Oregon 97045

PREPARED BY:

Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.us.bureauveritas.com

BV CONTACT:

James A. Cave, RA
Program Manager
800.733.0660 x6554
Jim.Cave@bvna.com

BV PROJECT #:

148392.21R000-040.017

DATE OF REPORT:

July 18, 2021

ON SITE DATE:

April 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	12901 Frontier Parkway, Oregon City, Oregon 97045
Site Developed	2005 (Determined from historical Google Earth imagery)
Lot Size	12.61 acres (from Property Record)
Number of Substantial Buildings	1
Parking Spaces	61 total spaces all in open lots; 3 of which are accessible
Date(s) of Visit	April 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orccity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial and Ethan Abeles
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

According to Google Earth historical imagery the Park was constructed on a previously undeveloped site in 2005. It has been used as a popular community park since that time.

Architectural

The only buildings in the park are a restroom structure, a simple storage building, and a picnic shelter with an area for food preparation and grilling. The restroom building consists of a wood and stone veneer façade with a metal roof and steel doors. The storage building is a prefabricated structure with ribbed metal siding and roofing. The picnic shelter is an open-air, wood-framed structure with a metal roof. All the structures appear to be well-maintained, and no deficiencies were identified.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is very little in the way of MEPF equipment in the park. The restroom building contains the plumbing fixtures and infrastructure consistent with seasonal use where no hot water is present. The building also has both interior and exterior lighting. No fire alarm or suppression elements or HVAC equipment was observed.

Site & Amenities

Wesley Lynn Park is situated near the Gaffney Lane, Hillendale, and Tower Vista neighborhoods in Oregon City. The park contains softball diamonds, soccer fields, walking paths, a playground, a picnic/BBQ area, and a parking lot. Most of the assets and amenities in the park are approximately 15 years old and were observed to be in satisfactory condition.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast						
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	\$2,344	\$6,329	\$5,595	\$8,506	\$22,774
Roofing	-	-	-	-	\$3,098	\$3,098
Interiors	-	-	\$3,842	-	\$5,164	\$9,006
Plumbing	-	\$9,930	-	-	\$34,569	\$44,499
Equipment & Furnishings	-	-	-	-	-	-
Special Construction & Demo	-	-	-	-	\$120,097	\$120,097
Site Pavement	-	\$21,721	-	\$40,904	\$574,355	\$636,980
Site Development	-	\$19,789	\$37,154	\$101,332	\$244,757	\$403,032
Site Utilities	-	-	-	\$41,930	\$1,620	\$43,550
TOTALS	-	\$53,800	\$47,400	\$189,800	\$992,200	\$1,283,200

Immediate Needs

Not applicable, no immediate needs were identified

Key Findings



Drinking Fountain in Poor condition.

Exterior/Site, Precast Pedestal
Wesley Lynn Park Site

Uniformat Code: D2016
Recommendation: **Replace in 2023**

Priority Score: **83.7**

Plan Type:
Performance/Integrity

Cost Estimate: \$9,400

\$\$\$\$

Drinking fountain not operational. - AssetCALC ID: 2967285



Exterior Door in Poor condition.

Wood, Solid-Core
Wesley Lynn Park Storage

Uniformat Code: B2051
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type:
Performance/Integrity

Cost Estimate: \$2,200

\$\$\$\$

Bottoms of doors water damaged - AssetCALC ID: 2967309



Picnic Table in Poor condition.

Wood
Wesley Lynn Park Dog Park

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type:
Performance/Integrity

Cost Estimate: \$2,200

\$\$\$\$

Picnic tables are worn out. - AssetCALC ID: 2967291



Park Bench in Poor condition.

Wood/Composite/Fiberglass
Wesley Lynn Park Playground

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type:
Performance/Integrity

Cost Estimate: \$2,300

\$\$\$\$

Park benches are worn out and needs to be replaced in the near future. - AssetCALC ID: 2967292



Park Bench in Poor condition.

Wood
Wesley Lynn Park Dog Park

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type:
Performance/Integrity

Cost Estimate: \$1,100

\$\$\$\$

Bench is worn out. - AssetCALC ID: 2967303

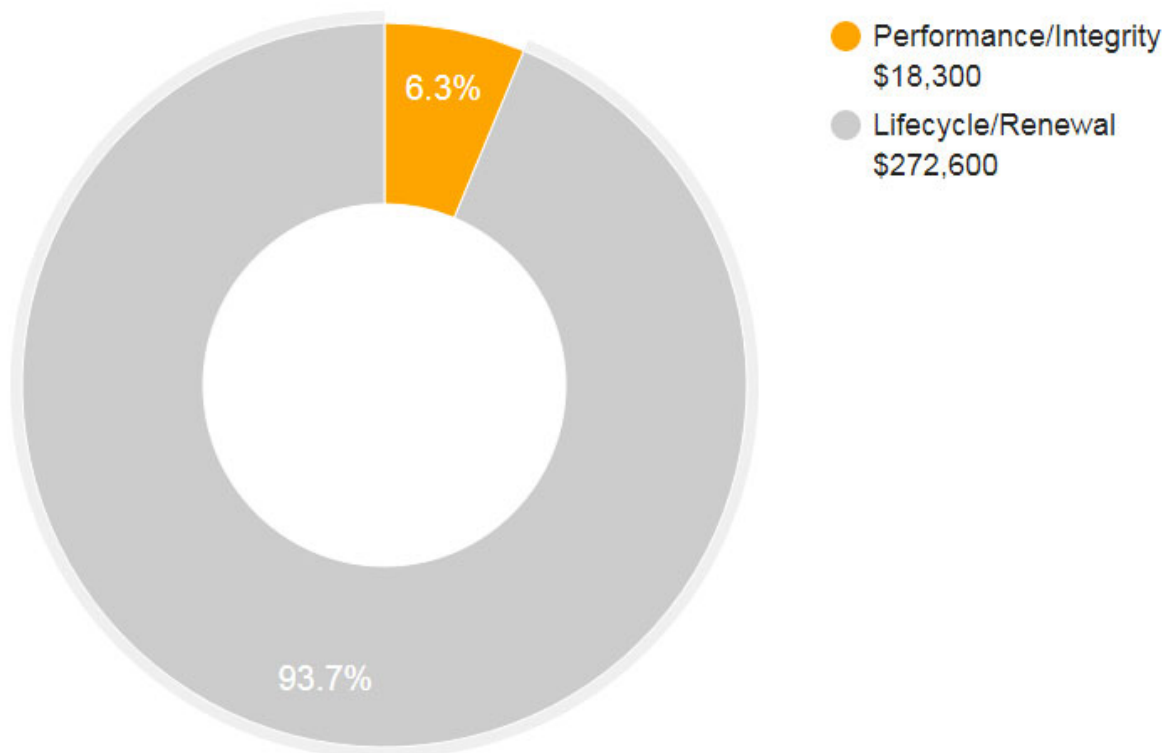
Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: \$290,900

2. Restroom Building



Restroom Building: Systems Summary

Address	12901 Frontier Parkway, Oregon City, Oregon	
Constructed/Renovated	2005	
Building Size	1,700 SF	
Number of Stories	1	
System	Description	Condition
Structure	Masonry bearing walls and wood-framed roofs	Good
Façade	Stone veneer and stained wood siding with steel doors	Good
Roof	Primary: Gable construction with metal finish	Good
Interiors	Walls: Ceramic tile Floors: Painted concrete Ceilings: Unfinished/exposed	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste & venting No hot water Stainless toilets and sinks in all restrooms; Urinal in men's room	Fair

Restroom Building: Systems Summary

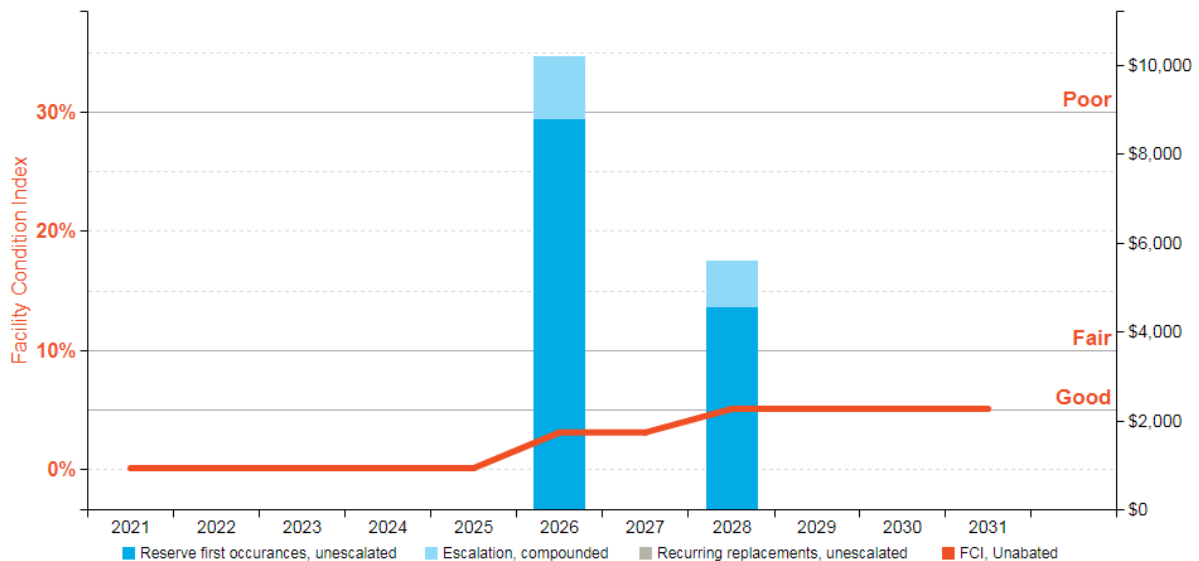
HVAC	None	--
Fire Suppression	Hydrants	Good
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: None	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	Simple restroom structure is generally in satisfactory condition with no immediate needs or deficiencies identified during the assessment.	

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Wesley Lynn Park Restrooms

Replacement Value: \$ 350,000; Inflation rate: 3.0%



3. General Park Summary



General Site Information			
Asset	Description	Quantity	Condition
Play Structures	Swing sets and multi-purpose	3 EA	Fair
Gazebos	Metal and wood framed	2,150 SF	Fair
Signage	Property Sign	4 EA	Fair
Sports Apparatus	Basketball pole and rim, dugout, scoreboard, and soccer goal	12 EA	Fair
Trash Receptacle	Medium-Duty, Metal	4 EA	Good
Bike Rack	Singe-loop	5 EA	Good
Drinking Fountain	Metal Pedestal	2 EA	Poor
Bleachers	Metal	2 EA	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		

General Site Information

On-Site Vehicular Paving	Asphalt parking area and drive lanes with concrete curbs and parking curbs
Pedestrian paving and Trails	Concrete sidewalks and asphalt walkways
On-Site Amenities	Chain link fencing, picnic tables, benches, grills, bleachers, playground equipment, trash receptacles
Ancillary Buildings	Picnic shelters, shade shelter, and a storage building
Fields and Lots	Unimproved play fields; Baseball fields with natural turf, backstops, dugouts and fencing; Soccer fields with natural turf and movable goals; Playgrounds with wood chips play surfaces, play structures, and other play elements
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Limited number of degraded benches and picnic tables, aged drinking fountains.

4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

The park was originally constructed in approximately 2005. The park does not appear to have been substantially renovated. The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary			
Facility	Year Built	Prior Study Provided?	Major/Moderate Issues Observed?
Restroom Building	2005	No	No
General Park	2005	No	No

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means*, *CBRE Whitestone*, and *Marshall & Swift*, Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Wesley Lynn Park, 12901 Frontier Parkway, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial and Ethan Abeles,
Project Manager

Reviewed by:



Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
800.733.0660 x6554



1

RESTROOM FRONT ELEVATION



2

RESTROOM LEFT ELEVATION



3

RESTROOM REAR ELEVATION



4

RESTROOM RIGHT ELEVATION



5

PICNIC SHELTER



6

STORAGE BUILDING



7

SHADE STRUCTURE



8

PARKING AREA



9

ACCESSIBLE PARKING STALLS



10

ACCESSIBLE PATH OF TRAVEL



11

WALKWAYS



12

CONCRETE SIDEWALK



13

BASEBALL FIELD NORTH



14

BASEBALL FIELD SOUTH



15

SOCCER FIELD NORTH



16

SOCCER FIELD SOUTH



17

PLAYGROUND



18

DOG PARK



19

PROPERTY SIGNAGE



20

BLEACHERS



21

SCOREBOARD



22

DRINKING FOUNTAIN



23

BIKE RACK



24

PICNIC TABLE



25

PARK BENCH



26

TRASH RECEPTACLE



27

PICNIC GRILL



28

POLE LIGHT



29

RESTROOM INTERIOR



30

ACCESSIBLE TOILET STALL

Site Plan



 BUREAU VERITAS	Project Number	Project Name	 N
	148392.21R000-040.017	Wesley Lynn Park	
	Source	On-Site Date	
	Client	April 7, 2021	

Site Plan



	Project Number	Project Name	
	148392.21R000-040.017	Wesley Lynn Park	
	Source	On-Site Date	
	Google Earth	April 7, 2021	

PRE-SURVEY QUESTIONNAIRE

Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Association with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

Inspections		Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

Question		Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

Question		Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					
Comments						

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Wesley Lynn Park

BV Project Number: 148392.21R000-040.017

Abbreviated Accessibility Checklist

Facility History & Interview

Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		✗		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			✗	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		✗		

Abbreviated Accessibility Checklist

Parking



Overview of accessible parking area



Close-up of stall or 2nd area of accessible parking

Question		Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	✗			
2	Does the required number of van-accessible designated spaces appear to be provided ?	✗			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	✗			
4	Does parking signage include the International Symbol of Accessibility ?	✗			
5	Does each accessible space have an adjacent access aisle ?	✗			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	✗			

Abbreviated Accessibility Checklist

Exterior Accessible Route



Accessible ramp or path



Curb cut or 2nd pathway

Question		Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	✗			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	✗			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	✗			
4	Do curb ramps appear to have compliant slopes for all components ?	✗			
5	Do ramp runs on an accessible route appear to have compliant slopes ?	✗			
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?	✗			

Item 2.					
7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?	X			
8	Do ramps on an accessible route appear to have compliant handrails ?			X	

Abbreviated Accessibility Checklist

Building Entrances

NA

NA

Question		Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			×	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			×	
3	Is signage provided indicating the location of alternate accessible entrances ?			×	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			×	
5	Do doors at accessible entrances appear to have compliant hardware ?			×	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			×	

Item 2.					
7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			×	
8	Do thresholds at accessible entrances appear to have a compliant height ?			×	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA

NA

Question		Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			×	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			×	
3	Do ramps on accessible routes appear to have compliant slopes ?			×	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			×	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			×	
6	Do ramps on accessible routes appear to have compliant handrails ?			×	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			×	
8	Do public transaction areas have an accessible, lowered service counter section ?			×	
9	Do public telephones appear mounted with an accessible height and location ?			×	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			×	
11	Do doors at interior accessible routes appear to have compliant hardware ?			×	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			×	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			×	

Abbreviated Accessibility Checklist

Elevators

NA

NA

Question		Yes	No	NA	Comments
1	Are hallway call buttons configured with the "UP" button above the "DOWN" button?			✗	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			✗	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			✗	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			✗	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			✗	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			✗	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			×	
8	Are audible and visual floor position indicators provided in the elevator car?			×	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			×	

Abbreviated Accessibility Checklist

Public Restrooms



Toilet stall overview



Sink, faucet handles and/or accessories

Question		Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	✗			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	✗			
3	Does the lavatory faucet have compliant handles ?	✗			
4	Is the plumbing piping under lavatories configured to protect against contact ?	✗			
5	Are grab bars provided at compliant locations around the toilet ?	✗			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	✗			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes



Kitchen cabinets/sink clearance



Oven with controls

Question		Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?	✗			
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?	✗			
3	Is there an accessible countertop/preparation space of proper width and height ?	✗			
4	Is there an accessible sink space of proper width and height ?	✗			
5	Does the sink faucet have compliant handles ?	✗			
6	Is the plumbing piping under the sink configured to protect against contact ?	✗			

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?	✕			
---	---	---	--	--	--

Item 2.

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools



Accessible route to playground/pool



Overview of playground/pool

Question		Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	✗			
2	Has the play area been reviewed for accessibility ?		✗		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✗	

Component Condition Report Wesley Lynn Park / Restrooms						Item 2.	
UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID	
Facade							
B2010	Restrooms	Fair	Exterior Walls, painted surface, Prep & Paint	1,400 SF	5	3140589	
B2010	Restrooms	Good	Exterior Walls, Wood Siding	1,400 SF	25	2967304	
B2050	Restrooms	Good	Exterior Door, Steel, Standard	5	30	2967286	
B2050	Restrooms	Fair	Automatic Door Opener, Commercial Overhead/Dock Door	1	7	2967328	
Roofing							
B3020	Restrooms	Good	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings [No tag/plate found]	170 LF	15	2967316	
Interiors							
C2010	Restrooms	Good	Wall Finishes, Ceramic Tile	1,200 SF	35	2967337	
C2010	Restrooms	Good	Wall Finishes, Ceramic Tile	700 SF	35	2967301	
C2030	Restrooms	Fair	Flooring, Sealer, Prep and Seal	1,700 SF	5	2967308	
Plumbing							
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	5	20	2967335	
D2010	Restrooms	Good	Plumbing Fixtures, Stainless Steel	5	25	2967279	
D2010	Restrooms	Fair	Urinal, Waterless [No tag/plate found]	1	20	2967278	
Sitework							
G2060	Restrooms	Good	Park Bench, Metal Powder-Coated	5	15	2967297	
G4050	Restrooms	Good	Exterior Fixture w/ Lamp, any type, w/ LED Replacement [No tag/plate found]	2	15	2967310	
Component Condition Report Wesley Lynn Park							
UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID	
Facade							
B2050	Storage	Poor	Exterior Door, Wood, Solid-Core [No tag/plate found]	2	2	2967309	
Roofing							
B3010	Roof	Good	Roofing, Metal	2,000 SF	35	2967307	
B3060	Roof	Good	Roof Skylight, per unit, up to 20 SF	2	25	2967300	
Plumbing							
D2010	Site	Poor	Drinking Fountain, Exterior/Site, Precast Pedestal	2	2	2967285	
D2010	Shed	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	1	15	2967294	
Equipment & Furnishings							
E2010	Shed	Good	Casework, Countertop, Ceramic Tile	60 LF	25	2967273	
Special Construction & Demo							
F1020	Site	Good	Gazebo/Shade Structure, Wood-Framed	1,750 SF	25	2967311	
F1020	Baseball Fields	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	240 SF	20	2967313	
F1020	Storage	Fair	Ancillary Building, Steel, Pre-Engineered [No tag/plate found]	850 SF	20	2967283	
F1020	Site	Fair	Shade Structure/ Trellis, Wood-Framed, Standard	160 SF	15	2967330	
Pedestrian Plazas & Walkways							
G2020	Parking lot	Good	Parking Lots, Pavement, Asphalt, Mill & Overlay	35,000 SF	17	31405	403

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	35,000 SF	2	3140583
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	35,000 SF	15	2967276
G2030	Site	Fair	Sidewalk, Asphalt, Overlay	6,000 SF	10	2967324
G2030	Site	Good	Sidewalk, Concrete, Large Areas	28,000 SF	35	2967321
Athletic, Recreational & Playfield Areas						
G2050	Playground	Fair	Playfield Surfaces, Chips Wood, 6" Depth	5,000 SF	2	2967287
G2050	Baseball Field South	Fair	Sports Apparatus, Baseball, Backstop Chain-Link	2	10	2967333
G2050	Shed	Fair	Campground Accessories, Grill, Pedestal-Style	2	7	2967331
G2050	Soccer Field South	Fair	Sports Apparatus, Scoreboard, Electronic Standard	1	15	2967320
G2050	Playground	Good	Play Structure, Multipurpose, Small	1	15	2967334
G2050	Playground	Good	Play Structure, Swing Set, 4 Seats	1	15	2967295
G2050	Baseball Field North	Fair	Sports Apparatus, Scoreboard, Electronic Standard	1	15	2967299
G2050	Soccer Field South	Good	Sports Apparatus, Soccer, Movable Practice Goal	2	10	2967305
G2050	Baseball Field North	Good	Sports Apparatus, Player/Dugout Benches, 12' Length	4	10	2967281
G2050	Playground	Good	Play Structure, Multipurpose, Large	1	15	2967280
G2050	Baseball Field North	Fair	Sports Apparatus, Baseball, Backstop Chain-Link	1	10	2967332
G2050	Baseball Fields	Fair	Outdoor Spectator Seating, Bleachers, Aluminum Benches (per Seat)	144	10	2967312
G2050	Soccer Field North	Good	Sports Apparatus, Soccer, Movable Practice Goal	2	10	2967327
Sitework						
G2060	Dog Park	Poor	Park Bench, Wood	1	2	2967303
G2060	Shed	Excellent	Picnic Table, Metal Powder-Coated	3	20	2967314
G2060	Shed	Excellent	Picnic Table, Metal Powder-Coated	7	20	2967322
G2060	Throughout Site	Fair	Park Bench, Wood/Composite/Fiberglass	6	10	2967317
G2060	Site	Fair	Signage, Property, Monument, Replace/Install	1	5	2967274
G2060	Parking lot	Good	Bollard, Concrete or Metal	103	25	2967315
G2060	Throughout Site	Fair	Picnic Table, Wood/Composite/Fiberglass	3	10	2967293
G2060	Shed	Fair	Trash Receptacle, Medium-Duty Metal or Precast	2	10	2967336
G2060	Baseball Field	Fair	Fences & Gates, Fence, Chain Link 6'	500 LF	5	2967288
G2060	Playground	Poor	Park Bench, Wood/Composite/Fiberglass	3	2	2967292
G2060	Dog Park	Poor	Picnic Table, Wood	2	2	2967291
G2060	Site	Good	Bike Rack, Fixed Single Loop	5	15	2967284
G2060	Baseballs	Good	Trash Receptacle, Medium-Duty Metal or Precast	2	15	2967326
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	6	10	2967319

Replacement Reserves Report

Item 2.

7/18/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Wesley Lynn Park	\$0	\$0	\$53,788	\$0	\$0	\$37,155	\$0	\$27,100	\$16,468	\$0	\$140,606	\$17,995	\$29,192	\$0	\$19,664	\$401,831	\$0	\$334,016	\$0	\$0	\$147,334	\$1,225,148
Wesley Lynn Park / Restrooms	\$0	\$0	\$0	\$0	\$0	\$10,173	\$0	\$5,596	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,479	\$0	\$0	\$0	\$0	\$16,670	\$57,918
Grand Total	\$0	\$0	\$53,788	\$0	\$0	\$47,327	\$0	\$32,696	\$16,468	\$0	\$140,606	\$17,995	\$29,192	\$0	\$19,664	\$427,310	\$0	\$334,016	\$0	\$0	\$164,004	\$1,283,066

Wesley Lynn Park		Uniformat Code		ID		Cost Description		Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate		
B2050	2967309	Exterior Door, Wood, Solid-Core, Replace	25	23	2	2	EA	\$1,105.00	\$2,210								\$2,210																				\$2,210	
D2010	2967285	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	13	2	2	EA	\$4,680.00	\$9,360								\$9,360																				\$18,720	
D2010	2967294	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	30	15	15	1	EA	\$1,560.00	\$1,560																												\$1,560	
F1020	2967330	Shade Structure/ Trellis, Wood-Framed, Standard, Replace	30	15	15	160	SF	\$65.00	\$10,400																												\$10,400	
F1020	2967313	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	30	10	20	240	SF	\$32.50	\$7,800																												\$7,800	
F1020	2967283	Ancillary Building, Steel, Pre-Engineered, Replace	35	15	20	850	SF	\$58.50	\$49,725																												\$49,725	
G2020	3140583	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	35000	SF	\$0.59	\$20,475								\$20,475																				\$20,475	
G2020	2967276	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	35000	SF	\$4.55	\$159,250																												\$159,250	
G2020	3140582	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	8	17	35000	SF	\$4.55	\$159,250																												\$159,250	
G2030	2967324	Sidewalk, Asphalt, Overlay	25	15	10	6000	SF	\$1.95	\$11,700																\$11,700												\$11,700	
G2050	2967333	Sports Apparatus, Baseball, Backstop Chain-Link, Replace	20	10	10	2	EA	\$6,500.00	\$13,000																\$13,000												\$13,000	
G2050	2967305	Sports Apparatus, Soccer, Movable Practice Goal, Replace	15	5	10	2	EA	\$910.00	\$1,820																\$1,820												\$1,820	
G2050	2967281	Sports Apparatus, Player/Dugout Benches, 12' Length, Replace	15	5	10	4	EA	\$1,235.00	\$4,940																\$4,940												\$4,940	
G2050	2967332	Sports Apparatus, Baseball, Backstop Chain-Link, Replace	20	10	10	1	EA	\$6,500.00	\$6,500																\$6,500												\$6,500	
G2050	2967312	Outdoor Spectator Seating, Bleachers, Aluminum Benches (per Seat), Replace	25	15	10	144	EA	\$156.00	\$22,464																\$22,464												\$22,464	
G2050	2967327	Sports Apparatus, Soccer, Movable Practice Goal, Replace	15	5	10	2	EA	\$910.00	\$1,820																\$1,820												\$1,820	
G2050	2967320	Sports Apparatus, Scoreboard, Electronic Standard, Replace	25	10	15	1	EA	\$10,400.00	\$10,400																												\$10,400	
G2050	2967299	Sports Apparatus, Scoreboard, Electronic Standard, Replace	25	10	15	1	EA	\$10,400.00	\$10,400																												\$10,400	
G2050	2967331	Campground Accessories, Grill, Pedestal-Style, Replace	15	8	7	2	EA	\$780.00	\$1,560																												\$1,560	
G2050	2967287	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	5000	SF	\$2.60	\$13,000								\$13,000																				\$13,000	
G2050	2967334	Play Structure, Multipurpose, Small, Replace	20	5	15	1	EA	\$13,000.00	\$13,000																												\$13,000	
G2050	2967295	Play Structure, Swing Set, 4 Seats, Replace	20	5	15	1	EA	\$3,250.00	\$3,250																												\$3,250	
G2050	2967280	Play Structure, Multipurpose, Large, Replace	20	5	15	1	EA	\$45,500.00	\$45,500																												\$45,500	
G2060	2967303	Park Bench, Wood, Replace	20	18	2	1	EA	\$1,105.00	\$1,105																												\$1,105	
G2060	2967292	Park Bench, Wood/Composite/Fiberglass, Replace	20	18	2	3	EA	\$780.00	\$2,340																												\$2,340	
G2060	2967291	Picnic Table, Wood, Replace	20	18	2	2	EA	\$1,105.00	\$2,210																												\$2,210	
G2060	2967288	Fences & Gates, Fence, Chain Link 6", Replace	40	35	5	500	LF	\$27.30	\$13,650																												\$13,650	
G2060	2967317	Park Bench, Wood/Composite/Fiberglass, Replace	20	10	10	6	EA	\$1,105.00	\$6,630																												\$6,630	
G2060	2967293	Picnic Table, Wood/Composite/Fiberglass, Replace	20	10	10	3	EA	\$780.00	\$2,340																												\$2,340	
G2060	2967336	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	2	EA	\$1,105.00	\$2,210																												\$2,210	
G2060	2967284	Bike Rack, Fixed Single Loop, Replace	20	5	15	5	EA	\$390.00	\$1,950																												\$1,950	
G2060	2967326	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	5	15	2	EA	\$1,105.00	\$2,210																												\$2,210	
G2060	2967314	Picnic Table, Metal Powder-Coated, Replace	20	0	20	3	EA	\$1,105.00	\$3,315																												\$3,315	
G2060	2967322	Picnic Table, Metal Powder-Coated, Replace	20	0	20	7	EA	\$1,105.00	\$7,735																												\$7,735	
G2060	2967274	Signage, Property, Monument, Replace/Install	20	15	5	1	EA	\$5,400.00	\$5,400																												\$5,400	
G4050	2967319	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	6	EA	\$5,200.00	\$31,200																	\$31,200											\$31,200	
Totals, Unescalated														\$0	\$0	\$50,700	\$0	\$0	\$32,050	\$0	\$22,035	\$13,000	\$0	\$104,624	\$13,000	\$20,475	\$0	\$13,000	\$257,920	\$0	\$202,085	\$0	\$0	\$81,575	\$810,464			
Totals, Escalated (3.0% inflation, compounded annually)														\$0	\$0	\$53,788	\$0	\$0	\$37,155	\$0	\$27,100	\$16,468	\$0	\$27,100	\$16,468	\$0	\$140,606	\$17,995	\$29,192	\$0	\$19,664	\$401,831	\$0	\$334,016	\$0	\$0	\$147,334	\$1,225,148

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Wesley Lynn Park / Restrooms																																	
Uniformat Code	ID	Cost Description	Lifespan (EUL)	E	Age	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate	
B2010	3140589	Exterior Walls, painted surface, Prep & Paint	10	5	5	1400	SF	\$3.90	\$5,460							\$5,460										\$5,460							\$10,920
B2050	2967328	Automatic Door Opener, Commercial Overhead/Dock Door, Replace	15	8	7	1	EA	\$4,550.00	\$4,550									\$4,550															\$4,550
B3020	2967316	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	20	5	15	170	LF	\$11.70	\$1,989																	\$1,989							\$1,989
C2030	2967308	Flooring, Sealer, Prep and Seal	10	5	5	1700	SF	\$1.95	\$3,315							\$3,315										\$3,315							\$6,630
D2010	2967335	Toilet, Commercial Water Closet, Replace	30	10	20	5	EA	\$1,690.00	\$8,450																						\$8,450		\$8,450
D2010	2967278	Urinal, Waterless, Replace	30	10	20	1	EA	\$780.00	\$780																						\$780		\$780
G2060	2967297	Park Bench, Metal Powder-Coated, Replace	20	5	15	5	EA	\$910.00	\$4,550																	\$4,550							\$4,550
G4050	2967310	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	5	15	2	EA	\$520.00	\$1,040																	\$1,040							\$1,040
Totals, Unescalated											\$0	\$0	\$0	\$0	\$0	\$8,775	\$0	\$4,550	\$0	\$0	\$0	\$0	\$0	\$0	\$16,354	\$0	\$0	\$0	\$0	\$9,230		\$38,909	
Totals, Escalated (3.0% inflation, compounded annually)											\$0	\$0	\$0	\$0	\$0	\$10,173	\$0	\$5,596	\$0	\$0	\$0	\$0	\$0	\$0	\$25,479	\$0	\$0	\$0	\$0	\$16,670		\$57,918	

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Parks Alliance

“Citizens in support of open spaces, natural resources places for people, wildlife and recreation”

Oregon City’s Park Alliance was formed by citizens in support of good parks, responsible maintenance and reasonable and diverse sources of funding to assure parks and open spaces success in Oregon City.

We have over 15 members now who are seeking credible and effective funding for parks that meets and exceeds the needs of the hundreds of acres under City Care and responsibility. We support the following:

1. A Park’s Master Plan for all assets of open space, recreation, natural resource benefits and uses and ADOPTED PARKS MASTERPLAN MUST BE THE OUTCOME OF CITY GOVERNANCE.

2. Deferred maintenance or otherwise incomplete response to park assets indicates to us insufficient commitment by the city of Oregon City to meet public safety, public uses and effective stewarding of municipal assets in support of the city, its citizens and visitors

3. Having spent many months reviewing parks funding we conclude: "New sources of funding or existing sources of funding that have been possibly misallocated need to be carefully reviewed because Oregon City Parks cannot successfully operate when compared to other departments such as public works that are well funded under a previous public utility tax."

4. We are willing to assist and want our parks, open spaces and related natural resources to perform their role with the following considerations to attract and or deliver funding.

- SDC's alone are not enough; when compared with roads, storm sewers and others, they are the least effective funding element.
- Mitigation funding that other cities have used including Gladstone, Milwaukie and Portland are able to fund park improvements if natural resources, education can be blended with outdoor recreation. (Clackamette Park has 8 acres identified for that purpose and the funding possibilities are more than significant)
- Funding from foundations exist for outdoor recreation when environmental education components or benefits can be presented.
- Sharing of existing public utility assessments, which built the city's new operation center continue to be assessed and should be looked at as a means of support for the "operations of all that are housed in the operations center built by that tax."



CITY OF OREGON CITY

Staff Report

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

To: City Commission **Agenda Date:** 05/07/2024
From: Aquilla Hurd-Ravich, Community Development Director
Pete Walter, Planning Manager

SUBJECT:

Park Place Concept Plan Code Refinement

STAFF RECOMMENDATION:

At this work session, staff recommends City Commission consider the information and presentation and provide any direction as staff proceeds with code refinements.

EXECUTIVE SUMMARY:

The Park Place Concept Plan (PPCP) was adopted through Legislative File 08-01 in 2008. At the time the Oregon City Municipal Code was amended to implement the principles of the concept plan. Since, land use regulations in the State of Oregon have changed and the City reviewed its first land use application in the concept plan area. That review illuminated some of the areas in code that needed refining 16 years after the initial adoption of the concept plan. At this work session, staff will present an overview of the work to date and the process moving forward to adopt code refinements.

BACKGROUND:

This project came about as the result of a master plan application that was denied by the City Commission for various reasons but overall the decision was that the application did not properly implement the principle Key Elements of the Concept Plan.

When the PPCP was adopted in 2008, the Oregon City Municipal Code (OCMC) was amended to implement the concept plan. The Park Place Concept Plan was implemented through Legislative File 08-01 which updated, revised, and added new code sections to OCMC, and adopted Comprehensive Plan designations for areas within the concept plan. Land in the North Village which has annexed to the City has a zoning designation of Neighborhood Commercial (NC), R-5 (Medium Density Residential), and R-10 (Low Density Residential). In 2008, OCMC 17.10 was amended to add a new R-5 zone district to allow for greater diversity of housing types. The

existing Neighborhood Commercial zone district in OCMC 17.24 was refined to increase the number of permitted uses, restrict the size of stand-alone commercial buildings, and allow live-work units. Multi-family is allowed in Neighborhood Commercial, but it cannot be more than 50% of the building square footage on-site.

The PPCP was built principally on 11 Key elements:

1. Two primary north-south connections between Holcomb Boulevard and Redland Road (Swan Avenue and Holly Lane)
2. Two distinct mixed-use neighborhoods (North Village and South Village) that accommodate 1,459 new dwelling units
3. Neighborhood-oriented commercial nodes that integrate commercial land uses, residential land use, and public open space.
4. An area for a new civic institution, such as a library or community center
5. A mix of housing types and ranges of affordability
6. An extensive system of off-street and on-street trails and pedestrian/bicycle connections
7. Innovative, “green” on-site stormwater treatment methods
8. Protected sensitive areas, including drainages and steep slopes
9. Streets and buildings oriented for solar access
10. The use of green edges to define neighborhoods and buffer developments
11. Integration of parks and open spaces into existing and future neighborhoods

In 2008 some of these key elements were codified, some were implemented through design standards, while others were envisioned to be implemented by future zone changes. Following the adoption of the PPCP, multiple infrastructure master plans were updated and adopted and these plans accounted for growth and new development in Park Place for example the 2013 Transportation System Plan and the 2020 Stormwater and Grading Design Standards.

However, since 2008 the land use paradigm in Oregon has shifted and multiple new regulations apply. For example, HB 2001 Middle Housing mandates were adopted by the City in 2022 allowing duplex, triplex, quadplex, townhomes, and cottage clusters on lots in single family zones. In 2017 Senate Bill 1051 changed the application of clear and objectives standards to apply to all housing development and not just needed housing. Discretionary standards are no longer applicable to any housing development regardless of the classification of “needed” housing. (*Needed housing means housing by affordability level, as described in ORS 184.453 (4), type, characteristics and location that is necessary to accommodate the city’s allocated housing need over the 20-year planning period in effect when the city’s housing capacity is determined. 197A.018*). Most recently, in 2024 SB 1537 requires jurisdictions to grant “mandatory adjustments” if a development meets certain thresholds.

Taking most of these changes into account since 2008, staff has endeavored to propose revised code that will more completely implement the 11 Key Elements while remaining clear and objective. The attached memo, Implementation Narrative, dives

more deeply into each of the Key Elements, how they were codified, and any proposed code revisions that staff has so far identified.

Staff has identified seven OCMC chapters and one change to the TSP that could be revised through this code refinement process:

1. 17.04 Definitions
2. 17.10 Medium Density Residential Districts (R-5 and R-3.5)
3. 17.21 Residential Standards- Park Place Concept Plan
4. 17.24 Neighborhood Commercial
5. 17.62 Site Plan and Design Review
6. 16.08 Land Divisions
7. 17.65 Master Plans
8. Transportation System Plan- Trails and multimodal connectivity

The process going forward will take the form of a typical legislative process. The Planning Commission will review proposed code revisions. Staff will bring the proposals back to City Commission for a check-in before beginning the legislative hearing process. Additionally, we will make a presentation to the Citizen Involvement Committee prior to the legislative hearings. After tonight's work session staff will present this overview and begin reviewing code with the Planning Commission at their meeting in May. The amount of code to review is large and we will break it up into sections to allow for adequate review and discussion of proposed code language.

Process Overview:

- Planning Commission Code Review: Spring/Summer
- City Commission Work Session check-in: Summer
- Planning Commission legislative hearings: Summer/Fall
- City Commission adoption hearings: Fall 2024

**M E M O R A N D U M**

To: City and Planning Commissioners

From: Aquilla Hurd-Ravich, Community Development Director
Pete Walter, Planning Manager

RE: Park Place Concept Plan Key Elements Integrating Clear and Objective Standards into Oregon City Municipal Code

Date: May 7th, 2024

The purpose of this memo is to identify and describe sections of the Oregon City Municipal Code that need revisions in order to refine and implement key elements from the Park Place Concept Plan (PPCP).

The 2008 Park Place Concept Plan identified 11 key elements:

1. Two primary north-south connections between Holcomb Boulevard and Redland Road (Swan Avenue and Holly Lane).
 2. Two distinct mixed-use neighborhoods (North Village and South Village) that accommodate 1,459 new dwelling units.
 3. Neighborhood-oriented commercial nodes that integrate commercial land uses, residential land use, and public open space.
 4. An area for a new civic institution, such as a library or community center.
 5. A mix of housing types and ranges of affordability.
 6. An extensive system of off-street and on-street trails and pedestrian/bicycle connections.
 7. Innovative, “green” on-site stormwater treatment methods.
 8. Protected sensitive areas, including drainages and steep slopes.
 9. Streets and buildings oriented for solar access.
 10. The use of green edges to define neighborhoods and buffer developments.
 11. Integration of parks and open spaces into existing and future neighborhoods.
- (PPCP p21)

Background



When the PPCP was adopted in 2008, the Oregon City Municipal Code (OCMC) was amended to implement the concept plan. The Park Place Concept Plan was implemented through Legislative File 08-01 which updated, revised, and added new code sections to OCMC, and adopted Comprehensive Plan designations for areas within the concept plan. Land in the North Village which has annexed to the City has a zoning designation of Neighborhood Commercial (NC) and R-5 (Medium Density Residential). OCMC 17.10 was amended to add a new R-5 zone district in 2008 to allow for greater diversity of housing types. The existing Neighborhood Commercial zone district in OCMC 17.24 was refined to increase the number of permitted uses, restrict the size of stand-alone commercial buildings, and allow live-work units. Multi-family is allowed in Neighborhood Commercial, but it cannot be more than 50% of the building square footage on-site.

Key Elements and Corresponding Code Sections and Explanation

1. Two primary north-south connections between Holcomb Boulevard and Redland Road (Swan Avenue and Holly Lane)

How was this implemented?

The extensions of Holly Lane and Swan Avenue are adopted in the 2013 Transportation System Plan (TSP). Holly Lane is adopted as Planned Minor Arterial and Swan Avenue is shown as a Planned Collector. Minor Arterial Roadways are intended to serve local traffic traveling to and from major arterial roadways. This classification provides greater accessibility to neighborhoods, often connecting to major activity generators and provide efficient through movement for local traffic. A Collector Roadway connects neighborhoods to minor arterial roadways.

Holly Lane is an adopted TSP project that connects Redland Rd to Holcomb Blvd. It is identified as project #D48 Holly Lane North Extension and described as a residential minor arterial with newly created street connections to Cattle Drive and Journey Drive. The funding priority is listed as “Long-term”. Swan Avenue extension is also an adopted TSP project connecting Livesay Rd to Redland Rd and Redland to Morton Rd. These projects are identified as #D49 and #D50 and described as residential collectors. The funding priority is also “Long-term”.

Long-term projects are those that are “likely to be implemented beyond 10 years from the adoption of [the TSP]. These projects are important for the development of the transportation network, but unlikely to be funded in the next 10 years [2023]”. (TSP p63 Volume II 2 of 2)

Development can pay for a portion of these extensions where a rational nexus exists and in rough proportionality to the impact of development. Chapter 16.12 Minimum Public Improvements and Design Standards and specifically sections 16.12.010 and 16.12.011 would apply to any development paying for portions of or all of these road extensions.

OCMC Chapter 16.12.015 requires development to “provide any necessary dedications, easements or agreements as identified in the transportation system plan, trails master plan,



and/or parks and recreation master plan and this chapter, subject to constitutional limitations.” These limitations refer to established case law requiring rough proportionality and a rational nexus when requiring development to provide public improvements.

Known issues with this element: All of Swan Lane and most of Holly Lane are outside of City limits and connect to roads in Clackamas County’s jurisdiction. Clackamas County has not yet adopted these projects in their TSP and also does not have planned improvements on Redland Road that could handle additional trips. The County has not indicated if these projects will be considered in the next TSP Update.

Options:

1. No further action because the two connecting roads are adopted in the Oregon City TSP and will be constructed as development occurs.
2. When the TSP and CIP are updated in the next two years, reprioritize these important connections to be a short-term priority. Potentially invest SDC funding in the projects D48, D49, and D50.
3. Establish and codify a maximum number of trips that trigger construction of the full extent of roads and public improvements even when it is outside of the development area. If this option is considered, the trigger should be limited to the Park Place Concept Plan Area.

2. Two distinct mixed-use neighborhoods (North Village and South Village) that accommodate 1,459 new dwelling units.

How was this implemented?

The portion of the North Village that is annexed (92 acres) is zoned R-10 Low Density residential (9.5 acres), R-5 Medium Density residential (77.5 acres) and NC- Neighborhood Commercial (4.5 acres). The portions that have not been annexed[PW1] have comprehensive plan designations of low and medium density residential and mixed-use corridor. As land annexes to the City a zoning district will be assigned. The concept plan recommended a range of densities in order to provide attractive and affordable housing for a variety of incomes and household types. It recommended adopting a new medium-density zone R-5 and modifications to design standards for attached single-family housing and multi-family housing. These actions were adopted in 2008 through Legislative File 08-01.

The intent of this element is implemented by the Comprehensive Plan Map and the zoning chapters that implement OCMC 17.10 Medium Density Residential District, and 17.24 Neighborhood Commercial District. The intent of each element is captured in current zoning code Chapter 17. The mix of densities envisioned in the north and south villages can be achieved through the low, medium, and neighborhood commercial zones.



Proposed Code Revisions:

1. Additional revisions are proposed to 17.10 (R-5, R-3.5) for clear and objective standards
 - a. Previously, multi-family residential (i.e. 5 units or more per parcel) was allowed in the R-3.5 zone through a Master Plan review in 17.65. Chapter 17.65 Master Plan is highly discretionary Type III decision, and the remedy to provide a clear and objective review is to allow multi-family residential as a permitted use, subject to site plan and design review standards in OCMC 17.62.
 - b. Additional revisions will implement clear and objective standards to implement a range of housing types while respecting existing residential development outside the Concept Plan Area.
2. Revisions are proposed to 17.20 Neighborhood Commercial to implement the concept plan as well as create clear and objective standards.

Notes:

1. After conversations with Metro staff and due to revisions to Metro Title 11 of the Urban Growth Functional Plan, it is no longer necessary to meet the very precise number of units identified in the PPCP. Rather, the city can remain consistent with Metro requirements by maintaining the residential capacity allowed in the City's R-10 and R-5 zones and retain the adopted minimum densities for those zones.

3. *Neighborhood-oriented commercial nodes that integrate commercial land uses, residential land uses, and public open space.*

How was this implemented?

Neighborhood Commercial zoning is codified through OCMC Chapter 17.24 and the Comprehensive Plan has identified two areas of Mixed-Use Corridor in the Concept Plan where NC will be applied when annexed to the City. NC uses include commercial, residential, and parks. Additionally, there is a maximum allowable residential use of 50% of square footage on any one site which ensures that residential uses cannot be the predominant building type in the NC area.

The uses envisioned to make up the Livesay Main Street, small scale commercial businesses, a civic building, and a park or *Village Green*, in the North Village are permitted uses in Neighborhood Commercial. The South Village also envisioned a small Neighborhood Commercial node with a park. Main street design standards are codified in 17.62.055 as described in the original Park Place land use implementation appendix. Including store front windows, street-level entrances, streetscape elements such as weather protection and street trees, and restrictions on mid-block driveways to ensure an attractive, walkable environment.



In March 2024, staff requested a market analysis of the Neighborhood Commercial area in the North Village from the firm Johnson Economics. The analysis indicates this area is “expected to be limited to tenants serving the local community, largely residents south of Holcomb and north Redland roads.” The analysis goes on to estimate that commercial demand “will need a substantive amount of planned residential development to be completed, as well as the Holly Road connection between Holcomb and Redlands before commercial development is viewed as viable at the site.” See analysis from Jerry Johnson of Johnson Economics with further details about what type of commercial uses might locate in the area.

Proposed Code Revisions:

1. Revisions are proposed to 17.24.060 Neighborhood Commercial to include additional standards for the Park Place Concept Plan area.
 - a. Residential uses are limited to no more than 50% of the total building square footage. Additional standards for landscaping, setbacks, residential uses, and parking are included. Building entrances and architectural standards are proposed to create and urban design aesthetic that supports a main street type development. Features such as locating entrances near the corner of a building and incorporating elements such as height or massing, cupolas, turrets, or pitched roofs. Proposed requirement to cut the corner of a building and include weather protection, special paving materials, street furnishing, plantings. Architectural features such as increased windows and glazing and canopies and overhangs are intended to create visual interest at the street level. Proposed code also includes specificity about materials, streetscape trees, lighting, seating, signage, and awnings.

Options:

1. Does the City want to consider constructing a civic “anchor” to fulfill the vision of the Concept Plan and attract other commercial activity?
2. Should the City consider prohibiting or limiting certain uses that take up the NC land? For example storm water facilities or other utilities?

4. An area for a new civic institution, such as a library or community center

How was this implemented?

OCCM 17.24 Neighborhood Commercial allows civic institutions with a square footage limit of 10,000 square feet any one building unless the use is a grocery store. Note that civic uses could be owned and managed publicly, privately or by not-for-profit entities. Civic uses could also include such uses as childcare, education, environmental and art programs as discussed below.

Proposed Code Revisions:



1. Revisions are proposed to 17.24.060 Neighborhood Commercial to include additional standards for the Park Place Concept Plan area.
 - a. Permitted uses identify potential Civic Uses such as public, private, non-profit organizations that run museums, art galleries, indoor and outdoor music theater and venues, child care facilities, health and fitness clubs, clubs and lodges, mobile food units, and outdoor markets.

Options:

1. Does the City want to consider constructing a civic space that could act as an “anchor” for commercial activity?

5. A mix of housing types and ranges of affordability

How was this implement?

Adopted zones in the Low Density and Medium Density allow for a range of lot sizes and types of housing. The Residential Standards for the Park Place Concept Area (OCMC 17.21) apply design types for residential development. The purpose of OCMC 17.21 is to ensure new residential development implements the goals and policies of the Park Place Concept Plan, promote high quality residential development and construction, protect property values, encourage visual variety and architectural compatibility; ensure diversity of housing types and promote an integrated character in the Park Place Concept Plan Area.

The PPCP noted that “while the Park Place Concept Plan allows for opportunities to meet affordable housing needs without subsidy, the reality of the housing market in Oregon City and the Portland Metro Region is that some subsidy by public agencies and non-profit organizations will be required to achieve affordable housing goals for this area.” (PPCP p61). To date, the City has not implemented any affordable housing subsidy, therefore we are reliant on non-profits and other governmental subsidy programs to create affordable housing. Since the adoption of the PPCP, middle housing standards were adopted which could bring additional housing diversity to the area, which could be either market rate or publicly subsidized.

Proposed Code Revisions:

1. Revisions are proposed to 17.10 (R-5, R-3.5) for clear and objective standards
 - a. Section 17.10.050(B)(5) is proposed to allow an affordable housing density bonus through clear and objective standards. This proposed revision supports the PPCP aspiration to encourage production of affordable housing.
 - b. Section 17.21.105 Housing Diversity Requirements are proposed for a percentage of proposed total housing as middle housing depending on the size of the subdivision.

Options:



1. The PPCP suggests allowing average density calculations for subdivisions over 25 units to promote a variety of lot sizes (PPCP p62). However, lot averaging was in the code but subsequently removed due to the unworkable overburdensome nature of the allowance[PW2].
 - a. Is this something the Commission would like to re-consider at this time?
2. Consider density bonuses for developers who provide affordable housing units. (PPCP p63)
 - a. If this is a concept the Commission is interested in, staff will develop options for the Commission to consider.

6. *An extensive system of off-street and on-street trails and pedestrian/bicycle connections*

How this was implemented/Actions:

Park Place Concept Plan trails were adopted in the Oregon City Conceptual Trails Map. TSP Figure 8 Multi-Modal Street System shows the on-street trails and pedestrian and bicycle connections. In the 2013 TSP Figure 5 Multi-modal Connectivity Plan does not include off-street trails. OCMC 16.12.016 identifies sidewalks and bike lanes for Minor Arterials and Collector Road classifications.

The concept plan envisioned a network of off-street and on-street trails and pedestrian/ bicycle connections. These systems are illustrated in Figures 3-8 and 3-9 of the PPCP. The on-street system of pedestrian/ bicycle connections is clearly identified and adopted through the road classification system in the TSP and OCMC 16.120.016. The on-street network follows the main transportation connections identified in the plan Holly Lane, Swan Lane and Livesay Rd. Holly Lane from Redland to Holcomb is identified as a planned Minor Arterial which does include sidewalks and bicycle lanes. Swan Lane from Livesay to Morton is identified as a planned Collector which also includes sidewalks and bicycle lanes. The off-street trails were identified in the Oregon City Trails Master Plan adopted in 2004 but are not reflected in the 2013 TSP. This would be an area for improvement and should be included during the next TSP update.

A portion of L2 Holcomb Ridge Loop Trail is within the PPCP area and shown on adopted Oregon City Trails Master Plan. Additionally, L5 Park Place Creek Loop trail is within the area and is intended to stretch between Redland Rd and the Park Place Development. L6 Park Place Development trail system encompasses the off street trails identified in Figure 3-8.

Options:

1. Update the TSP with off-street trails identified in the Concept Plan. This action could take place during the next TSP update. If City Commission desires to see this update sooner than the next TSP update, staff will need to hire consultants who can perform a cost analysis for the trails that can be included with the TSP update.



2. Update code standards to require proportional dedication of land for trails at the time of subdivision or site plan review.
3. Acknowledge that the specific locations of off-street trails, and the ownership and maintenance requirements for these trails, is typically determined during site specific development plan review.

7. Innovative, “green” on-site stormwater treatment methods

How this was implemented?

The Park Place Concept Plan was developed in a manner that minimizes impacts to the existing hydrological conditions of the study area. Moreover, the stormwater concept plan and recommendations seek to utilize existing natural drainage features and low-impact development best practices to mimic existing hydrologic functions.

Chapter 13 of OCMC addresses Public Services including water, sewer, and storm. These chapters are applicable during site plan and design review but are not listed as applicable chapters to address during general development or detailed development land use review. Updates to Chapter 17.65.050 and 17.65.060 are needed to include references to these chapters and specifically chapter 13.12 Stormwater management.

Since the adoption of the Concept Plan, stormwater management standards were adopted and went into effect in 2015 as well as the Stormwater and Grading Design Standards which emphasize low-impact development (LID) practices. Stormwater LID techniques approved for use in Oregon City mimic natural drainage systems by keeping rainwater close to where it falls and attenuate stormwater runoff.

Stormwater is addressed in section 13.12.020 of the OCMC:

- OCMC 13.12.020 allows the City Commission to adopt the Stormwater and Grading Design Standards, which have been adopted in 2015 and an update in 2019/2020.

Stormwater and Grading Design standards prescribes a Stormwater Management Strategy that development must address. “Given suitable site and soil conditions, the City requires that the stormwater management strategy prioritize infiltration of stormwater runoff to recharge groundwater mimic pre-development hydrologic conditions” (p38 Stormwater and Grading Design Standards). The City’s stormwater Management Hierarchy closely matches the desired stormwater management in the PPCP.

Level 1- Onsite retention of the 10-year design storm using LID for infiltration



Level 2- Onsite stormwater management using LID to meet water quality and flow control standards

Level 3- Offsite or Regional Facilities

Level 4- Fee in Lieu

The PPCP identified the desire for Green Streets which integrate the management of stormwater into street design itself that would provide a stormwater management benefit as well as an urban design element. Green streets typically take the form of vegetated swales along the street with curb cuts to allow street runoff to enter. However, this type of stormwater management may not be appropriate for the PPCP area due to topography and soil type. The slope of Holly Lane is anticipated to be 15% which is comparable to Pearl Street within the City. It will be very steep. Stormwater planters require a design that is not conducive to steep slopes. While stormwater planters are the modern version of stormwater swales, infiltration may not be the best or wisest solution to stormwater management due to the existing geologic hazards and natural resources in the area.

8. *Protect sensitive areas, including drainage and steep slopes*

How this was implemented?

Three chapters in OCMC have been adopted and apply to the PPCP area including Natural Resource Overlay District (OCMC 17.49), Geologic Hazards (OCMC 17.44), and the Flood Management Overlay District (OCMC 17.42). The Concept Plan suggested adding definitions for landslide materials, landslide areas, unstable slopes, unstable soils and debris fans based on certain studies included in the Concept Plan. These studies are referenced in Chapter 44 specifically in 17.44.050(A)(1)(a-h). (PPCP p58) OCMC 17.44.050 requires these resources to be used as part of a geologic assessment.

9. *Streets and buildings oriented for solar access*

One of the principles in the Park Place Concept Plan is to design for solar access. “Maximizing solar access provides better daylight and ventilation, opportunities for using renewable energy systems (i.e. solar power) and improves the energy-efficiency of buildings.” (PPCP p 23)

The Park Place Concept Plan appendices suggested code to address this element. At the time of concept plan drafting, a code section existed for residential building solar access OCMC 17.54.070 but it has since been removed. The solar access code was removed due to the difficult nature of implementation. If there is a desire to add the language back into the code the Concept Plan appendix provides some sample language.



Language from the Appendix p222:

“Supplemental zoning regulations in the City’s existing code (OCMC Section 17.54.070) already establish solar access standards (maximum shade point heights and maximum shade height on solar features) for single family residential development. In order to maximize passive solar heating of homes proposed as part of a PUD or subdivision and to reinforce the street layout proposed for Park Place, it is recommended that solar orientation standards be added to this existing set of solar regulations.

The following is sample solar orientation regulation language from the Oregon Department of Energy and Boulder, Colorado. These criteria would need some revisions to be clear and objective and fit Oregon City’s Municipal Code

Siting Requirements:

All planned unit developments and subdivisions shall be designed and constructed in compliance with the following solar siting requirements:

- A. All new residential units shall have a roof surface that meets all of the following criteria:
 - i. Is oriented within 30 degrees of a true east-west direction;
 - ii. Is flat or not sloped towards true north; 100 square feet of un-shaded solar collectors for each individual dwelling unit in the building; and
 - iii. Has unimpeded solar access consistent with the requirements of Section 8.0370.2 or through easements, covenants, or other private agreements among affected landowners that the city manager finds are adequate to protect continued solar access for such roof surface.”

New code sections are needed to implement streets oriented for solar access in chapter 16.12 Land Divisions and Public Improvements. The concept plan appendix suggested the following language on p223:

- b. Street Orientation Requirement:
New residential streets in planned unit developments and subdivisions, shall be predominantly oriented within thirty degrees of true east-west in order to maximize the number of homes with the major walls and windows facing south.

Options:

1. Consider adding back into the code for Master Plan/ Planned Unit Developments code requirements for solar access.



10. The use of green edges to define neighborhoods and buffer developments

How this was implemented?

The Concept Plan envisioned green edges as areas consisting of sensitive habitat and drainage areas that frame pockets of development. The Concept Plan states that this open space “can be realized through local regulation, sensitive development practices, and through public acquisition. From Chapter 4 of the Concept Plan, a policy identified conserving and protecting natural areas, including environmentally constrained areas unsuitable for development.” The PPCP identifies areas with slopes of 25% or more as open space that will remain undeveloped. P56

This element is implemented by recognizing the Natural Resource Overlay District and Geologic Hazards Overlay District within the Concept Plan area. Density transfers have been codified for the NROD to allow these areas to remain open. See p240 of the PPCP Appendices.

Proposed Code Revisions:

1. Revisions are proposed to 17.10 Medium Density District (R-5, R-3.5) for clear and objective standards
 - a. Section 17.10.080 Additional Standards for Park Place Concept Plan are proposed to provide a transition area and buffer new development from existing development outside the concept plan area. Proposed code may requires a transition area contain a combination of landscaping and screening. Lot sizes are also required to maintain a minimum area in order to provide enough room for a landscaped transition area.

Options:

1. Consider amending chapter 17.44.060 (H) to add language that prohibits development on slopes greater than 25% to implement the open space concept in the Concept Plan. This will limit development, and shift and concentrate density outside these areas, and could prohibit transportation connections. If the Commission directs staff to consider this amendment, an analysis will be needed to determine if any constitutional takings could result from such a revision.

11. Parks and Open Space

How this was implemented?

The Concept plan identified the need for two neighborhood parks, one in the North Village and one in the South Village. The North Village park land need is 8-10 acres and within walking



OREGON CITY

Community Development

695 Warner Parrott Rd | Oregon City OR 97045
Ph (503) 722-3789 | Fax (503) 722-3880

distance of Livesay Main Street. The South Village park is 3-5 acres and surrounded by medium/high density residential.

Proposed Code Revisions:

1. Revisions are proposed to 17.62.059 to add a new section of code requiring dedication of public park, trail, and open space requirements in Park Place Concept Plan area. Similar revisions are proposed for OCMC 16.08.040 that would require dedication at time of a land division.

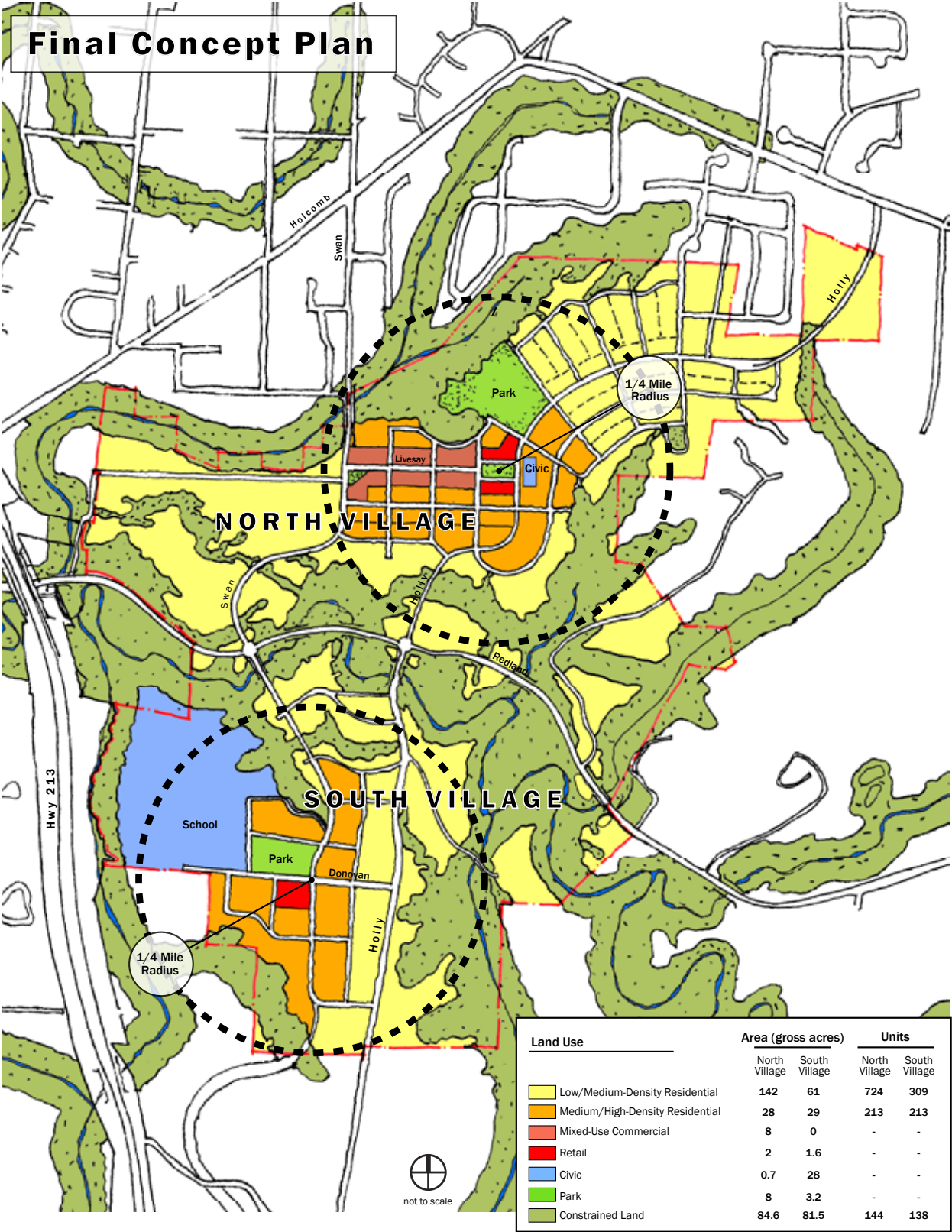


Figure 1-1. Park Place Concept Plan Urban Growth Diagram

This map is for concept planning purposes only. The specific locations of natural resource boundaries, open space, parks, land uses, roads, trails, infrastructure and related improvements may change and is subject to on-site verification and design at the time of development.

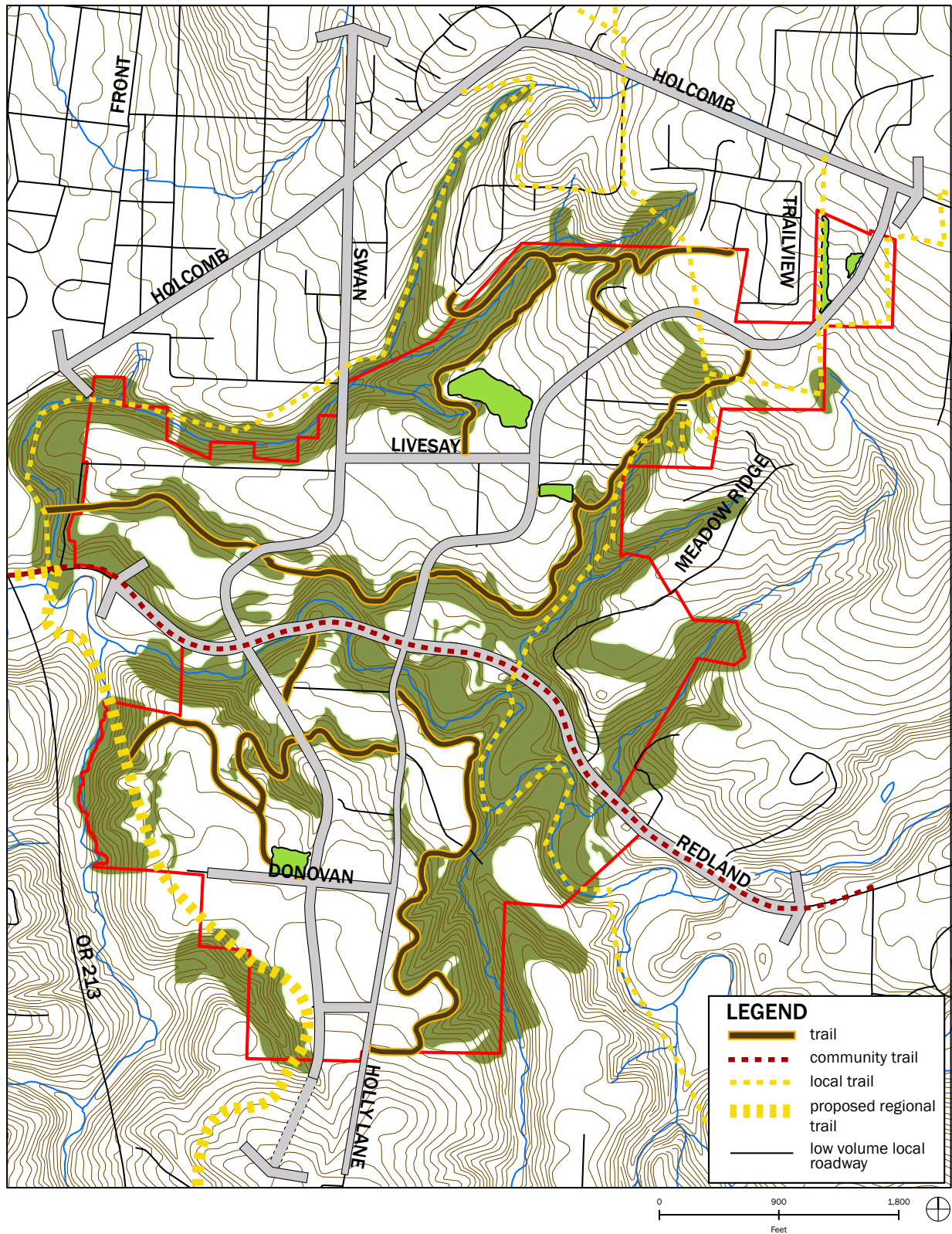


Figure 3-8. Proposed Trail System

This map is for concept planning purposes only. The specific locations of natural resource boundaries, open space, parks, land uses, roads, trails, infrastructure and related improvements may change and is subject to on-site verification and design at the time of development.

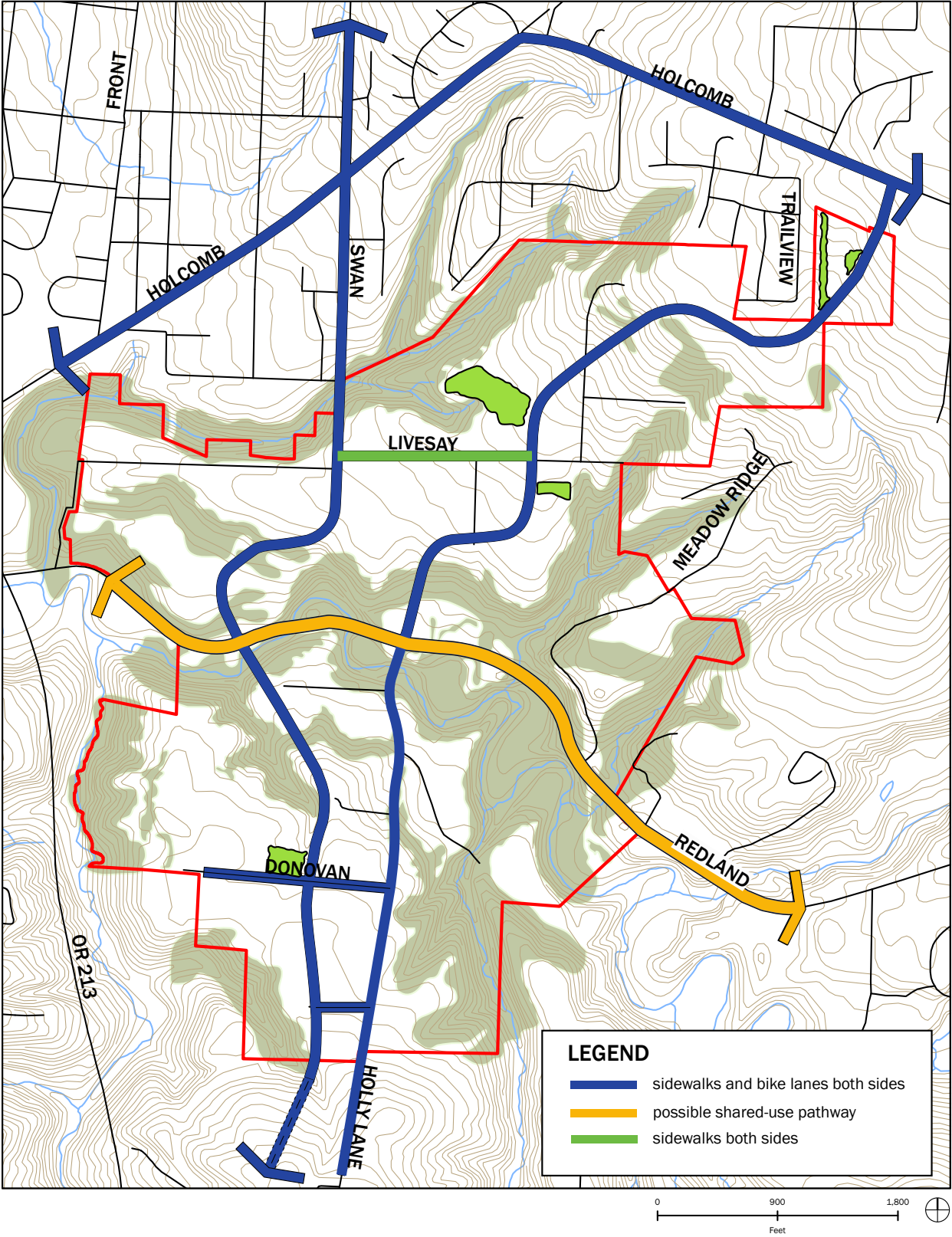


Figure 3-9. Proposed Bicycle and Pedestrian System

This map is for concept planning purposes only. The specific locations of natural resource boundaries, open space, parks, land uses, roads, trails, infrastructure and related improvements may change and is subject to on-site verification and design at the time of development.

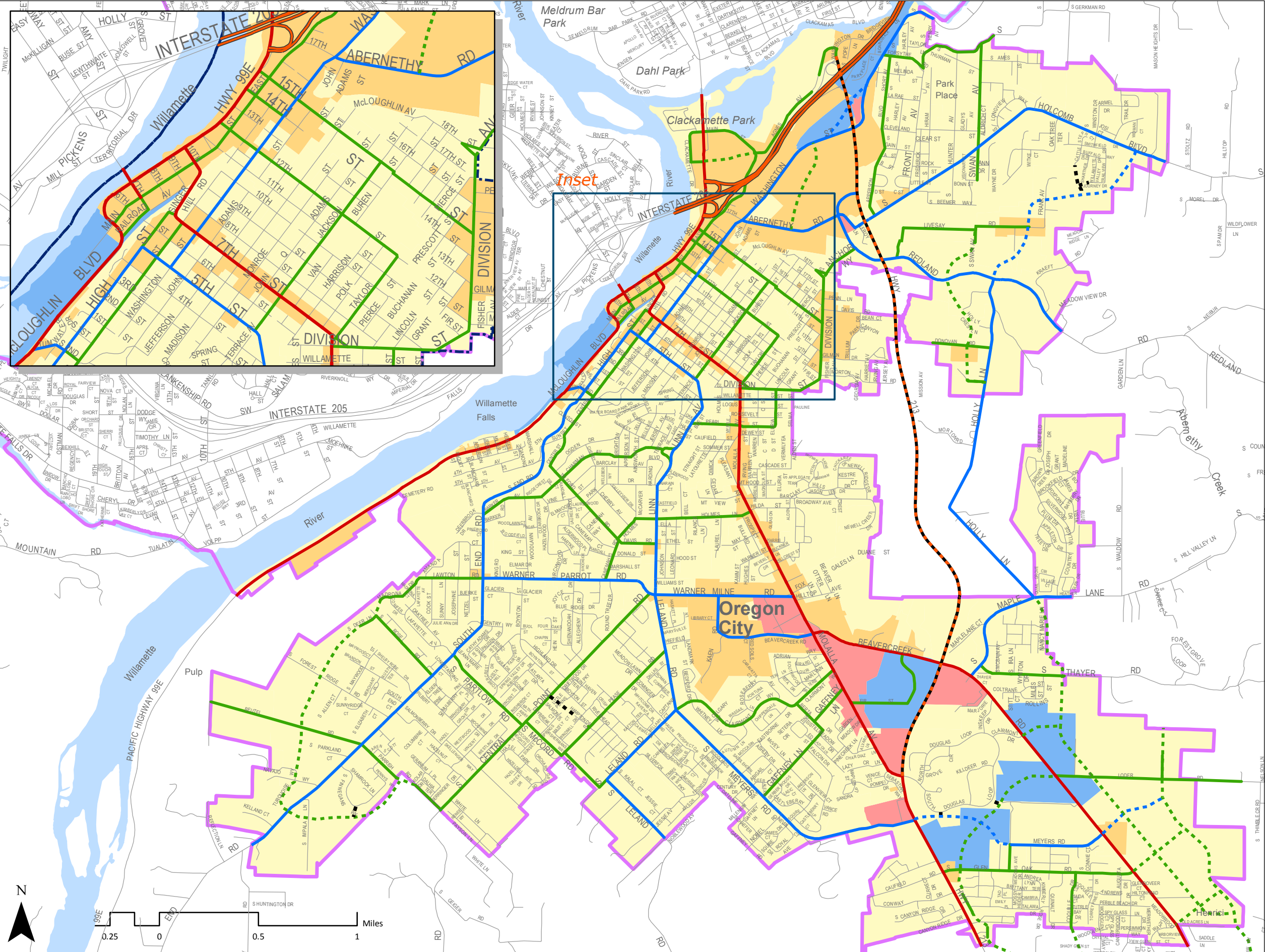


FIGURE 8

Multi-Modal Street System

Legend

Functional Classification

- Freeway
- Expressway
- Major Arterial
- Minor Arterial
- Collector
- Local Street

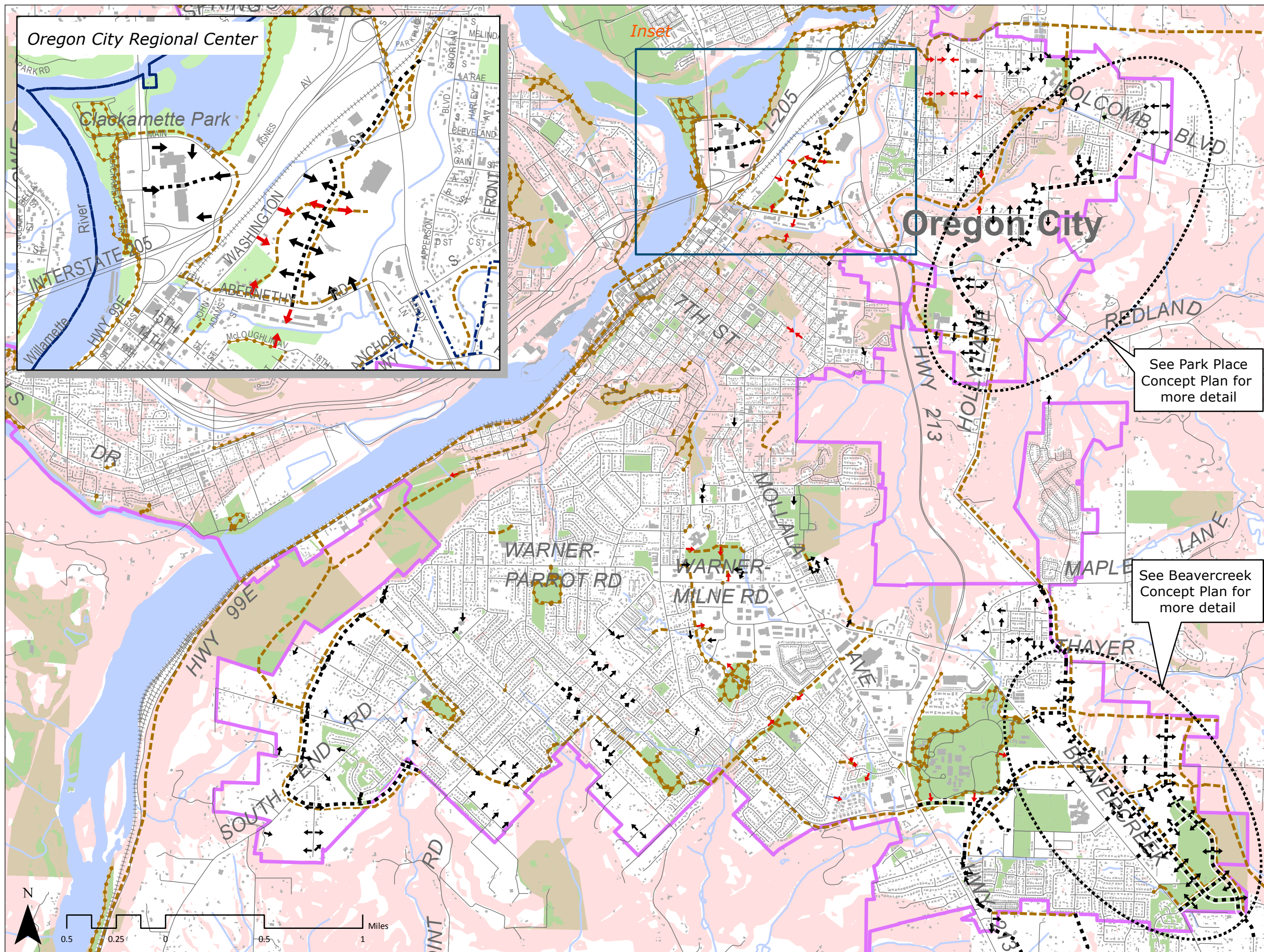
Planned Roadways (Conceptual Alignment)

- Planned Minor Arterial
- Planned Collector
- Planned Local Street

Street Type

- Commercial
- Industrial
- Residential
- Mixed-Use

- City Limit
- Urban Growth Boundary



OREGON CITY

TRANSPORTATION PLAN

FIGURE 5

Multi-Modal Connectivity Plan

Legend

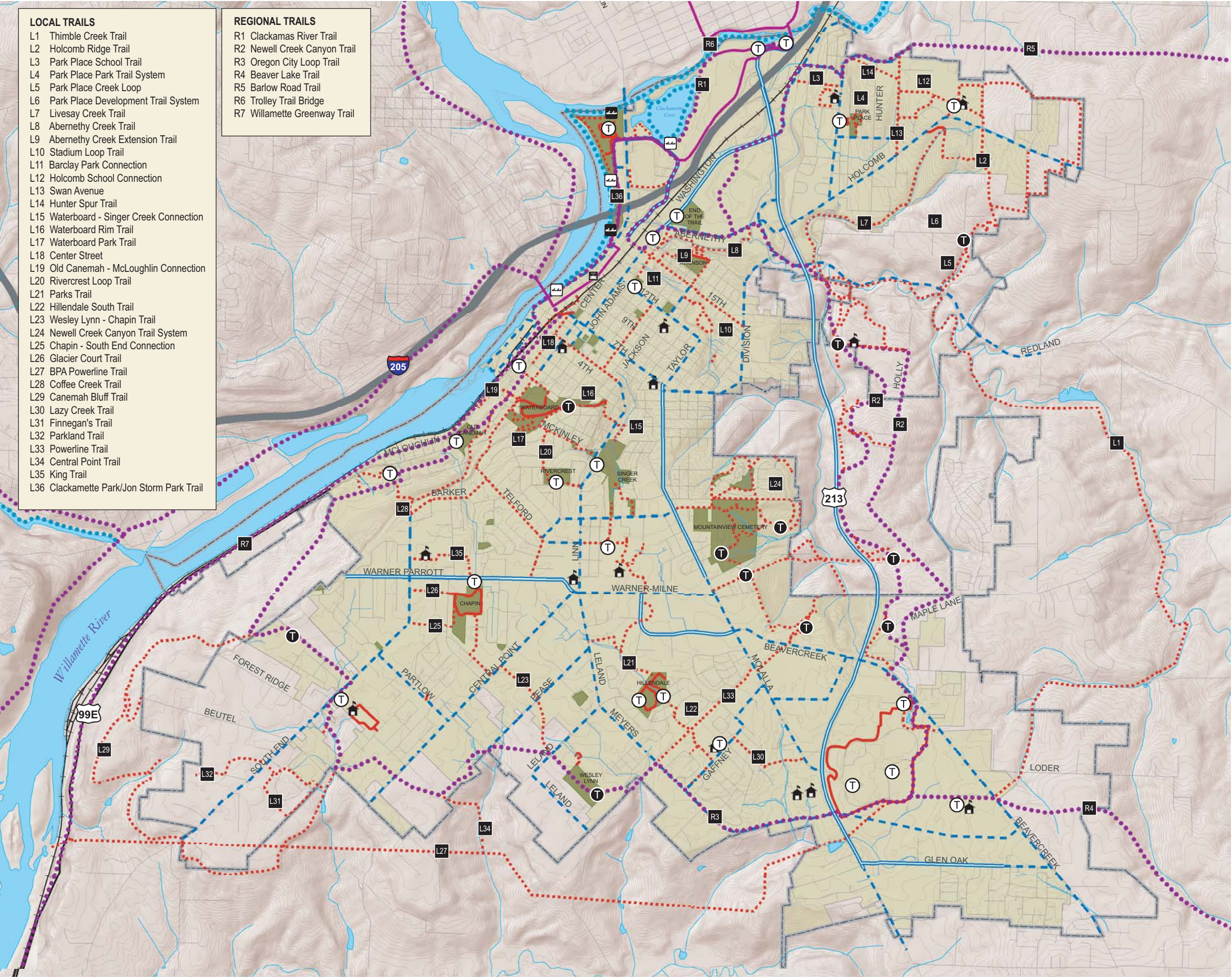
Street Connectivity

-  Existing Street
 Planned Roadway Extension
 (Conceptual Alignment)
 Potential Street Extension

Trail Connectivity

-  Existing Shared-Use Path
-  Planned Shared-Use Path
(Conceptual Alignment)
-  Potential Trail Connection

-  Steep Slope
-  Building
-  Stream
-  River
-  Park/Public Property
-  Urban Growth Boundary
-  Railroad



Oregon City Conceptual Trails Map

Existing and Proposed Trails

LEGEND

METRO REGIONAL TRAILS

- EXISTING TRAIL
- PROPOSED TRAIL
- PROPOSED RIVER TRAIL

EXISTING AND PROPOSED TRAILS

- EXISTING COMMUNITY TRAIL
- PROPOSED COMMUNITY TRAIL
- EXISTING LOCAL TRAIL
- PROPOSED LOCAL TRAIL

TRAILHEADS

- EXISTING BOAT LAUNCH
- PROPOSED BOAT LAUNCH
- EXISTING TRAILHEAD
- PROPOSED TRAILHEAD

URBAN GROWTH BOUNDARY

OREGON CITY LIMITS

PARKS

SCHOOLS

TRANSIT CENTER

0 0.5 1 Miles

Source: Metro RLIS Lite (2003)
Oregon City Geographic Information Systems



Jakob Wiley

From: Linda Smith <ocgal5700@gmail.com>
Sent: Tuesday, May 7, 2024 1:07 AM
To: Recorder Team
Subject: Public Comment for City Commission Work Session 05-07-2024

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To The City Commision,

RE: Park Place Concept Plan Code Refinement

The Staff Report states on page 3:

"Additionally, we will make a presentation to the Citizen Involvement Committee prior to the legislative hearings."

I propose a change to say that a presentation to the Park Place Neighborhood Association will be made prior to the legislative hearings. The CIC has not been a principal party during the development or refinement of the PPCP. PPNA has been deeply vested in the PPCP for over two decades and should be included when proposing any code refinement to the PPCP.

Regards,
Linda Smith
13944 Cleveland St., Oregon City, OR 97045
503-819-7099
Resident of the Park Place neighborhood for 48 years

Jakob Wiley

From: Aquilla Hurd-Ravich
Sent: Tuesday, May 7, 2024 10:23 AM
To: Jakob Wiley
Subject: FW: Work Session 7 May, 2024

From: Bob La Salle <jeanbob06@comcast.net>
Sent: Monday, May 6, 2024 10:22 AM
To: Denyse McGriff <dmcgriff@orcify.org>; Adam Marl <amarl@orcify.org>; mike.k.michell@gmail.com; Frank O'Donnell <fodonnell@orcify.org>; rockysmith2@gmail.com; Tony Konkol <tkonkol@orcify.org>; Aquilla Hurd-Ravich <ahurdravich@orcify.org>
Subject: Work Session 7 May, 2024

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Mayor and Commissioners;

I would like you to consider the following when discussing the Park Place Concept Plan. All page numbers are in reference to you packet pages.

Key Element #1, page 411

Choose Option #2. This is a vital part of the concept plan and relieves transportation problems in the Park Place Neighborhood.

Key Element #2, page 412

Use the plan described in "Notes".

Key Element #3, page 413

This is a difficult part of the Concept Plan. The proposed "commercial" area is not in an area of high traffic and thus would not attract business to locate there. A better area would be nearer to Holcomb Blvd, if a commercial area is to be considered at all. I have my doubts that any kind of commercial area would work in the "North Village."

Key Element #4, page 414

See my recommendation for Key Element #3.

Key Element #5, page 415

Option #1 states lot averaging was removed from the Code. Lot averaging should not be reconsidered.

Option #2. If developers propose affordable housing to get bonuses there needs to be a verification system in place to be sure the housing is "affordable". What is the definition of affordable?

Key Element #6, page 415

Approve Option #1. Use the present TSP. No need to hire expensive consultants. It's already all there.

Key Element #9, page 417

Orienting buildings for solar design is not practical for an entire subdivision. Leave this section "removed" as stated on page 417.

Key Element #10, page 419

This could be a “slippery slope” and deserves detailed study.

Key Element #11, page 420

Usde Option #1 to add a new code section.

Sent from [Mail](#) for Windows

Jakob Wiley

From: James Nicita <james.nicita@gmail.com>
Sent: Tuesday, May 7, 2024 1:58 PM
To: Denyse McGriff; Adam Marl; Mike Mitchell; Frank O'Donnell; Rocky Smith, Jr.; Tony Konkol; Aquilla Hurd-Ravich; Bill Kabeiseman; Carrie Richter; Jakob Wiley
Cc: Jackie Hammond-Williams; Barbara Renken; Tom Geil; Jesse Buss
Subject: May 7 2024 Work Session Agenda Item #3 Park Plan Code Refinement

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

City Commission:

Regarding the above-referenced agenda item, I am appending below the email I sent the City Commission this past February. I continue to believe that the City can take the position that "clear and objective" standards apply only to residential zones, and not to other elements of development such as parks, commercial, office, transportation and stormwater facilities etc.

With the foregoing in mind, I would like to offer the following thoughts on the "Implementation Narrative" in the packet.

Item #3) Neighborhood Commercial. At least within the Park Place Concept Plan Area specifically, I think both residential and park uses should be completely REMOVED from 17.24.060 as permitted uses.

Within the Park Place Concept area, this zone should permit office and commercial as principal uses. If only these uses are permitted, then there is no need to worry about the "clear and objective standards" rule, and that rule cannot be used to destroy the "traditional main street" concept of the Park Place Concept Plan. The City can still adopt "main street design standards" as called for in the concept plan.

As for parks, the Park Place Concept Plan already has both a) an enormous park, and b) ample open space on unbuildable lands. There is no reason to permit additional parkland in the little traditional Main Street area.

Furthermore, I remind the Commission that ICON attempted to wipe out the traditional little Main Street area by shifting the enormous park on the PPCP map over and down to the north side of the Livesay Road traditional main street area. They argued that they could do this because, notwithstanding what the concept plan called for, the NC zone allowed parks. Removing parks as a permitted use within the NC zone would prevent any such attempts in the future.

Item #7 Green Streets. Generally I disagree that green streets cannot be implemented in the PPCP area.

But as to water quality more broadly, statewide planning Goal 6 requires compliance with water quality standards.

Some state water quality standards are "qualitative," and I think might run afoul of the "clear and objective" rule. On the other hand, other state water quality standards are very precise, quantitative

numeric standards, and would not run afoul of the "clear and objective standards" rule. I think the City could maintain its water quality objectives that the PPCP tries to achieve via "green streets" if it requires compliance with numeric state water quality standards. The City's Stormwater & Grading Design Standards currently do not do so; at least not for all pollution parameters.

Thank you,

James Nicita
Oregon City

On Wed, Feb 7, 2024 at 4:02 PM James Nicita <james.nicita@gmail.com> wrote:
Mayor and Commissioners:

I write with the following comments regarding the above-referenced agenda item.

First, I am curious why this is being presented to the City Commission as a city manager communication rather than a regular agenda item at the tail end of a packed meeting that will likely run up against the 10 pm time limitations. Perhaps the Commission might consider moving this item up earlier in the agenda, and allow for full public comment.

The importance of what is going on here cannot be underestimated. The staff memo posted with this agenda appears to be setting the "rules of the game" for the remand hearing on the Park Place Crossing proposal. It purports to establish what review criteria will or will not be applied to the remanded Park Place Crossing proposal.

The principal message that the memo appears to want to convey to the Commission is this: that only "clear and objective" standards can be applied to the Park Place Crossing proposal, in its entirety.

There might be grounds for an alternative interpretation. ORS 197A.400(1) (formerly ORS 197.307(4)) states that only clear and objective standards may be applied to the "development of housing."

The original Park Place Crossing proposal included much more than housing. It included retail, per the Park Place Concept Plan "neighborhood village" Main Street, parks and open space that will serve citizens well beyond those in the Park Place Crossing Development, and a major connector in the Holly Lane extension that will also serve citizens well beyond the Park Place Crossing residents.

I have spent this afternoon on Westlaw trying to find a case that applies the "clear and objective" standards rule to non-housing elements of a development that includes both housing and other components of a development. I have not found one, but I will certainly concede error if there is a case out there that is directly on point that I have not found.

In the City Commission's original Park Place Crossing decision, the Commission gave full support to the neighborhood village component of the Park Place concept plan. I do not see anything that disturbs this aspect of the Commission's decision in the LUBA case that remanded the Commission's final decision: the LUBA decision, in my opinion, is solely directed to the general development plan for Park Place Crossing as that proposal relates to "housing."

Therefore, I hope the Commission will make abundantly clear tonight that the language in the memo that has been stricken in the review criteria as not applying to a general development plan only applies to the "housing" component of the Park Place Crossing general development plan proposal, and that the Park Place concept plan and the comprehensive plan fully apply to the non-housing components such as the retail and commercial in the concept plan's Main Street Village.

Finally, I hope the Commission might request clarification on the memo's use of the term "application" to describe what staff is or will be requesting from Icon in February. It seems to me that the LUBA remand indicated that the City was required to allow Icon to propose "amendments" to the existing application, not a new application. It seems that a new "application" would require a completely new hearing, beginning with Planning Commission review.

Thank you for your consideration of these comments.

James Nicita
Oregon City

Jakob Wiley

From: James Nicita <james.nicita@gmail.com>
Sent: Tuesday, May 7, 2024 4:15 PM
To: Adam Marl; Aquilla Hurd-Ravich; Bill Kabeiseman; Carrie Richter; Denyse McGriff; Frank O'Donnell; Jakob Wiley; Rocky Smith, Jr.; Tony Konkol; Mike Mitchell
Cc: Barbara Renken; Jackie Hammond-Williams; Jesse Buss; Tom Geil
Subject: Re: May 7 2024 Work Session Agenda Item #3 Park Plan Code Refinement

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

City Commission:

I notice an error in what I wrote below.

I said that "clear and objective standards" apply only to "residential zones."

I should have said that such standards apply only to "housing."

I think that even within residential zones, clear and objective standards do not apply to non-housing uses such as roads, parks, etc.

On Tue, May 7, 2024 at 1:57 PM James Nicita <james.nicita@gmail.com> wrote:
 City Commission:

Regarding the above-referenced agenda item, I am appending below the email I sent the City Commission this past February. I continue to believe that the City can take the position that "clear and objective" standards apply only to residential zones, and not to other elements of development such as parks, commercial, office, transportation and stormwater facilities etc.

With the foregoing in mind, I would like to offer the following thoughts on the "Implementation Narrative" in the packet.

Item #3) Neighborhood Commercial. At least within the Park Place Concept Plan Area specifically, I think both residential and park uses should be completely REMOVED from 17.24.060 as permitted uses.

Within the Park Place Concept area, this zone should permit office and commercial as principal uses. If only these uses are permitted, then there is no need to worry about the "clear and objective standards" rule, and that rule cannot be used to destroy the "traditional main street" concept of the Park Place Concept Plan. The City can still adopt "main street design standards" as called for in the concept plan.

As for parks, the Park Place Concept Plan already has both a) an enormous park, and b) ample open space on unbuildable lands. There is no reason to permit additional parkland in the little traditional Main Street area.

Furthermore, I remind the Commission that ICON attempted to wipe out the traditional little Main Street area by shifting the enormous park on the PPCP map over and down to the north side of the Livesay Road traditional main street area. They argued that they could do this because, notwithstanding what the concept plan called for, the NC zone allowed parks. Removing parks as a permitted use within the NC zone would prevent any such attempts in the future.

Item #7 Green Streets. Generally I disagree that green streets cannot be implemented in the PPCP area.

But as to water quality more broadly, statewide planning Goal 6 requires compliance with water quality standards.

Some state water quality standards are "qualitative," and I think might run afoul of the "clear and objective" rule. On the other hand, other state water quality standards are very precise, quantitative numeric standards, and would not run afoul of the "clear and objective standards" rule. I think the City could maintain its water quality objectives that the PPCP tries to achieve via "green streets" if it requires compliance with numeric state water quality standards. The City's Stormwater & Grading Design Standards currently do not do so; at least not for all pollution parameters.

Thank you,

James Nicita
Oregon City

On Wed, Feb 7, 2024 at 4:02 PM James Nicita <james.nicita@gmail.com> wrote:
Mayor and Commissioners:

I write with the following comments regarding the above-referenced agenda item.

First, I am curious why this is being presented to the City Commission as a city manager communication rather than a regular agenda item at the tail end of a packed meeting that will likely run up against the 10 pm time limitations. Perhaps the Commission might consider moving this item up earlier in the agenda, and allow for full public comment.

The importance of what is going on here cannot be underestimated. The staff memo posted with this agenda appears to be setting the "rules of the game" for the remand hearing on the Park Place Crossing proposal. It purports to establish what review criteria will or will not be applied to the remanded Park Place Crossing proposal.

The principal message that the memo appears to want to convey to the Commission is this: that only "clear and objective" standards can be applied to the Park Place Crossing proposal, in its entirety.

There might be grounds for an alternative interpretation. ORS 197A.400(1) (formerly ORS 197.307(4)) states that only clear and objective standards may be applied to the "development of housing."

The original Park Place Crossing proposal included much more than housing. It included retail, per the Park Place Concept Plan "neighborhood village" Main Street, parks and open space that will serve citizens well beyond those in the Park Place Crossing Development, and a major connector in the Holly Lane extension that will also serve citizens well beyond the Park Place Crossing residents.

I have spent this afternoon on Westlaw trying to find a case that applies the "clear and objective" standards rule to non-housing elements of a development that includes both housing and other components of a development. I have not found one, but I will certainly concede error if there is a case out there that is directly on point that I have not found.

In the City Commission's original Park Place Crossing decision, the Commission gave full support to the neighborhood village component of the Park Place concept plan. I do not see anything that disturbs this aspect of the Commission's decision in the LUBA case that remanded the Commission's final decision: the LUBA decision, in my opinion, is solely directed to the general development plan for Park Place Crossing as that proposal relates to "housing."

Therefore, I hope the Commission will make abundantly clear tonight that the language in the memo that has been stricken in the review criteria as not applying to a general development plan only applies to the "housing" component of the Park Place Crossing general development plan proposal, and that the Park Place concept plan and the comprehensive plan fully apply to the non-housing components such as the retail and commercial in the concept plan's Main Street Village.

Finally, I hope the Commission might request clarification on the memo's use of the term "application" to describe what staff is or will be requesting from Icon in February. It seems to me that the LUBA remand indicated that the City was required to allow Icon to propose "amendments" to the existing application, not a new application. It seems that a new "application" would require a completely new hearing, beginning with Planning Commission review.

Thank you for your consideration of these comments.

James Nicita
Oregon City

CITY OF OREGON CITY

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

Staff Report

To: City Commission
From: City Manager Tony Konkol

Agenda Date: 5/07/2024

SUBJECT:

Update on City Projects

BACKGROUND:

The City Commission has requested that an update on the status of the following projects be provided at a work session monthly. The most current update for each project is in bold.

1. Quiet Zone
ODOT contract negotiations are on-going.

The selection committee identified a preferred consultant for the Quiet Zone project and ODOT is in the process of negotiating the consultant contract.

ODOT received 2 responses to the Quiet Zone request for proposals. The proposals are being reviewed and scored by staff and a team selection meeting is scheduled for March 8, 2024.

ODOT has released the consultant solicitation request for proposals and a date has been set to review the proposals once they have been submitted.

The City has received ODOT's approximately 250 page scope of work and consultant procurement documents which will be reviewed and commented on. ODOT, which is the project manager for the project, has suggested approximately 6-months for the consultant procurement and up to 2 years for the design work, which will include coordination with the railroad, operation and maintenance agreements and review by the railroad. Staff is pushing to expedite the design work timeline.

On December 6, 2023 the City Commission received an update on the estimated cost of the Oregon City quiet zone project with updated inflationary construction escalations added to the original 2019 cost estimate, which was \$2.6 million. The new estimate increases the estimated construction cost by \$650,000. Based

on the additional information, the City Commission approved an IGA with ODOT to begin the Oregon City quiet zone project.

2. Charter Parks

Staff is working with the City Attorney to finalize draft license agreements to address encroachments that have been identified with the McLoughlin Promenade.

A site tour of the McLoughlin Promenade is scheduled for January 8th. Staff is preparing additional options, such as temporary easements, to address existing structural encroachments onto the Promenade property.

Staff has categorized encroachments by type, with associated pictures of the encroachment, and is working to determine options to address the encroachments for the Commission to consider. The McLoughlin Promenade survey has been completed. The survey identified several potential existing encroachments into the Promenade property which will be discussed during a work session. Ermatinger House was approved as a Charter Park by the City Commission. The City Commission voted to not designate Dement Park as a Charter Park.

3. Cayuse 5 Memorial

Construction of the Cayuse 5 Memorial has begun and hand dug ground disturbing work is scheduled to begin the week of May 6th. This work will be completed in coordination with the Confederated Tribes of the Umatilla Indian Reservation and the Confederated Tribes of the Grand Ronde.

The Cayuse 5 Memorial construction contract has been approved by the City Commission and was awarded to Pioneer Waterproofing Company. Staff has scheduled a pre-construction meeting with Pioneer Waterproofing.

Staff is working with a potential contractor to review the scope of work and estimated costs to perform the work as identified in the bid notice. The City completed the bid advertisement for the project and did not receive any responses. Staff is currently contacting contractors to determine the concerns with the bid advertisement and/or project.

The final construction bid documents for the Cayuse Five Tribute have been completed. Below is the schedule for bidding, awarding, and (weather permitting) construction. The Confederated Tribes of the Umatilla Indian Reservation staff will be invited to the pre-construction meeting to coordinate all activities once the project has been awarded.

The land use application for the proposed memorial has been approved. There are no additional land use approvals necessary to move forward with the project. The memorial bid documents are being reviewed internally and staff is working

with Confederated Tribes of the Umatilla Indian Reservation staff on the creation of an inadvertent discovery plan that will be included in the bid/contract information. The proposed memorial has been approved by the Historic Review Board and the information was presented to the Parks and Recreation Advisory Committee.

4. Courthouse

There are no new updates for this project.

The Mayor and City Manager met with the Assistant County Administrator to discuss the creation of a joint working group. It is anticipated that the working group will be comprised of 6 to 8 members, including the Mayor and County Chair, with the City and County selecting an equal number of members.

The Mayor and the City Manager met with the County Administrator to discuss the planning and future disposition of the County Courthouse and other buildings associated with the Courthouse on Main Street. The County Administrator proposed a working group led by County Chair Tootie Smith and Mayor McGriff, which would include a small group of interested parties to discuss the Courthouse and make a recommendation to the County Board of Commissioners for their consideration on how to proceed. City and County staff will be meeting to discuss the details of the working group as proposed.

City staff worked to support efforts by the Downtown Oregon City Association to apply for a Main Street grant to focus on the Courthouse located in downtown Oregon City. The grant required the property owner, which is Clackamas County, to sign the grant application, which unfortunately they did not agree to do. At this time there is no specific work being performed related to the future of the existing courthouse.

5. Tumwata Village

A permit has been issued for the demolition of the office building located at the corner of 99E and Main Street. The Confederated Tribes of the Grand Ronde are scheduled to provide an update to the City Commission at the May 7th work session.

Staff continue to meet regularly with Staff from the Confederated Tribes of the Grand Ronde to discuss building demolition, site improvements, and land use planning requirements. The Confederated Tribes of the Grand Ronde are working on site remediation and the demolition of additional buildings on the property.

Willamette Falls Trust and Portland General Electric have signed a Feasibility and Cooperation Agreement enabling the Trust to assess a portion of PGE property on the island on the west side of the Willamette Falls for a project intended to return public access to the area.

In May staff completed a 4-hour site visit with the CTGR staff and consultant team to discuss the demolition that is occurring on the site and begin to discuss the proposed amendments proposed to implement the Tumwata Village Plan for the property. The site visit and discussion focused on infrastructure, design details, development phasing, and an introduction to the goals and objectives of CTGR for the redevelopment of the property. CTGR staff and their consultants have been meeting with City staff to understand specific technical infrastructure issues.

Staff have been meeting monthly with representatives from the Confederated Tribes of Grand Ronde (CTGR) to discuss on-going site work as well as future land use and development plans for the Tumwata Village Plan. CTGR staff has been working with the CTGR Tribal Council and Tribal members to finalize the Tumwata Village Plan. Once approved, the Tumwata Village Plan will be presented to the city and the public.

6. Canemah ROW issues

There has been no change in the project since the May 2023 update. The Canemah ROW issues will be brought before the City Commission at a future work session to discuss how to move forward with this project.