



CITY OF OREGON CITY

PARKS AND RECREATION ADVISORY COMMITTEE

MINUTES

Virtual Meeting
Thursday, April 28, 2022 at 7:00 PM

CALL TO ORDER

Meeting called to order at 7:00 pm.

INTRODUCTIONS

Members: Karin Morey; Troy Bolinger; Steve Williams, Ken Worcester, Andy Crump

Absent: Tim Wuest, Brent Haverkamp, Joey Knauf

Staff: Kendall Reid, Parks and Recreation Director; Melissa Sebastian, Aquatic and Recreation Manager; Jonathan Waverly, Parks and Cemetery Maintenance; Justin More, Administrative Assistant

Guests: Neelay Bhatt, PROS Consulting Inc, Kevin Garand, Amilia, Aquilla Hurd-Ravich, Community Development Director

APPROVAL OF MINUTES

1. Approval of March 24, 2022 Meeting Minutes

Karin Morey moved to approve the minutes as distributed. Ken Worcester seconded the motion. No further discussion. Motion passed 5-0.

All Approved: Karin Morey, Andy Crump, Steve Williams, Troy Bolinger, Ken Worcester

All Opposed: None

PUBLIC COMMENT

This section on the agenda is for citizens to present information relevant to the City but not listed as an item on this agenda. This is a virtual only meeting, if you would like to participate, please contact Justin More at jmore@orc.org. The citizen has up to 3 minutes for comments. Prior to speaking, citizens shall complete a comment form and deliver it to the Staff Member. When the Chair calls your name, proceed to the speaker table, and state your name and city of residence into the microphone. The Parks & Recreation Advisory Committee Members do not generally engage in dialog with those making comments but may refer the issue to the Staff Member. Complaints shall first be addressed at the department level prior to addressing the Committee.

PRESENTATIONS

There were no presentation on the agenda.

GENERAL BUSINESS

2. PROS Consulting Parks Master Plan Presentation

Neelay Bhatt presented to the Parks and Recreation Advisory Committee about the Parks Master Plan and the desired outcomes from the project. Mr. Bhatt followed the outcomes with an introduction to the project staff and the background of PROS Consulting. He also introduced the project schedule and the key upcoming dates in the process. Mr. Bhatt concluded his presentation with an analysis of some of the amenities Oregon City has to offer, a sample of the action matrix, and the implementation plan that PROS Consulting plans on using for the Parks Master Plan.

Troy Bolinger opened the topic for discussion. Karin Morey began the discussion by asking Neelay Bhatt if the deferred maintenance plan was taken into consideration. Mr. Bhatt affirmed to Ms. Morey that PROS Consulting will take the deferred maintenance plan and other current tools the City has into consideration for the Parks Master Plan. Ken Worcester asked about the level of service standard that PROS Consulting will be using and how they plan on meshing the NRPA and the consultant's level of service standards together. Mr. Bhatt responded by saying that he does not use NRPA standards at all due to it creating an artificial median across the country where each data set is different per community. He also said the recreation trends they will use will directly come from Oregon City and the survey will be more localized to fit the community. Mr. Worcester also asked about the use of impact fees. Mr. Bhatt said that they are aware of the use of impact fees and there will need to be further conversations to see the impact that they will have. Ken Worcester also asked if there will be an SDC update. Kendall Reid responded by stating it will come after the Parks Master Plan but is still part of the biennium plan. Karin Morey asked for clarification if it is an informational item or if it is an action item. Mr. Reid stated it was only informational. Steve Williams asked for clarification on the acronyms used during the presentation. Mr. Bhatt clarified that the acronyms stood for as follows: NRPA (National Recreation and Park Association), CAPRA (Commission for Accreditation for Parks and Recreation Agencies).

Troy Bolinger has asked that we do not build this master plan on trends that are going down so the space becomes obsolete after a few years, but rather build on activities and facilities that are trending upward. Mr. Bolinger also asked Neelay Bhatt to elaborate on what ADA compliance looks like on a website. Mr. Bhatt stated that the guidelines come from the website and documents are now only PDFs and are compliant with the devices the consumer is using. Troy Bolinger also asked about the cost recovery process and if that would be incorporated into the plan and Kendall Reid stated that information would be provided to Neelay Bhatt for the master planning process.

2. SmartRec Software Transition Introduction

Kevin Garand presented the new registration software called SmartRec by Amilia that the City of Oregon City will be implementing into the Parks and Recreation system. Mr. Garand discussed the project timeline, resources available through SmartRec, and provided the PRAC committee with a quick demonstration of how to use the new registration program. Mr. Garand and Mr. Bolinger opened the topic for discussion.

Steve Williams asked about the customer service aspect and how to speak with a representative rather than an automated chat box. Kevin Garand responded by showing Mr. Williams the FAQ page on Amilia and there is also email or phone lines to reach out to. Kendall Reid noted that this will not take the place of face-to-face interactions and can also call into the facilities to receive help. No further discussion was had.

3. 2021 Heritage Tree Nominations

Aquilla Hurd-Ravich presented on the heritage tree nominations on city park property to gain the PRAC committee's input on the nominations and heritage tree process. Aquilla Hurd-Ravich provided the criteria for designation and the three nominations in Oregon City. The sites include Hazel Grove Park, Tyrone S. Woods Park, and the Oregon City Swimming Pool. Aquilla Hurd-Ravich's request was for PRAC to provide an advisory opinion on whether the nominated trees should be approved as heritage trees and tree stands.

Aquilla Hurd-Ravich and Troy Bolinger opened the topic for discussion. Troy Bolinger asked about the significance of PRAC's opinion in the process of heritage tree nominations. Aquilla Hurd-Ravich responded by stating that the trees are in city parks and their input would mean a lot to the committee and commission when they are making that review. Troy also asked if it would be through a collective opinion via a vote or each person's individual opinion. Andy Crump stated that he is going to approve of the trees but was curious about what would be the reason to not approve. Ms. Hurd-Ravich stated that the reason to not approve would be if a person felt that any of the trees did not meet the criteria or does not make a significant contribution, then that individual could not approve. Ken Worcester asked about the protections between a normal tree and a heritage tree. Aquilla Hurd-Ravich said if it was not a heritage tree and wanted to remove it, it would have to be permitted and go to the City Commission but if they are heritage trees, they cannot be removed, topped, or trimmed unless approved. Steve Williams asked if the nomination would limit the City's ability to maintain the trees. Ms. Hurd-Ravich stated that she does not believe so but would have to report back to the committee about the maintenance.

Karin Morey asked Jonathan Waverly of the trees nominated at the pool, besides the sequoia, if he had any hesitations towards the three younger trees nominated at the pool. Jonathan Waverly noted that the trees are walls and root zones that could create problems later on but for trees that did receive damage, they are monitoring the tree canopies closely due to the ice storm and heat domes. Ms. Morey asked if he was comfortable that if a problem arose later, would Mr. Waverly would be able to remove it. Mr. Waverly said the process is difficult but is working with the other departments to help address the tree permit. Ken Worcester noted his concerns about the smaller trees that are nominated only meeting the size requirement but no other criteria and tying the hands of the department if an issue arose. Steve Williams asked Jonathan Waverly if he has any other experience trying to work through these issues with other heritage trees in the City. Mr. Waverly stated that the Parks Department has not run into any of the noted issues yet, but they would still go through the process of permitting and removal. Troy Bolinger shared his thoughts about the tree stands and the meaning of a heritage tree nomination through pioneer trees, age, significance to its location, or who planted it, and his biggest concern is putting Parks staff in a restricted position.

Karin Morey motioned to approve the stand as designated at Hazel Grove Park. Steve Williams seconded the motion. Troy Bolinger noted that his going to vote no in hopes of

postponing the vote until more information is provided on maintenance from Aquilla Hurd-Ravich. Motion passed 3-2.

All Approved: Karin Morey, Andy Crump, Steve Williams

All Opposed: Troy Bolinger, Ken Worcester

Karin Morey motioned to approve the stand at Tyrone S. Woods Park as nominated. Andy Crump seconded the motion. Troy Bolinger again noted that he will vote no until the committee knows the restrictions put on staff. Motion passed 3-2.

All Approved: Karin Morey, Andy Crump, Steve Williams

All Opposed: Troy Bolinger, Ken Worcester

Karin Morey motioned to approve the Giant Sequoia as designated for a heritage tree. Ken Worcester seconded. Ms. Morey said that she believes the other three trees nominated at the pool are not old enough to be considered and the City should have more flexibility to remove them if necessary. Steve Williams asked Karin Morey for clarification on her motion that this motion is for the Giant Sequoia and not the other three trees. Karin Morey confirmed the statement. Troy Bolinger noted that he will again be voting no for similar reasons from the previous motions. Motion passed 4-1.

All Approved: Karin Morey, Andy Crump, Steve Williams, Ken Worcester

All Opposed: Troy Bolinger

Aquilla Hurd-Ravich will provide PRAC with an update on the nominations as the process progresses.

4. PRAC Goals 2021 – 2022

Troy Bolinger reminded the committee of the discussion around the PRAC Goals from the previous PRAC meeting. Mr. Bolinger opened the floor for the committee to provide new goals, have goals removed, or any changes that need to be made to the current goals. Based on no responses, Troy Bolinger asked for affirmation that with no new changes, the committee is satisfied the current state of the PRAC Goals. A thumbs-up was given via Zoom. Karin Morey asked Kendall Reid about the status of PRAC being added to the city code. Mr. Reid stated that we had the first reading last week and the second reading is this week. Goals are still attached to the bylaws.

STAFF REPORTS

Kendall Reid began Staff Reports by thanking those who participated in the Clackamette Park Open House this month and the website has been updated with a new survey to provide input in. On May 10th, there is a joint work session with PRAC and the City Commission regarding the Clackamette Park Master Plan. Mr. Reid asked for any questions or comments regarding the Clackamette Park Master Plan. Steve Williams asked for confirmation about where the survey is located on the website. Mr. Reid confirmed it was on the Clackamette Park Master Plan project page. Kendall Reid also updated the committee on Hazel Grove Park where there have been issues with the weather and grass establishing and a goal of opening in the next

month. Mr. Reid also informed the committee about the Parks Master Plan and how the project timeline is being finalized with a public engagement meeting taking place in June.

Melissa Sebastian informed the committee about the outdoor wading pool that is currently getting sandblasted and painted for the upcoming summer use. There are also scholarships available for day camps and swim lessons with the application process still open. Mrs. Sebastian also noted that the pool is beginning with the SmartRec transition and will be implementing the system for public use starting with swim lesson registration. Concerts and Movies in the Park advertisements will be coming out in the next couple of weeks in publications while also participating in events in the public including fairs and farmers markets to help publicize the Parks and Recreation Department. Melissa concluded her report by stating the Daddy Daughter Dinner Dance was a huge success after being on hold for the past two years. There were 162 people at the event.

Kathy Wiseman began her staff reporting by elaborating on the closure of the Pioneer Center in March over the spring break period for their annual cleaning. Maintenance included pressure washing, painting, carpet cleaning, and general deep clean. Mrs. Wiseman emphasized the importance of this cleaning as a City consultant complimented her on the facility's appearance without capital funding. The Meals on Wheels program is at max capacity with a full waitlist. Hot meals are also starting two days a week on Mondays and Wednesdays. Kathy Wiseman also noted that the Pioneer Center is learning the SmartRec program and thanked Kevin Garand and Melissa Sebastian for their help. Programming at the Pioneer Center is practically full, and each department is providing support to the staff and building at the facility.

Jonathan Waverly started his staff report by seconding what Kathy Wiseman said regarding the work that the Parks staff and department staff are doing. Mr. Waverly also thanked PRAC members for their participation in community events, including the recent Arbor Day tree planting event. Jonathan Waverly noted that the JROTC helped with a cleanup at the Mountain View Cemetery and on Sunday, there will be a cleanup at Clackamette Park with Sportsman Warehouse. Mr. Waverly mentioned that if any of the PRAC members are fishermen, the river is in great condition right now, and the fishing is great.

MEMBER REPORTS

Karin Morey provided a member report of the Oregon City Women's Club taking over the City wide shred event this year and looks forward to the new President taking action in her role. Ms. Morey also noted that she would like to hear about the condemned garage being moved to the upper parking lot and the needs that the Pioneer Center has with the Community Garden.

Ken Worcester thanked the Parks Department for inviting the committee to the Arbor Day event and noted that he had a great time planting trees and meeting new people as he is a retired arborist.

Steve Williams reported on the Clackamette Park Master Plan and the open houses have been a success. Mr. Williams urged people to take a look at the site plan options that Lango Hansen has provided as their input would be valued in the development of one of Oregon City's most used parks.

FUTURE AGENDA ITEMS

Community Garden at the Pioneer Center

Park Development Goals/Park Designs

PRAC Parks Tour

Parks Foundation Presentation

Parks Master Plan

Parks and Recreation Funding

Clackamette Park Master Plan

WES Good Neighbor Funds

Joint Operations Center

Willamette Falls Legacy Project

Property Acquisition

The Cove

NEXT SCHEDULED MEETING - May 10, 2022

ADJOURNMENT

Meeting adjourned at 8:50 p.m.