

City of Oregon City
Parks and Recreation Advisory Committee
Meeting Minutes

Virtual Meeting Thursday, April 22, 2021 at 7:00 PM

CALL TO ORDER

Meeting called to order around 7:00 pm

INTRODUCTIONS

Members: Shawn Dachtler; Brent Haverkamp; Jeff Sargent; Andy Crump; Tim Wuest; Derick Cogle; Karin Morey; Troy Bolinger

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

APPROVAL OF MINUTES

1. Minutes of the March 25, 2021 PRAC Meeting

Troy Bolinger called for questions or comments on the minutes, none were given. Karin Morey moved to approve the minutes as distributed; Shawn Dachtler seconded. The vote was taken.

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

All Opposed: none

PUBLIC COMMENT

There were no citizen comments.

PRESENTATIONS

There were no presentations.

GENERAL BUSINESS

2. Policy for Naming or Changing Names of Parks, Recreation/Cemetery Facilities

Mr. Bolinger explained that this topic came about when putting dates to the PRAC goals and asked Mr. Dachtler to provide further information.

Mr. Dachtler reviewed the current policy and process, noting that it provided flexibility to use different method for naming facilities, but was never approved by the City Commission. The working policy was provided with the agenda for members to review, provide input and changes before adoption. Ms. Morey commented that she felt the policy lacked a statement about public input, which needed reflection and some changes. Mr. Dachtler noted that it was his intention to make a motion to

forward the policy to the City Commission as written but was receptive to Ms. Morey's concern over public input, pointing out that the policy doesn't specifically tell them how the process should go, but if PRAC and the Commission are not asking for public input, then they aren't doing an effective job. Shawn Dachtler so moved; Derick Cogle seconded. Mr. Bolinger summarized that the motion was to recommend the existing process to the City Commission. Discussion took place regarding an additional process statement to include public input, the timing needed to name Filbert Run Park and what should be done when the situation does not allow for public input. Ms. Morey suggested adding a statement: The committee may solicit community input for a name for a new facility or park. Shawn Dachtler amended his motion to include that statement where suggested by Ms. Morey. Derick Cogle second the amended motion. The vote was taken.

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

3. Draft of Oregon City Parks and Recreation Financial Support & Sustainability Strategy Policy

Rochelle Anderholm-Parsch, Aquatic and Recreation Manager, provided a presentation on the draft Financial Support and Sustainability Strategy Policy to ask for PRAC's input and feedback on the policy and to give examples of internal procedures that will help meet policy objectives. Ms. Anderholm-Parsch listed PRAC's options to support the policy as it stands, support the policy with input or changes, or to not support the policy. She reviewed the policy objective, policy statement and strategies designed to help set or change fees, measure success, and address any gaps, then showed some examples of internal working procedures. Ms. Anderholm-Parsch concluded the presentation by sharing a chart detailing what could be the Department's revenue increases in 2022 if the cost recovery mid-point goals were met. Members expressed their thanks and asked questions about the plans to increase rental revenue, how the annual review process would work and where the additional income generated would go. Mr. Reid replied that discussions have taken place with Finance to determine how the additional funds would be allocated, but the goal is to earmark it for deferred maintenance and to reinvest in the department. He noted that it will be part of the process to have additional conversations with Finance and the City Manager to see how to work that out. Mr. Dachtler expressed his high confidence in the direction the department is going and said Mr. Reid's comments about using taxpayer funds correctly really hit home. Shawn Dachtler moved to support the cost recovery policy as presented, but in the wording that goes to the City Commission, add that PRAC is strongly encouraging that additional funds generated through cost recovery come back to into the department specifically to help with some deferred maintenance needs.

He clarified that this would not change the policy but would include a comment of encouragement on how the additional funds would be spent. Mr. Reid suggested that PRAC provide a letter of recommendation with that statement to be included with the documents presented at the City Commission. Karin Morey seconded. The vote was taken.

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

All Opposed: none

Ms. Anderholm-Parsch noted that the next step is to go before the City Commission in a Work Session in June. Mr. Dachtler commented that it would be a good idea for some PRAC members to attend the City Commission Work Session to commend the process and encourage the letter being submitted. Ms. Anderholm-Parsch said she would be thrilled for PRAC to advocate their support.

4. PRAC Goals

Mr. Bolinger discussed how he, Mr. Crump and Mr. Cogle had met to assign measures of success and dates of completion to the PRAC goals and in that process, they discovered some items in need of revision. He went through the proposed changes to the approved goals; goal # 1 - remove the directive to review the 2008 Parks Master Plan bi-annually as the Master Plan is in the process of being redone, and goal #7 – remove the portion about forming a subcommittee to provide recommendations to the City Commission on Waterfront Master Plan, as the City is already working on this as part of the Commission goals. Discussion took place about the Parks Master Plan and PRAC's and community involvement in the process. Ms. Morey discussed her thoughts on the updated document and dates, suggested appointing a sub-committee for the Filbert Run park naming process in May, and noted that goal #7 doesn't reflect where things were left off with City Commission. Mr. Bolinger called for a motion. Shawn Dachtler moved to approve PRAC goals as amended; Andy Crump seconded. The vote was taken:

All Approved: Tim Wuest; Troy Bolinger; Jeff Sargent; Derick Cogle; Andy Crump; Shawn Dachtler; Brent Haverkamp

All Opposed: Karin Morey

5. PRAC Member Appointment Recommendations

Mr. Bolinger noted that they would skip this item and move it to Future Agenda Items if needed.

MEMBER REPORTS

Mr. Haverkamp:

Reported that DC Latourette Park was looking really good and encouraged members to drive by and see the progress.

Mr. Cogle: Reported Tyrone S. Wood Memorial Park is moving along, if they can keep people off of it, noting that the dog park has already been used.

Ms. Morey: Reported that Mountain View Cemetery will be updating their virtual Memorial Day ceremony and it will be available online on Memorial Day.

No other members provided reports.

STAFF REPORTS

Mr. Reid provided an update on Park Place, noting that the City Manager provided the Staff recommendation to the City Commission the night prior. The recommendation was to proceed with the implementation of the Park Place Master Plan and place on the ballot for voter approval a dedication of right-of-way to the connection on the northern part of the parking lot. Other options included the purchase of the vacant property, take no action, or allow access on the existing Hiram Avenue as platted. Mr. Reid reported that the City Commission directed Staff to pursue all viable options, so they will do further research and will report back to City Commission at a later date. Mr. Reid added that no paperwork has been done yet for the property development. Mr. Reid also reported that the Budget Committee meeting will be on May 3 where he will be presenting the Parks Department budget and will include items such as the mausoleum roofing repairs, the Cemetery Master Plan, dog parks and VFW funding. Mr. Reid then asked Ms. Anderholm-Parsch to share some great news.

Ms. Anderholm-Parsch gave kudos to Melissa Tierney, Recreation Programmer, for receiving a grant through Oregon Ask for more than \$38,000 to help offset losses from Covid for camps and also for working with OC Parks Foundation on the Elyejah Dean Hauff Camp Fund, which received a grant from OnPoint Community Credit Union to help provide camp scholarships. Ms. Anderholm-Parsch thanked her whole team for their hard work and staying positive through this time of opening and closing. She also reported that the first day of camp registration brought in about \$27,000 in revenue, which was good to be bringing in money as well as helping families. She discussed the scholarship program being promoted to Latinx parent groups to reach out to underserved areas.

Mr. Reid gave kudos to Denise Conrad, Assistant Parks and Recreation Director, for being close to wrapping up two of the Parks construction projects and about to break ground on the third. Ms. Conrad reported that both Tyrone S. Woods and DC Latourette were in the final stretch. At Tyrone S. Woods, the light poles were reinstalled (early) and fence repaired, punch list items are in progress with a reinspection scheduled for the next week, the right-of-way dedication is finalized with engineering and the gates are locked to the dog park to allow for

the grass to grow. At DC Latourette, the last items are being completed, the basketball court was painted, and the park is closed and fenced, although it is being used. They are trying to get the word out that there are still some safety items to be completed, which is why it is still closed. They are working with the Core Team on a plan for the pollinator garden and coordination for the opening date. Filbert Run – 90% drawings are being reviewed and they are working with an electrical engineer to light the pathway through the park with the least amount of impact to the neighbors. Ms. Conrad also reported that the site visits required for the deferred maintenance assessment have been completed and Staff will be commenting on the draft reports and holding a meeting to review soon. Mr. Bolinger asked about the capacity for in-person opening ceremony at Tyrone S Woods and what the setup will be for virtual attendees. Mr. Reid stressed that the ceremony is an invite-only event with a current capacity of 200, but if we move back into extreme risk, that may be reduced; Willamette Falls Studio will be providing the live-stream. Ms. Anderholm-Parsch added that there will be staff greeters checking the invite list, which includes those whom the family wanted to attend. She noted that they have lots of different contingency plans.

Jonathan Waverly, Parks and Cemetery Maintenance, reported that they have been busy repairing shelter areas and Westley Lynn picnic tables, keeping up with the mowing and planting natives at the river access and Cemetery. He announced that parks restrooms were now open and available. He discussed the irrigation system damage they discovered while de-winterizing the parks. Mr. Waverly noted that they have a Crew Leader position available as well as some Seasonal Maintenance positions. He reported that the storm cleanup continues, mainly at Singer Creek. He confirmed with Public Works that there are chips available at the Cove for community members; logs are also available, but takers must have a wood cutting permit, which is free.

Kathy Wiseman, Senior Center Supervisor, reported that they are doing well at the Pioneer Center, with additional funding coming from the County with a possibility to carry that over into the next biennium. She noted that they are hoping to do some outdoor recreation soon, but need to wait to see what happens with covid numbers

FUTURE AGENDA ITEMS

Mr. Bolinger questioned some of the items that appeared on the Future Agenda Item list. Mr. Reid clarified that he added a section with the dates the items were discussed to provide a reference point and he will keep the list updated. Mr. Bolinger asked members for their items. Mr. Wuest asked to provide a presentation on adding permanent nets to the Hillendale pickleball courts at the May meeting. Mr. Reid noted that he has a presentation on mitigation credits for the next agenda. Mr. Cougle requested an update from the City on Thimble Creek within the next three to four months.

Tyrone S. Woods Memorial Park - 12/5/2019

Cost Recovery Training - 2/25/2021

Regional Comparison of Parks – 10/22/2020

Parks and Recreation Funding

Clackamette Park Master Plan

Buena Vista House - 1/23/2020

WES Good Neighbor Funds

Joint Operations Center

Willamette Falls Legacy Project

Property Acquisition

Dog Park - 9/24/2020

Review Goals - 2/25/2021

The Cove

Heritage Tree Stand Nominations – 1/28/2021

Newell Creek Canyon Project – 2/25/2021

Homeless Outreach Efforts by Oregon City Police Department – 2/25/2021

Filbert Run Master Plan – 12/03/2020

McLoughlin Canemah Trail Grant Application – 1/28/2021

NEXT SCHEDULED MEETING – May 27, 2021 at 7:00pm

ADJOURNMENT

Meeting adjourned around 9:00 pm by Chair Troy Bolinger