

City of Oregon City
Parks and Recreation Advisory Committee
Meeting Minutes
Virtual Meeting Thursday, March 25, 2021 at 7:00 PM

CALL TO ORDER

Meeting called to order around 7:00 pm

INTRODUCTIONS

Members: *Shawn Dachtler; Brent Haverkamp; Jeff Sargent; Tim Wuest; Derrick Cogle; Andy Crump; 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*

Guests: *Pete Walter, Oregon City Planning Department*

APPROVAL OF MINUTES

1. Minutes of the February 25, 2021 PRAC Meeting

Troy Bolinger called for questions or comments on the minutes, none were given. Andy Crump moved to approve the minutes; Tim Wuest seconded. Mr. Bolinger noted that there was no need for a vote.

PUBLIC COMMENT

There were no citizen comments.

GENERAL BUSINESS

2. 2021 Heritage Tree Nominations for Mountain View Cemetery

Mr. Bolinger called on Didi Dahlsrud to begin the discussion. Ms. Dahlsrud said that she was there to provide a public comment of support. She provided some information about the nominated trees; two Camperdown Elm trees located on plots at Mountain View Cemetery that range in age from 90 – 117 years old. Pete Walter, Senior Planner, presented photos of the two trees up for nomination and stated that the Natural Resources Committee on February 10 unanimously recommended approval of these nominations. Mr. Walter referenced the documents in the agenda packet that detailed the history of the plots on which the trees are located. He again noted that NRC recommended approval, which was also needed from PRAC before it could move to the City Commission. Mr. Haverkamp asked whether the trees were considered healthy. Mr. Walter explained that the trees met the site and condition criteria for Heritage Trees as they are not listed as invasive, but

health of a tree is no longer considered a necessary requirement. He further commented that with the Heritage Tree designation, Parks Staff would take on the maintenance responsibility; the decision to remove a tree, if it were identified as a hazard in a professional arborist's report, would need to be agreed to by the City Commission. Mr. Wuest asked if there was a list of Heritage Trees in the City and Mr. Walter replied that the list on the website needed to be updated, and they are planning to make it a layer on OC WebMaps. Mr. Wuest also reported that the Heritage Oak tree on Center Street recently fell down. Ms. Morey asked Jonathan Waverly, Parks and Cemetery Maintenance, if there were any problems for the cemetery, as these are small family plots. Mr. Waverly replied that he did not foresee any problems. Mr. Walter listed the options for PRAC members; to recommend approval, to recommend partial approval, to request more information or to not approve, and he clarified that the nominations were for the two Camperdown Elm trees located in the Clarke-Joy plot and the Penman plot at the Mountain View Cemetery and were 2020 nominations. Karin Morey moved that the two Camperdown Elm trees at the Clarke-Joy plot and the Penman plot as nominated by Mr. Walter and Ms. Dahlsrud be approved; Andy Crump seconded. The vote was taken.

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

3. PRAC Goals Review

Mr. Bolinger thanked members for their participation and input with most of the work being done outside of the PRAC meetings. He reminded members that Mr. Dachtler and Mr. Haverkamp would present the goals, take questions for clarification and understanding, and then he was looking for a motion to approve the goals. Mr. Dachtler reviewed the goal formation and polling process that took place offline, which utilized the same method of goal setting as did the City Commission. He noted that he felt the result was reflective of the whole body of PRAC. Mr. Dachtler stated that six of the eight members were involved in the ranking of the 12 established goals and while he apologized for directly missing the input of two members, he was comfortable and happy with the results. Mr. Haverkamp emphasized the need for the goals to reflect how PRAC serves Oregon City and the Parks and Recreation system as a whole, not just personal agenda items. The goals document, which included the top seven items, was shown for members to review and ask clarifying questions. Ms. Morey thanked Mr. Dachtler and Mr. Haverkamp for the incredible job and pointed out that three items on the list will require an RFP and consultant and wanted to make sure they consult with Kendall Reid, Parks and Recreation Director, and understand the available budget. Mr. Crump asked if the plans for implementing these goals would be a discussion item in future monthly meetings. Mr. Dachtler commented

that Mr. Bolinger and Mr. Haverkamp had formatted the goals to set out a roadmap and will tell the City Commission and Staff what is important to PRAC to help guide funding. Mr. Bolinger called for a motion. Brent Haverkamp moved to approve the goals; Karin Morey seconded. The vote was taken.

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

All Opposed: none

Mr. Bolinger explained the next steps were to go through the goals and get them scheduled out and on the calendar. He asked if Mr. Crump and Mr. Cogle were willing to join him to assign dates for tasks, with Mr. Reid's assistance; both Mr. Crump and Mr. Cogle agreed. Mr. Bolinger concluded that they would come back with a game plan at the next meeting and thanked Mr. Dachtler and Mr. Haverkamp again.

MEMBER REPORTS

Mr. Bolinger explained to members that this was the opportunity for members to share reports with the group, but was not the time to bring up topics for discussion. He noted that discussion topics should be addressed as future agenda items.

Mr. Dachtler: Encouraged members to drive by Tyrone S. Wood Memorial Park, noting that it is amazing even though it is not complete yet. Mr. Dachtler commented that the area has been underserved for 20 years and he gave commendations to Mr. Reid and especially to Denise Conrad, Assistant Parks and Recreation Director and Project Manager, for a job well done.

Ms. Morey: Noted concerns that the Citizens Involvement Committee, of which she is also a member, had been put under the Charter and had its bylaws taken away. She continued by reading PRAC's purpose statement. Mr. Bolinger stated that this was a discussion item, rather than a member report and should be put on a future agenda.

No other members provided reports.

STAFF REPORTS

Mr. Reid provided an update on Park Place, noting that he and Laura Terway, Community Development Director, had attended the Park Place Neighborhood Association meeting to discuss what is happening with the development and that group decided to provide public comment to the City Commission; Mr. Reid agreed to come to the City Commission in April with options to mitigate any impact the development may have on Park Place and the park. Mr. Reid stated

that he will provide more information in April on how to move forward. Mr. Reid noted that he had emailed out the eight applications for PRAC vacancies along with the interview procedures and questions. He asked for member feedback on holding a Work Session on April 22 for interviews. The group discussed timing and agreed to hold the Work Session at 5:30pm. Mr. Bolinger & Mr. Dachtler asked for confirmation that there were no conflicts with the applicants' neighborhood associations. as PRAC is only allowed two members per neighborhood association. Mr. Reid said that he would reach out to the City Recorder to verify.

Ms. Conrad provided an update on the three Parks construction projects as a continuation of the information in the action reports already provided. Tyrone S. Woods – installation of the playground structure is 95% complete; the draft punch list is being vetted and will be sent to the contractor; restroom security cameras will be installed on March 31; they are working through insurance for the vehicle accident and getting a confirmed schedule for the light pole; a large oak tree that fell from an adjacent property onto the fencing panels was removed and replacement panels will be put in. DC Latourette – the basketball court painting and striping is scheduled for April 14-15, but is weather dependent; there is new frontage into the park; railings along the back will be completed by the end of next week, along with the punch list. Filbert Run – moved from 60% drawings toward 90% drawings, which will contain some conditions that came from the draft land use review notations; the ice storm left some downed and severely damaged trees; these will be noted in the plan sets and they will work with Planning. Ms. Conrad concluded by thanking Mr. Dachtler for the accolades.

Mr. Waverly reported that they had 17 parks completely cleaned up and were wrapping up work with contractors on brush removal, but there are some hangers in trees that require climbers and will take some time. Mr. Waverly noted that the more significant damage occurred at Waterboard Park, Singer Creek Park and the Cemetery. He highlighted two events that took place on March 13; one with the McLoughlin Neighborhood Association for a cleanup on the Promenade, filling 17 bins with weeds; and a beautification project at Clackamette Park, put on by Jerry Herrmann and the JROTC, where they planted bulbs, native plantings and about 20 Cedar trees.

Rochelle Anderholm-Parsch, Aquatic and Recreation Manager, reported that Spring Break Camps were full and they were able to add a second camp at the Pioneer Center. She noted that the pool is open and busy and they are excited to provide services to the community in person and virtually.

Kathy Wiseman, Senior Center Supervisor, reported that her 6-year-old grandson gave the Spring Break Camp a 5-star rating and she expressed her thanks to Ms. Anderholm-Parsh and Staff. For the Pioneer Center, she reported that they have been busy delivering a record number of meal and supplies and they are offering

two buses and a foot clinic. She noted that they are looking at summer and what can be done for outdoor recreation. Ms. Wiseman asked about the PRAC goal regarding a volunteer coordinator position and what that meant. Mr. Wuest replied that it is needed with an abundance of work to do and Staff spread thin, but how it will actually work is more a question for Mr. Reid or Mr. Waverly. Ms. Wiseman thanked Mr. Waverly and his crew for the great care taken with the cleanup work at the Pioneer Center.

FUTURE AGENDA ITEMS

Mr. Bolinger stated that he had no notes and asked members for their items. Mr. Wuest requested that it be a priority to open the restrooms at the parks. Mr. Reid commented that he, Mr. Waverly, and Ms. Conrad have discussed how to reopen them strategically, balancing OHA guidance and sanitation requirements with vandalism and transient issues, but they are working on it. Mr. Cogle noted they should keep their eyes on the Thimble Creek Project. Mr. Dachtler added that it would be good to get a general update on the status of SDCs as nothing is planned after Filbert Run. Mr. Reid recommended waiting until after May when they will have more capacity. When Mr. Bolinger suggested receiving an SDC report on the June agenda, Mr. Reid agreed. Mr. Crump noted the goals calendar item should be added to the agenda. Mr. Wuest noted that he would like to know the City's next steps in developing the walking/biking trail around Oregon City and Mr. Bolinger suggested that this be included in the SDC conversation. Mr. Reid stated that they are moving forward with updating the Parks Master Plan and the SDC methodology; more direction will come on how and where to best use SDCs, but it will be a two-year process. He added that PRAC and the community will be heavily involved, and everyone will have the opportunity to provide input.

NEXT SCHEDULED MEETING – April 22, 2021 Work Session at 5:30pm and Regular Meeting at 7:00pm

ADJOURNMENT

Meeting adjourned around 8:20 pm by Chair Troy Bolinger