

CITY OF OREGON CITY
PARKS AND RECREATION ADVISORY COMMITTEE
Meeting Minutes
City Hall Commission Chambers
Thursday, March 23, 2023 at 6:00 PM

CALL TO ORDER

Meeting called to order at 6:00pm.

INTRODUCTIONS

Members: Tim Wuest, Steve Williams, Ken Worcester, Timothy Lainhart, Emily Lisborg, Joseph Knauf

Absent: Joyce Gifford

Staff: Kendall Reid, Parks and Recreation Director; Denise Conrad, Assistant Parks and Recreation Director; Jonathan Waverly, Parks and Cemetery Maintenance; Kathy Wiseman, Senior Center Manager; Melissa Sebastian, Aquatic and Recreation Manager; Kyle Christoph, Facilities Maintenance Manager, Kori Buth, Administrative Assistant.

Guests: Jakob Wiley, City Recorder; Pete Walter, Planning Division; Julie Ann Smith, Daughters of the American Revolution

APPROVAL OF MINUTES

1. Approval of January 26, 2023 Meeting Minutes
*Ken Worcester motioned to approve the minutes for the January meeting.
Joey Knauf seconded the motion.
Roll call passed motion.*

PUBLIC COMMENT

Public comment made by community member, Tara Scott, regarding sidewalk chalk use at Hillendale Park.

Per meeting protocol, did not discuss further at this meeting but outside staff were later addressed and topic may arise for further exploration at a later date.

PRESENTATIONS

City Recorder, Jakob Wiley, presented on Roles & Authority of a High-Functioning Advisory Committee.

Pete Walter with Oregon City Planning Division to present on Arbor Day and Peace Tree Dedication events in the month of April.

Julie Ann Smith represented Daughters of the American Revolution with a presentation and proposal for new Never Forget Garden at Pioneer Center.

GENERAL BUSINESS

Melissa Sebastian shared a roster of movies that are possibilities for this season's Movies in the Park series.

STAFF REPORTS

Kendall Reid announced Kathy Wiseman's retirement, effective March 31st, 2023. Kathy has been in the City for 19 years and is responsible for the success of the Pioneer Center and is a major asset to the Oregon City Community. We have started the recruitment process for the new Community Center Manager and interviews will begin on Friday, March 31st. SportCraft License Agreement was approved on March 15th, after nearly two years of negotiations. Agreement terms, set from City Commission, are from July 1, 2021 thru November 30, 2024, in hopes of those terms providing a 'reset' for the relationship between the City and Licensee. Updated PRAC on Parks Master Plan and notified members of park fees/MOU work session on April 11th @ 6:00 pm. Also shared Budget Committee meeting scheduled for April 27th. PRAC meeting will be canceled for that day. Update on cost of Clackamette Park Master Plan and the need for PRAC's advocacy at our budget committee meetings. SDC Methodology updates may benefit funding plans. Kendall to share proposed capital projects and talking point with PRAC prior to budget meetings.

Jon Waverly reported on tree plantings happening at Chapin Park (Friends of Trees event) and EOT (Oregon City Enhancement Day) on April 1st from 9:00am – Noon. Flagpole delivered to Veteran's Memorial at Mt. View cemetery. Teddy Bear parade will be May 6th and ends down at Clackamette Park.

Kathy Wiseman talked about her retirement. Pioneer Center is closed for annual deep-clean from March 27th – 31st. There will be painting, carpet cleaning, sanitizing all furniture, minor building repairs, windows cleaned, lights, and purging storage areas. Facility has been maintained very well by staff-wide efforts. There are still larger projects to be done at Community Center and staffing will be down 25% after Kathy's departure. Shirley Ryan accepted new position as Social Services Coordinator. Kathy is most proud to be able to do things that she's told she can't because it has played into the success of the Pioneer Center over the last 19 years. Spoke on growth of account balances. Pioneer Center bingo cupboard will be dedicated in Kathy's honor.

Melissa Sebastian reported that swimming lessons are at full operations and are fully staffed but we are still falling short on community needs. We are meeting about 41% of the need due to lack of capacity. We are now hiring for summer camps crew. We are finalizing our sponsors for Concerts in the Park and Movies

in the Park and have a few more spots to fill. Spring break camps are full. Multiple egg hunts are also scheduled at Swimming Pool's. Lifeguard certification class taking place April 21st – 23rd and there is a couple spots available.

Kyle Christoph reported that new doors are coming in for the Community Center and new lock system for building. Power washing and minor repairs happening at Ermatinger House the week of March 27th. Compliance season brings about need for testing fire alarms and sprinklers, replacing fire extinguishers and batteries, monitoring AED's and first aid supplies.

Denise Conrad reported on WES Good Neighbor Agreement at River Access projects. Proposal approved by WES to continue work there to remove hazardous limbs and dead cottonwood trees, address trip hazards in asphalt as well as low-profile plantings, trees and irrigation along the parking lot hillside during the first year of our upcoming biennium. During the second year of the biennium, WES grant funds will be utilized in the permitting, hydrology, and construction documents to begin the boat ramp project at Clackamette Park. Cemetery restroom replacement project demo has been initiated. PGE has caused delay because of illness among their crew, but work anticipated to restart ASAP. No change orders in place yet.

MEMBER REPORTS

Ken Worcester commented on Kathy's retirement and thanked her for the important partnerships she has built over the years.

Steve Williams spoke on concerns about boat access to the river due to Jon Storm activity but has appreciated the efforts to provide access to boaters and fisherman as the fishing season prepares to begin.

Emily Lisborg spoke on the NRC connecting with PRAC at least once per year, per their by-law recommendation. Emily gave a shout out to Melissa regarding the success of the Spring Resource Fair. Bee City conservation program. Wants to address public comment topic as future agenda item.

Kendall confirmed that PRAC members are considered public employees for election purposes.

No other members provided reports.

FUTURE AGENDA ITEMS

Address and revisit by-laws (meeting hours, indication of info vs. action agenda items, how to address public comments, etc)

NRC partnership for Bee City

Sidewalk chalk use in public parks/spaces
Volunteer Opportunities
Community Garden at 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 25th, 2023

ADJOURNMENT

Meeting adjourned around 8:00 PM.