



CITY OF OREGON CITY PARKS AND RECREATION ADVISORY COMMITTEE AGENDA

**Virtual Meeting
Thursday, February 25, 2021 at 7:00 PM**

This is a virtual only meeting, if you would like to participate please contact Kendall Reid at kendallreid@orc.org.

CALL TO ORDER

INTRODUCTIONS

APPROVAL OF MINUTES

1. Minutes of the January 28, 2021 PRAC Meeting

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. 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

GENERAL BUSINESS

2. Newell Creek Canyon Project
3. Homeless Outreach Efforts by Oregon City Police Department
4. Update on Oregon City Parks and Recreation Cost Recovery Analysis and Work.
5. Parks & Recreation Advisory Committee Goals

MEMBER REPORTS

STAFF REPORTS

FUTURE AGENDA ITEMS

NEXT SCHEDULED MEETING - March 25, 2021

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 WPMC at 503-650-0275 for a programming schedule.

City of Oregon City
Parks and Recreation Advisory Committee
Meeting Minutes
Virtual Meeting Thursday, January 28, 2021 at 7:00 PM

CALL TO ORDER

Meeting called to order around 7:00 pm

INTRODUCTIONS

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

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

Guest: Kelly Reid, Planner, Community Development Department

Karin Morey welcomed new member Tim Wuest. Troy Bolinger requested to hear a bit about Mr. Wuest. Mr. Wuest thanked the members and noted that he has lived in Oregon City for 35 years, is now retired and is an active member of the Hillendale Pickleball Club, a member of the Transportation Advisory Committee, an outdoor enthusiast and is anxious to make Oregon City Parks everything it could be.

APPROVAL OF MINUTES

1. Minutes of the December 03, 2020 PRAC Meeting

Shawn Dachtler moved to approve the minutes; Brent Haverkamp seconded.

All in Favor: Troy Bolinger; Derick Cougle; Shawn Dachtler; Andy Crump; Brent Haverkamp; Karin Morey; Tim Wuest

All opposed: none

Motion passed

2. Minutes of the December 03, 2020 PRAC Work Session Meeting

Shawn Dachtler moved to approve the minutes; Andy Crump seconded.

All in Favor: Troy Bolinger; Derick Cougle; Shawn Dachtler; Andy Crump; Brent Haverkamp; Karin Morey; Tim Wuest

All opposed: none

Motion passed

PUBLIC COMMENT

There were no citizen comments.

GENERAL BUSINESS

3. Election of Officers

Ms. Morey provided a brief State of the Committee address in which she explained that it was an odd year; wonderful but required some versatility. She thanked Tony Konkol, City Manager, for appointing Don Robertson as interim Director, who helped them get back to functioning as an advisory committee. She noted that Kendall Reid, Parks and Recreation Director, has done a wonderful job of bring new innovations to the department and she is hopeful that in 2021 they can all get back to meeting in person. Ms. Morey also thanked Staff for making themselves available, working hard and being present at the PRAC meetings. Ms. Morey then opened the floor to nominations for the Chair position. Mr. Dachtler thanked Ms. Morey for her service and nominated Troy Bolinger for PRAC Chair for 2021. No other nominations were offered, and the vote was taken.

All in Favor: Troy Bolinger; Derick Cogle; Shawn Dachtler; Andy Crump; Brent Haverkamp; Karin Morey; Tim Wuest

All opposed: none

Troy Bolinger nominated Shawn Dachtler for Vice-Chair. No other nominations were offered, and the vote was taken.

All in Favor: Troy Bolinger; Derick Cogle; Shawn Dachtler; Andy Crump; Brent Haverkamp; Karin Morey; Tim Wuest

All opposed: none

Mr. Bolinger thanked the Committee, stated that he looked forward to the opportunity and took over the meeting as Chair.

4. Letter of Support for the McLoughlin Canemah Trail Grant Application

Kelly Reid, Planner with the Community Development Department, reviewed the details of the McLoughlin Canemah Trail Plan she had managed with collaboration from Parks and Public Works, as well the community. The plan was adopted by the City Commission in 2018 and included PRAC involvement. Ms. Reid explained that they are seeking an ODOT Community Pass Grant which would provide approximately \$100,000 to help finalize the design for the plan. She noted that with the next grant cycle, they may apply for another grant to assist with the trail construction. Ms. Reid requested that PRAC approve a letter of support for the grant application. Shawn Dachtler made a motion to send a letter of support for the trail grant application, Brent Haverkamp seconded. Questions and discussion followed regarding some details of the trail, the timing, and the options provided for the content of the letter. Mr. Dachtler clarified that his motion was to provide a letter of support, not specifying the content, adding that any and all of the options provided were ok with him. Mr. Dachtler restated the motion for PRAC to send a letter of support for the trail grant application.

All in Favor: Troy Bolinger; Derick Cogle; Shawn Dachtler; Andy Crump; Brent Haverkamp; Karin Morey; Tim Wuest

All opposed: none

Motion passed

Members agreed that Mr. Reid, Mr. Bolinger and Mr. Dachtler will review and finalize the letter outside of the meeting.

5. Parks and Recreation Advisory Committee: Heritage Stand Nomination for Park Place Park

Mr. Reid directed members to an attachment in the agenda packet for information on the Tree Removal Policy that is now in place as of Dec. 4, 2020. Mr. Reid reminded members that they had asked for this item to be brought back once the policy was in place so PRAC could make a proposal with the trees there are issues with. Jonathan Waverly, Parks and Cemetery Maintenance, provided photos and explained the issues they were finding with some of the trees, including poison oak, proximity to an access road and the playground, weak points on certain trees and vandalism. Mr. Waverly noted his confidence in many of the trees, but there were some concerning ones. Lisa Novak, Oregon City resident, provided public input. Ms. Novak pointed out that Park Place Park is the only park in what is one of the City's largest neighborhood areas, and the Neighborhood Association has put a lot of effort into the park, including getting a grant to replace the playground equipment. She understood that there are some diseased trees, and requested that PRAC do what they can to make this park better for the neighborhood. Mr. Dachtler outlined the three options for PRAC; they could approve the Heritage Tree Designation as the original applicant requested, they could approve the Heritage Tree Designation as Staff has recommended, removing several trees as discussed, or they could do nothing. Karin Morey moved that this be approved as a Heritage Stand as proposed, subject to the new City of Oregon City tree code, Andy Crump seconded. Ms. Morey added that Didi Dahlsrud, who is really moving forward on Heritage Trees and Stands, was comfortable with the new tree code. The vote was taken.

All in Favor: Troy Bolinger; Derick Cogle; Shawn Dachtler; Andy Crump; Brent Haverkamp; Karin Morey; Tim Wuest

All opposed: none

Motion passed

6. Update on Oregon City Parks and Recreation Cost Recovery Analysis and Work

Rochelle Anderholm-Parsch, Aquatic and Recreation Manager, provided an update on the Cost Recovery project, detailing the process, the progress that has been made and what is coming up next. Ms. Anderholm-Parsch presented the Beneficiary of Service Model illustration and noted that it was also in the agenda packet. She explained that the process is currently in the 5th phase, in which the true data is examined and applied to the Beneficiary of Service Model in order to set targets for cost recovery percentages. Ms. Anderholm-Parsch noted that she will bring back the full report with the

finalized model to PRAC at the February meeting. This information will also be presented in a City Commission Work Session. The goal is to create a resolution that will provide support for the department and guidance with the next budget biennium.

MEMBER REPORTS

Mr. Dachtler:

Requested an update on the Newell Creek Canyon construction project. Mr. Dachtler also wanted to inform members that the issues reported to Police at Waterboard Park had moved to Old Canemah Park, and then on to the McLoughlin Promenade parking lot at the VFW. He noted that the Parks crew is there nearly every day cleaning up and this issue is high on the radar with Police and City Staff.

Mr. Reid passed along information he had received from Metro that Newell Creek Canyon Park was approximately 95% complete. He will ask Metro to follow up with a report to PRAC.

No other members provided reports.

STAFF REPORTS

Mr. Reid asked members if they would like to possibly move PRAC meetings to the third Thursday of the month. Ms. Morey explained that this was being proposed to remove the issue that occurs each November and December when the fourth Thursday meetings coincide with holidays. Mr. Dachtler added that PRAC by-laws state that they only need to meet 10 times a year. Mr. Bolinger asked members if they had any preferences and noted that meeting on the fourth Thursday works better for his schedule. Members expressed no preference, so Mr. Bolinger recommended keeping the schedule as is. Ms. Morey made a motion to move the PRAC meetings to the third Thursday of each month and not meet in August. After a discussion about the reasons for cancelling the August meeting and a consensus to keep the yearly schedule flexible, Ms. Morey revised her motion to move the meetings to the third Thursday of the month. There was no second on the motion.

Mr. Reid reported that several applications have been received so far for the vacancy on PRAC. The application process will close on February 15, then they schedule interviews. Coming up on January 29 and 30, the City Commission, City Manager and Department Heads will have their virtual retreat to set goals for the next biennium, which will be broadcast on YouTube. Mr. Reid also noted that they are preparing the budgets for the next biennium. Mr. Reid later commented that the RFP for the deferred maintenance assessment and capital improvement plan will close January 29 at 4:00 pm. They will award the contract in February, plan with the consultant for two to three months, then will present to PRAC and the City Commission the five-year plan and how to fund it.

Denise Conrad, Assistant Parks and Recreation Director, provided updates on the three Parks construction projects: Tyrone S Woods Memorial Park is 95% complete, with mainly just the playground equipment delivery and installation to go. Ms. Conrad listed other items being completed and noted that they are running through inspections and the punch lists. D.C. Latourette is at about 88% completion; they are doing paving prep for the basketball court, with the asphalt scheduled to go down in mid-February, weather dependent. The stormwater facilities will come together quickly. For Filbert Run Park, they are in the process of selecting playground equipment and working with Planning around the outflow area of the stormwater swale. Signs have been posted for the public comment period. Ms. Conrad also noted that both Tyrone S. Woods and D.C. Latourette projects will likely require time extensions on the contract, due to the wildfires, extreme weather, and a vehicle incident at Tyrone S. Woods. Questions were asked and answered.

Ms. Anderholm-Parsch reported that the 2nd Annual Preserve Our Past Art and Poetry Contest is open for children ages 11-15 to submit art and poetry pieces by May 15. The Optimist Club is a sponsor and will provide the monetary award for the winners. Ms. Anderholm-Parsch mentioned that the Friends of the Ermatinger House group is presenting a Historic Military Firearms virtual event on February 6 through Facebook Live. She concluded with a comment that they will have a booth at the January 31 Farmer's Market and will be handing out Valentine card making kits for community members. Once completed and returned, the valentines will be sent out to Meal of Wheels participants.

Mr. Waverly reported that they have been very busy dealing with issues from a windstorm, flooding, standing water and at the cemetery. He noted that they are applying for a permit to remove hazard trees at Waterboard Park. Mr. Waverly updated members on a grant (in addition to the Metro Enhancement Grant), for the Veterans Memorial project, stating that they would likely receive about 80% of that grant, but the amount will be finalized in February. He listed the various repairs and tree work they are doing throughout the Park system.

Ms. Morey asked about the photos of the mausoleum that were provided in the agenda packet. Ms. Conrad responded that they had done an evaluation of the roofs and agreed that they need some TLC. As the cost will be well over \$100,000, they will need to make it a bid project and it will be a capital item being put forward in the new budget.

Kathy Wiseman, Senior Center Supervisor, reported that they have been doing well and were able to deliver Christmas gifts and boxed restaurant meals around the holidays and continue to serve 800 – 900 Meals on Wheels meals a week. They received a grant to support local minority-owned restaurants, with which they will be able to provide their clients with a meal and a treat from local businesses. Ms. Wiseman noted that they are planning a pizza party for the lowest income nursing home in the City, using funding from their donation

account. She mentioned that they were finishing up helping clients with the energy assistance program and she was working to get her staff vaccinated.

FUTURE AGENDA ITEMS

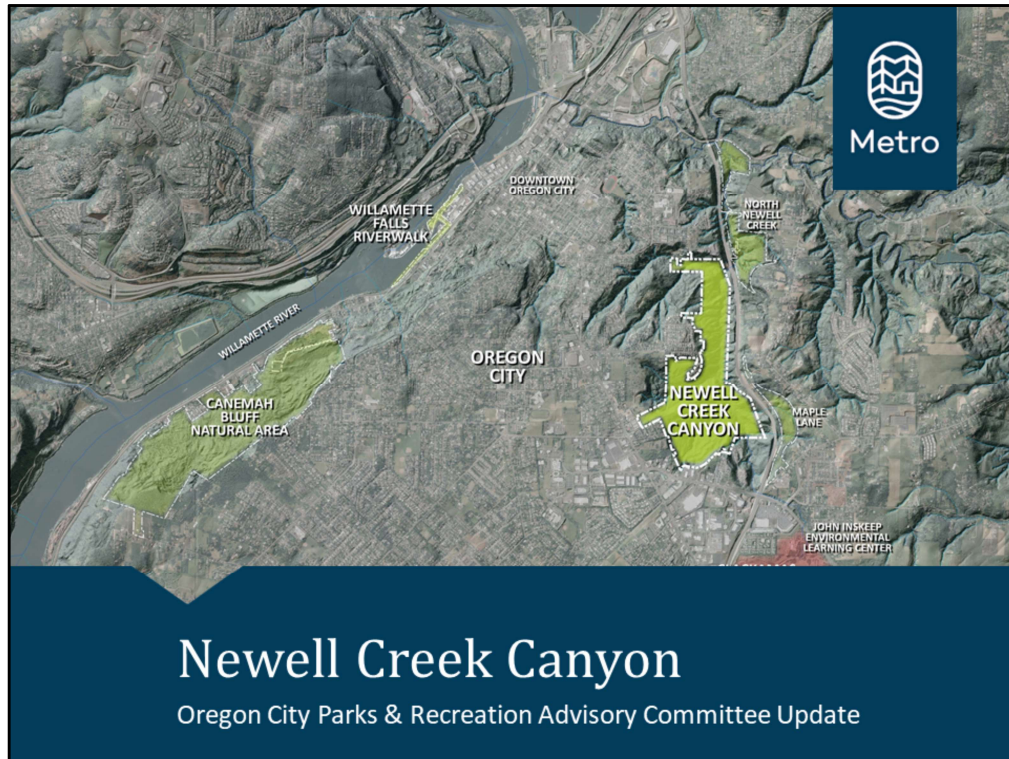
Mr. Bolinger summarized his notes for future agenda items including receiving updates on Newell Creek Canyon from Metro, the Canemah Park issue from the Police Homeless Liaison, and Staff reports on the Parks construction projects.

Mr. Bolinger asked members for any other items. Mr. Wuest brought up the potential pedestrian/bike bridge across the Willamette River and whether they needed to be discussing it yet. After discussion, Mr. Wuest offered to keep track of the item and will report to PRAC when appropriate.

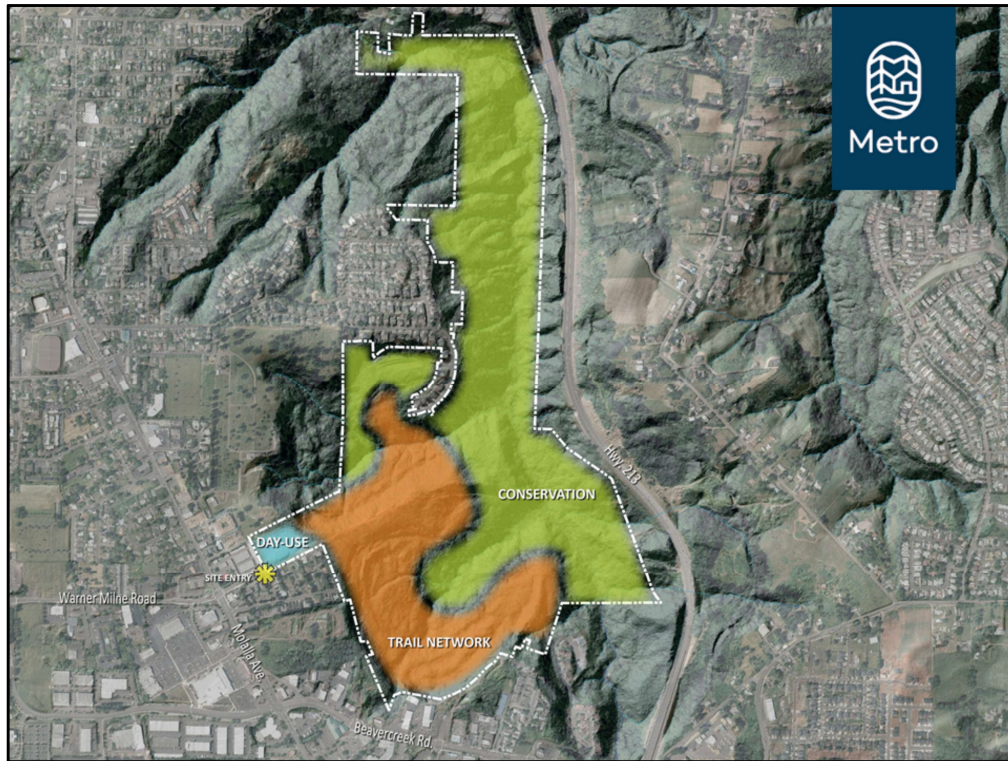
NEXT SCHEDULED MEETING – February 25, 2021

ADJOURNMENT

Meeting adjourned around 9:20 pm by Chair Troy Bolinger



Newell Creek Canyon is a heavily wooded, 235 acre site situated to the east of downtown Oregon City shown here in bright green. Close by is the recently completed trail network and overlook at Canemah Bluff and, to the east of highway 213, three more parcels of land where conservation and regional trail planning efforts are under way.



Access development to Newell Creek Canyon serves to create an urban nature experience complete with a trailhead (parking, restrooms, accessible trails), and additionally, a three mile long trail system through the forest with both hiking and cycling trails. Historically, illegal camping has negatively impacted natural resources and the community's ability to safely visit the site. Creating formal facilities to welcome the community into the site activates positive site usage that supports conservation goals and creates a safe and welcoming spaces for all communities to experience engage in nature based recreation.

The site was divided into three major areas of focus:

1. The Day-Use area featured in Blue (parking, restrooms, accessible trails),
2. The three mile trail system area for hiking and biking featured in Orange
3. A significant portion of property devoted to enhancement and protection of Newell Creek and its tributaries shown in this slide in Green.



The day use area, featured in blue in the previous slide, provides automated security gates, an entry experience (drop off area and entry “plaza”), bathrooms, parking for 24 vehicles and opportunities for accessible trail experiences around the perimeter of the site. Benches and picnic locations are also provided.

This portion of the site is deemed complete but is gated from public access due to the state of progress on the trail system in the Canyon to the east. Trail completion is not scheduled until October of 2021.



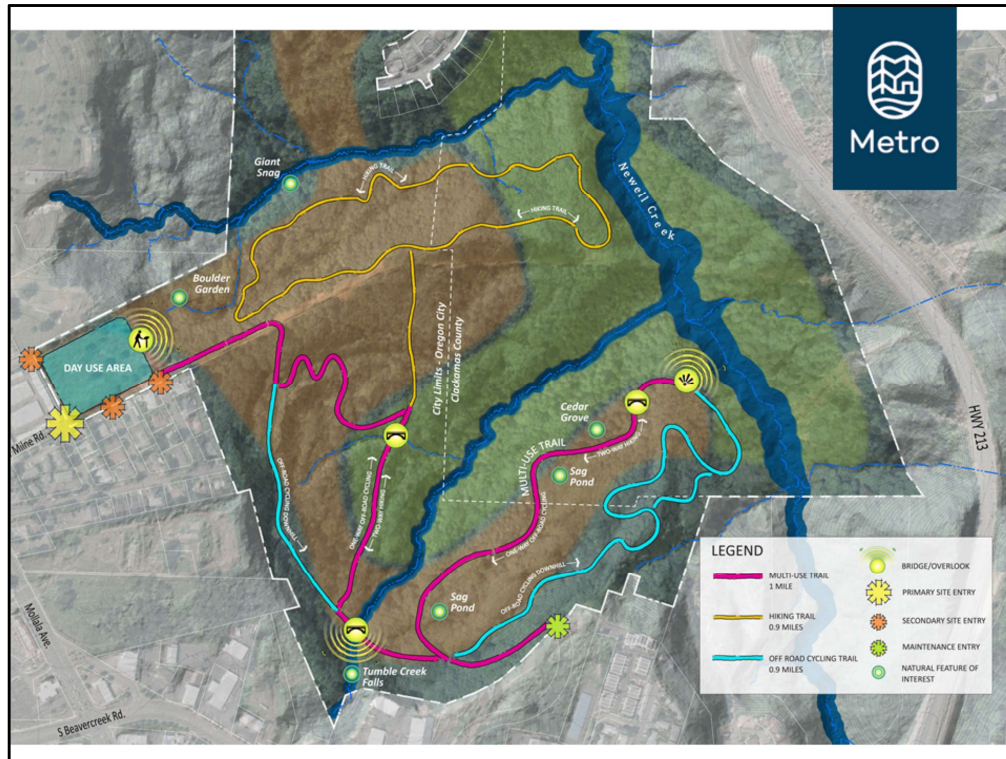
A view of the parking facilities and storm water management swales.



A look at the recently installed double stall, vault bathrooms.



Examples of Metro's custom seating and picnic furnishings.



Now, to focus on the second portion of the project, the trail system is comprised of three trail types:

A multi-use shared trail which crosses three bridges before delivering visitors to a viewpoint above Newell Creek (shown in magenta)

A downhill cycling optimized trail system (shown in Blue) and

A hiking only segment at the north end the site (shown in Yellow).



This picture features an image of the park's 60' bridge span along the multi-use trail which was completed in the fall of 2020.



This is a look at typical trail development across the site. It is estimated that the trail system is 60% complete to date. Again, it is expected that trail development and the two remaining bridges along the multi-use trail segment will be completed by October of 2021.



Newell Creek Canyon Project Development

Summary:

- Day-Use Area Complete and Secured
- Trails and Bridges at 60% Completion with 60' bridge span complete
- Completion of project in October of 2021

Project advancement summary



Item 2.

Metro

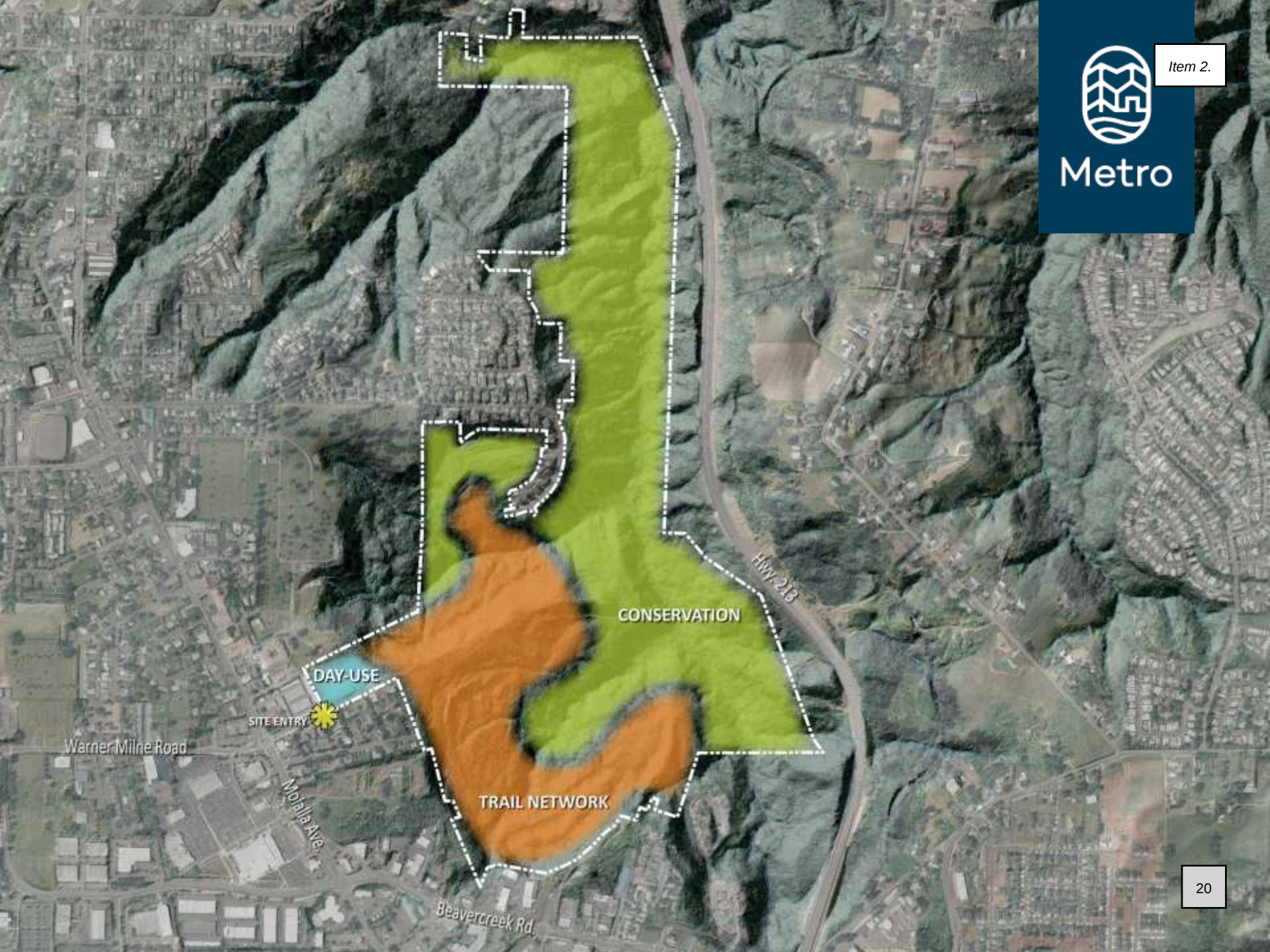


Newell Creek Canyon

Oregon City Parks Commission Update



Metro





KEY NOTES

- 1 RESTROOM
- 2 KIOSK
- 3 DROP OFF
- 4 BUS PARKING
- 5 EMERGENCY ACCESS
- 6 PARKING STALLS (24)
- 7 HAMMERHEAD
- 8 CANYON OVERLOOK
- 9 CANYON TRAILHEAD
- 10 PICNIC TABLE, TYP.
- 11 BENCH, TYP.
- 12 GRAVEL PATH
- 13 REINFORCED GRASS PAVING





Item 2.

Metro



Item 2.

Metro



Item 2.

Metro



Metro





Item 2.

Metro





Item 2.

Metro



Newell Creek Canyon Project Development

Summary:

- Day-Use Area Complete and Secured
- Trails and Bridges at 60% Completion with 60' bridge span complete
- Completion of project in October of 2021



CITY OF OREGON CITY

Staff Report

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

To: Parks and Recreation Advisory Committee
From: Oregon City Police Officer Dan Hanes

Agenda Date: February 25, 2021

SUBJECT:

Homeless Outreach Efforts by Oregon City Police Department

STAFF RECOMMENDATION:

N/A

EXECUTIVE SUMMARY:

Homelessness is a critical issue impacting multiple sectors of our community. To address issues associated with homelessness, the Oregon City Police Department hired a full-time officer dedicated to homeless issues. Officer Hanes will provide information on his efforts and perspective of homeless issues in the City and its parks.

BACKGROUND:

The Homeless Liaison Officer is designed to be the initial point of contact with chronic homeless individuals living on the streets and members of our community. The Homeless Liaison Officer seeks out and engages chronically homeless persons and, for those who are willing, attempts to provide them with resources and to help find them housing linked with appropriate services.

The Homeless Liaison Officer works to assess the homeless person's problems and identify how to help them from a range of solutions. Whether their homelessness has been caused by loss of income, psychological problems, substance abuse, lack of job training, or other problems, multiple options can be available to assist each person. This approach not only provides short-term answers but also develops permanent solutions.

The Homeless Liaison Officer works with Oregon City residents, homeowners, and business owners to help address livability issues.

The Homeless Liaison Officer works with the community using community resources and partners to provide outreach with homeless individuals and homeless families throughout Oregon City.

The mission of the Homeless Liaison Officer is to engage stakeholders in a community-based process that works to:

- End homelessness for all individuals and families throughout Oregon City
- Address the underlying causes of homelessness
- Lessen the negative impact of homelessness on individuals, families, and the community



CITY OF OREGON CITY

Staff Report

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

To: Parks and Recreation Advisory Committee **Agenda Date:** 2.25.2021
From: Aquatic and Recreation Manager, Rochelle Anderholm-Parsch

SUBJECT:

Update on Oregon City Parks and Recreation Cost Recovery Analysis and Work.

STAFF RECOMMENDATION:

This item will provide the Parks and Recreation Advisory Committee (PRAC) with an update on the Smart Approach to Cost Recovery Analysis for the Parks and Recreation Department.

EXECUTIVE SUMMARY:

This is an update on the Oregon City Parks and Recreation Department's cost recovery training and work.

BACKGROUND:

The Oregon City Parks and Recreation Department has completed its cost recovery work and analysis. The project team completed Phase V. The team used actual data to set subsidy targets and those targets were applied to the cost recovery continuum. The Department now has an illustrated model that stands for subsidy goals and cost recovery. Tonight's presentation is to provide an in-depth report on the process, and outcome. The presentation will also serve as unveiling of the final draft of the departments "Financial Support and Sustainability Strategy" tool.

OPTIONS:

No action is required at this time.



Parks & Recreation Advisory Committee 2019-21 Goals

1. Stay informed of the goals and initiatives of the Oregon City Commissions, boards and committees so we may be effective in pursuing the goals of the City as they relate to the goals and objectives of the Parks & Recreation Advisory Committee.
2. Continue to advocate for and be involved in the Willamette Falls Legacy Project planning process and other regional projects.
3. Review deferred maintenance and park infrastructure needs and explore funding solutions.
4. Involvement in Clackamette Park Master Plan including relocation of the Boat Ramp and the impacts it will have on other recreation opportunities within the park.
5. Begin Phase I construction of the Tyrone S. Woods Memorial Park.
6. Initiate formal naming process for park known as Filbert Run.
7. Initiate Parks & Recreation System Master Plan – hire consultant, conduct public engagement and adopt the master plan document. (Bill)
8. Move the City toward adopting the Upper Yard adjacent to Waterboard Park as a charter protected park and to encourage residential development of the Center Street property. (Bill)

Additional items of Importance to PRAC:

- Identify trail connectivity and access through mapping and wayfinding signage.
- Increase community involvement and input regarding Parks & Recreation. Have PRAC members attend neighborhood association meetings once per quarter to update neighborhoods on PRAC initiatives and issues. (Lisa)
- Evaluate effectiveness of dog off-leash areas pilot project and determine next steps.
- Identify funding for construction of the park in the Filbert Run neighborhood.
- Support the inclusion of monarch butterfly and pollinator habitat in parks.