

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