

CITY OF OREGON CITY
PARKS AND RECREATION ADVISORY COMMITTEE
Meeting Minutes
City Hall Commission Chambers
Thursday, January 25, 2024 at 6:00 PM

CALL TO ORDER

Meeting called to order at 6:00pm.

INTRODUCTIONS

Members: *David Bone (new member), Joyce Gifford, Tim Wuest, Tim Lainhart, Steve Williams, Erin McClellan (new member), Ken Worcester, Emily Lisborg (remote), Joey Knauf (remote)*

Staff: *Kendall Reid, Parks and Recreation Director; Kori Buth, Administrative Assistant; Parks and Cemetery Manager, Tom Kissinger; Facilities Manager, Kyle Christoph; Aquatics and Recreation Manager, Melissa Sebastian; Pioneer Community Center Manager, Cecily Rose; Rentals and Events Coordinator, Taylor Miller*

New Parks and Cemetery Manager, Tom Kissinger, started with City of Oregon City on Thursday, January 18th, immediately following the ice storm. Tom comes with a range of skills and experience, and we are excited to have him join the Parks and Recreation family.

New Rentals and Events Coordinator, Taylor Miller, started in November 2023. He will be supporting multiple divisions with rentals, activities, event planning and more. Taylor's background includes non-profit involvement and managing programs. Welcome Taylor!

ELECTIONS

Nominations tallied for positions of Chair and Vice Chair for 2024. Voting for Chair resulted in a tie between Steve Williams and Timothy Lainhart. A follow-up verbal vote was taken amongst all PRAC members and resulted in Steve Williams being elected as Chair. Ken Worcester has been elected as Vice Chair.

A motion was made by Joyce Gifford to approve the election of Steve Williams as Chair and Ken Worcester as Vice Chair. Seconded by Tim Wuest. Roll call passed the motion.

APPROVAL OF MINUTES

1. Approval of December 7th, 2023 Meeting Minutes

Tim Lainhart motioned to approve previous PRAC minutes.
Joyce Gifford seconded the motion.

Roll call passed motion.

PUBLIC COMMENT

No public comment

PRESENTATIONS

Committee Training

Presented by the City Recorder, Jakob Wiley.

Ken Worcester asked for clarification on the electronic meetings potentially being recognized as a meeting. One Reply All doesn't constitute a debate, correct? Or one email is okay, but avoid the debate afterwards? Jakob confirmed that using the staff liaison is the best bet to avoid possible issues.

Steve asked about personal electronic devices being used as evidence in public records requests. Jakob mentioned using city-issued email accounts, but PRAC members don't have City email addresses. Example: Steve sends Ken an email about upcoming agenda items. Not a quorum but could be subject to records requests. Public meeting laws differ from public records laws.

Tim Lainhart asked about limits for intergovernmental gift-receiving. As a government employee himself, with a defined limit of gifts he's able to receive at his day job, does that combine with the City gift limits? Jakob would need to confirm, but he believes they are separate limits.

Erin McClellan mentioned the \$50 gift limit and asked about someone providing \$70 worth of snacks/food to PRAC and if that would be appropriate. Jakob confirmed that food is exempt from the gift limit.

*Daughters of the American Revolution – Never Forget Garden Proposal
Presented by Julie Ann Smith

Originally presented in March 2023 but now revisiting to notify of site change proposal from Pioneer Center location to Mt. View Cemetery.

Tim Lainhart asked about irrigation options at the garden site. Staff is not certain if irrigation is available, but Kendall will confirm.

Steve Williams asked about the larger memorial project and the benches that are already built into that project – how soon will those benches be put in place? Kendall stated that it depended on PRAC's approval on proposal and what City Commissioners then decide.

Ken Worcester asked if the design of the site was established by DAR or by Parks staff? Kendall confirmed that it was decided by Parks Staff and Tom Kissinger stated that the pavers are easiest to run a mower over.

Tim Lainhart asked what kind of public engagement is done once a project like this is complete. Presenter, Julie Ann, stated that posts would be made on social media, as well as word of mouth announcements inviting groups and connections to visit the completed garden.

David Bone does the MCing for our Memorial Day event each year and he asked if this project plans to be completed by the upcoming holiday. Kendall stated that it depends on the timing of the projects. We are on pace to complete by this years event.

David Bone also asked about the opportunity for groups or individuals to sponsor the benches that will be installed. Kendall then mentioned the adopt-a-bench program that we would like to implement more consistently.

Tim Wuest also suggested posting an article in Trail News publication regarding the Never Forget Garden.

Joyce Gifford mentioned her preference of this location over the Pioneer Center site.

David Bone motioned to approve the site change from Pioneer Center to Mt. View Cemetery for DAR's Never Forget Garden.

Tim Wuest seconded the motion.

Roll call passed motion.

Kendall will keep the group informed on the progress of this project.

*Parents of Murdered Children Memorial Site Expansion Proposal
Presented by Mary and Bob Elledge

Looking to expand the memorial space to provide more area for victim names.
Looking to add 10 stones, providing space for 1,000 additional names.

Kendall pointed out that the plan is to remove the benches along the edge of the memorial and place additional memorial stones in that space.

Erin McClellan asked if there will still be seating if benches are removed?
Kendall confirmed there will still be seating available in the area.

Tim Wuest asked how POMC relates to Oregon City. Do you have to be an Oregon City resident? Presenter, Mary Elledge stated that most of the people memorialized in Oregon City are from Oregon, but it is a nationwide organization and victims are from all over. The Oregon City memorial is the only site in Oregon and is the largest in the United States.

Tim Lainhart asked if this would be the final extension of the site. Mary Elledge confirmed that this additional would provide the space to add names for years to come and they want to be mindful that it now belongs to the City of Oregon City.

Tim Lainhart motioned to approve the proposal of expansion at the POMC Memorial site at Mt. View Cemetery.
Emily Lisborg seconded the motion.
Roll call passed motion.

GENERAL BUSINESS

Melissa Sebastian presented the movie options for the Movies in the Park series. Joyce Gifford asked about what the size of the list normally looks like, as this list seems lengthy. Melissa confirmed that the list usually begins with 10-12 movie options.

Tim Lainhart asked about what genre of movie typically brings out the most community members. Melissa mentioned that parents are typically voting on what they think their children might like.

Erin McClellan asked about the rating of each list option. Melissa confirmed each option is rated either G or PG. Movies begin at dusk.

Joyce Gifford asked about the difference in cost for newer movies. Melissa stated that there is a difference in costs and it just depends on the licensing agreement.

The community votes via trail news, social media, and posted QR codes on fliers and posters.

STAFF REPORTS

Update from Kendall includes continuing work on the Clackamette Park Master Plan. Looking at the Cove as a possible location for the RV Park. Will present this information to PRAC in February and City Commission in coming months. Also looking at the obligations for the boat ramp. Parks Master Plan is moving along and coming close to the final draft. We are wrapping up the Capital Improvement Plan and will send drafts to PRAC members for review before other presentations are made to additional groups and public engagement is scheduled. Spoke on potential sponsorship with a local organization on collaboration for a fenced dog park.

Tim Wuest asked about who owned the Cove Property. Kendall confirmed that this property is owned by Urban Renewal.

Kendall also mentioned the status of the Facilities Master Plan and the development of plans for the future of our facilities (Swimming Pool, EOT, etc) and how the Parks Master Plan aligns with that vision.

Kyle Christoph spoke on winterization of facilities and the ice storm response.

Kitchen items at Pioneer Community Center needed repair, as well as the HVAC Systems at End of the Oregon Trail, Ermatinger, House, and the Police Station. Unit at Fir Street has not yet been returned to service.

Tom Kissinger was very impressed with our Parks crew response to the ice storm. Brandon and Jinny have been wonderful during the onboarding process.

Steve Williams asked if there was much tree damage during this recent storm. Luckily, we avoided much tree damage.

Melissa Sebastian reported that swim seasons are wrapping up and preparing for upcoming lifeguard certification class. Most swim lessons were able to be rescheduled due to cancelations due to weather. The swimming pool posted on social media about the indoor playground and saw a large increase in attendance. Ermatinger House events include Heritage Holidays, Military Arms, Oregon's Birthday, Lantern Tours and a Murder Mystery. Daddy Daughter Dinner Dance takes place next week and usually is fully attended.

Cecily Rose spoke on the holiday season at the Pioneer Center and the outpouring of generosity from the community. Oregon City Subaru partnered with the Center and placed a giving tree there to provide gifts to Meals on Wheels participants as well as Center patrons. Our first holiday bazaar was hosted at the Pioneer Center and it was very well attended and supported. A Spring bazaar will also be taking place. Nutrition Assistant position is currently open and we are hoping to fill very soon. Shout out to the response to the ice storm and still being able to provide for Meals on Wheels clients and Center visitors. Pioneer Center participated in the National Share the Love Campaign and is hoping to be considered a Hometown Hero next year, which would bring Meals on Wheels funding directly to the Pioneer Center program. The Pioneer Center was also awarded a \$50,000 Transportation grant through the Oregon Department of Human Services. Also awarded a \$22,000 Nutrition grant.

MEMBER REPORTS

Tim Lainhart and Erin McClellan both gave shoutouts to the Swimming Pool for the marketing and implementation of the Indoor Playground during the weather event.

Emily Lisborg thanked Kendall for the updates on current and upcoming projects. She will reach out to Zerksey's regarding the potential of the pollinator garden.

Kendall agreed to move forward with that.

Steve Williams got word that reservoirs were drained to support the salmon migration and mentioned that there may be debris and material in the water.

FUTURE AGENDA ITEMS

Permanent Pickleball Nets
Clackamette Park Master Plan – RV Park Relocation Proposal
Discuss upcoming PRAC Agenda topics schedule

NEXT SCHEDULED MEETING – February 22nd, 2024

ADJOURNMENT

Meeting ended about 8:00 pm

*represents an agenda item that requires action taken by PRAC