



CITY OF OREGON CITY PARKS AND RECREATION ADVISORY COMMITTEE AGENDA

City Hall Commission Chambers, 625 Center St., Oregon City, OR 97045
Thursday, February 27, 2025 at 6:00 PM

Ways to participate in this public meeting:

- Attend in person, location listed above. Please see the public comment guidelines below.
- Attend the livestream of the meeting on the City's YouTube Channel:

<https://www.youtube.com/user/CityofOregonCity>

- Register to provide electronic testimony (email kbuth@orccity.org or call 503-496-1511 by 3:00 PM on the day of the meeting to register)
- Email kbuth@orccity.org (deadline to submit written testimony via email is 3:00 PM on the day of the meeting)

1. CALL TO ORDER AND ROLL CALL

2. PUBLIC COMMENTS

Please see the public comment guidelines below.

3. GENERAL BUSINESS

- Chair/Vice Chair Elections
- Cemetery Fees
- SDC Methodology Update
- Wesley Lynn Dog Park Update
- Additional Member Interviews Discussion

4. NEXT SCHEDULED MEETING - MARCH 27, 2025

5. ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the clerk. When the Chair calls your name, proceed to the speaker table, and state your name and city of residence. Each speaker is given 3 minutes to speak. As a general practice, the committee does not engage in discussion with those making comments. Complaints shall be addressed at the department level prior to addressing the committee.

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](#) 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.



Mountain View Cemetery

Price Review and New Fees

Follow up from Jan 23RD PRAC Meeting

Cost Recovery and New Fees

- Pre-Need and At-Need Costs
- Endowment Fund: How it works and Forecast
- Cost Breakdown – Current and Subsidized
 - Burial Location Options
 - Burial, Staff, and Admin Fees
 - Vendor Services and Products
- Expense Allocation – How the cemetery is funded?
- New Fees
 - Service Setup and Second Right to Interment
 - New Niche Wall and Memorial Plaque



Pre-Need and At-Need Costs

PRE-NEED

Family Comes in to Plan for Future Burial

Costs that can be paid in advance

Pre-Need Planning Costs

- **Purchase space for interment or inurnment**
 - **Ground Lot - Casket or Cremation interment**
 - **Crypt in Mausoleum - Casket interment**
 - **Niche in Mausoleum - Cremains interment**
- **Purchase and setting of granite headstone**
 - **All engraving completed, except final date**
 - **Stone is set in place a few months after ordering**

AT-NEED

Family Comes in to Plan for Immediate Burial

Costs must be paid before burial

At-Need Costs

- **Burial lot, crypt or niche (if not pre-need)**
- **Burial fees**
 - **Interment fee**
 - **Liner (if casket ground burial)**
- **Memorial Option**
 - **Headstone (At-Need)**
 - **Final date engraving (Pre-Need)**
 - **Bronze Name Bar or Name Plate (Only available to purchase at time of coordinating for burial)**

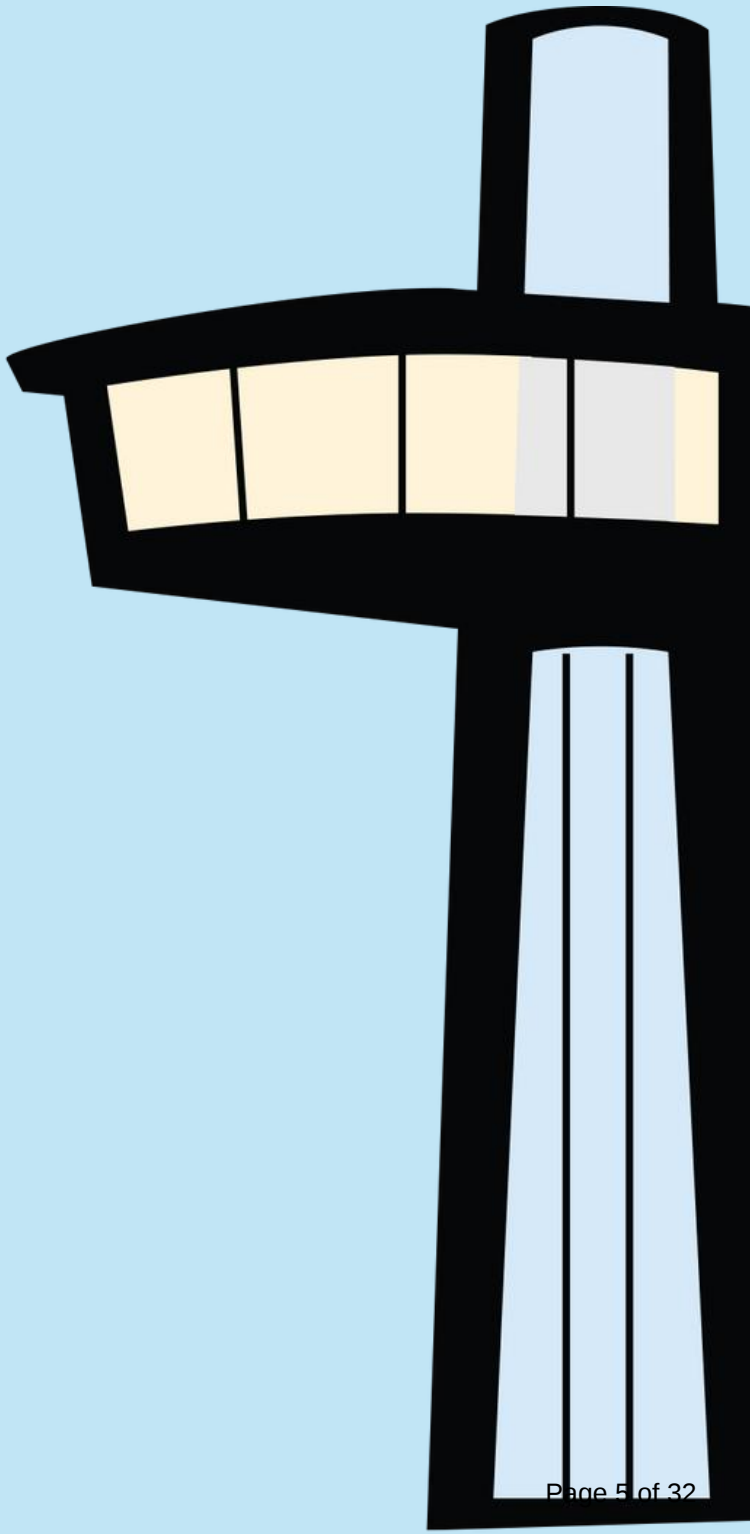
Endowment Care Fund

Cemetery maintains an endowment care fund placed in an irrevocable trust fund

	Minimum Amount Required by State Law	2023-24 Number of Sales	Revenue from Sales	Projected Endowment Fund Amount based on 2023-24 Revenue
Ground Casket Lots	9%	26	\$64,400.00	\$5,796.00
Ground Cremation Lots	9%	38	\$29,400.00	\$2,646.00
Niche in Mausoleum	5%	6	\$16,175.00	\$808.75
Crypt in Mausoleum	5%	3	\$9,432.00	\$471.60
				\$9,722.35

An endowment care cemetery shall deposit with the trustee or custodian of its endowment care fund the following minimum amounts received from the gross sales:

- 9% for each casket ground lot sold with a liner
- 9% for each cremation ground lot
- 5% for each niche sold
- 5% for each crypt sold



Burial Locations Options

Current vs Subsidized

- All fees rounded up to nearest \$10
- None of these fees are connected to vendor services or products

			Price for 100% Cost Recovery (No Subsidy)	Price for 75% Cost Recovery (25% Subsidy)	Price for 65% Cost Recovery (35% Subsidy)
Ground Options		Current Price	100% Price Increase	50% Price Increase	25% Price Increase
Cremation Lots					
	Double Cremation - Section M & N	\$600.00	\$1,200.00	\$900.00	\$750.00
	Single Cremation - Section M & N	\$300.00	\$600.00	\$450.00	\$380.00
	Double Cremation - Nature's Pathway	\$1,200.00	\$2,400.00	\$1,800.00	\$1,500.00
	Double Cremation - Nature's Pathway Stone	\$392 / \$458 / \$536	\$400 / \$500 / \$600		
Casket Lots					
	Casket Lot Sales - Sections A-K	\$5,000.00	\$10,000.00	\$7,500.00	\$6,250.00
	Casket Lot Sales - Section L	\$3,800.00	\$7,600.00	\$5,700.00	\$4,750.00
	Casket Lot Sales - Section M & N	\$2,200.00	\$4,400.00	\$3,300.00	\$2,750.00
Mausoleum Options					
Niche for Cremains (new wall - all others sold)					
	Single Cremation - Top 5 and bottom 2 rows	\$1,400.00	\$2,800.00	\$2,100.00	\$1,750.00
	Single Cremation - Middle 5 rows	\$1,600.00	\$3,200.00	\$2,400.00	\$2,000.00
	Double Cremation - Top 5 and bottom 2 rows	\$2,800.00	\$5,600.00	\$4,200.00	\$3,500.00
	Double Cremation - Middle 5 rows	\$3,200.00	\$6,400.00	\$4,800.00	\$4,000.00
Crypt for Casket					
	Single Crypt - Ground level and Upper Rows	\$3,200.00	\$6,400.00	\$4,800.00	\$4,000.00
	Single Crypt - Mid-Level Rows	\$4,400.00	\$8,800.00	\$6,600.00	\$5,500.00
	Tandem Crypt - Ground Level and Upper Rows	\$5,200.00	\$10,400.00	\$7,800.00	\$6,500.00
	Tandem Crypt - Mid-Level Rows	\$6,700.00	\$13,400.00	\$10,050.00	\$8,380.00
	Quad Crypt	\$9,500.00	\$19,000.00	\$14,250.00	\$11,880.00

Burial Fees, Staff Labor & Admin Fees **Current vs Subsidized**

- All fees rounded up to nearest \$10
- None of these fees are connected to vendor services or products

Interment and Staff-related Fees		Current Price	Price for 100% Cost Recovery (No Subsidy)	Price for 75% Cost Recovery (25% Subsidy)	Price for 65% Cost Recovery (35% Subsidy)
			100% Price Increase	50% Price Increase	25% Price Increase
Burial: Interment/Entombment Fees					
	Ground Cremains	\$250.00	\$500.00	\$380.00	\$320.00
	Ground Casket	\$750.00	\$1,500.00	\$1,130.00	\$940.00
	Niche Cremains	\$350.00	\$700.00	\$530.00	\$440.00
	Crypt Cremains	\$350.00	\$700.00	\$530.00	\$440.00
	Crypt Casket	\$550.00	\$1,100.00	\$830.00	\$690.00
Staff Labor and Administative Fees					
	Locate/Inspect (outside HS order)	\$85.00	\$170.00	\$130.00	\$110.00
	Saturday Service - Casket (Overtime)	\$700.00	\$1,400.00	\$1,050.00	\$880.00
	Saturday Service - Cremains (Overtime)	\$400.00	\$800.00	\$600.00	\$500.00
	Miscellaneous Work Requests (hourly)	\$40.00	\$80.00	\$60.00	\$50.00
	Admin Fee - Charged for burial recording	\$250.00	\$500.00	\$380.00	\$320.00

Vendor Services & Products

Current Pricing

- All new prices fees rounded up to nearest \$10
- Proposed Standardized Markup for Vendor Products & Services
 - 2.5% markup on new Headstones, Name Plates, Natural Stones
 - 2% markup on all service-related vendor expenses on existing memorial items (e.g., final date engraving)

Vendor Services and Products		Current Price	Proposed Markup	Proposed Markup	Proposed Markup
Headstones - Flat Granite			Color Option 1	Color Option 2	Color Option 3
	Single Cremation	\$920 / \$970 / \$1060	\$810.00	\$860.00	\$940.00
	Double Cremation	\$1200 / \$1410 / \$1490	\$1,040.00	\$1,230.00	\$1,310.00
	Casket Single	\$1750 / \$2170 / \$2460	\$1,500.00	\$1,880.00	\$2,150.00
	Casket Double	\$3560 / \$3650 / 3970	\$3,100.00	\$3,170.00	\$3,470.00
Natural Stone Cost and Engraving Services		Stone/engraving Combined	Small Natural Stone	Medium Natural Stone	Large Natural Stone
	Stone engraving and cost is currently combined	\$1370 / \$1610 / \$1900			
	Natural Stone Engraving		\$980.00	\$1,160.00	\$1,370.00
	Natural Stone Cost (No vendor cost)		\$400.00	\$500.00	\$600.00
Final Date, Bricks, and Memorial Wall Engraving					
	Final Date on Existing Stone	\$410.00	\$350.00		
	Bricks around Memorial Fountain	\$500.00	\$500.00		
	Memorial Wall - Name and Dates	\$350.00	\$350.00		
Niche & Crypt Memorial Options					
	Niche Memorial Plate - Essential	\$690.00	\$830.00		
	Niche Memorial Plate - Preferred	\$1,040.00	\$1,240.00		
	Niche Memorial Plate - Premium	\$1,380.00	\$1,650.00		
	Niche Bronze Name Bar & Vase	\$800.00	\$740.00		
	Crypt Bronze Name Bar & Vase	\$940.00	\$830.00		
Concrete Liners & Vase Options					
	Bronze Inscription Vases with Name/Date	\$1,170.00	\$1,320.00		
	Permavase Sets	\$140.00	\$140.00		
	Concrete Liner	\$1,000.00	\$1,000.00		

Budget Breakdown:
Estimated amount for care and maintenance of different locations at Mountain View Cemetery

Staff wages

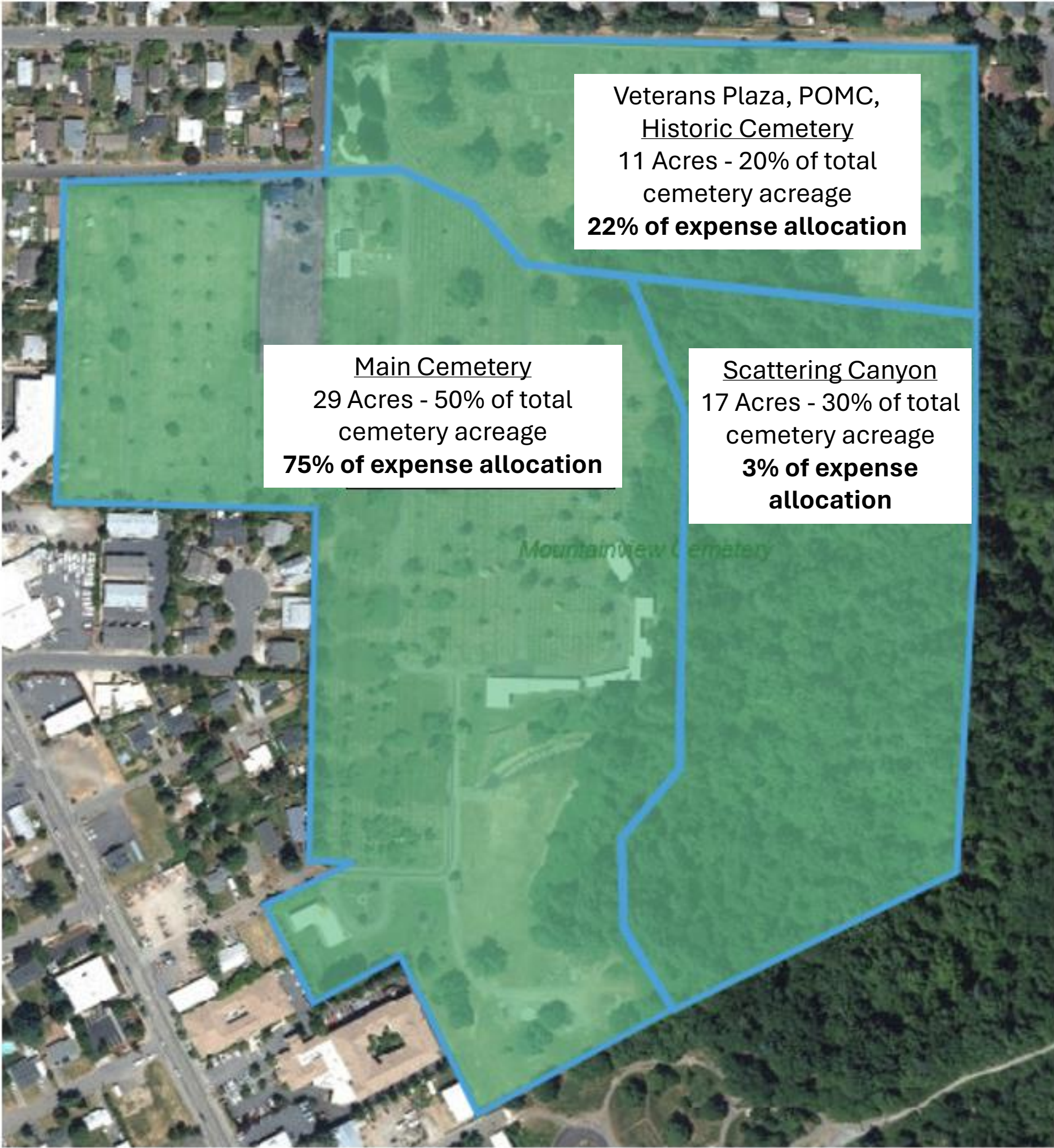
- **Equipment**
- **Grounds and Facility Maintenance and infrastructure**

Main Cemetery (75%)
\$452,625

Veterans, POMC, and Historic Cemetery (22%)
\$132,770

Scattering Canyon (3%)
\$18,105

Based on 2023-24 Data



New Fee Proposals (1 & 2)

1) Service setup in the Mausoleum

- \$200 for Casket Service with chairs, table, podium, and pallbearing (5 hours of staff time)
- \$100 for Cremation Service with chairs, table, and podium (1 hour of staff time)



2) Second Right to Interment

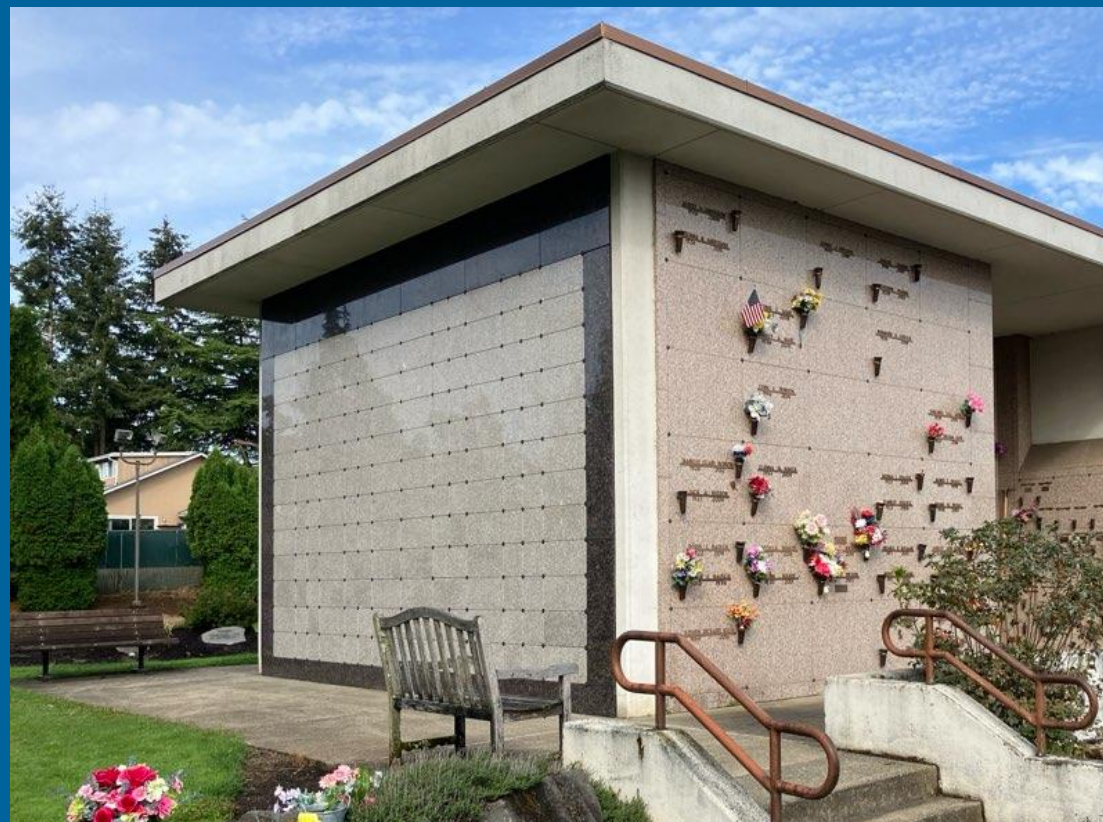
- The First Right of Interment is included with the purchase of a casket lot, and the Cemetery permits up to 4 cremation interments on each casket lot
- \$400 for each Second Right of Interment



New Fee Proposals (3 & 4)

3) New Niche Columbarium Wall

- Single Niche – 1 urn/cremation inurnment
 - \$1,400 Top 5 rows and bottom 2 rows
 - \$1,600 Middle 5 rows
- Double Niche – 2 urn/cremation inurnments
 - \$2,800 Top 5 rows and bottom 2 rows
 - \$3,200 Middle 5 rows



New Niche Wall Columbarium install in 2024

4) New Memorial Plaque Options

- \$690 - 1,650 New memorial plaque option for new niche wall



- Emblems available in Bronze, Black/White, or Color
- Portraits in Black/White portrait option
- Portraits available in Color for additional \$700
- Add on vase option is additional \$110

**** Prices vary based on niche wall location and plaque options ****

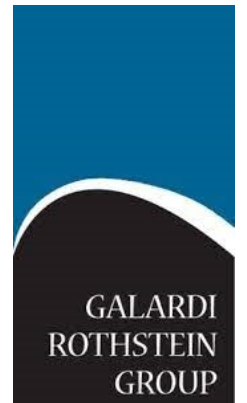


QUESTIONS?



Parks SDC Methodology Update

**City Commission Work Session
February 11, 2025**

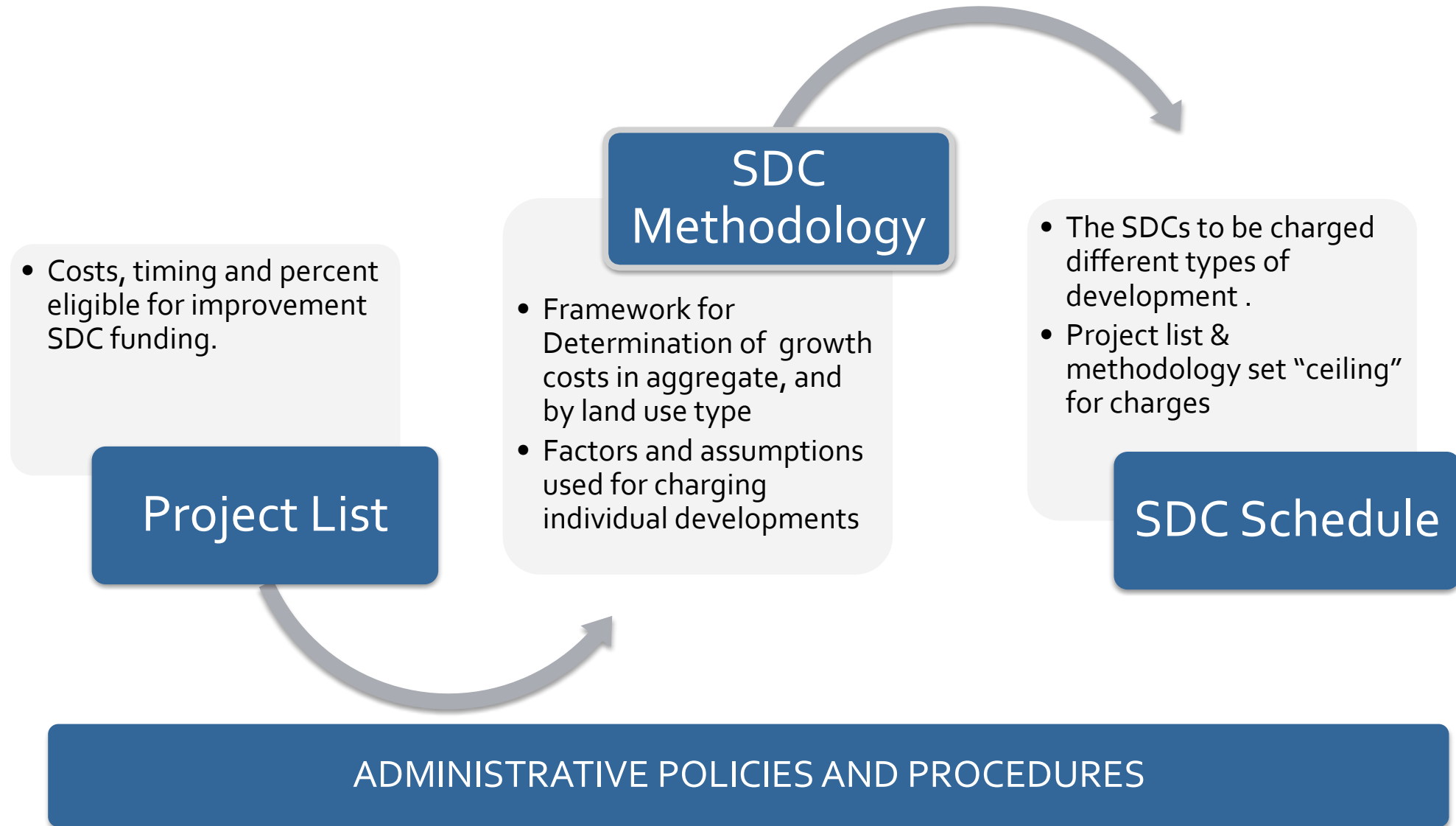


Recap of Process to Date

- October 8 Commission Meeting
 - Presented preliminary SDC findings
 - Initial feedback and direction for follow-up
- Updates to Analysis
 - Updates to project list
 - End of Oregon Trail park
 - Park Place concept area neighborhood park
 - Refinements to growth costs and SDC Schedule



SDC Program Elements

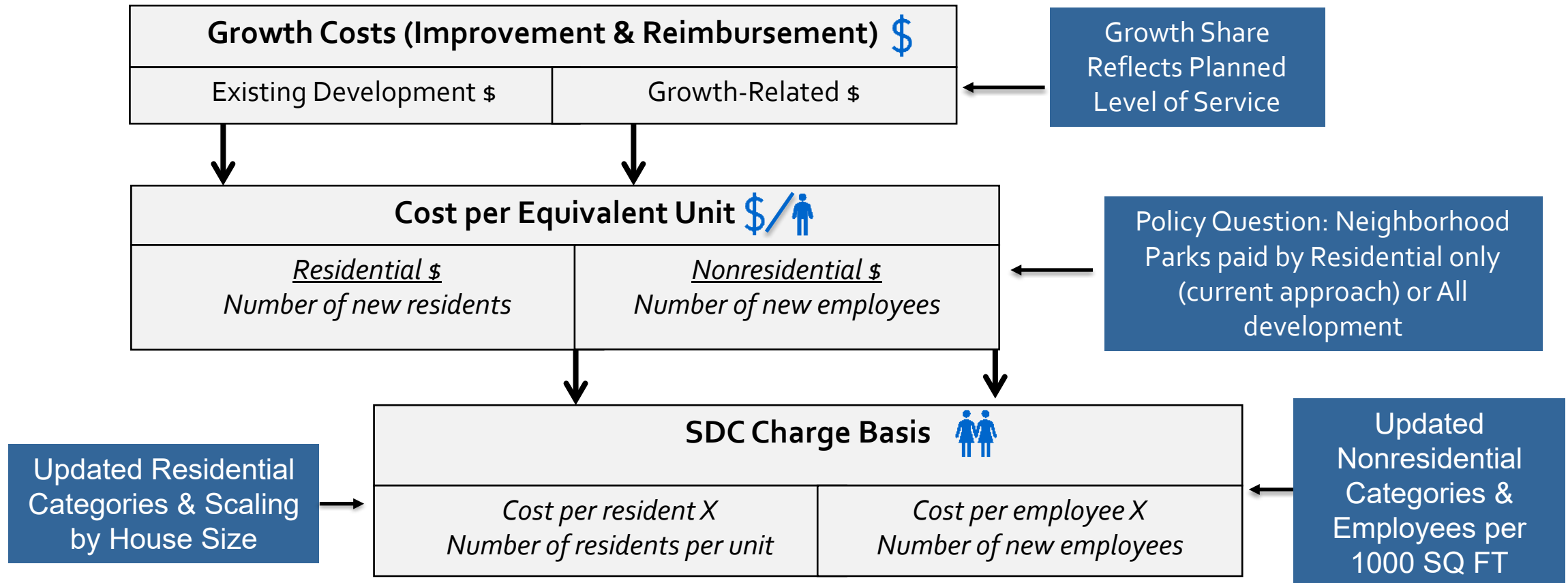


Updated Project List Summary

Project	SDC Classification	Land Acquisition Cost	Development Cost	Total Cost
Existing Park Development				
Clairmont Way	Neighborhood	-	\$1,594,174	\$1,594,174
Tyrone S Woods - Phase 2	Community	-	\$2,749,950	\$2,749,950
Wesley Lynn - Phase 2	Community	-	\$1,418,151	\$1,418,151
Park Place Park - Phase 2	Neighborhood	-	\$1,700,000	\$1,700,000
Subtotal Existing Parks		\$0	\$7,462,274	\$7,462,274
New Land Acquisition & Development				
Park Place Concept Area	Community	\$5,200,000	\$2,656,960	\$7,856,960
Park Place Concept Area (New)	Neighborhood	\$1,950,000	\$996,360	\$2,946,360
Thimble Creek Concept Area	Neighborhood	\$6,500,000	\$3,321,200	\$9,821,200
Meyers Road Area	Neighborhood	\$3,900,000	\$1,992,720	\$5,892,720
Partlow Road Area	Neighborhood	\$3,250,000	\$1,660,600	\$4,910,600
Subtotal New Parks		\$20,800,000	\$10,627,840	\$31,427,840
Existing Park Upgrades	Varies		\$6,285,680	\$6,285,680
Clackamette Regional Park Master Plan	Regional			
Park development			\$12,068,304	\$12,068,304
Boat ramp Upgrade			\$1,854,000	\$1,854,000
RV Park Relocation and Development			\$1,545,000	\$1,545,000
Subtotal Clackamette Park		\$0	\$15,467,304	\$15,467,304
New Pool & Recreation Center	Indoor Facilities		\$40,000,000	\$40,000,000
End of the Oregon Trail Redevelopment	Regional		\$1,464,649	\$1,464,649
Total Project List		\$20,800,000	\$81,307,747	\$102,107,747

Projects Added

Updated Methodology Framework



Summary of Growth Costs (Improvement Fee)

Project	SDC Classification	Total Cost	Growth Share Dev	Growth Share Acq.	Total Growth Share	Growth \$
Existing Park Development						
Clairmont Way	Neighborhood	\$1,594,174	47%	60%	47%	\$746,936
Tyrone S Woods - Phase 2	Community	\$2,749,950	100%	100%	100%	\$2,749,950
Wesley Lynn - Phase 2	Community	\$1,418,151	100%	100%	100%	\$1,418,151
Park Place Park - Phase 2	Neighborhood	\$1,700,000	47%	60%	47%	\$796,520
Subtotal Existing Parks		\$7,462,274			77%	\$5,711,557
New Land Acquisition & Development						
Park Place Concept Area	Community	\$7,856,960	100%	100%	100%	\$7,856,960
Park Place Concept Area (New)	Neighborhood	\$2,946,360	47%	60%	56%	\$1,641,263
Thimble Creek Concept Area	Neighborhood	\$9,821,200	47%	60%	56%	\$5,470,878
Meyers Road Area	Neighborhood	\$5,892,720	47%	60%	56%	\$3,282,527
Partlow Road Area	Neighborhood	\$4,910,600	47%	60%	56%	\$2,735,439
Subtotal New Parks		\$31,427,840			67%	\$20,987,067
Existing Park Upgrades	Varies	\$6,285,680			17%	\$1,045,426
Clackamette Regional Park Master Plan						
Park development	Regional	\$12,068,304	43%		43%	\$5,242,874
Boat ramp Upgrade		\$1,854,000	23%		23%	\$433,536
RV Park Relocation and Development		\$1,545,000	0%		0%	\$0
Subtotal Clackamette Park		\$15,467,304			37%	\$5,676,410
New Pool & Recreation Center	Indoor Facilities	\$40,000,000	23%		23%	\$9,141,425
End of the Oregon Trail Redevelopment	Regional	\$1,464,649	43%		43%	\$636,292
Total Project List		\$102,107,747			42%	\$43,198,178

Reduced to reflect portion of indoor recreation facilities utilized by participants outside the City

Total SDC Costs

- Reimbursement fee based on excess capacity available for growth; revenues can be spent on any capital improvements
- Compliance costs includes growth share of Master Planning costs, SDC methodology cost, and a portion of administrative costs.

Type	Total
Improvement Fee	\$43,198,178
Reimbursement Fee	
Pocket Parks	\$3,115,544
Community Parks	\$4,612,026
Regional/Specialty	\$99,718
Subtotal Reimbursement	\$7,827,288
Combined Imp & Reimb.	\$51,025,466
Est. Compliance Cost	\$553,492
Total SDC Cost Basis	\$51,578,958



Residential (\$/Dwelling Unit)

- Single Family - \$7,912
- Multifamily - \$6,258
- Manufactured Dwelling - \$6,389

Nonresidential (\$519/Employee)*

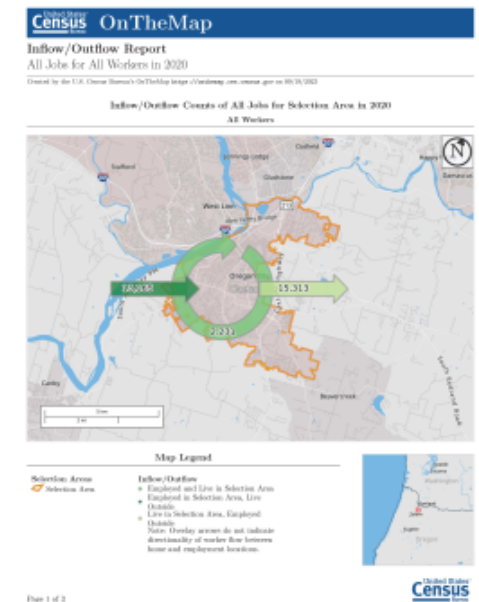
- Based on Employees per SQ. FT. Building Area
- Examples (\$/1,000 SQ FT)
 - Gen. Industrial - \$741
 - Restaurant - \$2,307
 - Financial Office - \$1,483

* Nonresidential SDCs do not include Neighborhood Parks; Employees = 0.29 residential equivalent

Updated Residential vs. Nonresidential Costs

- Employee impact discounted based on relative hours available for park use and portion of employees that are nonresidents (89%).
- Existing methodology excludes neighborhood park costs from nonresidential

		Equivalency	Residential	%
	Growth	Factors	Equivalents	Total
20-Year				
Population	9,160	1.00	9,160	91.3%
Employment	3,790	0.23	876	8.7%
Total	12,950		10,035	100.0%



Updated Residential SDCs

	Updated Persons per Unit ¹	Neighborhood Parks: All Development ²				Neighborhood Parks: Residential Only ³			
Option		SDC-in-Lieu of Dedication (Land Acq.)	Parks SDC (Dev)	Acquisition +Development SDC	% Change from Current	SDC-in-Lieu of Dedication (Land Acq.)	Parks SDC (Dev)	Acquisition +Development SDC	% Change from Current
Single/Middle Scaled Option ⁴									
<800 SQ FT	1.88	\$3,143	\$5,317	\$8,460	7%	\$3,311	\$5,415	\$8,726	10%
800-1,799 SQ FT	2.41	\$4,041	\$6,836	\$10,877	37%	\$4,257	\$6,962	\$11,219	42%
1,800-2,999 SQ FT	2.68	\$4,490	\$7,596	\$12,086	53%	\$4,730	\$7,736	\$12,466	58%
3,000-3,799 SQ FT	2.95	\$4,939	\$8,355	\$13,294	68%	\$5,203	\$8,510	\$13,713	73%
>3,800 SQ FT	3.22	\$5,388	\$9,115	\$14,503	83%	\$5,676	\$9,283	\$14,959	89%
Multifamily >5 units (Avg.) ⁵	1.78	2,982	\$5,045	\$8,027	28%	3,142	\$5,138	\$8,280	32%
¹ Source: 2022 American Community Survey 5-Year average									
² Neighborhood Park costs recovered from both residential and commercial development									
³ Neighborhood Park costs recovered from residential development only									
⁴ Scaling factors reflect Water Environment Services SDCs. Includes manufactured homes not in a park.									
⁵ Includes manufactured homes in a park									

Updated Nonresidential \$/Employee

- Neighborhood parks = 29% of SDC cost basis
- Other community practices vary on this issue

	\$/Employee : All Parks	\$/Employee: No Neighborhood Parks
Current	na	\$519
Updated	\$1,050	\$707
% Change	102%	36%

Nonresidential Categories

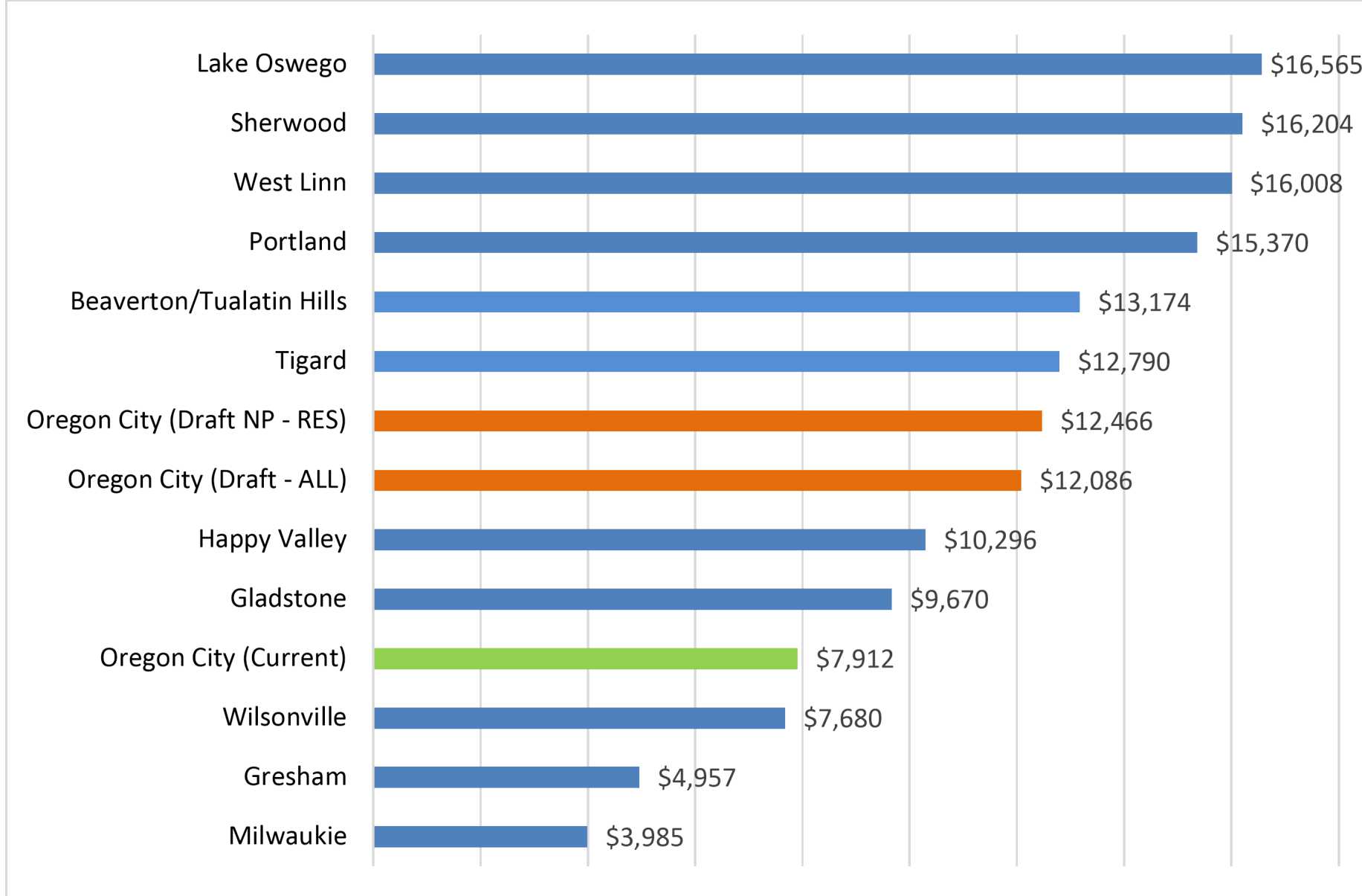
- Primary data source is Metro employment density
 - Current SDCs reflect pre-1999 Metro study
- Greater consolidation in more recent study

SIC Code	Category (# of Current SDC Categories)	Emp/1,000 SQ FT	
		2000 SDC Study	Most Recent Metro Study
	Manufacturing (11 categories)	0.71-2.67	0.63-2.50
42, 44, 45, 47	Transportation and Warehousing (3 categories)	.05-.67	0.30
	Trucking	0.67	
	Storage	0.05	
	Distribution	0.67	
43, 46, 48, 49	Communications and Public Utilities (2 categories)	4.00-4.44	2.17
50-51	Wholesale Trade (2 categories)	0.87-1.00	0.72
52-59	Retail Trade (9 categories)	1.00-4.44	2.13
	General	1.43	
	Hardware	1.00	
	Food stores	1.48	
	Restaurant/bar	4.44	
	Appliance/furniture	1.00	
	Auto dealership	1.54	
	Gas station (gas only)	3.33	
	Gas station (gas and service)	2.50	
	Regional shopping center	1.67	
	Services (7 categories)	0.67-2.86	1.30-2.86
60-68	Finance, Insurance & Real Estate	2.86	2.70
70-79	Non-Health Services		1.30
	Hotel/Motel	0.67	
	Cinema	0.91	
	Personal Services	1.67	
80	Health Services		2.86
	Hospital	2.00	
	Clinic	2.86	
81-89	Educational, Social, Membership Services	0.77	1.35
90-99	Government	3.33	1.89

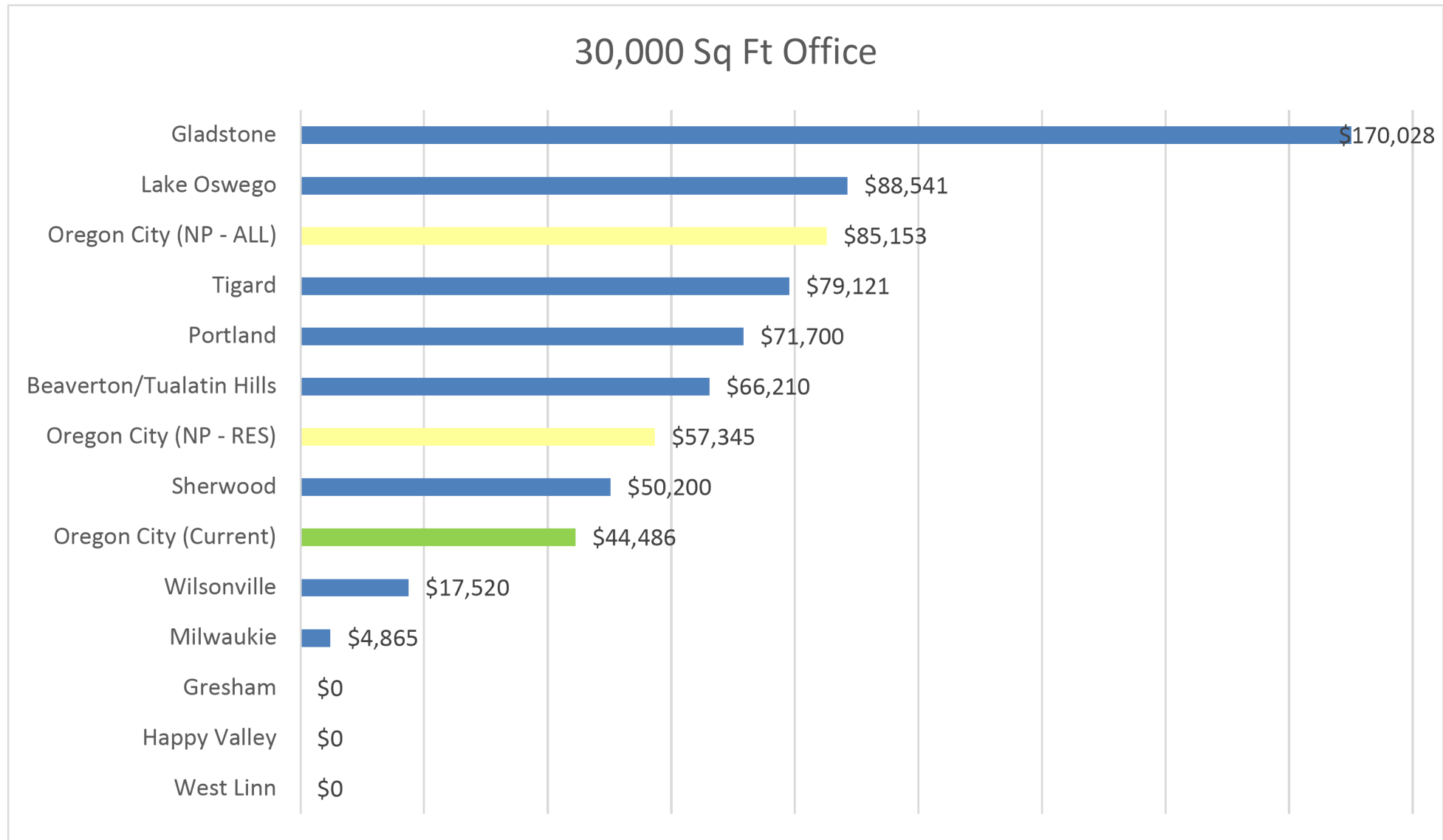
Sample Nonresidential SDCs

Examples	1,000 SQ FT	Current	Revised \$/Emp		Rev. \$/Emp and Emp/1,000 SF	
			NP: All Dev	NP: Res Only	NP: All Dev	NP: Res Only
Calculated SDC						
Government Building	30	\$51,900	\$105,022	\$70,725	\$59,446	\$40,033
General Office (Finance, Insurance)	30	\$44,486	\$90,019	\$60,621	\$85,153	\$57,345
Manufacturing: Food Related	30	\$20,090	\$40,654	\$27,377	\$50,011	\$33,679
Manufacturing: Lumber	30	\$27,804	\$56,262	\$37,888	\$49,229	\$33,152
Retail Store	5	\$3,707	\$7,502	\$5,052	\$11,173	\$7,524
% Change						
Government Building			102%	36%	15%	-23%
General Office (Finance, Insurance)			102%	36%	91%	29%
Manufacturing: Food Related			102%	36%	149%	68%
Manufacturing: Lumber			102%	36%	77%	19%
Retail Store			102%	36%	201%	103%

SDC Comparison (Single Family Residential)



SDC Comparison (Nonresidential)



- Methodology determine SDC “ceiling”
- Adoption schedule must follow **ORS 223.304** requirements

ORS 223.304

Maintain list of interested parties

90-day notice of public hearing

60-day review of methodology

A wide-angle photograph of a grassy field. In the foreground, there is a large, open area of green grass. In the middle ground, there is a line of trees with autumn-colored foliage (yellows, oranges, and browns). To the left, a large, leafless tree stands prominently. To the right, a smaller, bare tree is visible. In the background, more trees and a small house are partially visible. The sky is blue with scattered white clouds.

Wesley Lynn Dog Park

Concept Plan Options

December 10, 2024



KEY CALLOUTS

- 1 OFF-LEASH AREA (0.82 AC)
- 2 EXISTING WETLAND (0.50 AC)
- 3 RESTORATION PLANTING (1.20 AC)
- 4 4' CHAIN LINK FENCE, TYP.
- 5 16' MAINTENANCE ACCESS GATES

Option 1a





KEY CALLOUTS

- 1 LARGE DOG AREA (1.01 AC)
- 2 SMALL/TIMID DOG AREA (0.22 AC)
- 3 EXISTING WETLAND (0.50 AC)
- 4 RESTORATION PLANTING (0.80 AC)
- 5 4' CHAIN LINK FENCE, TYP.
- 6 16' MAINTENANCE ACCESS GATES
- 7 HARD PIPED DRAINAGE CONNECTION

Option 1b





KEY CALLOUTS

- 1 LARGE DOG AREA (1.44 AC)
- 2 SMALL/TIMID DOG AREA (0.23 AC)
- 3 EXISTING WETLAND (0.50 AC)
- 4 RESTORATION PLANTING (0.63 AC)
- 5 4' CHAIN LINK FENCE, TYP.
- 6 16' MAINTENANCE ACCESS GATES
- 7 HARD PIPED DRAINAGE CONNECTION