CITY OF OREGON CITY
CITY COMMISSION REGULAR MEETING
REVISED AGENDA

Hanlon Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Wednesday, June 4, 2025 at 7:00 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 recorderteam@orcity.org or call 503-496-1509 by 3:00 PM on the day of the meeting to register)*
- *Email recorderteam@orcity.org (deadline to submit written public comment via email is 3:00 PM on the day of the meeting)*
- *Mail to City of Oregon City, Attn: City Recorder, P.O. Box 3040, Oregon City, OR 97045*

EXECUTIVE SESSION

The Executive Session will begin after the adjournment of the City Commission Regular Meeting pursuant to ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

REGULAR MEETING OF THE CITY COMMISSION

1. **CONVENE MEETING AND ROLL CALL**
2. **FLAG SALUTE**
3. **CEREMONIES AND PROCLAMATIONS**
   a. "If I Were Mayor..." State Contest Winner - Justin Evers
   b. Juneteenth Proclamation
   c. Pride Month Proclamation
4. **PUBLIC COMMENTS**
   Please see the public comment guidelines below.
5. **PRESENTATIONS**
   a. Youth Advisory Commission Annual Report
   b. Oregon City Arts Commission Annual Presentation
   c. Clackamas Heights Affordable Housing Presentation
6. **ADOPTION OF THE AGENDA**
7. **CONSENT AGENDA**
   a. Change Order No. 3 for the Molalla Avenue Sanitary Sewer I&I Rehab Project (CI 23-013)
   b. Purchase of Bulk Fuel at the Fir Street Fuel Site with CECO, Inc (Carson Oil Company)
   c. Resolution No. 25-13, Establishing Eligibility to Receive State Shared Revenues
   d. Management, Supervisory, and Confidential Employee Salary Cost of Living Adjustment (COLA) FY 2025-26
   e. 82nd Avenue Relinquishment of Permitting Rights to Oregon Department of Transportation
   f. 13th Street Parking Transition
8. **PUBLIC HEARINGS**

a. Resolution No. 25-14, Declaring Oregon City's Election to Receive State Shared Revenues

b. Resolution No. 25-15, Adopting the Budget, Making Appropriations, Imposing Taxes and Categorizing Taxes for the 2025-2027 Biennium

c. First Reading of Ordinance No. 25-1005, A Legislative Update to the Parks Master Plan, an Ancillary Document to the OC2040 Comprehensive Plan (GLUA 25-02; LEG-25-01)

d. First Reading of Ordinance 25-1006, Adopting LEG-25-02 Climate Friendly and Equitable Communities Code Amendments and Declaring an Emergecy

9. GENERAL BUSINESS

a. Second Reading of Ordinance No. 25-1007, Declaring the Oregon City Municipal Court as a Court of Record

10. COMMUNICATIONS

City Manager

Commissioners

Mayor

11. ADJOURNMENT

ORDINANCE NOTICE

If an ordinance is noticed above in this agenda, the text of the ordinance is available online with the posted agenda packet. In addition, three copies are provided for public review in the Office of the City Recorder upon request.

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's table, and state your name and city of residence. Each speaker is given 3 minutes to speak. Representatives of neighborhood associations may be given 5 minutes to speak if requested. As a general practice, the City Commission does not engage in discussion with those making comments. Complaints shall first be addressed at the department level prior to addressing the City Commission. Electronic presentations are permitted but must 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 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 WFMC at 503-650-0275 for a programming schedule.

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

CITY OF OREGON CITY

Staff Report

To:	City Commission	**Agenda Date:**	June 4, 2025
From:	Hannah Schmidt, Community Engagement Specialist		

SUBJECT:
Item 3.a. - "If I Were Mayor..." State Contest Winner - Justin Evers

STAFF RECOMMENDATION:

EXECUTIVE SUMMARY:
At the City Commission meeting on April 16, the City of Oregon City awarded five students for placing in the local "If I Were Mayor..." Contest. The first place winners in each category (poster, essay, multimedia) were submitted on to the state level. Justin Evers, an 11th grade student at Oregon City High School, placed second at the state level for his multimedia submission. Justin Evers will be awarded $300 on behalf of the Oregon Mayors Association (OMA) for this accomplishment!

BACKGROUND:
You can view Justin Evers' multimedia submission via the link below:
https://youtu.be/PDT-uNCQRUM?si=XjbnW4NzUy9MU6Nu

If you are interested in seeing the other 2024-2025 OMA Student Contest Winners, along with their submissions, please click the link below:
https://www.oregonmayors.org/special-programs/page/2024-25-student-contest-winners

OPTIONS:
N/A

BUDGET IMPACT:
N/A

PROCLAMATION

Whereas, President Abraham Lincoln signed the Emancipation Proclamation on January 1, 1863, declaring the slaves in Confederate territory free, paving the way for the passing of the 13th Amendment which formally abolished slavery in the United States of America; and

Whereas, word about the signing of the Emancipation Proclamation was delayed some two- and one-half years, to June 19, 1865, in reaching authorities and African Americans in the South and Southwestern United States; and

Whereas, June 19th has a special meaning to African Americans, and is called "JUNETEENTH," combining the words June and Nineteenth, and has been celebrated for over 150 years; and

Whereas, Juneteenth-centered activities have taken place to promote and cultivate knowledge and appreciation of African American history and culture; and

Whereas, Juneteenth is a day of reflection, and a day of renewal. It is a moment in time to appreciate not only the African American experience, but is inclusive of all races, ethnicities, and nationalities; and

Whereas, Juneteenth is a day that we can come together as a community to listen, to learn, and to refresh the drive to achieve; it is a day where we can come one step closer together to better utilize the energy wasted on racism; and

Whereas, the annual Juneteenth celebration in the City of Oregon City will be held on Saturday, June 21st at 2 p.m. at the End of the Oregon Trail Interpretive Center.

Now, Therefore, I, Denyse C. McGriff, Mayor of the City of Oregon City, do proclaim:

June 19, 2025
as
JUNETEENTH Day in Oregon City

And, urge all citizens to become more aware of the significance of this celebration in African American history and in the heritage of our nation and City.

In Witness Whereof, I have hereunto set my hand this 4th day of June 2025.

_____
DENYSE C. MCGRIFF, MAYOR

PROCLAMATION

PRIDE MONTH

Whereas, all human beings are born free and equal in dignity and rights, and this nation was founded on the principle that every individual has infinite dignity and worth; and

Whereas, members of the Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) community have fought bravely to live openly and authentically, and to celebrate who they are and who they love; and

Whereas, because of the acts of courage by the millions who came out and spoke out to demand justice, and by those who quietly toiled and pushed for progress, our country has made great strides in recognizing what those brave individuals long knew to be true in their hearts - that no person should be judged by anything but the content of their character; and

Whereas, the efforts and achievements of the LGBTQ+ community have allowed all to enjoy greater dignity, freedom, justice, and equality; and

Whereas, acknowledgement and education remain essential to help eliminate prejudice wherever it may exist; and

Whereas, the City of Oregon City is unequivocally committed to supporting visibility, dignity, and equality for LGBTQ+ people in our diverse community; and

Whereas, LGBTQ+ individuals have made immeasurable contributions to the cultural, civic, and economic successes of our country; and

Whereas, recognizing, celebrating, and standing with the LGBTQ+ community provides an opportunity for all Oregon City residents to strengthen alliances, build acceptance, advance equal rights, and create a better, more inclusive community.

Now, Therefore, I, Mayor Denyse C. McGriff, hereby proclaim:

June, 2025
as
Pride Month

And, call upon the people of Oregon City to join their fellow citizens across the United States in recognizing and participating in this special observance.

In Witness Whereof, I have hereunto set my hand this 4th day of June, 2025.

_____

Denyse C. McGriff, Mayor

June 5, 2025

To Whom it May Concern:

This letter is in response to the notice we received dated May 30 regarding our “hazardous” sidewalk.

We have owned our historic home for 12 years. The sidewalk was in disrepair when we purchased it, like many sidewalks in this beautiful neighborhood. We are proud of our home and of its place in the McLoughlin historic district and like many homes here, its upkeep is not inexpensive. We understand that ADA compliance is important however we feel that we are being unduly targeted and it is common knowledge (evidenced by a meeting with the city commissioners last night and conversations with many of our neighbors over the last few weeks) that one person is responsible for the dozens of complaints about sidewalks.

To ask us and our neighbors to take on the financial burden of replacing sidewalks in this economy with very little notice is not just unfair, it is cruel. It feels especially bad when the reason for it is so absurd- one person, who does not own their home or pay taxes has decided to harass their neighbors. The condition of our sidewalk is not unique, it is simply that we are within walking distance of this vindictive bully.

It seems to me that the City should get ahead of this before it snowballs further- before another section of the city is targeted. And then, when all the sidewalks are replaced, what will be next? Our gutters? Our paint? Where will it end?

Like us, our neighbors are good, hardworking people. We love living here and we value this city and try to make it a better place. Why not support folks like us instead of bring us to our knees? Our neighbors are sleepless, contemplating loans and liquidating 401Ks- even moving

. With respect, we ask for some consideration- whether it’s more time, financial assistance, a change is how the code is written. Something must be done.

Thank you,

Anna Goodman and Jason Temchin

1108/1110 6th St Oregon City, OR 97045

COMMENT FORM

PLEASE PRINT CLEARLY

- SPEAK INTO THE MICROPHONE AND STATE YOUR NAME AND RESIDING CITY
- Limit Comments to ***3 MINUTES***.
- Give to the Clerk in Chambers ***prior*** to the meeting.

OREGON CITY

Date of Meeting 6/4/2025

Item Number From Agenda 4

NAME: Lizzie Roberts-Dulle

ADDRESS: **Street:** 10026 6th St

City, State, Zip: Ore City 97045

PHONE NUMBER: (503) 307-0147

E-MAIL ADDRESS: lizzie.robarts-dulle@yahoo.com

SIGNATURE: Lizzie Roberts-Dulle

COMMENT FORM

PLEASE PRINT CLEARLY

- SPEAK INTO THE MICROPHONE AND STATE YOUR NAME AND RESIDING CITY
- Limit Comments to ***3 MINUTES***.
- Give to the Clerk in Chambers ***prior*** to the meeting.

OREGON CITY

Date of Meeting 6/4/25

Item Number From Agenda 4

NAME: Christina Hart

ADDRESS: **Street:** 508 Madison St

City, State, Zip: Oregon City OR 97045

PHONE NUMBER: (510) 220-5022

E-MAIL ADDRESS: georgie.c.beans@gmail.com

SIGNATURE:

COMMENT FORM

PLEASE PRINT CLEARLY

- SPEAK INTO THE MICROPHONE AND STATE YOUR NAME AND RESIDING CITY
- Limit Comments to ***3 MINUTES***.
- Give to the Clerk in Chambers ***prior*** to the meeting.

Date of Meeting 6-4-25

Item Number From Agenda 4

NAME: SCOTT DUNFEE

ADDRESS: **Street:** 503 Madison St.

City, State, Zip: OC 97045

PHONE NUMBER: 971 678-4903

E-MAIL ADDRESS: sdunfee855@aol.com

SIGNATURE:

COMMENT FORM

OREGON CITY

PLEASE PRINT CLEARLY

- SPEAK INTO THE MICROPHONE AND STATE YOUR NAME AND RESIDING CITY
- Limit Comments to ***3 MINUTES***.
- Give to the Clerk in Chambers ***prior*** to the meeting.

Date of Meeting 6/4/2025

Item Number From Agenda 4

NAME: Stephen H Dille

ADDRESS: **Street:** 1002 6th ST

City, State, Zip: OR OR 97045

PHONE NUMBER: (503) 307-0828

E-MAIL ADDRESS: STEPHENDILLE2@GMAIL.COM (ALL LOWER CASE)

SIGNATURE: [signature]

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

CITY OF OREGON CITY

Staff Report

To: City Commission **Agenda Date:** June 4, 2025
From:

SUBJECT:
Item 5.a. - Youth Advisory Commission Annual Report

STAFF RECOMMENDATION:
N/A

EXECUTIVE SUMMARY:
The 2024-2025 term of the Youth Advisory Commission is coming to an end, with their last meeting scheduled on June 9, 2025. The Chair, Julian Guerra Molina, and Vice Chair, Myles Kinney, will present an update of the accomplishments of the past term to the City Commission.

BACKGROUND:
Please reference Exhibit A for a full list of all the accomplishments of the 2024-2025 Youth Advisory Commission term.

OPTIONS:
N/A

BUDGET IMPACT:
N/A

2024 – 2025
Youth Advisory Commission Term Accomplishments

The Youth Advisory Commission identified youth nicotine addition as the top priority that they wanted to address within the Oregon City community for the 2024-2025 term. The Chair, Julian Guerra Molina took on the role of leading this initiative for the 2024-2025 Youth Advisory Commission term.

The Commission also created three working groups to address other high priority issues of concern within the community. Please refer below to the details and accomplishments of each identified working group:

Youth Houselessness Working Group: *Melanie Gabriel, Jack Solari, and Max Bishop*

- Working group is dedicated to learning about the youth houseless issue within the Oregon City community and addressing the needs of the houseless community.
- The Homeless Solutions Coalition of Clackamas County presented to the Youth Advisory Commission and discussed the planned construction of the Caring Place and informed the commissioners of the epidemic of youth houselessness within Clackamas County.
- Members of the working group held a meeting with Kennan Moore, Second Home Regional Coordinator of Clackamas County to gain a better understanding of the issue of youth houseless within Oregon City.
- Members sent a survey to non-profit and government organizations, inquiring about the issues that youth houselessness individuals face today. This data will be used to brainstorm solutions that the working group can potentially implement in the future.

Youth Election Involvement Working Group: *Justin Evers, Myles Kinney, Sydney McFarland, and Gaby Rysdam*

- Working group is dedicated to advocating to lower the voting age to 16 for School Board elections so students have a voice in what effects them.
- Members have been collaborating on drafting a letter of support to bring before the City Commission.
- Members have been following the status of House Bill 3012 this legislative session, which would permit an individual who is 16 or 17 years of age and registered to vote to cast a ballot in school district elections.
- Members received a presentation from the Clackamas County Clerk to become more informed on the election process within Clackamas County and become informed on the complexities with lowering the voting age to 16 for school board elections.

Youth Physical and Mental Health Working Group: *Elyjah McFarland, Cole Solari, Desiree Hanson, Hyrum Freestone, and Sofia Weis*

- Working group is dedicated to advocating for youth physical and mental health.

- Spoke privately with Representative Annessa Hartman about the mental health crisis that youth currently face.
- Members of the Youth Advisory Commission received a tour of Rivercrest Park from the Deputy Director of Parks and Recreation, Tom Kissinger. Deputy Director Kissinger also provided information about the youth programming available through the Parks and Recreation Department and the working group members identified that Parks and Rec lacked programming catered toward teens and young adults.
- Metro presented on the Nature in Neighborhoods Community Choice Grants. Members have plans to submit their park ideas and attend the Idea Generating Workshop at the Oregon City Library on June 7, 2025.
- The Youth Advisory Commission held a special meeting to provide feedback on the Suicide Prevention Coalition of Clackamas County's Youth and Young Adult Action Team's suicide prevention app.

Below are a list of events the youth attended and the accomplishments that the Youth Advisory Commission had as a whole over the 2024-2025 term:

1. **Networking World Café**

   Members of the Youth Advisory Commission attended a networking event put on by the Clackamas County Prevention Coalition and Northwest Family Services where members were able to learn about the numerous resources available to youth and adults who are struggling with drug addiction. Members emphasized how grateful the organizations were for their participation as youth within the community.

2. **Clackamas River Water Providers Watershed Tour**

   On October 5, 2024, members of the Youth Advisory Commission attended a watershed tour of four water treatments plants within the Clackamas River Water Providers service area, including South Fork Water Board.

3. **Sister City Welcome Dinner**

   On Monday, October 14, members of the Youth Advisory Commission helped welcome Tateshina Sister City to Oregon City at a welcome dinner at the Pioneer Community Center.

4. **Clackamas Community College Indigenous Peoples Day**

   Youth Advisory Commission members assisted the City of Oregon City distribute City information at Clackamas Community College's Indigenous People's Day on October 13, 2025.

5. **Resolution 25-05**

   On behalf of the Youth Advisory Commission, Chair Julian Guerra Molina formally requested that the City Commission create and pass Resolution in support of banning flavored tobacco products and protecting Oregon City youth from a lifetime of nicotine addiction at the City Commission meeting on January 7, 2025.

Resolution 25-04 was then created and presented for approval in front of the City Commission on February 5, 2025. Resolution 25-04 received unanimous approval from the City Commission

6. 2025 Oregon Youth Summit

All 13 members of the Youth Advisory Commission attended the League of Oregon Cities City Day at the Capitol on January 28, 2025. Members heard from state legislators and met with Representative Annessa Hartman. Members also connected with other youth commissions at the event to learn about ongoing projects.

Participating youth organizations:

1. Oregon City
2. Lake Oswego
3. Tigard
4. Happy Valley
5. Hillsboro
6. Eugene
7. Gresham
8. Cornelius
9. Hermiston

7. "If I Were Mayor…" Contest

Youth Advisory Commission Members assisted with advertising the local City contest and they also judged the contest at a special meeting held on March 31, 2025. The City received:

- 1 multimedia presentation
- 31 essay submission
- 25 poster submissions

Frances Ashney – 1st place poster

Sophie Crockett – 2nd place poster

Miriam Wolf – 3rd place poster

Paisley McWilliams – 1st place essay

Justin Evers – 1st place multimedia presentation (2nd place in OMA state level)

The Chair of the Youth Advisory Commission assisted the Mayor in presenting the contest winners their awards at the City Commission meeting held on April 16, 2025.

8. Spring Forward Community Resource Fair

Youth Advisory Commission members tabled a booth at the Spring Forward Community Resource Fair on March 8, 2025. They distributed brochures at the event to help inform the

community of who they are and what they do for the community. They also advertised for youth participation within the “If I Were Mayor…” Contest.

9. 2025 Cancer Action Day

On April 1, 2025, Youth Advisory Commissioners joined the American Cancer Society to lobby for Senate Bill 702. Members met with 8 legislatures and/or their staff members and provided a hook, sink, and link approach to lobbying for SB 702.

1. Senator Anthony Broadman
2. Representative Annessa Hartman
3. Senator Mark Meek
4. Representative Christine Drazan
5. Senator Daniel Bonham
6. Senator Rob Wagner
7. Representative Ben Bowman – Majority Leader
8. Representative Julie Fahey – Speaker of the House

Before attending the 2025 Cancer Action Day, members participated in a training session held by the American Cancer Society to help prepare them for their hook, line, and sink. During each meeting, members rotated on taking on the role of providing the hook, line, and sink of their lobbying speech to advocate for each legislature’s support on SB 702.

10. Abernethy Creek Park Native Planting

Members of the Youth Advisory Commission partnered with the Greater Oregon City Watershed Council to conduct a native pollinator planting at Abernethy Creek Park after school, on April 18, 2025.

11. Suicide Prevention App Listening Session:

In partnership with the Clackamas Education Service District, the Suicide Prevention Coalition of Clackamas County’s Youth and Young Adult Action Team created a smartphone app to share information and resources regarding youth suicide prevention. The Youth Advisory Commission held a special meeting on April 21, 2025, to provide feedback on the app’s content, design, accessibility, and name. The Suicide Prevention Coalition of Clackamas County’s Youth and Young Adult Action Team will return to the Youth Advisory Commission once they have incorporated the feedback and provide an update on the launch of the app next term.

12. SB 702 Public Hearing

The Chair and Vice Chair of the Youth Advisory Commission testified in front of the Senate Finance and Revenue Committee to advocate for the passage of SB 702 on May 21, 2025. Chair, Julian Guerra Molina, and Vice Chair, Myles Kinney testified as part of a youth panel and each member had 2 minutes to complete their testimony.

2024-2025 Youth Advisory Commission Presentations:

November 2024:

- Processes of the City of Oregon City Government - Tony Konkol, City Manager
- Clackamas County Tobacco Prevention and Education Program - Marc Czornij, Clackamas County Health, Housing & Human Services Program

December 2024:

- Homeless Solutions Coalition of Clackamas County

January 2025:

- Overview of the Role and Authority of Advisory Commissions in Oregon City - Jakob Wiley, City Recorder

March 2025:

- Tour of Rivercrest Park and Youth Programming - Tom Kissinger, Parks and Recreation Deputy Director

April 2025:

- Nature in Neighborhoods Community Choice Grants – Jasiel Lopez, Metro Community Involvement Specialist
- Suicide Prevention App Listening Session

May 2025:

- Clackamas County Elections - Catherine McMullen, Office of the County Clerk

2024-2025 term

Oregon City Youth Advisory Commission Annual Report

The Youth Advisory Commission

This year’s accomplishments include

- Resolution 25-05, YAC Chair Julian Guerra Molina formally requested that the City Commission create and pass Resolution in support of banning flavored tobacco products and protecting Oregon City youth from a lifetime of nicotine addiction at the City Commission meeting on January 7, 2025
- Judging of the “If I were A Mayor…” . Contest: over 57 submissions, with our multi-media presentation placing second overall in the state level. YAC Chair Julian Guerra Molina presented awards to city level contest winners along with the mayor
- SB 702 a Public hearing involvement: YAC Chair Guerra Molina and YAC Vice Chair Kinney Gave testimony to the revenue committee to advocate for bill 702 a

Images from previous

YAC chair and vice chair after testimony.

Chair and mayor giving award

Youth Advisory Commission event participation

- Networking world café: Youth Advisory Commission attended a networking event put on by the Clackamas County Prevention Coalition and Northwest Family Services where members were able to learn about the numerous resources available to youth and adults who are struggling with drug addiction
- 2025 Oregon youth summit: All 13 members of the Youth Advisory Commission attended the League of Oregon Cities City Day at the Capitol on January 28, 2025. Members heard from state legislators and met with Representative Annessa Hartman
- Spring forward recourse community fair: Youth Advisory Commission members tabled a booth at the Spring Forward Community Resource Fair on March 8, 2025. We distributed brochures at the event to help inform the community of who we are and what we do for the community

Youth Advisory Commission event participation continued

- 2025 Cancer Cction Day: On April 1, 2025, Youth Advisory Commissioners joined the American Cancer Society to lobby for Senate Bill 702. Members met with 8 legislatures and/or their staff members and provided a hook, sink, and link approach to lobbying for SB 702.
- Suicide prevention app listening session: In partnership with the Clackamas Education Service District, the Suicide Prevention Coalition of Clackamas County's Youth and Young Adult Action Team created a smartphone app to share information and resources regarding youth suicide prevention. The Youth Advisory Commission held a special meeting on April 21, 2025, to provide feedback on the app's content, design, accessibility, and name.

Images from previous

Commission Members Oregon Youth Summit

Commission members at Cancer Action Day

Important takeaways from this year

- Setting goals early: we set long and short term goals to orient the commissions activity
- Implementing working groups: youth election involvement, youth Homelessness, youth mental and physical health
- Taking a step back from doing multiple events, leaning into advisory and advocacy positions
- Using opportunities to do extra meetings outside of the once a month minimum

OC Arts Commission

UPDATE REPORT TO OREGON CITY COMMISSIONERS

Oregon City Arts Commission

- The Oregon City Arts Commission (OCAC) re-established in the Fall of 2021.
  - 9 Members Appointed
  - Purpose: Approving Mural Applications
  - Established Bylaws, Mission Statement, Grant Program, and Supporting OC Departments on Art Related Projects

Current Commissioners

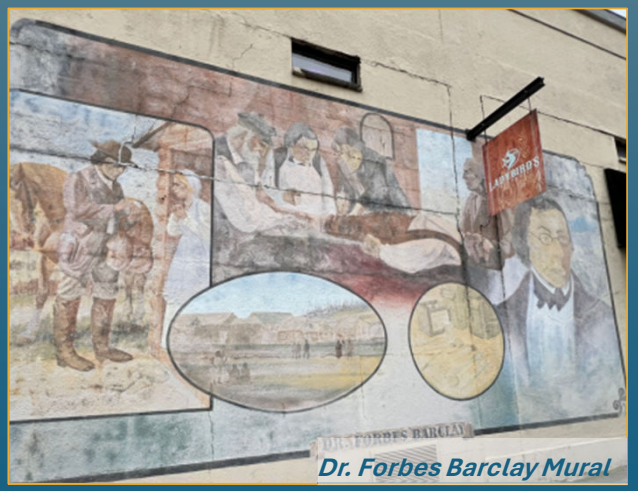
- Amanda Dexter
- Amy Wilson
- Daria Loi
- Emma Lugo
- Josh Planton
- Joyce La Master
- Myra Ravenwise
- Quire (Hugon)
- Rebecca Sira

Est. Overall 2025 Volunteer Hours: 250

2024: Audit of Existing Artwork in Oregon City

- OCAC commissioned an audit of the City's existing public art assets (136 pieces in total) in 2023
- A report was prepared by Cathy Rowe and presented to the OCAC:
  - The OCAC reviewed the report and identified several pieces in need of repair.
  - May/June 2024 – the OCAC applied for additional grant funds from the Oregon City Enhancement Grant Committee
  - The grant funds were combined with non-discretionary funds from the 2023-2025 budget for establishing a Restoration Grant Program
  - http://orcity.org/DocumentCenter/View/14116/Oregon-City-Public-Art-Assessment-PDFJanuary 2024

Joseph Meek Mural


Dr. Forbes Barclay Mural

2024: Restoring Our Past Pieces

- The OCAC issued a call for qualified artists in late 2024 early 2025
  - Interested parties could then engage with artists
- Several grant applications were received and are being administered by City Staff
  - Two of the projects are murals, which will also be brought before the OCAC on June 5th for approval

Main Street Trolley Mural - Before

Main Street Trolley Mural - After

2024: New Artwork in Oregon City

- Repair/replacement of the Ancient Voices
  - Project began in 2021
  - The City's Insurance payout, along with a grant from the Enhancement Grant Committee, were used by the OCAC to create a new statue in its place
  - A call for artists was sent out in 2024
    - Jenny Ellsworth, a local sculptor, was selected
    - The OCAC received input from the Mcloughlin Neighborhood Association.

- The final piece, "Elemental Love" was unveiled on December 21, 2024.

2025: Projects in Support of the Arts

- June 2025 – New Projects:
  - Establishment of a new website and social media presence
    - MOU signed with City Departments
  - A 6x6 Art Show Fundraiser
    - Supporting the Oregon City Schools Foundation
    - Logistics: June 14th (6-9PM) at the Arc Light Event space in Oregon City
  - An “Art for Every Heart” Contest for kids

Next Biennium Objectives

- Establishment of a 5-year strategic plan
- Updates to existing OC Municipal Code
  - OCAC Charter and Murals (20+ years)
- Development of partnerships
- Enhancing our presence in Oregon City
- Drafting new “protocols” to help facilitate efficiency and promote transparency
- Securing additional funding for future projects

Questions?

Housing Authority of Clackamas County

Clackamas Heights Affordable Housing Redevelopment

Oregon City: City Commission

June 04, 2025

Clackamas Heights Redevelopment

- Completing Construction Documents Now
- Fall 2025 Construction Start
- Summer 2027 Targeted Construction Finish

Site Context

PROPERTY LINES

EXISTING STREETS

Church

Wooded Area

Gas Station

Corner Store

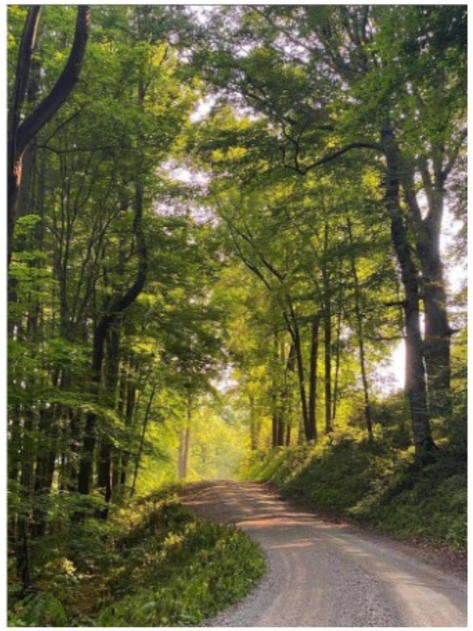
Multifamily Housing

Single Family Housing

Community Engagement

- (2) pre-design listening sessions
- 1:1 interviews with community organizations
- (3) surveys
- (6) workshops with Resident Advisory Committee
- (2) public open houses
- (3) presentations to Park Place Neighborhood Assoc.
- (1) presentation to Oregon City City Commission

Inspiration from our Resident Advisors



Connection to Nature

Moments of Delight & Bright Natural Colors

Warm & Approachable

Thoughtful Details

"Places to walk and places to gather are important to me, as are places to sit outside, where you might run into and talk with neighbors."

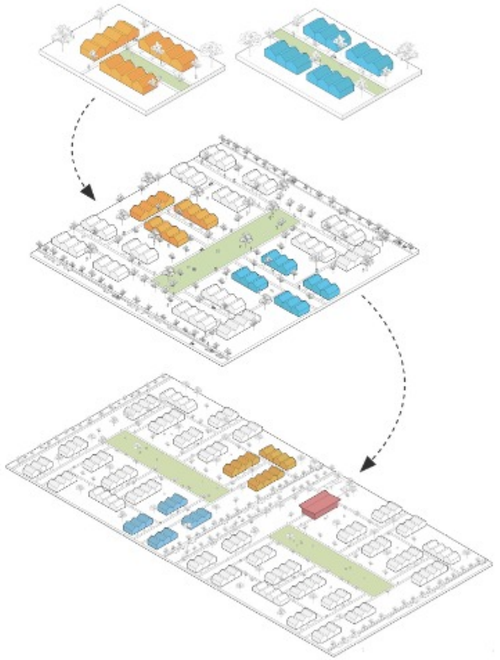
"I enjoy spending time outdoors...I find community and connection to be important for my mental well-being"

"Quiet Time, sharing life's pleasures, the people"

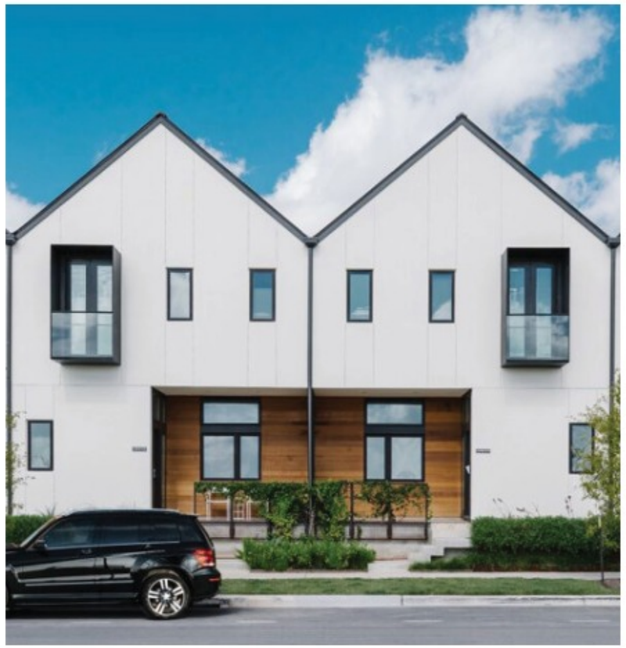
Design Inspiration

Traditional Forms & Thoughtful Details

Connection to Landscape

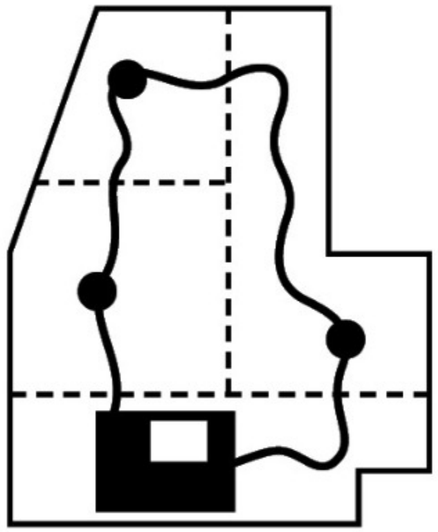


Pedestrian Centered Across Scales



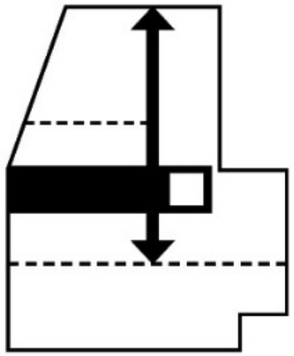
Contemporary Interpretations

Site Organization

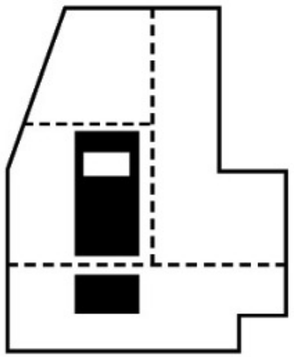


PARK LOOP

+

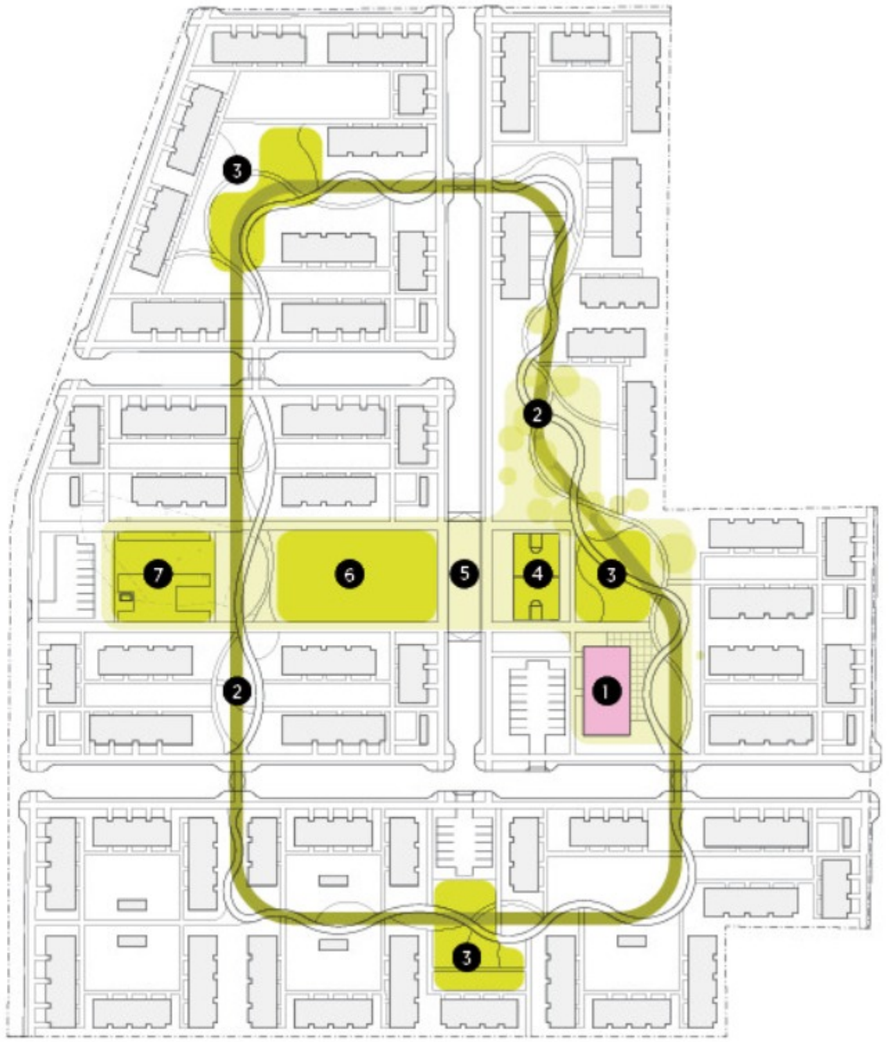


FESTIVAL STREET

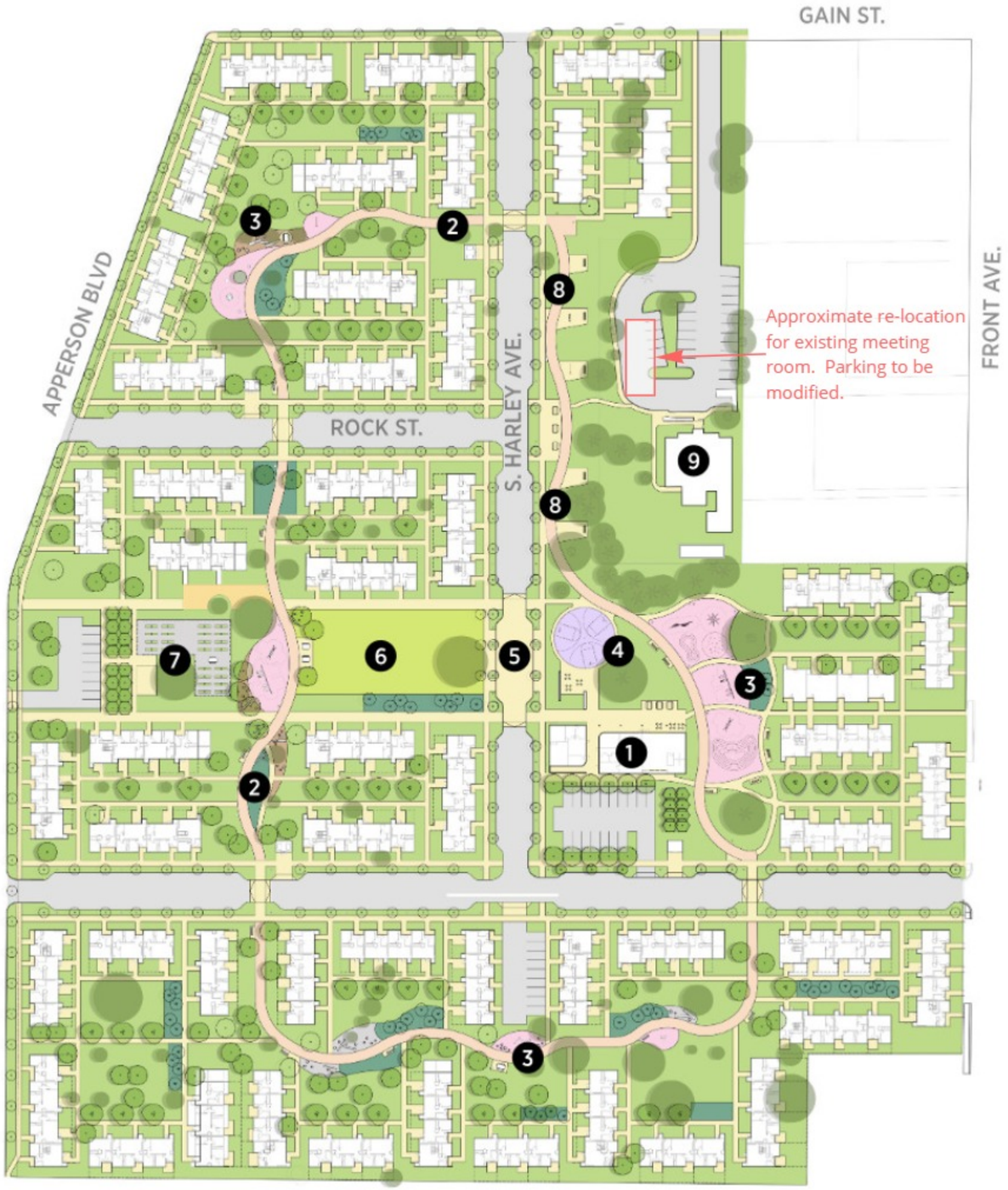


CENTRAL PARK

=

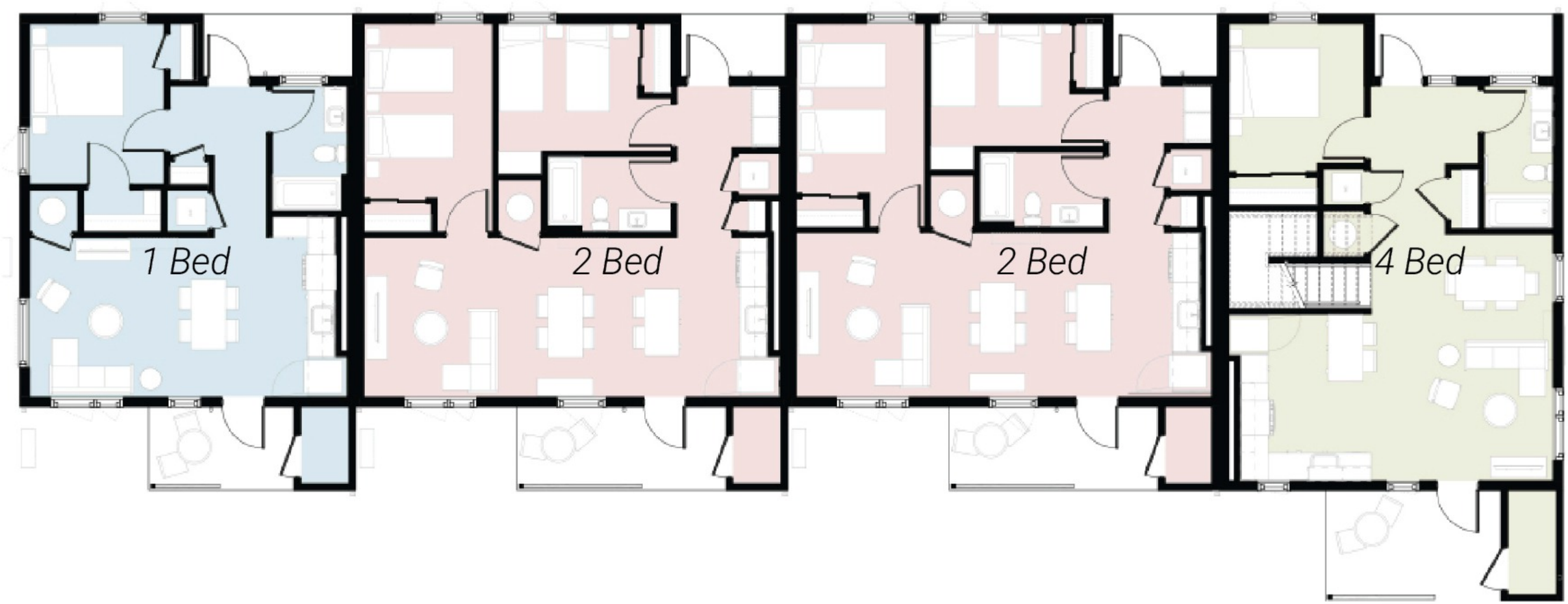


Site Plan



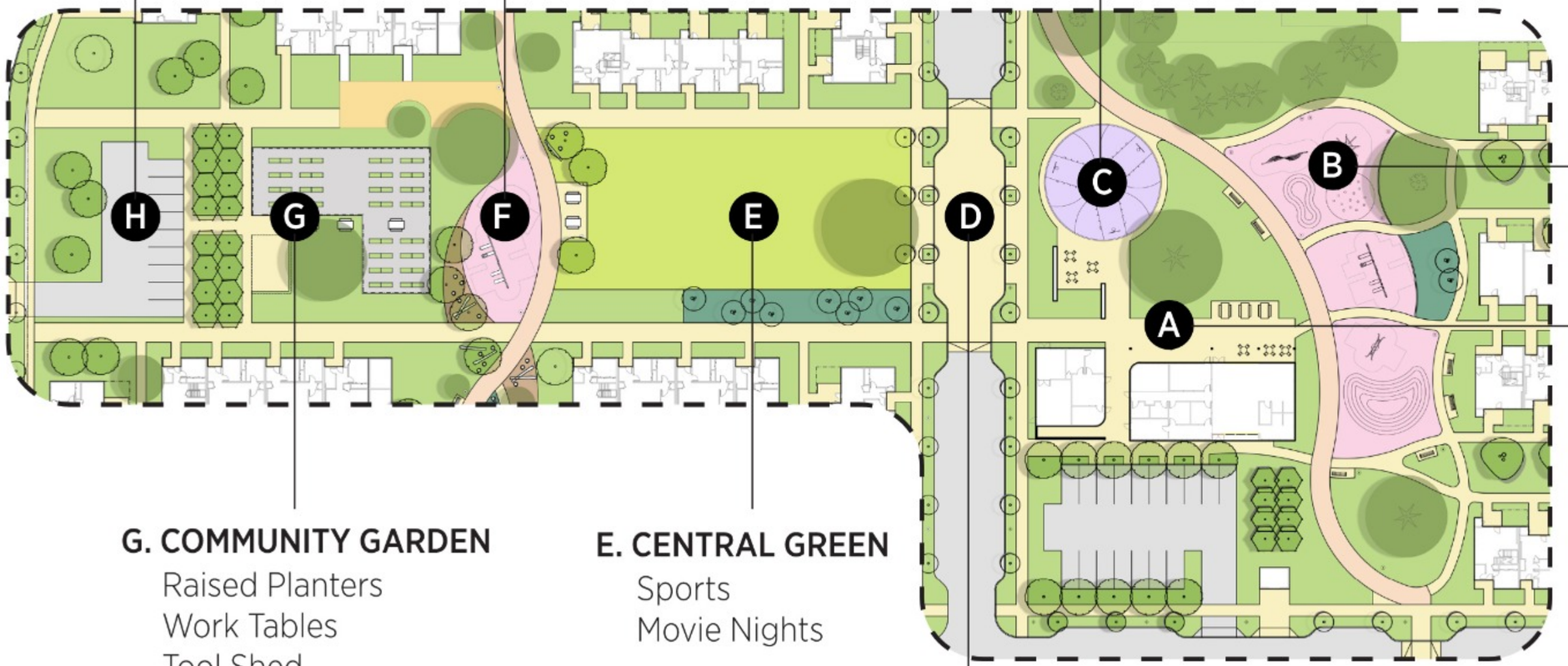
1. COMMUNITY BUILDING
2. PARK LOOP
3. PLAY AREA
4. SPORTS COURT
5. RAISED CROSSING
6. OPEN SPACE
7. COMMUNITY GARDEN
8. EXERCISE AREAS
9. EXISTING HACC BUILDING

Quadplex Example



Variety of Form & Color

Central Park



H. PARKING
Material Drop Off

F. PLAY
Nature Play
Rain Garden

C. SPORT COURT
Basketball
Community Event Spillover

B. CENTRAL PLAY
Safety Surface
Play Features

A. PLAZA
Flexible Seating
Community Programs

G. COMMUNITY GARDEN
Raised Planters
Work Tables
Tool Shed

E. CENTRAL GREEN
Sports
Movie Nights

D. FESTIVAL STREET
Raised Crossing

Thank you!

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

CITY OF OREGON CITY

Staff Report

To:	City Commission	**Agenda Date:**	June 4, 2025
From:	Dayna Webb, Public Works Director		

SUBJECT:
Item 7.a. - Change Order No. 3 for the Molalla Avenue Sanitary Sewer I&I Rehab Project (CI 23-013)

STAFF RECOMMENDATION:
Authorize the City Manager to execute Change Order No. 3 in the amount of $130,037.40 for the Molalla Avenue Sanitary Sewer I&I Rehab Project (CI 23-013).

EXECUTIVE SUMMARY:
Change Order No. 3 is for modifications to the Molalla Avenue Sanitary Sewer I&I Rehab Project. All contract changes represent work additions (or subtractions) totaling $130,037.40 and an overall contract increase of 3.40 percent.

BACKGROUND:
On July 17, 2024, the City entered a Public Improvement Contract with Landis and Landis Construction, LLC, in the amount of $3,823,304.00 to construct the Molalla Avenue Sanitary Sewer I&I Rehab Project. This contract is part of the City's Inflow and Infiltration (I&I) Program.

The City's 2014 Sanitary Sewer Master Plan established an I&I Program to reduce the amount of surface and subsurface water entering the sanitary sewer system. The excess flow strains the wastewater treatment process, leading to increased costs to customer rates and the need for larger infrastructure and maintenance. I&I occurs due to aging or damaged pipes, improper connections like roof or foundation drains, and stormwater catch basins.

To address these issues, the City launched a comprehensive program that evaluates the entire sewer system to identify and repair problem areas (from the main lines to individual homes). The Molalla Avenue Sanitary Sewer I&I Rehab Project (CI 23-013) is part of this program and is located within the Clackamas Water Environmental Services (WES) reimbursement area, as is the proposed additional work added by Change order #3. This project, including all modifications from this and all prior Change Orders, qualifies for funding under the WES IGA for Regional I&I Reduction.

Construction of the Molalla Avenue Sanitary Sewer I&I Rehab Project began in August 2025. As work progresses on the project, the following modifications have been identified and negotiated with the contractor:

Change Order No. 3, for a total of $130,037.40, includes the following:

- ($180,850.96) credit for removing bid item quantities that were not used and will not be needed to complete the project.
- An additional $195,152.08 to address unexpected conflicts with a deep duct bank (large underground structure conveying power and telecommunication lines). This required:
    - Additional sewer main work on three alleyways connecting to the east-most Molalla Avenue sewer main.
    - Abandoning an existing sewer main (from Molalla Avenue) that could not be rehabilitated due to the duct bank conflict.
    - Extending a sewer main (from Warren Street) to service properties previously connected to the abandoned main.
    - Rehabilitating connected sewer mains from the mainline to the home as part of the Lateral Program (including adding several properties served by the sewer main being extended that were not originally part of the project)
    - Rebuilding an alleyway severely damaged by the sewer main extension.
- $103,769.00 for repairs to a failing sanitary sewer mainline under a pedestrian path (between 4th and 5th Streets within the John Quincy Adams Street right of way).
- $16,967.28 for work needed to investigate and address unexpected lateral sewer line alignments along Myrtle Avenue.

Previously approved Change Orders included the following:

- Change Order No. 1 added 30 days to the project schedule. This change was within the designated signing authority of the Public Works Director and was therefore approved by the Director.
- Change Order No. 2 added 52 days to the schedule to allow sufficient time to compete the project. This change was also within the designated signing authority of the Public Works Director and was therefore approved by the Director.

Over the course of this project, the City has added a variety of work items, all of which provide value to the community. The original contract price was awarded at $3,823,304.00. The net increase of Change Orders No. 1 through 3 is $130,037.40, resulting in a contract price (including change orders) equal to $3,953,341.40, which represented just over a 3.40 percent contract increase. The original contract substantial completion date was April 30, 2025; the net increase of Change Orders No. 1 through 3 is a total of 82 days, resulting in an updated substantial completion date of July 21, 2025. The total budget for the project is $4,000,000.00. This Change Order is in alignment with the project's budget, and adequate funds are available.

OPTIONS:

1. Approve Change Order No. 3 for the Molalla Avenue Sanitary Sewer I&I Rehab Project (CI 23-013).
2. Approve Change Order No. 3 for the Molalla Avenue Sanitary Sewer I&I Rehab Project (CI

23-013) with Amendments.
3. Deny Change Order No. 3 for the Molalla Avenue Sanitary Sewer I&I Rehab Project (CI 23-013) and provide further direction.

BUDGET IMPACT:

Amount	$130,037.40
Fiscal Year(s):	2024-2025, 2025-2026
Funding Source(s):	Sewer Fund

SECTION III A
CONTRACT AGREEMENT

This Agreement, made and entered into this 17th day of July, 2024, between the CITY OF OREGON CITY ("CITY"), acting by and through the City Commission and **LANDIS & LANDIS CONSTRUCTION** ("CONTRACTOR").

Witnesseth, that the CONTRACTOR and the CITY, for the considerations stated herein, agree as follows:

ARTICLE I - Scope of Work

The CONTRACTOR hereby agrees to furnish all of the materials, equipment and labor necessary, and to perform all of the work for the project entitled: **MOLALLA AVENUE SANITARY SEWER I&I REHAB PROJECT (CI 23-013)** in accordance with the contract documents which are hereby made a part of this agreement.

The contract documents consist of:

Invitation to Bid	Statutory Conditions to Contract Agreement
Scope of Work	Payment Bond
Instructions to Bidders	Performance Bond
Bid Proposal and Bid Schedule	State of Oregon Statutory Public Works Bond
Compliance with ORS 279C.840	Prevailing Wage Rates for Public Works Contracts in Oregon, dated January 5, 2024
Resident Bidder Status	
Certification of Drug Testing Program	Amendments to the Prevailing Wage Rates for Public Works Contracts in Oregon dated April 5, 2024
Non-Collusion Statement	
Asbestos Certification	Prevailing Wage Apprenticeship Rates dated April 5, 2024
Registrations	
Business Licenses Certification	Definitions of Covered Occupations for Public Works Contracts in Oregon dated July 1, 2018
Certification of Non-Discrimination	
Certification of Compliance with Tax Law	General Conditions
First Tier Subcontractor Disclosure Form	Special Provisions
Bidder Responsibility Form	Contract Drawings
Bid Bond	City of Oregon City Standard Details
Customer Service Acknowledgment Form	Technical Specifications
Qualification of Bidder	2021 Oregon Standard Specifications for Construction (ODOT and APWA) as referenced by these documents
Contract Agreement	
Oregon City Public Improvement Standard Conditions	Addendum 1 dated June 27, 2024
	All items included within these Contract Documents.

The order of items cited above does not constitute an order of precedence different than that established in the special or standard specifications. Equivalent titles, which may be substituted for the above listed items, are included as if specifically named.

ARTICLE II - Time of Completion

There are two Contract Times as identified in 00180.50(h) of the Special Provisions on this Project as follows:

(1) The Contractor shall complete all Work to be done under the Contract that overlaps with the WIFIA transmission project (OC 22-014), not later than December 31, 2024.

(2) The Contractor shall complete all Work to be done under the Contract, except for seeding establishment and plant establishment, not later than April 30, 2025.

ARTICLE III – Contract Amount

The Contract Amount for the work covered by this Agreement is estimated to be **three million, eight hundred twenty-three thousand, three hundred-four dollars and zero cents ($3,823,304.00).**

ARTICLE IV - Warranty and Quality of Work

In addition to all other warranties, express or implied, that are part of this Agreement, the Contractor expressly warrants to the City for a period of one year from acceptance of the work by the City that all materials and equipment furnished under this contract will be new, unless otherwise specified, and that the work will be of good quality, free from faults and defects and in conformance with the City's specifications. Work that does not conform to these standards shall be considered defective.

Contractor shall, at its own expense, make good and repair any and all defects arising from faulty workmanship or materials, if the defective work is discovered within the one-year warranty period and notice thereof is given to the Contractor within 60 days after the expiration of the warranty period. If required by the City, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment used to repair the defect**.**

In witness whereof, the parties hereto have executed this agreement, the day and year first above written.

CITY OF OREGON CITY

By: Anthony J Konkol III
Anthony J Konkol III (Jul 18, 2024 15:36 PDT)
Anthony J. Konkol III
City Manager

By: John Lewis
John Lewis (Jul 23, 2024 16:17 PDT)
John M. Lewis, P.E.
Public Works Director

Approved as to Legal Sufficiency

By: Carrie Richter
Carrie Richter (Jul 18, 2024 11:47 PDT)
City Attorney

City Commission Award Date:

July 17, 2024

LANDIS AND LANDIS CONSTRUCTION, LLC

Myke Landis
Printed Name

By: Myke LANDIS
Authorized Signature

CFO
Title

Jul 29, 2024
Date

Address:
PO Box 50

Marylhurst, OR 97036

52-2337537
Federal Taxpayer ID Number

CHANGE ORDER

No. 1

DATE OF ISSUANCE: 4/30/2025 EFFECTIVE DATE

PROJECT: Molalla Avenue Sanitary Sewer I&I Rehab Project

OWNER: City of Oregon City

CONTRACTOR: Landis & Landis Construction

Contract: Public Improvement Contract

OWNER'S Contract No. CI 23-013 ENGINEER's Project No.

ENGINEER: Wallis Engineering

You are directed to make the following changes in the Contract Documents:

Item 1.1: Extension of Contract Time

Description: Adjustment of contract duration.

Reason for Change: A change order that fully incorporates all additions to project scope and alterations to contract time due is currently being finalized. The change order will require an increase to contract price necessitating approval of the change order by the City Commission. Since the City Commission will not be able to consider the full change order until after the contract time elapses, an interim change order must be issued to extend the contract time past the planned Commission Meeting and allow time for all parties to approve the document.

Extending the contract to 9 days after the Commission Meeting will allow for the full change order to be processed; alterations already reviewed and approved by the engineer for the full change order will result in an increase in contract time beyond this new end date.

Change in Contract Price: No change to the contract price will be incurred due to this change.

Change in Contract Times: This change adjusts substantial completion and final payment by 30 calendar days.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: $3,823,304.00	Original Contract Times: Substantial Completion: April 30, 2025 Ready for final payment May 14, 2025 (days or dates)
Net Increase from previous Change Orders No.____ to No.____: $0	Net change from previous Change Orders No.____to No.____: Substantial Completion: Ready for final payment: (days)
Contract Price prior to this Change Order: $3,823,304.00	Contract Times prior to this Change Order: Substantial Completion: April 30, 2025 Ready for final payment: May 14, 2025 (days or dates)
Net Increase/(Decrease) of this Change Order: $0	Net Increase (Decrease) of this Change Order: Substantial Completion: 30 calendar days Ready for final payment: 30 calendar days (days)
Contract Price with all approved Change Orders: $3,823,304.00	Contract Times with all approved Change Orders: Substantial Completion: May 30, 2025 Ready for final payment: June 13, 2025 (days or dates)

RECOMMENDED:

By: david brokaw Digitally signed by david brokaw DN: CN=david brokaw, dnQualifier=A01410D000001963F7460EF00032843, O=Unaffiliated, C=US Date: 2025.04.30 08:32:19-07'00'

ENGINEER (Authorized Signature)

Date: 4/30/2025

APPROVED:

By: Dayna Webb Digitally signed by Dayna Webb DN: O=City of Oregon City, CN=Dayna Webb, E=dwebb@orcity.org Reason: I am the author of this document Location: Date: 2025.04.30 17:45:34-07'00' Foxit PDF Editor Version: 12.1.4

OWNER (Authorized Signature)

Date: 4/30/2025

ACCEPTED:

By: Myke Landis Digitally signed by Myke Landis Date: 2025.04.30 10:38:37 -07'00'

CONTRACTOR (Authorized Signature)

Date: 4/30/2025

EJCDC No. 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.

CHANGE ORDER

INSTRUCTIONS

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect price or times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.

CHANGE ORDER

No. 2

DATE OF ISSUANCE: 5/13/2025 EFFECTIVE DATE 5/13/2025

PROJECT: Molalla Avenue Sanitary Sewer I&I Rehab Project

OWNER: City of Oregon City

CONTRACTOR: Landis & Landis Construction

Contract: Public Improvement Contract

OWNER'S Contract No. CI 23-013 ENGINEER's Project No.

ENGINEER: Wallis Engineering

You are directed to make the following changes in the Contract Documents:

Item 2.1: Extension of Contract Time

Description: Adjustment of contract duration.

Reason for Change: A change order that fully incorporates all additions to project scope and alterations to contract time due was not finalized within the anticipated timeframe, and the additional contract time provided by Change Order No. 1 will elapse prior to the next regular City Committee Regular Session Meeting. The change order will require an increase to contract price necessitating approval of the change order by the City Commission. The full increase of Contract Time has been agreed to by the Contractor and City, so as opposed to issuing a second interim change order to allow time for processing the price increase after Commission approval, this change order will incorporate the full recommended contract time increase.

A total increase of 82 days from the original Substantial Completion date is recommended by the Engineer and agreed to by the Contractor. As 30 days of increased Contract Time were already approved with change order 1, the remaining 52-day increase is included with this change order. Full documentation of the 82 additional days of Contract Time will be included with the price increase change order.

Change in Contract Price: No change to the contract price will be incurred due to this change.

Change in Contract Times: This change adjusts substantial completion and final payment by 52 calendar days.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: $3,823,304.00	Original Contract Times: Substantial Completion: April 30, 2025 Ready for final payment May 14, 2025 (days or dates)
Net Increase from previous Change Orders No. 1 to No. 1: $0	Net change from previous Change Orders No. 1 to No. 1: Substantial Completion: 30 calendar days Ready for final payment: 30 calendar days (days)
Contract Price prior to this Change Order: $3,823,304.00	Contract Times prior to this Change Order: Substantial Completion: May 30, 2025 Ready for final payment: June 13, 2025 (days or dates)
Net Increase/(Decrease) of this Change Order: $0	Net Increase (Decrease) of this Change Order: Substantial Completion: 52 calendar days Ready for final payment: 52 calendar days (days)
Contract Price with all approved Change Orders: $3,823,304.00	Contract Times with all approved Change Orders: Substantial Completion: July 21, 2025 Ready for final payment: August 4, 2025 (days or dates)

RECOMMENDED:

By: david brokaw Digitally signed by david brokaw DN: CN=david brokaw, dnQualifier=A01410D000001963F7460EF00032843, O=Unaffiliated, C=US Date: 2025.05.13 12:18:54-07'00'

ENGINEER (Authorized Signature)

Date: 5/23/2025

APPROVED:

By: Dayna Webb Digitally signed by Dayna Webb DN: O=City of Oregon City, CN=Dayna Webb, E=dwebb@orcity.org Reason: I am the author of this document Location: Date: 2025.05.23 15:23:48-07'00' Foxit PDF Editor Version: 12.1.4

OWNER (Authorized Signature)

Date: 5/23/2025

ACCEPTED:

By: Myke Landis Digitally signed by Myke Landis Date: 2025.05.23 09:30:23 -07'00'

CONTRACTOR (Authorized Signature)

Date: 5/23/2025

EJCDC No. 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.

CHANGE ORDER

INSTRUCTIONS

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect price or times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.

CHANGE ORDER

No. 03

DATE OF ISSUANCE May 21, 2025 EFFECTIVE DATE

PROJECT: **Molalla Avenue Sanitary Sewer I&I Rehab Project (CI 23-013)**

OWNER **City of Oregon City**

CONTRACTOR **Landis and Landis Construction LLC**

Contract: **CI 23-013**

OWNER's Contract No. 23-013 ENGINEER's Project No. OC23II.6

ENGINEER Wallis Engineering, PLLC - David Brokaw, PE

You are directed to make the following changes in the Contract Documents:

Item 1.1: Quantity additions/deductions

Description:. This change order seeks to rectify the differences in the required work.

Reason for Change Order: Due to the unknown nature of the work at time of bidding, some unit quantity totals required for the work were greater than originally estimated while others were less than required or not required at all.

Change in Contract Price: The change in contract price is a net decrease of ($185,850.96). The unit quantity totals will be adjusted as shown on the attachment 1.1 below.

Change in Contract Times: No change in contract time.

Item 1.2: Pipe bursting, spot repairs, and alley paving

Description: This change order is for improvements to the alley between Willamette St and Division St, from Molalla Avenue to Warren St. This included replacement of some open cut 8" mainline with 8" pipe bursting, spot repairs to relocate the proposed lateral connections to the mainline and avoid private utilities, and regrading and repaving the alleyway with an inverse crown. Additional improvements were required due to the incorporation of private lateral service improvements to properties adjacent to the alley. These additional improvements were paid as part of existing bid items. These units and associated costs are incorporated into Item 1.1 above but are included for reference in the attachment.

Reason for Change Order: The boring of an existing duct bank along Molalla Avenue created a sag within the sanitary mainline in the alley and there were limited options for adjusting the mainline profile. The unforeseen private utility conflicts required a field redesign of the proposed solution and rerouting of lateral services towards the alley mainline discharging to Warren St. This necessitated the incorporation of additional mainline and private lateral improvements, included 8 additional private properties and associated lateral improvements. The conflict with the existing duct bank at the alley sewer mainline connection to Molalla required a spot repair and realignment in order to remove the existing sag. For the additional alley mainline improvements along with other mainline locations within the project, pipe bursting was determined to be preferable to open cut work and a negotiated linear foot price was obtained from the contractor. The existing alleyway also was found to hold water year round and lacked adequate drainage. The disconnection and daylighting of roof drains as part of the project necessitated the reconstruction of the alley to allow for drainage and avoid exacerbation of existing drainage issues.

Change in Contract Price: The change in contract price is a net addition of $195,152.08.

Change in Contract Times: No change in contract time.

Item 1.3: 4th/5th pathway emergency repair

Description: Landis provided a bid for emergency repair work and was given authorization to complete the work.

Reason for Change Order: City operations identified an area of failed sewer piping that required an emergency repair.

Change in Contract Price: The change in contract price is a net addition of $103,769.00. The following bid items are added to this contract:

Item No.	Spec	Bid Item	Quantity	Unit	Unit Price	Total Price
CO6-1	00197	Extra Work as Authorized	1	FA	$4,000.00	$4,000.00
CO6-2	00210	Mobilization	1	LS	$10,000.00	$10,000.00
CO6-3	00221	Temporary Work Zone Traffic Control, Complete	1	LS	$8,500.00	$8,500.00
CO6-4	00223	Flaggers	32	HR	$67.00	$2,144.00
CO6-5	00280	Erosion Control	1	LS	$500.00	$500.00
CO6-6	00320	Clearing and Grubbing	1	LS	$550.00	$550.00
CO6-7	00405	Trench Foundation	2	CY	$250.00	$500.00
CO6-8	00411	CIPP Liner, 6 inch	330	LF	$151.00	$49,830.00
CO6-9	00413	Service Line Reconnections	2	EA	$5,300.00	$10,600.00
CO6-10	00415	Mainline Video Inspection	330	LF	$8.50	$2,805.00
CO6-11	00490	Sewer Void Repair, STA 01+03 to STA 01+08	1	LS	$4,500.00	$4,500.00
CO6-12	00490	Bypass Pumping	1	LS	$3,700.00	$3,700.00
CO6-13	00495	Permanent Asphalt Trench Resurfacing, Level 2	4	TON	$285.00	$1,140.00
CO6-14	01020	Landscape Restoration, Complete	1	FA	$5,000.00	$5,000.00
					Change Order 3 – 1.3 Total	$103,769.00

Change in Contract Times: No change in contract time.

Item 1.4: Myrtle Delay
Description:. This change order is for additional time and effort to complete needed potholing, excavations, CCTV efforts, smoke testing and backfilling to determine existing lateral systems that were different than anticipated during design.

Reason for Change Order: Work was required due to determine the nature of existing lateral systems at 326 Pearl St, 329 Myrtle Avenue, 417 Willamette St, 431 Willamette St, 441 Willamette St and 432 Division St.

Change in Contract Price: The change in contract price is a net addition of $16,967.28.

Change in Contract Times: No change in contract time.

Totals:
Change in Contract Price: The change in contract price for items 1.1, 1.2, 1.3, and 1.4 results in a net increase of $130,037.40.

Change in Contract Times: No change in contract time. All contract time extensions noted within the attachments have been incorporated into previous change orders.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: $3,823,304.00	Original Contract Times: Substantial Completion: April 30, 2025 Ready for Final payment: May 14, 2025
Net Increase from previous Change Orders No. **0** to No. 2: $0	Net change from previous Change Orders No. 0 to No.2: Substantial Completion: 82 days Ready for Final payment: 82 days (days)
Contract Price prior to this Change Order: $3,823,304.00	Contract Times prior to this Change Order: Substantial Completion: July 21, 2025 Ready for Final payment: August 4, 2025
Net Increase of this Change Order: $130,037.40	Net Increase (Decrease) of this Change Order: Substantial Completion: 0 days
Contract Price with all approved Change Orders: $3,953,341.40	Contract Times with all approved Change Orders: Substantial Completion: July 21, 2025 Ready for Final payment: August 4, 2025

RECOMMENDED:	APPROVED:	ACCEPTED:
By: _____	By: _____	By: _____
ENGINEER (Authorized Signature)	OWNER (Authorized Signature)	CONTRACTOR (Authorized Signature)
Date: _____	Date: _____	Date: _____

EJCDC No. 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.

Item 1.1

Quantity Additions/Subtractions for completed work

Item No.	Name	Unit	Unit Price	Original		Final		Additions/Deductions	
				Qty.	Extended	Qty.	Extended	Qty.	Extended
7	Portable Changeable Message Signs	EA	$ 4,900.00	4	$ 19,600.00	2	$ 9,800.00	-2	$ (9,800.00)
8	Flaggers	HR	$ 67.00	840	$ 56,280.00	1358	$ 90,986.00	518	$ 34,706.00
9	Traffic Control Supervisor	EA	$ 150.00	100	$ 15,000.00	9	$ 1,350.00	-91	$ (13,650.00)
10	Flagger Station Lighting	HR	$ 25.00	480	$ 12,000.00	0	-	-480	$ (12,000.00)
14	Soil Sample Collection and Analytical Testing	EA	$ 100.00	100	$ 10,000.00	12	$ 1,200.00	-88	$ (8,800.00)
15	Contaminated Soil Disposal	TN	$ 115.00	1500	$ 172,500.00	1881	$ 216,315.00	381	$ 43,815.00
17	Rock Excavation	CY	$ 100.00	100	$ 10,000.00	0	-	-100	$ (10,000.00)
18	Boulder Excavation	CY	$ 100.00	50	$ 5,000.00	1	$ 100.00	-49	$ (4,900.00)
19	Trench Founation	CY	$ 45.00	50	$ 2,250.00	0	-	-50	$ (2,250.00)
20	CIPP 8-Inch	LF	$ 85.00	5414	$ 460,190.00	5,229	$ 444,465.00	-185	$ (15,725.00)
21	CIPP 12-Inch	LF	$ 90.00	1402	$ 126,180.00	1,988	$ 178,920.00	586	$ 52,740.00
22	CIPP 15-Inch	LF	$ 100.00	2401	$ 240,100.00	1,815	$ 181,500.00	-586	$ (58,600.00)
23	CIPP 18-Inch	LF	$ 310.00	75	$ 23,250.00	81	$ 25,110.00	6	$ 1,860.00
24	Service Line Reconnections CIPP	EA	$ 360.00	85	$ 30,600.00	61	$ 21,960.00	-24	$ (8,640.00)
25	Mainline Video Inspection	LF	$ 5.00	19164	$ 95,820.00	21,182	$ 105,910.00	2018	$ 10,090.00
26	Service Line Lat Video Inspection	EA	$ 300.00	241	$ 72,300.00	287	$ 86,100.00	46	$ 13,800.00
27	Dye Testing and ConnectionVerification	EA	$ 200.00	33	$ 6,600.00	15	$ 3,000.00	-18	$ (3,600.00)
28	Replace/Rehab Existing Sewer Lat, Method A	LF	$ 100.00	2038	$ 203,800.00	1,447	$ 144,700.00	-591	$ (59,100.00)
29	Replace/Rehab Existing Sewer Lat, Method B	LF	$ 85.00	2291	$ 194,735.00	1,936.6	$ 164,611.00	-354.4	$ (30,124.00)
32	Sanitary Sewer Lateral Reconnection, Top Hat	EA	$ 2,100.00	54	$ 113,400.00	58	$ 121,800.00	4	$ 8,400.00

Item 1.1

Quantity Additions/Subtractions for completed work

Item No.	Name	Unit	Unit Price	Original		Final		Additions/Deductions	
				Qty.	Extended	Qty.	Extended	Qty.	Extended
33	Private Lat Point Repair 5 Ft Length	EA	$ 2,900.00	16	$ 46,400.00	3	$ 8,700.00	-13	$ (37,700.00)
33	Private Lat Point Repair Each Additional Foot	LF	$ 950.00	60	$ 57,000.00	20	$ 19,000.00	-40	$ (38,000.00)
33	Private Lateral Cleanout	EA	$ 350.00	107	$ 37,450.00	40	$ 14,000.00	-67	$ (23,450.00)
36	Contractor Prepared Lat Plans Coordination	EA	$ 300.00	104	$ 31,200.00	118	$ 35,400.00	14	$ 4,200.00
38	Permit Fees	FA	$ 51,420.66	1	$ 51,420.66	0	-	-1	$ (51,420.66)
39	CLSM Backfill	CY	$ 750.00	25	$ 18,750.00	20	$ 15,000.00	-5	$ (3,750.00)
40	4-inch sanitary sewer lateral	LF	$ 150.00	36	$ 5,400.00	995	$ 149,250.00	959	$ 143,850.00
41	Sani Sewer Cleanout Public	EA	$ 1,300.00	104	$ 135,200.00	95	$ 123,500.00	-9	$ (11,700.00)
42	8-Inch D3034 PVC Sani Sewer Pipe	LF	$ 175.00	213	$ 37,275.00	89	$ 15,575.00	-124	$ (21,700.00)
43	8-Inch C900 PVC Sani Sewer Pipe	LF	$ 195.00	367	$ 71,565.00	120	$ 23,400.00	-247	$ (48,165.00)
44	Pipe Tees 8-inch	EA	$ 750.00	17	$ 12,750.00	10	$ 7,500.00	-7	$ (5,250.00)
47	Mainline Sani Sewer Cleanout	EA	$ 5,000.00	1	$ 5,000.00	7	$ 35,000.00	6	$ 30,000.00
49	Sewer Spot Repairs W. Molalla Ave	LS	$ 13,500.00	1	$ 13,500.00	0	-	-1	$ (13,500.00)
51	Sewer Spot Repairs Each Additional Foot	LF	$ 1,150.00	20	$ 23,000.00	9	$ 10,350.00	-11	$ (12,650.00)
54	Filling Abandoned Structures, Pipes	CY	$ 1,100.00	10	$ 11,000.00	6	$ 6,050.00	-4.5	$ (4,950.00)
55	Perm Asphalt Trench Resufacing Level 3	TN	$ 250.00	106	$ 26,500.00	78	$ 19,500.00	-28	$ (7,000.00)
56	Perm Asphalt Trench Resufacing Level 2	TN	$ 250.00	96	$ 24,000.00	187	$ 46,750.00	91	$ 22,750.00

Item 1.1

Quantity Additions/Subtractions for completed work

Item No.	Name	Unit	Unit Price	Original		Final		Additions/Deductions	
				Qty.	Extended	Qty.	Extended	Qty.	Extended
57	Temp Asphalt Pavement Restoration 2-Inch Min Depth	SY	$ 31.00	449	$ 13,919.00	487	$ 15,097.00	38	$ 1,178.00
58	Cold Plane Pavement Removal 2-Inch Depth	SY	$ 12.00	1673	$ 20,076.00	1,102	$ 13,224.00	-571	$ (6,852.00)
59	2-Inch Depth Grind and Inlay Level 2	SY	$ 31.00	400	$ 12,400.00	0	-	-400	$ (12,400.00)
60	2-Inch Depth Grind and Inlay Level 3	SY	$ 31.00	400	$ 12,400.00	0	-	-400	$ (12,400.00)
61	Aggregate Base 6 Inches Thick	SY	$ 65.00	371	$ 24,115.00	284	$ 18,460.00	-87	$ (5,655.00)
63	Level 3 3/4-Inch ACP Mixture	TN	$ 213.00	103	$ 21,939.00	73	$ 15,549.00	-30	$ (6,390.00)
64	Concrete Curbs Curb and Gutter	LF	$ 85.00	100	$ 8,500.00	142	$ 12,084.45	42.17	$ 3,584.45
65	Concrete Walks	SF	$ 25.00	1000	$ 25,000.00	980	$ 24,511.25	-19.55	$ (488.75)
66	Concrete Driveways	SF	$ 30.00	800	$ 24,000.00	1376	$ 41,286.00	576.2	$ 17,286.00
68	Pavement Legend Type B-HS Arrows	EA	$ 1,250.00	1	$ 1,250.00	3	$ 3,750.00	2	$ 2,500.00
70	Detector Installations Diamond or Circle Loops	EA	$ 1,000.00	4	$ 4,000.00	0	-	-4	$ (4,000.00)
71	Detector Installation, Home Run	LF	$ 10.00	200	$ 2,000.00	0	-	-200	$ (2,000.00)
73	Removal of Shed	FA	$ 10,000.00	1	$ 10,000.00	0	-	-1	$ (10,000.00)
	Grand Total				**$ 2,656,614.66**		**$ 2,470,763.70**		**$ (185,850.96)**

Item 1.2

Warren Alley additional costs (standard bid items)					
ITEM	**DESCRIPTION**	**UNIT**	**QTY**	**PRICE**	**TOTAL**
00025	Mainline Video Inspection	LF	692	$5.00	$3,460.00
00026	Service Line Lat Video Inspection	EA	20	$300.00	$6,000.00
00029	Replace/Rehab Existing Sewer Lat, Method B (All Diam, Depths, BF, Pipes and Fittingsl	LF	159	$85.00	$13,515.00
00030	Sani Sewer Lat Reconnection, CIPP Mainline	EA	3	$6,500.00	$19,500.00
00035	Private Lateral Cleanout	EA	1	$350.00	$350.00
00036	Contractor Prepared Lat Plans Coordination	EA	10	$300.00	$3,000.00
00040	4-Inch Sani Sewer Lateral	LF	42	$150.00	$6,300.00
00041	Sani Sewer Cleanout Public	EA	8	$1,300.00	$10,400.00
00043	8-Inch C900 PVC Sani Sewer Pipe	LF	120	$195.00	$23,400.00
00044	Pipe Tees 8-inch	EA	5	$750.00	$3,750.00
00047	Mainline Sani Sewer Cleanout	EA	1	$5,000.00	$5,000.00
00066	Concrete Driveways	SF	240	$30.00	$7,200.00
				Total	**$101,875.00**

These costs have been incorporated into item 1.1 and are provided for reference only.

Project: Oregon City Molalla Ave Sani Sewer I&I **Contractor: Landis & Landis Construction**	**Change Order Number:** CO-02 **Title:** CO-02 Pipe Bursting 8" Mainline - 645LF **Change Order Date:** Dec 7, 2024 **Engineer's Project No: 8970** **Contract Date:** August 2023

Owner Change Order

Contract scope changes:

Pipe Burst Mainline 8-Inch HDPE - Unit Price LF = **$163.00** - This price is based on our Linn Basin Project Bid in 2023 of $149.00 LF adding 10% for inflation cost. We are requesting an additional 15 days for installation changes and added sheets.

Sheets 12A = 100', C17 = 200', C19 = 175', & C21 = 170' need to be a pipe burst for various reasons. ***C12A: existing utilities and impacts to traffic. ***C17: tight proximity to existing structures, large cedar tree roots, unknown duct bank, and conduit conflicts. ***C19: carport footings, fencing, & two sheds that would need to be removed. C21: very large tree with roots that would be impacted.

Approx Total Footage = 645 feet x $163.00 = $105,135.00

There will still be some open cut C900 and 3034 PVC to extend the mainline to the laterals coming in. Manholes, C900, 3034 PVC, Mainline clean outs, and laterals will be billed by existing bid items.

Original Contract Sum	3,823,304.00
Previously approved Change Orders	0
Contract Sum prior to this Ch	3,823,304.00
Contract Sum adjustment by this Change Order	105,135.00
Revised Contract Sum including this Change Order	3,928,439.00
The Contract duration will be increased / decreased	15 days

See change order documentation sheet

Detail changes are listed below:

OCO:CO-02

Name: CO-02 Pipe Bursting 8" Mainline LF	Source:	Type:

Amount: 105,135.00

Cost Items:

Number	Name	Description	Amount
01	CO-02 Pipe Bursting 8" Mainline = 645 LF	CO-02 Pipe Bursting 8" Mainline LF	105,135.00

Item 1.2

Change Order Request

Landis & Landis Construction

C.O.R. # **CI23-013-0012**
G.C. # 240702.12
Date: 3/31/2025

Project Name: City of Oregon City - Molalla Avenue Sanitary Sewer I&I Rehab Project **Project #:** CI23-013

To: City of Oregon City
Attn: David Brokaw
P.O. Box 3040

Oregon City, OR 97045

Phone: **Fax:**

From: Landis & Landis Construction
Michael Landis
P.O. Box 50
Marylhurst, OR 97036

Phone: (503) 466-9043 **Fax:** (503) 213-5964

We hereby propose to make the following changes:

3 - Spot Repairs - Molalla Ave Sanitary Project

Spot repair change order – We completed 3 spot repairs on Molalla Ave @ $10,500.00 each spot repair. Total change order of $31,500.00. . These were completed on C12, C13, & C14 at the alleyways. The alleyway sheets are C17, C19, & C21. These would have been manholes and could not be installed per design due to a concrete duct bank running along side the sewer main.

Change Order Price $31,500.00

The approved ls cost was justified based upon the work being between efforts assumed for the lump sum spot repairs in the original bid (BI 00049 - $13,500.00 and BI 00050 - $7,500.00)

This price is good for 5 days. If conditions change, this price is void.

We are requesting a time extension of 5 days in conjunction with this change.

Michael Landis — Author

3/31/2025 — Date Sent

[X] Accepted The above prices and specifications of this Change Order request are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise specified.

Authorized Signature

Date of Acceptance

Change Order Request

Landis & Landis Construction

C.O.R. # **CI23-013-0012**
G.C. # 240702.12
Date: 3/31/2025

Project Name: City of Oregon City - Molalla Avenue Sanitary Sewer I&I Rehab Project

Project #: CI23-013

LumpSum

						Markup		
Description	**Unit Type**	**Quantity**	**Cost**	**TotalTax**	**Sub Total**	**%**	**Amount**	**Total**
1 Spot Repair		1.00	$10,500.00	$0.00	$10,500.00	0.00%	$0.00	$10,500.00
1 Spot Repair		1.00	$10,500.00	$0.00	$10,500.00	0.00%	$0.00	$10,500.00
1 Spot Repair		1.00	$10,500.00	$0.00	$10,500.00	0.00%	$0.00	$10,500.00
			Sub Total	**$0.00**	**$31,500.00**		**$0.00**	**$31,500.00**
			Grand Total	**$0.00**	**$31,500.00**		**$0.00**	**$31,500.00**
					Total		**$31,500.00**	
					Total		**$31,500.00**	

Item 1.2

Change Order Request

Landis & Landis Construction

C.O.R. # **CI23-013-0017**
G.C. # 240702.17
Date: 4/6/2025

Project Name: City of Oregon City - Molalla Avenue Sanitary Sewer I&I Rehab Project **Project #:** CI23-013

To: City of Oregon City
Attn: David Brokaw
P.O. Box 3040

Oregon City, OR 97045

Phone: **Fax:**

From: Landis & Landis Construction
Michael Landis
P.O. Box 50
Marylhurst, OR 97036

Phone: (503) 466-9043 **Fax:** (503) 213-5964

We hereby propose to make the following changes:

Oregon City Molalla Ave - Sheet C17A Alleyway Reconstruct Inverse Crown

Landis is providing a change order proposal for approval on reconstructing the alleyway between Division and Willamette from Warren to Molalla Ave. This will be 430 feet in length 8.5 feet wide and will be subgrade prepped to 1 foot below surface. The area is extremely wet and water saturated. This was discussed in the 4/1/25 project meeting.

Landis will give out notices to all residents. Excavate the alleyway to 1 foot in depth. Replace the excavated area with 8 inches of crushed aggregate base course. Landis will have their tester test for compaction. S2 Paving will pave back 4" of L2 64-22 asphalt. Landis will have their tester test for compaction.

This excludes any striping, grinding, monitoring of building settlement, or survey. Landis will not be responsible for any utility, ADU or garage damage caused by vibrations from equipment, trucks, and roller from compaction efforts. Note that the sewer pipe is around 3 feet below surface to top of pipe.

Landis Cost:
Labor: 16 hours – Foreman, 2 operators, 2 laborers, 2 truck drivers
Traffic Control – TCP Foreman 1 hour Each Day 3 Hours 6 hours 2 laborers (this is for 3 days of work).

Equipment: 16 hours - F450, Yanmar 80, JD 544 Loader, 2 dump trucks. 8 hours – Roller, water truck, Backhoe, & Skid steer with sweeper.
Traffic Control – 6 hours F450 (this is for 3 days of work).

Materials:
¾-0" Crushed Aggregate Base Agg. = 230 Tons $8,050.00
Geo Grid & Road Fabric = 470 SY $3.55 a sq yard = $1,668.50
Traffic Control – Materials = $525.00 (this is for 3 days of work).

Sub Contractor:
Brother Saw Cutting $350.00
Geo Pacific for Base Agg & Asphalt Testing $2,050.00
S2 Paving $16,800.00

Change Order Price $58,517.08

Change Order Request

Landis & Landis Construction

C.O.R. # **CI23-013-0017**
G.C. # 240702.17
Date: 4/6/2025

Project Name: City of Oregon City - Molalla Avenue Sanitary Sewer I&I Rehab Project

Project #: CI23-013

This price is good for 5 days. If conditions change, this price is void.

We are requesting a time extension of 5 days in conjunction with this change.

Michael Landis	4/6/2025
Author	Date Sent

[X] Accepted — The above prices and specifications of this Change Order request are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise specified.

Authorized Signature	Date of Acceptance

Change Order Request

Landis & Landis Construction

C.O.R. # CI23-013-0017
G.C. # 240702.17
Date: 4/6/2025

Project Name: City of Oregon City - Molalla Avenue Sanitary Sewer I&I Rehab Project **Project #:** CI23-013

Labor

Labor Type	Man Hrs	$/Hr	Burden	Fringe	TotalTax	Sub Total	Markup %	Markup Amount	Total Labor
Foreman	16.00	$102.45	$0.00	$0.00	$0.00	$1,639.20	15.00%	$245.88	$1,885.08
Operator	16.00	$99.42	$0.00	$0.00	$0.00	$1,590.72	15.00%	$238.61	$1,829.33
Operator	16.00	$99.42	$0.00	$0.00	$0.00	$1,590.72	15.60%	$248.15	$1,838.87
Laborer	16.00	$78.78	$0.00	$0.00	$0.00	$1,260.48	15.00%	$189.07	$1,449.55
Laborer	16.00	$78.78	$0.00	$0.00	$0.00	$1,260.48	15.00%	$189.07	$1,449.55
Truck Driver	16.00	$78.78	$0.00	$0.00	$0.00	$1,260.48	15.00%	$189.07	$1,449.55
Truck Driver	16.00	$78.78	$0.00	$0.00	$0.00	$1,260.48	15.00%	$189.07	$1,449.55
TCP Foreman	3.00	$102.45	$0.00	$0.00	$0.00	$307.35	15.00%	$46.10	$353.45
Laborer	6.00	$78.78	$0.00	$0.00	$0.00	$472.68	15.00%	$70.90	$543.58
Laborer	6.00	$78.78	$0.00	$0.00	$0.00	$472.68	15.00%	$70.90	$543.58
				Sub Total	**$0.00**	**$11,115.27**		**$1,676.82**	**$12,792.09**
				Grand Total	**$0.00**	**$11,115.27**		**$1,676.82**	**$12,792.09**

Materials

Materials	Quantity	Cost	TotalTax	Sub Total	Markup %	Markup Amount	Total Materials
3/4-0 Tons	230.00	$35.00	$0.00	$8,050.00	15.00%	$1,207.50	$9,257.50
Geo Grid Fabric	470.00	$3.55	$0.00	$1,668.50	15.00%	$250.28	$1,918.78
Traffic Control Materials	3.00	$175.00	$0.00	$525.00	15.00%	$78.75	$603.75
		Sub Total	**$0.00**	**$10,243.50**		**$1,536.53**	**$11,780.03**
		Grand Total	**$0.00**	**$10,243.50**		**$1,536.53**	**$11,780.03**

Equipment

Equipment	Quantity	Cost	TotalTax	Sub Total	Markup %	Markup Amount	Total Equip.
F450	16.00	$75.99	$0.00	$1,215.84	15.00%	$182.38	$1,398.22
Yanmar 80	16.00	$77.51	$0.00	$1,240.16	15.00%	$186.02	$1,426.18
544 Loader	16.00	$87.63	$0.00	$1,402.08	15.00%	$210.31	$1,612.39
12-Yard Dump Truck	16.00	$100.05	$0.00	$1,600.80	15.00%	$240.12	$1,840.92
12-Yard Dump Truck	16.00	$100.05	$0.00	$1,600.80	15.00%	$240.12	$1,840.92
Roller	8.00	$101.35	$0.00	$810.80	15.00%	$121.62	$932.42
Water Truck	8.00	$74.79	$0.00	$598.32	15.00%	$89.75	$688.07
410 Backhoe	8.00	$118.17	$0.00	$945.36	15.00%	$141.80	$1,087.16
Skidsteer	8.00	$112.90	$0.00	$903.20	15.00%	$135.48	$1,038.68
		Sub Total	**0.00**	**$10,317.36**		**$1,547.60**	**$11,864.96**
		Grand Total	**0.00**	**$10,317.36**		**$1,547.60**	**$11,864.96**

Subcontracts

Company	Description	Sub Total	Markup %	Markup Amount	Total
Brothers Saw Cutting		$350.00	15.00%	$52.50	$402.50
Geo Pacific Testing		$2,050.00	15.00%	$307.50	$2,357.50

Change Order Request

Landis & Landis Construction

C.O.R. # **CI23-013-0017**
G.C. # 240702.17
Date: 4/6/2025

Project Name: City of Oregon City - Molalla Avenue Sanitary Sewer I&I Rehab Project **Project #:** CI23-013

S2 Paving		$16,800.00	15.00%	$2,520.00	$19,320.00
	Sub Total	$19,200.00		**$2,880.00**	**$22,080.00**
	Grand Total	$19,200.00		**$2,880.00**	**$22,080.00**

Total	**$36,437.08**
Subcontract	**$19,200.00**
Markup Subcontract	**$2,880.00**
Total	**$58,517.08**

S-2 CONTRACTORS INC

To: LANDIS & LANDIS

Project: DUTCH BROTHERS ALLEY

Date: 4/3/2025

Location: OREGON CITY, OR

We hereby submit a proposal for the specified project. The work shall be done in accordance with the specifications with the type of work quoted and or as noted in the proposal below. We shall provide all labor, equipment and materials required for the items quoted and or as noted below. We propose the following:

ITEM NO.		TOTAL
	REVISED	
1	PAVE 3" OF ASPHALT (APPROX. 430'x8.5')	$16,800.00

Includes: 1 Day of Paving, Additional Days $ 2,500.00, Tack

Excludes: Bonds, permits, fees, surveying, testing, herbicide treatments, prime coating, seal coating, slurry sealing,crack sealing, base rock traffic control, saw cutting, fabric, lighting, pavement striping, sweeping, utility adjustments, grading, **GRINDING**

Note: Bid is based on today's liquid asphalt oil price. Cost will be adjusted on liquid asphalt at time of paving, based on the ODOT published liquid AC pricing.
Sub grade shall be approved for compaction and drainage before paving.

Bid based on signing a mutually acceptable contract agreement and schedule
Proposal to be included as part of contract agreement with items included and or excluded as stated above

PAYMENT TO BE MADE AS FOLLOWS:

1. With estimated quantities and unit prices quotes; the final billing will be based on completed quantities times the unit price for the item.
2. Terms Net 30 days.
3. Finance charge of 1.5% per month will be assessed on any unpaid balance.

NOTE: This proposal may not be valid if not accepted within 30 days. Print date: 4/3/2025

ACCEPTANCE OF PROPOSAL:

The prices, specifications and conditions are satisfactory, and are hereby accepted. You are authorized to do the work specified. Payment will be made as outlined above.

Authorized Signature: Date:

S-2 Contractors Inc. CCB 67253
6860 S. Anderson Rd. Aurora, Or. 97002
Phone: 503-651-4000
Fax: 503-651-4004

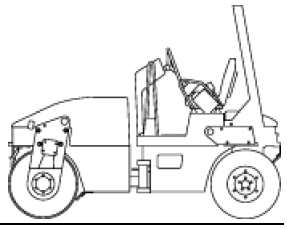
All prices shown in US dollars ($)

Adjustments for LANCELANDIS29 in undefined

April 6, 2025

Hamm HD12VT
Combination Rollers

Size Class:
1.5 - 3.4 mt
Weight:
5776 lbs



Configuration for HD12VT

Drum Width	**47.2'**	Horsepower	**30.7 hp**
Power Mode	**Diesel**		

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	**Weekly**	**Daily**	**Hourly**	**Hourly**	**Hourly**
Published Rates	USD $6,995.00	USD $1,960.00	USD $490.00	USD $74.00	USD $40.10	USD $101.35
Adjustments						
Region (100%)	-	-	-	-		
Model Year (2019: 100%)	(USD $0.17)	(USD $0.05)	(USD $0.01)	(USD $0.00)		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (100%)					-	
Total:	**USD $6,994.83**	**USD $1,959.95**	**USD $489.99**	**USD $74.00**	**USD $40.10**	**USD $101.35**

Non-Active Use Rates	**Hourly**
Standby Rate	USD $42.35
Idling Rate	USD $64.14

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	30.87%	USD $2,159.53/mo
Overhaul (ownership)	30.86%	USD $2,158.34/mo
CFC (ownership)	18.33%	USD $1,282.53/mo
Indirect (ownership)	19.94%	USD $1,394.59/mo
Fuel (operating) @ USD 3.70	7.21%	USD $2.89/hr

Revised Date: 2nd quarter 2025

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.

The equipment represented in this report has been exclusively prepared for (mlandis@llconstruction.com)

www.equipmentwatch.com

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EquipmentWatch

www.equipmentwatch.com

All prices shown in US dollars ($)

Adjustments for LANCELANDIS30 in undefined

April 6, 2025

Miscellaneous DSL 6X4 4000
On-Highway Water Tankers

Size Class:
200 hp & Over
Weight:
14000 lbs

Configuration for DSL 6X4 4000

Horsepower	**250.0 hp**	Power Mode	**Diesel**
Tank Capacity	**4000.0 gal**		

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	**Weekly**	**Daily**	**Hourly**	**Hourly**	**Hourly**
Published Rates	USD $4,130.00	USD $1,155.00	USD $290.00	USD $44.00	USD $38.62	USD $74.87
Adjustments						
Region (100%)	-	-	-	-		
Model Year (2019: 99.79%)	(USD $8.59)	(USD $2.40)	(USD $0.60)	(USD $0.09)		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (100%)					-	
Total:	**USD $4,121.41**	**USD $1,152.60**	**USD $289.40**	**USD $43.91**	**USD $38.62**	**USD $74.79**

Non-Active Use Rates	**Hourly**
Standby Rate	USD $25.64
Idling Rate	USD $59.28

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	47.55%	USD $1,964.01/mo
Overhaul (ownership)	29.13%	USD $1,203.12/mo
CFC (ownership)	11.38%	USD $469.86/mo
Indirect (ownership)	11.94%	USD $493.01/mo
Fuel (operating) @ USD 3.70	59.84%	USD $23.11/hr

Revised Date: 2nd quarter 2025

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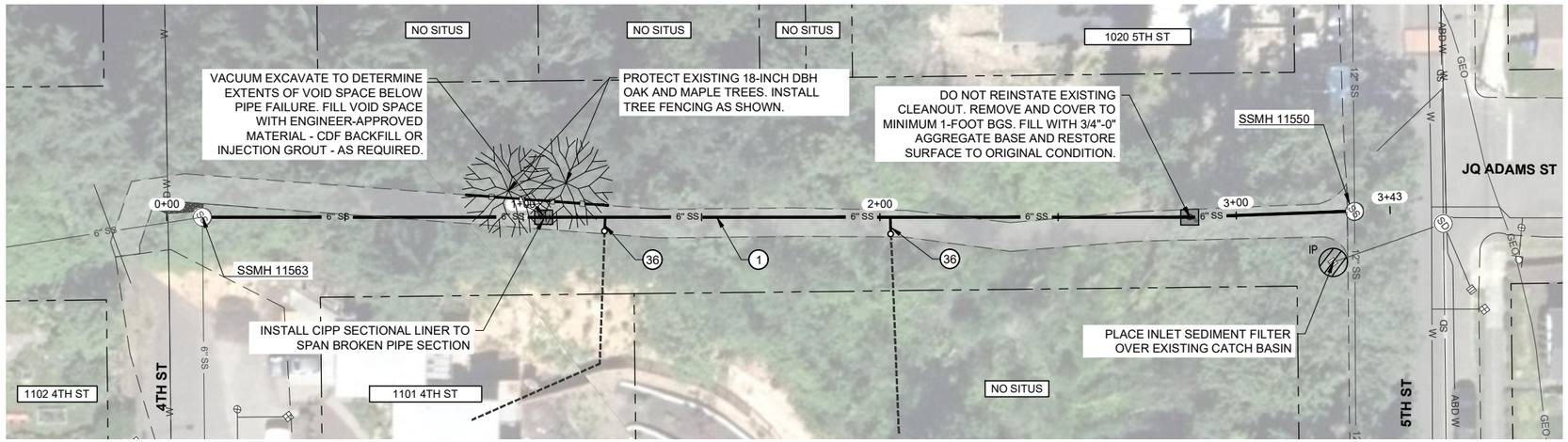
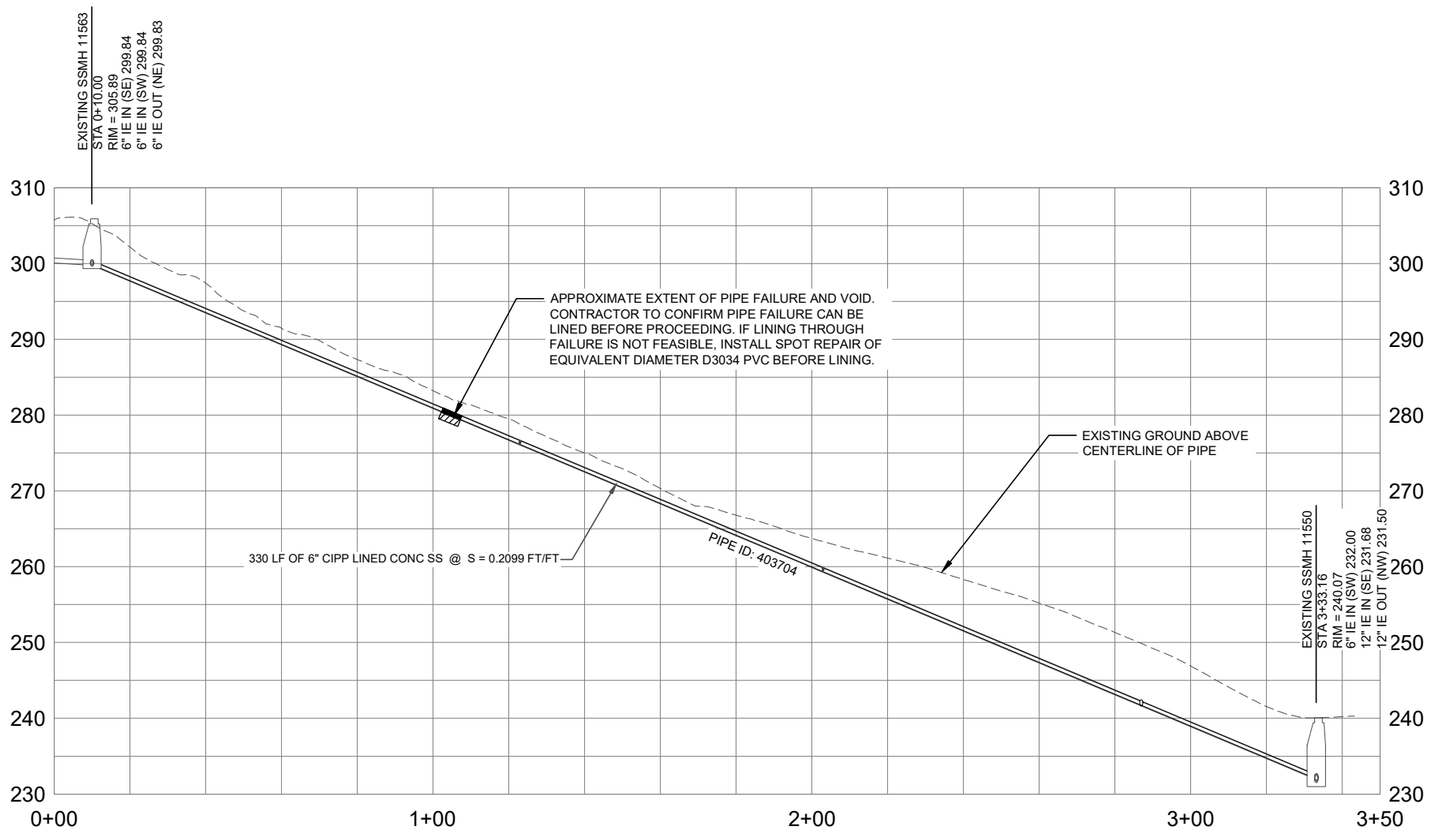


PLAN



PROFILE

SCALE: 1" = 20' HORIZ
1" = 10' VERT

GENERAL CONSTRUCTION NOTES

1. LOCATIONS OF PROPOSED LATERALS ARE APPROXIMATE, AND EXISTING LATERALS HAVE NOT BEEN INSPECTED. CONTRACTOR SHALL VERIFY ALIGNMENT AND DEPTH OF EXISTING LATERAL AS REQUIRED. CONTRACTOR TO CONFIRM LOCATION AND DEPTH OF ALL UTILITY LINES POSSIBLY IN CONFLICT WITH THE WORK. NOTIFY ENGINEER OF ANY CONFLICT PRIOR TO CONSTRUCTION.
2. PROTECT AND PRESERVE ALL EXISTING TREES PER THE SPECIFICATIONS. INSTALL TREE PROTECTION FENCING AND WORK UNDER SUPERVISION OF A CERTIFIED ARBORIST FOR ANY EXCAVATION ENCOUNTERING ROOTS 2" OR GREATER IN DIAMETER. SEE TREE PROTECTION NOTES, THIS PAGE FOR ADDITIONAL DETAILS.
3. OMNI MARKER BALLS SHALL BE INSTALLED AT ALL LATERAL CONNECTIONS PER CITY STANDARD DRAWING 310. TRACER WIRE SHALL BE INSTALLED ALONG LATERAL.
4. PIPE DEFECTS SHOWN IN PROFILE VIEW INCLUDE ONLY THOSE THAT ARE NOT REMOVABLE THROUGH STANDARD CLEANING METHODS. CONTRACTOR TO CONDUCT PRE-REHABILITATION VIDEO INSPECTION PER THE SPECIFICATIONS.
5. SURFACE, STRUCTURE AND PIPE ELEVATIONS ARE APPROXIMATE BASED ON GIS INFORMATION. CONTRACTOR TO CONFIRM PIPE DEPTHS AND NOTIFY ENGINEER OF ANY DIFFERENCES FROM THE PLANS.

TREE PROTECTION NOTES

1. BENEATH THE DRIPLINE OF PROTECTED TREES, EXCAVATE SLOWLY IN THE UPPER 2-FEET OF SOIL.
2. EXCAVATION IMMEDIATELY ADJACENT TO ROOTS 2-INCHES AND LARGER IN DIAMETER SHALL BE BY HAND OR OTHER NON-INVASIVE TECHNIQUES TO ENSURE THAT ROOTS ARE NOT DAMAGED.
3. USE AIR-SPADING, HYDRO-VACUUM EXCAVATION, OR HAND-DIGGING TO CAREFULLY EXPOSE ROOTS FOR THE PROJECT ARBORIST TO ASSESS IN TERMS OF QUANTITY, SIZE, AND LOCATION.
4. WHERE FEASIBLE, TREE ROOTS SHALL BE PROTECTED BY TUNNELING OR OTHER MEANS TO AVOID DESTRUCTION OR DAMAGE. EXCEPTIONS CAN BE MADE IF, IN THE OPINION OF THE PROJECT ARBORIST, UNACCEPTABLE DAMAGE WILL NOT OCCUR TO THE TREE.
5. THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING WITH THE PROJECT ARBORIST IN A TIMELY MANNER PRIOR TO DAMAGING OR PRUNING ROOTS 2-INCHES AND LARGER IN DIAMETER.

SURFACE RESTORATION NOTES

1. PATHWAY TRENCH MAY BE BACKFILLED WITH CLASS A FILL (EXISTING MATERIAL) TO 6" BELOW EXISTING ASPHALT DEPTH. BACKFILL WITHIN 6" BELOW ASPHALT DEPTH SHALL BE CLASS B FILL (3/4"-0" AGGREGATE BASE) .
2. ASPHALT SHALL BE PLACED TO PROVIDE EXISTING DEPTH. EXISTING PAVEMENT EDGE SHALL BE SAWCUT AS NECESSARY TO PROVIDE NEAT EDGE FOR ASPHALT PATCHING.

KEY NOTES

(1) REHABILITATE EXISTING SANITARY SEWER MAINLINE OF SIZE AND LENGTH NOTED USING CIPP LINING PER THE SPECIFICATIONS.

(36) REINSTATE EXISTING LATERAL AND INSTALL SANITARY SEWER CLEANOUT WITHIN PAVEMENT LIMITS. MINIMIZE EXCAVATION OUTSIDE OF PAVEMENT LIMITS WHEREVER POSSIBLE.

LATERAL PIPE DATA

ADDRESS	MAINLINE CONNECTION TYPE	METHOD (PER SPEC SECTION 00408.00)	CONNECTION STATION	APPROXIMATE REPLACEMENT LENGTH
1104 4TH ST	CIPP TOP HAT	A	1+22	N/A
NO SITUS	CIPP TOP HAT	A	2+02	N/A

PRELIMINARY NOT FOR CONSTRUCTION

NO.	REVISION	BY	DATE

DESIGNED BY: AP/AD
DRAWN BY: CK/AD
REV: DB

ONE INCH AT FULL SCALE. IF NOT ONE INCH ADJUST SCALE ACCORDINGLY

0 ONE INCH 1"

4TH & 5TH STREET
EMERGENCY REPAIR PLAN

wallis engineering

DATE: 11/2024
PROJECT NO: OC21-II #3

MOLALLA AVENUE
SANITARY SEWER
I&I REHAB PROJECT
CI 23-013

OREGON CITY

DRAWING NO:
C67
67 OF 67

Full Cost Schedule

Inflow Infiltration Program Management - 4th St to 5th St Pathway Emergency Repair
City of Oregon City
WE# OC21-I I

Date: 12/4/2024
By: AD/AP
QA by: DB

BASE BID – Landis & Landis Construction

Item No.	Spec	Bid Item	Quantity	Unit	Unit Price	Total Price
1.	00197	Extra Work as Authorized	1	FA	$4,000.00	$4,000.00
2.	00210	Mobilization	1	LS	$10,000.00	$10,000.00
3.	00221	Temporary Work Zone Traffic Control, Complete	1	LS	$8,500.00	$8,500.00
4.	00223	Flaggers	32	HR	$67.00	$2,144.00
5.	00280	Erosion Control	1	LS	$500.00	$500.00
6.	00320	Clearing and Grubbing	1	LS	$550.00	$550.00
7.	00405	Trench Foundation	2	CY	$250.00	$500.00
8.	00411	CIPP Liner, 6 inch	330	LF	$151.00	$49,830.00
9.	00411	Service Line Reconnections	2	EA	$5,300.00	$10,600.00
10.	00415	Mainline Video Inspection	330	LF	$8.50	$2,805.00
11.	00490	Sewer Void Repair, STA 01+03 to STA 01+08	1	LS	$4,500.00	$4,500.00
12.	00490	Bypass Pumping	1	LS	$3,700.00	$3,700.00
13.	00495	Permanent Asphalt Trench Resurfacing, Level 2	4	TON	$285.00	$1,140.00
14.	01020	Landscape Restoration, Complete	1	FA	$5,000.00	$5,000.00
		TOTAL COST (numerical value only)			**$103,769.00**	

Assumptions & Clarifications:

Landis does not for see any extra work or landscape bid items being used. We will spread straw and seed for the cleanout install at the ROW. We do not plan on doing any work on private property. We also do not plan on doing any lateral investigation or ROE work. Landis left the sewer void bid item lump sum as we think we can inject the void with chemical grout. The LS price includes drilling small holes in the asphalt and injecting the grout to fill the void. We do not anticipate trench foundation, or the asphalt bid items being used. Please let us know if you have any questions.

Change Order Request

Landis & Landis Construction

C.O.R. # **CI23-013-0015**
G.C. # 240702.15
Date: 4/6/2025

Project Name: City of Oregon City - Molalla Avenue Sanitary Sewer I&I Rehab Project **Project #:** CI23-013

To: City of Oregon City
Attn: David Brokaw
P.O. Box 3040

Oregon City, OR 97045

Phone: **Fax:**

From: Landis & Landis Construction
Michael Landis
P.O. Box 50
Marylhurst, OR 97036

Phone: (503) 466-9043 **Fax:** (503) 213-5964

We hereby propose to make the following changes:

Oregon City Molalla Ave - Investigation C17A & C23 Myrtle Delay

Sheet C23 – 326 Pearl St & 329 Myrtle:
1/6/2025 7:00am to 3:00pm - 8 hours.
Landis had a crew of 5 onsite to install the lateral from 326 Pearl out to Myrtle. During excavation it was found that the lateral to 326 Pearl also had a party line coming in from 329 Myrtle. With this finding and needing time for a communication with 329 Myrtle and additional investigation the crew reconnected 326 pearl to the existing line, CCTV'ed 329 Myrtle locating it and getting depths, and backfilled 326 Pearl waiting on further direction from the city.
Crew: Foreman, 2 – Operators, Pipe Layer, Truck Driver
Equipment: F450, Yanmar 80, Loader, Dump Truck
Materials: ¾-0" Aggregate = 9 tons

Sheet C17A-1 Alleyway Lateral Investigation for 417, 431, & 441 Willamette and 432 Division:
1/9/2025 7:00am to 4:00pm – 9 hours
1/10/2025 12:00am to 4:00pm – 4 hours
Landis had a crew of two onsite both day with a F450 and vac trailer to vac excavate the 4 lateral we could not locate via mainline CCTV due to the mainline being 6 inch. We vac excavated 4 feet deep, broke into the existing lateral and CCTV located the lateral to the house. Backfilled trenches with ¾-0 aggregate and compacted.
Crew: Operator & laborer
Equipment: F450 & Vac Trailer
Materials: ¾-0" Aggregate – 12 tons

Sheet C17A-1 Alleyway 432 Division Smoke Test & excavation.
Work planned for 2/12 or 2/13 4 hours.
Via email approval to excavate the lateral and work with the city maintenance crew to smoke test the lateral found in the alleyway to 432 Division St. Landis is providing excavation access to the lateral, smoke test documentation, and backfill for the trench.
Crew: Foreman, Operator, Laborer, Truck driver.
Equipment: F450, Yanmar 80, Loader, & Dump Truck
Materials: ¾-0 aggregate = 4.5 tons

Change Order Price $16,967.28

Change Order Request

Landis & Landis Construction

C.O.R. # **CI23-013-0015**
G.C. # 240702.15
Date: 4/6/2025

Project Name: City of Oregon City - Molalla Avenue Sanitary Sewer I&I Rehab Project

Project #: CI23-013

This price is good for 5 days. If conditions change, this price is void.

We are requesting a time extension of 5 days in conjunction with this change.

Michael Landis — Author

4/6/2025 — Date Sent

---

[x] Accepted

The above prices and specifications of this Change Order request are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise specified.

Authorized Signature

Date of Acceptance

Change Order Request

Landis & Landis Construction

C.O.R. # **CI23-013-0015**
G.C. # 240702.15
Date: 4/6/2025

Project Name: City of Oregon City - Molalla Avenue Sanitary Sewer I&I Rehab Project **Project #:** CI23-013

Labor

							Markup		
Labor Type	Man Hrs	$/Hr	Burden	Fringe	TotalTax	Sub Total	%	Amount	Total Labor
1/6 Foreman	8.00	$102.45	$0.00	$0.00	$0.00	$819.60	15.00%	$122.94	$942.54
1/6 Operator	8.00	$99.42	$0.00	$0.00	$0.00	$795.36	15.00%	$119.30	$914.66
1/6 Operator	8.00	$99.42	$0.00	$0.00	$0.00	$795.36	15.00%	$119.30	$914.66
1/6 Pipe Layer	8.00	$78.78	$0.00	$0.00	$0.00	$630.24	15.00%	$94.54	$724.78
1/6 Truck Driver	8.00	$78.78	$0.00	$0.00	$0.00	$630.24	15.00%	$94.54	$724.78
1/9 Operator	9.00	$99.42	$0.00	$0.00	$0.00	$894.78	15.00%	$134.22	$1,029.00
1/9 Laborer	9.00	$78.78	$0.00	$0.00	$0.00	$709.02	15.00%	$106.35	$815.37
1/10 Operator	4.00	$99.42	$0.00	$0.00	$0.00	$397.68	15.00%	$59.65	$457.33
1/10 Laborer	4.00	$78.78	$0.00	$0.00	$0.00	$315.12	15.00%	$47.27	$362.39
2/12 Foreman	4.00	$102.45	$0.00	$0.00	$0.00	$409.80	15.00%	$61.47	$471.27
2/12 Operator	4.00	$99.42	$0.00	$0.00	$0.00	$397.68	15.00%	$59.65	$457.33
2/12 Laborer	4.00	$78.78	$0.00	$0.00	$0.00	$315.12	15.00%	$47.27	$362.39
2/12 Truck Driver	4.00	$78.78	$0.00	$0.00	$0.00	$315.12	15.00%	$47.27	$362.39
				Sub Total	**$0.00**	**$7,425.12**		**$1,113.77**	**$8,538.89**
				Grand Total	**$0.00**	**$7,425.12**		**$1,113.77**	**$8,538.89**

Materials

					Markup		
Materials	Quantity	Cost	TotalTax	Sub Total	%	Amount	Total Materials
1/6 3-4- Aggregate	9.00	$42.00	$0.00	$378.00	15.00%	$56.70	$434.70
1/9&1/10 3/4- Aggregate	12.00	$42.00	$0.00	$504.00	15.00%	$75.60	$579.60
2/12 3/4- Aggregate	4.50	$42.00	$0.00	$189.00	15.00%	$28.35	$217.35
		Sub Total	**$0.00**	**$1,071.00**		**$160.65**	**$1,231.65**
		Grand Total	**$0.00**	**$1,071.00**		**$160.65**	**$1,231.65**

Equipment

					Markup		
Equipment	Quantity	Cost	TotalTax	Sub Total	%	Amount	Total Equip.
1/6 F450	8.00	$75.99	$0.00	$607.92	15.00%	$91.19	$699.11
1/6 Yanmar 80	8.00	$77.51	$0.00	$620.08	15.00%	$93.01	$713.09
1/6 544 Wheel Loader	8.00	$87.63	$0.00	$701.04	15.00%	$105.16	$806.20
1/6 12-Yard Dump Truck	8.00	$100.05	$0.00	$800.40	15.00%	$120.06	$920.46
1/9 F450	9.00	$75.99	$0.00	$683.91	15.00%	$102.59	$786.50
1/9 Vac Trailer 1 Day Min	1.00	$588.00	$0.00	$588.00	15.00%	$88.20	$676.20
1/10 F450	4.00	$75.99	$0.00	$303.96	15.00%	$45.59	$349.55
1/10 Vac Trailer 1 Day Min	1.00	$588.00	$0.00	$588.00	15.00%	$88.20	$676.20
2/12 F450	4.00	$75.99	$0.00	$303.96	15.00%	$45.59	$349.55
2/12 Yanmar 80	4.00	$77.51	$0.00	$310.04	15.00%	$46.51	$356.55
2/12 544 Wheel Loader	4.00	$87.63	$0.00	$350.52	15.00%	$52.58	$403.10
2/12 12-Yard Dump Truck	4.00	$100.05	$0.00	$400.20	15.00%	$60.03	$460.23
		Sub Total	**0.00**	**$6,258.03**		**$938.71**	**$7,196.74**
		Grand Total	**0.00**	**$6,258.03**		**$938.71**	**$7,196.74**
				Total		**$16,967.28**	

Change Order Request

Landis & Landis Construction

C.O.R. # **CI23-013-0015**
G.C. # 240702.15
Date: 4/6/2025

Project Name: City of Oregon City - Molalla Avenue Sanitary Sewer I&I Rehab Project

Project #: CI23-013

Total **$16,967.28**

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

CITY OF OREGON CITY

Staff Report

To:	City Commission	**Agenda Date:**	June 4, 2025
From:	Dayna Webb, Public Works Director		

SUBJECT:
Item 7.b. - Purchase of Bulk Fuel at the Fir Street Fuel Site with CECO, Inc (Carson Oil Company)

STAFF RECOMMENDATION:
Authorize the purchase of bulk fuel at the Fir Street Fuel Site with CECO, Inc (Carson Oil Company) in the amount of $100,000.00.

EXECUTIVE SUMMARY:
The Fleet Division purchases fuel for the Fir Street Fuel Site monthly for Public Works, Parks and Recreation, Code Enforcement and the Police Department. The CECO, Inc (Carson Oil Company) fuel is purchased through a State cooperative purchase agreement through Oregon Buys. The current State Cooperative Purchase Agreement expires on December 31, 2025. Therefore, this purchase is for the cost of fuel through the end of that agreement.

A new request for purchase of bulk fuel for the remaining biennium (January 2026–June 30, 2027) will be brought to the City Commission for approval once a new or amended State Cooperative Purchase Agreement through Oregon Buys is approved.

The Fleet Division is requesting the approval of the purchase of bulk fuel in the amount of $100,000.00 for the Fir Street Fuel Site. Oregon City is utilizing the State cooperative purchase agreement through Oregon Buys, purchasing from CECO, Inc (Carson Oil Company).

BACKGROUND:
Oregon City historically used cardlock sites such as Pacific Pride to fuel city vehicles. When the Public Works Engineering and Operations Center was purchased with on-site fuel equipment, the Fleet Division brought the fuel station up to code and began utilizing the fuel station in 2022. Fuel is currently utilized by Public Works, Parks and Recreation, Code Enforcement and the Police Department. In addition to saving time and money for the city, the fuel station provides the city with access to fuel during emergencies and unexpected events such as power outages and winter storms.

The Fleet Division currently purchases fuel monthly and is the initial funding source. It takes approximately two weeks from the date fuel is ordered to arrive on-site and an additional two to three weeks for the invoice to be received. After that, the purchase is processed, using the actual cost of purchased fuel. A report is run monthly listing the actual amounts of

fuel and cost allocated to each department. The report is sent to the Finance department, which charges the expenses to each department's budget, and credits the Fleet fund.

Due to the extended time between initiating a purchase order and the funds being encumbered, the Finance Department has requested a purchase order be created encumbering the remaining fiscal years' budgeted funds. When the purchase order is approved, invoices paid will be reflected immediately, allowing monthly reports to show actual amounts sooner and providing the city with a more accurate financial picture to monitor spending and budgets.

Based on last fiscal year's fuel costs, the Fleet Division determined the amount of $100,000.00 to cover fuel costs through December 2025.

The chart below displays actual fuel costs for an average of six months in the previous fiscal year and the estimated costs for the next six months (July – December 2025), which includes planning for volatility and inflation in the market.

	Fiscal Year	Gas	Diesel	Total
Actual Cost	2024-2025	$56,156.00	$34,570.51	$90,726.51
Estimated Cost	2025-2026	$60,000.00	$40,000.00	$100,000.00

The State cooperative purchase agreement terms out on December 31, 2025. This purchase request is for the cost of fuel through the end of the year.

A new request to purchase bulk fuel for the remaining biennium (January 2026 - June 30, 2027) will be brought to the City Commission for approval January 7, 2026, through an amended State cooperative purchase agreement through Oregon Buys.

This procurement is a direct procurement, utilizing the State Cooperative Purchase Agreement through Oregon Buys.

OPTIONS:

1. Approve Purchase of Bulk Fuel at the Fir Street Fuel Site with CECO, Inc (Carson Oil Company).
2. Approve Purchase of Bulk Fuel at the Fir Street Fuel Site with CECO, Inc (Carson Oil Company) with Amendments.
3. Deny Purchase of Bulk Fuel at the Fir Street Fuel Site with CECO, Inc (Carson Oil Company) and provide further direction.

BUDGET IMPACT:

Amount	$100,000.00
Fiscal Year(s):	2025-2026
Funding Source(s):	Fleet Fund

Amendment No. 2 to Price Agreement No. 0498

This is Amendment No. 2 to Price Agreement No. 0498 executed January 6th, 2020 and amended from time to time between the State of Oregon ("State"), acting by and through its Department of Administrative Services – Procurement Services ("DAS-PS") and CECO, Inc. ("Contractor"). This Amendment is effective on the date signed by all parties and upon receipt of all approvals necessary for signing ("Amendment Effective Date").

Amendment No. 2 modifies the original price agreement by ADDING the new paragraph below to Section 2.14 and numbered 2.14.5. This paragraph addresses the allowable action(s) taken by State officials, Authorized Purchasers (as defined in Section 1.1.2 of the Price Agreement) or other designated personnel in the event a state of emergency is declared within the State.

2.14.5 Declaration and Emergency Response: The Governor of the State has the authority to declare a state of emergency pursuant to ORS Chapter 401. The Governor also has the authority to declare an energy resources emergency pursuant to ORS Chapter 176. The Oregon Department of Energy ("ODOE"), pursuant to ORS Chapter 176, has developed an Oregon Fuel Action Plan ("Plan") to address such emergencies consistent with the Governor's emergency authorities. (The Plan is accessible through the following link: https://www.oregon.gov/energy/safety-resiliency/Documents/Oregon-Fuel-Action-Plan.pdf. In the event of a declared emergency, Supplier acknowledges that the Governor may delegate authority to ODOE to carry out the Plan, or other actions within the Governor's authority. This delegation of authority may include the authority to allocate and control all fuel stockpiles throughout the State. Contractor shall provide services in response to a request from the State made either under the authority of an emergency declared by the President of the United States or the Governor, or in an emergency requiring immediate action prior to a formal declaration.

Except as expressly amended above, all other terms and conditions of the Price Agreement remain in full force and effect. Contractor certifies the representations, warranties and certifications contained in the Price Agreement and any ensuing Contracts are true and correct as of the Amendment Effective Date.

CONTRACTOR – CECO, Inc.

By: Matthew Benz
Title: V.P. Sales + Operations
Date: 7/19/2021
Signature:

STATE OF OREGON, acting by and through DAS-PS

By: Darwin Kumpula
Title: Procurement & Operations Manager
Date: 19-Jul-2021
Signature: Darwin Kumpula Digitally signed by Darwin Kumpula Date: 2021.07.19 16:00:19 -07'00'

Approved by Mr. Marc Bocci, Assistant Attorney General via email on July 16, 2021.

DocuSign Envelope ID: 640DB867-B999-43F5-A5B3-6CECF10FA62E

Amendment No. 3 to Price Agreement No. 0498

This is Amendment No. 3 to Price Agreement No. 0498 executed January 6th, 2020 and amended from time to time between the State of Oregon, acting by and through its Department of Administrative Services – Procurement Services [DAS-PS] and CECO, Inc. [Contractor]. This Amendment is effective on the last date of below approvals are recorded.

As allowed per Section 1.3.4 of the Price Agreement, Amendment No. 3 adjusts the Price-per-Gallon of Diesel Exhaust Fluid (DEF) upwards by ninety-seven cents ($ 0.97).

Except as expressly amended above, all other terms and conditions of the Price Agreement remain in full force and effect. Contractor certifies the representations, warranties and certifications contained in the Price Agreement and any ensuing Contracts are true and correct as of the Amendment Effective Date.

CONTRACTOR – CECO, Inc.

By: Matthew Benz
Title: Vice President of Sales & Operations
Date: 11/11/2021
Signature: DocuSigned by: Matthew Benz 318D78C42B55413...

STATE OF OREGON, acting by and through DAS-PS

By: Darwin Kumpula Digitally signed by Darwin Kumpula Date: 2021.11.16 08:09:58 -08'00'
Title: Deputy Chief Procurement Officer
Date: 15-Nov-2021

Approved for Legal Sufficiency pursuant to O.R.S. 137-045-0050.

Amendment No. 4 to Price Agreement No. 0498

This is Amendment No. 4 to Price Agreement No. 0498, executed January 6th, 2020, and amended from time to time, between the State of Oregon, acting by and through its Department of Administrative Services – Procurement Services [DAS-PS] and CECO, Inc. This Amendment is effective on the last date signed below after all approvals for signing ("Amendment Effective Date").

Therefore, as allowed in Section 1.5 of the Price Agreement, this Amendment extends the term for two years reflecting a new expiration date of December 31, 2023.

Except as expressly amended above, all other terms and conditions of the Price Agreement are still in full force and effect. Contractor certifies the representations, warranties and certifications contained in the Price Agreement and any ensuing Contracts are true and correct as of the Amendment Effective Date and with the same effect as though made at the time of this Price Agreement.

CONTRACTOR – CECO, Inc.

By: DocuSigned by: Matthew Berg
318D78C42B55413...

Title: Vice President of Sales & Operations

Date: 12/2/2021

DAS – PS

By: Darwin Kumpula Digitally signed by Darwin Kumpula Date: 2021.12.02 11:16:55 -08'00'

Title: Procurement Operations & Sourcing Manager

Date: 2-Dec-2021

Approved for Legal Sufficiency pursuant to O.R.S. 137-045-0050

DAS
DEPARTMENT OF ADMINISTRATIVE SERVICES
ENTERPRISE GOODS & SERVICES

Amendment No. 5 to Price Agreement No. 0498

This is Amendment No. 5 to Price Agreement No. 0498, executed January 6th, 2020, and amended from time to time, between the State of Oregon, acting by and through its Department of Administrative Services – Procurement Services (DAS-PS) and CECO, Inc. This Amendment is effective on the last date signed below after all approvals for signing ("Amendment Effective Date").

Therefore, as allowed in Section 1.5 of the Price Agreement, this Amendment extends the term for two years reflecting a new expiration date of December 31, 2025.

Except as expressly amended above, all other terms and conditions of the Price Agreement are still in full force and effect. Contractor certifies the representations, warranties and certifications contained in the Price Agreement and any ensuing Contracts are true and correct as of the Amendment Effective Date and with the same effect as though made at the time of this Price Agreement.

CONTRACTOR – CECO, Inc.

By: [signature]
Title: V.P. Sales
Date: 11-13-2023
Matthew Burr

DAS – PS

By: Brent Lutz
Digitally signed by Brent Lutz
Date: 2023.11.13 11:50:08 -08'00'
Adobe Acrobat version: 2023.006.20320
Title: Procurement Operations & Sourcing Manager
Date: 11/13/23

Approved for Legal Sufficiency pursuant to O.R.S. 137-045-0050

DocuSign Envelope ID: 57160463-79C4-4B4A-9FE9-8C97F6FFBBA1

DAS
DEPARTMENT OF ADMINISTRATIVE SERVICES
ENTERPRISE GOODS & SERVICES

Amendment No. 6 to Price Agreement No. 0498

This is Amendment No. 6 to Price Agreement No. 0498, executed January 6th, 2020, and amended from time to time, between the State of Oregon, acting by and through its Department of Administrative Services – Procurement Services [DAS-PS] and CECO, Inc. This Amendment is effective on the last date signed below after all approvals for signing ("Amendment Effective Date").

Therefore, as allowed in Section 1.3.4 of the Price Agreement, this Amendment changes the reference tables published daily by OPIS for the contractor to use as the baseline costs when calculating a final price given to the authorized purchasers utilizing this agreement. The new table used for each respective fuel offered by the contractor is identified in the heading description of the fuel containing the words: "WITH CAR COST". Below is an Example of the proper table use for E10 Unleaded Gasoline:

PORTLAND, OR ***2023-12-07 10:00:14 EST***

*****OPIS CONTRACT BENCHMARK FILE*****
*****OPIS GROSS CBOB ETHANOL(10%) PRICES WITH CAR COST ** 9.0 RVP***

.....

UBD RACK AVG 223.65 244.53 257.26

Except as expressly amended above, all other terms and conditions of the Price Agreement are still in full force and effect. Contractor certifies the representations, warranties and certifications contained in the Price Agreement and any ensuing Contracts are true and correct as of the Amendment Effective Date and with the same effect as though made at the time of this Price Agreement.

CONTRACTOR – CECO, Inc.

By: DocuSigned by: [signature] 318D78C42B55413...
Title: Vice President of Sales & Operations
Date: 12/11/2023

DAS – PS

By: John ANGLEMIER
Title: Procurement Operations & Sourcing Manager
Date: 12/11/2023

Approved for Legal Sufficiency pursuant to O.R.S. 137-045-0050

PA # 0498 with CECO, Inc.

Pricing (Less Taxes) - Effective 01-06-2020

Truck & Trailer Delivery

ITEM #	Fuel Type	UOM	RACK Location	ADD below $$ to OPIS Daily Rack Price	USE below $$
1	Unleaded Gasoline [UNL] w/ 10% Ethanol [ETH]	Gallon	Portland	$0.0275	
5	Biodiesel [B] 5	Gallon	Portland	$0.0099	
6	Biodiesel [B] 20	Gallon	Portland	$ (0.0150)	
7	Renewable Diesel [RD] 100 or 99 / *[USE **OPIS GROSS WHOLESALE B5 SME BIODIESEL PRICES**]*	Gallon	Portland	$0.1800	

Tank Wagon Delivery

11	Unleaded Gasoline [UNL] w/ 10% Ethanol [ETH]	Gallon	Portland	$0.2000	
15	Biodiesel [B] 5	Gallon	Portland	$0.2000	
16	Biodiesel [B] 20	Gallon	Portland	$0.1500	
17	Renewable Diesel [RD] 100 or 99 / *[USE **OPIS GROSS WHOLESALE B5 SME BIODIESEL PRICES**]*	Gallon	Portland	$0.1800	

DEF Delivery

21	Diesel Exhaust Fluid [DEF] - TOTE (Up to 375 GALLON)	Gallon			$1.2800
22	Diesel Exhaust Fluid [DEF] - DRUM (55 GALLON)	Gallon			$2.7500
23	Diesel Exhaust Fluid [DEF] - PAIL (2-1/2 GALLON)	Gallon			$3.3000
24	Diesel Exhaust Fluid [DEF] - CASE (4 x 1 GALLON)	Gallon			$3.3000

Demurrage Charge (when applicable)

25	Allowable in 1/4-hour billing increments	Hour			$85.00

STATE OF OREGON

State of Oregon
Price Agreement No. 0498

With

CECO, Inc.

is issued to provide the following:

Supply and Delivery of Various Types of Fuel in Bulk Quantities

Price Agreement No. 0498 ("Price Agreement") is created as a result of a qualifying and acceptable submission to Solicitation No. DASPS-2274-19 and is between the State of Oregon (the "State"), acting by and through its Department of Administrative Services – Procurement Services ("DAS-PS"), on behalf of all Oregon state agencies, ORCPP members and MCUA holders and CECO, Inc., a State of Oregon Corporation ("Contractor").

Section 1 –Agreement

1.1 Parties

1.1.1 The only parties to this Price Agreement are DAS-PS and Contractor.

1.1.2 AUTHORIZED PURCHASERS may purchase Goods or Services ("Goods or Services"), services ("Services") or related products specified in Exhibit A by issuing ordering instruments creating separate contracts ("Contracts"). The only parties to each of these Contracts are the Authorized Purchaser and Contractor. DAS-PS is an intended beneficiary of each Contract.

1.2 Process

1.2.1 AUTHORIZED PURCHASERS may order Goods or Services during the Term of this Price Agreement using any of the following ordering instruments:

1. DAS-approved Purchase Order form. See Sample as Exhibit B to this agreement.
2. Authorized Purchaser's standard form

3. State P-card of Oregon Transaction System ["SPOTS"] Card

Each ordering instrument must specify, at a minimum, the following details:

1. Price Agreement No. 0498.
2. The specific Goods or Services and quantity of each item ordered.
3. The net price.
4. The requested delivery schedule.
5. The delivery location(s).
6. The invoicing address.
7. Authorized Purchaser's authorized representative and relevant contact information including e-mail address.

1.2.2 A Contract created by an ordering instrument consists only of the terms specified or required by this Price Agreement. Additional, different or conflicting terms and conditions in any ordering instrument or any other form used by an Authorized Purchaser or Contractor may not vary the terms of a Contract. Additional, different or conflicting terms and conditions on a purchase order or other form are of no effect.

1.2.3 Authorized Purchaser(s) who are State of Oregon agencies may issue Purchase Orders for any value under this Price Agreement.

1.2.4 Contractor shall accept ordering instruments from AUTHORIZED PURCHASERS complying with the provisions of this Price Agreement until the termination or expiration of this Price Agreement.

1.2.5 An ordering instrument deemed accepted by Contractor unless Contractor rejects the ordering instrument within two (2) business days after received. Contractor may reject an ordering instrument: i) using the same means used to deliver the ordering instrument, or ii) by e-mail, provided the email address is evident on the ordering instrument. Contractor shall specify the reason(s) for rejection.

1.2.6 Accepted ordering instruments establish separate Contracts between AUTHORIZED PURCHASERS and Contractor and include the terms set forth in Sections 2 and 3. When used in Contracts, "Price Agreement" means specifically Price Agreement No. 0498.

1.2.7 DAS-PS is not obligated or liable under any Contract unless DAS-PS is acting as the Authorized Purchaser of the Goods or Services, Services or related products.

1.2.8 Nothing in this Price Agreement obligates DAS-PS or AUTHORIZED PURCHASERS to purchase any Goods, Services or related products at any time during the Term of this Price Agreement.

1.2.9 Contractor shall reject an ordering instrument from any entity not identified as an Authorized Purchaser under this Price Agreement unless an amendment executed prior to the order allowing such entity to purchase materials specifically listed in this Price Agreement.

1.2.10 Contractor shall reject any ordering instrument not meeting the requirements of this Price Agreement.

1.2.11 DAS-PS reserves the right to add fuel types to this Price Agreement as they become available or mandated through new legislation by the State of Oregon. These fuel types may originate through existing producers, new producers or their authorized distribution channel(s).

Examples of fuel types added include, but are not limited to, (i) renewable diesel ("RD") in blends not previously listed, (ii) renewable gasoline ("RG") in forms acceptable to the market or blends not previously available, and (iii) forms of existing fuel types not listed or produced at the time of execution of this Price Agreement.

1.3 Pricing

1.3.1 Except as provided in this Section 1.3, During the Term of this Agreement, Contractor shall offer Goods to Authorized Purchasers at prices that do not exceed the prices listed in Exhibit A – Goods

1.3.2 Contractor understands and agrees the prices listed for each District are Not-to-Exceed ("NTE") prices but may negotiate lower prices with an Authorized Purchaser for a specific location within each District. In such cases, the negotiated lower prices only apply to Contracts between Contractor and such Authorized Purchaser.

1.3.3 Contractor shall subtract from prices charged to Authorized Purchasers any unit price decrease achieved or gained by Contractor whether through the manufacturer or otherwise. Contractor shall give Authorized Purchasers the immediate benefit of the decrease. Contractor shall promptly notify the DAS-PS Contract Administrator of the amount and effective date of the decrease.

1.3.4 Either party to this Price Agreement may request a price adjustment for some or all of the Goods, subject to the restrictions specified below. Contractor may request unit price increase no more than once in any 12-month period, provided no such requests made prior to July 1, 2020. Contractor must submit a request to the DAS-PS Contract Administrator in writing at least 60 days prior to the proposed effective date of the increase. The request must show all proposed increases by line item and include, at a minimum, support documentation from the U.S. Bureau of Labor Statistics Producer Price Index and/or Consumer Price Index and documented increases in costs to Contractor. Other relevant manufacturer or industry data substantiating the increase is encouraged and accepted for consideration. DAS-PS reserves the right in its sole discretion to determine whether to agree to a price increase. DAS-PS further reserves the right to require additional documentation or independently verify the basis and validity of any proposed price increase utilizing its internal price review and analysis protocols. DAS-PS may accept or reject the requested increase or offer some lesser amount.

In addition, Contractor may request a price adjustment for some or all of the Goods in connection with each extension of the Price Agreement pursuant to Section 1.5. Any such adjustment must have support documentation from the U.S. Bureau of Labor Statistics Producer Price Index and/or Consumer Price Index and documented increases in costs to Contractor. DAS-PS reserves the right in its sole discretion to determine whether to agree to a price increase for an extension period. DAS-PS further reserves the right to require additional documentation or independently verify the basis and validity of any proposed price increase utilizing its internal price review and analysis protocols. DAS-PS may accept or reject the requested increase or offer some lesser amount. In the event DAS-PS offers some compromise amount or rejects the requested price increase, Contractor may elect to agree to the proposed extension period under those conditions or allow the Price Agreement to expire. However, Contractor has no right to receive, or claim for failure to receive, a price increase for any extension period.

Notwithstanding the foregoing, no more than one price increase will be allowed during any twelve-month period within the Term of the Price Agreement or extension period. Accordingly, if

there has been a price adjustment during the 12-month period preceding the commencement of an extension period, any price adjustment agreed to for such extension period shall not take effect until a period of 12 months from the effective date of such prior adjustment has elapsed.

1.4 Contractor Reporting and Payment Requirements

Contractor shall generate and submit to DAS-PS monthly sales reports based on sales generated from Authorized Purchasers. Contractor must pay two separate administrative fees of $ .01/gallon (one ce per gallon) for a total of $ .02/gallon (two cents per gallon). Fees to be included in the delivered price of each gallon. Below is a brief outline of these fees. Additional instructions and information provided in Exhibit D of this Price Agreement.

(1) Volume Sales Report (VSR) / Vendor Collected Administrative Fee (VCAF)

Contractor shall generate and submit to DAS-PS a quarterly Volume Sales Report ("VSR") detailing total dollar in sales generated by each Authorized Purchaser to DAS-PS, along with a Vendor Collected Administrative Fee ("VCAF") paid directly to DAS-PS. The VCAF amount for this Price Agreement is equal to $ 0.01 per gallon sold, as documented in the VSR and paid quarterly.

EASi Buy, LLC. Report / Support Fee

Contractor shall generate and submit to EASiBuy, LLC a monthly sales report detailing total dollars in sales generated by each Authorized Purchaser, along with a Transaction Fee of $0.01 per gallon paid directly to EASiBuy, LLC. Contractor represents and warrants it has entered into and will comply with the Supplier Agreement Terms and Conditions ("EASiBuy Agreement") with EASiBuy, LLC. Contractor's failure to maintain or comply with the EASiBuy Agreement, including, but not limited to, failing to make reports or payments under the agreement constitutes a default under this Price Agreement.

1.5 Term of Agreement; Termination

1.5.1 The initial Term of this Price Agreement begins on the date this Price Agreement has been signed by DAS-PS and Contractor, and all required approvals have been obtained ("Effective Date"), and terminates on the 2nd anniversary of the Effective Date unless sooner terminated or extended as allowed in this Price Agreement. DAS-PS has, in its sole discretion, the option to extend the Term of this Price Agreement for up to four additional two-year extension periods, provided the maximum Term of this Price Agreement shall not exceed ten (10) years. DAS-PS will exercise the option to extend, if at all, by giving Contractor written notice no later than 30 calendar days before the expiration of the then-current term. The initial term, and all extension terms collectively, is considered the "Term" of this Price Agreement.

1.5.2 Upon termination or expiration of this Price Agreement, Contractor shall not accept new ordering instruments.

1.5.3 Termination of this Price Agreement also terminates any outstanding ordering instruments under which an Authorized Purchaser and Contractor agreed to have Contractor deliver specific quantities of Goods or Services on a pre-determined, future date or schedule. The intent is to terminate Blanket Purchase Order(s) or "BPOs", if any exist at time of termination.

1.5.4 Except as provided in Section 1.5.3, termination of this Price Agreement does not terminate any

right or obligation of a party under a Contract or ordering instrument accepted by Contractor before termination of this Price Agreement.

1.5.5 Parties' Right to Terminate for Mutual Consent. This Price Agreement allows termination any time by mutual written consent of DAS-PS and Contractor.

1.5.6 DAS-PS Right to Terminate. DAS-PS may, in its sole discretion, terminate this Price Agreement, in whole or in part, for any reason upon 30 Calendar Days' written notice to Contractor.

1.6 Insurance

Contractor shall obtain and maintain all insurance specified in Exhibit C for the Term of this Price Agreement and through the full performance of all Contracts entered into under this Price Agreement.

1.7 Miscellaneous

1.7.1 Choice of Law. The laws of the State of Oregon (without giving effect to its conflicts of law principles) govern all matters arising out of or relating to this Price Agreement, including, without limitation, its validity, interpretation, construction, performance, and enforcement.

1.7.2 Designation of Forum and Consent to Jurisdiction. A party bringing a legal action or proceeding against the other arising out of or relating to this Price Agreement shall bring the legal action or proceeding in the Circuit Court of the State of Oregon for Marion County. Each party hereby consents to the exclusive jurisdiction of such court, waives any objection to venue, and waives any claim that such forum is an inconvenient forum.

1.7.3 Amendment(s). No amendment of this Price Agreement is valid unless it is in writing and signed by both DAS-PS and Contractor.

1.7.4 Transfer. Contractor shall not assign, delegate or otherwise transfer any of its rights or obligations under this Price Agreement without first obtaining the written consent of DAS-PS. DAS-PS' consent to any subcontract (or other delegation of duties) does not relieve Contractor of any of its duties or obligations under this Price Agreement. This Price Agreement is binding upon and inures to the benefit of each of the parties, and, except as otherwise provided their permitted legal successors and assigns.

1.7.5 Counterparts. This Price Agreement may be executed in two or more counterparts, each of which is an original, and all of which, together, deemed the same instrument, notwithstanding that the parties are not signatories to the same counterpart.

1.7.6 Force Majeure. Neither DAS-PS nor Contractor will be held responsible for delay or default caused by fire, riot, acts of God, war, or any other cause not within the control of the party whose performance is interfered with, and which delay or default such party is unable to prevent by the exercise of reasonable diligence. DAS-PS may terminate this Price Agreement upon written notice after determining such delay or default will reasonably prevent successful performance of this Price Agreement within a time period that is acceptable to DAS-PS.

In the event of any such delay, Contractor's obligations shall be suspended to the extent and duration of the cause of the delay. However, Contractor shall make all reasonable efforts to

eliminate the cause of any such delay, and upon the cessation of such cause, shall resume performance of Contractor's obligations with all reasonable diligence. If necessary, the period for performance under this Price Agreement will be extended to enable Contractor to fulfill its obligations hereunder once such cause has been removed.

1.7.7 Entire Agreement. This Price Agreement, together with the attached exhibits, constitutes the entire agreement between the parties and merges all prior and contemporaneous communications with respect to the subject matter.

1.7.8 Notices. Except as otherwise expressly provided in this Price Agreement, any communications between the parties, or notices to be given under this Price Agreement, are effective only if given in writing by personal delivery, email or United States Postal Service, postage prepaid, to the Contract Administrator for Contractor or DAS-PS at the address or number set forth below in Section 4, as applicable, or to such other addresses or numbers as either party may later indicate pursuant to this Section. Any communication or notice via the United States Postal Service is deemed given five (5) days after mailing. Any communication or notice by personal delivery is deemed given immediately upon such delivery. Any communication or notice by email is deemed given when the recipient, by an email sent to the email address for the sender or by a notice given by another method in accordance with this section, acknowledges having received that email, with an automatic "read receipt" not constituting acknowledgment of an email for purposes of this section.

1.7.9 No Third Party Beneficiaries. DAS-PS and Contractor are the only parties to this Price Agreement and are the only parties entitled to enforce its terms. Nothing in this Price Agreement gives, is intended to give, or will be construed to give or provide, any benefit or right, whether directly, indirectly, or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Price Agreement. This section is not intended to, and shall not, limit the rights and benefits of any Authorized Purchaser under Contracts or other ordering instruments entered into with Contractor pursuant to this Agreement.

1.7.10 Waiver. The failure of DAS-PS to enforce any provision of this Price Agreement or the waiver of any violation or nonperformance of this Price Agreement in one instance does not constitute a waiver by DAS-PS of that or any other provision nor is it a waiver of any subsequent violation or nonperformance. Such failure to enforce waiver, if made, is effective only in the specific instance and for the specific purpose given.

1.7.11 Certification of Compliance with Tax Laws. Contractor has complied with the tax laws of the State and the applicable tax laws of any political subdivision of the State. Contractor shall comply with all tax laws of the State and all applicable tax laws of any political subdivision of the State, for the term of this Price Agreement. For the purposes of this subsection, "tax laws" include: (i) all tax laws of the State, including but not limited to ORS 305.620 and ORS chapters 316, 317 and 318; (ii) all tax provisions imposed by a political subdivision of the State that applied to Contractor, to Contractor's property (whether tangible or intangible), operations, receipts, or income, or to Contractor's performance of, or compensation for, any work performed by Contractor; (iii) all tax provisions imposed by a political subdivision of the State that applied to Goods or Services provided by Contractor; and (iv) all rules, regulations, charter provisions, or ordinances that implemented or enforced any of the foregoing tax laws or provisions.

Any failure to comply with the provisions of this subsection 1.7.11 constitutes a material default

under this Price Agreement. Such default entitles DAS-PS to terminate this Price Agreement and pursue and recover any and all damages arising from the default or termination of the Price Agreement, and to pursue any or all remedies available under this Price Agreement, at law, or in equity, including but not limited to:

- Termination of this Price Agreement, in whole or in part;
- Exercise of the right of setoff, and withholding of amounts otherwise due and owing to Contractor, in an amount equal to State's or Authorized Purchaser's setoffright, without penalty; and
- Initiation of an action or proceeding for damages, specific performance, declaratory or injunctive relief.

DAS-PS may recover any, and all, damages suffered as the result of Contractor's default under this subsection or under any other provision of this Price Agreement, including but not limited to direct, indirect, incidental and consequential damages, costs of cure, and costs incurred in securing replacement Goods or Services.

1.7.12 Recycled Products: Contractor shall, to the maximum extent economically feasible in the performance of this Agreement, use recycled products where possible. This includes paper, "PETE" and other materials, as definedin ORS 279A.010 [1][gg], [hh] and [ii].

1.7.13 Records Archiving: Contractor shall retain, maintain and keep accessible all records relevant to the this Price Agreement (the "Records") for a minimum of six (6) years, or such longer period as may be required by applicable law following termination of the Price Agreement, or until the conclusion of any audit, controversy or litigation arising out of or related to the Price Agreement and any Contract, whichever date is later. Financial Records must be kept in accordance with Generally Accepted Accounting Principles (GAAP). During the record-retention period established in this section, Contractor shall permit DAS-PS and the State of Oregon and their duly authorized representatives, EASiBuy LLC, and the federal government access to the Records at a reasonable time and place for purposes of examination and copying.

1.7.14 Performance Evaluations: DAS-PS may conduct evaluations of Contractor's performance during the Term of this Price Agreement. DAS-PS will compile and maintain completed evaluations, which will become a written record of Contractor's performance. DAS-PS may also maintain as part of that written record information obtained from Contractor during an exit interview following Price Agreement termination. DAS-PS may provide copies of any documents in the written record to Contractor and third parties upon request. DAS-PS may use performance evaluations in any way it deems necessary, in its sole discretion, including but not limited to making responsibility determinations and decisions to award contracts.

1.7.15 Reporting. This Price Agreement and Contract(s) with AUTHORIZED PURCHASERS who are state agencies will be reported to the Oregon Department of Revenue. The Department of Revenue may take any and all actions permitted by law relative to the collection of taxes due to the State of Oregon or a political subdivision, including (i) garnishing Contractor's compensation under this Price Agreement or a Contract and (ii) exercising a right of setoff against Contractor's compensation under a Contract for any amounts that may be due and unpaid to the State of Oregon or its political subdivisions for which the Department of Revenue collects debts.

1.7.16 Pay Equity Compliance: If selected for award, Bidder shall submit to Agency a true and

correct copy of an unexpired Pay Equity Compliance Certificate issued to the Bidder by the Oregon Department of Administrative Services.

For more information on Pay Equity Certification, visit https://www.oregon.gov/das/Procurement/Pages/PayEquity.aspx

1.7.17 Survival: All rights and obligations cease upon termination or expiration of this Price Agreement, except for the rights and obligations and declarations which expressly or by their nature survive termination of this Price Agreement, including without limitation this Section 1.7.17, and provisions regarding warranties and liabilities, independent Contractor status and taxes and withholding, compensation, Contractor's representations and warranties, control of defense and settlement, remedies, dispute resolution, order of precedence, maintenance and access to records, notices, severability, successors and assigns, third party beneficiaries, waiver, headings, and integration.

Section 2 – Standard Terms for Contracts under this Price Agreement

2.1 Contract Documents and Order of Precedence: The Contract consists of the ordering instrument and the provisions in Sections 2 and 3 of the Price Agreement. In the event of a conflict between the ordering instrument and provisions in Sections 2 and 3, the provisions in Sections 2 and 3 take precedence.

2.2 Payment: Authorized Purchaser is solely responsible for payment under this Contract. Contractor shall look solely to Authorized Purchaser for payment of all amounts due under this Contract. Subject to Authorized Purchaser's acceptance of Goods or Services, payment is due from Authorized Purchaser within 45 calendar days after the date of the invoice.

2.3 Overdue Charges: At Contractor's option, it may assess overdue account charges to Authorized Purchaser up to a maximum rate of two-thirds of one percent per month (8% per annum).

2.4 Demurrage Compensation: Contractor may apply for Demurrage Compensation if the Authorized Purchaser is responsible for undue delays in Contractor delivering Goods per the Contract requirements. In such cases, both parties will review the matter in good faith. If mutually agreed, Authorized Purchaser shall reimburse Contractor based on an hourly rate billable in less-than hourly increments. The duration of the delay and reimbursement method to be agreed Contractor and Authorized Purchaser on a case-by case basis. The hourly rate used for purposes of Demurrage Compensation shall be $ 85.00. Hourly rate fixed for the initial term of the Price Agreement. Rates may be decreased or increased every two years provided both parties agree.

2.5 Delivery: Delivery is complete when the purchased Goods ares in the Authorized Purchaser's fuel tanks. If Goods are not delivered within the terms and time frame cited in the Contract, substitute comparable products may be purchased by the Authorized Purchaser from another source and the Contractor shall be required to pay any additional costs incurred by the Authorized Purchaser in doing so. Late or non-complying delivery may also result in termination of the Contract by the Authorized Purchaser.

2.6 Ordering Practices: Authorized Purchaser may require Contractor to comply with any of the following Bulk Fuel ordering methods:

a) KEEP FULL: When Authorized Purchaser chooses, Contractor may schedule deliveries at its convenience to ensure that there is always sufficient Bulk Fuel in the Authorized Purchaser's tank or tanks provided the Authorized Purchaser approve scheduled deliveries, in advance, in writing.

b) ROUTINE SINGLE ORDERS: Deliveries during normal, working hours and within three calendar days after receipt of order.

c) EMERGENCY: Deliveries must be within 24 hours after notification of need. Contractor may add a flat rate charge up to $150.00 per delivery to cover additional costs, if applicable. All emergency charges agreed to prior to delivery. Emergency charges must be a separate line item on the invoice.

Contractor shall provide a copy of the loading, meter or similar document certifying actual volume dispensed when delivery is complete.

2.8 SPILLS and SPILL CLEAN UP:

2.8.1 Contractor shall be solely responsible for remediation of the spillage area, and for all costs and damages resulting from such remediation, for all fuel spills that may occur during transit or unloading operations.

2.8.2 Contractor shall be knowledgeable of and shall comply with all federal, state and local laws, codes, regulations and ordinances applicable to fuel delivery and oil pollution prevention.

2.8.3 Contractor shall take all reasonable measures to prevent any spillage typically associated with Contractor's equipment and shall utilize proper equipment to prevent fuel spillage during delivery (such as the use of drip buckets under hose fittings).

2.8.4 Contractor shall follow all posted spill prevention procedures at Authorized Purchaser's fueling sites.

2.8.5 Contractor shall use wheel chocks, other physical barriers, or a warning system to prevent truck departure prior to complete disconnection of flexible or fixed fuel transfer lines.

2.8.6 Contractor shall inspect its vehicles prior to each departure to make a delivery for discharges from the lowermost drain and all outlets of such vehicles and shall remediate the cause of any such discharges prior to departure

2.8.7 Contractor shall immediately report and clean up any spillage, and shall comply with any related requirements under applicable law, including, but not limited to, ORS 466.605 through 466.680. In the event of Contractor's failure to do so, the Authorized Purchaser may take any or all corrective action deemed necessary to restore the impacted area to its original condition, and the Contractor shall be liable for all related costs, including any litigation and mitigation costs incurred to restore the impacted area or to recover such costs.

2.9 Payment Address: Payments by Authorized Purchaser must be sent to the address specified on Contractor's invoice.

2.10 Invoices: Contractor shall invoice Authorized Purchaser only after valid acceptance of Goods or Services has been confirmed in writing by Authorized Purchaser. Invoices must be sent to the address provided by Authorized Purchaser and must include, at a minimum, the following:

a) Price Agreement No.
b) Purchase Order No.
c) Quantity of Goods or Services
d) Unit Price of Goods or Services
e) Total Invoice Value

2.11 Prices: Contractor represents all prices for Goods or Services under this Contract are equal to or better than the prices listed in the Price Agreement.

2.12 Cancellation, Inspections and Acceptance: Authorized Purchaser may cancel an order in whole or in part before the cancelled Goods or Services described in the order are delivered.

Authorized Purchaser has ten (10) calendar days from date of delivery of the entire order within which to inspect and accept or reject the Goods or Services. If Authorized Purchaser rejects the Goods or Services, Authorized Purchaser will provide Contractor with written notice of such rejection. Notice of rejection must include itemization of apparent defects, including but not limited to discrepancies between the Goods or Services and the applicable specifications or warranties (including variance from demonstrations or sample characteristics where demonstrations or samples have been provided), or otherwise nonconforming Goods or Services (including late delivery). If Authorized Purchaser elects to provide Contractor with an opportunity to cure the rejected Goods or Services, notice of rejection must also specify the time period in which such cure must be completed.

Authorized Purchaser may elect to have Contractor deliver substitute conforming Goods or Services at no additional cost within 14 calendar days of Contractor's receipt of notice of rejection or other acceptable timeline, if warranted, and agreed to by both parties.

If Goods or Services are rejected or the acceptance of such Goods or Services is revoked, Contractor shall refund any payments made with regard to the rejected Goods or Services and shall, at Contractor's sole cost and expense, remove the Goods or Services within seven (7) calendar days of Authorized Purchaser's notice of rejection or revocation of acceptance.

Nothing contained in Section 2.12 precludes Authorized Purchaser from other remedies to which it may be entitled upon rejection, or revocation of acceptance, of Goods or Services.

2.13 Contractor's Representations and Warranties:

2.13.1 Employee Status: Contractor warrants that it and its personnel are not "officers," "employees," or "agents" of Authorized Purchaser, as those terms are used in ORS 30.265.

2.13.2 Warranty on Materials, Design & Manufacture: Contractor represents and warrants that all Goods supplied are new, unused, of current production models and free from defects in materials, design and manufacture. Contractor further represents and warrants all Goods

are in compliance and meet or exceed all specifications listed in Attachment D.

2.13.3 Warranty on Service Standards: Contractor warrants that all Services shall be performed in a good, workman-like manner in accordance with highest standards prevalent in the industry.

2.13.4 Warranty of Title: Contractor represents and warrants all Goods are free and clear of any liens or encumbrances and that Contractor has full legal title to the Goods. Contractor further warrants no other person or entity has any right, title or interest in the Goods, which is superior to, or infringes upon, the rights granted to the Authorized Purchaser upon acceptance of Goods.

2.13.5 Warranty on Safety and Health Requirements: Contractor represents and warrants that Goods or Services provided under this Contract comply with all applicable federal health and safety standards including, but not limited to, Occupational Safety and Health Administration (OSHA) and all Oregon safety and health requirements, including but not limited to those of the Oregon Consumer and Business Services Department.

2.13.6 Manufacturer Warranty: Contractor shall have all manufacturer warranties covering the Goods and component parts, if any, transferred to the Authorized Purchaser and provide warranty documents to Authorized Purchaser at time of delivery at no charge.

2.13.7 Warranties Cumulative: The warranties set forth in this Section 2.13 are in addition to, and not in lieu of, any other warranties provided under the Price Agreement or the Contract. All warranties provided are cumulative and intended to afford Authorized Purchaser the broadest warranty protection available.

2.14 COMPLIANCE WITH APPLICABLE LAWS AND STANDARDS:

2.14.1 Contractor shall comply with all federal, state and local laws, regulations, and ordinances applicable to this Contract as adopted or amended from time to time.

2.14.2 STATUTORY TERMS: Authorized Purchaser's performance under this Contract is conditioned upon Contractor's compliance with the obligations intended for contractors under ORS 279B.220, 279B.225 (if applicable to this Contract), 279B.230 and 279B.235 (if applicable to this Contract), which are incorporated into this Contract by reference. Contractor shall, to the maximum extent economically feasible in the performance of this Contract, use recycled products where possible. This includes paper, "PETE" and other materials as defined in ORS 279A.010 [1][gg], [hh] and [ii].

2.14.3 NONCOMPLIANT GOODS: In the event of a conflict between the specifications in this Contract and applicable federal or state law, the law prevails. Contractor shall make any modifications required to achieve compliance with applicable law. When Contractor is notified, or becomes aware, of any required modifications, Contractor shall immediately notify DAS-PS and Authorized Purchaser.

2.14.4 RECALLED GOODS, SERVICES OR COMPONENTS: In the event any Goods, Services or component parts are recalled by a regulatory body or the manufacturer, or discovered by Contractor not to be in compliance with the applicable specifications, Contractor shall immediately notify DAS-PS and Authorized Purchaser of the recall or non-compliance, and

shall provide copies of the notice or other documentation. Upon notification, Authorized Purchaser may elect to do any of the following:

a) Cancel any portion of the ordering instrument.
b) Reject the Goods or Services.
c) Revoke its acceptance of the Goods or Services.
d) Require Contractor to complete necessary modifications, where applicable, in a timely manner, at no charge to Authorized Purchaser.
e) Terminate the Contract.

In the event of rejection or revocation of acceptance under this subsection, Contractor shall promptly remove the Goods or Services at its sole cost and expense, and reimburse Authorized Purchaser for any payments made.

2.15 FOREIGN CONTRACTOR: If the amount of the Contract exceeds ten thousand dollars ($10,000), and if Contractor is not domiciled in or registered to do business in the State, Contractor shall promptly provide to the Oregon Department of Revenue all information required by that department with respect to the Contract. Authorized Purchaser may withhold final payment under the Contract until Contractor has met this requirement.

2.16 SAFETY DATA SHEET: Where applicable, Contractor shall provide Authorized Purchaser at time of delivery with a Safety Data Sheet ("SDS") as defined by the Occupational Safety and Health Administration (OSHA) for any Goods provided under the Price Agreement, which may release or otherwise result in exposure to a hazardous chemical under normal conditions of use. In addition, Contractor must properly label, tag or mark such Goods. Additionally, Contractor shall deliver EPA labels and SDS information if available and as requested by Authorized Purchaser.

2.17 TIME IS OF THE ESSENCE: Time is of the essence for performance of Contractor's obligations under this Contract.

2.18 FORCE MAJEURE: Neither Authorized Purchaser nor Contractor will be held responsible for delay or default caused by fire, riot, acts of God, war, or any other cause which is beyond the party's reasonable control. Contractor shall make all reasonable efforts to remove or eliminate such a cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance of its obligations under this Contract. Authorized Purchaser may terminate this Contract upon written notice to Contractor after reasonably determining that such delay or default will likely prevent successful performance of the Contract within a time frame that is acceptable to Authorized Purchaser.

2.19 FUNDS AVAILABLE AND AUTHORIZED; PAYMENTS: If Authorized Purchaser is an agency of the State of Oregon or another governmental body, payment obligations under this Contract are conditioned upon Authorized Purchaser's receiving funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow Authorized Purchaser, in the exercise of its reasonable administrative discretion, to meet its payment obligations under this Contract. At the time the ordering instrument was issued, Authorized Purchaser had sufficient funds available and authorized to make payments under this Contract.

2.20 INDEPENDENT CONTRACTOR STATUS; RESPONSIBILITY FOR TAXES AND WITHHOLDING:

2.20.1 Contractor is an independent contractor. Although the Authorized Purchaser reserves the right (i) to determine (and modify) the delivery schedule for Goods or Services and (ii) to evaluate the quality of completed performance, Authorized Purchaser cannot and will not

control the means or manner of Contractor's performance. Contractor is responsible for determining the appropriate means and manner of performing any obligations required by this Contract.

2.20.2 Contractor is responsible for all federal and state taxes applicable to compensation or payments paid to Contractor under this Contract and, unless Contractor is subject to backup withholding, Authorized Purchaser will not withhold from such compensation or payments any amount(s) to cover Contractor's federal or state tax obligations. Contractor is not eligible for any social security, unemployment insurance or workers' compensation benefits from compensation or payments paid to Contractor under this Contract, except as a self-employed individual.

2.21 INDEMNIFICATION:

2.21.1 Contractor shall defend, save, hold harmless, and indemnify Authorized Purchaser, the State of Oregon and its officers, employees and agents from and against all claims, suits, actions, proceedings, losses, damages, liabilities, awards and costs of every kind and description (including reasonable attorney's fees and expenses at trial, on appeal and in connection with any petition for review) (collectively, "claim") which may be brought or made against any Authorized Purchaser, the State of Oregon or any agencies thereof, or the agents, officials oremployees of any of the foregoing, and arising out of or related to (i) any personal injury, death or property damage caused by any alleged act, omission, error, fault, mistake or negligence of Contractor, its employees, agents, related to this Contract, (ii) any act or omission by Contractor that constitutes a material default of this Contract, including without limitation any default of warranty, or (iii) the infringement of any patent, copyright, trade secret or other proprietary right of any third party by delivery or use of the Goods or Services. Authorized Purchaser or the State of Oregon will promptly notify Contractor in writing of any claim of which Authorized Purchaser or the State becomes aware. Contractor's obligations under this section do not extend to any claim solely caused by (i) the negligent or willful misconduct of Authorized Purchaser,or (ii) Authorized Purchaser's modification of Goods or Services without Contractor's approval and in a manner inconsistent with the purpose and proper usage of such Goods or Services.

2.21.2 The Oregon Attorney General must give written authorization to any legal counsel purporting to act in the name of, or represent the interests of, the State of Oregon or its officers, employees or agents prior to such action or representation. Further, the State of Oregon, acting by and through its Department of Justice, may assume its own defense, including that of its officers, employees and agents, at any time when in the State's sole discretion it determines that (i).proposed counsel is prohibited from the particular representation contemplated; (ii) proposed counsel is not adequately defending or able to defend the interests of the State of Oregon, its officers, employees or agents; (iii) important governmental interests are at stake; or (iv) the best interests of the State of Oregon are served thereby. Contractor's obligation to pay for all costs and expenses includes those incurred by the State of Oregon in assuming its own defense and that of its officers, employees, or agents under this section.

2.22 DEFAULT:

2.23 +

2.24

2.24.1 BY CONTRACTOR: Contractor is in default under this Contract if:

a) Contractor institutes or has instituted against it insolvency, receivership or bankruptcy proceedings, makes an assignment for the benefit of creditors, or ceases doing business on a regular basis;

b) Contractor no longer holds a license or certificate that is required for Contractorto perform Contractor's obligations under this Contract; or

c) Contractor commits any default of any covenant, representation warranty, obligation or certification under this Contract, provided Contractor may cure the default within the period specified in Authorized Purchaser's notice of default when Authorized Purchaser determines the default is curable by Contractor within a time period that is acceptable to Authorized Purchaser.

2.24.2 BY AUTHORIZED PURCHASER: Authorized Purchaser is in default of this Contract if:

a) Authorized Purchaser fails to pay Contractor any amount pursuant to the terms ofthis Contract, and Authorized Purchaser fails to cure such failure within twenty (20) business days after delivery of Contractor's notice of nonpayment or such longer period as Contractor may specify in such notice; or

b) Authorized Purchaser commits any default of any covenant, representation, warranty, or obligation under this Contract and such default is not cured within twenty (20) business days after delivery of Contractor's notice of default or such longer period as Contractor may specify in such notice.

2.25 DEFAULT REMEDIES:

2.25.1 AUTHORIZED PURCHASER'S REMEDIES: If Contractor is in default under Section 2.22.1, in addition to the remedies afforded elsewhere in this Contract, Authorized Purchaser may recover any and all damages suffered as the result of Contractor's default, including but not limited to direct, indirect, incidental and consequential damages, as provided in ORS 72.7110 to 72.7170. Authorized Purchaser may, at its option, pursue any or all of the remedies available to it under this Contract and at law or in equity, including, but not limited to:

a) Termination of the Contract as provided in Section 2.24;

b) Withholding all monies due for invoiced Goods or Services that Contractor is obligated but has failed to deliver or perform within any scheduled completion dates or has performed inadequately or defectively;

c) Initiation of an action or proceeding for damages, specific performance,declaratory or injunctive relief; and

d) Exercise of its right of setoff, and withholding of monies otherwise due and owing in an amount equal to Authorized Purchaser's setoff without penalty to Authorized Purchaser.

These remedies are cumulative to the extent the remedies are not inconsistent and Authorized Purchaser may pursue any remedy or remedies singly, collectively, successively

or in any order whatsoever.

2.25.2 CONTRACTOR'S REMEDIES: If Authorized Purchaser terminates this Contract, or if Authorized Purchaser is in default under Section 2.22.2 and whether or not Contractor elects to exercise its right to terminate this Contract under Section 2.24, Contractor's sole remedy is a claim against Authorized Purchaser for the unpaid purchase price for Goods or Services delivered and accepted by Authorized Purchaser, less previous amounts paid and the amount of any claim(s) which Authorized Purchaser has against Contractor. If previous amounts paid to Contractor exceed the amount due to Contractor under this section, Contractor shall pay any excess to Authorized Purchaser upon written demand.

2.26 TERMINATION:

2.26.1 BY MUTUAL CONSENT: This Contract may be terminated at any time by mutual written consent of Authorized Purchaser and Contractor.

2.26.2 RIGHTS OF AUTHORIZED PURCHASER. Authorized Purchaser may, at its sole discretion, terminate a Contract or other ordering instrument for convenience with thirty (30) calendar days' written notice. Authorized Purchaser may terminate a Contract or other ordering instrument immediately upon notice to Contractor, or at such later date as Authorized Purchaser may establish in such notice, upon the occurrence of any of the following events: (a) Authorized Purchaser fails to receive funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow Authorized Purchaser, in the exercise of its reasonable administrative discretion, to meet its payment obligations under this Contract; (b) federal or state laws, regulations, or guidelines are modified or interpreted in such a way so as to prohibit either the purchase of the Goods or Services by Authorized Purchaser under the Price Agreement, or Authorized Purchaser's payment for such Goods or Services from the planned funding sources; or (c) Contractor is in default under this Contract under Section 2.22.1. Upon receipt of written notice of termination, Contractor shall stop performance under this Contract if and as directed by Authorized Purchaser.

2.26.3 RIGHTS OF CONTRACTOR: Contractor may terminate a Contract with a minimum twenty (20) calendar-days written notice to Authorized Purchaser, if Authorized Purchaser is in default of the subject Contract as described in Section 2.22.2.

2.27 ACCESS TO RECORDS: Contractor shall retain, maintain and keep accessible all records relevant to the this Contract (the "Records") for a minimum of six (6) years. Longer periods may apply if or such longer if required by law following expiration, termination of Contract or until the conclusion of any audit, controversy or litigation arising out of, or related to, the Contract, whichever date is later. Financial Records must be kept in accordance with Generally Accepted Accounting Principles (GAAP). During the record-retention period established in this section, Contractor shall permit DAS-PS, Authorized Purchaser, duly authorized representatives and the federal government access to the Records at a reasonable time and place for purposes of examination and copying.

2.28 NOTICES: Except as otherwise expressly provided in this Contract, any communications between the parties, or notices given under this Contract, are effective only if given in writing by personal delivery, facsimile, email or United States Postal Service, postage prepaid, to the party's authorized representative. For Authorized Purchaser, the authorized representative and the address or number for notices or communications to given to that authorized representative are as identified in the ordering instrument or

as later indicated by Authorized Purchaser pursuant to this section. For Contractor, the authorized representative and the address or number for notices or communications to given to that authorized representative are as identified in the Price Agreement or as later indicated by Contractor pursuant to this section. Any communication or notice via the United States Postal Service deemed given five (5) days after mailing. Any communication or notice by personal delivery deemed given immediately upon such delivery. Any communication or notice by email deemed given when the recipient, by an email sent to the email address for the sender or by a notice given by another method in accordance with this section, acknowledges having received that email, with an automatic "read receipt" not constituting acknowledgment of an email for purposes of this section.

2.29 ORDERING INSTRUMENTS; ACKNOWLEDGEMENTS: The parties acknowledge and agree, other than designation of quantities, types of Goods or Services, destination, dates and scheduled delivery of other performances, any purchase order or acknowledgement document is for the convenience of the parties to initiate or confirm order of Goods or Services under this Contract. No other terms or conditions contained in those documents are of any force, effect or binding upon the parties.

2.30 GOVERNING LAW: This Contract is governed and construed in accordance with the laws of the State of Oregon, without regard to principles of conflicts of laws.

2.31 VENUE; CONSENT TO JURISDICTION:

2.31.1 STATE CONTRACT VENUE; CONSENT TO JURISDICTION: Any claim, action, suit or proceeding (collectively, "Claim") between an Authorized Purchaser that is an agency of the State of Oregon and Contractor that arises from or relates to this Contract shall be brought and conducted solely and exclusively within the Circuit Court of Marion County for the State of Oregon; provided, however, if a Claim must be brought in a federal forum, then unless otherwise prohibited by law it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. Contractor hereby consents to the in personam jurisdiction of said courts and waives any objection to venue in such courts, and waives any claim that such forums are inconvenient. Nothing herein may be construed as a waiver of the State of Oregon's sovereign or governmental immunity, whether derived from the Eleventh Amendment to the United States Constitution or otherwise, or of any defenses to Claims or jurisdiction based thereon.

2.31.2 ORCPP CONTRACT VENUE; CONSENT TO JURISDICTION: Any Claims between Contractor and an Authorized Purchaser other than an agency of the State of Oregon that arise from or relate to this Contract order must be brought and conducted solely and exclusively within the Circuit Court of the county in which such Authorized Purchaser resides, or at the Authorized Purchaser's option, within such other county as the Authorized Purchaser is entitled under the laws of the relevant jurisdiction to bring or defend Claims. If any such Claim must be brought in a federal forum, then unless otherwise prohibited by law it must be brought and conducted solely and exclusively within the United States District Court for the District in which such Authorized Purchaser resides. Contractor hereby consents to the in personam jurisdiction of said courts and waives any objection to venue in such courts, and waives any claim that such forums are inconvenient. Nothing herein may be construed as a waiver of Authorized Purchaser's sovereign or governmental immunity, if any, whether derived from the Eleventh Amendment to the United States Constitution or otherwise, or of any defenses to Claims or jurisdiction based thereon.

2.32 SURVIVAL: All rights and obligations cease upon termination or expiration of this Contract, except for the rights and obligations and declarations which expressly or by their nature survive termination of this Contract, including without limitation this Section 2.30, and provisions regarding warranties and liabilities independent Contractor status and taxes and withholding, compensation, Contractor's representations and warranties, control of defense and settlement, remedies, dispute resolution, order of precedence, maintenance and access to records, notices, severability, successors and assigns, third party beneficiaries, waiver, headings, and integration.

2.33 SEVERABILITY: If any provision of this Contract is declared by a court of competent jurisdiction to be illegal or otherwise invalid, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the parties will be construed and enforced as if the Contract did not contain the particular provision held to be invalid.

2.34 ASSIGNMENTS, SUBCONTRACTS AND SUCCESSORS: Contractor shall not assign, sell, transfer, or subcontract rights, or delegate responsibilities under this Contract, in whole or in part, without the prior written consent of Authorized Purchaser. Further, no such written consent relieves Contractor of any obligations under the Contract, and any assignee, transferee, or delegate will be considered the agent of Contractor. The provisions of this Contract are binding upon, and inure to the benefit of the parties and their respective successors and permitted assigns.

2.35 MERGER CLAUSE, AMENDMENT and WAIVER: This Contract constitutes the entire agreement between Contractor and Authorized Purchaser on the subject matter of this Contract. There are no understandings, agreements, or representations, oral or written, not specified in this Contract on the subject matter. No amendment of this Contract is valid unless it is in writing and signed by the parties. No waiver or consent is effective unless in writing and signed by the party against whom it is asserted. Waivers and consents are effective only in the specific instance and for the specific purpose given. The failure of Authorized Purchaser to enforce any provision of this Contract is not a waiver by Authorized Purchaser of that or any other provision.

2.36 CERTIFICATION OF COMPLIANCE WITH TAX LAWS: Contractor has complied with the tax laws of the State and the applicable tax laws of any political subdivision of the State. Contractor shall, for the term of this Contract, comply with all tax laws of the State and all applicable tax laws of any political subdivision of the State. For the purposes of this section, "tax laws" includes: (i) all tax laws of the State, including but not limited to ORS 305.620 and ORS chapters 316, 317, and 318; (ii) any tax provisions imposed by a political subdivision of the State that applied to Contractor, to Contractor's property (whether tangible or intangible), operations, receipts, or income, or to Contractor's performance of or compensation for any work performed by Contractor; (iii) any tax provisions imposed by a political subdivision of the State that applied to Goods or Services provided by Contractor; and (iv) any rules, regulations, charter provisions, or ordinances that implemented or enforced any of the foregoing tax laws or provisions.

Any failure to comply with the provisions of this subsection 2.29 constitutes a material default under this Contract. Such default entitles Authorized Purchaser to terminate this Contract and pursue and recover any and all damages arising from the default or termination of the Contract, and to pursue any or all remedies available under this Contract, at law, or in equity, including but not limited to:

1. Termination of this Contract, in whole or in part;
2. Exercise of the right of setoff, and withholding of amounts otherwise due and owing to Contractor, in an amount equal to Authorized Purchaser's setoff right, without penalty; and
3. Initiation of an action or proceeding for damages, specific performance, declaratory or injunctive relief. Authorized Purchaser may recover any, and all, damages suffered as the result

of Contractor's default under this Contract, including but not limited to direct, indirect, incidental and consequential damages, costs of cure, and costs incurred in securing replacement Goods or Services.

2.37 INTENDED BENEFICIARY. DAS-PS is an intended beneficiary of this Contract. The parties to this Contract may modify the ordering instrument or terminate this Contract without the consent of DAS-PS.

2.38 ASSIGNMENT OF ANTITRUST RIGHTS. Contractor irrevocably assigns to the State of Oregon any claim for relief or cause of action which Contractor now has or which may accrue to Contractor in the future by reason of any violation of 15 U.S.C. § 1-15 or ORS 646.725 or ORS 646.730, in connection with any Goods or Services provided to Contractor for the purpose of carrying out Contractor's obligations under this Contract, including, at the State's option, the right to control any such litigation on such claim for relief or cause of action. Contractor shall require any subcontractors hired to perform any of Contractor's duties under this Contract to irrevocably assign to the State of Oregon, as third party beneficiary, any right, title or interest that has accrued or which may accrue in the future by reason of any violation of 15 U.S.C. § 1-15 or ORS 646.725 or ORS 646.730, in connection with any Goods or Services provided to the subcontractor for the purpose of carrying out the subcontractor's obligations to Contractor pursuant to this Contract, including, at the State's option, the right to control any such litigation on such claim for relief or cause of action.

Section 3 – Special Terms for Contracts under this Price Agreement – Reserved

Section 4 – Contact details and signatures of each party's, duly-authorized representative(s)

4.1 Contractor:

(a) He/she is a duly authorized representative of Contractor, has been authorized by Contractor to make all representations, attestations, and certifications contained in this Price Agreement and to execute this Price Agreement on behalf of Contractor;
(b) Contractor is bound by and will comply with all requirements, specifications, and terms contained in this Price Agreement;
(c) Contractor will furnish the Goods or Services in accordance with Contracts under this Price Agreement; and
(d) Contractor shall furnish federal identification number or social security number under a separate document.
(e) All Contractor affirmations contained in its Bid related to this Price Agreement are true and correct.
(f) Contractor has not discriminated against and will not discriminate against minority, women or emerging small business enterprises certified under ORS 200.055 or against a business enterprise owned or controlled by or that employs a disabled veteran as defined in ORS 408.225 in obtaining any required subcontracts, and that Contractor is not in violation of any nondiscrimination laws.

Contractor Name CECO, Inc.

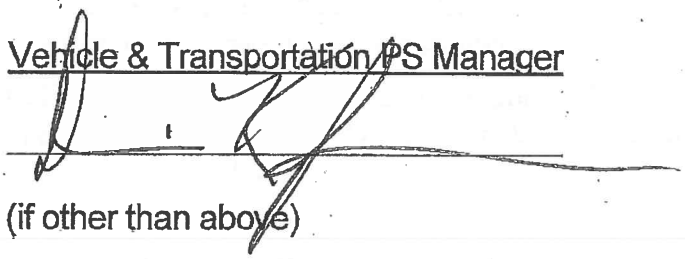
Title CFO

Authorized Signature [signature]

Date 1/6/2020

DAS-PS Name Darwin Kumpula

Title Vehicle & Transportation PS Manager

Authorized Signature 

Contract Administrator (if other than above)

Name John Starrs

Contact Info. John.Starrs@Oregon.gov
(503)-378-4643

Approved for Legal Sufficiency by:

Mr. Marc Bocci
Assistant Attorney General / Business Transactions
Via email dated December 23rd, 2019

EXHIBIT A – Goods

In addition to below, see separate EXCEL Document Titled: "PA_No._0498_CECO"

FUEL RACK REQUIRED REFERENCES / DESCRIPTIONS

1. OPIS WHOLESALE RACK TABLES:

"City"+ "Current Date" + "10:00 EST"

Table used is under the Heading: "ADDITIONAL CONTRACT SUMMARY"
Price Line used is: "CONT UBD AVG" – Published Price or Published Price used in an Equation

2. EQUATION EXAMPLES:

a. Unleaded Gasoline – E-10:

***OPIS CONTRACT BENCHMARK FILE** / **OPIS GROSS CBOB ETHANOL (10%) PRICES**

Price = Published

b. Unleaded Gasoline – E-15:

OPIS CONTRACT BENCHMARK FILE / **OPIS GROSS CBOB ETHANOL (10%) PRICES**

AND

*OPIS CONTRACT BENCHMARK FILE** OPIS GROSS PURE ETHANOL PRICES***

Price = Equation. Sum of (Published E10 x 0.9440) + (Published PURE x .0560)

c. Unleaded Gasoline – E-85:

OPIS CONTRACT BENCHMARK FILE / **OPIS GROSS CBOB ETHANOL (10%) PRICES**

AND

OPIS CONTRACT BENCHMARK FILE OPIS GROSS PURE ETHANOL PRICES***

Price = Equation. Sum of (Published E10 x 0.1667) + (Published PURE x .8333)

d. Ultra-Low, Sulfur Diesel [ULSD] No.2:

OPIS CONTRACT BENCHMARK FILE / **OPIS GROSS ULTRA LOW SULFUR DISTILLATE PRICES***

Price = Published under No. 2 column

e. Biodiesel [B5] No.2:

OPIS CONTRACT BENCHMARK FILE / **OPIS GROSS WHOLESALE B5 SME BIODIESEL PRICES***

Price = Published

f. Biodiesel [B20] No.2:

OPIS CONTRACT BENCHMARK FILE / **OPIS GROSS WHOLESALE B20 SME BIODIESEL PRICES***

Price = Published

g. Renewable Diesel [RD100 or 99]:

OPIS CONTRACT BENCHMARK FILE / **OPIS GROSS WHOLESALE B5 SME BIODIESEL PRICES***

Price = Published

h. Renewable Diesel [RD20/B80]:

Price = Bidder is to offer a final price based on their own calculations ensuring the end-product meets all required specifications. Bidder must be prepared to provide all calculation details if awarded a price agreement for this fuel type.

i. Heating Oil [ULSD] No.1:

OPIS CONTRACT BENCHMARK FILE / **OPIS GROSS ULTRA LOW SULFUR DISTILLATE PRICES***

Price = Published under No. 1 Column

j. Burner Fuel [Kerosene]:

OPIS CONTRACT BENCHMARK FILE / **OPIS GROSS ULTRA LOW SULFUR DISTILLATE PRICES***

Price = Published under No. 1 Column

Exhibit B

	DAS-PS Approved Purchase Order STATE OF OREGON	PURCHASE ORDER (PO) NO.	PAGE #

Authorized Purchaser's Authorized Representative	Purchase Order Date	Requisition No.

Contractor Name and Address	Authorized Purchaser's Invoicing Address
Contractor FEIN / Price Agreement number	Authorized Purchaser's Authorized Representative Email Address
Deliver to Address	Authorized Purchaser's Authorized Representative Phone and Fax Number
	Delivery Schedule or Delivery Date

Item	Description	Quantity	U/M	Unit Price	Net Price
				Sub Total	
				Freight	
				Total	

This Purchase Order, in addition to any exhibits or addenda attached, is placed against State of Oregon Solicitation #_____and Price Agreement_____. The terms and conditions contained in the Price Agreement apply to this purchase and take precedence over all other conflicting terms and conditions, express or implied. There are no understandings, agreements or representations, oral or written, not specified herein.

Agency's Authorized Representative to Make Purchase	Date	

EXHIBIT C – INSURANCE REQUIREMENTS:

Contractor shall obtain at Contractor's expense the insurance specified in this section 4 prior to performing under this Contract and shall maintain it in full force and at its own expense throughout the duration of this Contract, as required by any extended reporting period or tail coverage requirements, and all warranty periods that apply. Contractor shall obtain the following insurance from insurance companies or entities authorized to transact the business of insurance and issue coverage in the State of Oregon and acceptable to Agency. Coverage shall be primary and non-contributory with any other insurance and self-insurance, with the exception of Professional Liability and Workers' Compensation. Contractor shall pay for all deductibles, self-insured retention and self-insurance, if any.

WORKERS' COMPENSATION & EMPLOYERS' LIABILITY

All employers, including Contractor, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and provide workers' compensation insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Contractor shall require and ensure that each of its subcontractors complies with these requirements. If Contractor is a subject employer, as defined in ORS 656.023, Contractor shall also obtain employers' liability insurance coverage with limits not less than $500,000 each accident. If Contractor is an employer subject to any other state's workers' compensation law, Contactor shall provide workers' compensation insurance coverage for its employees as required by applicable workers' compensation laws including employers' liability insurance coverage with limits not less than $500,000 and shall require and ensure that each of its out-of-state subcontractors complies with these requirements.

COMMERCIAL GENERAL LIABILITY:

☒ **Required**

Commercial General Liability Insurance covering bodily injury and property damage in a form and with coverage that are satisfactory to the State. This insurance shall include personal and advertising injury liability, products and completed operations, contractual liability coverage for the indemnity provided under this contract, and have no limitation of coverage to designated premises, project or operation. Coverage must be written on an occurrence basis in an amount of not less than **$1,000,000.00** per occurrence. Annual aggregate limit shall not be less than **$2,000,000.00.**

AUTOMOBILE LIABILITY INSURANCE:

☒ **Required** ☐ **Not required**

Automobile Liability Insurance covering Contractor's business use including coverage for all owned, non-owned, or hired vehicles with a combined single limit of not less than **$1,000,000.00** for bodily injury and property damage. Coverage written in combination with the Commercial General Liability Insurance (with separate limits for Commercial General Liability and Automobile Liability) allowed. Use of personal automobile liability insurance coverage acceptable if evidence the policy includes a business use endorsement.

POLLUTION LIABILITY:

☒ **Required** ☐ **Not required**

Pollution Liability Insurance covering Contractor's or appropriate subcontractor's liability for bodily injury, property damage and environmental damage resulting from sudden accidental and gradual pollution and related cleanup costs incurred by Contractor, all arising out of the Goods delivered or Services (including

transportation risk) performed under this Contract is required. Combined single limit per occurrence shall not be less than **$1,000,000.00**. Annual aggregate limit shall not be less than **$2,000,000.00.**

An endorsement to the Commercial General Liability or Automobile Liability policy, covering Contractor's or subcontractor' liability for bodily injury, property damage and environmental damage resulting from sudden accidental and gradual pollution and related clean-up cost incurred by the Contractor that arise from the Goods delivered or Services (including transportation risk) performed by Contractor under this Contract is also acceptable.

EXCESS/UMBRELLA INSURANCE:
Combinations of primary and excess/umbrella insurance allowed to meet the required limits of insurance.

ADDITIONAL INSURED:
All liability insurance except for Workers' Compensation, Professional Liability, Network Security and Privacy Liability (if applicable), required under this Contract must include an additional insured endorsement specifying the State of Oregon, its officers, employees and agents as Additional Insureds, including additional insured status with respect to liability arising out of ongoing operations and completed operations, but only with respect to Contractor's activities to be performed under this Contract. Coverage shall be primary and non-contributory with any other insurance and self-insurance. The Additional Insured endorsement with respect to liability arising out of your ongoing operations must be on ISO Form CG 20 10 07 04 or equivalent and the Additional Insured endorsement with respect to completed operations must be on ISO form CG 20 37 07 04 or equivalent.

WAIVER OF SUBROGATION:
Contractor shall waive rights of subrogation which Contractor or any insurer of Contractor may acquire against the Agency or State of Oregon by virtue of the payment of any loss. Contractor will obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the Agency has received a waiver of subrogation endorsement from the Contractor or the Contractor's insurer(s).

TAIL COVERAGE:
If any of the required insurance is on a claims made basis and does not include an extended reporting period of at least 24 months, Contractor shall maintain either tail coverage or continuous, claims-made liability coverage, provided the effective date of the continuous claims made coverage is on or before the effective date of this Contract, for a minimum of 24 months following the later of (i) Contractor's completion and Agency's acceptance of all Services required under this Contract, or, (ii) Agency or Contractor termination of this Contract, or, iii) The expiration of all warranty periods provided under this Contract.

CERTIFICATE(S) AND PROOF OF INSURANCE:
Contractor shall provide to Agency Certificate(s) of Insurance for all required insurance before delivering any Goods and performing any Services required under this Contract. The Certificate(s) shall list the State of Oregon, its officers, employees and agents as a Certificate holder and as an endorsed Additional Insured. The Certificate(s) shall also include all required endorsements or copies of the applicable policy language effecting coverage required by this Contract. If excess/umbrella insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the excess/umbrella insurance. As proof of insurance Agency has the right to request copies of insurance policies and endorsements relating to the insurance requirements in this Contract.

NOTICE OF CHANGE OR CANCELLATION:

The Contractor or its insurer must provide at least 30 days' written notice to Agency before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).

INSURANCE REQUIREMENT REVIEW:
Contractor agrees to periodic review of insurance requirements by Agency under this Contract and to provide updated requirements as mutually agreed upon by Contractor and Agency.

STATE ACCEPTANCE:
All insurance providers are subject to Agency acceptance. If requested by Agency, Contractor shall provide complete copies of insurance policies, endorsements, self-insurance documents and related documents to Agency's representatives responsible for verification of the coverages required under this Section 4.

EXHIBIT D

1.1 Contractor Reporting and Payment Requirements

Contractor will be required to submit Volume Sales Reports ("VSR), Vendor Collected Administrative Fees (VCAF) and EASi Buy, LLC. Report / Support Fees during the Term of the Price Agreement as provided below.

1.4.1. Volume Sales Reports
Pursuant to the process defined by DAS PS found at: https://www.oregon.gov/das/Procurement/Pages/Supplier.aspx, Contractor shall submit a Volume Sales Report (VSR) to DAS PS on a quarterly basis; the quarterly report is due no later than thirty (30) calendar days from the end of the quarter. (For purposes of this Agreement, quarters end March 31, June 30, September 30 and December 31.) Upon written notice from DAS PS, Contractor shall submit the VSR on a monthly basis no later than 15 business days from the end of the preceding month, as directed by DAS PS.

The VSR will contain:

- Complete and accurate details of all receipts (sales and refunds) for the reported period; and
- Such other information as DAS PS may reasonably request.

Contractor is responsible for timely reporting and shall submit a VSR whether or not there are sales during the applicable reporting period. When no sales have been recorded for the reporting period, a report must be submitted stating "*No Sales for the Reporting Period*".

1.4.2. Vendor Collected Administrative Fee
Pursuant to the process defined by DAS PS and published at https://www.oregon.gov/das/Procurement/Pages/Supplier.aspx, Contractor shall submit a Vendor Collected Administrative Fee (VCAF), as directed by DAS PS. The VCAF is a charge equal to $0.01 per gallon purchased from Contractor by Authorized Purchasers under the Price Agreement, less any credits, made to Authorized Purchasers during the reporting period.

1.4.3. EASi Buy, LLC. Report / Support Fee
Contractor shall generate and submit to EASiBuy, LLC a monthly sales report detailing total dollars in sales generated by each Authorized Purchaser, and shall pay, directly to EASiBuy, LLC, a monthly Transaction Fee of $0.01 per gallon purchased from Contractor by Authorized Purchasers under the Price Agreement. Contractor represents and warrants that it has entered into and will comply with the EASiBuy, LLC Agreement Terms and Conditions. This is a material representation on which DAS-PS may rely. Contractor's failure to maintain or comply with its agreement with EASiBuy, LLC, including, but not limited to, failing to make reports or payments under such agreement will constitute a default under this Price Agreement.

Amendment No. 1 to Price Agreement No. 0498

This is Amendment No. 1 to Price Agreement No. 0498 executed January 6th, 2020 and amended from time to time between the State of Oregon, acting by and through its Department of Administrative Services – Procurement Services [DAS-PS] and CECO, Inc. [Contractor]. This Amendment is effective on the date signed by all parties and upon receipt of all approvals necessary for signing ("Amendment Effective Date").

As allowed per Section 1/Para. 1.2/para. 1.2.11 of the Price Agreement, Amendment 1 adds the below fuel item numbers, types, descriptions, prices, districts and rack locations to the excel document attached to this price agreement titled "PA_0498_Pricing":

ITEM #	Fuel Type	Fuel Description	Price added to OPIS Rack	District	Rack location
7	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.1800	2B / 2C	Portland
7	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.2100	4	Portland
7	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.3650	7	Portland
7	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.1850	9	Portland
7	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.2150	10	Portland
7	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.2900	12	Portland
17	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.3850	2B / 2C	Portland
17	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.3550	3	Portland
17	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.4950	4	Portland
17	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.4050	5	Portland
17	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.6800	7	Portland
17	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.5350	8	Portland
17	Renewable Diesel – 99	No-mix RD [R 99]	$ 0.5150	10	Portland
18	Renewable Diesel – 50	Mix: 50/50 R99 & B5	$ 0.3250	10	Portland

Except as expressly amended above, all other terms and conditions of the Price Agreement remain in full force and effect. Contractor certifies the representations, warranties and certifications contained in the Price Agreement and any ensuing Contracts are true and correct as of the Amendment Effective Date.

CONTRACTOR – CECO, Inc.

By: ~~Matthew Benz~~ Corey McCourt
Title: Chief Financial Officer
Date: 1/10/2020
Signature:

STATE OF OREGON, acting by and through DAS-PS

By: Darwin Kumpula
Title: Procurement Manager
Date:
Signature: 16 JAN 2020

Approved pursuant to ORS 291.047

By: Marc Bocci
Assistant Attorney General
Date: January 14, 2020

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

CITY OF OREGON CITY

Staff Report

To: City Commission **Agenda Date:** June 4, 2025
From:

SUBJECT:
Item 7.c. - Resolution No. 25-13, Establishing Eligibility to Receive State Shared Revenues

STAFF RECOMMENDATION:
Approval of Resolution No. 25-13, A Resolution Establishing Oregon City's Eligibility to Receive State Shared Revenues.

EXECUTIVE SUMMARY:

BACKGROUND:
The Shared Financial Services Unit of the Oregon Department of Administrative Services is responsible for certification of eligibility of cities for state shared revenues derived from cigarette, liquor, and highway taxes under ORS 221.760. The law provides that cities located within a county having more than 100,000 inhabitants must provide four or more of the following municipal services to be eligible to receive the shared revenues.

1. Police Protection
2. Fire Protection
3. Street construction, maintenance and lighting
4. Sanitary sewer
5. Storm sewers
6. Planning, zoning, and subdivision control
7. One or more utility services

For Oregon City to receive these revenues, the City Commission must submit to the Department of Administrative Services an approved resolution which states that the City provides four or more of these services.

OPTIONS:
1. Approve Resolution No. 25-13, Establishing Eligibility to Receive State Shared Revenues.
2. Approve Resolution No. 25-13, Establishing Eligibility to Receive State Shared Revenues with Amendments.
3. Deny Resolution No. 25-13, Establishing Eligibility to Receive State Shared Revenues and provide further direction.

BUDGET IMPACT:

Amount	$General Fund Revenue = $2,309,000; Transportation Fund Revenue = $6,186,600
Fiscal Year(s):	2025-26 and 2026-27
Funding Source(s):	State Shared Revenues

RESOLUTION NO. 25-13

A RESOLUTION ESTABLISHING OREGON CITY'S ELIGIBILITY TO RECEIVE STATE SHARED REVENUES

WHEREAS, ORS 221.760(1) provides as follows:

SECTION 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

1. Police Protection
2. Fire Protection
3. Street construction, maintenance and lighting
4. Sanitary sewer
5. Storm sewers
6. Planning, zoning, and subdivision control
7. One or more utility services

; and

WHEREAS, the City Commission desires to establish compliance with ORS 221.760(1) by certifying the provision of municipal services;

NOW, THEREFORE, OREGON CITY RESOLVES that the City of Oregon City, Oregon, hereby certifies that it provides the following four or more municipal services enumerated in ORS 221.760(1) in fiscal years 2025/26 and 2026/27, both years of the biennial budget:

1. Police protection
2. Street construction, maintenance, and lighting
3. Sanitary sewer
4. Storm sewers
5. Planning, zoning, and subdivision control
6. One or more utility services

Section 1. This resolution shall take effect immediately upon its adoption by the City Commission

Approved and adopted at a regular meeting of the City Commission held on the 4th day of June 2025.

_____
DENYSE C. MCGRIFF, Mayor

Attested to this 4th day of June 2025:

_____
Jakob S. Wiley, City Recorder

Approved as to legal sufficiency:

_____
City Attorney

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

CITY OF OREGON CITY

Staff Report

To:	City Commission	**Agenda Date:**	June 4, 2025
From:	Patrick Foiles, Human Resources Director		

SUBJECT:
Item 7.d. - Management, Supervisory, and Confidential Employee Salary Cost of Living Adjustment (COLA) FY 2025-26

STAFF RECOMMENDATION:
Staff recommends the City Commission approve a two and one-half percent (2.5%) Cost of Living Adjustment (COLA) increase to salary ranges for the City's thirty-eight (38) budgeted Management, Supervisory and Confidential positions for fiscal year July 1, 2025 to June 30, 2026.

EXECUTIVE SUMMARY:
Represented employees receive a COLA based increase to salary as a function of their negotiated and Commission approved collective bargaining agreements. Management and non-represented employees require separate Commission notice and approval of salary range adjustments. The recommended COLA adjustment is two and one-half percent (2.5%). The total financial impact of a 2.5% COLA for the Management employee group for fiscal year 2025-26 is approximately $113,000 ($169,000 with roll-ups) and is supported by the City's approved budget.

BACKGROUND:
Represented employees receive a COLA based increase to salary as a function of their negotiated and Commission approved collective bargaining agreements. Management and non-represented employees require separate Commission notice and approval of salary range adjustments.

The City is currently engaged in collective bargaining with both unions and have not settled on a COLA effective 7/1/2025. Each collective bargaining agreement (CBA) will be brought to the commission for ratification once the parties have tentatively agreed to all articles.

CPI-W West, Size Class B/C (Consumer Price Index for All Urban Consumers), which reflects the buying habits of urban wage earners and clerical workers and is based on cities with populations of less than 2,500,000 in 13 Western states, increased two and one-quarter percent (2.25%) for the calendar year of December 2023 to December 2024. The rate was released in April 2025. The annual average for the same index in 2024 was 2.6%. The CPI has been used in the past to guide and provide context to determine an appropriate adjustment to salaries.

OPTIONS:

1. Approve the two and one-half percent (2.5%) COLA increase to salary ranges for Management, Supervisory and Confidential positions for FY 2025-26.
2. Discuss and change the percentage of the COLA increase for Management, Supervisory and Confidential positions for FY 2025-26.
3. Deny the two and one-half percent (2.5%) COLA increase to salary ranges for Management, Supervisory and Confidential positions for FY 2025-26.

BUDGET IMPACT:

Amount	Approximately $169,000
Fiscal Year(s):	2025-26
Funding Source(s):	Multiple funds throughout the budget. The BY 2025-27 budget sufficiently includes this action.

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

CITY OF OREGON CITY

Staff Report

To:	City Commission	**Agenda Date:**	June 4, 2025
From:	Tony Konkol, City Manager		

SUBJECT:
Item 7.e. - 82nd Avenue Relinquishment of Permitting Rights to Oregon Department of Transportation

STAFF RECOMMENDATION:
Staff recommends that the City Commission relinquish the permitting rights for the 82nd Avenue right of way located adjacent to Washington Street to the Oregon Department of Transportation, which owns the property, and authorize the City Manager to sign the Tentative Relinquishment form.

EXECUTIVE SUMMARY:
The 82nd Avenue right of way that is located north of the Stimson property, south of the Metro Transfer Station, and west of Washington Street is owned by the Department of Transportation and the jurisdiction rights of permitting are controlled by the City of Oregon City. The permitting rights were granted to the City as part of the Jughandle project, while ODOT maintained the fee title ownership of the right of way. There is a desire to transfer ownership of the unused 82nd Avenue property to Urban Renewal Agency to be included in the Stimson property redevelopment efforts. In order to begin the ownershop transfer process, the permitting rights granted to the City must be relinquished to ODOT, the owner of the land. Staff is requesting that the City Commission authorize the City Manager to sign the tentative relinquishment form from the Oregon Department of Transportation.

BACKGROUND:

OPTIONS:
1. Approve 82nd Avenue Relinquishment of Permitting Rights to Oregon Department of Transportation.
2. Approve 82nd Avenue Relinquishment of Permitting Rights to Oregon Department of Transportation with Amendments.
3. Deny 82nd Avenue Relinquishment of Permitting Rights to Oregon Department of Transportation and provide further direction.

BUDGET IMPACT:
Amount $
Fiscal Year(s):
Funding Source(s):

Oregon
Tina Kotek, Governor

Department of Transportation
Transportation Region 1
123 NW Flanders St.
Portland, OR 97209-4012
(503) 731-8200
Fax: (503) 731-8259

Oregon City
Attn: Josh Wheeler
13895 Fir Street
Oregon City, Oregon 97045
Jwheeler@orcity.org

Tentative Relinquishment

Oregon City proposes to relinquish a portion of right of way located on Washington St in Oregon City to ODOT. The areas to be relinquished are shown on the attached Exhibit A.

We are requesting that your office indicate below if Oregon City is willing to relinquish said right of way for ODOT right of way use.

__ Will accept **__ Will Not ACCEPT**

By _____

Date _____

NOTE: Please email completed form to Damon.Gray@odot.oregon.gov, or mail to region 1 Right of Way Office at:

Attn: Damon Gray
123 NW Flanders St.
Portland, OR. 97209

CENTERLINE CONCEPTS
LAND SURVEYING, INC.

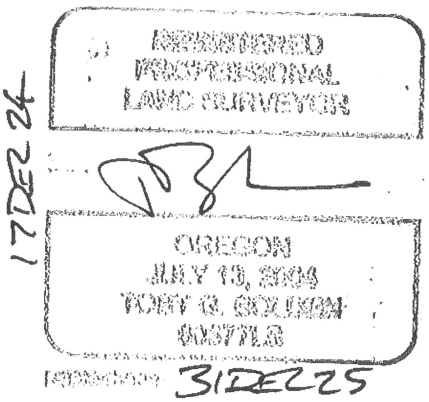
19376 Molalla Avenue, Ste. 120, Oregon City, OR 97045
P. 503-650-0188 F. 503-650-0189

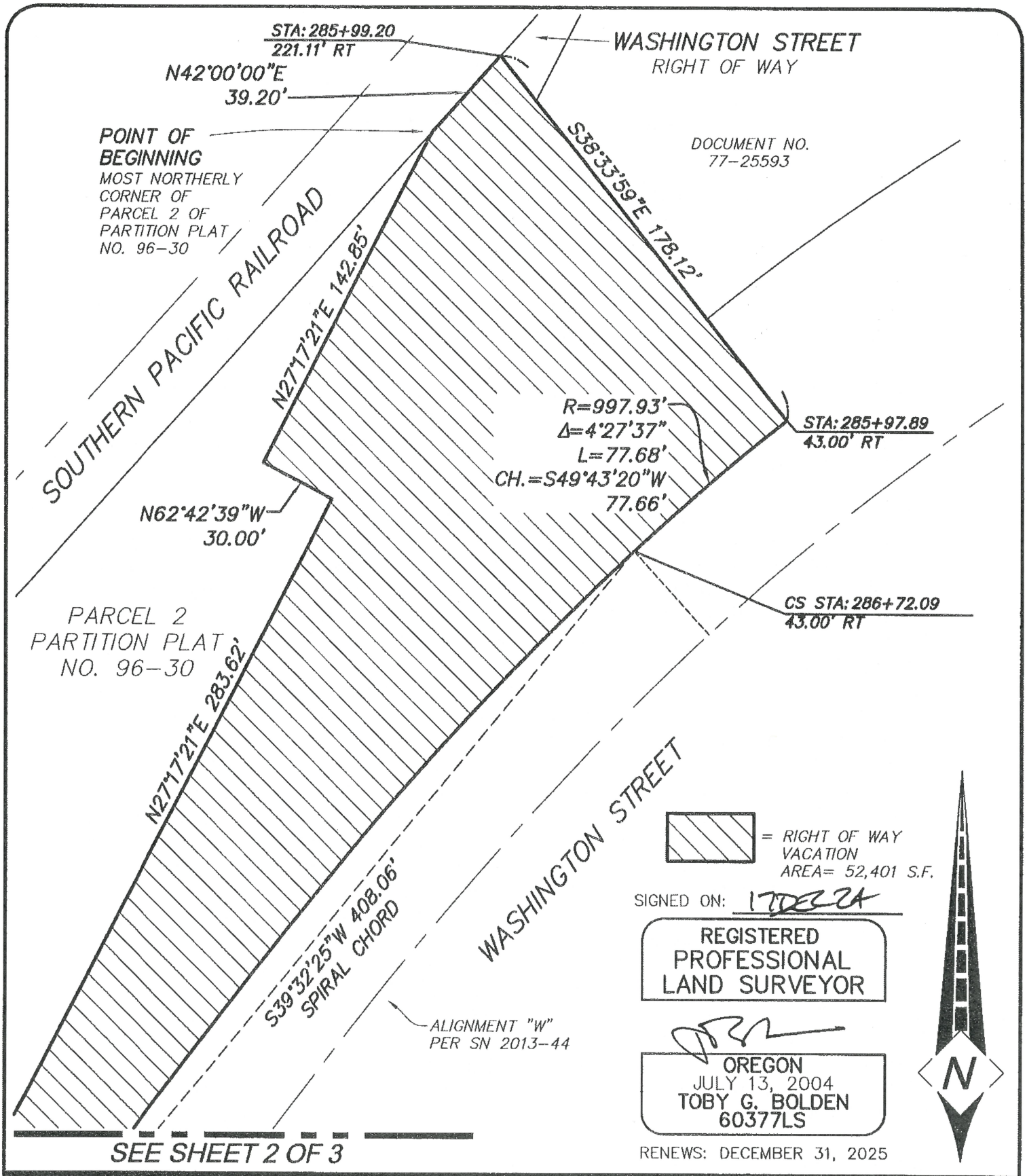
Exhibit "A"
Legal Description

A tract of land being a portion of the public right of way of Washington Street, located in the northwest one-quarter of Section 29, Township 2 South, Range 2 East of the Willamette Meridian, City of Oregon City, County of Clackamas, State of Oregon, being more particularly described as follows:

BEGINNING at the most northerly corner of Parcel 2 of Partition Plat No. 1996-30, Clackamas County Plat Records, also being at the intersection of the easterly right of way line of the Southern Pacific Railroad and the westerly right of way line of Washington Street, aka Market Road No. 38 (a 60.00 foot wide right of way); thence, along the easterly right of way line of said Southern Pacific Railroad, North 42°00'00" East, 39.20 feet to the northerly extension of the southwesterly line of that tract of land conveyed by deed recorded as Document No. 77-25593, Clackamas County Deed Records, said intersection being 221.11 feet right of centerline station 285+99.20, said centerline alignment being that alignment as shown as Alignment "W" – Realigned Washington Street on Survey Number 2013-44, Clackamas County Survey Records; thence South 38°33'59" East, 178.12 feet to a point 43.00 feet right of centerline station 285+97.89; thence, along the arc of a non-tangent 997.93 foot radius curve to the left (radial line bears North 38°02'52" West), through a central angle of 04°27'37" (the chord of which bears South 49°43'20" West, 77.66 feet), an arc distance of 77.68 feet to a Point of Curve to Spiral at 43.00 feet right of centerline station 286+72.09; thence, along arc of a 43.00 foot offset spiral, the chord of which bears South 39°32'25" West, 408.06 feet to a Point of Spiral to Tangent at 43.00 feet right of centerline station 290+72.09; thence South 35°30'02" West, 393.94 feet to the southeasterly line of said Parcel 2 of Partition Plat No. 1996-30, being 43.00 feet right of centerline station 294+66.03; thence, along the southeasterly boundary of said Parcel 2 for the following six courses: North 27°17'21" East, 121.83 feet; North 31°30'08" East, 283.64 feet; North 35°24'29" East, 64.87 feet; North 27°17'21" East, 283.62 feet; North 62°42'39" West, 30.00 feet; and North 27°17'21" East, 142.85 feet to the ***POINT OF BEGINNING.***

Contains 52,401 square feet, more or less.





CLIENT:	OREGON CITY
ORIG. DATE:	12/16/2024
DRAWN BY:	MPW
SHEET No.	1 OF 3

EXHIBIT "B"

RIGHT OF WAY VACATION

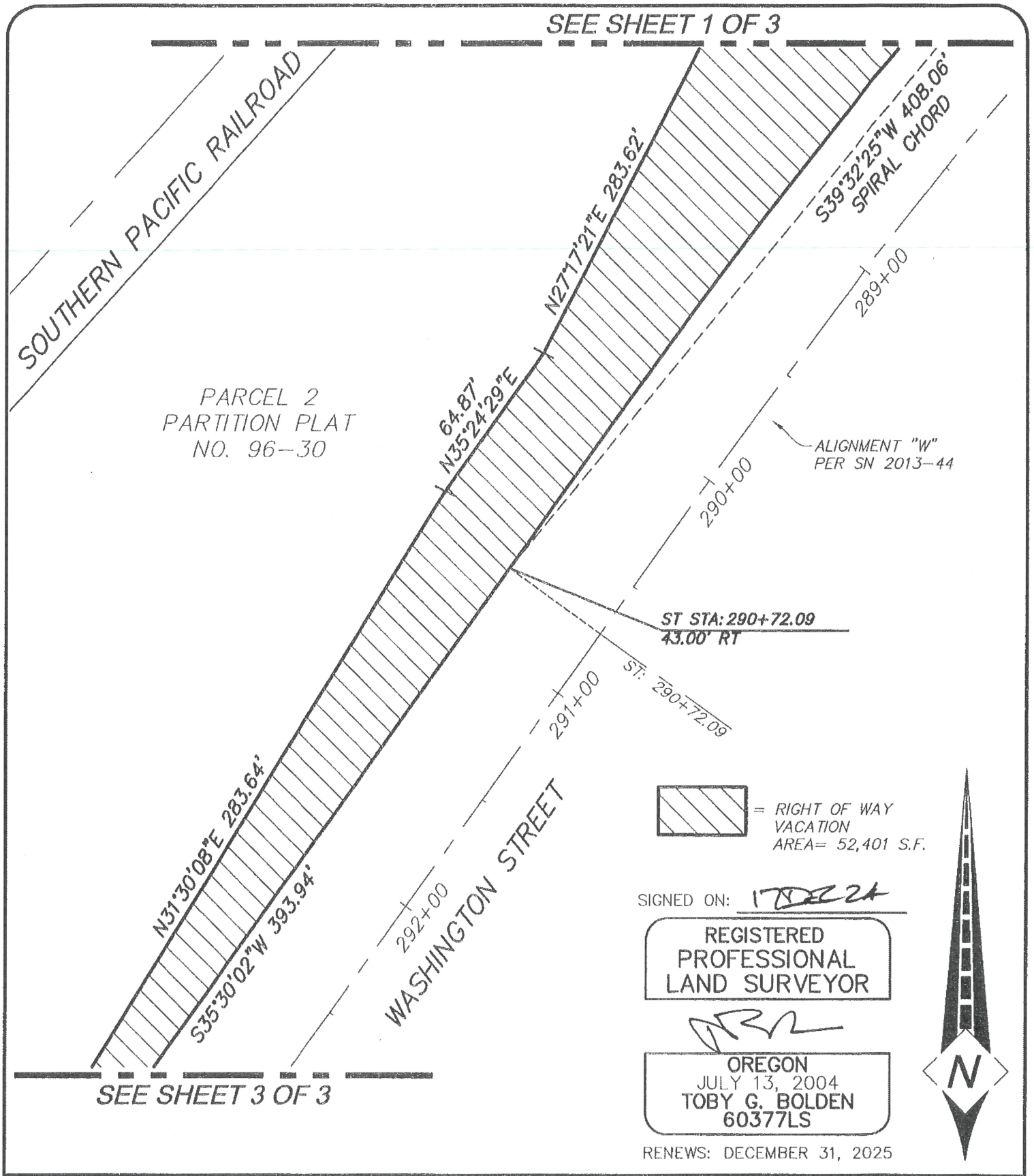
CITY OF OREGON CITY, CLACKAMAS COUNTY, OR

Scale: 1"=50'

CENTERLINE CONCEPTS
LAND SURVEYING, INC.
19376 MOLALLA AVE., SUITE 120
OREGON CITY, OREGON 97045
PHONE 503.650.0188 FAX 503.650.0189

Plotted: 12/17/2024 - 1:58pm, M:\PROJECTS\OREGON CITY,CITY OF - WASHINGTON ST-1799\DWG\EXHIBIT-VACATION.dwg, Layout: EXHIBIT 8.5X11 - 11X17

SEE SHEET 1 OF 3



SEE SHEET 3 OF 3

CLIENT:	OREGON CITY
ORIG. DATE:	12/16/2024
DRAWN BY:	MPW
SHEET No.	2 OF 3

EXHIBIT "B"

RIGHT OF WAY VACATION

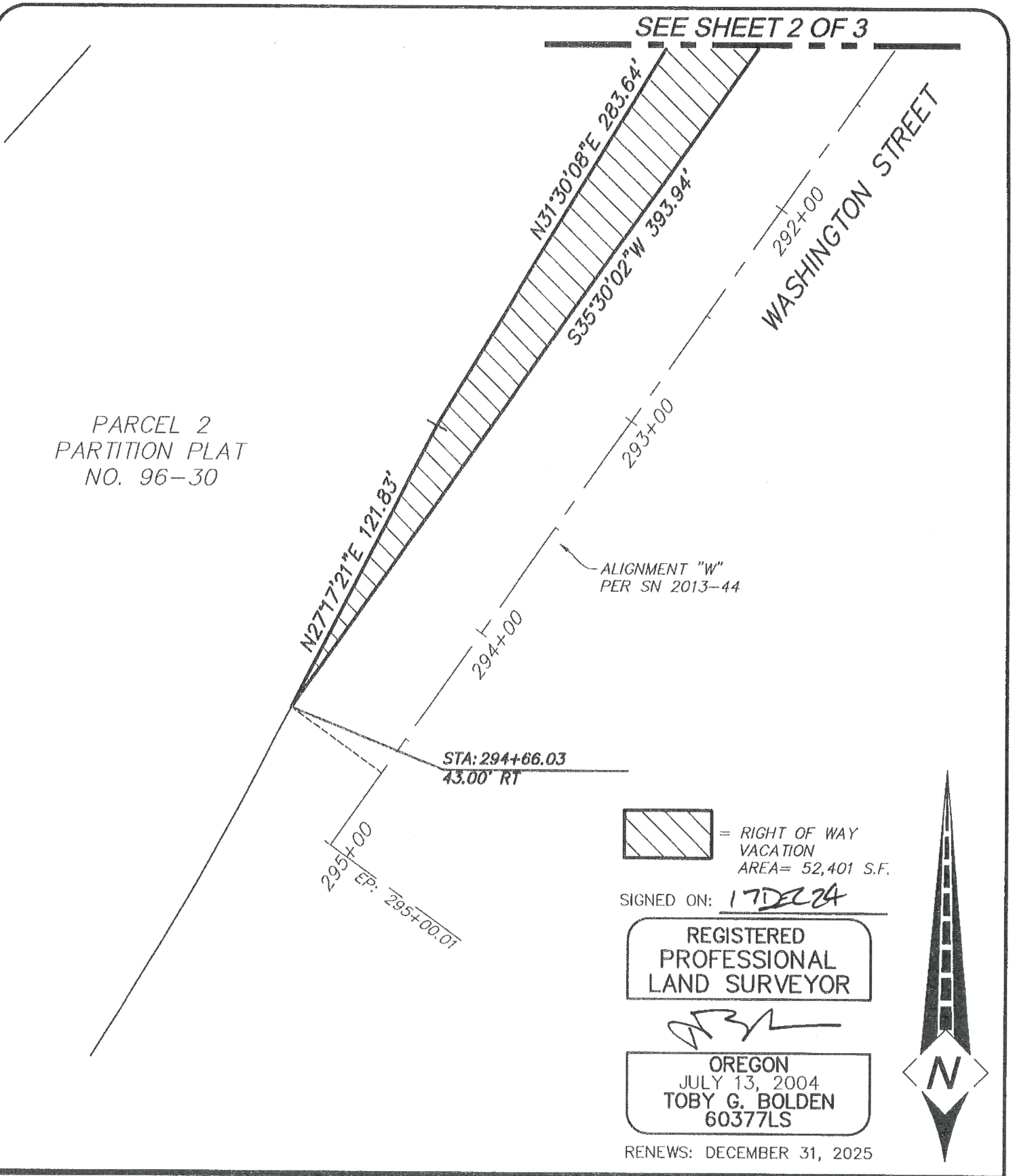
CITY OF OREGON CITY, CLACKAMAS COUNTY, OR

Scale: 1"=50'

CENTERLINE CONCEPTS
LAND SURVEYING, INC.
19376 MOLALLA AVE., SUITE 120
OREGON CITY, OREGON 97045
PHONE 503.650.0188 FAX 503.650.0189

Plotted: 12/17/2024 - 1:58pm, M:\PROJECTS\OREGON CITY,CITY OF - WASHINGTON ST-1799\DWG\EXHIBIT-VACATION.dwg, Layout: EXHIBIT 8.5X11 - 11X17

SEE SHEET 2 OF 3



CLIENT:	OREGON CITY
ORIG. DATE:	12/16/2024
DRAWN BY:	MPW
SHEET No.	3 OF 3

EXHIBIT "B"

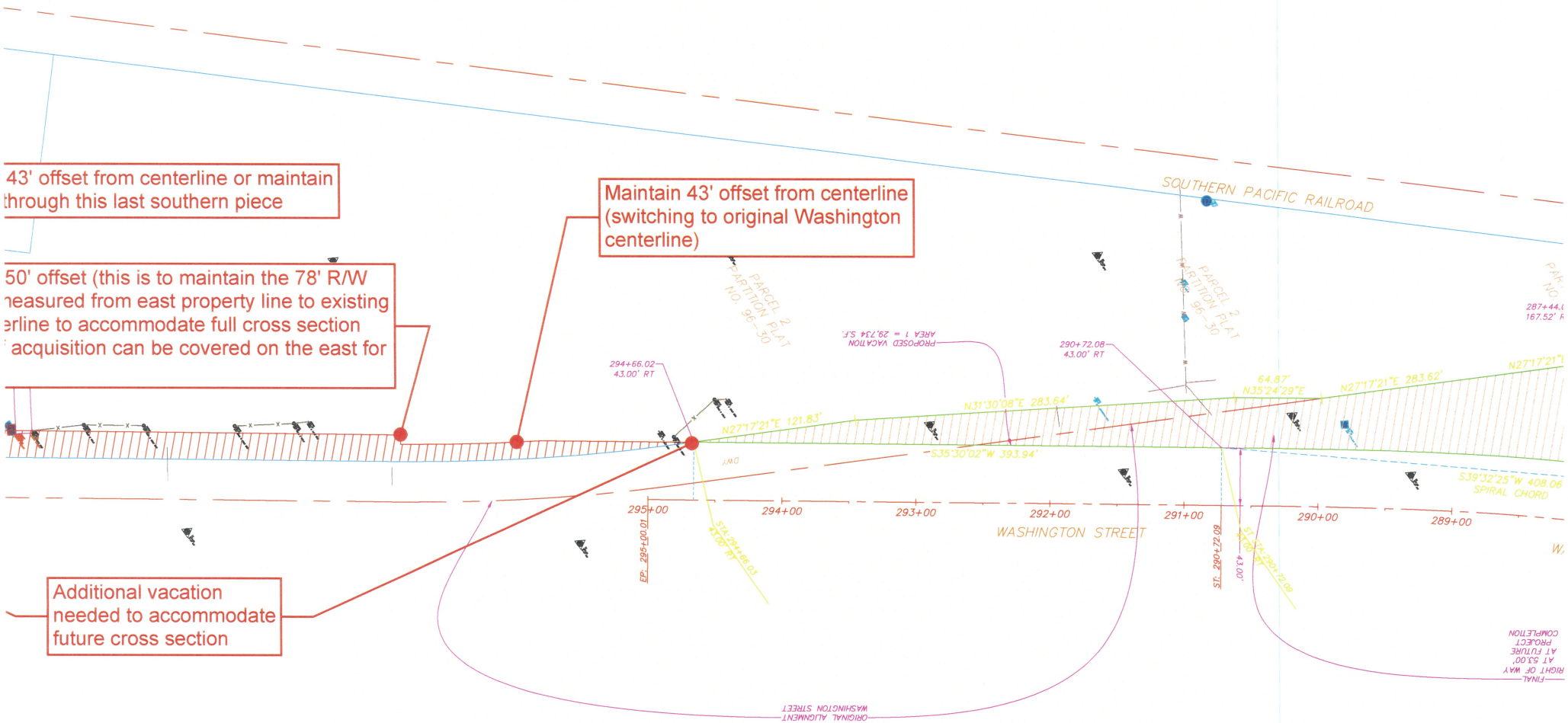
RIGHT OF WAY VACATION

CITY OF OREGON CITY, CLACKAMAS COUNTY, OR

Scale: 1"=50'

CENTERLINE CONCEPTS
LAND SURVEYING, INC.
19376 MOLALLA AVE., SUITE 120
OREGON CITY, OREGON 97045
PHONE 503.650.0188 FAX 503.650.0189

Plotted: 12/17/2024 – 1:58pm, M:\PROJECTS\OREGON CITY,CITY OF – WASHINGTON ST-1799\DWG\EXHIBIT-VACATION.dwg, Layout: EXHIBIT 8.5X11 – 11X17


43' offset from centerline or maintain through this last southern piece
50' offset (this is to maintain the 78' R/W measured from east property line to existing erline to accommodate full cross section acquisition can be covered on the east for
Maintain 43' offset from centerline (switching to original Washington centerline)
Additional vacation needed to accommodate future cross section
SOUTHERN PACIFIC RAILROAD
WASHINGTON STREET
N27°17'21"E 121.83'
N31°30'08"E 283.64'
N27°17'21"E 283.62'
S35°30'02"W 393.94'
S39°32'25"W 408.06
SPIRAL CHORD
64.87'
N35°24'29"E
294+66.02
43.00' RT
290+72.08
43.00' RT
295+00
294+00
293+00
292+00
291+00
290+00
289+00

Need to bump out to 50' offset (this is to maintain the 78' R/W width, based on 28' measured from east property line to existing centerline) from centerline to accommodate full cross section (Could maintain 43' if acquisition can be covered on the east for the 7' necessary)
Roadway would shift ~7' west to use the vacated R/W if we bumped out to the 50' option

+66.02
00' RT
200+72.08
43.00' RT
64.87'
N35°24'29"E
N31°30'08"E 283.64'
N27°17'21"E 121.83'
S35°30'02"W 393.94'
295+00
294+00
293+00
292+00
291+00
290+00
295+00.01
290+22.09

After recording return to:

_____

Until a change is requested, all tax statements shall be sent to the following address:

No Change

QUITCLAIM DEED--STATUTORY FORM

The City of Oregon City, Grantor, releases and quitclaims to the State of Oregon by and through the Oregon Department of Transportation, Grantee, all of Grantor's right, title and interest in and to and jurisdiction and control over the real property described in Exhibit A attached hereto and by reference incorporated herein.

The true consideration for this conveyance consists of other value given. This deed is given to transfer jurisdiction and control of the real property described in Exhibit A to Grantee and to confirm that the Grantor claims no interest in the real property described in Exhibit A.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

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DATED this _____ day of _____, 2025.

The City of Oregon City, an Oregon municipal corporation

By:_____
Tony Konkol, City Manager

STATE OF _____)
) ss.
County of _____)

This instrument was acknowledged before me _____, 2025, by Tony Konkol, City Manager.

_____
Notary Public for Oregon
My Commission Expires _____

EXHIBIT A

A tract of land being a portion of the public right of way of Washington Street, located in the northwest one-quarter of Section 29, Township 2 South, Range 2 East of the Willamette Meridian, City of Oregon City, County of Clackamas, State of Oregon, being more particularly described as follows:

BEGINNING at the most northerly corner of Parcel 2 of Partition Plat No. 1996-30, Clackamas County Plat Records, also being at the intersection of the easterly right of way line of the Southern Pacific Railroad and the westerly right of way line of Washington Street, aka Market Road No. 38 (a 60.00 foot wide right of way); thence, along the easterly right of way line of said Southern Pacific Railroad, North 42º00’00” East, 39.20 feet to the northerly extension of the southwesterly line of that tract of land conveyed by deed recorded as Document No. 77-25593, Clackamas County Deed Records, said intersection being 221.11 feet right of centerline station 285+99.20, said centerline alignment being that alignment as shown as Alignment “W” – Realigned Washington Street on Survey Number 2013-44, Clackamas County Survey Records; thence South 38°33’59” East, 178.12 feet to a point 43.00 feet right of centerline station 285+97.89; thence, along the arc of a non-tangent 997.93 foot radius curve to the left (radial line bears North 38°02’52” West), through a central angle of 04º27’37” (the chord of which bears South 49º43’20” West, 77.66 feet), an arc distance of 77.68 feet to a Point of Curve to Spiral at 43.00 feet right of centerline station 286+72.09; thence, along arc of a 43.00 foot offset spiral, the chord of which bears South 39º32’25” West, 408.06 feet to a Point of Spiral to Tangent at 43.00 feet right of centerline station 290+72.09; thence South 35º30’02” West, 393.94 feet to the southeasterly line of said Parcel 2 of Partition Plat No. 1996-30, being 43.00 feet right of centerline station 294+66.03; thence, along the southeasterly boundary of said Parcel 2 for the following six courses: North 27º17’21” East, 121.83 feet; North 31°30’08” East, 283.64 feet; North 35º24’29” East, 64.87 feet; North 27º17’21” East, 283.62 feet; North 62º42’39” West, 30.00 feet; and North 27º17’21” East, 142.85 feet to the POINT OF BEGINNING.

Contains 52,401 square feet, more or less.

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

CITY OF OREGON CITY

Staff Report

To:	City Commission	**Agenda Date:**	June 4, 2025
From:	Shaun Davis, Police Chief		

SUBJECT:

Item 7.f. - 13th Street Parking Transition

STAFF RECOMMENDATION:

Authorize the Code Enforcement Manager to move on-street permit parking spaces on 13th St. between Main St. and Center St. to the adjacent Municipal Parking Lot and make the new on-street parking 2-hour paid parking consistent with the 2022 Downtown Oregon City Strategic Parking Management Plan Update.

EXECUTIVE SUMMARY:

In 2022 Rick Williams Consulting conducted an updated Downtown Oregon City Strategic Parking Management Plan. The updated plan offered several recommendations to include Strategy 1: Reduce on-street permits issued in the Downtown

BACKGROUND:

Based on the data collected on the most recent parking study and direction from the City Commission, the goal is to add on-street parking in the downtown business district when possible. With the current move of the County Courthouse there is an opening of off-street parking in the Municipal Parking Lot at 12th/Main Street.

This off-street parking will allow code enforcement to move the current on-street permit parking in the 200 Block of 13th Street (Purple Zone) to the Municipal Lot. This move will allow the on-street parking on 13th Street to daily 2-Hour Parking. A total of 22 on-street parking spaces will be opened, allowing more public parking for visitors.

The 13th Street parking between Main Street and Center Street will be paid 2-Hour Parking between 7 a.m. and 6 p.m. Monday-Friday. A parking kiosk will be relocated by staff from 13th/Main to the 200 Block of 13th Street.

Staff will paint the curbs and resign both 13th St. and the new designated area inside the municipal parking lot.

This parking transition will take place once approved.

OPTIONS:

1. Approve 13th Street Parking Transition.
2. Approve 13th Street Parking Transition with Amendments.
3. Deny 13th Street Parking Transition and provide further direction.

BUDGET IMPACT:

Amount	$ Est. $750
Fiscal Year(s):	2024-25
Funding Source(s):	General Fund

13th St
1308
1304
1300
215
13th St
Main St
1220
508
517
519

Downtown Oregon City
Strategic Parking Management Plan Update

February 2022
Version 1.1

Prepared For:

DRAFT

Prepared By:

RICK WILLIAMS CONSULTING
Parking & Transportation

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1.0 Introduction

Oregon City last outlined parking management strategies in the Downtown Parking Study, created in 2009. With the 2009 study, the City, through its stakeholder process and subsequent city policy, concluded that the objective of parking management for the downtown should be one "that supports the development of a vibrant, growing, and attractive destination for shopping, working, living, recreation, and entertainment."

In 2021, Oregon City initiated a follow up parking study entitled Comparative Summary of Parking Utilization in Historic Downtown and the Bluff. The work was initiated in 2021 and included revising 2009 study area boundaries for both the Downtown and Bluff area, creating a new and complete inventory of all on-and off-street parking in both study areas (public and private parking supplies), and conducting a weekday and Saturday parking occupancy and utilization survey of both study areas.[1]

With information derived from these recent efforts, the City is interested in a reexamination and evaluation of the 2009 parking management strategies to determine the following:

- Elements from the original Plan which are still **relevant and effective**
- An **updated approach** to parking management that will include visitor, residential, and employee parking
- Identify parking management strategies for both **Downtown and the Bluff**
- Improvements for on and off-street **supply and demand management**
- Determine **system-wide strategies** that will benefit City operations
- Identify on and off-street parking format changes that will that **improve efficiency, capacity, and communications**

The purpose of this report is to document the evaluation of the parking system and to present new strategic recommendations to bring the 2009 plan up-to-date with existing and future market conditions.

[1] Full copies of the inventory and parking occupancy and utilization reports are attached as **Appendix A** and **B**, respectively.

2.0 Key Elements of the 2009 Downtown Oregon City Parking Study

The 2009 Downtown Oregon City Parking Study provided prioritized guidance for the management of parking in the Downtown (a key focus area) and on the Bluff. The study recognized that the role of parking in downtown cannot be seen as a stand-alone solution in and of itself. The key to a successful downtown parking experience is in management of the parking supply. The Plan noted the following:

> *To provide for the Downtown's further development as a viable commercial district, on-street parking must be managed to ensure the priority customer's demand for parking is met. Additionally, given the multi uses in the Downtown core, parking must be managed to ensure the needs of all users can be accommodated.*[2]

The 2009 study outlined the following key elements:

- Stakeholder priorities
- Guiding themes and principles
- Parking data and demand analysis, and
- Management strategy recommendations

To assist with the study, a stakeholder committee was formed in 2008 to inform the process and outline desired outcomes, opportunities, and challenges. Guiding themes and principles, a set of value statements summarizing the agreed upon for use of the public parking supply, and desired outcomes for parking management were developed. An objective data inventory and collection effort created a baseline from which the stakeholder priorities and guiding principles were evaluated. Finally, a list of strategies emerged to lead the City in its management of its parking supply.

2.1. GUIDING THEMES AND PRINCIPLES (2009)

The adopted Guiding Principles were derived from dialogues with the Parking Advisory Committee, City Commission, and other stakeholders, establishing a solid foundation for coordinating parking and transportation decision-making and policy. The Guiding Principles were intended to support the long-term economic development vision of the City and its downtown stakeholders. A summary of the 2009 Guiding Principles, leading with the original statement of purposes, are below.

Statement of Purpose

> *It is the primary objective of the City of Oregon City to implement a Parking Management Plan for the Downtown that supports the development of a vibrant, growing, and attractive destination for shopping, working, living, recreation and entertainment.*

[2] Downtown Oregon City Parking Study, Findings and Recommendations of the Stakeholder's Advisory Committee (April 2009), Executive Summary. Page VI.

Guiding Principles were separated into nine central elements and 25 statements of priority, establishing desired outcomes for future decision making related to parking and access in the Downtown and on the Bluff. The 2009 Guiding Principles are summarized below[3]:

- **Access**: Parking should be just one of a diverse mix of access options available to users of the downtown.
- **Priority Customer**: While numerous users need parking in the downtown, the priority parker is the short-term trip (two hours or less), those who use downtown to shop, dine, recreate, and access businesses. *City owned supply* must be prioritized and managed to accommodate these trips.
- **Priority Parking (On-Street):** Recognize that on-street parking is a finite resource and should be managed to assure maximum access for the priority user. On the Bluff, manage parking to balance the on-street system to support multiple users that include visitor, employee, and residential demand.
- **Employee Parking & Off-Street City Owned Supply**: Develop means and/or partnerships that provide adequate and affordable parking for employees and those needing longer-term stays that meet demand, particularly shared use opportunities to transition employees into the off-street public and private supply. Employee access should be provided in conjunction with an access system that provides balanced and reasonable travel mode options.
- **Residential Parking:** Residential development downtown will provide parking for the residential units on-site, or find parking in off-street lots, and parking in areas zoned residential will be prioritized for residents and their guests and visitors.
- **Multi-Modal Access:** Transition more downtown employees into alternative modes (i.e., transit, bike, walk, rideshare) through business-based programs and incentives and calibrate parking standards to fully support this outcome.
- **Understandability:** Make downtown parking user-friendly—easy to access and easy to understand.
- **Quality:** Provide a "parking product" in the downtown that is of the highest quality to deliver a safe, secure, and well-lit parking system ensuring a sense of security at all times on-street and off-street.
- **Coordination:** Provide coordinated management of the public parking supply and assure a representative body of affected private and public constituents from within the downtown informs decision-making regarding parking. Use the “85% Rule” to inform and guide the decision-making process.

2.2. PARKING MANAGEMENT STRATEGIES (2009)

Based on the Guiding Principles, the 2009 study ”supports creation of a parking system that facilitates and contributions to a vital and growing downtown.” Using data as well as the Guiding Principles, specific parking management strategies were identified and recommended for consideration. The recommendations were organized into two categories: *Policy Level Actions* and *Recommended Parking Management Strategies*.

[3] The key desired outcomes of the 2009 Guiding Principles are summarized here. The complete 2009 narrative can be found in the Downtown Oregon City Parking Study, Findings and Recommendations of the Stakeholder's Advisory Committee (April 2009), pages 22 – 27.

Policy Level Actions

The following policy elements were recommended to be adopted immediately by the City:

1. Assign the responsibilities of a 'Parking Manager/Coordinator' for the City.
2. Establish an advisory role for stakeholders to assist in parking program implementation and review.
3. Adopt policies and rules to guide parking management and development.
    a. Codify Guiding Principles for Parking Management as elements of City Code.
    b. Adopt the 85% Rule to facilitate/direct parking management strategies.
    c. City Commission to adopt rate ranges for parking rates in public facilities (on and off-street). Ranges would be established for hourly meter rates and monthly parking rates. This would allow the City Manager to adjust rates administratively within the ranges adopted and based on the 85% Rule.

Parking Management Strategies:

The following strategies were recommended for near-term implementation (6-18 months):

1. Appoint a Downtown Parking Manager.
2. Initiate Parking Advisory Committee process.
3. Add parking to the on-street system in the Historic downtown in areas currently designated as no parking areas. This parking will be provided as either 2-hour parking or '2-hour or by permit' (based on location and proximity to downtown core).
    a. Install new on-street signage in areas designated for new parking.
4. Reduce and/or eliminate all 15-minute, 30-minute, 4-hour, 8-hour, and No-limit parking stalls in the historic downtown and convert to 2-hour parking (62 existing stalls). Request for these types of stalls in the future would be coordinated through an exception process as described in Strategy 12.
5. Transition a minimum of 20 existing Blue and Green employee permits now parking in high occupancy node, to on-street locations in the NE end of downtown (signed 2-hours or by permit).
6. Begin work with the County Courthouse and County Corrections to develop an action plan to transition existing on-street reserved stalls to non-core locations.
7. Work with County Courthouse to refine juror parking program to specifically direct jurors into the Municipal Lot. This would include direct contact/mailings, maps and other materials necessary to localize jurors at the Municipal Lot.
8. Re-evaluate and revise all current parking permit pricing based on 85% standard.
9. Initiate a new and comprehensive outreach program to all businesses within the study zone that communicates the parameters of a new revised City's permit program.
10. Develop a lighting and pedestrian walkway plan linking the NE end of the historic downtown to the core as a way to assure convenience and safety for use of parking in the downtown. Develop a similar plan for the Bluff area with particular focus on areas between potential parking sites and the elevator.
11. Develop a Residential Parking Permit Zone (RPPZ) policy and program for adoption by the City Commission for future implementation in residential areas affected by spillover from commercial parking.

12. Develop 'exception' criteria for adoption by City Commission that informs decision making for establishment of loading zones and 15, 30, 60 & 90-minute stalls within the on-street supply.

The following strategies were recommended Phase 2 implementation (18-36 months):

13. Transition additional Blue and Green employee permits to on-street locations in the NE end of downtown (signed '2-hours or by permit') as per the 85% Rule.
14. Implement lighting and pedestrian plan developed in Strategy 10.
15. Adopt and establish a residential parking permit zone (RPPZ) policy and program (as developed in Strategy 11) that could be implemented at the request of residential neighborhoods adjacent to the downtown as a measure to mitigate commercial parking spillover into residential areas.
16. Adopt 'exception' criteria (as developed in Strategy 12) necessary for approval location and type of loading zones within the downtown/Bluff parking areas and for approval of on-street 15-, 30-, 60-, and 90-minute stalls.
17. Restripe all on-street parking in the Historic Downtown to better identify parking availability and location.
18. Negotiate shared use and/or lease agreements with owners of strategically placed existing private surface lots in the Historic Downtown to provide for an interim supply of parking where needed.
19. Negotiate shared use and/or lease agreements with owners of strategically placed existing private surface lots on the Bluff to provide for an interim supply of parking where needed.
20. Develop and install a signage package of uniform design, logo, and color at public and private (shared use) off-street parking facilities.
21. Partner with the business community to develop/refine a marketing and communication system for access in Oregon City (building on existing materials/programs).
22. Evaluate and adjust minimum parking ratios for new development in the downtown, to assure that access impacts of new development are meaningfully addressed and correlated to actual parking demand.
23. Lease/acquire strategically located land parcel for use as future public off-street parking on the Bluff.
24. Develop a recommended package of incentives for the private development of publicly available parking.
    a. Sponsor employee-based initiatives to encourage employee use of alternate travel modes.
25. Establish commuter mode split targets for employee access in the downtown.
26. Examine the feasibility of a year-round 'shuttle' that conveniently links/connects employee and/or juror parking areas in the Historic Downtown and on the Bluff.
27. Monitor downtown parking utilization continuously and periodically. Conduct parking inventory analyses.
28. Restripe all on-street parking on the Bluff to better identify parking availability and location.

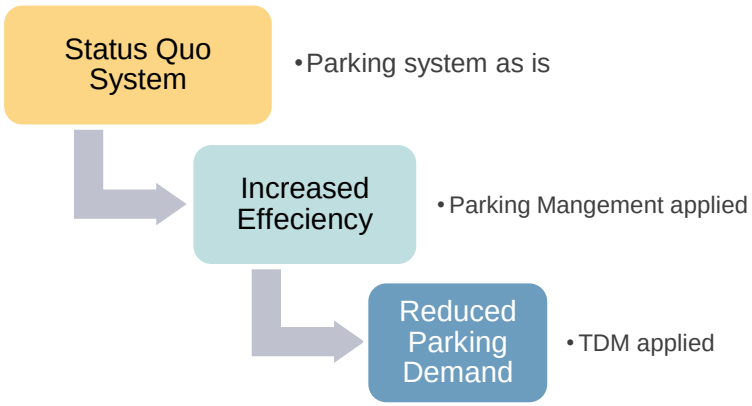
The following strategies were recommended Phase 3 implementation (3 years and beyond):

29. Recommend to the City Commission the commuter modes split targets developed in Strategy 25 for adoption as a policy element of the Oregon City Transportation and Parking Management Plan.
30. Evaluate lowering maximum parking ratios for new development based on updated 'true demand' calculations derived from updates derived in Strategy 27.

31. Strategically place new and unique wayfinding signage in the right-of-way at locations chosen carefully to direct visitors to off-street locations.
32. Implement the recommended package of incentives for the private development of publicly available parking as determined in Strategy 24.
33. Implement year-round 'shuttle' service if feasibility is established in Strategy 26.

Overall, the 2009 study emphasized a long-term economic development vision of Oregon City, coordinating parking and transportation decision-making and policy. These Guiding Principles provided a solid foundation from which data and policy decisions have been made to truly reflect a shared, community informed, desired outcome for how stakeholders want to see their community grow.

3.0 Considerations: Parking Management Strategy Updates



The components of a parking management plan need to be simple and intuitive for the user, providing an understandable system that is safe, secure, affordable, and well-integrated into the traffic system and other access modes. The Plan updates offered here strive to recognize the role of the public sector (the City) in providing parking for patrons of the Downtown and accommodating a diverse mix of commercial and residential demands in the Bluff area. Underscoring this is the role the City plays in seeking out and realizing opportunities by creating partnerships with the private sector to provide needed parking and support of alternative modes of access through transportation demand management (TDM).

These new updated strategies will assure that parking management remains flexible enough to inform a decision-making framework that best serves the unique and changing nature of the Downtown and Bluff area. The updated strategies support the importance of parking management to meet the economic vision for the Downtown and Bluff, and, equally, the City's vision for compact urban development, sustainability and climate action, equity, and innovation. Moving forward, the parking management system will require attentive management and nimble curation to fully maximize this valuable resource, particularly as the City emerges from, and manages through, post-pandemic impacts.

New strategies presented here for consideration are offered as supplements to those adopted in 2009, not as replacements. Strategy considerations are provided within four areas of Parking Management and are ordered in near-term (6 – 18 months) and mid-term (18 – 36 months) implementation phases. The four areas of parking management include:

1. **Recommendations for Downtown**
   - On-Street
     - Permits reduction
     - Permit rate evaluation

    - Standard Meter Fee
    - No Limit stall elimination
    - Convert 4- and 8-Hour stalls to 3-Hour stalls
  - Enforcement
    - Shift Enforcement Hours
    - Extend Enforcement to Saturdays
  - Off-Street
    - Shared Use Opportunities

2. **Recommendations for the Bluff**
   - On-Street
     - Commercial Zoned Areas:
       - Convert No-Limit stalls
       - Controlled Employee Permits
     - Residential Zoned Areas:
       - Convert No-Limit stalls
       - Offer Residential Permits
   - Off-Street
     - Shared Use Opportunities
3. **Reaffirmation of 2009 Strategies**
   - Create Exception Process
   - Parking Advisory Committee
4. **Systemwide**
   - City Parking Performance Dashboard
   - Routine Parking Utilization

A concise summary table of all recommended strategy updates is provided in **Section 5** at the end of this document.

3.1. RECOMMENDATIONS FOR DOWNTOWN

Strategies 1 through 8 are recommendations for parking changes, both on and off-street, that focus on parking within the Downtown parking management study area.

Strategy 1: Reduce On-Street Permits Issued in the Downtown

Action Statement

Continue to reduce the number of on-street permits issued for use in the Downtown.

Strategy Description

There are currently **119 on-street stalls** that allow permit parking in the Downtown parking study area. This equates to 25% of the on-street parking supply in Downtown. Being that the Downtown's primary user group is intended to be visitors/customers, it would be ideal to reduce the number of on-street permits. By reducing the number of permits, the on-street system could add back additional short-term stalls for visitors/customers of the Downtown. This recommendation should be coordinated with **Strategy 5** and **Strategy 13**, providing off-street parking options in the form of shared use and/or encouragement of parking on the Bluff and alternative modes.

Timeframe:

Near-term implementation (6-18 months)

Strategy 2: Reevaluate On-Street Monthly Permit Fees

Action Statement

Evaluate increasing **fees for monthly parking permits** in the public supply (on- and off-street) to honor 85% occupancy standard and to minimize existing waiting list (find market demand).

Strategy Description

A key element of parking management and sound fiscal policy concerns the management of parking rates, both on-street and off-street. Adjusting parking rates is often a controversial topic among stakeholders in downtowns. It is therefore critical to outline both the *reasons* for rate changes as well as the *intended outcomes* of the change. The primary drivers of the need for rate changes include the following:

- *Reflect market demand*. The 85% occupancy standard can be used as a decision-making trigger for adjusting rates; when rates are too low, demand can far exceed the available supply. Keeping fees in line with market demand helps to manage parking demands efficiently.
- *Balance supply and facilitate broader mode goals*. Rates and fees should support efficient use and not compete with other modes of access (i.e., transit, bike, walk, and rideshare).
- *Operating costs*. Cover normal annual increases in operating costs of the system for which a fee is assessed (e.g., on-street meter system, off-street lot and/or garage).

- *Provide for future need*. This would include normal capital planning and projected growth in the system.

Incremental rate changes that reflect changing market demand and adhere to specific objectives are often more palatable to users than infrequent but substantial changes. In other words, justifiable *market demand-based* increases need to be strategic and policy based rather than reactive. The financial systems that support parking are adversely impacted when normal costs of operation, demand, and future infrastructure needs are not addressed. Best practices parking management supports a routine policy-based process that evaluates rates routinely and adjusts rates as necessary.

It is also important to note that a rate review does not assume a rate increase, only that the system is fiscally sound and adjusting to market demands.

The current allocation of parking permits and pricing has not been routinely evaluated within the context of the 85% standard. There is a waiting list for permits with permit fees ranging from $20/month (Blue Permits) to $60/month (Red Permits).[4] Permit rates, by type and location, should be reviewed annually (or more frequently) and increased if the 85% standard for that type of permit is exceeded. This (a) assures that parking is priced according to market demand, (b) ensures parking rates also cover normal increases in program costs and administration and (c) better correlates employee parking rates to transportation options (particularly transit and ridesharing). This reevaluation would become a routine procedure with recommendations for rate changes presented to the City Manager.

Timeframe

Near-term implementation (6-18 months)

Strategy 3: Standardize On-Street Meter Rates

Action Statement

Standardize all on-street meter hourly rates throughout the Downtown, so that hourly rates are consistent in all metered on-street stalls in Downtown Oregon City.

Strategy Description

Currently on-street rates are $1.00/hour in the core of Downtown (7th to 10th), while just to the north and south of the core the rate drops to $0.50/hour for the metered on-street stalls. However, there is no clear or consistent signage or communications to make users aware of the "lower rate" option just outside of the core. With only 252 metered stalls in Downtown, maintaining and clearly communicating different rates on different blocks may outweigh the potential benefits at this time. Standardizing the rate to $1.00/hour will make the

[4] A waiting list indicates that the rate charged for parking is lower than market rate. Pricing to eliminate waiting lists brings pricing to market and also elevates other mode options (that may be less costly) as reasonable options to consider (support TDM goals).

system easier to understand for the average user[5], while helping to keep pace with maintenance costs in the currently lower priced areas.

It is important to note that over time, annual rate evaluations may indicate that a higher rate is justified in Downtown. If a two-tiered rate system is reapplied in the future, it will be important to clearly communicate the availability of nearby "discount" parking for those willing to walk a greater distance.

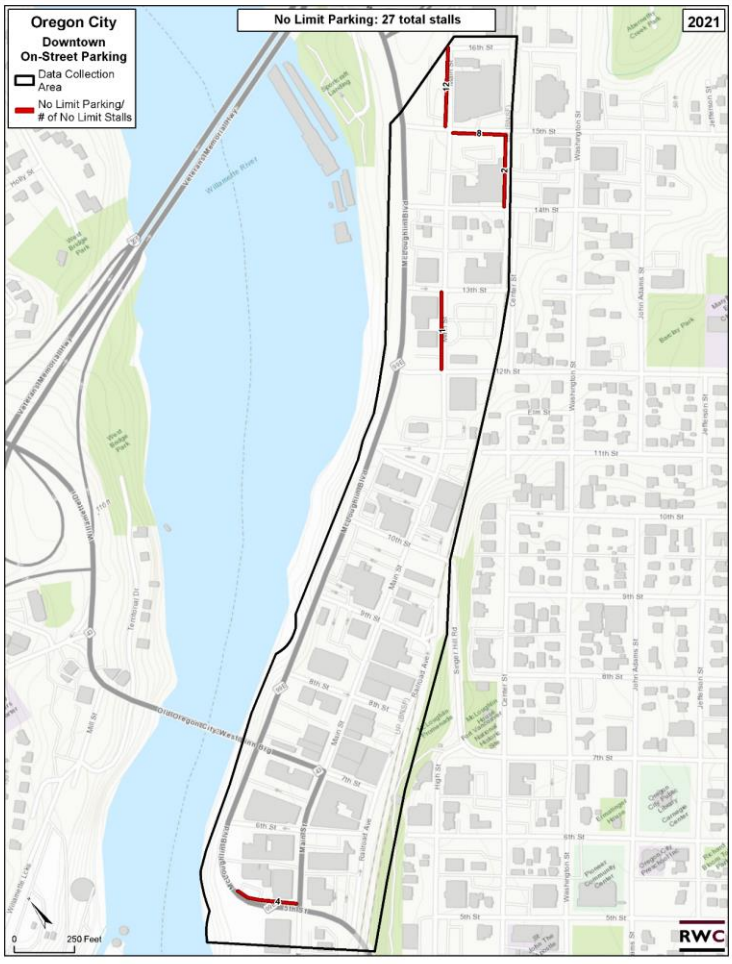
Timeframe

Near-term implementation (6-18 months)

Strategy 4: Eliminate No-Limit On-Street Stalls in the Downtown

Action Statement

Eliminate the remaining No Limit on-street stalls Downtown to encourage short-term visitor/customer stays and transition longer-term stays (3 or more hours) to off-street locations or into transportation options.



Strategy Description

There are currently 27 No Limit on-street stalls located within the Downtown study boundary. The average length of stay for the No Limit on-street stalls was 7 hours and 14 minutes and have a peak occupancy of 78%. These stalls are located along Main, 13th, Center and 5th—largely in the north and south areas, and not in the core of Downtown (see map at right). Being that the priority users of the on-street system is the short-term customer/visitor, the remaining No Limit stalls should be eliminated and converted to 3-hour time limited stalls.

Timeframe

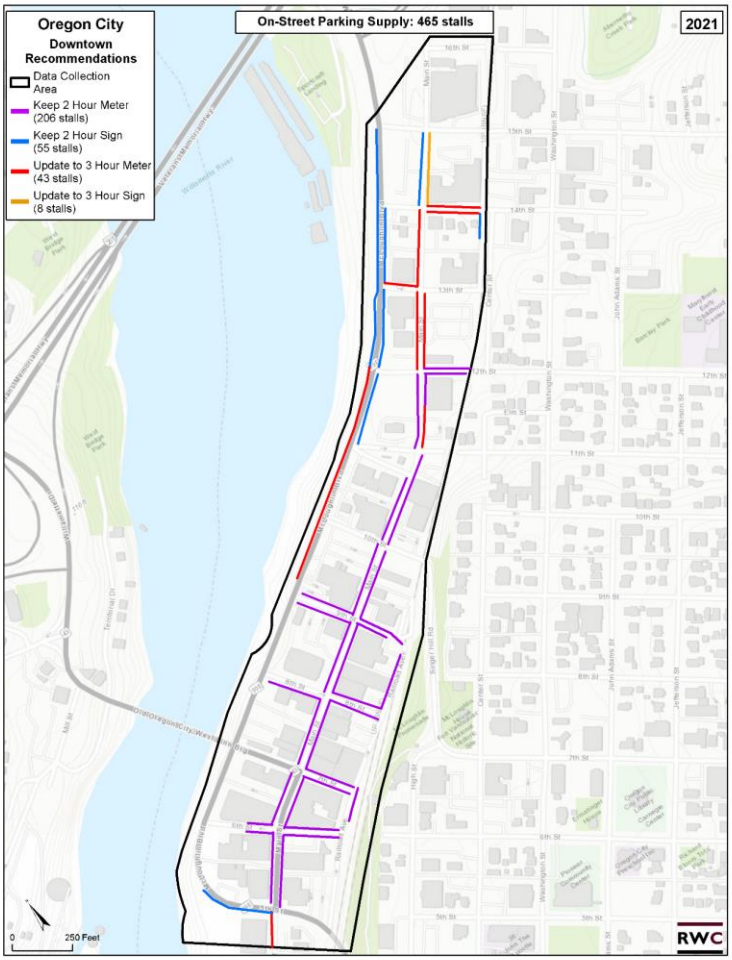
Near-term implementation (6-18 months)

[5] This is especially important now, as the Downtown recovers, reactions and transitions out of the COVID-19 pandemic. The focus here is on simplifying the on-street system.

Strategy 5: Encourage Shared Use Off-Street Parking

Action Statement

Continue to encourage off-street shared use parking opportunities in private lots Downtown (for both employee and visitor uses).



Strategy Description

As noted in the 2009 Parking Management Plan, private off-street parking facilities in some areas have underutilized capacity. The Downtown Oregon City Association (DOCA) has done a terrific job at encouraging employers to create shared use agreements between different users (public and private) to direct parking demand into these facilities to both maximize existing parking resources and minimize overall parking development costs. Establishing more agreements will be important as a reduction in Downtown on-street permits is evaluated (**Strategy 1**) and permit fee adjustments are analyzed (**Strategy 2**). Off-Street shared use parking rates need to be attractive to incent long-term parking off-street, and not in an on-street permitted stall.

Timeframe

Near-term implementation (6-18 months)

Strategy 6: Reduce the Number of On-Street Long-Term Parking Stalls

Action Statement

Convert existing 4 and 8-Hour stalls to 3-Hour stalls in Downtown to encourage short-term visitor/customer stays and transition longer-term stays (3 or more hours) to off-street locations or into other transportation options.

Strategy Description

With a limited number of on-street stalls in the Downtown, the priority for that system should be for short-term use (2-3 hours). Currently, there are 43 long-term (4 or more hours) on-street metered stalls and 8 long-term (4 hour) on-street time limited stalls within the Downtown on-street system (see map at right).

The average length of stay indicates those stalls are being used for a shorter duration (4-Hour Metered: 2 hours 54 minutes; 4-Hour Signed: 2 hours 20 minutes; and 8-Hour Metered: 1 hour 50 minutes). These 51 stalls should be reassigned as short-term spaces, reflecting the desired high turnover trips indicative of downtown, while also accommodating the average existing user (according to their length of stay). It is recommended that these stalls convert to 3-Hour stalls (metered and signed).

Downtown Long-Term Stalls - Current

	4-Hour Metered	8-Hour Metered	4-Hour Signed
Parking stalls	14	29	8

Downtown Long-Term Stalls – Proposed Conversion

	3-Hour Metered	3-Hour Signed
Parking stalls	43	8

Timeframe

Near-term implementation (6-18 months)

Strategy 7: Adjust Enforcement Hours in Accordance with Current Parking Demand

Action Statement

Adjust enforcement hours to 10:00 AM – 7:00 PM to better account for parking use trends and support evening business hours.

Strategy Description

Based on the data trends, the on-street occupancy is relatively low in the morning, and then trends upwards by 5:00 PM. Currently, enforcement hours are from 8:00 AM – 5:00 PM Monday-Friday. Consequently, delaying the

start of enforcement until 10:00 AM and extending evening hours until 7:00 PM would provide more management of the on-street system when demand for parking is still relatively high.

Timeframe

Mid-term implementation (18-36 months)

Strategy 8: Initiate Saturday Enforcement

Action Statement

Extend enforcement (and associated on-street signage) to Saturdays to prioritize customer access to Downtown businesses.

Strategy Description

The 2021 weekend occupancy data indicated that parking behavior was similar to the 2016 weekend data, where the on-street system was being well utilized during the afternoon an evening hours. With the average length of stay increasing and the violation rate being over 11% (industry best practice targets 5-7%) in 2021, the on-street system would benefit from encouraging longer-term vehicle trips to off-street options, on-street permit stalls, or alternative modes. To this end, implementing Saturday parking enforcement (and installing appropriate signage) would prioritize on-street stalls for customer/visitor use and improve ease of access to Downtown for this user group.

Timeframe

Mid-term implementation (18-36 months)

3.2. RECOMMENDATIONS FOR THE BLUFF

The following strategy recommendations (9 – 13) focus on the Bluff – both the on and off-street parking systems.

Strategy 9: Implement 3-Hour Time Limits on Blocks Adjacent to Commercial Areas

Action Statement

Convert on-street No-Limit stalls abutting commercial zoned areas to 3-Hour time-limited stalls.

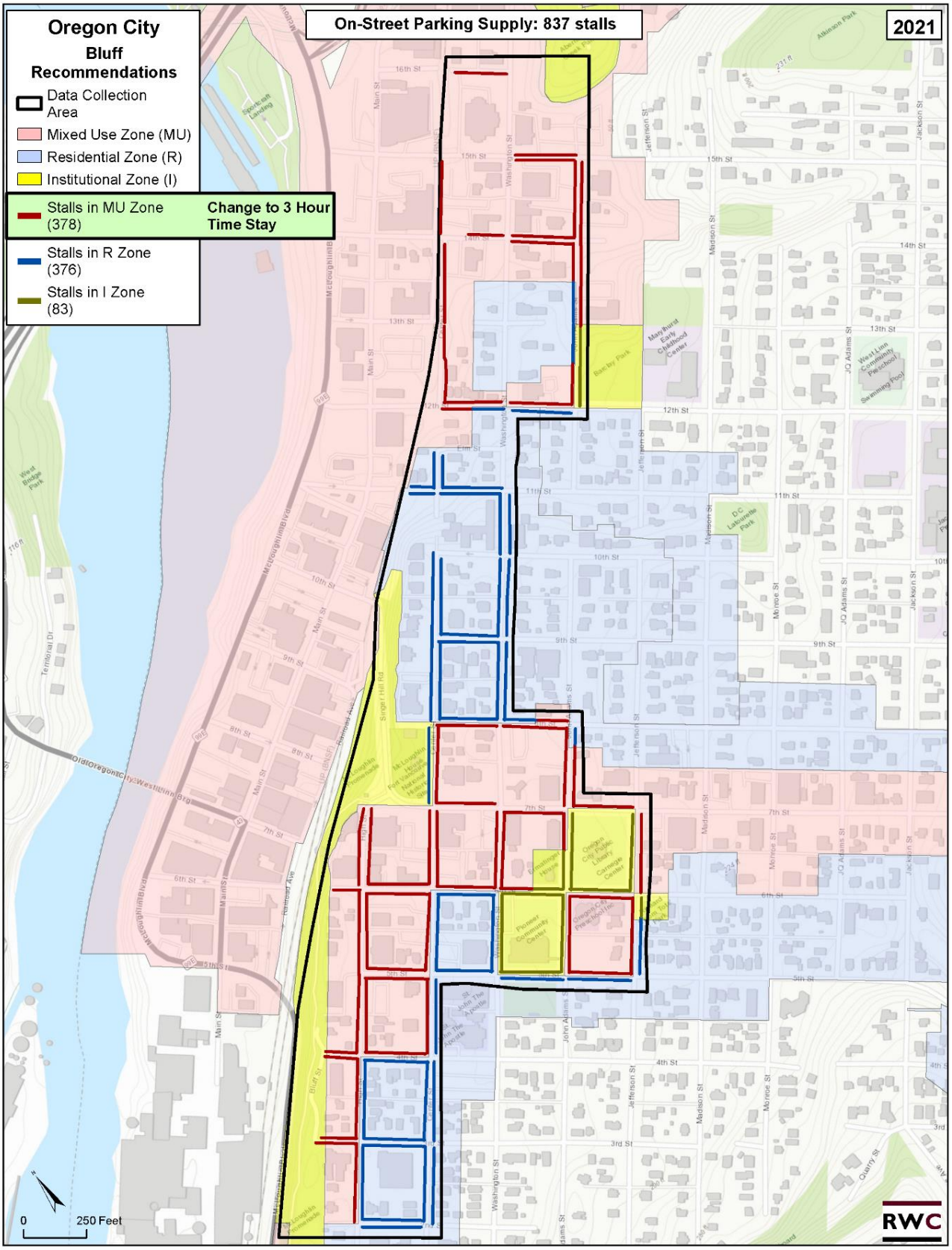
Strategy Description

This recommended on-street format change is largely centered around 7th and Washington as well as further north by 14th and John Adams where commercial block faces allow unlimited (No Limit) parking. These two areas contain the most amount of commercially zoned parcels in the Bluff study area, and in order to better serve the customers/visitors of those areas, 3-hour time-limited short-term stalls are recommended to encourage increased turnover and a reasonable customer/visitor time stay to serve local commercial businesses. The map, below, provides an illustrated summary of block faces recommended to transition to 3-hour signed parking.

Implementation of this strategy would need to be in coordination with **Strategy 10** and **Strategy 11** to provide a controlled on-street employee permit program on commercial block faces while protecting residential block faces (through expansion of the current residential permit program on the Bluff) from employee spill over into neighborhoods.

Timeframe

Mid-term implementation (18-36 months)


Oregon City
Bluff Recommendations
Data Collection Area
Mixed Use Zone (MU)
Residential Zone (R)
Institutional Zone (I)
Stalls in MU Zone (378)
Change to 3 Hour Time Stay
Stalls in R Zone (376)
Stalls in I Zone (83)
On-Street Parking Supply: 837 stalls
2021
0
250 Feet
RWC

Strategy 10: Sell a Controlled Number of On-Street Employee Parking Permits

Action Statement

Allow a **controlled number of on-street employee permits** on the commercial streets closest to to the elevator.

Strategy Description

With time-limit changes to commercial streets (**Strategy 9**) as well as an expanded residential permit program (**Strategy 11**), the on-street system on the Bluff will have a higher level of management and limitations for people who seek to park for longer than 3 hours. To mitigate concerns from nearby employees, it is recommended to allow a controlled number of on-street employee permits on the commercial streets closest to the elevator. The permit area may include commercial streets by 3rd and High Street. The on-street employee permit system is intended as an interim program, made available at this time because certain on-street stalls have adequate capacity to allow permit use and continue to provide convenient patron access. With a current on-street parking permit program in place, providing additional interim employee parking on-street on commercial streets allows for flexibility as the on-street time-limit format changes take place. It also provides an interim backstop for employee parking demand that would be intended to transition to off-street lots (**Strategy 13**) and/or alternative modes.

Timeframe

Near-term implementation (6-18 months)

Strategy 11: Protect Residential Neighborhoods from Commercial Spill Over

Action Statement

Convert on-street No-Limit stalls abutting residential zoned areas to **2-Hour time-limited/or-by-permit stalls**.

Strategy Description

Of the 837 on-street stalls located within the Bluff study area, 424 (51%) are No Limit stalls. With the **Strategy 9** recommendation to change time-limits to 3-Hour on block faces abutting commercial streets, people seeking long-term free parking may attempt to use No-Limit stalls in neighboring residential streets on the Bluff. To mitigate this type of spillover and to continue to prioritize and protect residential streets for the abutting residents, it is recommended that the No-Limit stalls abutting residential zoned areas be converted to 2-Hour time-limited/or-by-residential-permit stalls. This strategy would need to be coordinated with the implementation of **Strategy 9** as well as **Strategy 12**. Implementation of this recommendation would come at the request of affected neighborhoods.

See proposed commercial and residential on-street changes in the map associated with **Strategy 9**.

Timeframe

Mid-term implementation (18-36 months)

Strategy 12: Expand Residential Parking Permit District

Action Statement

Allow expansions of the Bluff's residential permit program on residential block faces to mitigate any issues arising from commercial parking overspill into neighborhoods. Use the City's existing residential permit program (through revisions, expansions, and/or enforcement) to preserve priority access in these areas for residents and their guests.

Strategy Description

One dynamic of growing downtowns or business districts are the impacts such growth can have on the neighborhoods that abut these commercial districts. When parking management strategies such as time limits and paid parking are implemented in growing commercial districts, employees will often seek out free and unlimited parking in nearby residential areas. Residential parking permit programs help to address this spillover by requiring parking permits for long-term stays (typically issued exclusively to residents of the permit district). Signage typically continues to allow short-term stays in these areas without a permit (for residential visitors and customers of the adjacent commercials areas).

In coordination with **Strategy 11,** the on-street parking abutting residential streets will be time-limited allowing short-term stays or longer-term stays with a residential permit. The current residential parking program on the Bluff may need to be evaluated and potentially expanded to accommodate the recommended changes associated with **Strategy 11**. Initiation of this recommendation should be at the request of the neighborhood association(s).

Oregon City has a long standing and successful residential parking permit program. Continued use of the program and continued communication and partnership with the McLoughlin Neighborhood Association will reinforce the City's intent to protect residential parking. Also, conducting periodic data collection in affected neighborhoods per **Strategy 17** can also provide useful information on use of the neighborhood parking system(s), inform the community, and reinforce sound decision making.

Timeframe

Near-term implementation (6-18 months)

Strategy 13: Allow for and Encourage Off-Street Shared Use Parking on the Bluff

Action Statement

As in the Downtown, **encourage shared use off-street parking** opportunities in private lots to provide parking for long-term users (helping to mitigate spill over in residential areas).

Strategy Description

Similar to **Strategy 8** for Downtown, the off-street system in the Bluff is significantly underutilized and has capacity to absorb additional demand for those seeking long-term parking options. As **Strategy 9** and **Strategy 11** change the on-street format in the Bluff, encouraging additional off-street opportunities will be an important option for visitors/customers wanting to stay longer than 3 hours.

Timeframe

Near-term implementation (6-18 months)

3.3. SYSTEM-WIDE RECOMMENDATIONS

The following recommendations are system-wide recommendations, which echo previous recommendations outlined in the 2009 plan as well as are strategies which are for the entire parking system, to provide key objective performance metrics from which decision can be informed and strategies can be pivoted from.

Strategy 14: Allow Exemption Requests to the Standard Time Stay

Action Statement

Create an exemptions process for Downtown/Bluff businesses to request on-street stalls that are not of the base parking standard (2-Hour/3-Hour), as a means to address quick trips to downtown (e.g., 30-minute stalls, loading zones, etc.).

Strategy Description

An important part of any on-street parking system is consistency with base time standards (2-Hours and/or 3-Hours in Oregon City's case), however, the base standard may not always be the right time standard for certain types of businesses, particularly those that rely on very high customer turnover. COVID and a changing economy have led to some behavior changes and businesses, especially retail, has had to adapt to these changes to thrive. For these businesses, such as restaurants, a shorter time stay may be necessary.

A possible draft exceptions process for granting exceptions to the base standard is outlined below. Criteria for evaluating high turnover spaces (as exceptions to the 2 or 3-Hour base standard) would include:

- **High turnover exception spaces will be located at ends of blocks (next to intersections)** to simplify signage and provide easy access (via convenient crosswalks) to all surrounding businesses. Ideally, exemption spaces should not make up more than 15% percent of stalls on a single block face. Exemption spaces, particularly in Downtown Oregon City, can serve businesses on both sides of the street.
- **High turnover exception spaces are limited to 30 minutes in the 2-Hour Base Zone.** It is important to limit the number and types of exceptions to the base standard.
- **High turnover exception spaces will be used for specific types of business**. The requesting business types must have a documented high percentage of short transactions. Examples are dry cleaners, post office/shipping retailers, and ticket agents. A more detailed list of businesses that have such high turnover needs should be established through a collaborative process between the City and the TDM Work Group and be reflective of business types unique to Downtown Oregon City and business types as suggested above.
- **High turnover exception spaces should not be granted where private parking spaces are available.** High turnover spaces will be limited or not approved for businesses that have adjacent off-street private parking lots or private garage spaces for short-term customers.
- **High turnover exception spaces will be used where on-street parking occupancy exceeds 85%.** Utilization data show that occupancy exceeds 85% during the peak hour on block faces adjacent to business, justifying a reduced base time stay standard.
- **High turnover exception spaces will be converted to the base standard where citation data indicate these spaces are not used for short stays.** If citations increase at the location of an exception space, the space is needed for longer-term stays and may be better served at the base standard.

Timeframe

Mid-term implementation (18-36 months)

Strategy 15: Continue Public Involvement in Parking Management

Action Statement

Establish a **Parking Advisory Committee** to review the Parking Management Plan and to maintain the role of downtown stakeholders, staff, and City leadership to assist in implementation of the updated strategies of this plan. [NOTE: the Oregon City TDM Work Group may already be fulfilling this role]

Strategy Description

Active participation by those affected by downtown and the Bluff parking management strategies is best accomplished through an established advisory committee that reviews the performance of the public parking system, serves as a sounding board for issues, periodically review the recommendations presented in this plan, and acts as a liaison to the broader stakeholder community as changes are implemented. The City should continue this process if filled by the Oregon City TDM Work Group.

An added charge for the TDM Work Group could be to assist the Enforcement Manager or parking staff in establishing key parking and access management performance measures that would be routinely quantified, tracked and published in a dashboard format in an Annual Downtown Parking Management Report (see **Strategy 16**). Tracking and communicating system performance, clearly documenting annual changes, and adjusting strategies in areas where performance is not met can be a catalyzing element of any city's parking management program.

Timeframe

Near-term implementation (on-going)

Strategy 16: Produce Annual Parking Performance Status Dashboard

Action Statement

Publish an annual Parking Performance Status Dashboard outlining key parking metrics, such as parking occupancy data, financial information, enforcement performance, etc.

Strategy Description

An annual status and performance dashboard will provide consistent tracking of performance measures (and fund status). The information could be presented as an annual summary as well as performance to previous operating years (e.g., three previous years).

An annual report provides transparency within the program and helps inform City leadership and the TDM Work Group of opportunities, challenges, strategy implementation progress, and system performance. This reinforces and facilitates decision-making. The report would be presented by the Enforcement Manager/City staff to City Commission and made available on the City's parking website.

Minimum performance “success measures” can be developed with the TDM Work Group. The measures bullet-pointed below are useful examples of metrics other cities track and incorporate into their annual summary reports. The final list of success measures should be developed in collaboration with the TDM Work Group and tailored to the Oregon City system.

- Downtown Parking Management District boundary (i.e., map)
- City lot locations and stall totals
- Rate schedules for on-street meters, off-street (by lot), and permits by type (on, off-street and residential)
- Revenue/Expense Summary
    - Program revenue
    - Program expenses
    - Surplus/deficit
- Number of permits sold (average month)
    - On-street permits (downtown)
    - Off-street permits (downtown)
    - Residential permits
- Citations issued
    - Number of citations issued / dollar value of citations
    - Number of citations voided, or waived / dollar value of citations voided or waived
    - Number of citations outstanding (unpaid)
- Peak Occupancy (as measured in **Strategy 17**)
    - On-street
    - Off-street by lot/garage
    - Areas of constraint (based on 85% Occupancy Standard)
    - Other measures of utilization (turnover, average length of stay, violation rate, etc.)
- Customer service (routine tracking and reporting of customer complaints, recommendations and other input from users and stakeholders)

Timeframe

Mid-term implementation (18-36 months)

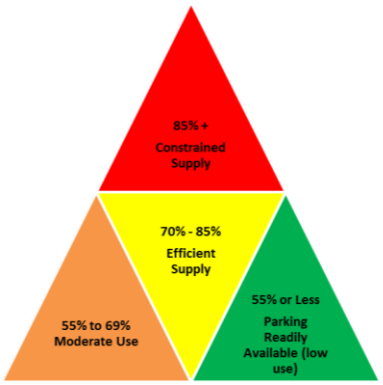
Strategy 17: Measure Performance - Parking Utilization

Action Statement

Develop a reasonable schedule of data collection to assess performance for both the Downtown and the Bluff.

Strategy Description

A foundational element of this parking management plan is the facilitation of decision-making with accurate data. The Guiding Principles, developed in 2009, referenced use of the 85% Occupancy Standard which requires routine data collection. Data can be used by the City and stakeholders to inform decisions (e.g., rates, fees, management of permit systems), track use, and objectively measure success.



As such, a system for routine data collection should be established. The system does not need to be elaborate, but it should be consistent and structured to answer relevant questions about occupancy, seasonality, turnover, duration of stay, patterns of use, and enforcement. Data findings should be published (see **Strategy 16)** and presented in a format that compares previous years. Parking occupancy and/or utilization studies and updates should be conducted at least every 2 – 3 years.

Occupancy and /or utilization data[6] should, at minimum, be collected for:

- Downtown & the Bluff on-street parking (occupancy and/or utilization)
- Publicly owned off-street parking (occupancy)
- Adjacent residential parking areas, as necessary (occupancy and recording displayed permits)
- Private off-street facilities to measure shared parking opportunities (occupancy)

Timeframe

Mid-term implementation (18-36 months)

[6] An *occupancy study* generally records parked vehicles within a supply on an hourly basis over a prescribed operating day (at minimum, hours of enforcement). A *utilization study* includes occupancy counts, but also records vehicle license plates and observed permits. A utilization study allows for measuring average durations of stay, number of permits in use, rates of stall turnover, and rates of violating time stays.

4.0 Summary

Despite the COVID pandemic, Oregon City is moving forward in the right direction, with a bustling and historic Downtown and continued growth and development changes on the Bluff. With growing visitor and customer demand, Oregon City will face additional pressure on its existing parking supply, so managing the on and off-street systems based on established performance measures will be important to minimize conflict, ensure efficient access for users, and continue to adhere to the established Guiding Principles for the system. The strategies above represent a toolbox of methods that reaffirm, update, and strengthen the 2009 Parking Management Plan.

This report recommends parking management strategies that directly address these issues through data analysis, observation, stakeholder input, and strategic partnerships. At this time, these updated strategies are in draft form and will require additional review and input from stakeholders, City staff, and the City Commission. This document is intended to facilitate conversations that will lead to affirmation of an updated plan that is adopted and actively implemented.

5.0 Strategy Summary Table

The following table summarizes the strategies recommended in **Section 3**. This summary can be used as a concise outline of all recommendations and as a checklist of actions recommended as updates to the 2009 Parking Management Plan.

Management Focus Area	Strategy	Action	Timeframe
Downtown	1: Reduce On-Street Permits Issued in the Downtown	Continue to reduce the number of on-street permits issued for use in the Downtown.	Near-Term (6-18 months)
	2: Reevaluate On-Street Monthly Permit Fees	Evaluate increasing fee of monthly parking permits in the public supply (on- and off-street) to honor 85% occupancy standard and to minimize existing waiting list (find market demand).	Near-Term (6-18 months)
	3: Standardize On-Street Meter Rates	Standardize all on-street meter hourly rates throughout the Downtown, so that hourly rates are consistent in all metered on-street stalls in Downtown Oregon City.	Near-Term (6-18 months)
	4: Eliminate On-Street No-Limit Stalls in the Downtown	Eliminate the remaining No Limit On-Street stalls downtown to encourage short-term visitor/customer stays and transition longer-term stays (3-hours plus) to off-street options or alternative modes.	Near-Term (6-18 months)
	5: Encourage Shared Use Off-Street Parking	Continue to encourage off-street shared use parking opportunities in private lots Downtown (for both employee and visitor uses).	Near-Term (6-18 months)

Management Focus Area	Strategy	Action	Timeframe
	6: Reduce the Number of On-Street Long-Term Parking Stalls	Convert the 4 and 8-Hour stalls to 3-Hour stalls in Downtown to encourage short-term visitor/customer stays and transition longer-term stays (3-hours plus) to off-street options or alternative modes.	Near-Term (6-18 months)
	7: Adjust Enforcement Hours in Accordance with Current Parking Demand	Adjust enforcement hours to 10:00 AM – 7:00 PM to better account for parking use trends and support evening business hours.	Mid-Term (18-36 months)
	8: Initiate Saturday Enforcement	Extend enforcement to Saturdays to prioritize customer access to street-level businesses.	Mid-Term (18-36 months)
The Bluff	9: Implement 3-Hour Time Limits on Blocks Adjacent to Commercial Areas	Convert on-street No-Limit stalls abutting commercial zoned areas to 3-Hour time-limited stalls.	Mid-Term (18-36 months)
	10: Sell a Controlled Number of On-Street Employee Parking Permits	Allow a controlled number of on-street employee permits on commercial streets in proximity to the elevator.	Near-Term (6-18 months)
	11: Protect Residential Neighborhoods from Commercial Spill Over	Convert on-street No-Limit stalls abutting residential zoned areas to 2-Hour time-limited stalls or by permit.	Mid-Term (18-36 months)
	12: Expand Residential Parking Permit District	Expand the Bluff's residential permit program to mitigate any issues arising from commercial parking overspill into neighborhoods.	Near-Term (6-18 months)

Management Focus Area	Strategy	Action	Timeframe
	13: Allow for and Encourage Shared Use Off-Street Parking on the Bluff	As in the Downtown, encourage shared use off-street parking opportunities in private lots to provide parking to long-term users (helping to mitigate spill over in residential areas).	Near-Term (6-18 months)
Reaffirm Previous Recommendations	14: Allow Exemption Requests to the Standard Time Stay	Create an exemptions process for Downtown/Bluff businesses to request on-street stalls that are not of the base parking standard (2-Hour/3-Hour), as a means to address quick trips to downtown (e.g., 15/30/60/90 minute stalls, loading zones, e-deliveries).	Mid-Term (18-36 months)
	15: Continue Public Involvement in Parking Management	Establish a Parking Advisory Committee to review the Parking Management Plan and to maintain the role of downtown stakeholders, staff, and City leadership to assist in implementation of the updated strategies of this plan. (NOTE: the Oregon City TDM Work Group may already fulfilling this role)	Near-Term (6-18 months)
System-wide Recommendations	16: Produce Annual Parking Performance Status Dashboard	Publish an annual Parking Performance Status Dashboard outlining key parking metrics, such as parking occupancy data, financial information, enforcement performance, etc.	Mid-Term (18-36 months)
	17: Measure Performance - Parking Utilization	Develop a reasonable schedule of data collection to assess performance for both the Downtown and the Bluff.	Mid-Term (18-36 months)

Appendix A: Inventory Summary Report

Appendix B: Data Summary Report

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

CITY OF OREGON CITY

Staff Report

To:	City Commission	**Agenda Date:**	June 4, 2025
From:	Matt Zook, Finance Director		

SUBJECT:
Item 8.a. - Resolution No. 25-14, Declaring Oregon City's Election to Receive State Shared Revenues

STAFF RECOMMENDATION:
Approval of Resolution No. 25-14, A Resolution Declaring Oregon City's Election to Receive State Revenues.

EXECUTIVE SUMMARY:

BACKGROUND:
Oregon City is eligible to receive approximately $408,000 for 2025-26 and $427,000 for 2026-27 in state revenue sharing funds. To receive the revenue, the City must have levied property taxes in the preceding year, and:

1. Pass a resolution approving participation in the program and file a copy of that resolution with the State prior to July 31 each year,
2. Hold the following hearings on the use of state revenue sharing funds: a) a public hearing before the Budget Committee to discuss possible uses of the funds and b) a public hearing before the City Commission on the proposed uses of the funds in relation to the entire budget, and
3. Certify to the Oregon Department of Administrative Services no later than July 31 of each year.

OPTIONS:
1. Approve Resolution No. 25-14, Declaring Oregon City's Election to Receive State Shared Revenues.
2. Approve Resolution No. 25-14, Declaring Oregon City's Election to Receive State Shared Revenues with Amendments.
3. Deny Resolution No. 25-14, Declaring Oregon City's Election to Receive State Shared Revenues and provide further direction.

BUDGET IMPACT:

Amount	General Fund revenue of $835,000 over the biennium
Fiscal Year(s):	2025-26 and 2026-27
Funding Source(s):	State Shared Revenues

RESOLUTION NO. 25-14

A RESOLUTION DECLARING OREGON CITY'S ELECTION TO RECEIVE STATE SHARED REVENUES

WHEREAS, ORS 221.770 provides for the apportionment of certain revenues to cities in the state of Oregon; and

WHEREAS, in order to be included in the apportionment, the city must elect to participate by enactment of a resolution and hold public hearings before the Budget Committee and the City Commission.

NOW, THEREFORE, OREGON CITY RESOLVES:

Section 1. Pursuant to ORS 221.770, the City elects to receive state revenues for fiscal years 2025-26 and 2026-27, both years of the adopted biennial budget.

Section 2. A public hearing before the Oregon City Budget Committee was held on May 1, 2025, and a public hearing before the Oregon City Commission was held on June 4, 2025, giving citizens an opportunity to comment on the use of State Revenue Sharing for both years of the biennial budget.

Section 3. This resolution shall take effect immediately upon its adoption by the City Commission.

Approved and adopted at a regular meeting of the City Commission held on the 4th day of June 2025.

_____
DENYSE C. MCGRIFF, Mayor

Attested to this 4th day of June 2025:

_____
Jakob S. Wiley, City Recorder

Approved as to legal sufficiency:

_____
City Attorney

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

CITY OF OREGON CITY

Staff Report

To:	City Commission	**Agenda Date:**	June 4, 2025
From:	Matt Zook, Finance Director		

SUBJECT:
Item 8.b. - Resolution No. 25-15, Adopting the Budget, Making Appropriations, Imposing Taxes and Categorizing Taxes for the 2025-2027 Biennium

STAFF RECOMMENDATION:
Approval of Resolution No. 25-15, A Resolution Adopting the Budget, Making Appropriations, Imposing Taxes, and Categorizing Taxes for the 2025-2027 Biennium

EXECUTIVE SUMMARY:
The Budget Committee approved a total budget of $319,019,000 and a General Fund operating property tax rate of $4.4890 per $1,000 of assessed value for both fiscal years 2025-26 and 2026-27. Adoption of this resolution adopts the budget, makes appropriations, imposes taxes, and categorizes taxes for the 2025-2027 biennium.

BACKGROUND:
On the dates of April 24, May 1, May 8, and May 15, 2025, the Budget Committee reviewed the proposed 2025-2027 biennial budget, and on May 15, 2025, the Committee approved a total budget of $319,019,000 and a General Fund operating property tax rate of $4.4890 per $1,000 of assessed value for both fiscal years 2025-26 and 2026-27. The approved property tax rates are below the established permanent rate of $5.0571 per $1,000 of assessed value.

After approval of the budget by the Budget Committee, the Commission may make changes of up to the larger of $10,000 or 10% in expenditures within a fund without further public notice or give public notice and hold another public hearing (before June 30th) if the Commission intends to increase the property tax rate or make appropriation changes larger than $10,000 or 10% in any one fund. Budget information was published in the newspaper per state law.

Following adoption, documentation will be filed with the Oregon Department of Revenue, Clackamas County Clerk and Clackamas County Assessor as required by Oregon Revised Statutes.

OPTIONS:
1. Approve Resolution No. 25-15, Adopting the Budget, Making Appropriations, Imposing Taxes and Categorizing Taxes for the 2025-2027 Biennium.
2. Approve Resolution No. 25-15, Adopting the Budget, Making Appropriations, Imposing

Taxes and Categorizing Taxes for the 2025-2027 Biennium with Amendments.
3. Deny Resolution No. 25-15, Adopting the Budget, Making Appropriations, Imposing Taxes and Categorizing Taxes for the 2025-2027 Biennium and provide further direction.

BUDGET IMPACT:

Amount	$319,019,000
Fiscal Year(s):	2025-26 and 2026-27
Funding Source(s):	Establishes the 2025-2027 Biennial Budget

RESOLUTION NO. 25-15

A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, IMPOSING TAXES AND CATEGORIZING TAXES FOR THE 2025 - 2027 BIENNIUM

ADOPTING THE BUDGET

BE IT RESOLVED that the City Commission of the City of Oregon City, Oregon, hereby adopts the 2025-2027 Biennial Budget in the amount of $319,019,000 now on file at City Hall at 625 Center Street, Oregon City, Oregon.

MAKING APPROPRIATIONS

BE IT FURTHER RESOLVED that the amounts for the biennium beginning July 1, 2025 and ending June 30, 2027 and for the purposes shown below are hereby appropriated:

Fund	Department/Function	Appropriation	Fund Total
GENERAL			
	Policy and Administration	$18,348,600	
	Police	30,577,700	
	Parks and Recreation	13,148,100	
	General Government	4,570,900	
	Debt Service	1,170,700	
	Transfers Out	4,084,000	
	Special Payments (Pass-through)	400,000	
	Contingency	5,063,400	
	Total Appropriated		$77,363,400
	Reserve for Future Expenditure		1,318,700
	Unappropriated Fund Balance		5,973,300
	Total		$84,655,400
LIBRARY			
	Library	$7,843,000	
	Debt Service	831,000	
	Transfers Out	30,000	
	Contingency	3,455,000	
	Total		$12,159,000
PLANNING			
	Community Development	$2,885,500	
	Special Payments (Pass-through)	600,000	
	Transfers Out	25,500	
	Contingency	48,900	
	Total Appropriated		$3,559,900
	Reserve for Future Expenditure		104,100
	Total		$3,664,000
BUILDING OPERATIONS			
	Community Development	$5,261,800	
	Special Payments (Pass-through)	628,100	
	Transfers Out	32,600	
	Contingency	4,784,900	
	Total		$10,707,400
ENGINEERING			
	Public Works	$2,184,400	
	Transfers Out	76,000	
	Contingency	395,500	
	Total		$2,655,900

Fund	Department/Function	Appropriation	Fund Total
TRANSPORTATION			
	Public Works	$17,856,800	
	Debt Service	3,400	
	Transfers Out	840,000	
	Contingency	1,927,000	
	Total		$20,627,200
	Reserve for Future Expenditures		2,385,000
	Total		$23,012,200
WATER			
	Public Works	$29,847,600	
	Special Payments (Pass-through)	280,000	
	Debt Service	415,400	
	Transfers Out	2,709,000	
	Contingency	8,376,400	
	Total		$41,628,400
WASTEWATER			
	Public Works	$26,471,000	
	Special Payments (Pass-through)	13,485,400	
	Debt Service	3,400	
	Transfers Out	1,132,000	
	Contingency	4,417,000	
	Total		$45,508,800
STORMWATER			
	Public Works	$9,777,700	
	Debt Service	3,400	
	Transfers Out	595,000	
	Contingency	3,161,700	
	Total		$13,537,800
SYSTEM DEVELOPMENT			
	Public Works	$13,872,700	
	Parks and Recreation	1,077,000	
	Contingency	24,028,100	
	Total		$38,977,800
	Reserve for Future Expenditures		3,008,000
	Total		$41,985,800
FLEET SERVICE			
	Public Works	$2,048,300	
	Transfers Out	50,000	
	Contingency	32,500	
	Total		$2,130,800
COMMUNITY FACILITIES			
	Public Works	$1,537,000	
	Library	$365,000	
	Transfers Out	2,203,200	
	Contingency	9,601,900	
	Total		$13,707,100
EQUIPMENT REPLACEMENT			
	Police	$847,300	
	Parks and Recreation	520,900	
	General Government	55,200	
	Library	100	
	Community Development	900	
	Public Works	2,572,500	
	Customer Service	200	
	Debt Service	293,200	
	Total Appropriated		$4,290,300
	Reserve for Future Expenditure		7,778,800
	Total		$12,069,100

Fund	Department/Function	Appropriation	Fund Total
CUSTOMER SERVICE			
	Policy and Administration	$3,904,300	
	Transfers Out	6,200	
	Contingency	84,300	
	Total		$3,994,800
PARKS DONATIONS			
	Parks and Recreation	$457,700	
	Total Appropriated		$457,700
	Reserve for Future Expenditure		580,400
	Total		$1,038,100
DEBT SERVICE			
	Debt Service	$6,110,600	
	Total Appropriated		$6,110,600
	Reserve for Future Expenditure		453,800
	Total		$6,564,400
	Total Appropriations, All Funds		$297,416,900
	Total Unappropriated Fund Balance, All Funds		5,973,300
	Total Reserve for Future Expenditure, All Funds		15,628,800
	TOTAL ADOPTED BUDGET		**$319,019,000**

IMPOSING THE TAX

BE IT FURTHER RESOLVED that ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district at the rate of $4.4890 per $1,000 of assessed value for 2025/2026 and at the rate of $4.4890 per $1,000 of assessed value for 2026/2027 for general operations.

CATEGORIZING THE TAX

BE IT FURTHER RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

	2025/2026	2026/2027
Subject to General Government Limitation:		
Permanent Rate Tax (GENERAL FUND)	$4.4890/$1,000	$4.4890/$1,000

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its adoption by the City Commission.

Approved and adopted at a regular meeting of the City Commission held on the 4th day of June 2025.

DENYSE C. MCGRIFF, Mayor

Attested to the 4th day of June 2025:

Jakob S. Wiley, City Recorder

Approved as to legal sufficiency:

City Attorney

City Of
Oregon City,
Oregon

2025-2027 APPROVED BUDGET

CITY OF OREGON CITY, OREGON

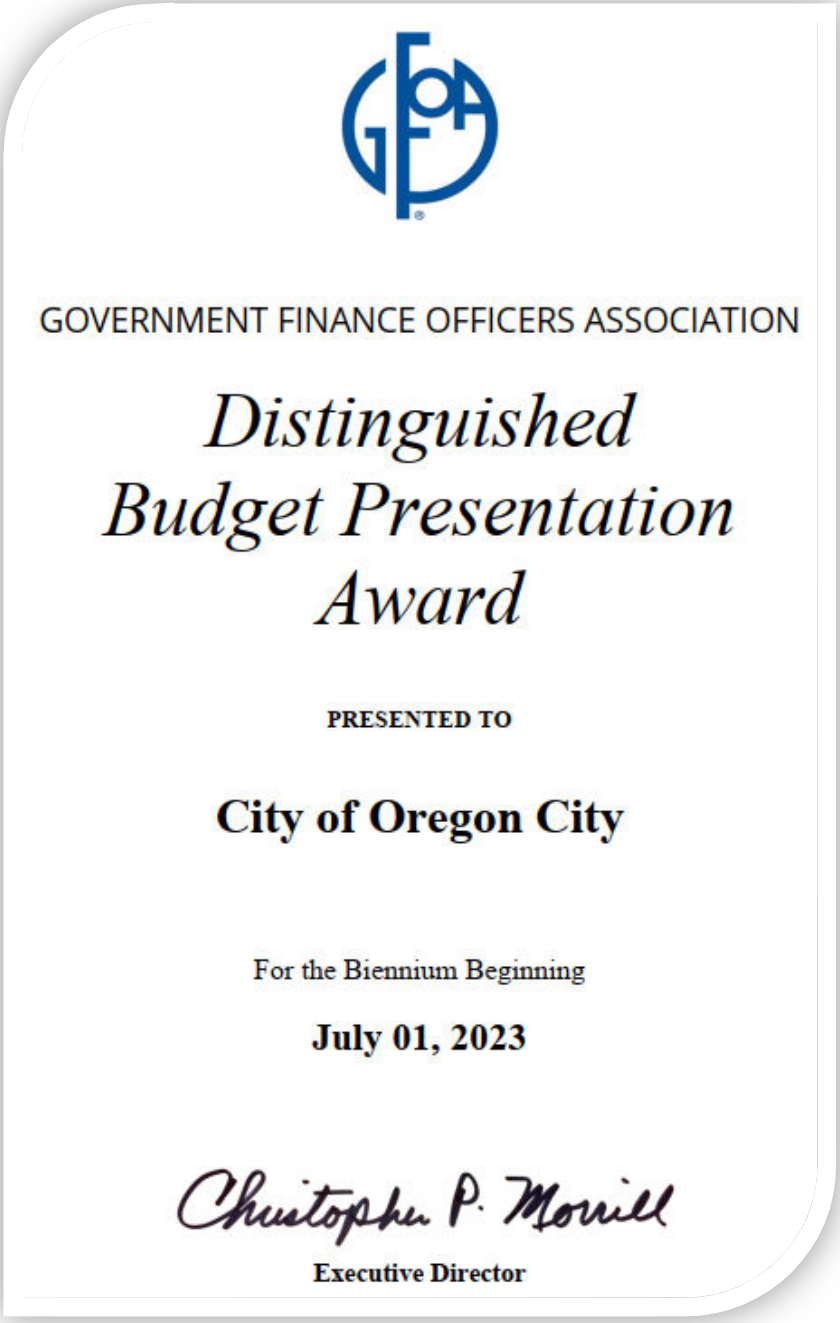
Approved 2025-2027 Biennial Budget

BUDGET COMMITTEE

CITY COMMISSIONERS	RESIDENT MEMBERS
Mayor Denyse McGriff	Laurie Ariniello
Commissioner Adam Marl	William Gifford
Commissioner Michael Mitchell	Dave Hunt
Commissioner Rocky Smith, Jr.	William A. Peterson, Jr.
Commissioner Scott Wilson	Sheri Weber

CITY STAFF

Tony Konkol, City Manager
Alex Rains, Assistant City Manager
Shaun Davis, Police
Michael Dobaj, Information Technology
Patrick Foiles, Human Resources
Pete Walter, Community Development
Scott Archer, Parks and Recreation
Dayna Webb, Public Works
Jakob Wiley, City Recorder
Greg Williams, Library
Matt Zook, Finance



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Oregon City for its biennial budget for the period beginning July 1, 2023 and ending June 30, 2025. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device. This award is valid for a period of two years only. It is presumed the current budget continues to conform to program requirements, and it will be submitted to GFOA to determine its eligibility for the award.

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Photos throughout the Oregon City 2025-2027 Biennial Budget are courtesy of Jarrod Lyman, Communications Manager.

OREGON CITY

Office of the City Manager

625 Center Street | Oregon City OR 97045
Ph (503) 657-0891 | Fax (503) 657-7026

BUDGET MESSAGE

April 24, 2025

Honorable Mayor McGriff and City Commissioners,
Budget Committee Members, and Citizens of Oregon City

INTRODUCTION

It is my pleasure to present the 2025 - 2027 Biennial Budget for the City of Oregon City. The budget is balanced, does not propose any increase to the existing Oregon City property tax rate of $4.409 per thousand of assessed value, and has been prepared in accordance with Oregon budget law. Oregon City's biennial budget is designed to coordinate with the City Commission election and goal-setting process. In addition, budgeting every two years saves significant administrative time, allowing policy makers and staff more time to focus on important projects for the community.

As a result of the leadership of our City Commissioners, Oregon City is positioned to serve our residents and continues to provide services and programs in an efficient and effective manner. The Commissioners, City staff and community volunteers have worked hard to achieve extraordinary goals in the past few years. As discussed below and throughout the budget document, the City will continue to focus on providing programs that are valuable to the community, making needed investments in our infrastructure, supporting our workforce, and improving livability for our residents while also budgeting strategically to remain fiscally strong. Increasing personnel, material and services, and operating costs are pressuring the existing available revenue streams, requiring prudent budgeting and careful staffing level decisions.

This message provides an executive summary of the budget document and is divided into four sections. First is a budget overview, including an explanation of the total biennial budget and some of the changes being made to better support our community while also addressing escalating operating and personal costs and ensuring the long-term fiscal health of the City. The second section provides budget highlights of City Commission priorities and important department specific goals. The third section gives information on the City's major funds including summaries of revenues, expenditures, and key programs. Finally, the message includes a description of the fiscal policies and budget assumptions that guided the development of the budget.

BUDGET OVERVIEW

The proposed budget for the period July 1, 2025 through June 30, 2027 is $318.1 million. The budget is designed to continue core services provided for the citizens of Oregon City. These core services include police protection, parks and recreation, community planning, safe buildings, maintenance of streets, and the provision of safe drinking water and sewer treatment services. In addition, Oregon City continues to provide services to both city and county residents at the library and is working to improve tourism opportunities through the creation of a Destination Marketing and Management Organization.

Along with prioritization of core services, the City Commission is dedicated to improving livability in the community through the accomplishment of *City Commission Goals*. The proposed budget includes

funding for the priorities that were identified by the City Commission during their biennial goal-setting process.

There are two types of funding available to provide core services and accomplish Commission goals and priorities – *discretionary* and *dedicated*. Dedicated funds make up the vast majority of the City's budget and include resources that are legally or contractually restricted for specific services. For example, water utility payments are exclusively used to maintain the City's drinking water system.

Discretionary revenues can be used for general purposes and are typically accounted for in the City's General Fund. Property taxes are the most specific example of discretionary revenues and are allocated to police and parks and recreation. Each budget cycle, the City estimates discretionary resources and determines if additional funding will be available for core services or to address City Commission priorities. While many General Fund expenditures are technically not discretionary, the level at which they are funded is discretionary.

City of Oregon City
Proposed Budget
2025 - 2027 Biennium

Discretionary			Dedicated		
General Fund:			General Fund:		
Policy & Administration	$ 13.1	19%	Policy & Administration	$ 5.2	2%
Police	29.7	42%	General Government	1.6	1%
Parks & Recreation	13.5	19%	Tourism/Grants/Opioid/DOJ	3.0	1%
General Government	3.1	4%	Pass-Through	0.4	0%
Transfers to:			Unappropriated Fund Balance	6.0	2%
Library	0.6	1%	Library	12.2	5%
Planning	1.3	2%	Planning	3.7	2%
Engineering	0.1	1%	Building	10.7	4%
Transportation	1.6	2%	Transportation	23.0	9%
Reserves	4.6	6%	Water	41.6	17%
Equipment Replacement:			Wastewater	45.5	18%
Police	1.7	2%	Stormwater	13.5	5%
Parks & Recreation	1.5	2%	Public Works (Eng., Fleet, Billing)	8.7	4%
General Government	0.1	0%	System Development Charges	42.0	17%
Total Discretionary	$ 70.9	100%	Equipment Replacement (PW)	8.8	4%
			Community Facilities	13.7	6%
			Park Donations	1.0	0%
			Debt Service	6.6	3%
			Total Dedicated	$247.2	100%
(amounts presented in millions)			**Total Budget**	**$318.1**	

The table above provides a breakdown of discretionary and dedicated resources for the entire City budget. The budget includes $70.9 million in programs funded with discretionary revenues. Policy and Administration comprises $13.1 million in the General Fund, totaling 19% of the discretionary budget. The collection of departments in this category includes the City Commission, City Manager, Communications, City Recorder, Finance, Municipal Court, Human Resources, Economic Development,

and Information Technology. The proposed budget maintains the existing service levels for Policy and Administration.

A portion of Policy and Administration includes $5.2 million of funding from dedicated resources. For example, support departments, such as City Manager, Communications, City Recorder, Finance, Human Resources, and Information Technology, provide services to Library, Community Development, and Public Works funds. The General Fund budget also includes $3.0 million in dedicated funds for the City's Tourism program, Community Enhancement Grant program, national opioid settlement funds, and Federal seizure forfeiture funds. In addition, $0.4 million is budgeted for pass-through payments to the County and State. Finally, $6.0 million of Unappropriated Fund Balance in the General Fund is considered dedicated in compliance with City Reserve policy.

The Police Department is the primary focus of the City's discretionary resources with $29.7 million in the General Fund and an additional $1.7 million in equipment replacement reserve for equipment and vehicles. The Department represents 44% of discretionary resources.

Parks and Recreation is budgeted at $13.5 million in the General Fund and $1.5 million in reserves for equipment and vehicles, totaling 21% of discretionary funding. Key funding is included in this budget to expand the Parks Master Plans for the Municipal Pool and the End of the Oregon Trail, ADA improvements at various parks, Phase II of Park Place Park improvements, and Park projects potentially using Metro Local Share revenue.

The General Government category includes $3.1 million in expenditures for shared costs and programs that benefit the entire city, as well as $0.1 million in reserves for equipment replacement, the total of which represents 4% of discretionary funding. Examples of shared costs are general liability, property insurance, and building maintenance and utilities. Other discretionary support is provided by transfers to Library, Planning, Engineering and Transportation (to operate the Municipal Elevator and street light utility costs) funds. A portion of General Government includes $1.6 million in funding from dedicated resources through the services of the Facilities Department to Library, Community Development, and Public Works funds.

The General Fund budget includes an ending balance of $11.9 million, which is comprised of three types of reserves. *Contingency* represents a reserve for unanticipated events or opportunities during the biennium and is accessible through approval of the City Commission. The City's target is 10% of annual operating expenses. Contingency for the biennium is 10% of operating expenses, or $4.6 million. *Unappropriated Ending Fund Balance* represents operating funds set aside to begin the following biennium. The City's reserve policy follows the recommendation by the Government Finance Officers Association of at least 17% (two months) of annual operating expenses, or $6.0 million. Oregon budget law restricts access to unappropriated ending fund balance to emergency situations (involuntary conversion, civil disturbance, or natural disaster). Strong reserves also help to maintain the City's strong credit rating, significantly lowering the costs of borrowing. *Reserve for Future Expenditures* represents $1.3 million of funds at the end of the biennium that are restricted for specific purposes to be spent in a future budget period. There is no specific target for this balance as it is based solely on specific purposes, such as grant funds, donations, or tourism revenue.

BUDGET PRIORITIES

The City Commission holds a formal goal setting process every two years to establish policy direction and goals for the upcoming biennium. The proposed budget is then prepared based on achieving those goals. This budget includes City Commission priorities and meets legal and departmental operating requirements.

The City Commission and executive staff participated in the goal-setting process in February 2025 and developed the **CITY COMMISSION 2025 – 2027 GOALS**. A list of the Commission's goals and priorities can be

found immediately following this budget message. In addition, copies of the Goals are available at City Hall and on the City's website.

Highlights of the proposed budget include continuing funding toward Commission goals, continued investment in information technology infrastructure, increased investment in transportation, water, wastewater, and stormwater projects, working to address homelessness in the community, design work for Clackamette Park, further development of the City's Economic Development and Tourism Plans, kickoff of a Destination Management and Marketing Organization, investments in Diversity, Equity and Inclusion, and improving citizen engagement in the local government process.

MAJOR FUNDS

General Fund

The General Fund includes programs that are funded by property taxes and general revenues, rather than specific dedicated revenue sources. Police and parks are the primary service areas, as well as economic development and departments that provide city-wide support.

Property tax revenues are projected at $36.4 million for the biennium. This reflects estimated increases of 3.5% in the assessed value of property for each of the two years, with minimal compression, and 95.17% collection rates after discounts and delinquencies. The budget maintains a property tax rate significantly below the maximum allowed under law. This is very rare for cities in Oregon and saves single family homeowners in Oregon City more than $325 annually, based on a typical new home's taxable assessed value of approximately $500,000.

The remaining major sources of revenue for the General Fund are right-of-way user (franchise) fees in the amount of $10.8 million for the biennium, intergovernmental revenues of $5.3 million, charges for services (primarily park programs and parking revenues) of $3.8 million, Municipal Court and other program fines and penalties of $2.2 million and internal service charges of $6.8 million. Internal service charges provide a mechanism for all departments to pay a fair share for administrative functions like the city manager's office, communications, city recorder, finance, human resources, information technology, general government and facilities management. Other revenues totaling $4.8 million include pass-through revenues paid to the County and State on traffic fines, licenses and permits, assessments and other taxes (lodging and marijuana), proceeds from leases and subscription-based information technology arrangements and interest income.

The Police Department, with a total budget of $30.0 million, is the largest department in the General Fund, representing 44% of expenditures. Policy and Administration (City Commission, City Manager, Communications, City Recorder, Finance, Municipal Court, Human Resources, Economic Development, and Information Technology) has a budget of $18.5 million, which is 27% of expenditures. Parks and Recreation (Parks and Cemetery Maintenance, Recreation and Aquatics, and Pioneer Community Center operations) has a budget of $13.1 million, which is 19% of expenditures. General government expenditures are budgeted at $4.6 million, which is 7% of expenditures, and include overall community enhancements (investments in heritage assets and elevator operation) and shared City services (including facilities maintenance and general liability insurance). Pass-Through Expenses and Principal & Interest round out the remaining General Fund expenditures with a total budget of $1.6 million, which is 3% of expenditures.

Transfers Out, while not classified as expenditures, comprises the remaining planned use of funds from the General Fund and includes transfers for equipment reserves and to support the Library, Planning, Development Engineering, and Transportation service areas.

At the conclusion of the biennium, the fund balance is budgeted at $11.9 million. The fund balance is comprised of Contingency, Reserved for Future Expenditure, and Unappropriated Fund Balance. These

funds are necessary to provide protection against unexpected changes in financial conditions (Contingency at $4.6 million) and to provide working capital for the beginning of the next budget cycle (Unappropriated Fund Balance at $6.0 million). Reserved for Future Expenditures ($1.3 million) represents dedicated resources restricted for the City's Tourism Program, Opioid Settlement funds, Department of Justice Forfeiture funds, and Community Enhancement Grant. General Fund reserves are particularly important to municipalities in Oregon because of limitations on the ability to increase tax revenues.

Library

The Library Fund is budgeted at $12.2 million for the biennium. District property taxes are projected at $5.9 million and comprise 49% of total resources. The remaining significant resources are a beginning fund balance of $4.9 million and transfers in of $0.6 million from the General Fund.

The Fund accounts for all Library operations. The budget for staffing and materials purchases is $7.3 million. Principal and interest payments on the new library bonds are $0.8 million. The Fund is left with $3.4 million in ending fund balance (contingency). The Library continues to provide exceptional service to the residents of Oregon City, achieving high marks on the recent community survey.

Community Development Funds

The Community Development Department manages two funds: the Planning Fund and the Building Fund.

The Planning Fund is budgeted at $3.7 million for the biennium. The primary revenues are charges for services, including $0.6 million to customers, primarily for review of land use applications, and $0.7 million for long-range planning services provided to other departments. Transfers in from the General Fund are $1.3 million to support the Planning Division and services provided to the community.

Pass-through revenues and expenditures total $0.6 million. The City collects school excise taxes on behalf of the Oregon City School District and remits the funds to the district for construction of school facilities.

The Building Fund total budget is $10.7 million. Licenses and permits revenue of $3.5 million are projected to fund operations for the biennium, with excess resources over operating expenses added to reserves. Pass-through revenues of $0.6 million include State surcharge and Metro construction excise tax monies that are collected and remitted to those agencies. Operating costs are budgeted consistently with the prior biennium.

The building program ensures that new facilities constructed in the City are safe and structurally sound. Because the economy and development trends have such a significant impact on revenues, managing the program requires balancing immediate service needs with sustaining the program over a long-term. As a result, it is common for Building funds to accumulate larger ending fund reserves (contingency) during times of active development. The Building Fund ending reserve is budgeted at $4.8 million, 81% of expenditures.

Public Works Funds

The Public Works Department operates in a series of funds, including the Engineering Fund and one for each of the City's utilities: Transportation, Water, Wastewater, and Stormwater. The utility systems all have unique operational and infrastructure maintenance needs.

Transportation

The Transportation Division is responsible for the construction and maintenance of roadways, pathways, sidewalks, traffic signalization and guardrails. Street Operations (gas tax funded) and Pavement Maintenance (utility fee funded) are accounted for separately within the Transportation Fund.

The Transportation Fund includes state gasoline tax revenue, which is anticipated at $6.2 million for the biennium and, in accordance with State law, is required to be spent on transportation system improvements, safety enhancements, and roadway maintenance. The Fund also includes nearly $1.4 million in Clackamas County vehicle registration fee revenue. The Transportation Fund also collects revenues estimated at $6.6 million from the pavement maintenance utility fee. That revenue is restricted for use in accordance with the City's annual pavement maintenance plan.

Expenses in the fund include $10.7 million for transportation operations and maintenance, $0.5 million for the Highway 213 and Beavercreek Road turn lane project, and $5.2 million for city-wide roadway reconstruction projects. Other important capital projects include several sidewalk enhancements designed to improve pedestrian safety. Additionally, transfers of $0.8 million will be made to save for future facility needs, as well as for the funding of fleet replacement reserves.

Water

The Water Division maintains and distributes the City's potable water supply and protects public health by closely monitoring the distribution system and complying with all safe drinking water standards. Division activities are accounted for in the Water Fund.

The Water Fund is budgeted at $41.6 million for the biennium. Water utility charges are projected to be $19.3 million, of which nearly $4.8 million is remitted to South Fork Water Board for the purchase of treated water. Water rates are budgeted with a slight growth in accounts as well as inflationary increases of 3% each year. Additionally, the budget includes $12.9 million in Water Infrastructure Finance and Innovation Act (WIFIA) loan proceeds. Operating expenses are generally consistent with the prior biennium, with an increase in internal service charges as referenced in the General Fund section above.

As a result of voter approval, the City was successful in obtaining a loan in the amount of $16.3 million from the U.S. Environmental Protection Agency (EPA) in 2023 at 3.94% interest. Loan proceeds represent 49% of $33.3 million in water projects, with the remaining $16.9 million funded through water rates, ARPA funds, and system development charges. Loan funds are drawn down as needed until final project completion in 2028. Detailed information may be found in the Water Fund portion of this budget.

Wastewater

The Wastewater Division is responsible for the operation, maintenance, and improvement of the City's sanitary sewer collection system. Division activities are accounted for in the Wastewater Fund.

The Wastewater Fund is projected to receive $15.9 million in utility revenue for the biennium. This includes inflationary increases of 3% each year. For the biennium, approximately $0.8 million in right-of-way usage charges are collected from the County's regional treatment plant and are allocated to support wastewater infiltration and inflow reduction programs. The fund is budgeted to collect $13.5 million in pass-through charges as well. Those funds are collected from customers for the Clackamas County Tri-City Sewer District. The City also entered into an intergovernmental agreement (IGA) with Water Environmental Services to help fund the City's Infiltration and Inflow (I & I) projects. The IGA is anticipated to generate $5.0 million in Wastewater revenue.

The proposed budget includes projects to address I & I in the sanitary sewer collection system. The Wastewater expenditure budget includes $14.0 million in capital spending to further the City's efforts to reduce the infiltration and inflow of ground water into the sanitary sewer system. Additional projects

include generator replacements at five pump station facilities and various pipe and manhole replacement projects.

Stormwater

The Stormwater Division is responsible for the operation, maintenance, and improvement of the City's systems of water runoff conveyance, flood control, and pollution remediation and reduction. Division activities are accounted for in the Stormwater Fund.

The Stormwater Fund is budgeted to receive utility revenue of approximately $9.5 million. The City Commission adopted a new Stormwater Master Plan in 2020 through the execution of Ordinance 19-1014 and became effective April 17, 2020. A rate study completed in 2021 recommended an annual increase of 8% for five consecutive years beginning January 1, 2022 and ending January 1, 2027. The new rates were adopted by the City Commission resolution in July 2021. The proposed budget reflects the 8% increase each year of the biennium.

Expenditures are for staffing and contracts to clean and maintain 23 drainage basins, 97 detention ponds, 4,600 catch basins, 25 miles of streams and 26 underground detention tanks. The catch basins are cleaned annually, and the detention ponds undergo scheduled maintenance eighteen times each year. The Stormwater capital budget includes $2.2 million for various projects throughout the City.

System Development

System Development Charges (SDCs) are collected on new development to fund future capacity-increasing projects required to meet the demands of related growth. SDCs fund projects in Parks, Transportation, Water, Wastewater, and Stormwater. Each utility is accounted for separately.

The Parks Division is projected to receive $1.0 million in SDCs during the biennium. The Parks and Recreation Department will soon be updating the Parks and Recreation Master Plan to inform development decisions; however, several important projects are already identified. The SDC budget includes $0.6 million in capital outlay for potential property purchases.

Transportation Division SDC revenue is budgeted at $6.9 million for the biennium, which includes $2.8 million in SDCs and $3.9 million in a State grant for the Main Street project. Project funding totals $5.8 million, including $4.3 million for Main Street improvement from 10th to 15th, $0.7 million for Highway 213 and Beavercreek Road, $0.5 million for Washington Street Corridor, and $0.3 million for sidewalk and bike path infill.

The Water Division anticipates $0.7 million in SDCs for the biennium. Revenues and reserves will be utilized to fund Water Infrastructure Finance and Innovation Act (WIFIA) projects to match the loan funds.

Wastewater Division SDC revenue is budgeted at $0.3 million for the biennium, with $1.0 million in SDC eligible capital projects proposed.

The Stormwater Division is anticipated to receive approximately $0.1 million for the biennium, with no eligible SDC capital projects proposed.

Fiscal Policies and Budget Assumptions

As discussed above, the Biennial Budget was developed with a focus on achieving City Commission goals and priorities and maintaining vital municipal operations and important departmental goals that are designed to provide efficient and quality services to our citizens. The following fiscal policies and assumptions were also used to guide the budget process.

Revenues

Revenues are forecasted moderately to maintain operations and support necessary ending reserves. Major revenue assumptions include assessed value increases for property taxes of 3.5% in each year of the biennium. Utility rates for water, wastewater, stormwater, and pavement maintenance are budgeted for inflationary increases only, and stormwater rates are budgeted as prescribed by City Commission resolution in 2021 to increase by 8% from 2022 to 2026. Consistent with restrictions imposed in the Oregon City Municipal Code, the Community Safety Advancement Fund fee will not be adjusted. Other charges for services and general revenues are calculated based on a historical average with consideration for external economic factors.

Expenditures

To support our employees, personnel services are budgeted with cost-of-living increases that are consistent with contractual and regional inflation expectations. While medical costs have remained stable for eight years (the City requested proposals for medical services this year), medical renewal rates for the biennium are estimated to increase 9.8% to 11% per year over the two years, with minimal increases for dental.

Public Employees Retirement System (PERS) rates will increase by 1.9% to 3.50% of covered payroll effective July 1. Rate increases are lower than originally projected or anticipated. However, these rates are subject to change each biennium, so the City will continue to carefully monitor the impact of PERS.

As part of the budget request process, departments prepared budgets with flat or inflationary increases in materials and services costs and in capital purchases, assuming minimal change for each of the two years over current budget funding levels. Requests for expanded services were measured against available discretionary resources. Capital improvement/development fund budgets are exceptions to the capital guidelines because projects are often funded with non-operating resources and reserves accumulate in these funds over time to pay for required improvements. Departments were directed to maintain existing service levels while continuing to provide the highest quality service possible.

Conclusion

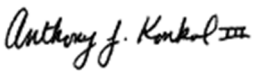
Oregon City continues to embrace the wealth of historical resources in our City while planning for the community that we would like to be in the future. The City Commission has emphasized the need to begin implementing and completing projects that have been identified and prioritized. The proposed budget, guided by the Commission's Goals, balances the investment of the existing revenues being received to continue to provide the vital municipal services, infrastructure, and programs that are benefiting the community.

The proposed budget was created to address current needs of the City and to position our resources to address the fiscal challenges that lie ahead, such as the inflationary impacts on wages, materials, and services provided by the City. While revenues have generally returned or are nearing pre-Pandemic levels, new challenges associated with staffing levels, materials and labor inflation, and utility costs are increasing faster than revenues being generated. Balancing the need to address immediate needs with long-term, prudent fiscal decision making has resulted in a budget that has reduced staffing by not filling vacant positions, assumes higher general fund revenues due to the Urban Renewal Commission not collecting 100% of the available tax revenue within the district, includes funding for priority projects, and does not raise taxes. This will also require that, as we move forward, we actively monitor the budget and the programs that the City provides to ensure that we meet the revenue and expenditure assumptions that we have made.

I would like to thank the Directors, Managers and Staff that helped to prepare this budget. Their understanding of upcoming projects and programming needs and their commitment to making Oregon City an amazing community is greatly appreciated and evident in the work they complete.

I would also like to thank the Mayor and the Commission for their leadership and guidance in preparing the goals for the City and representing the community through their many hours of volunteerism. I look forward to working with the Commission and the Budget Committee members as we review the proposed budget and continue to make Oregon City a wonderful place to live and work.

Sincerely,



Anthony J. Konkol III
City Manager

OREGON
CITY

CITY COMMISSION GOALS

The City Commission of Oregon City has adopted the following Commission Goals and Priorities to focus on through the 2025-2027 budget cycle. The Goals and Priorities have been identified to meet the needs of residents through the community survey and to implement the City's mission, which is to build a dynamic community that leads the State in safety, economic opportunity, livability, and historic significance. The following Goals and Priorities are all considered important to the City Commission and are not listed in order of priority.

OREGON CITY VISION

Embrace and advance Oregon City's historic role as a regional leader

MISSION

Build a dynamic community that leads the State in safety, economic opportunity, livability, and historic significance

Goal: DIVERSITY, EQUITY, AND INCLUSION / SAFE COMMUNITY & WORKPLACE – Integration of principles and values that provide for a diverse, equitable, inclusive, and safe City that is welcoming for community members and visitors and strives to create an environment that supports the long-term tenure of employees.

Priorities:

- Identify methods to reduce barriers for community members to participate in city processes and to increase access to city services and programs
- Find methods to encourage Oregon City-based businesses to take part in City procurement processes and to prioritize buying local
- Empower staff to identify, implement, and operationalize the principles of a diverse, equitable, safe, and inclusive workplace
- Strive to internalize DEI into the organization and reduce the long-term need for consultant assistance to successfully continue and expand workplace advancements, education, and training
- Work with the External Community DEI taskforce to increase involvement and engagement with the community

  All above – General Fund - Human Resources - $125,000 (Reduced from $250,000 by Budget Committee)

Goal: FACILITIES & INFRASTRUCTURE – Completion of strategic planning, funding opportunities, and long-term investments to provide safe, updated, and sustainable infrastructure as well as improvements to, and construction of, needed city facilities.

Priorities:

- Create development plans for the Oregon City Pool and End of the Oregon Trail Museum that reflect a community-supported vision for the future location and costs to update or reconstruct the facilities

  System Development Fund – Parks – $300,000

- Increase community engagement, education, and outreach about the need for new funding sources to maintain, update, and expand parks and recreation facilities

  General Fund – Parks and Communications - Staff

- Consider lobbyist support to identify and secure federal, state, county, and regional funding and grants for needed transportation, water, sewer, and stormwater infrastructure investments and to influence Legislative actions that impact the City
  Multiple Funds (General, Planning, Public Works) – $35,000
- Strategically invest in Information Technology Systems that can keep pace with technological changes and advances, such as Artificial Intelligence, while providing for an accessible, safe, and secure Information Technology Environment
  General Fund – Information Technology

Goal: COMMUNITY ENGAGEMENT – Increase participation opportunities for all residents and create an informed community that participates in the public process.

Priorities:

- Increase the material and content on the City's website and social media channels, as well as the methods by which they are produced and delivered, to maximize the information provided in a short and concise manner, including possible expanded use of video
  General Fund – Communications – Staff
- Expand community engagement and participation opportunities through the creation of new public events and programs such as community open houses, forums, surveys, and town halls
  General Fund – Communications – $10,000
- Utilize community events, such as Concerts in the Park, National Night Out, and others to increase community education and engagement
  General Fund – Communications, Police, and Parks
- Continue to support the Citizen Involvement Committee and Neighborhood Associations and strive to identify methods to increase community involvement and improve communication with the City Commission
  General Fund – Commission – $8,400
  General Fund – Communications – $90,000
- Investigate opportunities and costs to enhance Trail News and focus on more up to date material and information that is produced on a more regular basis
  General Fund – Communications – $90,000

Goal: HOMELESSNESS – Advocate for proportional resources to address homelessness and leverage partnerships to achieve equitable funding for the population being served.

Priorities:

- Advocate for proportional federal, state, regional, and county funding to address the impacts on the community and to provide adequate local services to support the demands created by increased housing and social services
- Work with business partners downtown, Clackamas County, and non-profits to address existing impacts and identify solutions, especially the impacts associated with the existing after-hours and weekend homeless service gaps

- Provide for social services while utilizing enforcement as needed to meet community members and businesses expectations for a safe and inviting City
- Increase communication about the services, resources, and the role of the City and steps that are being taken to address homelessness in the community
- Continue to be a regional leader in identifying and implementing creative solutions and partnerships to reduce homelessness and its impact on the community
- Strive to embed the Oregon City Support Services Community Court into the proposed Caring Place facility to consolidate supportive services into one location

  General Fund – Municipal Court - $560,000

- Advocate for engagement and partnerships with neighboring communities to provide resources within their jurisdictions to increase services throughout the region

Additional funds in the budget to address homelessness are included in General Fund – Police – Behavioral Health Specialist ($416,700), Case Worker ($311,000) and camp cleanup (Police $60,000 and Parks $40,000).

Goal: ECONOMIC DEVELOPMENT & TOURISM – Create economic development and tourism programs and opportunities to promote a healthy and sustainable local economy that supports and contributes to the surrounding neighborhoods, businesses, and visitors.

Priorities:

- Ensure a smooth transition and the necessary support and coordination between the Destination Marketing and Management Organization and the City

  General Fund – Economic Development - $375,000

- Review the process for public and private event planning, the City grant processes, and the Metro Enhancement Grant program to determine if the application submittal and review process can be simplified and improved

  General Fund – Economic Development – Staff

- Focus on the marketing and development of the employment lands within the Thimble Creek Concept Plan and along Meyers Road

  General Fund – Economic Development – $10,000 - $20,000

- Complete the feasibility study for the expansion opportunities of broadband in Oregon City

  General Fund – Economic Development – Staff

- Participate in discussions with Clackamas County to determine the future of the downtown County Courthouse and how to safely and securely manage the building while it is vacant to ensure it does not negatively impact the downtown businesses and visitor experience, while maintaining public access to Liberty Plaza

  General Fund – Multiple departments – Staff

- Identify opportunities to support downtown Oregon City businesses in response to the relocation of the County Courthouse, including updating the parking study, potential business support programs, and employee parking opportunities
  General Fund - Economic Development – $10,000
- Investigate opportunities to expand the enterprise zone, vertical housing tax credit, and other programs in the mixed use, commercial, employment, and industrial areas to support and encourage businesses, employment, and housing investments in Oregon City
  General Fund – Economic Development – Staff

Goal: HOUSING – Increase the availability of housing options and the construction of mixed-use commercial buildings using incentives and available public lands, with a priority of creating work force housing.

Priorities:

- Create pre-approved designs for accessory dwelling units that would be allowed throughout the city, with the exception of the McLoughlin Conservation and Canemah Historic Districts
  Planning Fund - $0 (Reduced from $20,000 by Budget Committee)
- Continue the process of discontinuing City use of the Center Street property
  Engineering Fund - Staff
- Investigate the use of the Center Street property for workforce housing and potential public access to the upper yard and the two parking lots for private residential development
  Multiple Funds (General, Engineering) - Staff
- Consider the creation of an inclusionary zoning program and extend the vertical housing tax credit where appropriate, primarily in the mixed-use zones
  General Fund – Economic Development – Staff
- Implement tiered system development charges that reduce charges on workforce housing and smaller housing units while remaining revenue neutral
  Multiple Funds (General, Engineering) - $25,000
- Advocate for infrastructure funding at the regional, state, and federal levels that would support the construction of new housing and the implementation of state mandates
  Multiple Funds (Planning, Engineering) – Staff
- Identify opportunities to use public land in partnership with non-profits for the development of long-term workforce housing
  General Fund – Economic Development – Staff

Goal: PARK LANDS & NATURAL RESOURCES – Transition from planning to constructing amazing parks and open spaces and create a plan to share with the community about the costs, revenue generation opportunities, and potential improvements to the City's Park system to address the existing deferred maintenance.

Priorities:

- Adopt a 5-year Parks Capital Improvement Plan that prioritizes projects and will guide budget investments, revenue options, and grant opportunities for potential funding sources for deferred maintenance throughout the parks and recreation system
  General Fund – Parks staff
- Strive to become recognized as a Bee City USA and increase high-quality habitat for pollinators, in particular native bees
  General Fund – Parks staff
- Maintain our Tree City USA designation
  General Fund and Planning Fund – Staff
- Identify and apply for grant funding to complete a tree canopy assessment and determine the need and costs associated with a City Arborist
  General Fund and Planning Fund – Staff
- Identify funding and grants to begin the design and construction of a replacement boat ramp and park improvements at Clackamette Park
  General Fund – Parks – $400,000

Oregon City Commission:
Rocky Smith, Jr., Adam Marl, Mayor Denyse McGriff, Scott Wilson and Michael Mitchell

The estimated timelines for each different goal are based on the priorities of the City Commission. The 2025-2027 City Commission Goals are intended to all be started and worked on throughout the 2025-2027 Biennial Budget.

Each department's section of the budget includes a Goals and Projects list. Each department's Goals and Projects are intended to support and deliver the overall City Commission Goals. The City Manager assigns each department specific goals and projects that bring the City Commission Goals to fruition. Throughout the 2025-2027 Biennial Budget period the City Manager will share status reports with the City Commission and give updates on the timelines of the 2025-2027 Commission Goals.

BUDGET GUIDE

One of Oregon City's most important priorities is adopting a budget which establishes how the City plans on meeting the needs of its residents. As such, the budget document serves four purposes:

- A policy document: Oregon City reviews the priorities and goals for the community for the next two years and establishes policy on which ones will be funded in the next biennium.
- A communication device: It is a resource for residents to learn more about the operations of the city government; it summarizes significant budget issues (needs, economic factors and constraints), trends and choices made.
- A financial plan: It summarizes major revenues and expenditures and shows how the organization plans to fund the choices made.
- An operational guide: It identifies work programs and goals to be achieved for each department or unit in the coming fiscal year.

This budget document has been organized to ensure it meets those four functions. The document is arranged to provide City-wide information, fund summaries, and department detail budgets. Oregon City's budget document is divided into the sections as shown below:

INTRODUCTION

- Budget Message: Highlights the major provisions that have been included in the budget, describes fiscal policies for the coming fiscal year and any significant changes, discusses the major changes from the previous year in appropriations and revenues and the major policy issues that were considered
- City Commission Goals: City vision and mission along with Commission goals and priorities which provide the foundation and direction for this budget
- Budget Guide: Instructions on how to use the Budget Document
- City Profile: Demographic, statistical and economic information, trends and assumptions that impact the budget
- Budget Process: Discussion of several specific steps that must be followed during the budgeting process including a budget calendar, an overview of how Oregon City's budget is developed, and information on budgeted funds and their organization
- Financial Policies: The City's major financial policies that shape or impact the budget process
- Citywide Organization Chart

BUDGET SUMMARY

- Total Budget: This section gives the reader a snapshot of the City's entire budget. This section contains high level summaries and charts.
- Fund Summary: This section breaks down the City's budget by fund. Under Oregon budget law, expenditures are generally broken down first by fund, then by department and/or program, then by object classification. A fund is a balancing set of accounts set aside to carry on a specific activity or to meet certain objectives in accordance with a specific regulation. Later in this book, expenditures will be described by department, program and object classification.
- Revenue Assumptions and Trends: This section contains information about the City's primary sources of revenue across all funds, including historic trends. The section also provides a brief explanation of Oregon's property tax system and the City's property tax revenues and assessed valuation.

Funds and Departments

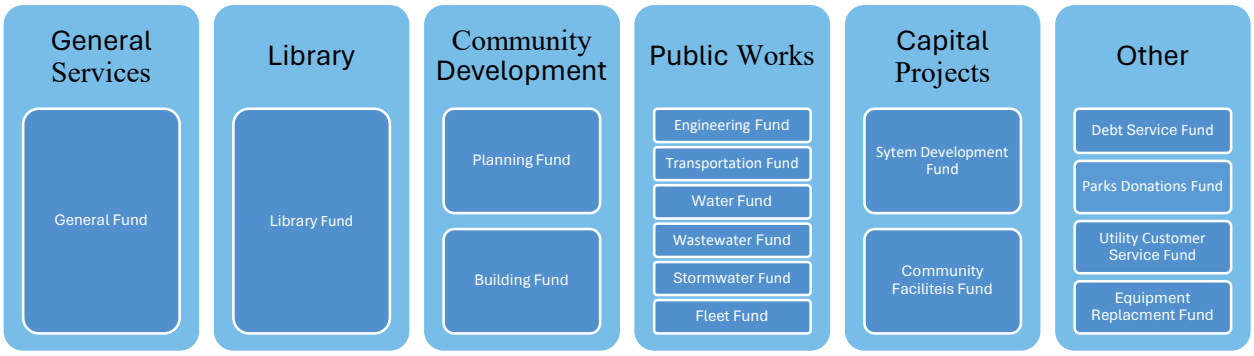
Oregon City's budget is organized by service area reflecting the major functions the City provides for its residents. These service areas are then broken out into funds which account for the revenues, expenditures and reserves. The funds are then broken down further into one or more organizational units.

General Services, which are all included in the General Fund, include Policy and Administration, Police, Parks & Recreation, and General Government as organizational units.

Library, Community Development, and ***Public Works*** are each broken down further into funds in which the service area is the sole organizational unit within the fund.

Capital Projects and ***Other*** each include multiple funds with multiple organizational units.

The graphic below further explains this relationship. More information about the City's funds and organizational units can be found in the Budget Organization portion of the Budget Process section.



The information in the Funds and Departments section is organized as follows:

- Organization Chart
- Budget Overview: Provides a snapshot of revenues and expenditures including budgetary highlights
- Department Narrative: Provides an overview of the department and programs, long term goals and objectives tied back to the organizational goals, accomplishments, selected performance measures, and significant budget changes
- Summary of Department and Program Expenditures: Additional information on departmental expenditures by Object Classification:
  - Personnel Services
  - Materials & Services
  - Capital Outlay
  - Special Payments
  - Debt Service
  - Transfers
  - Operating Contingency
  - Reserved for Future Expenditures
  - Unappropriated Ending Fund Balance

Additional Information

This final section contains a variety of other budget-related information that may be useful to the reader in understanding Oregon City's budget and policies. This section includes:

- Personnel: Summary of personnel changes, positions, costs, and trends
- Capital Improvement Program: Overview of capital program and highlights of major capital projects and property purchases
- Debt Administration: Debt outstanding, future debt service, compliance, and limitation
- Long-Range Planning
- Required compliance schedules and information (Oregon Budget Law)
- Glossary

CITY PROFILE

CITY AT A GLANCE

City Information

Incorporated	1844
2025-27 Tax Rate (per $1,000)	4.4890
Measure 50 permanent tax rate limit	5.0571
Assessed Valuation, 2025	$4.18 billion
Bond Rating	AA+

Demographics

Population

(Population estimates are prepared as of July 1 of each year by The Population Research Center of the College of Urban and Public Affaris of Portland State University)

Fiscal Year		
2016	certified estimate - 10 years ago	33,940
2025	certified estimate - current year	38,029
2026	forecasted	38,371
2027	forecasted	38,717

Median Age		36.4
Median Household Income	$	94,648
Median Property Value	$	531,400

Sex Composition

Male	49.90%
Female	50.10%

Racial Composition

White	86.0%
Two or more races	6.7%
Asian	1.9%
American Indian	0.3%
Black	1.2%
Other	0.0%
Hispanic *	5.0%

* Hispanics may be of any race, so also are included in applicable race categories

Population by Age

Under 5 years	5.2%
5-17	21.9%
18-64	58.8%
65-older	14.1%

Education

Education Attainment (Persons over 25 years of age)

High school or higher	95.50%
Bachelor's degree or higher	32.50%

Schools

Elementary Schools	7
Middle Schools	2
High Schools	1
Charter and K-12	4

Service Statistics

Land Area	10.27 square miles
Highest Point	530 feet
Lowest Point	10 feet

Public Works

Number of Water Customers	11,452
Hundred Cubic Feet Annual Water Consumption	1.83 million
Miles of Roads Maintained	146
Miles of Water Lines Maintained (City)	176
Miles of Sewer Lines Maintained (City)	139
Number of Pump Stations	19
Number of Drainage Catch Basins (City)	4,595

Public Safety

Sworn Officers	46
Civilian full-time employees	15
Police Calls for Service	29,664
Municipal Court Cases Processed	5,408

Parks and Recreation

Number of Recreational Facilities	29
Number of Swimming Pool Visits	95,562
Number of Community Center Visits	51,723
Meals Provided to Seniors	44,671

Library

Attendance	156,416
Circulation	526,565

DID YOU KNOW?

Oregon City is the first permanent Euro-American settlement in the Willamette Valley and the first incorporated city west of the Rocky Mountains. Founded in 1829 and incorporated in 1844, it first became the home to fur traders and missionaries. As "the end of the Oregon Trail," it soon became the final destination for many early immigrants.

GOVERNANCE

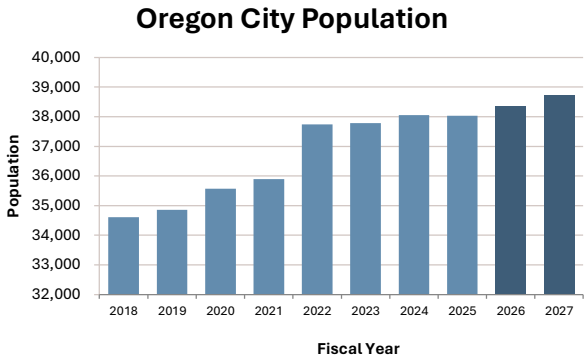
Oregon City is the County seat of Clackamas County in Northwest Oregon, thirteen miles south of Portland, Oregon at the confluence of the Willamette and Clackamas Rivers. The City was established in 1829 and incorporated in 1844, later becoming the capital of the Oregon Territory. It currently encompasses 10.27 square miles and is part of the Portland Greater Metropolitan Area.

The City operates under the provisions of its own charter and applicable state law with a Council-Manager form of government. The elected officials consist of the Mayor and four Commissioners who serve staggered four-year terms. All positions have term limits, and no person shall be elected for more than two terms of four years in any ten-year period. The Mayor and Commission vote on all ordinances and legislative matters, set policies for City government, and appoint, direct, and evaluate the City Manager. (The City Commission also appoints the Municipal Judge.) The City Manager is appointed by the City Commission to oversee the delivery of public services and is responsible for all administration and management.

The City provides a full range of municipal services to the community which includes police protection, traffic control and improvements, street maintenance and improvements, water, sewer and storm drain services, planning, zoning and building regulation and inspection, community library service, municipal court and parks and recreation. Fire protection is provided by the Clackamas County Fire District #1 which has its own tax rate.

DEMOGRAPHICS

Oregon City's population is currently estimated at 38,029. The City is one of Oregon's fastest growing with an 12.05% increase since 2016. Future growth will likely continue in the 0.75% – 2.0% range as the City still contains undeveloped land within its Urban Growth Boundary. The state forecasts population to increase by slightly higher percentages than the rest of the country. The table to the right shows 10-year historic and forecasted population for Oregon City, according to estimates from the Population Research Center.



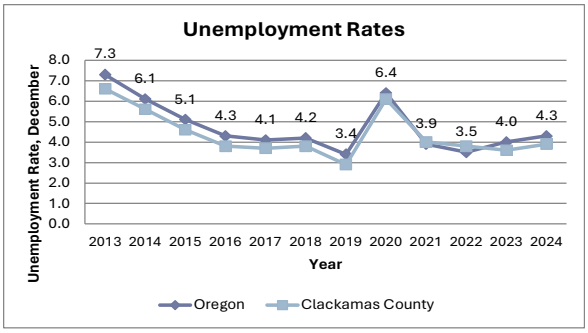
ECONOMY

Oregon City's economy is linked with that of Clackamas County, the Portland Metropolitan Service Area (MSA), and the State of Oregon. Oregon City's status as the Clackamas County seat has broadly positive impacts on employment and the local economy. Interstate 205 and State Highways 99E and 213 link Oregon City to Portland, Salem and Southwest Clackamas County. The Portland MSA comprises Clackamas, Columbia, Multnomah, Washington and Yamhill Counties in Oregon, which together include over 47 percent of the State's population according to U.S. Census estimates. Oregon City is home to shopping areas, recreational opportunities, businesses, a wide variety of historical and cultural attractions, and several interpretive centers and museums dedicated to celebrating the pioneer spirit.

Key economic clusters, which account for a great portion of the area's gross domestic product and have a greater presence in this area relative to the region, include health care, professional business services, high tech and advanced manufacturing, software and media production, and agriculture. Specifically, government and education are the top employment sectors in Oregon City, constituting 31% of all employment. As the Clackamas County seat, Oregon City is home to several County facilities that serve the region. The City is also home to Clackamas Community College's main campus. Founded in 1966, it is now one of the largest community colleges in the state of Oregon, serving an average of 20,000 students annually. Providence Willamette Falls Medical Center, a not-for-profit acute care hospital employing over 625 people, also operates in Oregon City. The following chart shows the top ten employers in the City as of 2024 based on the City's business license data and County records.

Employer	Type of Business
Clackamas County	Government
Oregon City School District	Education
Clackamas Community College	Education
Providence Health	Health Services
Benchmade Knife Co., Inc	Manufacturing
Home Depot	Retail
Fred Meyer	Retail
City of Oregon City	Government
Orchid Orthopedic Solutions Oregon, Inc	Health Services
Ivory Coast Management LLC DBA McDonalds	Retail
Safeway	Retail

The Oregon unemployment rate is now slightly higher than it was pre-pandemic. As of December 2024, Oregon's unemployment stood at 4.3%. The unemployment rate in the County is slightly less than the rate for the State overall, though changes in the County's rate over time have remained consistent with those of the State.

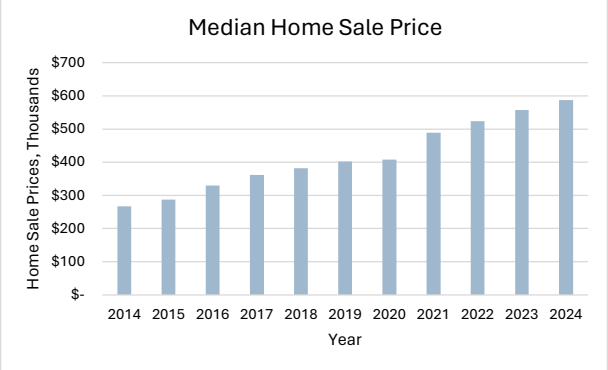


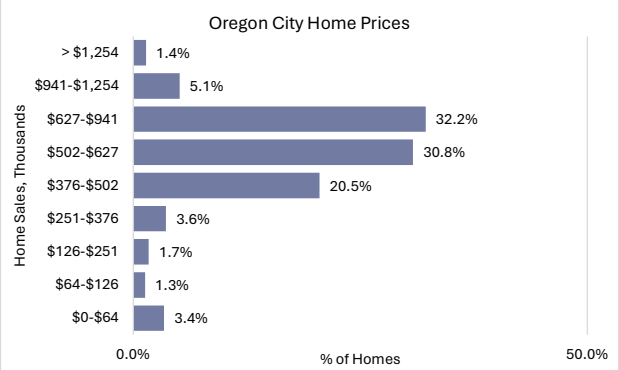
The most recent State of Oregon Economic and Revenue Forecast has indicated that the labor market is expected to remain at or near full employment. The unemployment rate is expected to remain in the low 4% range, while the share of working-age Oregonians with a job will be at or near an all-time high. The current household income in Oregon City is estimated at $94,648, approximately 20.5% higher than the National average of $78,538 and 17.7% higher than the State average of $80,426.

The real property market value and assessed value continue to increase as the City grows. However, residential construction and real estate remain constrained by poor affordability attributable to both high prices and elevated mortgage rates. The median home value in Oregon City is approximately $587,000, approximately 31.7% higher than the national average and 13.2% higher than the State average.

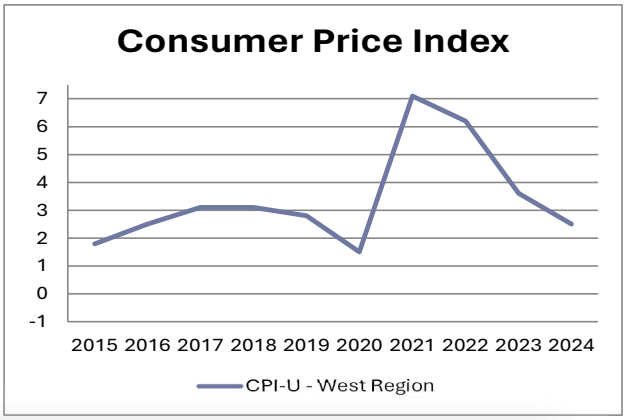
Oregon City's real property market value and assessed value has also steadily increased after seeing declines in 2008; the assessed (or taxable) value, however, remains significantly lower than the real market value. Expectations call for continued slow growth over the next year. Further information on tax

growth and the difference between assessed and market value is provided later in the budget in the Revenue Trends section. Additional information on housing prices in the City are shown below.





The Consumer Price Index (CPI) is a leading economic indicator that measures inflation and represents the changes in prices of all goods and services over time. This indicator is tracked and published by the U.S. Department of Labor's Bureau of Labor Statistics. The change in the CPI for the West Region from December of 2022 to December of 2024 was a decline of 3.7%. This means that in December 2024, goods, on average, cost 3.7% less than in December 2022. The chart to the right highlights the percent change in the CPI over the past ten years.



BUDGET PROCESS

BUDGET DEVELOPMENT AND ADOPTION

According to City Charter and Oregon Revised Statute (ORS 294), the City of Oregon City must prepare and adopt a balanced budget. Local Budget law allows governments to budget either on a one-year or a two-year cycle, as approved by the governing body. The Oregon City budget is presented in fund and department categories for a biennial (two-year) period. Spending in excess of appropriations in any category is prohibited and unexpended budget appropriations lapse at the end of the biennium.

This represents Oregon City's sixth biennial budget. A biennial budget period is a 24-month period beginning July 1 and ending June 30 of the second succeeding year. For this biennial budget, the period commences July 1, 2025 and ends June 30, 2027.

Staff begins preparing the biennial budget several months prior to adoption. Starting in December, staff forecasts revenues, expenditures and fund balances based on known future changes in fees, economic conditions, and other factors. In January, meetings are held with department heads, the Mayor, and City Commission to set goals and priorities for the upcoming biennium.

In February and March, department staff prepares their requested budgets to fulfill the City goals as set by the Commission. These goals and the necessary resources to accomplish them are included in the budget requests and roll up into the overall budget and forecasts. After departments submit their requested budgets, Finance staff reviews the requests and meets with the departments. After analyses and reviews are completed, Finance and the departments meet with the City Manager in March to review the requested budgets. The City Manager makes decisions which are then incorporated into the proposed budget.

In April, a preliminary budget (the proposed budget) is prepared. Budget Committee meeting notices are published in April as well.

In late April or early May, the proposed budget is presented to the Budget Committee, which, by law, comprises the Mayor, City Commission, and the same number of resident members (in this case, five). A notice of a public meeting is published in the local newspaper and posted on the City website. At each budget meeting, time for public comment and input is provided. After all input has been received, the Budget Committee approves the budget with any changes and forwards it to the Commission for adoption.

The City Commission holds a public hearing to review and adopt the final budget in June. If they propose a change that increases property taxes or expenditures within a fund by more than ten percent or $10,000, whichever is greater, the amended budget must be republished, and a separate public hearing must be held by the Commission. The City Commission adopts the budget by resolution and approves the tax levy prior to June 30 each year. The adopted budget is filed with the county clerk and State of Oregon, and the property tax levy is certified to the County Assessor by July 15 each year.

BUDGET MONITORING AND ADJUSTMENTS

During each year, expenditures and revenues are monitored for compliance with the adopted budget and state law. Monthly revenue and expenditure status reports, including budgetary information are provided to Management. Annually, an audit is performed and filed with the State of Oregon by an independent certified public accountant. This report includes comparisons of budgeted to actual revenues and expenditures and documents the City's budgetary compliance.

Oregon Budget Law allows for changes to the City budget for reasons unforeseen at the time of adoption. For instance, a transfer from one appropriation category to another can be adopted by resolution of the City Commission. On the other hand, certain changes, such as appropriation increases, require a supplemental budget. Though a supplemental budget does not require the involvement of the budget committee, it does require a public hearing similar to the process followed during the adoption of the budget. Further detail is located in ORS 294.

Basis of Budgeting

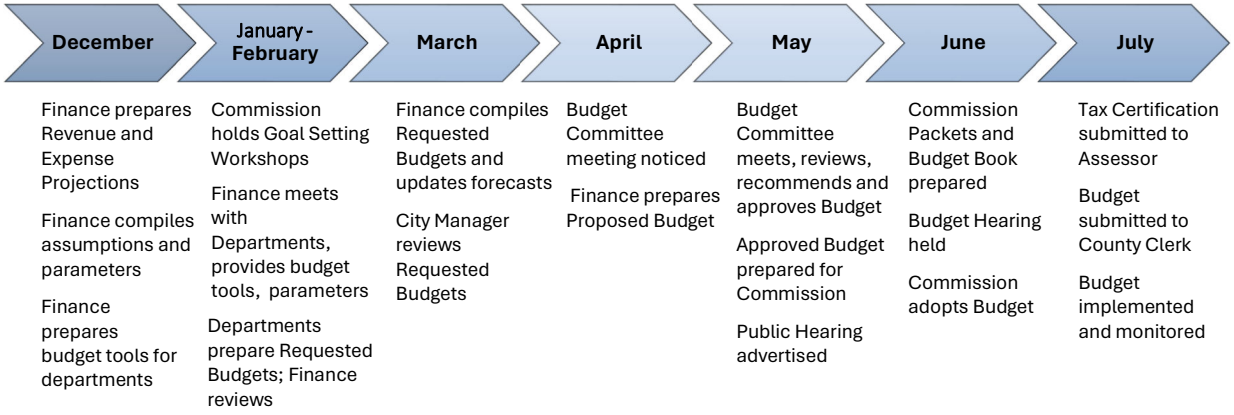
The City budgets all of the funds using the modified accrual basis of accounting in accordance with budgetary accounting practices and Generally Accepted Accounting Principles (GAAP) for governmental funds. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when the payment is due.

For financial reporting purposes the enterprise funds are converted from the modified accrual basis to the accrual basis of accounting, but the budgetary enterprise statements are reported with the modified accrual basis of accounting. Additionally, the audit, as reported in the Annual Comprehensive Financial Report, accounts for the City's Downtown Urban Renewal Agency (URA), a component unit of the City. A component unit is a legally separate organization for which the elected officials of the City are financially accountable. The URA adopts a separate budget which may be obtained from the City, 625 Center Street, Oregon City, Oregon 97045. Pursuant to Budget law, this budget also includes historical information for any closed funds that were closed during the years presented.

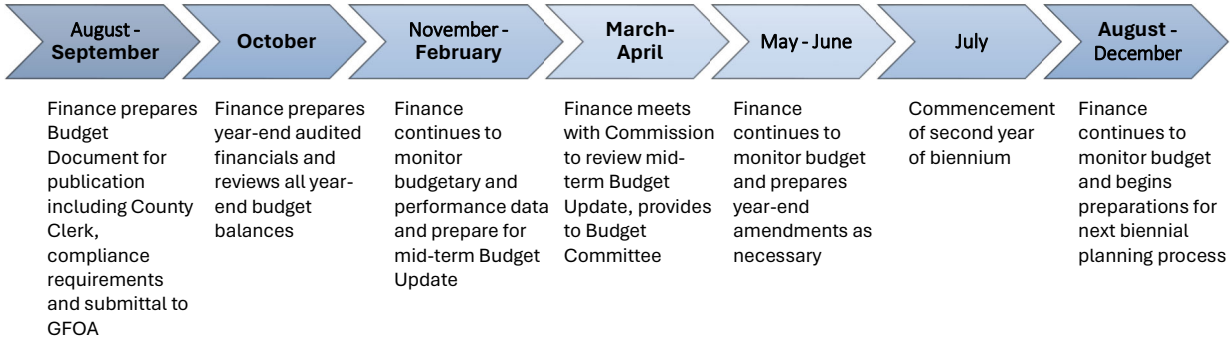
Budget Calendar

The City's Biennial Budget development cycle begins in December of even-numbered years and concludes in June of odd-numbered years.

Phase I



Phase II



BUDGETED FUNDS

Oregon City uses various funds to account for its revenues and expenditures. Each fund is categorized by type as prescribed by GAAP and Oregon Budget Law. Revenues in each fund may be spent only for the purpose specified by the fund with the exception of the General Fund which is used to account for general purpose, or unrestricted, revenues and operations of the City. Most of the City's principal operations are budgeted in the General Fund as they are funded by general purpose revenues (property taxes, franchise fees, and certain state shared revenues). General Fund operations include Administration, Court, Parks and Recreation, and Police. Other City functions, such as the Library and Utilities are budgeted in separate funds due to the specified purpose of their revenues (library tax or utility charges). The definitions for the fund types utilized and budgeted by the City are as follows:

Governmental Funds:

General Fund – accounts for all financial resources not accounted for in another fund
Special Revenue funds – account for proceeds and spending of specific revenues restricted or committed for specified purposes other than debt service or capital
Capital Projects funds – account for financial resources to be used for the acquisition or construction of capital equipment and facilities
Debt Service funds – account for the accumulation of resources for, and the payment of, long-term debt principal and interest

Proprietary Funds: account for activities where the emphasis is placed on net income determination (The City maintains two different types of proprietary funds: **Enterprise** and **Internal Service**.)

BUDGET ORGANIZATION

The following chart further helps to illustrate, by service area, the City's funds and organizational units.

	FUND TYPE	FUND CATEGORY	ORGANIZATIONAL UNIT / APPROPRIATION LEVEL: Policy and Administration	Police	Parks and Recreation	General Government	Library	Community Development	Public Works	Debt Service
General Services										
✪ *General Fund*	General Fund	Governmental	✓	✓	✓	✓				
Library										
Library Fund	Special Revenue	Governmental					✓			
Community Development										
Planning Fund	Special Revenue	Governmental						✓		
Building Fund	Special Revenue	Governmental						✓		
Public Works										
Engineering Fund	Special Revenue	Governmental							✓	
Transportation Fund	Special Revenue	Governmental							✓	
✪ *Water Fund*	Enterprise	Proprietary							✓	
✪ *Wastewater Fund*	Enterprise	Proprietary							✓	
Stormwater Fund	Enterprise	Proprietary							✓	
Fleet Fund	Internal Service	Proprietary							✓	
Capital Projects										
System Development Fund	Capital Project	Governmental			✓				✓	
Community Facilities Fund	Capital Project	Governmental		✓			✓		✓	
Other										
Park Donations	Special Revenue	Governmental			✓					
Debt Service Fund	Debt Service	Governmental								✓
Utility Customer Service Fund	Internal Service	Proprietary	✓							
Equipment Replacement Fund	Internal Service	Proprietary	✓	✓	✓	✓	✓	✓	✓	

✪ = major fund

A major fund is defined as any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the total budget. For the 2025-2027 biennium, the following funds meet this criterion:

General Fund – Accounts for the City's legislative activities and administration, human resources, finance, information technology, police, municipal court, and parks and recreation; primary revenues are property taxes, franchise fees, fines and forfeitures, and intergovernmental revenues.

Water Fund – Accounts for the operation of the City's water system; customer charges are the primary revenues.

Wastewater Fund – Accounts for the operation of the City's sanitary sewer collection system; customer charges are the primary revenue source.

BUDGETARY CONTROL

The legal level of budgetary control, which is the level at which management cannot overspend the budget without the approval of the governing body, is based on the level at which the governing body appropriates amounts, referred to as the appropriation level. For the City, amounts are appropriated by department (Policy and Administration, Police, Public Works, etc.) within each fund. Departments represent organizational units of the City. Requirements not specific to a department, such as transfers and contingency, are budgeted separately within each fund. Appropriations lapse at the conclusion of each budget period, and incomplete projects must be re-appropriated in the following period as part of the adoption process.

Financial Policies Impacting the Budget

Goals and Purpose:

- Provide accurate and relevant financial information for the City Commission and management to enable them to make and implement policy
- Ensure the financial integrity of City operations
- Promote and assist with sound management of City government
- Protect and enhance the City's bond rating
- Ensure accountability and transparency
- Ensure surplus cash is prudently invested
- Ensure that adequate reserves are maintained
- Provide adequate funds to operate desired programs and meet the City's debt provisions and obligations

Revenue Policy:

- The City will strive to maintain a diversified and stable revenue system to protect the City from fluctuations in any one revenue source.
- One-time revenues should not be used for ongoing expenditures, but instead for one-time expenditures.
- All City funds shall be safely invested to provide first a sufficient level of liquidity to meet cash flow needs and second to provide the maximum yield possible.
- Utility rates will be set at levels sufficient to cover operating expenditures, meet debt obligations and debt service requirements, and provide adequate levels of working capital.
- The City will periodically review and revise user fees to recover the costs of those services to the extent possible.
- The City will estimate its annual revenues objectively, analytically and conservatively.

Budget Policy:

- The City shall prepare, present, adopt and amend its operating budget in accordance with Oregon Local Budget Law.
- The City is required to prepare a balanced budget according to Oregon Administrative Rules which state that:
  1. The budget must be constructed in such a manner that the total resources in a fund equal the total requirements for that fund, and
  2. The total of all resources of the City must equal the total of all requirements for the City.
- The City will avoid budgetary procedures that balance current year expenditures at the expense of meeting future years' expenses.
- Departmental objectives will be integrated with the City's biennial budget.
- The City Commission shall adopt the budget at the fund or department level (if a fund contains more than one department) as a total dollar amount for all appropriations except contingency, unappropriated ending fund balance and reserves, which shall be stated separately.
- Funding sources for capital projects will be identified and ongoing operating costs will be quantified.
- The City will plan for vehicle, equipment, and building replacement to ensure resources are available when needed.
- Cost analysis of salary increases will include the effect of increases on the City's share of related fringe benefits and will incorporate estimated market and/or merit adjustments as well as all union and other contract obligations.
- All non-salary benefits will be estimated and their impact on future budgets assessed annually.
- Monthly reports comparing actual to budgeted expenditures will be prepared by the Finance Department and will be distributed to Management.

- The City will prepare budgets on a biennial basis to coincide with the Commission visioning and will provide annual updates including financial updates and operational progress.
- The City will submit the Adopted Budget Document for consideration for the Award for Distinguished Budget Presentation from the Government Finance Officers Association (GFOA) for each budget cycle.

Capital Improvement Policy:

- The City will capitalize all capital assets and improvements of a long-term character which are to be held or used, such as land, buildings, improvements other than buildings, and machinery and equipment with a value of $10,000 or more.
- The City will develop a multi-year plan for capital improvements and update it biennially.
- The future operating costs associated with new capital improvements will be projected and included in the operating budget forecast.
- The City will determine the most effective and efficient financing method for all new projects.
- System development charges will be used for infrastructure capacity expansion and improvements including in-house engineering and design.

Debt Policy:

- The City will not use long-term debt for current operations.
- The City will follow a policy of full disclosure on every financial report and required debt disclosure.
- Capital projects financed through bond proceeds shall be financed for a period not to exceed the useful life of the project.
- The City shall review its outstanding debt periodically for the purpose of determining if the financial marketplace will afford the City the opportunity to lessen its debt service costs.
- The City shall periodically review possible actions to maintain or improve its bond ratings and maintain good communications with bond rating agencies about its financial condition.

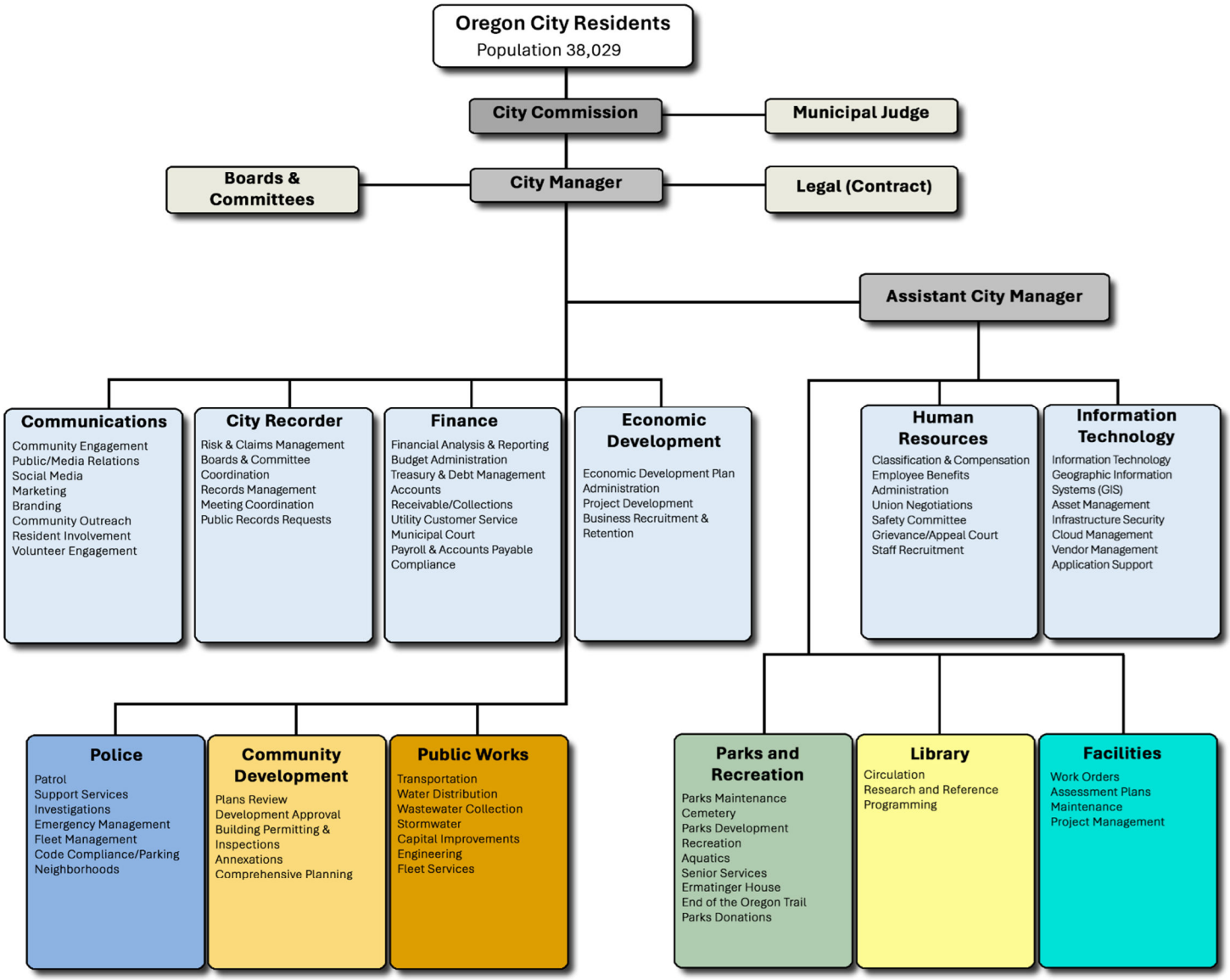
Reserve Policy:

- The City shall establish a contingency reserve to provide for unanticipated expenditures of a nonrecurring nature and to meet unexpected increases in service delivery costs; these funds may not be directly disbursed from the contingency reserve but only in accordance with local budget law in the State of Oregon.
- The City will maintain an unallocated and unappropriated fund balance or retained earnings to provide working capital until sufficient revenues arrive to fund current operations equal to a minimum of two months, or 17%, of general operating expenditures.
- Contingency and unappropriated reserve calculations are based on the budget for all operating funds excluding debt service, capital project, internal service, and reserve funds.
- It is the intent of the City to use all surpluses generated to accomplish three goals: meet reserve policies, avoid future debt, and reduce outstanding debt.

Did you know?

GFOA recommends that governments maintain a minimum unrestricted fund balance in their general fund of no less than two months of regular general fund operating expenditures plus extra reserves based on a government's particular situation.

ORGANIZATION CHART



BUDGET SUMMARY – ALL FUNDS COMBINED

RESOURCES AND REQUIREMENTS

The table below summarizes all resources and requirements by category for the 2025-2027 biennium and compares them to the current biennial budget and the activity for two previous biennial periods.

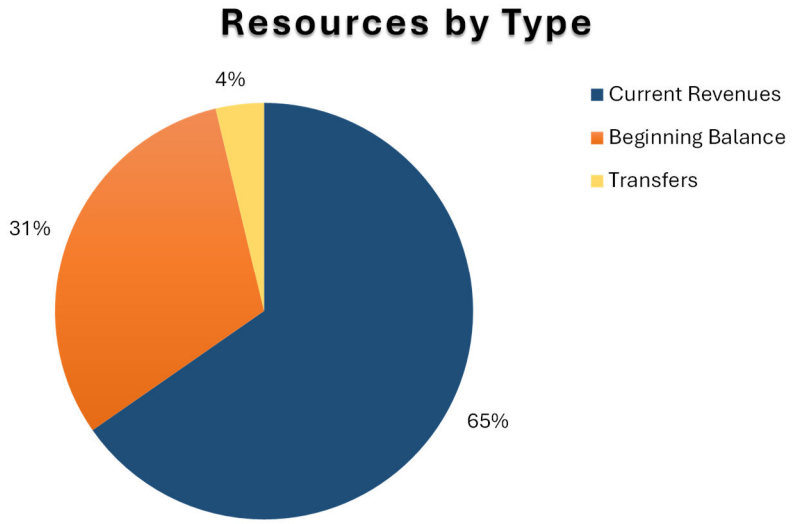
All Funds	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 91,044,035	$ 81,513,862	$ 91,418,800	$ 98,018,800	$ 98,018,800	$ -
Property Taxes	28,057,100	30,401,159	32,927,800	36,375,000	37,319,000	-
Franchise Fees	8,576,012	9,724,801	9,744,500	11,554,100	11,554,100	-
Intergovernmental	22,968,992	28,977,161	27,744,000	28,058,600	28,058,600	-
Charges for Services	56,580,351	66,387,599	66,033,000	65,562,600	65,562,600	-
Pass-Through Revenues	13,926,220	18,333,001	18,798,600	15,393,500	15,393,500	-
Licenses and Permits	5,169,540	5,039,567	3,947,900	3,940,900	3,940,900	-
Fines and Penalties	1,845,525	1,638,857	2,205,000	2,250,000	2,250,000	-
Other Taxes and Assessments	1,264,370	1,420,639	1,687,200	817,800	817,800	-
Other Income	5,008,005	4,542,424	4,363,100	4,501,300	4,501,300	-
Sale of Assets	3,424,769	100,318	2,000,000	1,260,000	1,260,000	-
Contributions	241,274	253,682	221,400	464,300	464,300	-
Interest Income	2,235,532	2,265,972	1,552,000	9,176,700	9,176,700	-
Bond Proceeds	-	-	-	12,902,000	12,902,000	-
Internal Service Charges	6,553,614	7,271,009	10,043,800	14,517,400	14,467,800	-
Other Financing Sources	-	480,178	683,900	1,548,100	1,548,100	-
Transfers In	11,426,285	16,528,862	10,176,829	11,803,500	11,783,500	-
Total Resources	**$258,321,624**	**$274,879,091**	**$283,547,829**	**$318,144,600**	**$319,019,000**	**$ -**
Requirements by Category						
Personnel Services	$ 52,492,026	$ 57,534,703	$ 69,799,600	$ 76,498,000	$ 77,179,000	$ -
Materials and Services	33,603,570	38,402,797	44,929,900	57,677,700	57,357,100	-
Pass-Through Expenses	13,897,994	18,310,193	18,798,600	15,393,500	15,393,500	-
Capital Outlay	59,259,229	37,168,481	61,683,100	60,434,000	61,496,100	-
Debt Service	6,128,658	6,777,737	7,574,900	8,831,100	8,831,100	-
Transfers Out	11,426,285	16,528,862	10,176,829	11,803,500	11,783,500	-
Contingency	-	-	55,667,671	65,904,700	65,376,600	-
Reserved for Future Expenditure	33,731,453	45,052,495	9,766,429	15,628,800	15,628,800	-
Unappropriated Fund Balance	47,782,409	55,103,823	5,150,800	5,973,300	5,973,300	-
Total Requirements	**$258,321,624**	**$274,879,091**	**$283,547,829**	**$318,144,600**	**$319,019,000**	**$ -**

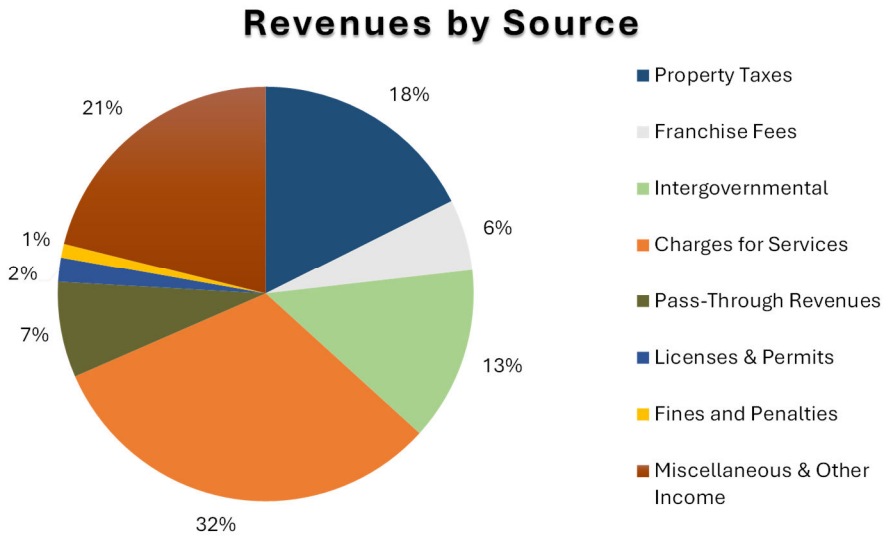
The following table further summarizes all requirements by function.

All Funds	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Requirements by Function						
Policy and Administration	$ 12,984,245	$ 14,810,099	$ 18,698,500	$ 22,451,100	$ 22,253,100	$ -
Police	44,829,031	25,696,419	28,869,200	30,800,000	31,425,000	-
Parks and Recreation	13,064,186	12,767,032	13,745,100	15,203,700	15,203,700	-
General Government	4,714,347	4,487,739	5,203,300	4,626,100	4,626,100	-
Library	3,795,290	4,600,296	6,529,700	8,219,100	8,208,100	-
Community Development	4,593,966	5,672,755	7,146,100	8,176,800	8,148,200	-
Public Works	61,373,760	65,071,641	96,220,700	105,132,900	106,168,000	-
Pass-Through Expenses	13,897,994	18,310,193	18,798,600	15,393,500	15,393,500	-
Debt Service	6,128,658	6,777,737	7,574,900	8,831,100	8,831,100	-
Transfers Out	11,426,285	16,528,862	10,176,829	11,803,500	11,783,500	-
Contingency & Reserves	81,513,862	100,156,318	70,584,900	87,506,800	86,978,700	-
Total Requirements	**$258,321,624**	**$274,879,091**	**$283,547,829**	**$318,144,600**	**$319,019,000**	**$ -**

WHERE THE MONEY COMES FROM

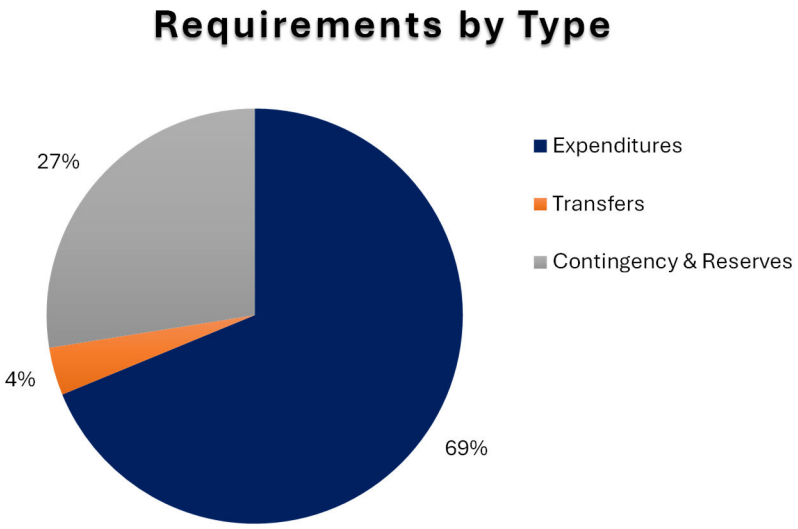
Resources to meet Oregon City's obligations and service needs are derived from three primary sources: beginning fund balance, current revenues, and transfers in from other funds. Beginning fund balance consists of revenues carried forward from previous fiscal years, including reserves for specific purposes (e.g., debt reserves and capital improvements) and monies used for working capital cash flow. Current revenues are those earned from city operations or taxes collected during the fiscal year. The third source is transfers between funds to pay for either direct or indirect costs. The first chart below compares the relative percentage of each source of revenue and the second chart breaks down current revenues (excluding beginning fund balance and transfers) for the biennium.

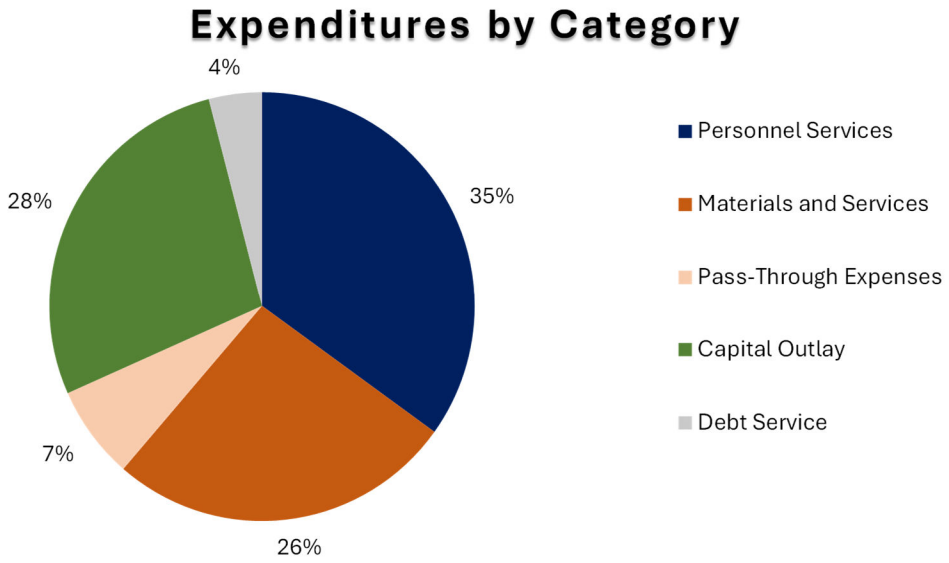




WHERE THE MONEY GOES

Oregon City's requirements fall into three primary categories: expenditures, transfers, and contingency/reserves. Total requirements consist of all monies appropriated for use during the fiscal year plus contingency, which may be used to meet unanticipated operating needs, and reserve for future expenditures. The first chart below breaks down total requirements into expenditures, transfers, and contingency, and the second chart further breaks down expenditures (excluding Contingency & Reserves and Transfers) by category for the biennium.





RESOURCES AND REQUIREMENTS – ALL FUNDS

The following table summarizes total resources/requirements for each fund, which equal by fund in a balanced budget.

All Funds	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
General Fund	$ 62,245,848	$ 76,667,651	$ 73,028,700	$ 83,761,000	$ 84,655,400	$ -
Special Revenue Funds						
Library	8,430,016	9,638,457	10,469,300	12,159,000	12,159,000	-
Planning	3,976,857	4,268,218	4,040,800	3,684,000	3,664,000	-
Building	8,712,706	10,688,511	10,612,000	10,707,400	10,707,400	-
Engineering	2,994,326	3,304,109	2,694,100	2,655,900	2,655,900	-
Transportation	17,236,636	20,214,293	18,965,500	23,012,200	23,012,200	-
Park Donations	-	-	903,629	1,038,100	1,038,100	-
Capital Projects Funds						
System Development	36,315,119	35,139,508	42,096,200	41,985,800	41,985,800	-
Community Facilities	37,364,284	11,344,060	11,293,500	13,707,100	13,707,100	-
Enterprise Funds						
Water	20,693,542	29,297,750	27,101,000	41,628,400	41,628,400	-
Wastewater	34,964,077	44,852,700	49,509,500	45,508,800	45,508,800	-
Stormwater	8,146,782	9,831,364	11,328,300	13,537,800	13,537,800	-
Internal Service Funds						
Fleet Services	471,397	643,329	1,034,600	2,130,800	2,130,800	-
Utility Customer Service	2,598,244	2,797,694	3,314,300	3,994,800	3,994,800	-
Equipment Replacement	7,449,460	9,623,044	10,727,900	12,069,100	12,069,100	-
Debt Service Funds						
Debt Service	6,722,330	6,568,403	6,428,500	6,564,400	6,564,400	-
Total All Funds	***$ 258,321,624***	***$ 274,879,091***	***$ 283,547,829***	***$ 318,144,600***	***$ 319,019,000***	***$ -***

BUDGET HIGHLIGHTS

- The budget is balanced at $319.0 million with a tax rate of $4.489 per $1,000 assessed value, an $.08 rate increase from the previous biennium.
- The 2025-2027 budget represents an increase of $35.5 million over the amended 2023-2025 biennial budget of $283.5 million.
- Total expenditures, excluding transfers, are $220.3 million, an increase of $17.5 million from the prior biennial budget. Most of this change is in Personnel Services and Materials and Services, each with a $7.4 million and $12.4 million budgeted increase, respectively, over the biennium. These increases were primarily offset by a $3.4 million decrease in Pass-Through Expenses.
- The budget approves a 3.12 net decrease in Full Time Equivalent (FTE) positions. More information can be found in the Personnel portion of the Additional Information section of this document.

BUDGET TRENDS BY YEAR

The following economic assumptions were used in developing the 2025-2027 Biennial Budget.

General

- The City's population is estimated to grow 0.89% in each of the next two years.
- The economy in Oregon appears moderately healthy but vulnerable to federal policy changes. Moderate economic deceleration and persistent inflation have resulted in underperforming state revenues. GDP growth is projected to slow and the unemployment rate is projected to drift higher. The labor market in Oregon is expecting a growth rate between .5% to .6% over the next two years.

Resources

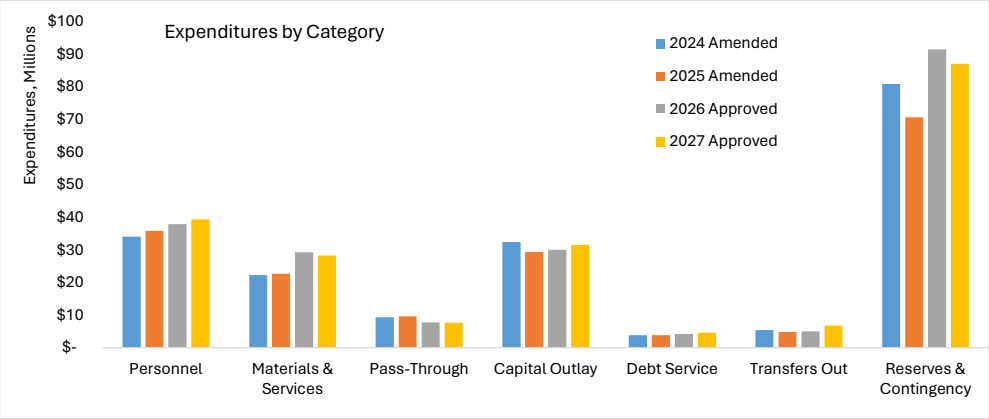
- Assessed value, the basis of property taxes, are estimated to grow by 3.5% in each year of the biennium, or $146.2 million in 2026 and $151.3 million in 2027.
- Property tax revenues are estimated to increase by approximately 4.7% over the two-year period due to a combination of anticipated property value increases and new development net of reductions for discounts, delinquencies and agency loss.
- Intergovernmental revenue is expected to increase slightly by $315,000, or 1.1%. There is anticipated receipt of $5 million in funds from the Inflow and Infiltration Intergovernmental Agreement and $4 million of Transportation funds from State Grants.
- Revenue sources adversely impacted by the pandemic, such as Charges for Services and Fines and Forfeitures, are expected to continue to return to pre-pandemic levels during the 2025-2027 biennium.
- Debt proceeds of approximately $12.9 million are anticipated in the Water Fund.
- Interest rates on investments are budgeted conventionally for the biennium. When inflation is higher interest rates increase, however inflation is predicted to slow during the biennium.
- All other revenue sources are estimated using trend analysis. More information on revenue trends is provided later in this Budget Summary section.

Requirements

- Costs for goods and contracts are projected with inflationary increases; exceptions or significant variances are explained under Budget Highlights of each Department budget.
- Capital outlay (projects and equipment) is budgeted at projected acquisition or construction cost based on preliminary estimates.
- Cost of living increases are 3.0% for all employees; step increases are included on employees' anniversary dates for represented employees.
- Health benefit costs are projected at 10.0% to 11.1% annual increases based on claims and premiums projections.
- Public Employees Retirement System (PERS) contributions rates provided by PERS will increase 1.9% to 3.48% of covered wages.

Further discussion of the changes in fund balance is presented in the Budget Message and individually in each fund's Budget Overview.

The chart below compares each year of the biennial budget (fiscal years 2026 and 2027) to each year of the prior year amended budgeted expenditures (2024 and 2025) by category for all budgeted funds. An explanation of the variances and assumptions used are explained below.



Personnel Services

Personnel costs increased by $7.4 million, or 10.6%, in the biennium. This increase is mainly due to cost of living and pay grade (step) increases along with projected health insurance increases. Total FTEs decreased by a net 3.12. The reductions include part-time Code Enforcement, part-time Plans Examiner, Senior Construction Inspector, Senior Project Engineer, Parks Administrative Assistant and the eliminations of all Parks Seasonal positions. These position adjustments are required to maximize efficiencies in the City and still meet the needs of its residents. The approved budget also reflects an increase in PERS retirement contributions of 1.9% to 3.48% of covered wages, which results in an increase in cost of $1.8 million over the biennium. Further analysis of personnel costs and changes is found in the Personnel portion of the Additional Information section at the end of this document.

Materials & Services

Excluding internal service charges, which increased by $3.3 million over the prior biennium, Materials and Services increased by $9.1 million, or 25.4%. While departments budgeted primarily inflationary increases, materials and services increased due to specific contractual obligations, various grant projects, and special projects that support Commission goals. More information about these projects is included in the departmental budgets later in this document, as well as in the Commission Goals section earlier in this document. Internal service charges are for services provided between departments and have increased as the City improves its cost allocation methods to better reflect services provided across departments and funds. Inflationary increases have unquestionably affected the Enterprise Funds expenses for numerous professional service agreements. For example, the Stormwater Division contracts for landscaping maintenance at over 117 sites and 35 acres of stormwater ponds, roadside planters, swales, ditches, City-owned tracts, and abutting right-of ways.

Capital Outlay

Budgeted capital decreased by $187,000, or 0.3%, over the biennium. This decrease is mainly due to cyclical changes. Capital Outlay includes the investment in the Inflow and Infiltration (I & I) Program and the State funded Main Street Connective Corridor Project between 10th Street and 15th Street. The projects included in the upcoming biennium are explained in more detail in the Budget Message and in the Capital Improvement Program portion of the Additional Information section at the end of this document.

Debt Service

The City's most recently acquired debt was voter approved WIFIA debt acquired in 2023 for the construction of water infrastructure. Information on the City's debt is in the Debt Administration portion of the Additional Information section at the end of this document.

Transfers & Other Uses

In the biennium, transfers increased by $1.6 million, due in part to the departments increasing transfers to the Community Development and Transportation Funds.

Revenue Assumptions and Trends

The City's major revenue sources are explained below, including the underlying assumptions for the revenue estimates and trend information. Revenues are forecasted conservatively in response to uncertainties about the regional and national economy and legislation.

Property Taxes

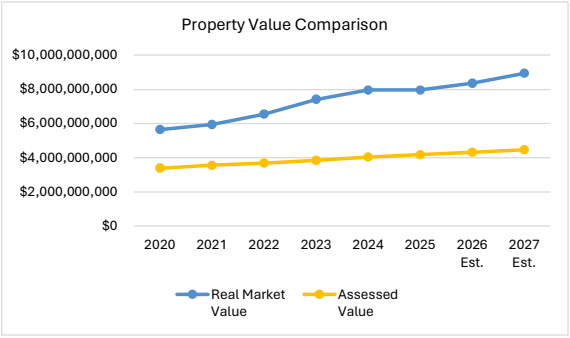
Property tax revenues are calculated by applying the City's tax rate, not to exceed the permanent rate, to the assessed value. At the beginning of each fiscal year, the Clackamas County Assessor determines assessed values of properties. With the approval of Measure 50 in 1997, assessed values on individual properties were rolled back to 1995-96 levels and then reduced by 10%.

Assessed value increases are limited to 3% per year. City-wide increase of 3.5% in assessed value for property taxes are built into the calculation due to economic factors, anticipated new properties added to the tax roll, and county assessor information. For fiscal year 2025, Oregon City's total assessed value was approximately 52% of the real market value. This gap has widened as expected due to the cap on assessed value increases. Assessed value is used for spreading the operating levies, while market values are used to meet Measure 5 cap requirements, approved by voters in 1990, which limit tax rates to $15 per $1,000 of real market value ($5 for schools and an aggregate $10 for all other governments), and to spread debt service levies, which are exempt from Measures 5 and 50.

The maximum authorized (permanent) tax rate for Oregon City is $5.0571 per $1,000 of assessed value. The budgeted rate of $4.489 per $1,000 is an $.08 increase from the rate approved during the last two years and is still below the City's permanent tax rate limit.

The City's total projected assessed value is multiplied by its permanent or approved tax rate per $1,000 of assessed value to calculate the anticipated property taxes to be received. Due to discounts and collection history, the City assumes a 95.2% collection rate on property taxes for the 2025-2027 biennium. This is in line with previous year's collection estimates and reflective of the current collection rate.

Fiscal Year	Real Market Value	Assessed Value	Ratio of AV to RMV	Total Extended Tax Levy
2020	$5,648,405,668	$3,395,555,692	60.1%	$14,155,665
2021	$5,942,361,957	$3,556,637,128	59.9%	$14,784,687
2022	$6,549,215,161	$3,689,012,464	56.3%	$15,336,496
2023	$7,417,940,334	$3,847,250,431	51.9%	$16,043,879
2024	$7,964,640,264	$4,036,971,719	50.7%	$17,801,420
2025	$7,964,559,877	$4,176,318,531	52.4%	$18,181,918
2026 Est.	$8,362,787,871	$4,322,489,680	51.7%	$18,818,285
2027 Est.	$8,948,183,022	$4,473,776,818	50.0%	$19,476,925



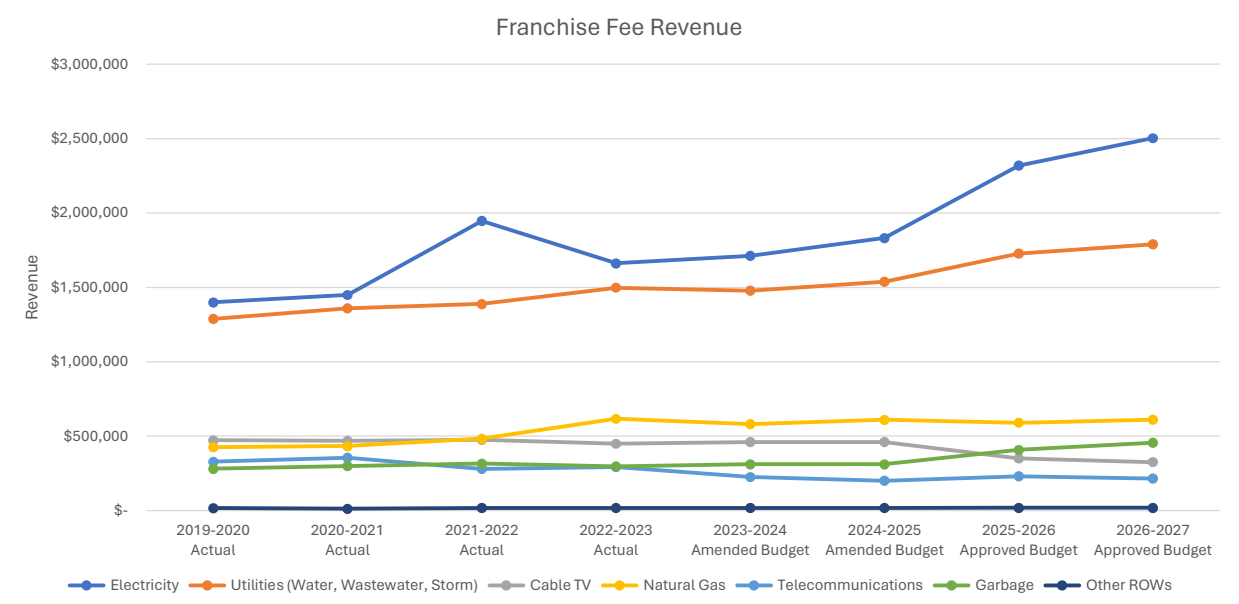
The chart and table above show assessed value by year in comparison to real market value from 2020 through the upcoming biennium.

Franchise Fees

Franchise fees are charged to private utilities for the use of publicly owned rights-of-way (ROW). Private franchised activities include electricity, telecommunications, natural gas, and cable television. Additionally, the City's water, wastewater and stormwater funds pay franchise fees. Franchise fees are charged as a percentage of gross proceeds generated within Oregon City's city limits.

Revenues are estimated based on 6-year trend information assuming no growth in the projected year in the rates charged based on individual agreements with the different franchisees. Current franchise rates and projected revenues are shown below.

Service	Rate	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Electricity	5.0%	$ 2,847,692	$ 3,606,409	$ 3,542,200	$ 4,822,000	$ 4,822,000	$ -
Wastewater Utility	6.0%	1,347,179	1,458,458	1,528,500	1,744,400	1,744,400	-
Cable TV	5.0%	938,809	922,745	920,000	675,000	675,000	-
Water Utility	6.0%	931,355	1,012,545	997,700	1,201,000	1,201,000	-
Natural Gas	5.0%	857,092	1,098,226	1,188,400	1,200,000	1,200,000	-
Telecommunications	5.0%	680,734	571,441	425,000	445,000	445,000	-
Garbage	4.0%	578,175	609,073	620,000	862,000	862,000	-
Stormwater Utility	6.0%	367,801	413,533	489,300	570,700	570,700	-
Other ROWs	Various	27,177	32,373	33,400	34,000	34,000	-
Total Franchise Fees		**$ 8,576,012**	**$ 9,724,801**	**$ 9,744,500**	**$ 11,554,100**	**$ 11,554,100**	**$ -**



Intergovernmental Revenues

In the biennial budget, State Shared Revenues make up the majority of total intergovernmental revenues. State revenues are distributed to cities per Oregon Statutes; revenues are calculated using a formula based on population and income for the individual city. State Shared Revenues include general revenues, cigarette taxes, liquor taxes, marijuana taxes, and gas taxes. Revenues are forecasted based on data provided by the League of Oregon Cities.

The Oregon City Library is a member of the Clackamas County Library Tax District and as such receives an annual tax allotment based on population according to District estimates.

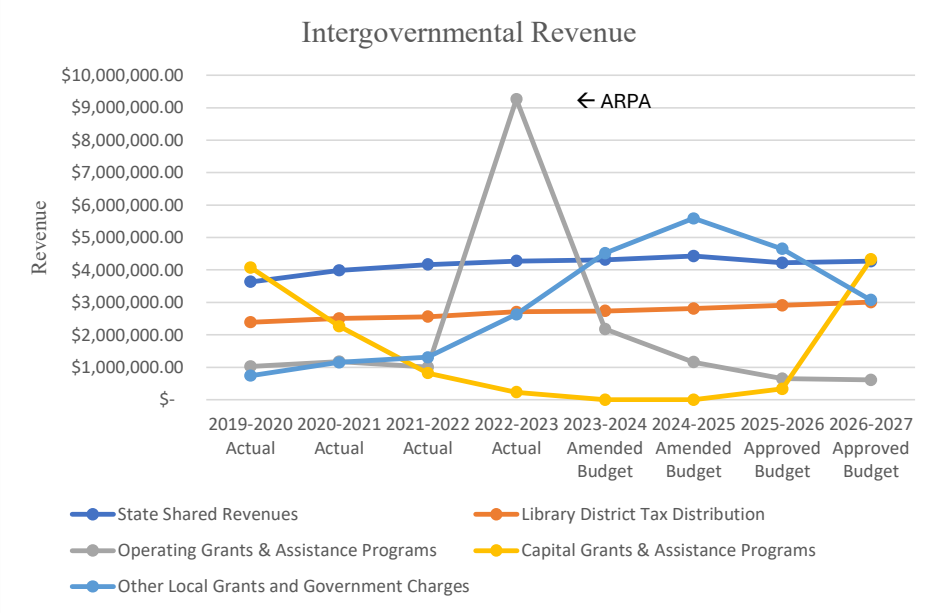
Grants and governmental assistance programs are awarded for operations (such as the Police Department's Crime Prevention grant) and capital programs (such as funding received for highway reconstruction). These are estimated based on approved grants and projected annual eligible grant spending.

Other local grants and government charges include grants provided by other local governmental entities, as well as charges to other local governmental agencies for goods or services provided, often per the terms of an intergovernmental agreement (IGA). These revenues are estimated based on the terms of the IGA.

State shared revenues have recently been declining, as library district tax revenues have been growing. State share of marijuana taxes started in 2018. However, this revenue was capped in 2020 with Measure 110 and state marijuana tax distributions to cities has significantly decreased. In the approved biennium, the City expects to receive $5 million in funding from the Inflow and Infiltration Program IGA. The City anticipates receiving $4 million in funding from grants related to State Lottery Bonds.

The table and chart below show total intergovernmental revenue, by source, for the upcoming biennium and the previous three biennia.

Source	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
State Shared Revenues	$ 7,625,270	$ 8,447,046	$ 8,754,800	$ 8,495,600	$ 8,495,600	$ -
Library District Tax Distribution	4,903,916	5,269,796	5,544,800	5,918,500	5,918,500	-
Operating Grants & Assistance Programs	2,208,137	10,270,570	3,335,400	1,262,600	1,262,600	-
Capital Grants & Assistance Programs	6,340,806	1,054,739	-	4,657,000	4,657,000	-
Other Local Grants and Government Charges	1,890,863	3,935,010	10,109,000	7,724,900	7,724,900	-
Total Intergovernmental Revenues	**$ 22,968,992**	**$ 28,977,161**	**$ 27,744,000**	**$ 28,058,600**	**$ 28,058,600**	**$ -**



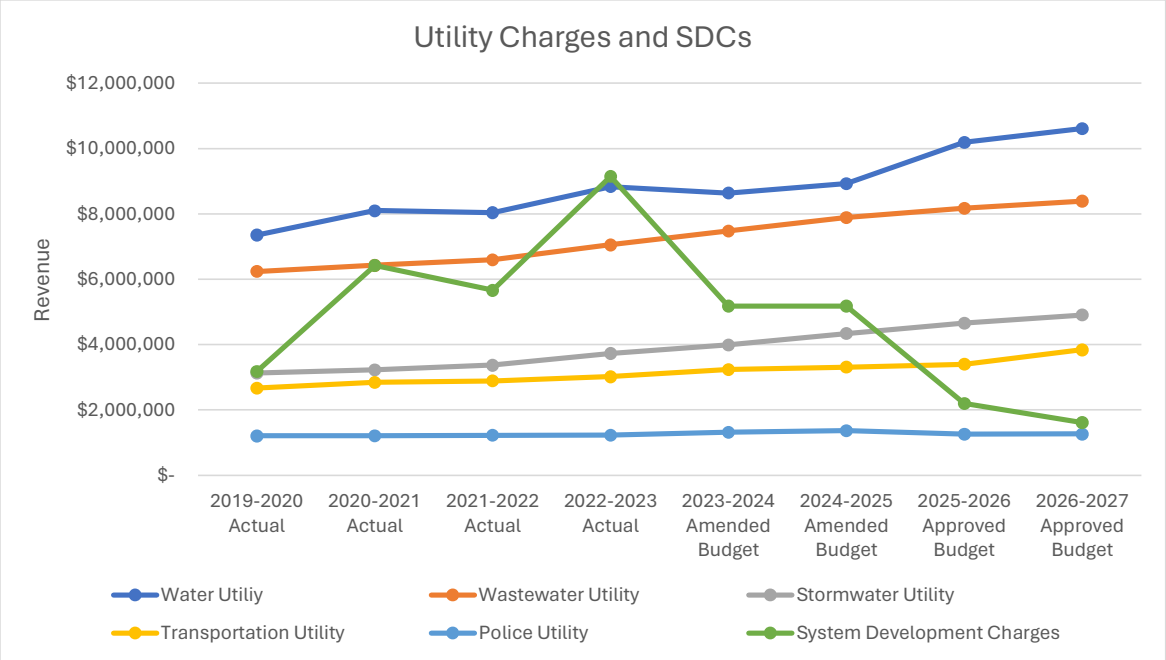
Charges for Services

Charges for Services consists primarily of utility service charges and system development charges (SDCs). Utility service charges include water, wastewater, pavement maintenance, public safety, and stormwater. These charges are billed monthly to all utility customers throughout the City. The amount of the charge is based on the cost to provide the service, which is informed by individual utility master plans and rate studies. Utility charges are adopted by resolution of the City Commission in accordance with the City Charter. Revenues are estimated based on number of utility customers (total connections) times approved rates, which include allowances for annual inflationary adjustments of 3%. System development charges are driven by development, billed at the time of the issuance of a building permit, and vary from year to year.

Charges for Services also includes fees charged to users of various city services, such as parks, library services and cemetery. Revenue estimates for these charges are based on projected users derived from previous trend analysis for the past six years assuming a 1% annual growth or other adjustments as requested by departments.

A breakdown of Charges for Services is shown in the table below. The chart below shows utility service charge revenue and SDC revenue, specifically. The data shown is for the upcoming biennium and the previous three biennia.

Type of Charge	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Water Utility	$ 15,458,794	$ 16,876,150	$ 17,570,400	$ 20,806,700	$ 20,806,700	$ -
Wastewater Utility	12,670,166	13,656,672	15,368,100	16,563,900	16,563,900	-
Stormwater Utility	6,358,291	7,101,957	8,325,900	9,562,000	9,562,000	-
Transportation Utility	5,508,085	5,906,227	6,547,800	7,239,900	7,239,900	-
Police Utility Fee	2,418,631	2,450,296	2,686,700	2,517,400	2,517,400	-
System Development Charges	9,606,716	14,809,695	10,360,000	3,815,000	3,815,000	-
Parks & Recreation User Fees	604,242	1,789,499	1,591,900	1,988,800	1,988,800	-
Planning & Review Fees	2,031,253	1,496,857	1,305,500	1,057,900	1,057,900	-
Code Enforcement & Parking	389,497	708,732	870,200	440,400	440,400	-
Cemetery Fees	657,754	680,852	566,600	741,600	741,600	-
Other	876,922	910,663	839,900	829,000	829,000	-
Total Charges for Services	**$ 56,580,351**	**$ 66,387,599**	**$ 66,033,000**	**$ 65,562,600**	**$ 65,562,600**	**$ -**

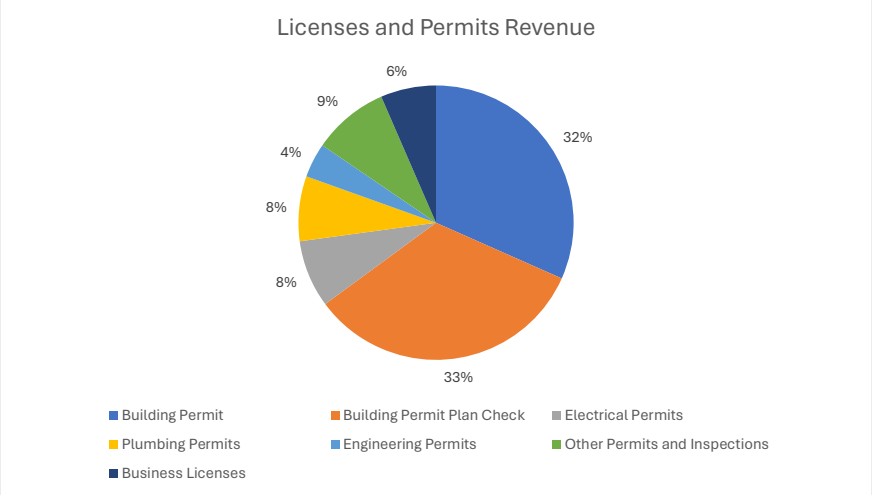


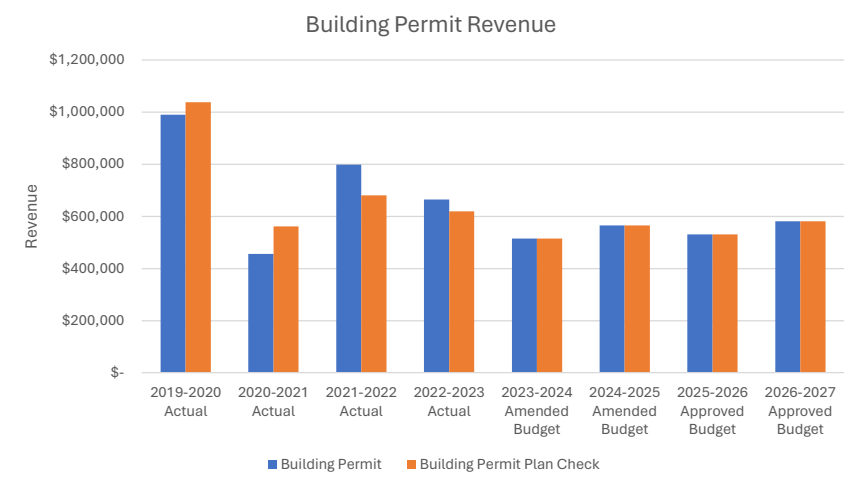
Licenses and Permits

The table and chart below show the various types of license and permit revenue. Building permits make up the largest share of all permitting revenue at 30%. The subsequent chart compares building permit revenues on an annual basis for the upcoming biennium and the previous three biennia.

Permit estimates are based on historical information including number of permits issued and projected building activity based on number of building and engineering plans and land use applications submitted.

License / Permit Type	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Building Permit	$ 1,445,491	$ 1,463,695	$ 1,080,000	$ 1,112,500	$ 1,112,500	$ -
Building Permit Plan Check	1,599,086	1,300,668	1,080,000	1,112,500	1,112,500	-
Electrical Permits	470,660	628,052	430,800	444,000	444,000	-
Plumbing Permits	539,221	521,840	500,800	516,200	516,200	-
Engineering Permits	220,259	192,046	110,000	110,000	110,000	-
Other Permits and Inspections	474,551	483,634	328,300	337,700	337,700	-
Business Licenses	420,272	449,632	418,000	308,000	308,000	-
Total Licenses and Permits	**$ 5,169,540**	**$ 5,039,567**	**$ 3,947,900**	**$ 3,940,900**	**$ 3,940,900**	**$ -**





Pass-Through Revenue

A local government may collect taxes, fees, or charges on behalf of other governmental entities that are then paid, on a pass-through basis, to another local government under an intergovernmental agreement or statute. The City is required to budget these collections as pass-through revenues and the remittances as special payments. The following chart shows the pass-through payments collected by the City and the funds where they are recorded. State and County fines were recorded.

Fund	Type of Charge	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
General	State and County Fines	$ 480,587	$ 367,406	$ 725,000	$ 400,000	$ 400,000	$ -
Planning	School Excise Tax	848,736	1,046,568	1,200,000	600,000	600,000	-
Building	Metro Excise Tax	177,998	193,444	230,000	237,000	237,000	-
Building	State Surcharge	317,028	345,376	379,600	391,100	391,100	-
Water	South Fork Connection Charges	624,041	691,891	1,300,000	280,000	280,000	-
Wastewater	Tri-City Connection Charges	1,524,998	4,861,031	3,600,000	940,000	940,000	-
Wastewater	Tri-City Service Charges	9,952,832	10,827,285	11,364,000	12,545,400	12,545,400	-
Total Pass-Through Revenue		**$ 13,926,220**	**$ 18,333,001**	**$ 18,798,600**	**$ 15,393,500**	**$ 15,393,500**	**$ -**

Internal Service Charge Revenue

Services are provided between City departments daily. Each department providing a service is reimbursed a "charge for service" which is then recorded as an expenditure in the department receiving that service. The City calculates these charges based on the approximate time spent and other associated fees. It is important that each City function recover its cost of service, even internally, so that funds entrusted by the public are used for intended purposes and in accordance with applicable laws and regulations. The City Recorder has not charged for services in the past. The City Recorder department and property/liability insurance internal service charges have been added to the 2025-2027 biennium.

The table below shows the departments that incur expenditures for the internal services they receive, along with the departments that provide, and are reimbursed for, those services.

	Revenue													
	General Fund													
Expenditure	City Manager	Communications	City Recorder	Finance	Human Resources	Information Technology	GIS	Facilities	General Government	Planning Fund	Engineering Fund	Utility Customer Service Fund	Department Subtotal*	Fleet Maintenance Fund	TOTAL
General Government										520,800	22,400		543,200	16,700	
Police													-	230,000	
Code Enforcement													-	37,000	
Parks Maintenance													-	143,500	
Cemetery													-	14,500	
Library	79,800	45,000	62,000	66,800	124,400	122,400	13,100	115,200	172,300				801,000	26,900	
Planning	45,000	22,600	32,000	38,400	30,800	158,600		28,400	33,700				389,500	1,100	
Building	99,000	49,600	62,000	49,400	67,600	272,600	52,900	62,600	67,800				783,500	12,200	
Engineering	31,200	15,600	24,400	29,000	21,400	168,700	32,800	19,800	38,200				381,100	2,600	
Transportation	110,800	55,600	68,600	133,800	75,800	100,800	60,300	70,200	173,300	24,000	159,300		1,032,500	462,800	
Pavement Maintenance				68,800		64,800	13,700					498,200	645,500		
Equipment Replacement				28,400									28,400		
Water	114,600	57,400	70,600	273,400	78,200	177,600	72,000	72,400	238,300	52,800	201,500	1,355,600	2,764,400	359,500	
Wastewater	91,600	45,600	57,800	395,200	62,400	151,200	73,800	57,800	143,800	52,800	881,900	1,139,800	3,153,700	383,800	
Stormwater	86,000	43,000	54,800	88,800	58,600	122,400	64,600	54,400	121,200	52,800	84,800	571,700	1,403,100	425,800	
Fleet Service	17,800	9,000	200	9,200	12,200	12,000		11,400	18,900				90,700		
Utility Customer Service	51,400	25,600	28,600		35,000	113,800	4,500	32,400	33,300				324,600	4,200	
South Fork Water Board														6,000	
Total Internal Service Charges	**$727,200**	**$369,000**	**$461,000**	**$1,181,200**	**$566,400**	**$1,464,900**	**$387,700**	**$524,600**	**$1,040,800**	**$703,200**	**$1,349,900**	**$3,565,300**		**$2,126,600**	**$14,467,800**

* Subtotal represents total internal service charges by department, excluding vehicle maintenance internal service charges, which are included in total internal service charge revenue, but are presented in each department's expenditure budget in the "Repair and Maintenance Services" and "Gas/Diesel/Fuel" categories.

General Fund

Overview

The General Fund is the principal operating fund of the City and is used to account for all revenues and expenditures that are not required to be recorded in another fund. General Fund revenues include property taxes, fees and charges for services, income from other agencies, interest, and transfers in from other funds. General Fund expenditures include program costs for services provided by the City Commission, City Manager, Communications, City Recorder, Finance, Municipal Court, Human Resources, Economic Development and Information Technology (service area departments grouped as Policy and Administration), and the Police and Parks and Recreation departments. Additional requirements include transfers to other funds for capital improvement projects and support for programs in those funds.

In the General Fund, it is important to carry over sufficient unappropriated ending fund balance (an amount not appropriated for spending in the previous year) to provide cash flow for specific operations until current year revenues are received; payroll and bills need to be paid for several months prior to when property taxes are collected. Additionally, maintaining an emergency ending reserve in the event of revenue losses, state mandates, or natural disasters provides stability to meet the City's current and future needs. The target amount is 27% of the annual operating budget, or $9.5 million. The General Fund Operating Contingency at $5.1 million and Unappropriated Fund Balance at $6.0 million total approximately $11.0 million, or 30%, at the end of the biennium, with an additional $1.3 million reserved for future program expenditures. These reserves include funding restricted for the Tourism Program, the Metro Enhancement Grant program, Department of Justice Forfeiture funds, and Opioid Settlement funds.

Total resources and requirements in the General Fund are shown below for the 2025-2027 biennium and the previous three biennia.

General Fund	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 9,816,801	$ 11,157,579	$ 12,256,500	$ 13,827,900	$ 13,827,900	$ -
Property Taxes	28,057,100	30,401,159	32,927,800	36,375,000	37,319,000	-
Franchise Fees	7,981,985	9,076,420	9,062,700	10,764,100	10,764,100	-
Intergovernmental	5,538,979	13,442,485	4,533,900	5,264,500	5,264,500	-
Charges for Services	2,352,630	3,869,033	3,674,700	3,759,000	3,759,000	-
Pass-Through Revenues	480,588	367,406	725,000	400,000	400,000	-
Internal Service Charges	2,133,100	2,556,680	4,042,700	6,772,400	6,722,800	-
Licenses and Permits	428,402	449,882	419,000	308,000	308,000	-
Fines and Penalties	1,800,112	1,584,354	2,205,000	2,220,000	2,220,000	-
Assessments and Other Taxes	1,264,370	1,420,639	1,687,200	817,800	817,800	-
Miscellaneous Income	1,777,274	1,383,458	721,600	703,600	703,600	-
Interest Income	614,506	585,523	405,000	1,277,600	1,277,600	-
Other Financing Sources	-	373,032	367,600	1,271,100	1,271,100	-
Total Resources	**$ 62,245,847**	**$ 76,667,650**	**$ 73,028,700**	**$ 83,761,000**	**$ 84,655,400**	**$ -**
Requirements by Department						
Policy & Administration	$ 10,648,131	$ 12,041,136	$ 15,495,000	$ 18,543,600	$ 18,348,600	$ -
Police	22,627,559	24,977,375	27,753,700	29,952,700	30,577,700	-
Parks and Recreation	9,518,040	11,214,487	12,453,500	13,148,100	13,148,100	-
General Government	4,586,949	4,452,532	5,174,900	4,570,900	4,570,900	-
Pass-Through Expenses	480,904	364,723	725,000	400,000	400,000	-
Principal & Interest	-	299,483	633,800	1,170,700	1,170,700	-
Transfers Out	3,226,685	9,377,462	3,317,229	4,104,000	4,084,000	-
Contingency	-	-	1,030,271	4,579,000	5,063,400	-
Reserved for Future Expenditure	-	-	1,294,500	1,318,700	1,318,700	-
Unappropriated Fund Balance	11,157,579	13,940,452	5,150,800	5,973,300	5,973,300	-
Total Requirements	**$ 62,245,847**	**$ 76,667,650**	**$ 73,028,700**	**$ 83,761,000**	**$ 84,655,400**	**$ -**

Budget Highlights

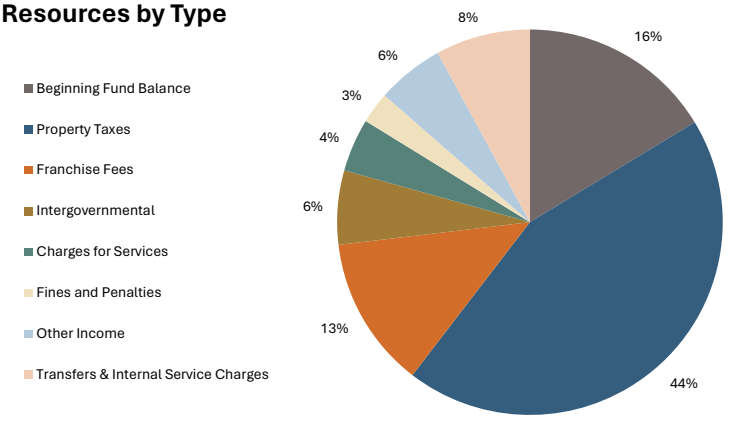
The 2025-2027 biennial revenues (excluding beginning fund balance, internal service charges and transfers) increased over last biennial budget by a combined total of $7.4 million, or approximately 13.0%. Total expenditures (excluding transfers, internal service charges and contingencies) increased by a combined total of $5.6 million, or approximately 8.9%.

Property tax growth makes up most of the increase to revenues as these continue to be the largest revenue source for the general fund, at 44% of total resources. Property tax revenues are expected to increase over the next two years due to projected 3.5% increases in assessed value for each of the two years. Franchise fees (paid by utility companies for their use of public rights-of-way), are projected to stay relatively stable over the next biennium. Intergovernmental revenue is expected to increase by $0.7 million due to the receipt of funds for a community court program. Revenue sources, such as Charges for Services and Fines and Forfeitures, are included in the budget at an increased amount compared to the prior biennium.

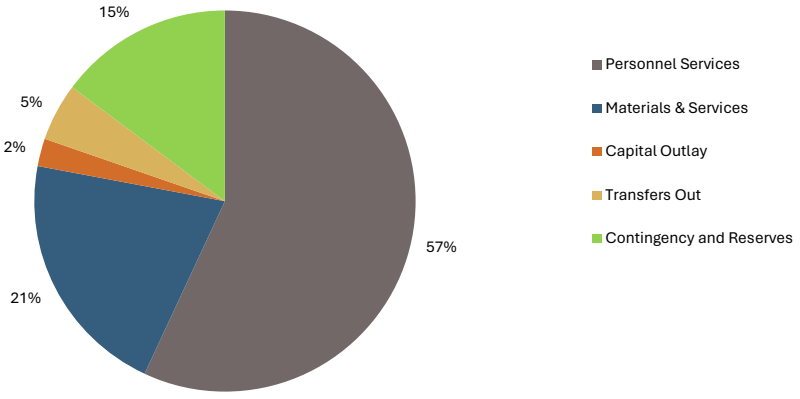
Increases to General Fund expenditures can be attributed to an increase in Personnel Services costs due to annual cost of living adjustments and step increases for employees, coupled with anticipated health insurance and PERS rate increases. These items contributed to a 10.4% increase in General Fund personnel expenditures. Materials and Services costs increased by 3.0% due to several continued initiatives associated with specific Commission goals. This includes a Diversity, Equity and Inclusion initiative, various Economic Development initiatives, and initiatives to help reduce homelessness. Capital outlay expenditures reflect continued focus on deferred capital maintenance, remaining relatively flat as compared to the prior biennium.

The charts below show the relative percentages of resources by type, and requirements by category, for the biennium.

Resources by Type

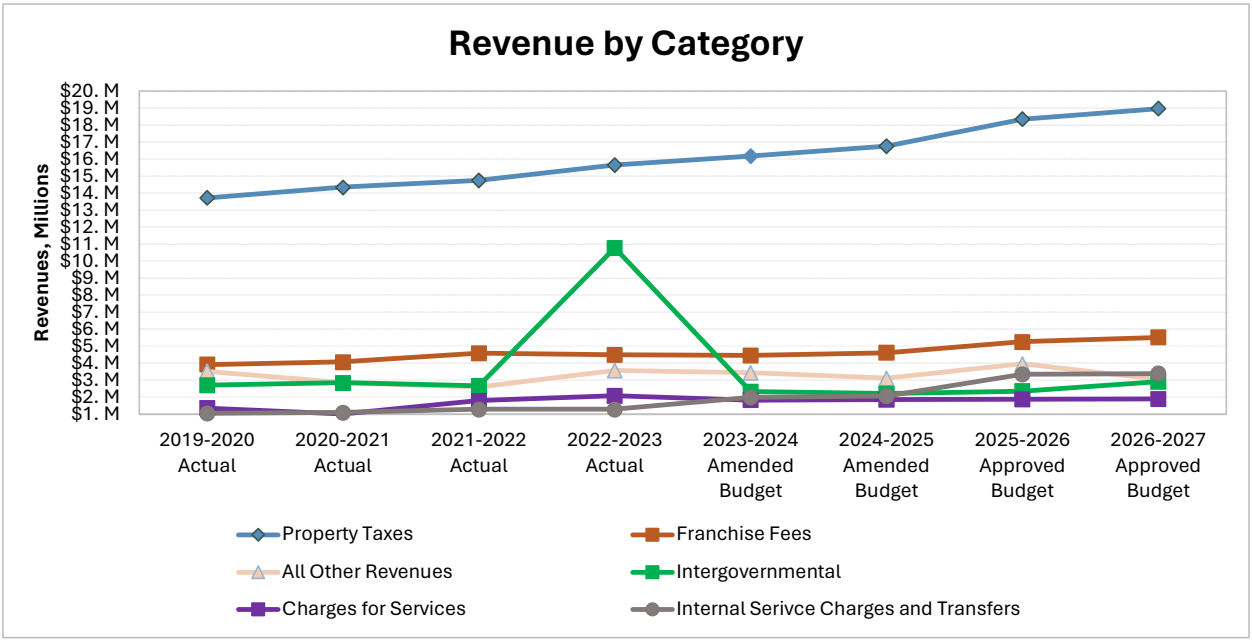


Requirements by Category



General Fund Revenues

The chart below shows General Fund revenues by category over time.

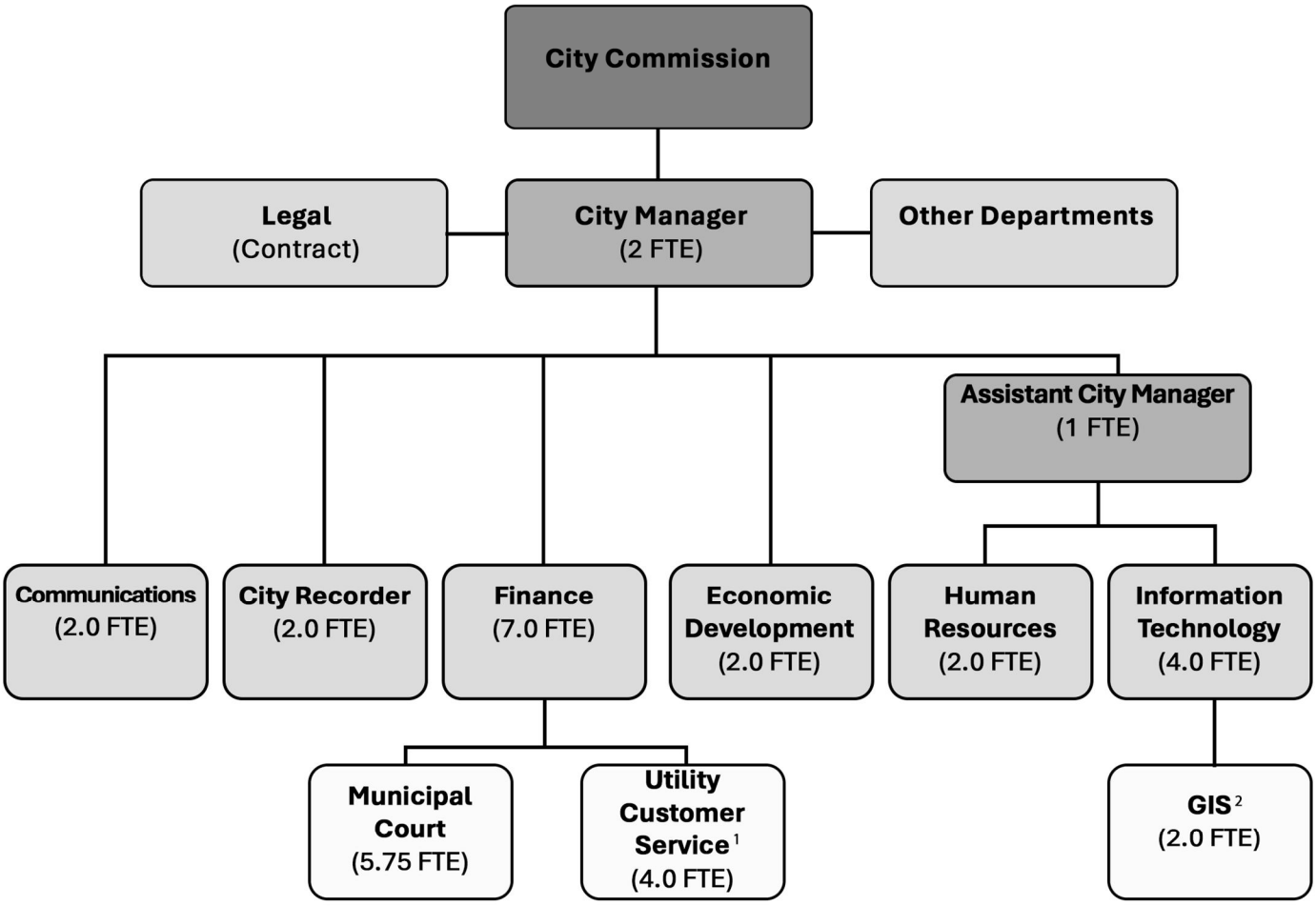


General Fund Expenditures

The following sections contain further detail on General Fund expenditures by category.

General Fund	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Requirements by Category						
Personnel Services						
Salaries	$ 18,680,707	$ 20,836,132	$ 24,675,100	$ 25,672,600	$ 26,059,900	$ -
Benefits	13,558,924	14,748,299	18,081,400	21,179,600	21,473,300	-
Total Personnel Services	32,239,631	35,584,431	42,756,500	46,852,200	47,533,200	-
Materials & Services						
Professional & Technical Services	2,317,493	3,293,165	3,274,600	3,630,900	3,505,900	-
Repair & Maintenance Services	3,434,988	4,472,963	4,364,900	4,059,500	4,059,500	-
Other Services	1,746,959	1,873,984	2,201,300	2,740,100	2,740,100	-
Employee Costs	401,528	525,433	644,900	698,200	698,200	-
Operating Materials & Supplies	841,212	1,037,542	1,028,400	991,400	991,400	-
Office & Administrative Supplies	870,682	982,731	1,134,000	1,169,100	1,169,100	-
Special Programs	1,653,802	761,442	1,396,100	1,666,900	1,610,900	-
Pass-Through Payments	480,904	364,723	725,000	400,000	400,000	-
Community Programs & Grants	1,372,610	839,454	1,754,000	1,902,200	1,832,200	-
Internal Service Charges	540,400	451,200	517,200	543,200	543,200	-
Total Materials & Services	13,660,578	14,602,637	17,040,400	17,801,500	17,550,500	-
Capital Outlay	1,961,374	2,863,185	1,805,200	1,961,600	1,961,600	-
Principal & Interest	-	299,483	633,800	1,170,700	1,170,700	-
Transfers Out	3,226,685	9,377,462	3,317,229	4,104,000	4,084,000	-
Contingency	-	-	1,030,271	4,579,000	5,063,400	-
Reserved for Future Expenditure	-	-	1,294,500	1,318,700	1,318,700	-
Unappropriated Fund Balance	11,157,579	13,940,452	5,150,800	5,973,300	5,973,300	-
Total General Fund	**$ 62,245,847**	**$ 76,667,650**	**$ 73,028,700**	**$ 83,761,000**	**$ 84,655,400**	**$ -**

POLICY AND ADMINISTRATION



Total FTE 33.75

This chart reflects the City's organizational reporting structure. For information about how budgeted expense is allocated to, and reported within, funds and departments, see the Personnel portion of the Additional Information section at the end of this document.

[1] *Utility Customer Service personnel report to Finance. However, the budgeted expense associated with the FTE are reported within the Utility Billing Fund.*

[2] *GIS personnel report to Information Technology. However, the budgeted expense associated with the FTE are allocated between the General Fund and various Public Works funds.*

POLICY AND ADMINISTRATION

OVERVIEW

The Policy and Administration departments connect the City with the public; they provide the organizational and business management foundation for the City. They include a wide variety of functions that encompass the areas of civic leadership, communication and engagement, administrative support, strategic planning, economic development, city management, financial management and services, customer service, municipal court, human resource and risk management, information technology, and records management.

The City Commission and City Manager are the focal points of resident requests for service. The City Manager, acting with the Commission's direction, guides the various departments.

DEPARTMENT GOALS

- To provide leadership, engaged governance, and responsive customer service, and to be transparent, efficient and effective with public funds
- To oversee and implement the City Commission Goals as established for the 2025-2027 biennium

SIGNIFICANT BUDGET CHANGES

- Includes the addition of a full-time Community Engagement Specialist and limited duration Municipal Court FTE, offset by a 0.97 net decrease in City Recorder and Economic Development part-time for a net FTE increase of 1.07
- Professional and Technical Services includes additional funding for Diversity, Equity and Inclusion initiatives related to the City Commission's goals
- Capital Outlay includes additional funding for implementation to move software to a full virtual environment
- Pass-through payments include fines collected on behalf of county and state agencies

POLICY AND ADMINISTRATION EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 3,966,939	$ 4,298,698	$ 5,261,400	$ 6,137,900	$ 6,137,900	$ -
Benefits	2,665,271	2,870,300	4,390,600	5,307,700	5,307,700	-
Total Personnel Services	6,632,210	7,168,997	9,652,000	11,445,600	11,445,600	-
Materials & Services						
Professional & Technical Services	987,011	1,578,011	1,281,200	1,703,500	1,578,500	-
Repair & Maintenance Services	626,443	984,865	812,200	816,200	816,200	-
Other Services	365,836	288,912	305,300	368,400	368,400	-
Employee Costs	135,940	158,324	256,100	268,300	268,300	-
Operating Materials & Supplies	21,280	16,236	25,200	20,000	20,000	-
Office & Administrative Supplies	196,151	240,656	382,800	395,000	395,000	-
Special Programs	132,360	169,763	184,000	391,200	391,200	-
Pass-Through Payments	480,904	364,723	725,000	400,000	400,000	-
Community Programs & Grants	1,372,610	839,454	1,754,000	1,902,200	1,832,200	-
Total Materials & Services	4,318,535	4,640,944	5,725,800	6,264,800	6,069,800	-
Capital Outlay	178,290	595,918	842,200	1,233,200	1,233,200	-
Debt Service	-	252,931	551,800	1,091,400	1,091,400	-
Total Policy & Administration	$ 11,129,035	$ 12,658,790	$ 16,771,800	$ 20,035,000	$ 19,840,000	$ -

CITY COMMISSION

OVERVIEW

The Oregon City Commission is composed of the Mayor and four Commissioners elected by the residents of Oregon City. The Commission provides legislative and policy leadership for City government. The Mayor and Commissioners are elected to four-year terms. Elections are held in even numbered years, with two Commissioners elected at large. The next Mayoral election is scheduled for 2026. The City Commission also composes five of the ten Budget Committee members, while the other five resident members are appointed. The Commissioners are also the governing board for the Oregon City Urban Renewal Commission, along with two appointed resident members.

City Commission business meetings occur twice a month and work sessions are held once a month. City Commissioners receive no compensation for their time. They are reimbursed for expenses incurred during their time of service.

GOALS AND ACCOMPLISHMENTS

Every two years, the City Commission prepares goals and priorities for the upcoming biennium. These goals provide major policy direction for the coming years, specifically as they relate to budget and time allocations. The Commission Goals are listed in the Introduction section of this document and are summarized below. Accomplishments are reflected throughout this document.

- Invest in City Facilities and Infrastructure
- Improve the City's Park Lands and Natural Resources
- Support Economic Development and Tourism throughout Oregon City
- Increase Community Engagement Opportunities
- Create a Diverse, Equitable, Inclusive, and Safe Community and Workplace
- Increase Housing Opportunities
- Reduce Homelessness in Oregon City

CITY COMMISSION EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Materials & Services						
Professional & Technical Services	$ 149,543	$ 185,220	$ 100,000	$ 120,000	$ 120,000	$ -
Other Services	7,440	21,918	27,000	22,000	22,000	-
Employee Costs	59,686	78,572	91,000	100,500	100,500	-
Office & Administrative Supplies	21,747	32,463	39,700	35,800	35,800	-
Special Programs	123,214	152,105	152,000	9,400	9,400	-
Community Programs & Grants	2,156	5,788	4,000	6,000	6,000	-
Total Materials & Services	363,786	476,066	413,700	294,500	294,500	-
Total City Commission	$ 363,786	$ 476,066	$ 413,700	$ 294,500	$ 294,500	$ -

Prior to the 2025-2027 biennium, Communications expenditures were recorded in the City Commission and City Manager departments.

BUDGET HIGHLIGHTS

Professional & Technical Services include legal costs relating to attending meetings and addressing Commission specific ordinances and issues.

Employee Costs include League of Oregon Cities annual membership and training.

Office & Administrative Supplies include meeting expenses, commissioner electronic equipment, and miscellaneous costs.

City Manager

Overview

The City Manager is appointed by the Commission and serves as the Chief Executive Officer of the City. The City Manager is responsible for ensuring that the organization carries out the goals, objectives, policies and directions of the City Commission. It is the City Manager's responsibility to advise the City Commission in its deliberations on all business and policy matters. The City Manager assists the City Commission in developing their vision, goals, and policies. The City Manager is responsible for communicating the activities and actions of the City to the Commission, staff and the public. The City Manager is also charged with administering the day-to-day operations of the City, and for ensuring enforcement of the laws, regulations, and ordinances within the City's jurisdiction. Additionally, the City Manager serves as the City's Budget Officer.

The City Manager's Office is dedicated to the principles of effective, democratic and transparent local government and to the highest ethical standards as adopted by the International City Management Association. The Office strives to deliver services fairly and sustainably, recognizing that the best interests of the entire community should be considered in each decision. The City Manager and staff acknowledge and respect the values of Oregon City as reflected in the decisions rendered through its governing body.

Accomplishments

The accomplishments of the City Manager's Office are reflected through the efforts of the entire municipal organization. Each department and program strives to achieve the goals of the Commission as established for the entire City. It is the goal of this office to support achievement of those goals, while taking on specific projects and leadership where needed to obtain desired outcomes. The major accomplishments of the City are documented throughout each department and project. Overall, the City Manager's accomplishments were as follows:

- Project work plans were developed to support all major Commission goals and objectives
- Progress on Commission goals was monitored and communicated

Goals and Projects

This department provides overall administration of the municipal organization. Thus, the goals of the Office are to implement the broad City-wide goals adopted by the City Commission. Specifically, the goals of the City Manager are:

- To maintain City services and daily operations to meet the needs of the community
- To implement and complete the Commission goals throughout each City department within the required time frame
- To support the Mayor and City Commission activities
- To provide leadership, guidance and direction to every City department
- To ensure City departments are engaged and proactively manage issues and achieve stated goals
- To support and direct communication, internally and externally
- To pursue and sustain intergovernmental and community relationships and partnerships
- To evaluate, develop, and implement strategies to provide municipal services in a cost effective and efficient manner

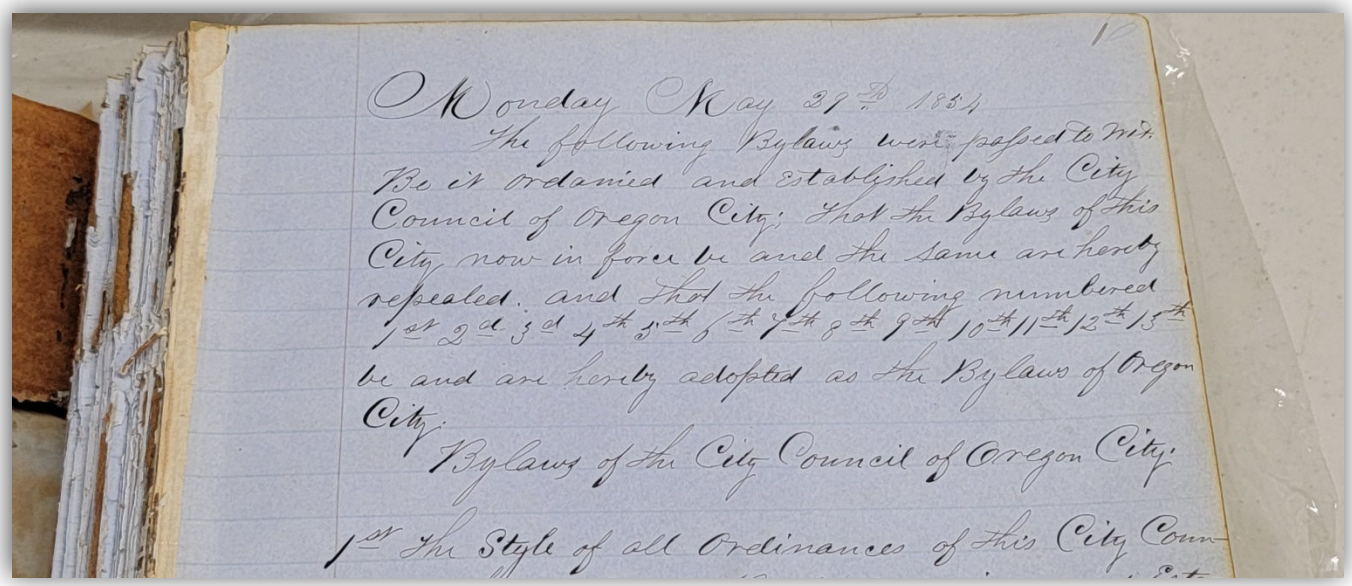
CITY MANAGER EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 695,292	$ 735,388	$ 1,110,400	$ 976,700	$ 976,700	$ -
Benefits	493,789	501,955	804,700	745,800	745,800	-
Total Personnel Services	1,189,081	1,237,343	1,915,100	1,722,500	1,722,500	-
Materials & Services						
Professional & Technical Services	74,672	74,404	92,000	72,000	72,000	-
Repair & Maintenance Services	(156)	5,195	4,000	-	-	-
Employee Costs	16,914	7,451	21,200	18,000	18,000	-
Office & Administrative Supplies	13,150	14,517	22,400	10,100	10,100	-
Community Programs & Grants	3,724	27,969	20,000	-	-	-
Total Materials & Services	108,304	129,536	159,600	100,100	100,100	-
Capital Outlay	-	54,079	-	-	-	-
Debt Service	-	17,285	-	-	-	-
Total City Manager	$ 1,297,385	$ 1,438,243	$ 2,074,700	$ 1,822,600	$ 1,822,600	$ -

Prior to the 2025-2027 biennium, Communications expenditures were recorded in the City Commission and City Manager departments.

BUDGET HIGHLIGHTS

The 2025-2027 budget shows a decrease over last biennial budget due to the creation of a new Communications department. City communications staff and communication programs costs were reallocated to the new department as well.


Monday May 21st 1854
The following Bylaws were passed to wit
Be it ordained and established by the City
Council of Oregon City; That the Bylaws of this
City now in force be and the same are hereby
repealed. and that the following numbered
1st 2d 3d 4th 5th 6th 7th 8th 9th 10th 11th 12th 13th
be and are hereby adopted as the Bylaws of Oregon
City.
Bylaws of the City Council of Oregon City.
1st The Style of all Ordinances of this City Com-

COMMUNICATIONS

OVERVIEW

The Communications department is tasked with utilizing existing and identifying new tools to help ensure residents are well informed about what is happening within their City and with providing residents the opportunity and options for involvement that best suit them and their goals.

ACCOMPLISHMENTS

- Oversaw a redesign of the popular Trail News publication to meet the City's brand standards
- Nearly doubled Facebook following and grew Instagram following by 58%
- Completed a brand confirmation process to bring City's materials in line with matching brand standards
- Created the Ivy League, a volunteer group that works to remove invasive English ivy from public property in Oregon City
- Supported the Neighborhood Associations, increasing the total number of active associations to increase to 11
- Fostered positive relationship with Citizen Involvement Committee and worked with the group to formulate a budget solution that satisfied the group's goals
- Increased resident approval of communications in the latest Community Survey

GOALS AND PROJECTS

- Identify possible changes to Trail News that allow for increased communication while lessening the budgetary impact of rising costs
- Continue to grow volunteer base for Ivy League and identify other opportunities
- Work with departments to increase content to share with residents to further highlight the high level of work that City staff perform on a regular basis
- Increase the number of active subscribers to the City's E-Trail News email newsletter

COMMUNICATIONS EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ -	$ -	$ -	$ 367,500	$ 367,500	$ -
Benefits	-	-	-	311,100	311,100	-
Total Personnel Services	-	-	-	678,600	678,600	-
Materials & Services						
Professional & Technical Services	-	-	-	15,000	15,000	-
Repair & Maintenance Services	-	-	-	1,400	1,400	-
Employee Costs	-	-	-	4,000	4,000	-
Operating Materials & Supplies	-	-	-	2,000	2,000	-
Office & Administrative Supplies	-	-	-	22,300	22,300	-
Special Programs	-	-	-	180,000	180,000	-
Community Programs & Grants	-	-	-	21,200	21,200	-
Total Materials & Services	-	-	-	245,900	245,900	-
Total Communications	$ -	$ -	$ -	$ 924,500	$ 924,500	$ -

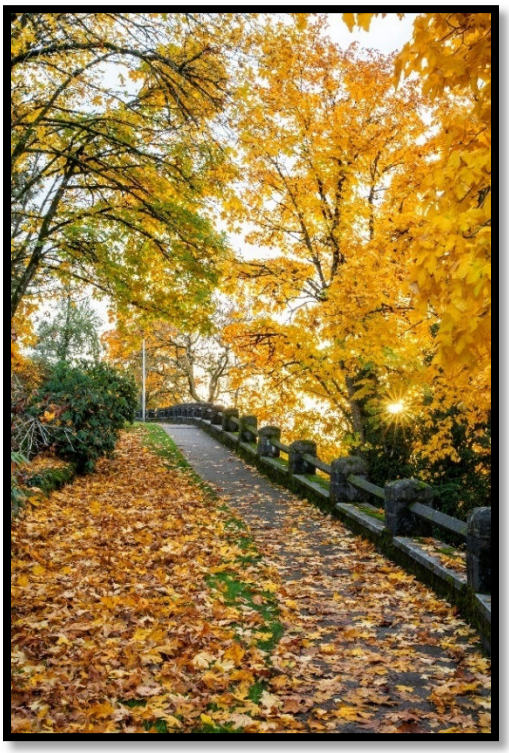
Prior to the 2025-2027 biennium, Communications expenditures were recorded in the City Commission and City Manager departments.

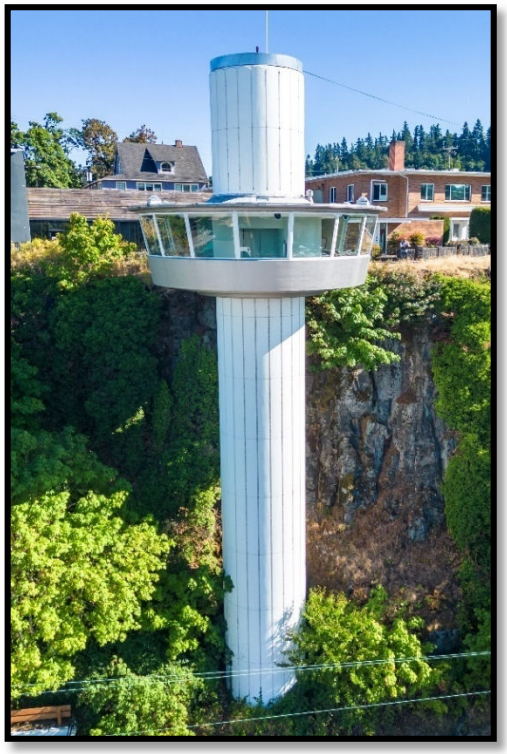
BUDGET HIGHLIGHTS

The Communication/Community Engagement budget encompasses line items from the City Commission and City Manager's divisions for the prior biennium. These items are being consolidated into one separate budget for the coming biennium.

Special Programs are as follows:

Trail News	$ 90,000
Neighborhood groups	90,000
Total	$ 180,000





CITY RECORDER

OVERVIEW

The Mission of the City Recorder is to accurately maintain the proceedings of the City Commission; manage and provide accessibility to all official records of the City; administer regular and special municipal elections; provide for a City-wide records management program; coordinate the agenda process for City Commission meetings; facilitate codification of the City Code; and manage the administration of City boards and committees.

ACCOMPLISHMENTS

- Conducted comprehensive update to the audio-video system at the Libke Public Safety Building
- Successfully conducted the May 16, 2023 Special Election (Urban Renewal Debt Authorization ballot measure) and November 5, 2024 General Election
- Continued progress on a variety of goals from the Records Management Strategic Plan 2019-2023, including an evaluation of current electronic records management software capacity and determined next steps
- Developed and managed the new intergovernmental agreement with Clackamas County for storage of physical records, reducing storage costs and enabling cost-effective scanning options
- Efficiently processed a minimum of 431 public records requests in the 2023-2025 budget cycle
- Successfully hired and trained a new Assistant City Recorder, as well as provided records management and agenda management training across all departments
- Continued to electronically archive records in the Oregon Records Management Solution (ORMS) cloud-based database

GOALS AND PROJECTS

- Develop and implement a renewed Records Management Strategic Plan, which includes an analysis of current business processes, database integrations, compliance metrics, and adds newly arisen information technology improvement efforts
- Implement automated solutions for records management and embed records management in our normal business practices
- Improve public access to our public officials and meetings through improved live-streaming and online forms
- Continue to digitize large volumes of physical records stored offsite and at City Hall
- Improve the resilience of our electronic records management system to ensure continuity of operations during emergencies

City Recorder Performance Measures

	2020	2021	2022	2023	2024	2025 est.
Records electronically archived	224,117	237,608	275,202	286,302	299,840	301,052
Public records request processed	203	236	283	233	226	64

CITY RECORDER EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 322,641	$ 323,831	$ 414,100	$ 407,800	$ 407,800	$ -
Benefits	198,634	209,047	306,300	331,700	331,700	-
Total Personnel Services	521,275	532,878	720,400	739,500	739,500	-
Materials & Services						
Professional & Technical Services	19,904	46,870	49,600	38,400	38,400	-
Repair & Maintenance Services	119,454	100,067	92,300	128,800	128,800	-
Other Services	183,952	183,195	220,000	241,300	241,300	-
Employee Costs	5,068	5,510	13,400	13,000	13,000	-
Office & Administrative Supplies	10,693	25,364	35,200	28,200	28,200	-
Total Materials & Services	339,071	361,006	410,500	449,700	449,700	-
Capital Outlay	111,867	-	71,200	20,000	20,000	-
Debt Service	-	-	9,100	-	-	-
Total City Recorder	$ 972,213	$ 893,884	$ 1,211,200	$ 1,209,200	$ 1,209,200	$ -

BUDGET HIGHLIGHTS

The budget includes funds for professional assistance with scanning large volumes of documents stored offsite and at city facilities.

Professional & Technical Services relate to legal expenses, updating city code, as well as technical consultants for assistance with audio-visual equipment.

Other Services consists of the following:

Recording of meetings	$ 205,000
Bulk records scanning	15,000
Minutes transcription	12,000
Physical records scanning	6,300
Shredding	3,000
Total	$ 241,300

Repair & Maintenance Services represent program software maintenance costs:

Electronic Records Management	$ 71,000
Public records request portal	21,000
Agenda management	21,000
Audio/Visual equipment maintenance	8,000
Boards & committee software	5,800
Other	2,000
Total	$ 128,800

FINANCE

OVERVIEW

The Finance Department supports responsible planning and management of the City's financial resources. Core services include: financial accounting and reporting, financial analysis, budget administration, treasury and debt management, accounts receivable/collections, administration, payroll, accounts payable, and compliance.

Finance forecasts operating fund balance reserves, revenues, and expenditures, to support policy decisions and guide in the development of the biennial budget. The department coordinates the budget process and provides analyst support to the City Manager and departments for budget decisions.

Treasury and debt functions involve protecting and investing the City's cash assets, including banking and investment advisory services, and monitoring the City's debt portfolio and making recommendations on the structure of debt issuances. General accounting includes oversight of financial transactions, receipt of utility payments and general revenues, and processing vendor payments.

Finance prepares the City for annual financial audits required under Oregon law and prepares and issues the Annual Comprehensive Financial Report. Finance also prepares the City for Federal grant audits, when applicable.

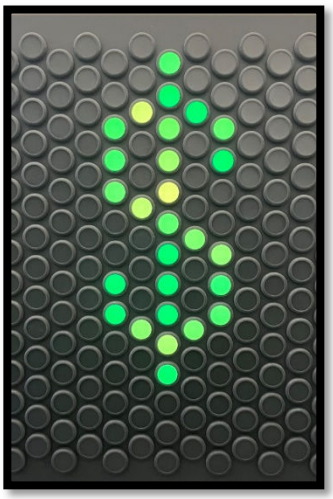
The Department performs internal compliance and financial reviews and audits on a periodic basis and recommends control procedures for departments. Finance also provides general accounting services for South Fork Water Board.

ACCOMPLISHMENTS

- Completed annual audits and financial reports for City of Oregon City, Oregon City Urban Renewal Agency and South Fork Water Board (no audit findings)
- Received Award for Distinguished Budget Presentation for 2023-2025 biennium
- Received Award for Excellence in Financial Reporting for the years ended June 30, 2022 and 2023. Submitted June 30, 2024 annual financial report for award consideration
- Implemented a new Investment Policy and enhanced the City's financial investment portfolio securing $60 million in investments at a 4.5% interest rate
- Implemented new budgeting and financial forecasting software

GOALS AND PROJECTS

- Develop a robust long term forecasting model
- Continue to expand utilization of existing software for project accounting for capital projects, grants, and other restricted resources
- Develop and implement a formal Indirect Cost Allocation Plan
- Strengthen purchasing policy and procedures and train departments for greater effectiveness as well as incorporating the City's Diversity, Equity and Inclusion (DEI) initiative



FINANCE EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 988,644	$ 977,399	$ 1,055,700	$ 1,153,400	$ 1,153,400	$ -
Benefits	631,705	676,171	790,500	934,800	934,800	-
Total Personnel Services	1,620,349	1,653,570	1,846,200	2,088,200	2,088,200	-
Materials & Services						
Professional & Technical Services	5,452	45,174	29,600	185,500	185,500	-
Repair & Maintenance Services	85,115	89,021	112,900	-	-	-
Employee Costs	15,445	12,372	27,000	28,500	28,500	-
Operating Materials & Supplies	1,679	213	-	-	-	-
Office & Administrative Supplies	47,252	49,094	63,000	55,400	55,400	-
Total Materials & Services	154,943	195,874	232,500	269,400	269,400	-
Capital Outlay	-	111,855	164,000	34,100	34,100	-
Debt Service	-	-	86,900	95,500	95,500	-
Total Finance	$ 1,775,292	$ 1,961,299	$ 2,329,600	$ 2,487,200	$ 2,487,200	$ -

BUDGET HIGHLIGHTS

Professional and Technical Services reflects an increase for inclusion of audit service costs budgeted in General Government in the prior biennia.

Repair and Maintenance Services decreased in anticipation of consolidation of software services costs to Information Technology for the migration of the ERP system to their Software as a Service (SaaS) environment.

Municipal Court

Overview

The Municipal Court functions to provide the judicial branch of City government. The Court's mission is to support the quality of life of the residents of Oregon City by promoting public safety, traffic safety, and respect for the administration of justice by applying sanctions for violations of municipal ordinances.

The mission includes administration of: Subject Matter Jurisdiction, Territorial Jurisdiction, and Personal Jurisdiction. This is accomplished by processing the law enforcement efforts with Oregon City for the Motor Vehicle Code, Criminal Code and City Code. The mission also includes efficient and equal justice for all people, as well as the protection of residents' individual and property rights as outlined in the City Charter, Chapter V Powers and Duties of Officers, Section 22 Municipal Judge. This is in accordance with the City Commission's Mission Statement.

The Oregon Legislature sets maximum and minimum fines for all traffic tickets. The Municipal Court handles approximately 5,000 traffic cases annually. Additionally, the Court handles approximately 400 criminal cases annually. Services provided also include court-appointed attorneys for indigent defense on criminal cases and trials and traffic safety diversion programs for traffic citations.

Accomplishments

- Acquired additional pro-tem judge
- Contracted bailiff services with Oregon Patrol
- Renewed the contract with Trans Union-TLO-XP for detailed and up to date information on customers for data base and collections. Added Utility Billing to the contract
- Attended OACA Spring and Fall conferences
- Continue to train and impove Tyler software
- Visited Lake Oswego to learn to utilize queues to expedite processes. Online payments are now reporting to a queue
- Prosecutor reviewed and cleared old warrants
- Utilizing electronic dockets and check in process for efficiency. Dockets are automatically sent out every Friday
- New microphones and upgrades in audio have improved hearing
- Implemented text reminders for court dates and payments
- Regularly attended homeless meetings and worked with providers when possible. Sent dockets to The Father's Heart to reduce failures to appear
- Passed LEDS audit
- Added Passport to Languages for interpreting in-person services
- Executed Amnesty Program to help individuals clear debt and get their license reinstated

Goals and Projects

- Attend Oregon Association for Court Administration and judicial conferences, Oregon Law Enforcement Data Systems, and software training for compliance with statutes, consistency with other municipalities, and benefit court and the community served
- Continue to enhance security and training with Oregon Patrol Services but always willing to consider any new options for security providers
- Continue to develop procedures and forms to streamline processes
- Renew contracts of court appointed attorneys and prosecutor
- Continue to improve forms and processes
- Judge will apply to become a court of record and utilize For the Record equipment to record all court proceedings
- Process DUII cases in Municipal court rather than sending to Circuit Court
- Adding jury online services to assist jury coordinator and eliminate the call line
- Clackamas County approved a grant and Judge preparing to offer Caring Court for

individuals that qualify to enter into a specialized program

- Focusing efforts to reduce failure to appear counts for both criminal court and traffic with text reminders
- Additional acoustic panels will be added to court to assist with audio
- Utilize Laserfiche for records and fillable forms on our website
- Utilize Demand Star if any postings are needed for providers

MUNICIPAL COURT EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 639,697	$ 656,445	$ 734,800	$ 1,092,900	$ 1,092,900	$ -
Benefits	437,233	447,852	531,600	753,700	753,700	-
Total Personnel Services	1,076,930	1,104,297	1,266,400	1,846,600	1,846,600	-
Materials & Services						
Professional & Technical Services	278,923	310,740	332,400	366,100	366,100	-
Repair & Maintenance Services	36,542	32,082	43,900	23,100	23,100	-
Other Services	-	724	3,600	2,000	2,000	-
Employee Costs	4,095	8,244	10,500	8,300	8,300	-
Operating Materials & Supplies	2,490	2,846	4,200	4,000	4,000	-
Office & Administrative Supplies	62,864	61,386	86,500	100,600	100,600	-
Special Programs	-	-	-	165,600	165,600	-
Pass-Through Payments	480,904	364,723	725,000	400,000	400,000	-
Total Materials & Services	865,818	780,745	1,206,100	1,069,700	1,069,700	-
Total Municipal Court	$ 1,942,748	$ 1,885,042	$ 2,472,500	$ 2,916,300	$ 2,916,300	$ -

BUDGET HIGHLIGHTS

The Municipal Court's budget is consistent with the prior biennium with the exception of a new, three-year grant from Clackamas County to establish a Caring Court program where it will be able to offer a localized and community-driven approach for low-level criminal offenses that may arise from chronic and short-term homelessness. An individual's unstable housing situation may often snowball to create more legal problems and a revolving door of arrests, warrants, and additional criminal charges. The court expects to refer eligible individuals to social service programs as a deferred prosecution or condition of probation while relieving the burden on Oregon City's traditional court system. A peer support specialist will be assigned from Love One and they will be linked to services and programs to work toward a court supported, self-identified goal. Some examples may include obtaining identification, signing up for Oregon Health Plan, food stamps, and staying connected to an outreach worker. A successful participant would have their pending charges dismissed, although a small percentage of participants may be placed on probation with no dismissal. The court would like to enhance trust of the community in the justice system, reduce reoffending, increase efficiency and improve safety and quality of life for all community members in Oregon City.

Professional & Technical Services include the following:

Court Attorneys	$ 154,400
Prosecution	147,000
Technical Services	64,700
Total	$ 366,100

HUMAN RESOURCES

OVERVIEW

The Human Resources Department serves as a strategic resource to all City employees and departments of the City of Oregon City in relation to the City's workforce. The mission is to support the City's efforts to attract, develop, and retain a diverse and productive workforce that is capable of providing quality services to the residents of Oregon City today and in the future.

The primary services provided by Human Resources include Employee and Labor Relations, Recruitment and Selection, Workforce Development, Classification and Compensation, Employee Benefits Administration, Learning & Development, Personnel Policy Development, Performance Management, Management Coaching & Support and Risk Management.

Risk Management is responsible for providing strategic and progressive risk management, insurance, claims management, safety and loss control services, and compliance with local, state and federal laws. Risk Management is dedicated to protecting the City's human and financial assets by using various proven risk techniques such as cost-effective insurance and the continuous development and implementation of safety and loss control programs.

ACCOMPLISHMENTS

- Facilitated and supported the initiatives to support Commission Goal - Diversity, Equity, and Inclusion (Belonging) by engaging Triangle Advising Group who delivered projects and activities that advance Commission Goal 1 including an employee workgroup, DEI Community Task Force, staff training and learning and a staff stay survey
- Recruitment and Selection – Over the last two years, HR successfully coordinated 83 recruitments, received, and processed 4,681 applications, and on-boarded 45 regular status employees including two new department directors
- Established a Deferred Compensation Program Committee and contracted with the Hyas Group to act as a co-fiduciary, to consult, guide, and assist in the management of the City's deferred compensation (457b, 401a) plans and programs.

GOALS AND PROJECTS

- **COMMISSION GOAL – CREATE DEI AND SAFE COMMUNITY AND WORKPLACE**
  - Develop additional initiatives, policies and procedures to advance Diversity, Equity and Inclusion throughout city services
  - Develop and provide opportunities for city staff supporting and inclusive workplace
- Finalize comprehensive update to the City's Personnel Policies
- Successfully reach agreement to successor Collective Bargaining Agreements (CBAs) with AFSMCE and OCPEA Unions
- Deliver a series of meaningful leadership training courses to all managers, supervisors, and leaders
- Improve engagement with the Safety Committee through enhanced training and a more effective incident and near miss review process

HUMAN RESOURCES EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 400,779	$ 501,686	$ 516,800	$ 533,000	$ 533,000	$ -
Benefits	299,122	340,397	961,500	1,080,900	1,080,900	-
Total Personnel Services	699,901	842,083	1,478,300	1,613,900	1,613,900	-
Materials & Services						
Professional & Technical Services	196,455	465,063	404,600	524,200	399,200	-
Repair & Maintenance Services	3,459	2,999	5,200	2,600	2,600	-
Employee Costs	13,087	12,240	20,600	21,400	21,400	-
Operating Materials & Supplies	2,088	1,188	-	-	-	-
Office & Administrative Supplies	6,768	18,067	8,100	33,400	33,400	-
Special Programs	9,146	17,658	32,000	36,200	36,200	-
Total Materials & Services	231,003	517,215	470,500	617,800	492,800	-
Total Human Resources	$ 930,904	$ 1,359,298	$ 1,948,800	$ 2,231,700	$ 2,106,700	$ -

Human Resources Benefits in Personnel Services includes the Retiree's Insurance benefit.

BUDGET HIGHLIGHTS

The approved budget includes funding Diversity, Equity and Inclusion (DEI) initiatives consistent with the City Commission's Goals. Special Programs represents recruitment costs.

The approved budget reflects an increase in Personnel Services for retirees' insurance costs due to multiple upcoming retirements across many departments.

Professional & Technical Services includes the following:

DEI Initiatives	$125,000
Legal fees	165,000
Deferred comp investment management services	74,000
Employee assistance services	17,200
City-wide training	10,000
Unemployment and COBRA administrative services	6,200
Other	1,800
Total	$399,200

Economic Development

Overview

Economic development is a strategic and collaborative process that creates an environment that systemically supports new investment, creates jobs that pay a livable wage and broadens the tax base. The Economic Development Department is focused on working with key stakeholders to fulfill this definition. Therefore, it is recognized that successful economic development does not occur in a vacuum but relies on effective partnerships to implement a comprehensive approach to growth and resiliency.

Accomplishments

- The Economic Development Department assisted Advantis (now Rivermark) Community Credit Union to establish its headquarters in Oregon City, providing over 200 jobs, annually paying approximately $300,000 in property taxes
- BIZ POD is a six-week curriculum-based program which supports emerging entrepreneurs by providing training and technical assistance to program participants. Graduates of the program received $3,000 in grant funding to jumpstart their businesses. At the time of this report all sixteen entrepreneurs are still in business
- The department was instrumental in making changes to the Oregon City Business Licensing Program, making it less expensive and providing for a more business friendly application process
- Talent Ready was created by the Economic Development Department to bring together social services and private employers to help local residents overcome barriers to employment and become ready for work
- Partnered with EMBOLD, a multi-county community credit union, and Micro Enterprise Services loans to start up ventures
- In partnership with Oregon BIZ (Oregon's State Economic Development Agency), and the Micro-Enterprise Services of Oregon ("MESO") the department provided grants to low-to-moderate income business owners. The grants up to $10,000 for existing micro-enterprise businesses--five or fewer employees--to help these entrepreneurs overcome financial barriers
- By serving on the Mt Hood Economic Alliance Program regional board, the Oregon City Economic Development Department strengthened its commitment to small businesses by supporting entrepreneurs across Clackamas, Hood River, and Wasco counties, enhancing opportunities and resources for local entrepreneurs
- The department provided funding to the Arts Commission in the amount of $40,000. This funding enabled the Arts Commission to enhance community aesthetics and to support the arts in all its forms within the community
- The department launched a new website that provides essential information on financial resources, business development tools, and job placement
- The Economic Development Department has spearheaded a move to transition its tourism development component to a separate, private-nonprofit entity. "Destination Oregon City, Inc," is designed to operate as a completely separate entity to develop, direct, coordinate, and implement all tourism-related strategic plans and activities on behalf of the City. Funding of this legal entity will come from Transient Lodging Tax funds. Its funding will be used to increase the operational capacity of the local tourism industry through training/education and technical assistance, and not as a donor organization to nonprofits
- The department administered the Community Enhancement Grant program (CEGP). Nonprofit organizations can receive up to $50,000 in grant funding to improve and address social, economic, and environmental challenges facing the Oregon City community

Goals and Projects

❖ Commission Goal – Support Economic Development & Tourism

- Ensure a smooth transition, necessary support and coordination between the Destination Marketing and Management Organization
- Review the process for public and private event planning, the city grant process, including the Metro Enhancement Grant program and whether the application submittals and review processes can be simplified and improved
- Focus on the marketing and development of the employment lands within the Thimble Creek Concept Plan and along Meyers Road
- Complete the feasibility study for the expansion opportunities of broadband in Oregon City
- Participate in discussions with Clackamas County to determine the future of the downtown County Courthouse
- Identify opportunities to support downtown Oregon City businesses in response to the relocation of the County Courthouse, including updating the parking study, potential business support programs, and employee parking opportunities
- Investigate opportunities to expand the enterprise zone, vertical housing tax credit, and other programs in the mixed use, commercial, employment, and industrial areas to support and encourage businesses, employment, and housing investments in Oregon City

Economic Development Expenditures

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 395,887	$ 481,186	$ 462,900	$ 467,000	$ 467,000	$ -
Benefits	245,544	314,134	327,000	364,600	364,600	-
Total Personnel Services	641,431	795,319	789,900	831,600	831,600	-
Materials & Services						
Professional & Technical Services	21,985	152,793	20,000	64,000	64,000	-
Repair & Maintenance Services	335	41,596	44,700	13,400	13,400	-
Other Services	363	-	5,000	5,200	5,200	-
Employee Costs	13,387	21,547	25,200	21,000	21,000	-
Office & Administrative Supplies	13,382	16,190	45,000	13,600	13,600	-
Community Programs & Grants	1,366,730	805,697	1,730,000	1,875,000	1,805,000	-
Total Materials & Services	1,416,182	1,037,823	1,869,900	1,992,200	1,922,200	-
Capital Outlay	3,095	-	24,600	-	-	-
Total Economic Development	$ 2,060,708	$ 1,833,142	$ 2,684,400	$ 2,823,800	$ 2,753,800	$ -

Budget Highlights

The upcoming budget continues to focus on community programs & grants for special projects that support Commission goals. This includes funding for various Economic Development initiatives, including efforts to support the small business community, as well as assisting with the management of a transition of the tourism program from municipal government to a separate legal entity.

Community Programs & Grants includes Tourism Promotion and the Metro Enhancement Grant program which both have funding carrying forward from unused spending in the prior biennium. Expenditures consist of the following:

Community grants	$ 800,000
Tourism promotion	525,000
Economic development incentive	250,000
Business promotion	230,000
Total	$ 1,805,000

INFORMATION TECHNOLOGY

OVERVIEW

The Information Technology Department delivers strategic and technical support in Information Technology (IT), Geographic Information Systems (GIS), and Asset Management, to provide technical user support and guidance to all city departments. IT has partners with all departments to help with technological issues and solutions, and also to help build better processes utilizing our understanding of city technological resources while supporting the needs of the city.

The IT Department supports the City's technological infrastructure consisting of hardware, software, networks (including wireless and mobile), facilities and Software as a Service (SaaS) applications consistent with the City's Information Technology strategic plan.

Supported services include User Security Training, business productivity and collaboration software, email, remote access, active directory administration, security, both physical and technological, document archiving, database administration, enterprise application deployment / development, Cloud Management, website management and support, and the management of contracted technology services.

IT partners with private and other regional, county, and state agencies for specific purposes. Risk management services include virus and malware protection, data backup, Network and Endpoint monitoring and disaster-recovery, firewalls, security certificates, and secure online payment processing.

ACCOMPLISHMENTS

- Elevated the Information Technology Department to be a more strategic, collaborative business partner with all city departments as well as other regional city, state and county governments
- Implementation of OneDrive, Teams and SharePoint across the city
- Deployed Multi Factor Authentication (MFA)
- Development and Deployment of a city-wide Intranet site
- Updated multiple facilities access management system and deployment of badge and new access cards and processes city-wide
- Updated Network Monitoring tool which includes a 24 X 7 human operated Security Operations Center
- Updated Endpoint virus application
- Updated Endpoint Firewall management tool
- Expanded use of Office 365 for improved security while realizing significant cost savings
- Upgraded wireless network system at the pool with planned expansion citywide
- Continued Security Awareness training.
- Implemented updated cloud phone system, Ring Central
- Developed and implemented a new Website Project Page application with updated functionality, staff process and project awareness and able to be supported by city resources
- Implemented and Updated Mobile Device Management System to better manage city-wide mobile devices
- Developed a process to manage and support all city domains and DNS

GOALS AND PROJECTS

- **COMMISSION GOAL -- INVEST IN FACILITIES AND INFRASTRUCTURE**
  - Continued adoption of the IT Strategic Plan
  - Build and implement IT Infrastructure improvement plans by utilizing current capabilities more effectively
  - Review migrating to a more robust cloud data center or other Cloud Services
  - Consolidate existing services for improved user experience and lower total cost of ownership, improving security processes and disaster recovery
  - Separating Supervisory Control and Data Acquisition (SCADA) from the city network
- Migrate the Tyler System to their Software as a Service (SaaS) environment
- Improve GIS security and capabilities while retaining public access to needed resources

- Develop IT governance framework utilizing standards such as ITIL or FAIR
- Develop record retention framework and review all PCI and PII compliance requirements
- Analyze long-term staffing needs
- Migrate to a .gov domain for improved security and to follow state guidelines.
- Develop the cities AI policy framework

INFORMATION TECHNOLOGY EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 322,643	$ 365,484	$ 601,400	$ 719,000	$ 719,000	$ -
Benefits	226,168	224,946	420,400	484,300	484,300	-
Total Personnel Services	548,811	590,430	1,021,800	1,203,300	1,203,300	-
Materials & Services						
Professional & Technical Services	240,077	297,692	253,000	317,700	317,700	-
Repair & Maintenance Services	331,818	654,785	451,100	569,300	569,300	-
Other Services	163,451	80,441	27,000	81,900	81,900	-
Employee Costs	5,784	9,244	29,000	33,400	33,400	-
Operating Materials & Supplies	13,665	11,982	20,000	14,000	14,000	-
Office & Administrative Supplies	13,080	14,144	66,400	89,400	89,400	-
Total Materials & Services	767,875	1,068,288	846,500	1,105,700	1,105,700	-
Capital Outlay	63,328	429,984	582,400	1,179,100	1,179,100	-
Debt Service	-	235,646	455,800	995,900	995,900	-
Total Information Technology	$ 1,380,014	$ 2,324,348	$ 2,906,500	$ 4,484,000	$ 4,484,000	$ -

BUDGET HIGHLIGHTS

This budget continues to include initiatives that follow the IT Strategic Plan as well as the Commission Goals. This includes needed hardware replacement for the city servers, licensing true-up for our primary city-wide Enterprise program, needed database licensing, updated network hardware, disaster recovery and emergency operations initiatives, cybersecurity enhancements, utilizing cloud resources and solutions, improved wireless and guest access with improved backup internet and continued current operational services.

Professional & Technical Services includes contracted managed services for Server, Firewall, Network support as well as cybersecurity, domain and certificate support. The current Technical Services contracts are budgeted at $317,700 for the biennium.

Repair and Maintenance Services includes the following for the biennium:

Network monitoring	$ 228,500
System/Data Backup	143,000
Software licenses	83,600
User and server hardware	45,500
Data Center Cloud services	39,000
Other	29,700
Total	$ 569,300

Capital Outlay includes the following for the biennium:

Tyler SaaS	$ 667,600
Microsoft Licensing	345,000
Cloud phone system	97,500
Website	69,000
Total	$ 1,179,100

GEOGRAPHIC INFORMATION SYSTEMS

OVERVIEW

The Geographic Information Systems (GIS) program is responsible for mapping and other spatial data services for the City. This involves developing, maintaining, and distributing spatial data layers, performing spatial analysis, developing applications to answer location questions, and publishing maps. GIS supports all City departments, as well as contractors, businesses, and the general public, with timely access to geographic data layers and mapping tools.

The GIS Division works closely with: Public Works, to map the utility systems; Building, to display address and permit locations; Planning, to analyze zoning and resource constraints; and Engineering, to maintain as-built drawings, plat maps, and standard drawings. GIS is also a central component of developing enterprise technology solutions for the City.

ACCOMPLISHMENTS

- Upgraded the entire GIS environment to support new features and functionality and to continually improve services with a more modern and supportable platform
- Developed a new map-based application to allow the public to explore current city projects and easily access project details as well as allow city staff to easily maintain a list of active projects
- Developed Lead / Copper compliance map application to allow city staff to inventory water lines and to allow the public to verify the status
- Continued support of web mapping apps to allow for data collection in the field by City employees (Inspector ADA sidewalk/ramp assessment)
- Continued support for emergency operations to supply needed maps for evacuations or other emergency services
- Continued support for Public Works to supply mapping services and data to address public concerns and needed information for system improvements or regional reporting
- Integrated Geotechnical documents, agreements and covenants into the GIS platform

GIS EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 201,356	$ 257,279	$ 365,300	$ 420,600	$ 420,600	$ -
Benefits	133,076	155,798	248,600	300,800	300,800	-
Total Personnel Services	334,432	413,077	613,900	721,400	721,400	-
Materials & Services						
Professional & Technical Services	-	55	-	600	600	-
Repair & Maintenance Services	49,876	59,120	58,100	76,800	76,800	-
Other Services	10,630	2,634	22,700	16,000	16,000	-
Employee Costs	2,474	3,144	18,200	20,200	20,200	-
Operating Materials & Supplies	1,358	7	1,000	-	-	-
Office & Administrative Supplies	7,215	9,431	16,500	6,200	6,200	-
Total Materials & Services	71,553	74,391	116,500	119,800	119,800	-
Total GIS	$ 405,985	$ 487,468	$ 730,400	$ 841,200	$ 841,200	$ -

GENERAL GOVERNMENT

OVERVIEW

Expenditures that relate to all City Departments, or the community as a whole, are reported as General Government. These include City Hall building maintenance and utilities, citywide insurance, and postage. Important community projects and expenditures are allocated to other departments through transfers and are included as well.

GENERAL GOVERNMENT EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 198,147	$ 297,295	$ -	$ -	$ -	$ -
Benefits	518,280	571,580	-	-	-	-
Total Personnel Services	716,427	868,875	-	-	-	-
Materials & Services						
Professional & Technical Services	88,003	136,208	185,000	50,000	50,000	-
Repair & Maintenance Services	1,145,727	1,222,404	1,267,500	433,200	433,200	-
Other Services	1,221,908	1,406,876	1,703,000	2,141,000	2,141,000	-
Employee Costs	4,939	6,785	5,000	5,400	5,400	-
Operating Materials & Supplies	16,184	14,907	4,400	10,600	10,600	-
Office & Administrative Supplies	110,521	103,421	133,800	98,800	98,800	-
Special Programs	590,971	54,681	95,400	-	-	-
Internal Service Charges	430,500	451,200	517,200	543,200	543,200	-
Total Materials & Services	3,608,753	3,396,482	3,911,300	3,282,200	3,282,200	-
Capital Outlay	261,769	187,175	370,000	100,000	100,000	-
Transfers Out	2,103,459	8,397,462	2,474,229	3,589,400	3,569,400	-
Contingency	-	-	1,030,271	4,579,000	5,063,400	-
Reserved for Future Expenditure	-	-	1,294,500	1,318,700	1,318,700	-
Unappropriated Fund Balance	11,157,579	13,940,452	5,150,800	5,973,300	5,973,300	-
Total General Government	$ 17,847,987	$ 26,790,446	$ 14,231,100	$ 18,842,600	$ 19,307,000	$ -

BUDGET HIGHLIGHTS

The current budget includes phase II of the memorial for the Cayuse Five on the McLoughlin Promenade. The maintenance of streetlights and audit services have been moved from General Government to Transportation and Finance, respectively. Contributions for the Willamette Falls Heritage Coalition and Willamette Falls Locks are included in the current budget.

Professional & Technical Services include legal fees.

Repair & Maintenance Services include building maintenance and utilities for City Hall.

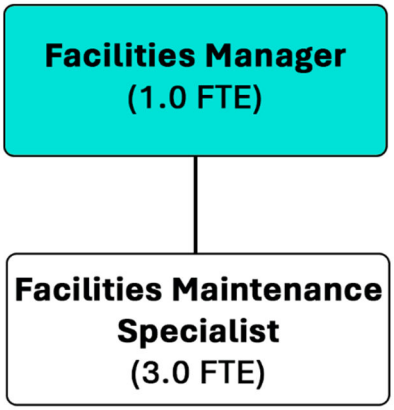
Other Services fund the city-wide general property and liability insurance.

Transfers Out include the following:

Transfer to Transportation Fund	$1,591,000
Transfer to Community Development Fund	1,232,600
Transfer to Library Fund	642,800
Transfer to Engineering Fund	103,000
Total	$ 3,569,400

OREGON
CITY

FACILITIES



Total 4.0 FTE

FACILITIES

OVERVIEW

The Facilities department oversees approximately 320,000 square feet of commercial space across 14 sites in Oregon City. The department provides assistance in responding to on demand work orders from building managers, and ensures that those City owned buildings are safe, secure, comfortable, and compliant with all occupancy regulations for commercial facilities. They oversee building security access and manage the City's security cameras.

ACCOMPLISHMENTS

- Replaced historical and contemporary wood flooring at Library with one continuous system to visually tie the buildings together and improve performance
- Upgraded security system for Community Development
- Collaborated with IT team to utilize grant funding for installation of security cameras and access control systems at Pioneer Community Center
- Increased staffing levels and provided faster response to city wide work orders
- Assisted Public Works rental properties with roof replacement project
- Painted the exterior of the Cemetery office and Ermatinger House
- Replaced the highest public capacity exterior deck at EOT
- Continued code compliance reviews of City and fleet fire extinguishers, elevator permits, fire detection and suppression systems, safety inspections, parking lot repairs and striping, first aid kits, and AEDs, at all City buildings
- Replaced emergency backup batteries at Library
- Replaced scheduled portion of City Hall rooftop HVAC units
- Upgraded sections of lighting at City Hall, Public Works, and Pool to higher efficiency LEDs, with the help of Energy Trust rebate systems

GOALS AND PROJECTS

- Work with consultants and Energy Trust projects to improve utility consumption at RLPS and Library
- Install access control system and upgrade camera systems at Pool
- Replace Library carpet
- Roof replacement for Public Work's warehouse
- Condense and centralize individualized vendor services across the City to provide greater oversight and quality control
- Continue to work with IT to upgrade and modernize our alert system hardware and call out infrastructure to remove all reliance on POTS copper service

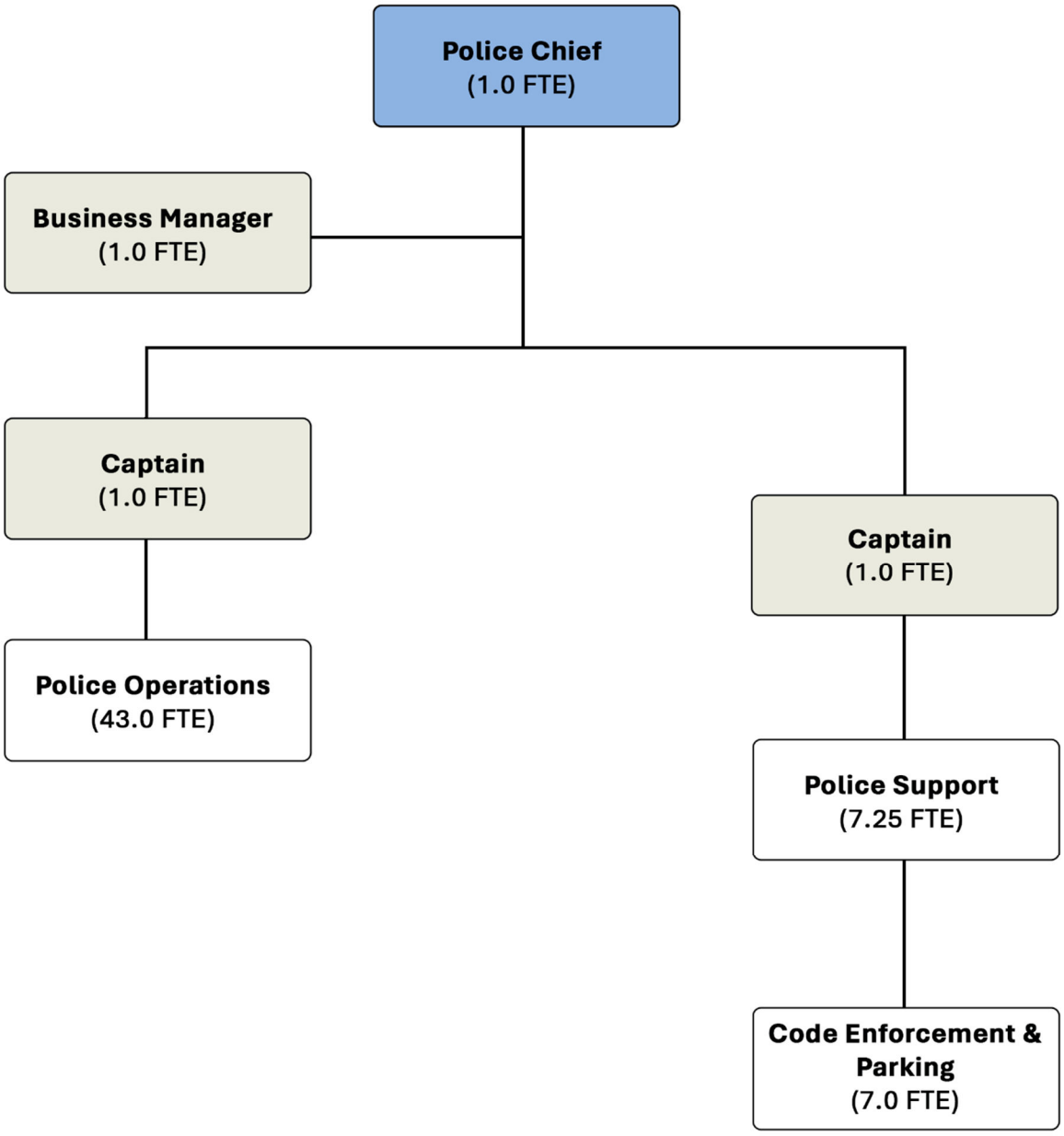
FACILITIES EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ -	$ -	$ 496,400	$ 635,200	$ 635,200	$ -
Benefits	-	-	346,300	480,400	480,400	-
Total Personnel Services	-	-	842,700	1,115,600	1,115,600	-
Materials & Services						
Professional & Technical Services	-	-	20,000	-	-	-
Repair & Maintenance Services	-	-	13,400	43,500	43,500	-
Employee Costs	-	-	9,100	12,400	12,400	-
Operating Materials & Supplies	-	-	6,600	9,400	9,400	-
Office & Administrative Supplies	-	-	1,800	7,800	7,800	-
Total Materials & Services	-	-	50,900	73,100	73,100	-
Transfers Out	-	-	54,000	56,000	56,000	-
Total Facilities	$ -	$ -	$ 947,600	$ 1,244,700	$ 1,244,700	$ -

Prior to the 2023-2025 biennium, Facilities expenditures were recorded in the General Government department.

OREGON
CITY

POLICE



Total FTE 61.25

Consists of 46 sworn and 15 non-sworn positions, plus part time hours for background checks.

This chart reflects the City's organizational reporting structure. For information about how budgeted expense is allocated to, and reported within, funds and departments, see the Personnel portion of the Additional Information section at the end of this document.

POLICE

OVERVIEW

The Police Department provides quality and professional law enforcement services to the residents of Oregon City by working with the community and the neighborhoods to help identify and rectify conditions that may lead to the occurrence of crime; by providing efficient and effective officer response to emergencies and requests for assistance; by providing community education in crime prevention and awareness; by providing internal leadership, strategic planning, and staff and policy development; by cooperating and liaising with the municipal court, state and federal law enforcement; by enhancing traffic safety; and by investigating and clearing crimes and violations of the City's codes and ordinances.

MISSION

The Department strives for a safe community, positive community relationships through excellent customer service, well-trained employees who are committed to teamwork, and a satisfying work environment where employees are empowered and have a voice. The Department is part of the community and serves its residents with integrity, courage, professionalism, excellence and commitment.

DEPARTMENT GOALS

- **COMMISSION GOAL – INCREASE COMMUNITY ENGAGEMENT OPPORTUNITIES**
  - Continue the Citizen Police Academy to familiarize residents with the operation of the police department
  - Continue outreach and event programs such as National Night Out, OCPD Summer Camp, etc.
  - Refine and improve the engagement strategy to enhance two-way engagement and communication and build new relationships in the community
  - Enhance the City's use of online engagement and gather engagement data to track progress
- **COMMISSION GOAL – REDUCE HOMELESSNESS**
  - Develop partnerships with other local and regional governments to develop local and regional solutions including Oregon City's needs in serving the homeless population
  - Provide for social services while utilizing enforcement as needed to meet community members and businesses expectations for a safe and inviting City

SIGNIFICANT BUDGET CHANGES

Realignment of FTE to maximize efficiencies and still meet the needs of residents

Notable increases in Intergovernmental Agreements for necessary services, such as 911 emergency dispatch, electronic health record databases, County radio system, etc.

Police Operations

Overview

The Police Department protects lives and property in our community through partnering with residents and promoting public safety and crime prevention through education and enforcement.

The Police Department includes 46 sworn personnel. The sworn staff, at full strength, consists of the Chief of Police, two captains, six patrol sergeants, one training sergeant, 25 patrol officers, two school resource officer's (SRO), one COPS grant officer, and three traffic officers, along with a traffic sergeant. Also included is the detective unit, consisting of one detective sergeant and three detectives. Special assignment officers from the patrol division include three canine units, one member on the Clackamas County Sheriff's Office Interagency SWAT team, and one crisis negotiator who is assigned to SWAT/CNT.

These sworn positions are supported by eight non-sworn personnel responsible for administrative functions such as technological support, records processing and retention, behavioral health response, training, evidence control, grant administration, policy and procedures, and community service / public education coordination. Emergency (911) dispatch is handled by a dispatch contract with Clackamas County Communications.

Accomplishments

- Maintained community awareness and involvement by attending neighborhood association meetings, quarterly Chief's Advisory meetings, National Night Out, other events, and community meetings
- Updated body cameras and video retention system software for entire department, through Axon's TAP program
- Purchased in-car camera systems to replace all outdated traffic in-car camara systems and equipped our entire patrol fleet
- Entire review of department policies and procedures, also an ongoing project goal
- Hiring and retaining officers for continued growth in the community
- Transfer to Red Dot Site (RDS) pistols for entire patrol staff
- Received the following grants:
  - Entered a grant with Clackamas County for the City-led Homelessness Initiatives for a non-sworn homeless outreach specialist
  - Awarded approximately $160,000 in grants for equipment and traffic enforcement
  - All staff wellness training
  - Developed and administered the Youth Opioid Prevention Grant Program (YOPGP) award of $20,000 in 2023 and 2024

Goals and Projects

- Purchase and equip two new patrol cars and two new staff cars per fiscal year
- Hiring and retaining officers for continued growth in the community
- Review all department policies and procedures
- Reaccreditation with the Oregon Accreditation Alliance
- Continue to support and expand officer wellness programs
- Continue to find grant funding opportunities

POLICE
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POLICE OPERATIONS EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 10,226,733	$ 11,216,555	$ 12,380,400	$ 12,656,100	$ 12,888,800	$ -
Benefits	7,589,101	8,182,008	9,416,800	10,736,100	10,926,400	-
Total Personnel Services	17,815,834	19,398,563	21,797,200	23,392,200	23,815,200	-
Materials & Services						
Professional & Technical Services	1,078,605	1,115,046	1,435,000	1,704,100	1,704,100	-
Repair & Maintenance Services	475,514	722,333	695,600	783,100	783,100	-
Other Services	89,468	92,974	120,000	102,700	102,700	-
Employee Costs	209,395	274,237	269,000	274,600	274,600	-
Operating Materials & Supplies	448,257	493,440	452,000	432,800	432,800	-
Office & Administrative Supplies	382,664	363,233	318,000	295,200	295,200	-
Special Programs	182,021	185,196	196,300	210,400	210,400	-
Internal Service Charges	107,600	-	-	-	-	-
Total Materials & Services	2,973,524	3,246,459	3,485,900	3,802,900	3,802,900	-
Capital Outlay	151,127	173,754	-	98,400	98,400	-
Debt Service	-	13,000	30,200	57,900	57,900	-
Transfers Out	740,000	740,000	440,000	41,200	41,200	-
Total Police	$ 21,680,485	$ 23,571,776	$ 25,753,300	$ 27,392,600	$ 27,815,600	$ -

BUDGET HIGHLIGHTS

The increase in Personnel Services includes cost of living and pay grade (step) increases along with health insurance increases.

The increase in Materials & Services includes a $212,300 increase to contracted emergency dispatch services, a $86,400 increase for other professional and technical services, and increased operating costs (utilities, landscaping, etc.) associated with the public safety building.

Professional & Technical Services are broken out as follows:

911 Dispatch	$ 1,232,300
IT professional services	170,000
Police radios (Clackamas)	178,700
Records management	112,700
Legal fees	10,400
Total	$ 1,704,100

Code Enforcement and Parking

Overview

This program enhances community livability through fair and efficient enforcement of Oregon City Municipal Code. Responsibilities include responding to complaints and assisting residents in finding solutions to code violations.

Additionally, this program is responsible for downtown parking operations and enforcement of regulated parking areas.

The garbage pickup services franchise fee agreement stipulates that 4% of gross receipts would be designated for clean-up related activities. These revenues fund the city garbage collection contract, clean-up activities, and nuisance abatement of hazardous conditions throughout the City.

Accomplishments

- Increased coverage to 7 days a week
- Improved safety in the Municipal Lot (i.e., new sidewalks, tree replacements, and updated lighting)
- Keep OC Clean Project
- Brought online registration for vacant property owners to City's new website

Goals and Projects

- Conduct a new parking study in 2025 after the County courthouse relocates
- Reassess downtown parking and permit zones
- Implement Graffiti removal project
- Continue to update and create new code language for improved livability
- Plan for future capital improvements to the Municipal Lot (i.e., paving and safety features such as cameras)

CODE ENFORCEMENT AND PARKING EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 665,362	$ 770,021	$ 1,183,400	$ 1,013,500	$ 1,168,100	$ -
Benefits	554,975	587,687	741,600	912,700	1,016,100	-
Total Personnel Services	1,220,337	1,357,708	1,925,000	1,926,200	2,184,200	-
Materials & Services						
Professional & Technical Services	14,852	4,665	18,000	32,000	32,000	-
Repair & Maintenance Services	179,638	205,718	204,200	285,400	285,400	-
Other Services	66,778	75,700	70,000	117,000	117,000	-
Employee Costs	5,475	10,331	11,200	11,800	11,800	-
Operating Materials & Supplies	46,283	54,648	53,400	44,800	44,800	-
Office & Administrative Supplies	56,634	77,950	76,800	109,400	109,400	-
Special Programs	85,452	79,825	112,000	132,600	76,600	-
Internal Service Charges	2,300	-	-	-	-	-
Total Materials & Services	457,412	508,837	545,600	733,000	677,000	-
Capital Outlay	9,325	292,054	-	-	-	-
Transfers Out	39,400	20,000	20,000	-	-	-
Total Code Enforcement	$ 1,726,474	$ 2,178,599	$ 2,490,600	$ 2,659,200	$ 2,861,200	$ -

BUDGET HIGHLIGHTS

The Code Enforcement budget remained relatively consistent in the biennium, with most increases being inflationary in nature.

Personnel Services are maintained at the current service level.

Professional & Technical Services are composed of legal fees for services and Code radios.

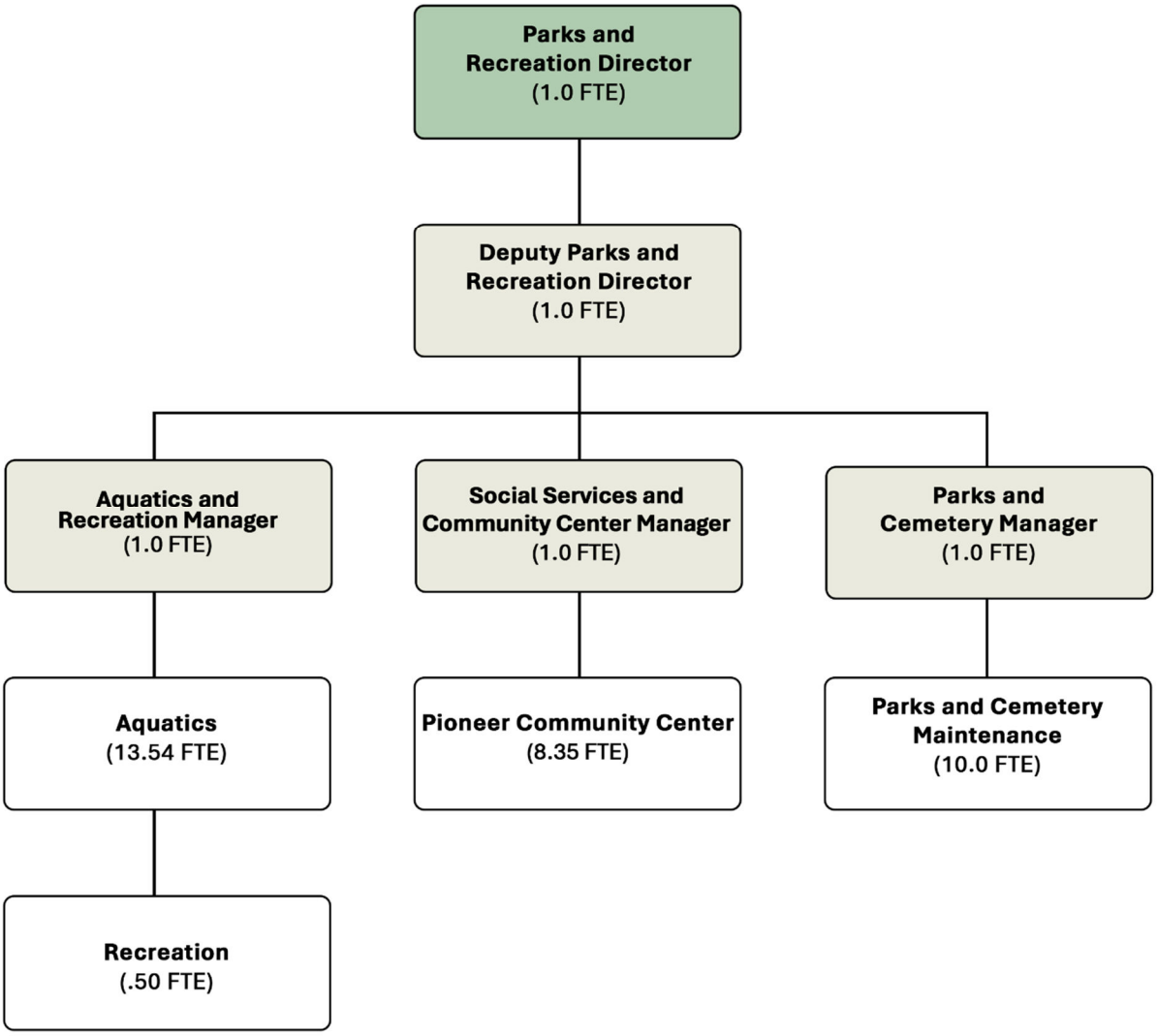
Repair and Maintenance Services include primarily waste disposal for all City locations of $238,000, as well as other maintenance services, including vehicle, building, and equipment maintenance, totaling $47,400.

Special Programs & Services are composed of:

Flower basket program	$ 56,000
Nuisance abatement	20,600
Total	$ 76,600

OREGON
CITY

PARKS AND RECREATION



Total 37.39 FTE

This chart reflects the City's organizational reporting structure. For information about how budgeted expense is allocated to, and reported within, funds and departments, see the Personnel portion of the Additional Information section at the end of this document.

Parks and Recreation

Overview

The Parks and Recreation Department creates community in the City through people, parks, and programs. The Department provides space to learn and play as well as programs, services and activities for groups of all ages. The department promotes health and wellness through its recreational facilities and programming; it also maintains the cemetery. The functions of the Parks and Recreation Department are assigned to six major programs: Parks Operations Maintenance, Aquatics & Recreation, Community Events and Admin, Pioneer Community Center, Ermatinger House, and Mountain View Cemetery.

Mission

To create recreation, leisure and cultural opportunities by providing high quality parks, facilities, programming and support services to people of all ages. Parks and Recreation enhances the quality of life within the community.

Department Goals

- **Commission Goal – Invest in City Facilities and Infrastructure**
  - Complete End of the Oregon Trail master plan
  - Complete Aquatics and Recreation Center master plan
- **Commission Goal – Improve Park Lands and Natural Resources**
  - Complete tree canopy assessment on parkland
  - Implement a deferred maintenance program to replace or repair outdated assets in parks
  - Implement the Clackamette Park Master Plan – Phase I

Significant Budget Changes

The budget includes funding for deferred parks maintenance.

PARKS AND RECREATION EXPENDITURES (COMBINED)

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 3,623,526	$ 4,253,563	$ 5,353,500	$ 5,229,900	$ 5,229,900	$ -
Benefits	2,231,297	2,536,724	3,186,100	3,742,700	3,742,700	-
Total Personnel Services	5,854,823	6,790,287	8,539,600	8,972,600	8,972,600	-
Materials & Services						
Professional & Technical Services	149,022	459,236	335,400	141,300	141,300	-
Repair & Maintenance Services	1,007,666	1,337,643	1,372,000	1,698,100	1,698,100	-
Other Services	2,969	9,522	3,000	11,000	11,000	-
Employee Costs	45,779	75,756	94,500	125,700	125,700	-
Operating Materials & Supplies	309,208	458,311	486,800	473,800	473,800	-
Office & Administrative Supplies	124,712	197,471	220,800	262,900	262,900	-
Special Programs	662,998	271,977	808,400	932,700	932,700	-
Total Materials & Services	2,302,354	2,809,916	3,320,900	3,645,500	3,645,500	-
Capital Outlay	1,360,863	1,614,284	593,000	530,000	530,000	-
Principal & Interest	-	33,552	51,800	21,400	21,400	-
Transfers Out	343,826	220,000	329,000	417,400	417,400	-
Total Expenditures	9,861,866	11,468,039	12,834,300	13,586,900	13,586,900	-
Total Parks & Recreation	$ 9,861,866	$11,468,039	$12,834,300	$13,586,900	$13,586,900	$ -

Parks and Amenities	Basketball Courts	BBQ's	Benches	Boat Dock	Boat Launch	Child's Play Area	Dog Pots	Drinking Fountains	Electricity	Horseshoe Pits	Park Host	Parking Spaces	Picnic Tables	Skate Park	Soccer Fields	Softball Diamonds	Spray Park	Tennis Courts	Trail/Walking Path	Restrooms (seasonal)	Walk Bridge/ Observation Deck	Volleyball Court
Abernethy Creek												■										
Atkinson		■				■	■					■	■						■	■		
Barclay Hills	■					■																
Canemah Childrens	■		■			■							■						■	■		
Chapin		■	■			■	■	■	■		■	■	■		■	■			■	■		
Carnegie			■			■		■									■		■	■		
Clackamette		■	■		■	■		■	■	■	■	■	■	■					■	■		
Clackamette Cove Trail			■										■						■			
D.C. Latourette	■		■															■	■			
Dement			■																			
End of the Oregon Trail			■									■	■						■			
Hartke	■																	■	■			
Hazel Grove			■			■	■						■						■			
Hazelwood						■																
Hillendale	■	■	■			■		■	■		■	■	■		■	■		■	■	■	■	■
Jon Storm			■	■				■					■						■	■	■	
McLoughlin Promenade			■																■			
Old Canemah													■						■			
Park Place			■			■		■				■							■			
Richard Bloom Tots			■			■													■	■		
River Access Trail							■					■							■	■		
Rivercrest	■	■	■			■	■	■	■	■		■	■			■	■	■		■		
Singer Creek																			■			
Sportcraft			■	■	■														■	■		
Stafford			■										■									
Tyrone S. Woods			■			■	■	■	■				■						■	■		
Waterboard			■																■			
Wesley Lynn		■	■			■		■	■		■	■	■		■	■			■	■		

Parks Maintenance

Overview

The Parks and Cemetery Maintenance department provides the community with a system of neighborhood, community and regional parks which include play equipment, sports facilities and open green spaces. The department oversees 38 park sites, 2 boat ramps, a 56-acre cemetery and an RV Park. The department ensures these facilities are safe, clean and ready for use. Parks provides picnic facilities, shelters, restrooms and other facilities to support an active recreation program.

Accomplishments

- Completed playground repairs throughout the Park system
- Identified and constructed new ADA improvements in playgrounds and on walkways
- Completed pollinator gardens at River Access Trail and the Swimming Pool
- Completed multiple improvements to our spray parks and irrigation systems to reduce water usage
- Cooperatively worked with Oregon City Youth Sports to renovate multiple infields throughout the system
- Cooperatively worked with Oregon City Soccer to install a new goal cage at Chapin
- Cooperatively worked with GOCWC and Oregon City Parks Foundation on ivy removal at Atkinson Park and Waterboard Park
- Continued to identify sites and plant trees and native plant material as part of reforestation goals
- Completed training for staff including Certified Playground Safety Inspector and Pesticide Applicator Licensing
- Completed the Oregon City Parks and Recreation Master Plan update
- Began implementation of the Clackamette Park Master Plan with archaeological investigations
- Successfully awarded an Oregon State Marine Board Boating Facilities Grant for archaeological work on the new boat ramp site
- Developed a 20-year Capital Improvement Plan in conjunction with the Parks system development charge (SDC) update and the Parks and Recreation Master Plan update
- Parks system development charge (SDC) update in progress

Goals and Projects

- Maintain city parks and open spaces to the highest possible standards with available resources
- Seek funding options to create sustainable revenue streams
- Implement Metro Local Share projects, with community input on project selection
- Implement Clackamette Park Master Plan with stakeholders and public process. Prioritize boat ramp relocation while seeking funding sources
- Develop a 5-year Parks Capital Improvement Plan with public input on prioritization
- Support ongoing Tree City USA designation
- Address trail maintenance and repair needs ensuring ADA compliance
- Complete playground upgrades and repairs throughout the parks system
- Complete shelter, bench, and picnic table upgrades and repairs throughout the parks system.
- Seek opportunities for community engagement

PARKS MAINTENANCE EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 1,480,080	$ 1,724,130	$ 1,823,200	$ 1,390,000	$ 1,390,000	$ -
Benefits	1,042,070	1,261,292	1,095,500	1,229,600	1,229,600	-
Total Personnel Services	2,522,150	2,985,422	2,918,700	2,619,600	2,619,600	-
Materials & Services						
Professional & Technical Services	146,718	453,374	320,400	131,900	131,900	-
Repair & Maintenance Services	588,470	734,760	567,400	720,000	720,000	-
Other Services	1,851	2,325	-	-	-	-
Employee Costs	25,004	34,959	33,600	57,400	57,400	-
Operating Materials & Supplies	206,798	347,330	232,200	160,100	160,100	-
Office & Administrative Supplies	48,830	83,913	54,800	84,700	84,700	-
Special Programs	465,966	38,839	485,000	491,200	491,200	-
Total Materials & Services	1,483,637	1,695,500	1,693,400	1,645,300	1,645,300	-
Capital Outlay	1,179,787	1,510,193	186,000	530,000	530,000	-
Principal & Interest	-	33,552	51,800	21,400	21,400	-
Transfers Out	193,826	220,000	329,000	399,400	399,400	-
Total Parks Maintenance	$ 5,379,400	$ 6,444,667	$ 5,178,900	$ 5,215,700	$ 5,215,700	$ -

BUDGET HIGHLIGHTS

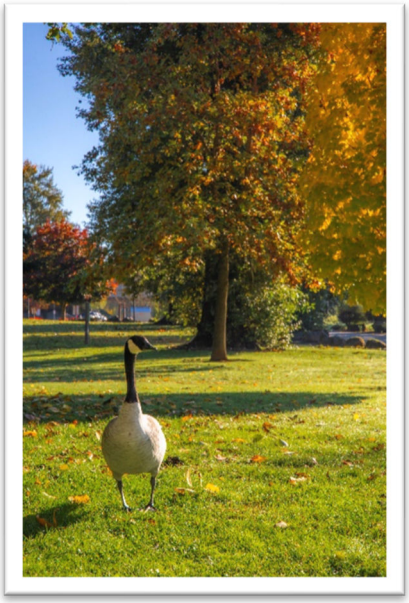
This budget includes additional maintenance costs associated with inflation and increased material costs. Significant expenses are highlighted below:

Repair & Maintenance Services refer to supplies and equipment maintenance. Vehicle maintenance and tree maintenance accounts for the majority of these costs.

Operating Materials & Supplies account for materials purchased for parks operations including equipment to improve sports fields.

Special Programs include Transient Room Taxes paid by the RV Park.

Capital Outlay includes Metro Local Share funding for a new dog park and habitat restoration at Wesley Lynn Park ($105,000) and a restroom replacement at Hillendale Park ($400,000).



Cemetery

Overview

Cemetery Operations provides families with options for the needs of their loved ones to be placed in a pleasant and serene surrounding. The city cemetery, including the historically important Pioneer Cemetery, is maintained, enhanced and protected. Operations of the Mountain View Cemetery include full body burials, cremations garden, mausoleum, and grounds maintenance.

Accomplishments

- Installed a new niche wall at Mt. View Cemetery
- Completed Veterans Memorial Renovation

Goals and Projects

- Complete Phase II of the Parents of Murdered Children memorial at Mt. View Cemetery

CEMETERY EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ -	$ -	$ 539,800	$ 580,700	$ 580,700	$ -
Benefits	-	-	421,100	491,400	491,400	-
Total Personnel Services	-	-	960,900	1,072,100	1,072,100	-
Materials & Services						
Professional & Technical Services	-	-	10,000	4,400	4,400	-
Repair & Maintenance Services	-	-	95,600	125,700	125,700	-
Employee Costs	-	-	11,200	12,200	12,200	-
Operating Materials & Supplies	-	-	129,800	137,000	137,000	-
Office & Administrative Supplies	-	-	33,000	29,800	29,800	-
Total Materials & Services	-	-	279,600	309,100	309,100	-
Capital Outlay	-	-	267,000	-	-	-
Total Cemetery	$ -	$ -	$ 1,507,500	$ 1,381,200	$ 1,381,200	$ -

Prior to the 2023-2025 biennium, Cemetery expenditures were recorded in the Park Maintenance department.

BUDGET HIGHLIGHTS

Repair & Maintenance Services refer to supplies and equipment maintenance as well as vehicle maintenance accounts for the majority of these costs.

Operating Materials & Supplies account for materials purchased for cemetery operations including chemicals, boxes and liners, headstones, and name plates.

Recreation Aquatics

Overview

The Recreation and Aquatics Division provides high-quality programs, events, and facilities that serve all ages in our community. The Aquatic Division strives to meet high standards in aquatic safety, customer service, and facility maintenance, ensuring a safe, fun, and well-supervised environment. As the only public swimming pool in Oregon City, the team plays a vital role in offering programs that teach lifesaving water skills, promote lifelong fitness, and support overall community health. In a city surrounded by bodies of water, expanding access to swim lessons and water safety education remains one of our highest priorities.

Beyond the pool, the team provides enriching experiences through our youth camps, giving children opportunities for recreation, social connection, and personal growth. Our commitment to community engagement extends to hosting and supporting beloved events such as Movies in the Park, the Daddy-Daughter Dinner Dance, and various cultural series that celebrate the diversity of our city.

Through these efforts, the Recreation and Aquatics Division remains a cornerstone of community enrichment, fostering connections, lifelong learning, and public well-being.

Accomplishments

- Continued surveying and improving our swim lesson offerings and finding new ways to provide water safety education
- Received a grant to purchase our own Movies in the Park equipment, allowing us to support more cultural events and expand water safety resources
- Continued to provide a safe, professional, and clean facility for the community and keeping up on the building improvements needed to continue operations
- Continued to offer programs, such as swim lesson tests, longer day camps, and special events like our Glow Swims that appealed to the public, drove up attendance, and brought in additional revenue
- Contracted with new businesses to help expand swim lesson offerings during slower times of the day
- Invested in training aquatic staff as Lifeguard Instructors to allow for more staff to help with certifications, better onsite supervision, and higher quality in-service training
- Increased participation in our Junior Camp Counselor program
- Expanded offerings for full day camps in the summer
- Completed a series of cultural events in 2024 with expanded partnerships

Goals and Projects

- Maintain the facility to ensure continued upkeep and safety for the public. Priority projects being the plastering of the pool shell, retiling, and redoing the deck surface
- Increase training and certifications for Head Lifeguard Staff. Ensure all Head Guard Staff are Lifeguard Instructors, identify more to become Pool Operators to align with public codes and improve the quality of programs offered
- Evaluate programs against trends to identify areas that are underserved and continue to seek creative ways to program the pool and community room to meet those trends
- Strive to be fiscally conservative and program facility space and time efficiently to maximize revenue to help offset increased expenses
- Implement new ways of providing water safety education and getting more access to members of the community for swim lessons as formal swim lessons prevent drowning by 88% and drowning continues to be the lead cause of death for children 1-4 and second leading cause of kids 5-12
- Keep growing our volunteer opportunities within our programs, including a junior swim lesson instructor program
- Continue to seek additional partnerships within the community and work with the schools to offer programming during school hours, including swim lessons, fitness classes, and certification classes

RECREATION AQUATICS EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 815,477	$ 1,047,934	$ 1,231,100	$ 1,657,200	$ 1,657,200	$ -
Benefits	364,872	392,261	476,300	865,700	865,700	-
Total Personnel Services	1,180,349	1,440,195	1,707,400	2,522,900	2,522,900	-
Materials & Services						
Professional & Technical Services	2,179	2,880	4,000	4,000	4,000	-
Repair & Maintenance Services	235,192	272,124	260,600	289,900	289,900	-
Other Services	1,118	7,197	2,000	10,000	10,000	-
Employee Costs	9,946	15,727	18,500	19,100	19,100	-
Operating Materials & Supplies	50,977	53,804	61,000	111,900	111,900	-
Office & Administrative Supplies	35,693	37,780	57,800	36,200	36,200	-
Special Programs	8,136	9,135	17,400	60,100	60,100	-
Total Materials & Services	343,241	398,647	421,300	531,200	531,200	-
Capital Outlay	9,938	38,209	75,000	-	-	-
Total Recreation Aquatics	$ 1,533,528	$ 1,877,051	$ 2,203,700	$ 3,054,100	$ 3,054,100	$ -

BUDGET HIGHLIGHTS

Previously, this budget was divided between two departments: Recreation and Recreation Aquatics. To improve consistency and better reflect operational oversight, the items from Recreation that fall under the responsibilities of the Aquatic and Recreation Manager have been consolidated into the Recreation Aquatics. This adjustment ensures a more accurate allocation of resources, recognizing that many staff members and resources serve both Recreation and Aquatics programs. By streamlining these budgets, the team can enhance efficiency, improve financial tracking, and better support the shared needs of both divisions.

Personnel Services increases include the addition of an Aquatic Coordinator, who will oversee scheduling during late afternoons and evenings when management is not onsite. This position will enhance staff training and retention, elevate the quality of water safety programs, and ensure greater compliance with aquatic codes by maintaining a Certified Pool Operator certification. Having a dedicated staff member with this certification onsite will provide consistency in facility operations. Additionally, this role will support increased in-service training requirements and help uphold the standard of care essential for a well-managed aquatic facility.

Repair & Maintenance Services includes electric and gas utilities as well as costs to maintain the pool building.

Pioneer Community Center

Overview

The Pioneer Adult Community Center is a multipurpose facility offering nutritional, recreational, educational, and social services to adults in the community. The primary goal of the Center is to enhance the quality of life for older adults and disabled residents of the community and provide an opportunity for the elderly to maintain an independent lifestyle.

The program serves approximately 37,000 Meals on Wheels, 7,000 congregate meals, and provides 6,000 rides each year. In addition, approximately 18,500 visitations occur for the Center's recreational opportunities and nearly 60,000 units of social services are provided annually. The Pioneer Center is a highly used facility and is rented for various private events and meetings. Approximately 90,000 people are served annually as staff strive to serve to accommodate as many users as possible. The division continually seeks to collaborate to host events and activities that benefit our community and its residents.

Accomplishments

- Expanded the Meals on Wheels program from 2 delivery days of service to 4
- Reopened the congregate dining program fully to 5 days of service per week
- Completed scheduled slider door replacements to enhance safety and security of facility
- Completed ADA upgrades to all door hardware throughout the building
- Completed the reception reconfiguration project with ADA upgrades
- Received a grant award for the congregate dining program in the amount of $22,482.45 for enhanced patron experience through the purchase of new tables, décor, linens, sound and kitchen equipment
- Received a grant award in the amount of $50,000 for the installation of security cameras throughout our property as part of the State's transportation infrastructure grant
- Completed successful recruitment for the vacant positions of Social Service Programmer and Rental and Events Coordinator
- Expanded staffing to include needed PT Van Driver and Fitness Instructor as programs reopened and expanded
- Successfully recruited and managed 115 new volunteers during this biennium
- Passed all required inspections and audits

Goals and Projects

- Enhance programs and services to provide full use of the Pioneer Center and meet the needs of the aging and disabled population and the community
- Manage budget to support services to seniors and disabled in the most productive way
- Monitor customer needs and program trends; add needed programs or eliminate underutilized programs
- Continue to seek additional partnerships within the community
- Recruit and manage a large pool of volunteers for continued high service requests once re-opened
- Continue to offer staff training to ensure high quality of customer service
- Invest time, effort, and funding into professional development and staff retention
- Complete kitchen remodel project to replace equipment that poses maintenance challenges, non-useable and outdated equipment
- Complete roof replacement project
- Increase community engagement and marketing opportunities to educate, inform, and gather feedback and input

PIONEER COMMUNITY CENTER EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 1,013,451	$ 1,131,451	$ 1,362,300	$ 1,425,000	$ 1,425,000	$ -
Benefits	654,984	687,292	947,600	1,030,700	1,030,700	-
Total Personnel Services	1,668,435	1,818,743	2,309,900	2,455,700	2,455,700	-
Materials & Services						
Professional & Technical Services	-	-	1,000	1,000	1,000	-
Repair & Maintenance Services	159,992	276,095	247,000	323,100	323,100	-
Employee Costs	4,051	2,498	4,600	7,400	7,400	-
Operating Materials & Supplies	21,888	34,605	37,000	46,000	46,000	-
Office & Administrative Supplies	28,572	48,184	44,000	65,900	65,900	-
Special Programs	54,115	49,394	107,000	123,000	123,000	-
Total Materials & Services	268,618	410,776	440,600	566,400	566,400	-
Capital Outlay	155,934	65,336	57,000	-	-	-
Transfers Out	-	-	-	18,000	18,000	-
Total Pioneer Community Center	$ 2,092,987	$ 2,294,855	$ 2,807,500	$ 3,040,100	$ 3,040,100	$ -

BUDGET HIGHLIGHTS

Materials & Services have remained fairly consistent with minor increases in the food nutrition program, recorded under Special Programs, which is grant funded.

Repair & Maintenance Services includes utilities, janitorial, and building maintenance costs. The increase in the biennium is attributable to anticipated increases in janitorial service costs, as well as projected increases in utility costs.

Community Events and Admin

Overview

Community Events and Admin provides a full range of recreational activities and opportunities to the residents of Oregon City in settings which are safe, sustainable, green and clean, preserving our past and building for our future. This budget also supports overall department administration functions including the positions of Parks and Recreation Director and Assistant Parks and Recreation Director. The objective of the division is to provide overall direction and support and administration of Parks and Recreation, implement major park acquisition and development projects per the Park Master Plan and plan, develop and maintain community events.

Accomplishments

- Created a new 4th of July event held in 2024 using a city-sponsored event grant
- Fostered several new community partnerships to diversify access to recreation programs and compile resources to add more recreational opportunities for the community
- Successfully held another season of Concerts in the Park, with many new upgrades and partnerships.
- Began long-term planning for increasing community events year round to provide additional opportunities for the community to enjoy

Goals and Projects

- Maintain existing quality of programs while increasing recreation opportunities for the community by utilizing contract services
- Be a strong and reliable resource of recreational events for the community
- Continue to provide a series of special events that draw attendances from surrounding communities and contribute to civic pride
- Develop and implement new events in fall, winter, and spring to increase our offerings for the community
- Increase sponsorship opportunities and partnerships to offset increased expenses from new and enhanced community events
- Focus on implementing consistent policies department-wide to improve our visitor experience and ensure consistent service

COMMUNITY EVENTS AND ADMIN EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 314,518	$ 350,048	$ 344,800	$ 113,200	$ 113,200	$ -
Benefits	169,371	195,879	224,600	91,100	91,100	-
Total Personnel Services	483,889	545,927	569,400	204,300	204,300	-
Materials & Services						
Professional & Technical Services	125	2,982	-	-	-	-
Repair & Maintenance Services	24,012	54,664	40,400	40,400	40,400	-
Other Services	-	-	1,000	1,000	1,000	-
Employee Costs	6,778	22,572	26,600	29,600	29,600	-
Operating Materials & Supplies	29,545	22,572	26,800	18,800	18,800	-
Office & Administrative Supplies	11,612	27,588	31,200	40,300	40,300	-
Special Programs	109,929	152,641	197,750	256,000	256,000	-
Total Materials & Services	182,001	283,019	323,750	386,100	386,100	-
Total Community Events and Admin Programs	$ 665,890	$ 828,946	$ 893,150	$ 590,400	$ 590,400	$ -

BUDGET HIGHLIGHTS

This is an increase for Concerts in the Park as the price for bands, music, licensing, security, porta potties, etc. have all risen, causing this program cost to be a lot higher. Expenses related to the new annual 4th of July event, have also been added.

Software costs represent the SmartRec reservation system that is utilized by all divisions within Parks and Recreation.

Special Programs are composed of the following:

Concerts	$ 90,000
Events	90,000
Trail News	76,000
Total	$ 256,000

Ermatinger House

Overview

The Ermatinger House budget supports the preservation, interpretation, and educational outreach of this historic site, ensuring its long-term sustainability as a community and cultural asset. As one of the oldest homes in Oregon, the Ermatinger House serves as a vital link to the city's past, and our budget prioritizes historic preservation through dynamic educational programming. By expanding field trips, guided tours, and hands-on learning experiences, the team aims to engage students, residents, and visitors in the rich history of Oregon City. Funding is allocated to maintaining the structural integrity of the house, developing high-quality interpretive materials, and hosting events that bring history to life. Through these efforts, the team strives to foster a deeper appreciation for local heritage while creating new opportunities for learning and community engagement.

Accomplishments

- Continued strong partnership with the Friends of the Ermatinger House, providing monthly events, Free Museum Days, and opening of a new exhibit
- Fostered several new community partnerships to expand field trip offerings. This year it is anticipated that over 1,000 kids will participate in field trips compared to the 400-500 in the last biennium
- Continued to work with community partners to explore programming and fundraising opportunities. Implemented our Friday Night Frights that helped raise money for the Ermatinger House and other community partners
- Improved quality of Field Trip program content and gained new volunteers for our field trips

Goals and Projects

- Maintain existing quality of programs with them main area of focus being our field trip programs and monthly special events
- Promote Friday and Saturday guided tours through targeted marketing, social media, and partnerships with local organizations
- Implement the new fee structure by charging admission for all visitors, tour or not, and adjusting the child rate to start at age 4 instead of 12. Offer family rates and one free museum day per month still
- Continue large fundraisers like our Friday Night Frights that draw attendances from surrounding communities and contribute fostering support for heritage sites
- Evaluate current interpretive plan and provide more education on the indigenous community
- Purchase items for a gift shop, field trip supplies, and updates to interpretive panels with savings from maintenance costs this biennium

ERMATINGER HOUSE EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ -	$ -	$ 52,300	$ 63,800	$ 63,800	$ -
Benefits	-	-	21,000	34,200	34,200	-
Total Personnel Services	-	-	73,300	98,000	98,000	-
Materials & Services						
Repair & Maintenance Services	-	-	70,000	77,800	77,800	-
Office & Administrative Supplies	-	-	-	6,000	6,000	-
Special Programs	-	-	1,250	2,400	2,400	-
Total Materials & Services	-	-	71,250	86,200	86,200	-
Total Ermatinger House	$ -	$ -	$ 144,550	$ 184,200	$ 184,200	$ -

Prior to the 2023-2025 biennium, Ermatinger House expenditures were recorded in the Community Events and Admin department.

BUDGET HIGHLIGHTS

As this is a relatively new budget, additional line items have been introduced to improve financial tracking and ensure a clearer allocation of resources. To address the growth of the educational programming, particularly the expanding field trips, the team is increasing part-time salaries to support on-call museum educators. These staff members will be scheduled only when field trips occur, ensuring where revenue from field trips will support the additional cost of staff, and while enhancing the visitor experience and being able to continue to grow the field trips and take larger groups of kids.

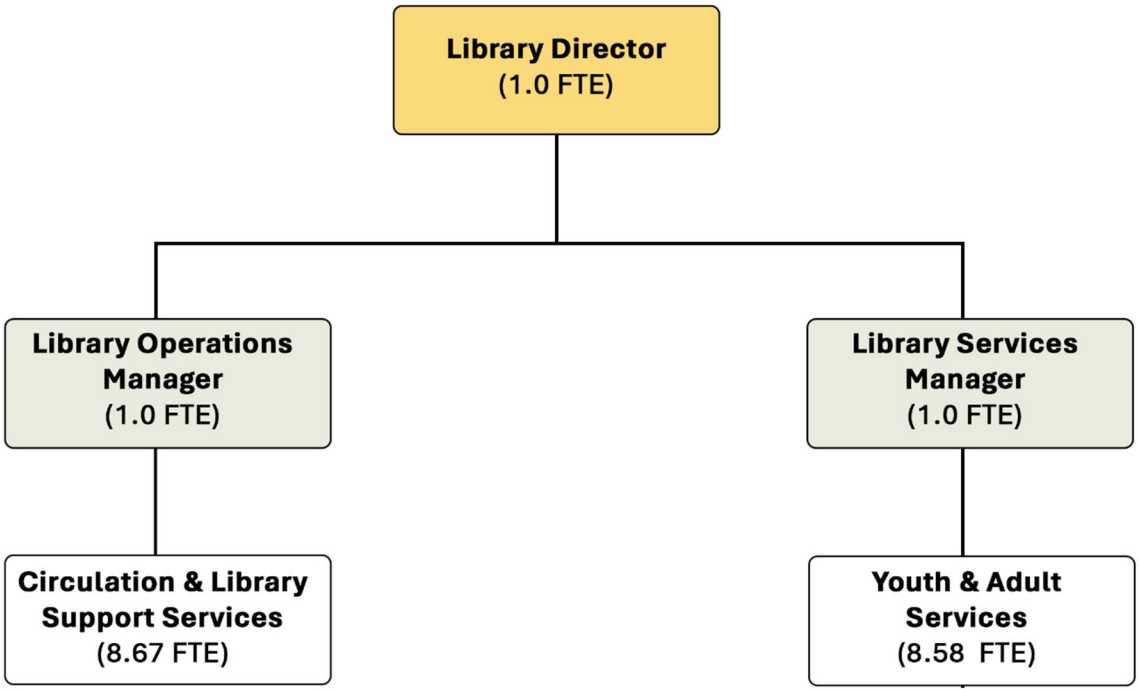
End of the Oregon Trail Interpretive Center

When pioneers completed their six month journey along the Oregon Trail, they found themselves in Oregon City at a place called "Abernethy Green." Today the End Of The Oregon Trail Interpretive Center sits on that very location. More than a museum, it is an interactive experience that shares the stories of the pioneers who made that great journey as well as the indigenous peoples who called the area home for centuries prior. Families get a little taste of what life was like in early Oregon, and come away with an appreciation of their state's history and what they have today.

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Materials & Services						
Repair & Maintenance Services	$ -	$ -	$ 91,000	$ 121,200	121,200	-
Total Materials & Services	-	-	91,000	121,200	121,200	-
Capital Outlay	-	-	8,000	-	-	-
Total End of the Oregon Trail Interpretive Center	$ -	$ -	$ 99,000	$ 121,200	$ 121,200	$ -

Prior to the 2023-2025 biennium, End of the Oregon Trail Interpretive Center expenditures were recorded in the General Government department.

LIBRARY



Total 20.25 FTE

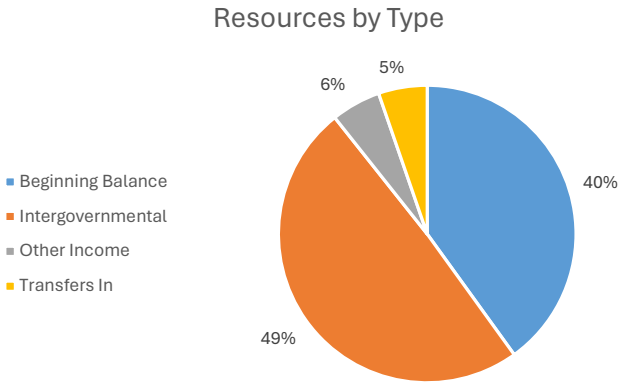
This chart reflects the City's organizational reporting structure. For information about how budgeted expense is allocated to, and reported within, funds and departments, see the Personnel portion of the Additional Information section at the end of this document.

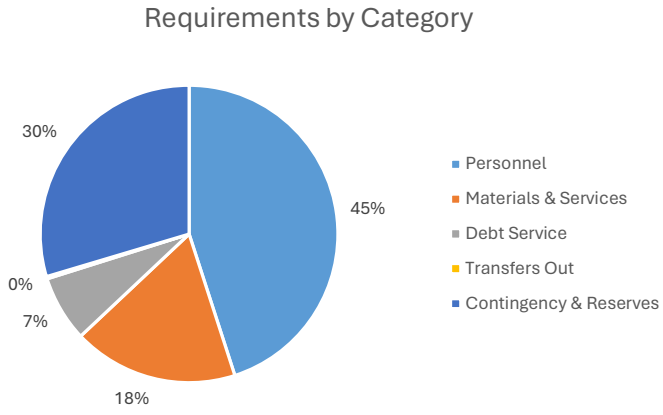
LIBRARY FUND

The entire operations of Oregon City Public Library are accounted for in the Library Fund. Approximately 90% of its funding comes from Clackamas County Library District tax revenues, which pay for the majority of library operating expenses, including personnel, materials, and facility maintenance costs. Debt Service payments (principal and interest) are for bonds issued for the construction of the library expansion. Per Ballot Measure 3-435 passed by City voters in May 2014, the City intended to repay these bonds using existing revenue sources, including the Library District and City funds.

The table below compares total resources and requirements for the Library Fund for the upcoming biennium, the current biennium, and the two previous biennia.

Library	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 2,912,984	$ 3,818,455	$ 4,243,800	$ 4,872,800	$ 4,872,800	$ -
Intergovernmental						
District Property Taxes	4,903,916	5,269,796	5,544,800	5,918,500	5,918,500	-
Intergovernmental	156,395	26,333	19,800	69,000	69,000	-
Charges for Services	5,951	21,813	7,900	10,800	10,800	-
Fines and Forfeitures	38,473	42,357	-	-	-	-
Interest Income	78,094	136,051	62,000	406,400	406,400	-
Miscellaneous Income	34,203	23,652	11,000	238,700	238,700	-
Transfer In	300,000	300,000	580,000	642,800	642,800	-
Total Resources	**$ 8,430,016**	**$ 9,638,457**	**$ 10,469,300**	**$ 12,159,000**	**$ 12,159,000**	**$ -**
Requirements						
Personnel Services	$ 2,769,804	$ 3,290,034	$ 4,427,300	$ 5,232,200	$ 5,232,200	$ -
Materials & Services	971,015	1,126,968	1,522,300	2,086,800	2,075,800	-
Capital Outlay	-	-	-	535,000	535,000	-
Principal & Interest	830,742	830,742	830,800	831,000	831,000	-
Transfers Out	40,000	40,000	-	30,000	30,000	-
Contingency	-	-	3,688,900	3,444,000	3,455,000	-
Unappropriated Fund Balance	3,818,455	4,350,713	-	-	-	-
Total Requirements	**$ 8,430,016**	**$ 9,638,457**	**$ 10,469,300**	**$ 12,159,000**	**$ 12,159,000**	**$ -**





LIBRARY

OVERVIEW

The Oregon City Public Library is unique among City departments, in that its defined service area includes not only the 38,000+ residents of the City, but approximately 23,000 residents of unincorporated Clackamas County as well. All residents within the Library's 110 square mile service area are assessed the same Library District tax rate of $0.3974 per thousand of assessed value. Per Oregon law, this rate cannot increase. The annual Library District assessment on a property valued at $500,000 is approximately $199. In FY 23/24, approximately 54% of the Library District tax revenues received were paid by City residents, while 46% were paid by residents of unincorporated Clackamas County.

Per FY 23/24 data provided by the State Library of Oregon, the Oregon City Public Library had the 14th largest service area population out of approximately 136 public libraries in the State. When looking at public libraries which only have a single location (and not multiple branches), the Oregon City Public Library has the 4th - largest service area population in the State.

The Library achieved an overall satisfaction rating of 83% on the 2024 Oregon City Community Satisfaction survey, the highest level of satisfaction with any City service. This rating is 19% higher than both national and regional averages.

Specific Areas of Library services that survey respondents living in both the City and in unincorporated areas indicated should receive more attention in the next biennium include availability of physical resources, availability of digital resources, outreach programs, events for children and events for seniors. Addressing these community-identified priorities has been factored into the Library's 25-27 biennial budget proposal.

ACCOMPLISHMENTS

- In partnership with the Oregon City School District (OCSD) and Clackamas County, developed and implemented the Student Library Card program which allows OCSD students to sign up for a library card as part of their annual school enrollment. This partnership is the first of its kind in the Clackamas County Library District
- Successfully replaced all wood flooring in the Library. The project was completed on-time and within budget and the new floors have been well-received by the community
- Modified Library operating hours to better match demonstrated community usage and demand
- Completed revisions to the Library's Collection Development Policy
- Conducted first ever statistically-valid satisfaction survey of unincorporated residents of the Oregon City Public Library service area
- Implemented new process for allowing after-hours usage of Community Room by designated Neighborhood Associations and Community Planning Organizations
- Developed bylaws and significantly increased advisory role for the Teen Advisory Committee
- Developed a Young Teen Advisory Committee (YTAC) for middle-school students
- Installed a new, permanent Circulation Desk which allows staff to more effectively provide quality customer service
- Developed the Library's first 2-year Tactical Plan, which supports overall Strategic Plan by identifying specific, high-impact projects that directly support Strategic Plan foci
- Based on specific recommendations from our Teen Advisory Committee, upgraded the furnishings and fixtures in the Teen Room (including a new plant wall) to create a more inviting, comfortable space for Teen patrons
- Revived the "One Community, One Book" community reads program (last offered in February, 2020). Over 300 copies of the book "The Place We Make" by local author Sarah Sanderson were given away
- Updated the Library's Behavior Policy, to improve both staff safety and ensure a safe, positive library atmosphere and experience for patrons

- Created a Library Display Policy to articulate the guidelines and priorities which library staff utilize when creating Library Displays
- Implemented a formal Books By Mail program for homebound library patrons
- Partnered with the Pioneer Community Center to implement a Books on Wheels program, which allows Meals on Wheels recipients to receive and return Library books as part of the regular meal deliveries
- Implemented a new Seed Library
- Received an 83% overall satisfaction rating on the 2024 Community Satisfaction Survey, 19% higher than regional or national averages

Goals and Projects

- **Commission Goal – Create a DEI & Safe Community & Workplace**
  - Continue to identify and reduce/mitigate/eliminate barriers that residents experience when accessing Library services
  - Continue to support Resolution 20-19 by providing safe spaces for conversations and learning opportunities to fight racism and inequity
- **Commission Goal – Invest in Facilities & Infrastructure**
  - Continue to budget for and invest in scheduled capital repair and replacement projects to ensure the long-term viability of the Library facility
- **Commission Goal – Increase Community Engagement Opportunities**
  - Continue to identify underserved communities and develop outreach/service plans
  - Continue to strengthen and expand partnerships with Oregon City School District and other community partners
  - Expand the Library's capacity to conduct outreach and provide access to library materials and services throughout the entire Oregon City Public Library service area through the acquisition of a Library Outreach Vehicle and deployment of Remote Book Lockers
- **Commission Goal – Reduce Homelessness**
  - Continue to build relationships and develop partnerships with local agencies, service providers, and community groups
  - Continue regular Library outreach efforts at The Father's Heart and LoveOne shower events
  - Continue to review and update Library behavior policies and protocols, and to provide supplemental training and support for Library staff
  - Ensure that the Library continues to be a safe, welcoming space for all patrons
- **Commission Goal – Support Economic Development & Tourism**
  - Continue to develop and offer programs which explore the history of Oregon City and Clackamas County
  - Continue to identify opportunities to partner with and support the local business community
- **Commission Goal – Increase Housing Opportunities**
  - Continue to provide meeting space where the City can present information and collect community feedback regarding housing options
- **Commission Goal – Improve Park Lands & Natural Resources**
  - Continue to promote our popular Seed Library and related programs to provide free seeds to gardeners, to promote saving and sharing of good quality plant genetics that grow well in the microclimate of our region, to provide opportunities for the teaching of new self-reliant gardening skills, and to encourage a culture of sharing and community

LIBRARY EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 1,758,737	$ 2,092,802	$ 2,652,800	$ 3,111,800	$ 3,111,800	$ -
Benefits	1,011,067	1,197,232	1,774,500	2,120,400	2,120,400	-
Total Personnel Services	2,769,804	3,290,034	4,427,300	5,232,200	5,232,200	-
Materials & Services						
Professional & Technical Services	2,093	16,169	22,800	27,900	27,900	-
Repair & Maintenance Services	273,039	305,294	347,100	416,400	416,400	-
Other Services	2,777	3,463	9,000	6,600	6,600	-
Employee Costs	4,661	8,023	14,400	14,400	14,400	-
Operating Materials & Supplies	432,972	435,866	545,400	595,700	595,700	-
Office & Administrative Supplies	89,009	72,831	82,000	76,200	76,200	-
Special Programs	64,678	79,986	84,800	136,000	136,000	-
Community Programs & Grants	9,986	1,151	-	1,600	1,600	-
Internal Service Charges	91,800	204,184	416,800	812,000	801,000	-
Total Materials & Services	971,015	1,126,968	1,522,300	2,086,800	2,075,800	-
Capital Outlay	-	-	-	535,000	535,000	-
Transfers Out	40,000	40,000	-	30,000	30,000	-
Principal & Interest	830,742	830,742	830,800	831,000	831,000	-
Contingency	-	-	3,688,900	3,444,000	3,455,000	-
Unappropriated Fund Balance	3,818,455	4,350,713	-	-	-	-
Total Library	$ 8,430,016	$ 9,638,457	$10,469,300	$12,159,000	$12,159,000	$ -

LIBRARY PERFORMANCE MEASURES								
Measure	**2020**	**2021**	**2022**	**2023**	**2024**	**2025 Projected**	**2026 Goals**	**2027 Goals**
Annual Circulation	439,887	255,273	458,746	494,435	526,565	531,416	538,259	546,249
Number of new registered borrowers [1]	2,523	921	2,747	3,472	3,498	5,719	3,600	3,700
Total registered borrowers	20,658	18,597	18,161	18,085	18,858	23,471	24,000	24,575
Annual change in total registered borrowers [2]	586	(2,061)	(436)	(76)	773	4,613	529	575
% of service area population who are registered borrowers	33.9%	30.3%	29.7%	29.6%	30.6%	38.6%	39.5%	40.5%
Net loans to/from LINCC libraries [3]	(35,113)	(23,041)	(12,562)	(12,294)	(16,875)	(17,589)	(15,830)	(14,247)
Programs offered [4]	615	441	548	383	421	495	515	535
Program Participation	18,640	20,092	22,998	11,105	11,183	11,536	12,000	12,500

[1] *In FY 24/25, the Library entered into a partnership with the Oregon City School District (OCSD) and Clackamas County to allow all OCSD students to sign up for library cards as part of annual school enrollment. The significant increase in projected new registered borrowers for FY 24/25 reflects the availability and first-year usage of this new program.*

[2] *Each year in October, cardholder accounts with no activity for 3 years are purged from the system. The number of new registered borrowers combined with the number of purged accounts results in the net change to annual registered cardholders.*

[3] *When this number is negative, it indicates the library borrowed more from other LINCC Libraries than it lent. When this number is positive, it indicates the library lent more to other LINCC libraries than it borrowed. Our goal is to be as close to zero as possible, preferably with a positive total (indicating the Library is a net lender to the LINCC cooperative).*

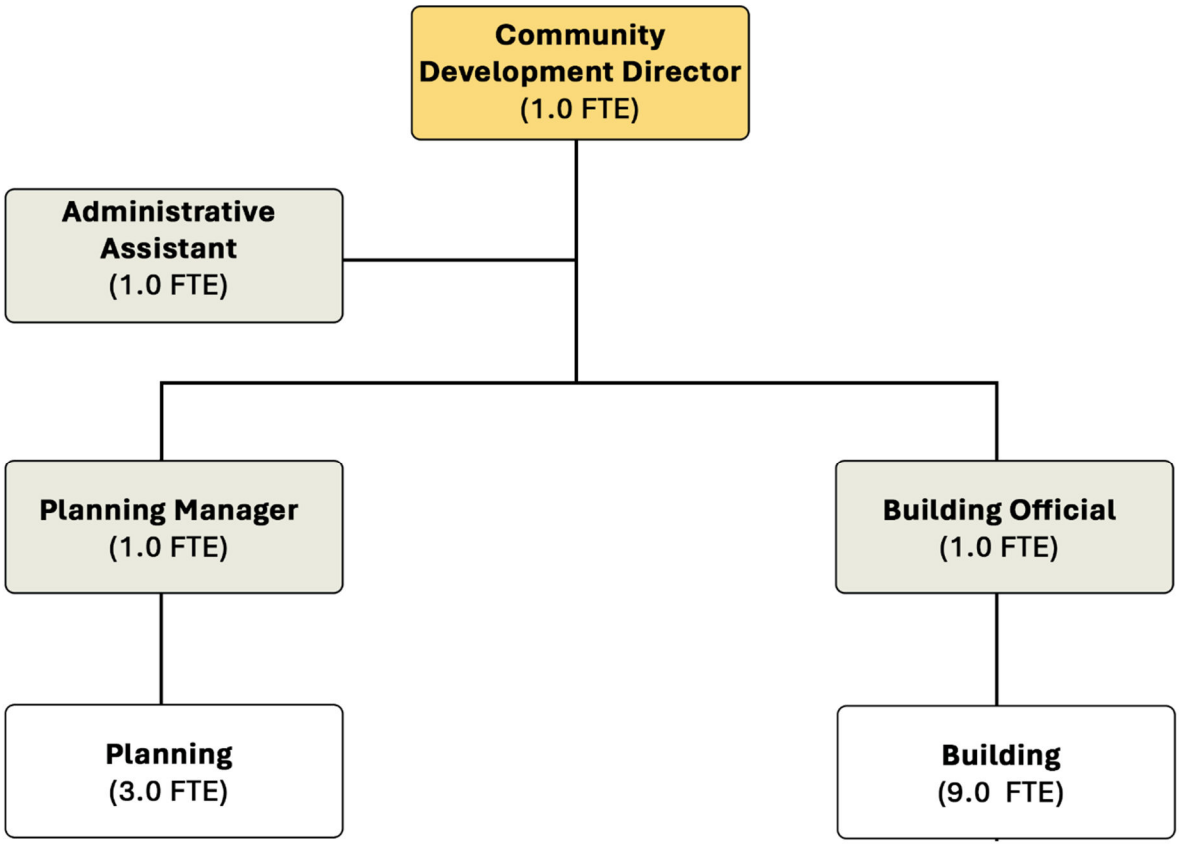
[4] *FY 22/23 and later totals are impacted by post-COVID operational changes as well as by changes in statistics collection implemented in order to be more consistent with State Library of Oregon guidance.*

Budget Highlights

The approved budget includes a new 1.0 FTE Public Services Manager position to manage the Library's Youth Services and Adult Services areas. This new position will provide much needed management support for the Library, which operates 7 days a week, and employs more than 30 individuals. The new position will also allow more attention to be paid to employee development, as well as areas ranked as top priorities by the community, including outreach and programming. Costs for the position will be funded from existing revenues as well as the Library's fund balance, which is composed primarily of historically unexpended Library District operating revenue.

Repair & Maintenance Services includes utilities, janitorial, and building maintenance costs. The increase in the biennium is attributable to anticipated increases in janitorial service costs, as well as projected increases in utility costs.

COMMUNITY DEVELOPMENT



Total 16.0 FTE

COMMUNITY DEVELOPMENT

OVERVIEW

Community Development is responsible for working with the community to guide growth and development within the city limits in accordance with the community's needs and applicable legal framework. The Community Development Department is comprised of the Planning Division and Building Division; the first and the last steps of the development process.

The Planning Division performs long-range planning projects and community engagement, interprets and applies Municipal Code standards and appropriate Comprehensive Plan policies to proposed development projects, land use education and outreach, administration of the City's preservation program, participation in regional policies, and management of the Planning Commission, Historic Review Board, and the Natural Resources Committee.

The Building Division is responsible for issuing building, plumbing, heating/cooling, and electrical permits to ensure the safety of the buildings throughout the community. The permitting process includes reviewing plans and conducting inspections of work for compliance with the State of Oregon Building Codes and the City's Municipal Code.

MISSION

Community Development is Planning and Building for today and tomorrow. Committed to serving the public with excellent customer service. Future focused.

Strive to:

- Provide the tools and information for the public to make informed decisions
- Ensure the full community voice and visions are heard
- Provide predictability and knowledge within our expertise
- Treat people with fairness, equity, dignity, and consistency
- Empower and assure customers through complex and difficult processes
- Avoid ambiguity with clear and kind communication
- Accommodate without compromising safety

DEPARTMENT GOALS

COMMISSION GOAL -- INCREASE HOUSING OPPORTUNITIES

- Anticipate state mandates and tailor local policies to best fit the needs of the community while balancing public infrastructure investment for current and future residents
  - Expand housing choices and develop a housing strategy

COMMISSION GOAL -- IMPROVE PARK LANDS & NATURAL RESOURCES

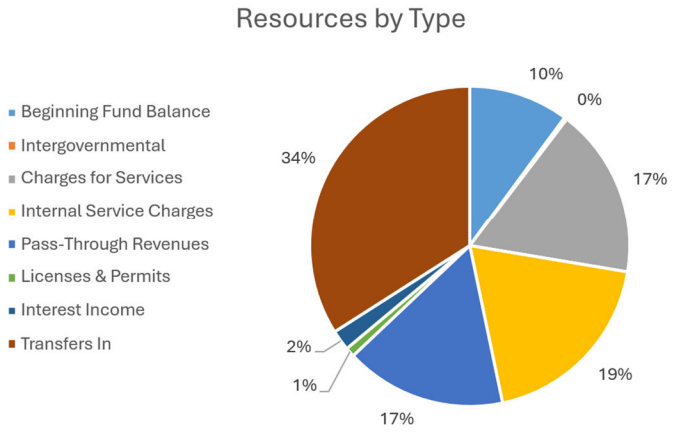
- Protect and preserve our environmental and natural resources for a healthy, sustainable community
  - Focus efforts on preserving and protecting the city's tree canopy

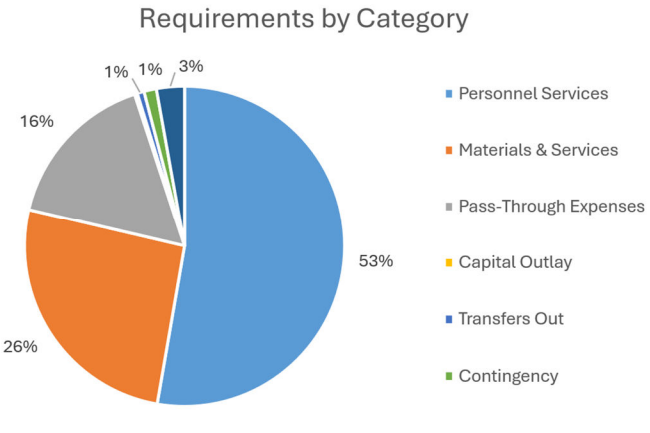
PLANNING

The Planning Fund accounts for the City's long-range planning, current planning, and general planning assistance provided to the community.

The following table includes total resources and requirements for the approved biennial budget, the budget for the current biennium and actual data for the two previous periods. The largest source of revenues are pass-through revenues (excise taxes collected on behalf of the Oregon City School District), followed by internal service charges and land use applications. The largest expenditure is for personnel, as expected for a service department.

Planning	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 296,939	$ 1,099,862	$ 695,100	$ 372,500	$ 372,500	$ -
Intergovernmental	178,916	61,385	33,700	10,000	10,000	-
Charges for Services	1,286,934	723,342	723,900	634,900	634,900	-
Internal Service Charges	610,100	637,200	667,200	703,200	703,200	-
Pass-Through Revenues	848,736	1,046,568	1,200,000	600,000	600,000	-
Licenses & Permits	34,734	34,260	33,900	35,100	35,100	-
Interest Income	17,669	26,101	15,000	75,700	75,700	-
Miscellaneous Income	2,829	-	-	-	-	-
Transfers In	700,000	639,500	672,000	1,252,600	1,232,600	-
Total Resources	**$ 3,976,857**	**$ 4,268,218**	**$ 4,040,800**	**$ 3,684,000**	**$ 3,664,000**	**$ -**
Requirements						
Personnel Services	$ 1,534,077	$ 1,395,528	$ 1,708,300	$ 1,943,100	$ 1,943,100	$ -
Materials & Services	494,181	957,771	977,800	954,500	931,900	-
Pass-Through Expenses	848,736	1,046,568	1,200,000	600,000	600,000	-
Capital Outlay	-	21,117	8,800	10,500	10,500	-
Transfers Out	-	2,000	35,000	25,500	25,500	-
Contingency	-	-	33,100	46,300	48,900	-
Reserve for Future Expenditures	-	-	77,800	104,100	104,100	-
Unappropriated Fund Balance	1,099,862	845,234	-	-	-	-
Total Requirements	**$ 3,976,857**	**$ 4,268,218**	**$ 4,040,800**	**$ 3,684,000**	**$ 3,664,000**	**$ -**





PLANNING

OVERVIEW

The Planning Division works with the community to determine how to prepare for the future. The Division works toward solutions, focusing on issues created by the built environment. Planning is not an isolated activity. Rather, it relies on participation of the entire community. The Planning Division brings together data, community member's ideas and opinions, civic leader's goals, and good planning practice into a deliberative process of community decision making.

The Planning Division is responsible for all long-range and current planning as well as implementation of the Oregon City Comprehensive Plan and associated Municipal Ordinances. The Division is responsible for reviewing private and public development within the City including annexations, zone changes, master plans, detailed development plans, site plan and design reviews, subdivisions and partitions, conditional use permits, sign permits, natural resource overlay district permits, floodplain protection, historic reviews, home additions, middle housing and land divisions, street tree removal requests, and various other land use related reviews. The division addresses daily inquiries from the public through phone calls, emails and staffing of the department counter, while working closely with the Building and Development Services Departments to coordinate and improve permit review.

Planning staff consists of the Community Development Director, a Planning Manager, two Assistant Planners, one Senior Planner, and an Administrative Assistant.

Long-range planning supports the community with the development of the Municipal Code, comprehensive plan policies, vision documents, and economic development. The Planning Division also facilitates community engagement and education with the Planning Commission, Historic Review Board, Natural Resources Committee, and Development Stakeholders Group, while providing city representation to Metro and other statewide planning and policy discussions.

ACCOMPLISHMENTS

- COMMUNITY ROOM: The space in the Community Development Building formerly used for a gym was converted into a multipurpose meeting space. The Facilities staff played a pivotal role in the conversion by overseeing the renovations, furniture purchases, and installation of audio-visual equipment. This room is now used for large city staff meetings, Neighborhood Association meetings, community groups, and the Natural Resources Committee meets in person in this room.
- BUILDING UPGRADES: The Community Development building has a new alarm system, and the building joined the rest of the city buildings by migrating access control to the Avigilon system. The security upgrades were in collaboration with Facilities and IT departments.
- ADVISORY COMMITTEES: The Natural Resources Committee positions are now filled and meeting in person. Historic Review Board has a full committee and is also meeting in person in the Libke Commission Chambers. Planning Commission will also have a full committee and continues to meet in person in the Libke Commission Chambers. Community Development staff are taking minutes for both HRB and PC which helps keeps minutes up to date and lowers our costs for transcription services.

GOALS AND PROJECTS

- **COMMISSION GOAL -- INCREASE HOUSING OPPORTUNITIES**
  - Anticipate state mandates and tailor local policies to best fit the needs of the community while balancing public infrastructure investment for current and future residents
    - Expand housing choices and develop a housing strategy
      - Planning staff tracked housing legislation throughout the 2023 and 2024 sessions

- Planning staff responded to one section of SB1537 (2024) by submitting an application for exemption from the mandatory adjustments section of the bill. It is currently under review by the Department of Land Conservation and Development
- In calendar year 2023 the Planning and Building Divisions permitted 16 single family units and 65 were built. Additionally, 305 multi-family units were permitted and 212 were built

❖ **COMMISSION GOAL -- IMPROVE PARK LANDS & NATURAL RESOURCES**

♦ Protect and preserve our environmental and natural resources for a healthy, sustainable community

▪ Focus efforts on preserving and protecting the city's tree canopy

- Planning staff will continue to administer the Street Tree removal and replacement program as well as review any removal and replacement proposed by City staff on City owned property with diligence and an eye toward replacement and retainment when possible
- Friends of Trees hosted a planting event on December 14th, 2024 at Rivercrest Park. They also hosted a spring planting event on March 8th, 2025 at Weslyn Park
- The Arbor Day Foundation named the City of Oregon City a 2024 Tree City USA to honor its commitment to effective urban forest management for the 12th year in a row
- The Natural Resource Committee continues to support a healthy tree canopy through their work program

PLANNING EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 937,574	$ 879,337	$ 1,035,100	$ 1,112,200	$ 1,112,200	$ -
Benefits	596,503	516,191	673,200	830,900	830,900	-
Total Personnel Services	1,534,077	1,395,528	1,708,300	1,943,100	1,943,100	-
Materials & Services						
Professional & Technical Services	240,650	529,198	513,000	315,000	295,000	-
Repair & Maintenance Services	48,243	68,136	86,700	57,300	57,300	-
Other Services	6,756	6,811	42,900	27,800	27,800	-
Employee Costs	7,388	12,538	10,600	10,700	10,700	-
Operating Materials & Supplies	4,251	166	400	200	200	-
Office & Administrative Supplies	25,107	39,445	41,300	28,400	28,400	-
Special Programs	118,490	179,029	98,000	113,000	113,000	-
Pass-Through Payments	848,736	1,046,568	1,200,000	600,000	600,000	-
Community Programs & Grants	5,495	10,000	10,000	10,000	10,000	-
Internal Service Charges	37,800	112,448	174,900	392,100	389,500	-
Total Materials & Services	1,342,918	2,004,339	2,177,800	1,554,500	1,531,900	-
Transfer Out	-	2,000	35,000	25,500	25,500	-
Capital Outlay	-	21,117	8,800	10,500	10,500	-
Contingency	-	-	33,100	46,300	48,900	-
Reserve for Future Expenditure	-	-	77,800	104,100	104,100	-
Unappropriated Fund Balance	1,099,862	845,234	-	-	-	-
Total Community Development	$ 3,976,857	$ 4,268,218	$ 4,040,800	$ 3,684,000	$ 3,664,000	$ -

BUDGET HIGHLIGHTS

The approved budget anticipates lower overall revenue than in the last biennium based on comparisons of projections to actual revenues. Estimated expenses for the next biennium are approximately 14% lower than the 23-25 biennium estimated expenses. In this next biennium the training budget has been increased, and can be used for individual professional development as well as department-wide training and team building.

Professional & Technical Services is comprised of consultation for natural resources, legal descriptions associated with annexations, and a hearings officer for expedited and middle housing land division appeals.

Community Grants is a program that awards funds to homeowners of designated historic structures to assist with repairs and improvements.

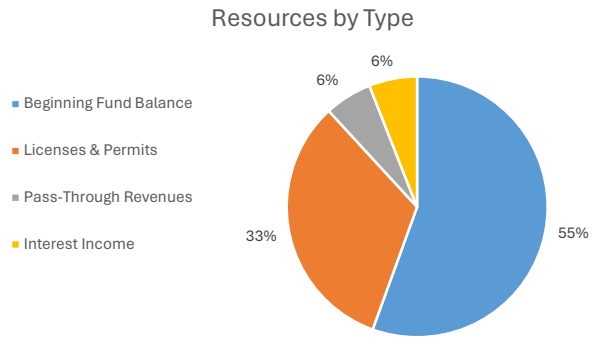
Capital Outlay includes the Planning department's portion of a bathroom upgrade and a new customer kiosk to provide an option for customer's utilizing the new E-Permitting system.

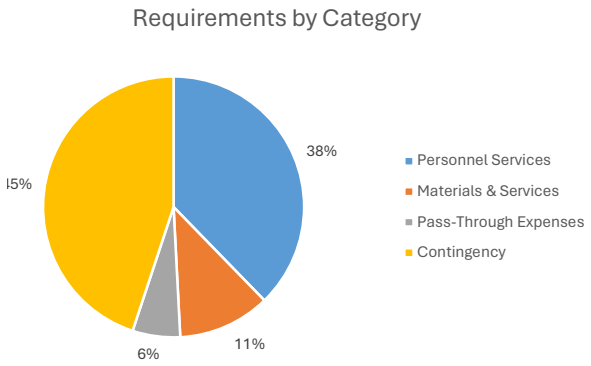
BUILDING FUND

The Building Division, while housed in the Community Development Department, operates under dedicated funding that requires revenues generated by permits to be utilized for Building Division expenses only. Total resources and requirements in the Building Fund are shown below by type and by expenditure category for the approved biennium, the current biennial budget and the two prior periods.

Licenses and Permits represent the department's main revenue source while Pass-Through revenues are funds collected and remitted to the State and Metro.

Building	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 3,554,782	$ 5,612,059	$ 6,507,200	$ 5,940,900	$ 5,940,900	$ -
Licenses & Permits	4,486,146	4,363,379	3,385,000	3,487,800	3,487,800	-
Intergovernmental	58,262	-	-	-	-	-
Pass-Through Revenues	495,026	538,820	609,600	628,100	628,100	-
Charges for Services	11,851	10,181	11,600	12,000	12,000	-
Interest Income	92,062	131,267	98,000	638,600	638,600	-
Miscellaneous Income	14,577	305	600	-	-	-
Transfers In	-	32,500	-	-	-	-
Total Resources	**$ 8,712,706**	**$ 10,688,511**	**$ 10,612,000**	**$ 10,707,400**	**$ 10,707,400**	**$ -**
Requirements						
Personnel Services	$ 2,172,889	$ 2,568,725	$ 3,640,300	$ 4,019,000	$ 4,019,000	$ -
Materials & Services	392,818	660,153	760,600	1,224,300	1,218,300	-
Pass-Through Expenses	494,940	538,820	609,600	628,100	628,100	-
Capital Outlay	-	41,205	16,300	24,500	24,500	-
Transfers Out	40,000	40,000	40,000	32,600	32,600	-
Contingency	-	-	5,545,200	4,778,900	4,784,900	-
Unappropriated Fund Balance	5,612,059	6,839,608	-	-	-	-
Total Requirements	**$ 8,712,706**	**$ 10,688,511**	**$ 10,612,000**	**$ 10,707,400**	**$ 10,707,400**	**$ -**





BUILDING

OVERVIEW

The Building Division is committed to the improved safety and livability of Oregon City by ensuring that construction is safe and built to adopted standards. The Oregon Structural, Residential, Electrical, Plumbing, Mechanical, Energy, Accessibility and Solar Codes, as well as a number of national and state standards regulate how a building is to be constructed; ranging from how strong the walls must be to how much insulation must be in them. The Division is responsible for plan review, issuance of permits, and progress inspections on commercial, industrial and residential developments as well as community education and outreach.

ACCOMPLISHMENTS

- One of the big accomplishments of this team is the plan review and permit issuance of the Clackamas County Courthouse. The development went through a design build process which is very different from typical submittals and given the nature of the use, it is a complicated building
- Permit staff worked with consultants to implement the e-Permitting system. This system is still under development and will fully go live the summer of 2025. However, the trade permits (mechanical, electrical, and plumbing) have been made available on the new system. E-Permitting allows customers to apply for their permits on-line, submit all required plans and documents, and track their review progress
- Building staff have been or are training to be certified to review and inspect electrical permits which provides more flexibility for the department and better ability to respond to customer requests for inspections
- In calendar year 2023 the Planning and Building Divisions permitted 16 single family units and 65 were built. Additionally, 305 multi-family units were permitted and 212 were built
- The Building Division issued Certificates of Occupancy for 387 multi-family units in 2024 and 2025 for the apartments on Maplelane Road

GOALS AND PROJECTS

- Improve staff efficiency and customer experience by continuing to cross train employees in multiple types of inspections and plan review
- Continue to pursue and support staff obtaining more certifications giving us the ability to perform a wider variety of inspections

Building Division Permit Activity

Permit by Type	2020 Results	2021 Results	2022 Results	2023 Results	2024 Results	2025 Estimated	2026 Projected	2027 Projected
Building Permits	295	529	734	342	282	330	357	384
New Single Family	96	49	41	84	20	40	50	50
Residential Addition	13	12	14	12	8	15	15	20
Residential Alteration	53	49	45	49	77	80	80	80
Other Residential	14	44	222	105	112	110	110	120
New Multi Family	13	3	8	5	0	2	4	6
New Commercial	5	7	2	3	3	3	3	3
Non-Residential Alteration	73	81	60	50	37	40	50	60
Non-Residential Roof	8	34	47	10	12	20	20	20
Other Non-Residential	20	250	295	24	13	20	25	25
Mechanical Permits	367	609	647	549	458	450	470	490
Plumbing Permits	320	451	374	325	541	500	500	500
Electrical Permits	432	799	759	554	562	560	580	600
Total Number of Permits	**1,414**	**2,388**	**2,514**	**1,770**	**1,843**	**1,840**	**1,907**	**1,974**

BUILDING EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 1,292,916	$ 1,531,988	$ 2,100,700	$ 2,250,600	$ 2,250,600	$ -
Benefits	879,973	1,036,737	1,539,600	1,768,400	1,768,400	-
Total Personnel Services	2,172,889	2,568,725	3,640,300	4,019,000	4,019,000	-
Materials & Services						
Professional & Technical Services	35,227	236,343	71,500	181,600	181,600	-
Repair & Maintenance Services	91,264	112,635	158,700	96,100	96,100	-
Other Services	1,596	4,778	6,600	39,400	39,400	-
Employee Costs	15,497	22,359	25,000	36,000	36,000	-
Operating Materials & Supplies	7,430	7,335	8,800	8,000	8,000	-
Office & Administrative Supplies	92,604	57,823	86,100	73,700	73,700	-
Pass-Through Payments	494,940	538,820	609,600	628,100	628,100	-
Internal Service Charges	149,200	218,880	403,900	789,500	783,500	-
Total Materials & Services	887,758	1,198,973	1,370,200	1,852,400	1,846,400	-
Capital Outlay	-	41,205	16,300	24,500	24,500	-
Transfers Out	40,000	40,000	40,000	32,600	32,600	-
Contingency	-	-	5,545,200	4,778,900	4,784,900	-
Unappropriated Fund Balance	5,612,059	6,839,608	-	-	-	-
Total Building	$ 8,712,706	$ 10,688,511	$ 10,612,000	$ 10,707,400	$ 10,707,400	$ -

BUDGET HIGHLIGHTS

Based on comparing actual revenues to estimated revenues there is a decrease in permitting activity. It is difficult to tell if this trend will continue. Permitting activity may There will be a continued need for an on-call structural engineer with specialized developments.

Pass-through payments include permitting fees collected on behalf of other agencies.

Capital Outlay includes the Building department's portion of a bathroom upgrade and a new customer kiosk to provide an option for customer's utilizing the new E-Permitting system.

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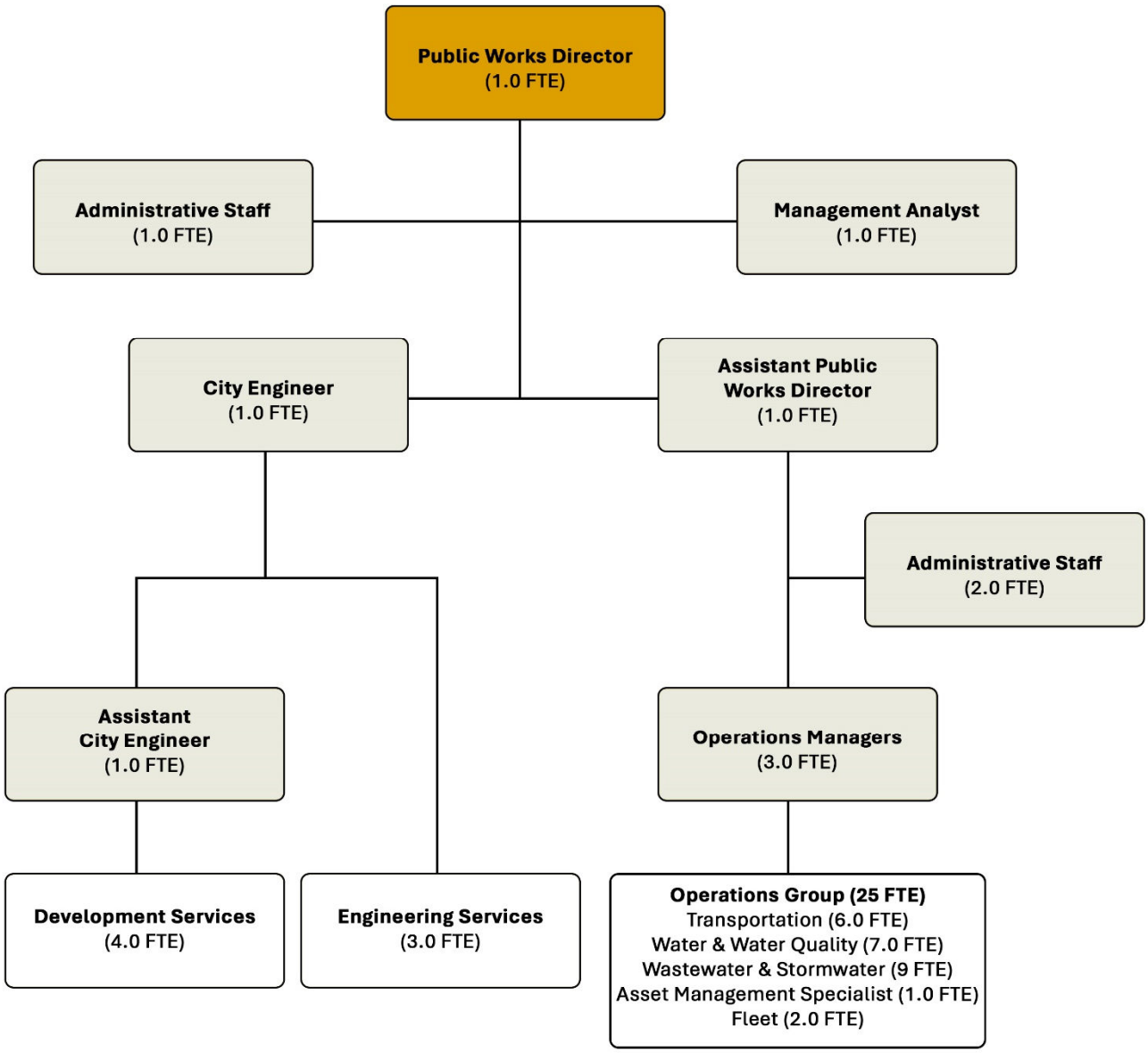
PUBLIC WORKS



FTE above	43.00
Additional Part-Time	5.71
Total FTE	48.71

This chart reflects the City's organizational reporting structure. For information about how budgeted expense is allocated to, and reported within, funds and departments, see the Personnel portion of the Additional Information section at the end of this document.

PUBLIC WORKS

OVERVIEW

The Public Works Department is one of the largest within the City. The department contains various funds and programs split between the following groups:

Engineering Services is responsible for the planning, design, construction, and database mapping for Oregon City public infrastructure including capital improvement projects, development projects, and asset management.

The Operations Group is responsible for operating and maintaining the Oregon City public infrastructure systems including Transportation, Water Utility, Wastewater Utility, and Stormwater Utility, as well as managing the City's fleet.

Right of Way (ROW) Services coordinates with a variety of internal staff and utility providers to oversee implementation and documentation of the City's adopted ROW ordinances and construction inspections.

The Public Works staff plans, constructs, and maintains these systems with a close eye on high quality, progressive practices, controlling costs, and customer service. Revenues and expenses are dedicated for the purpose of these departments. Additionally, each fund within the department transfers monies to pay for services provided by other departments. Transfers out of the Department funds are also made to save for future equipment replacement, and future facility needs. The Department is also responsible for the management of the ROW including ensuring work in the right-of-way is compliant with City standards and requirements.

MISSION

To provide the Oregon City Community with safe, enhanced, sustainable, and financially sound systems for potable water distribution, wastewater collection, surface water management, and multi-modal transportation.

DEPARTMENT GOALS

❖ COMMISSION GOAL -- INVEST IN FACILITIES & INFRASTRUCTURE

- Prioritize projects in the transportation master plan to maximize safety and connectivity
- Secure a $16 million WIFIA loan to help fund Water infrastructure needs

Public Works Performance Measures								
Measure	**2020**	**2021**	**2022**	**2023**	**2024**	**2025 Forecast**	**2026 Goal**	**2027 Goal**
Citywide average Pavement Condition Index (PCI) > 60	73	76	75	77	77	78	78	78
Complete programmed projects under annual pavement maintenance plan	0	100%	100%	100%	100%	100%	100%	100%
Complete scheduled drinking water (DW) and stormwater (SW) samples in compliance with regulations	632 DW	671 DW	716 DW	688 DW	641 DW	694 DW	694 DW	760 DW
	44 SW	48 SW	39 SW	44 SW	44 SW	44 SW	44 SW	44 SW
Complete scheduled projects under leak detection program	100%	100%	100%	100%	100%	100%	100%	100%
Completed / scheduled miles of sanitary & storm video inspections and sanitary line cleaning programs.	31.30 / 16. miles	23.5.00 /12.6 miles	30.0 / 11.0 miles	19.9 / 9.2 miles	36.8 / 10 miles	21 / 27 miles	36.7 / 33.2 miles	36.9 / 33.3 miles
Average time to act in response to a citizen request	< 1.0 days	< 2.0 days	< 1.0 days	< 1.0 days	< 1.0 days	< 1.0 days	< 1.0 days	< 1.0 days
Average time to respond to and complete afterhours call for service	< 4.0 hours	< 2.9 hours	< 2.6 hours	< 3.0 hours	< 2.8 hours	< 2.5 hours	< 2.5 hours	< 2.5 hours
Total Right-of Way Permits Issued	202	270	218	105	209	212	225	225
Total pre-application conferences	31	46	47	45	42	20	25	25

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CITY

ENGINEERING FUND

Engineering accounts for all fees charged, and expenditures incurred, associated with private development engineering pre-applications, land use reviews, technical plan reviews, construction monitoring and inspections. This includes site plan reviews, subdivision/ partition plat reviews, right-of-way permits, grading permits, erosion control permits, temporary and permanent obstruction permits, and street/easement vacations.

The following table includes total resources and requirements for the upcoming biennium, the current biennium, and the two previous biennia.

Revenues in the upcoming biennium are budgeted lower than the previous biennium due to lasting impacts triggered by the pandemic which continues to be resulting in a slowdown in development. The pandemic contributed to much apprehension and uncertainty, which slowed the rate of development. Hopefully the economy will begin to recover from the downturn in the upcoming biennium, the lag in project timing through the land use process is expected to linger into the biennium. As such, charges for engineering services, such as development review fees, have been proposed at 72% of the previous biennium.

Overall, the total revenue for the Engineering Fund is projected to be 2% higher than what it was in the previous biennium. This means it will be $32,200 higher than the revenue for the previous biennium due to an increase in internal service charges and increased interest income revenue offset by lower anticipated charges for services.

Engineering	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 721,212	$ 1,099,600	$ 674,400	$ 604,000	$ 604,000	$ -
Charges for Services	732,468	763,333	570,000	411,000	411,000	-
Intergovernmental	7,799	-	-	-	-	-
Internal Service Charges	1,021,700	1,110,840	1,224,700	1,349,900	1,349,900	-
Licenses & Permits	220,258	192,046	110,000	110,000	110,000	-
Interest Income	44,479	48,290	15,000	78,000	78,000	-
Miscellaneous Income	6,410	-	-	-	-	-
Transfers In	240,000	90,000	100,000	103,000	103,000	-
Total Resources	**$ 2,994,326**	**$ 3,304,109**	**$ 2,694,100**	**$ 2,655,900**	**$ 2,655,900**	**$ -**
Requirements by Category						
Personnel Services	$ 1,515,168	$ 1,703,449	$ 1,737,700	$ 1,389,400	$ 1,389,400	$ -
Materials & Services	347,558	488,155	715,900	796,800	795,000	-
Transfers Out	32,000	243,000	102,000	76,000	76,000	-
Contingency	-	-	138,500	393,700	395,500	-
Unappropriated Fund Balance	1,099,600	869,505	-	-	-	-
Total Requirements	**$ 2,994,326**	**$ 3,304,109**	**$ 2,694,100**	**$ 2,655,900**	**$ 2,655,900**	**$ -**

ENGINEERING

OVERVIEW

Engineering is the main Public Works Department point of contact for the community, title companies, engineering firms, utility companies, and construction companies. It serves as the administrative division of Public Works and provides all System Development Charge (SDC) calculations for building permits.

ACCOMPLISHMENTS

- Completed a variety of projects including Cayuse Five Tribute Project, Clairmont Area Waterlines Phase 2 Project, 2023 Roadway Reconstruction Project, 2024 Roadway Reconstruction Project, and the traffic signal and safety improvements as part of the Beavercreek Road ARTS project
- Several projects were completed as part of the Inflow and Infiltration (I&I) Program, this includes Linn Basin Project 1, Rivercrest Basin Projects 1-4, and Molalla Avenue Project. These sewer collection system projects are part of the City Commission approved I&I program, to rehabilitate public sewer lines and lateral lines to private properties associated with these projects
- Pedestrian safety initiatives were implemented as part of the Holcomb Boulevard Safe Routes to School Project
- The City Commission approved a $33 million dollar list of infrastructure improvements to the water system, to be partially funded through the Water Infrastructure Innovation Act (WIFIA) which is a loan through the Environmental Protection Agency (EPA)
- The Sidewalk Replacement Assistance Program, authorized by City Commission has authorized over $150,000 in the 2023-2025 biennium to residents, to repair damaged sidewalks
- Continued to manage, and enhance, the City's EnerGov permitting program. This biennium's efforts included implementation of EnerGov upgrades and efforts to move to e-review
- Adopted Oregon City Street Design and Construction Standards
- Completed adoption of the Park Place Urbanization Study
- Continued supporting the ongoing efforts to amend Municipal Codes related to a variety of engineering and public works initiatives
- Continued program to audit the backlog of open franchise permits and worked with the franchise providers to complete the ROW repairs needed to close existing permits
- Continued to increase ROW revenues through telecom, wireless and other ROW service agreements, audits, and regular scrutiny of provider programs
- Continued supporting conceptual engineering work on the Tumwata Village site related to public infrastructure and utilities anticipated within the sites
- Supported the City's efforts to coordinate with regional partners including Oregon Department of Transportation, Metro, Clackamas County, TriMet, Tribes, B & B Leasing, Union Pacific Railroad, and major franchise providers on a variety of topics such as transportation planning, solid and food waste, capital project coordination, grants and financial auditing
- Continued to coordinate with other departments on solutions for climate friendly and equitable housing, comprehensive planning, homeless strategies, special events, property management, and volunteer coordination
- The ROW program continued its improved permitting process requiring all ROW users to apply and receive permits for use of City ROW. The program ensures the sustainability of the ROW and equitable use of the ROW, by all utility providers
- The ROW program continued audits of franchises, increasing the revenues paid by right-of-way users

GOALS AND PROJECTS

- Continue providing quality engineering customer service to community members, boards and commissions, other city departments, and developers. This includes maintaining an open dialogue with

homeowners, developers and those seeking to develop property in the community. Through mutual understanding of conceptual development plans, staff continue to work to educate the community, and developers on city design and construction standards, while supporting opportunities for growth

- Continue providing meaningful updates to the City Commission regarding policy related issues specific to funding long and short-term capital improvement needs of the City's transportation and public utility systems
- Process no-fee permits for work within the right-of-way by franchise utilities and conduct related inspections
- Continue processing and reviewing land use applications and design plans for compliance with Public Works standards, master plans, National Pollutant Discharge Elimination System (NPDES) requirements, and the Municipal Code
- Update design and construction standards for use and implementation by the development community (water, wastewater, stormwater, and transportation) as needed
- Support policies or written guidelines to improve consistency in development and land use reviews
- Monitor/inspect construction of approved private development plans
- Provide SDC calculations for development projects
- Work to implement a paperless environment including digital plan reviews and digital files
- Continue programs that ensure equitable use of the city's ROW and encourage the provision of advanced and competitive utility services on the widest possible basis to businesses and the community
- Continue programs to secure fair and reasonable compensation to the city and its residents for use of the right-of-way
- Enhance staff training opportunities relating to Diversity, Equity and Inclusion (DEI) subject matter, anti-harassment, and performance coaching
- Complete Public Works Facilities Master Plan refinement, which identifies where the remaining items still located at Old Center Street will be moved to. This includes moving forward with and completing the work to construct a new decant facility, and a magnesium chloride (deicer) storage system, and sanding rock storage facility
- Continue the I&I Program Management focusing on delivering effective and responsible projects to rehabilitate the City's aging sewer system
- Continue the WIFIA Program, utilizing our Environmental Protection Agency (EPA) low-cost, long-term loans for upgrading our water system

ENGINEERING EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 896,824	$ 1,014,467	$ 1,015,100	$ 770,000	$ 770,000	$ -
Benefits	618,344	688,982	722,600	619,400	619,400	-
Total Personnel Services	1,515,168	1,703,449	1,737,700	1,389,400	1,389,400	-
Materials & Services						
Professional & Technical Services	129,468	177,292	250,000	185,000	185,000	-
Repair & Maintenance Services	23,219	68,380	88,400	75,800	75,800	-
Other Services	-	-	-	400	400	-
Employee Costs	28,036	34,313	65,000	69,800	69,800	-
Operating Materials & Supplies	508	3,307	4,000	5,600	5,600	-
Office & Administrative Supplies	58,627	71,319	80,200	77,300	77,300	-
Internal Service Charges	107,700	133,544	228,300	382,900	381,100	-
Total Materials & Services	347,558	488,155	715,900	796,800	795,000	-
Transfers Out	32,000	243,000	102,000	76,000	76,000	-
Contingency	-	-	138,500	393,700	395,500	-
Unappropriated Fund Balance	1,099,600	869,505	-	-	-	-
Total Engineering	$ 2,994,326	$ 3,304,109	$ 2,694,100	$ 2,655,900	$ 2,655,900	$ -

BUDGET HIGHLIGHTS

This budget includes transfers of $50,000 allocated to the Public Works Community Facility Fund for facility improvements, and $26,000 to the Equipment Replacement Fund for equipment replacement reserves for the biennium.

Professional & Technical Services includes the following:

Legal	$120,000
Engineering	65,000
Total	$185,000

TRANSPORTATION FUND

The Transportation Division maintains the City's transportation system, to include roadways, pathways, sidewalks, traffic signals, pedestrian rectangular rapid flashing beacons (RRFB's), signage, pavement markings and guardrails. Operations are performed to enhance pedestrian, vehicular and bicycle mobility, while also protecting the surrounding environment.

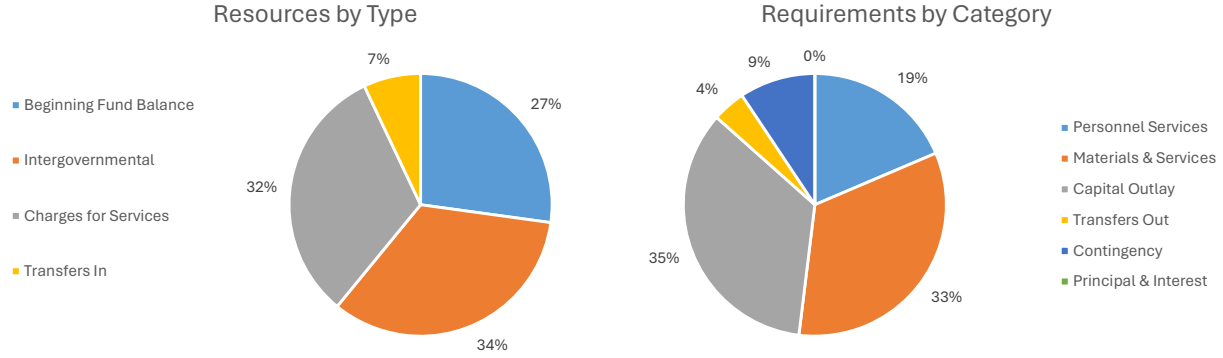
The Transportation Fund is a dedicated fund used to cover expenses relating to transportation and is divided into two units: Transportation and Pavement Maintenance. The Transportation unit handles general transportation activities to include staffing and materials and services, and capital outlay for transportation projects. The funding sources are from state gas tax revenues and Clackamas County vehicle registration fees. The Pavement Maintenance unit is funded for road repairs and reconstruction projects through pavement maintenance fees.

The revenues and expenses of the two units are kept separate from one another for accountability purposes. Any amounts remaining at year end (revenues exceeding expenditures) are restricted for future years' transportation projects.

The table below compares total resources and total requirements for the upcoming biennium, the current biennium, and the two previous biennia.

Transportation	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 2,680,863	$ 4,731,984	$ 4,312,800	$ 6,144,100	$ 6,144,100	$ -
Intergovernmental	8,641,415	8,114,723	7,660,900	7,626,600	7,626,600	-
Charges for Services	5,508,085	5,906,227	6,547,800	7,239,900	7,239,900	-
Transfers In	319,740	1,260,008	395,000	1,591,000	1,591,000	-
Interest Income	65,291	134,970	49,000	404,600	404,600	-
Miscellaneous Income	21,242	66,381	-	6,000	6,000	-
Total Resources	**$ 17,236,636**	**$ 20,214,293**	**$ 18,965,500**	**$ 23,012,200**	**$ 23,012,200**	**$ -**
Requirements by Category						
Personnel Services	$ 2,833,884	$ 2,864,610	$ 3,629,600	$ 3,836,100	$ 3,836,100	$ -
Materials & Services	3,346,516	3,753,873	4,810,700	6,883,700	6,877,100	-
Capital Outlay	5,964,252	7,647,719	8,604,300	6,081,500	7,143,600	-
Principal & Interest	-	2,962	3,000	3,400	3,400	-
Transfers Out	360,000	875,000	1,049,000	840,000	840,000	-
Contingency	-	-	868,900	2,982,500	1,927,000	-
Reserved for Future Expenditures	-	-	-	2,385,000	2,385,000	-
Unappropriated Fund Balance	4,731,984	5,070,129	-	-	-	-
Total Requirements	**$ 17,236,636**	**$ 20,214,293**	**$ 18,965,500**	**$ 23,012,200**	**$ 23,012,200**	**$ -**

The charts below show the percentages of resources and requirements in the Transportation Fund.



TRANSPORTATION

OVERVIEW

The Transportation Division is responsible for road maintenance, traffic management, right-of-way safety improvements, signalization, signage, pavement markings, landscape maintenance (including street trees and landscaped medians), guardrails and street furnishings maintenance, emergency response, city beautification, and municipal elevator maintenance. It maintains approximately 146.2 center line miles of roads (including 5.2 miles of alleys), 165.5 miles of sidewalks, and 971.9 acres (1198.5 acres when including State and County ROW) of rights-of-way. Operations in this division are accounted for in the Transportation Fund within the Transportation and Pavement Maintenance units. The division includes 12.32 FTEs including shared supervisory and administrative personnel.

The Division objective is to follow the most effective and current methods (best management practices) to continually improve and manage the City's transportation system and infrastructure. This means being flexible and responsive to changes or challenges (adaptive management), to ensure the city's transportation infrastructure is efficient, well maintained and safe. To accomplish this, the Division follows a Five-Year Pavement Maintenance Plan to prioritize road repairs, and road upgrades, including asphalt paving, pavement milling, overlays, and yearly repairs and/or seals to street cracks and potholes.

ACCOMPLISHMENTS

- 112 requests for service were submitted by residents and 400 work orders were completed
- Over 20 lane miles of city streets were sealed with 84,100 pounds of crack seal applied by city crews
- Planted 18 trees; trimmed 1,145 trees
- Repaired 13 City-owned streetlights; converted 27 City-owned streetlights to LED
- Managed $4.9 million in contracted pavement maintenance projects
- Operations maintenance projects included:
  - 170,924 square yards of slurry seal that covered 16.9 lane miles of city streets. ($360,018)
  - 490,157 lineal feet of nominal 4" pavement striping. ($84,753)
- Maintained and upgraded 771 street signs, according to the Federal Highway Administration (FHWA) standards
- In-house crews replaced 2,952 lineal feet of a nominal 4" thermoplastic striping and 16 transverse markings
- Completed in-house paving projects (potholes, overlays, rut patching, etc.) totaling 3,484 tons of asphalt
- Street sweepers swept 13,422 miles and collected 6,402 yards of debris
- Applied approximately 3,354 gallons of Magnesium Chloride (Deicer) to city streets, in response to winter weather conditions
- Completed transportation improvement projects including Gardiner Middle School Sidewalk Infill, Maplelane Road Roundabout contribution, and Holcomb Boulevard Safe Routes to School Project
- Completed concept planning for a preferred alternative, adopted by City Commission, for Phase 3 of the McLoughlin Boulevard Enhancement Project, in partnership with Oregon Department of Transportation (ODOT). This phase identified the preferred approach for this third, and final phase, of the plan along the viaduct portion of McLoughlin Boulevard
- Secured $4 million in State of Oregon Lottery Bond Funding to complete Main Street 10th Street to 15th Street Improvements. This will provide streetscape and utility improvements along the corridor

GOALS AND PROJECTS

- Initiate the design and permitting phase for the Hwy 213 & Beavercreek Road west bound right turn lane project. This project will convert the existing westbound lane-to-northbound yield movement to a free flow movement & construct an acceleration lane

on Highway 213 to assist with congestion management at this key intersection

- Initiate the design phase of the Washington Street Corridor Improvements, to support transportation access to the former Rossman Landfill site, utilizing a $4 million federal earmark
- Complete concept design and a phasing plan for the Linn/Leland/Meyers/Central Point/Warner Parrott Roundabout
- Identify opportunities for sidewalk and bike lane infill projects
- Continue to maintain and upgrade street signage, per the FHWA standards
- Maintain pavement legends, markings and streetlights
- Manage the Oregon City Municipal Elevator service attendant contract, and security monitoring and required maintenance to maintain our vertical street, constructed in 1955
- Enhance City aesthetics by managing and maintaining the City's hanging flower basket program, banners, public art installations, holiday decorations, traffic control (during community and special events) and emergency road conditions
- Maintain the Amtrak station by conducting regular inspections and providing ongoing maintenance to ensure the station remains in optimal conditions for public use and safety
- Improve emergency response and customer support by maintaining a 24/7 on-call service to customer inquiries, and system emergencies ensuring quick resolutions and minimal disruptions
- Support pavement and roadway maintenance by deploying staff and equipment to effectively provide in-house crack sealing, slurry sealing, and pavement maintenance programs to ensure safe and durable roads
- Enhance winter weather response to promote safe travel, minimize disruptions, ensure emergency vehicle access, and support business continuity. This includes implementing strategies for adapting to changing weather conditions, maintaining emergency response equipment, deploying staff effectively, and prioritizing the safety of all personnel

TRANSPORTATION EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 1,678,391	$ 1,692,596	$ 2,102,400	$ 2,160,900	$ 2,160,900	$ -
Benefits	1,155,493	1,172,014	1,527,200	1,675,200	1,675,200	-
Total Personnel Services	2,833,884	2,864,610	3,629,600	3,836,100	3,836,100	-
Materials & Services						
Professional & Technical Services	489,068	504,898	739,800	1,173,100	1,173,100	-
Repair & Maintenance Services	657,213	770,125	793,100	2,331,000	2,331,000	-
Other Services	1,851	-	-	400	400	-
Employee Costs	34,535	38,745	46,200	47,400	47,400	-
Operating Materials & Supplies	231,899	298,972	334,600	346,000	346,000	-
Office & Administrative Supplies	38,713	42,015	41,100	44,900	44,900	-
Special Programs	297,851	239,758	400,000	250,000	250,000	-
Internal Service Charges	365,700	391,640	711,300	1,039,100	1,032,500	-
Total Materials & Services	2,116,830	2,286,153	3,066,100	5,231,900	5,225,300	-
Capital Outlay	478,811	1,159,957	3,344,300	924,500	1,486,600	-
Principal & Interest	-	2,962	3,000	3,400	3,400	-
Transfers Out	360,000	875,000	1,049,000	840,000	840,000	-
Contingency	-	-	649,500	1,843,500	1,288,000	-
Reserved for Future Expenditures	-			2,385,000	2,385,000	-
Total Transportation	$ 5,789,525	$ 7,188,682	$ 11,741,500	$ 15,064,400	$ 15,064,400	$ -

BUDGET HIGHLIGHTS

The approved budget for Transportation Services is funded by revenue collected through state fuel tax allocations, including revenue generated by House Bill 2017 (Keep Oregon Moving), as well as Clackamas County vehicle registration fees.

This budget includes transfers of $300,000 allocated to the Public Works Community Facility Fund for facility improvements, and $540,000 to the Equipment Replacement Fund for equipment replacement reserves.

The Professional & Technical Services budget includes the following items:

Elevator contract and services	$ 416,000
Engineering	398,600
Elevator maintenance	240,000
Legal	30,000
Utility Locating Services	24,000
Geotechnical	10,000
Traffic counts	8,000
Flagging	6,000
Other	40,500
Total	$ 1,173,100

The Capital Outlay budget includes the following:

Quiet Zone	$ 562,100
Hwy 213 & Beavercreek Turn Lane	468,000
Sidewalk and Bike Lane Infill	360,000
2025 PMUF construction	69,000
De-Icer tanks	27,500
Total	$ 1,486,600

PAVEMENT MAINTENANCE EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Materials & Services						
Professional & Technical Services	$ 54,601	$ 12,609	$ 146,000	$ 49,300	$ 49,300	$ -
Repair & Maintenance Services	565,304	813,505	800,000	600,000	600,000	-
Operating Materials & Supplies	221,363	224,098	230,000	356,000	356,000	-
Office & Administrative Supplies	718	436	800	1,000	1,000	-
Internal Service Charges	387,700	417,072	567,800	645,500	645,500	-
Total Materials & Services	1,229,686	1,467,720	1,744,600	1,651,800	1,651,800	-
Capital Outlay	5,485,441	6,487,762	5,260,000	5,157,000	5,657,000	-
Contingency	-	-	219,400	1,139,000	639,000	-
Unappropriated Fund Balance	4,731,984	5,070,129	-	-	-	-
Total Pavement Maintenance	$ 11,447,111	$ 13,025,611	$ 7,224,000	$ 7,947,800	$ 7,947,800	$ -

BUDGET HIGHLIGHTS

This approved Pavement Maintenance budget is funded from utility fees, specifically designated for pavement maintenance. The funds are used in the City's annual pavement management and maintenance plan, which includes both contracted paving services and in-house paving.

The following Capital Outlay is budgeted in this department:

2025 Roadway Reconstruction	$ 2,635,000
2026 Roadway Reconstruction	2,359,000
Main Street -10th to 15th	500,000
2027 Roadway Reconstruction	163,000
Total	$ 5,657,000

OREGON
CITY

WATER FUND

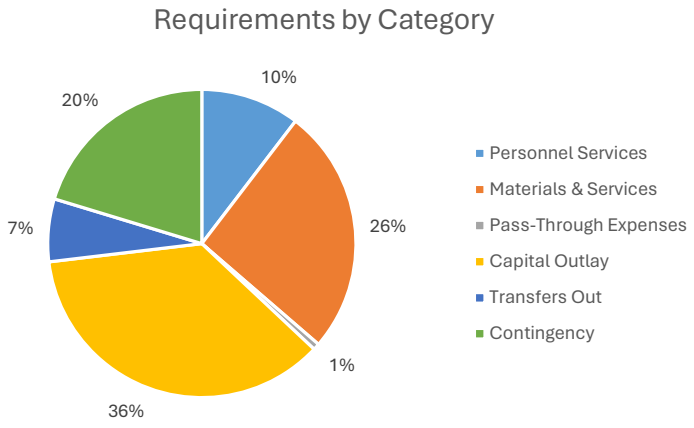
The Water Division is responsible for operating and maintaining the City's potable water storage and distribution system.

Revenues in this fund are projected to increase due to a 3% annual increase in water rates. During this 2025-2027 biennium, capital reserves will be reduced to fund a variety of larger capital projects planned for construction as part of an aggressive capital improvement program.

The table below compares total resources and total requirements for the upcoming biennium, the current biennium, and the two previous biennia.

Water Operations	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 4,414,265	$ 5,921,118	$ 8,137,600	$ 7,018,300	$ 7,018,300	$ -
Intergovernmental	22,379	28,995	-	-	-	-
Charges for Services	15,458,793	16,876,150	17,570,400	20,806,700	20,806,700	-
Pass-Through Revenues:						
South Fork SDC Collections	624,041	691,891	1,300,000	280,000	280,000	-
Interest Income	89,925	174,182	93,000	621,400	621,400	-
Miscellaneous Income	71,433	5,413	-	-	-	-
Loan Proceeds	-	-	-	12,902,000	12,902,000	-
Other Financing Sources	-	5,600,000	-	-	-	-
Transfers In	12,706	-	-	-	-	-
Total Resources	**$ 20,693,542**	**$ 29,297,749**	**$ 27,101,000**	**$ 41,628,400**	**$ 41,628,400**	**$ -**
Requirements by Category						
Personnel Services	$ 3,189,410	$ 3,592,214	$ 4,144,000	$ 4,281,100	$ 4,281,100	$ -
Materials & Services	7,305,621	8,102,048	8,989,100	10,695,300	10,688,500	-
Pass-Through Expenses	624,041	691,891	1,300,000	280,000	280,000	-
Capital Outlay	2,253,352	7,819,904	9,654,600	14,878,000	14,878,000	-
Debt Service	-	2,962	3,000	415,400	415,400	-
Transfers Out	1,400,000	1,500,000	1,317,000	2,709,000	2,709,000	-
Contingency	-	-	1,693,300	8,369,600	8,376,400	-
Unappropriated Fund Balance	5,921,118	7,588,730	-	-	-	-
Total Requirements	**$ 20,693,542**	**$ 29,297,749**	**$ 27,101,000**	**$ 41,628,400**	**$ 41,628,400**	**$ -**

The chart below shows the percentages of requirements by category for the biennium. Capital Outlay account for the majority of expenditures.



WATER

OVERVIEW

The Water Utility distributes and maintains the potable water supply, while ensuring public health is protected. This is accomplished by closely monitoring the system and complying with all safe drinking water standards.

The City's water distribution system consists of 176 miles of water mains, 5 water reservoirs, 1,547 fire hydrants, 35 pressure reducing valves, and 3 dedicated pump stations. These serve over 11,605 active customers. The Division includes 12.72 FTEs, including shared supervisory and administrative personnel.

Oregon City's potable water is sourced from surface water drawn from the lower Clackamas River. The water is treated by South Fork Water Board (SFWB), a wholesale supplier owned equally by Oregon City and the City of West Linn. SFWB operates an intake and pumping station located on the Clackamas River north of the City which delivers raw water to their treatment plant. The treated water is then distributed to Oregon City at five different locations.

Key annual projects include ensuring water quality compliance, managing a backflow and cross-connection program, replacing and upgrading mainlines flushing the system, performing valve maintenance, hydrant maintenance, and maintaining reservoirs and pump stations and conducting leak detection efforts. The City also tracks performance benchmarks related to service quality used to measure performance of the water quality, pressure, and minimum supply levels for fire protection.

ACCOMPLISHMENTS

- Received 42 service requests and completed 460 work orders
- Maintained an "Outstanding Performer" rating in the 2021 Department of Health Water System Survey. This is reevaluated every five years, with the next one due for inspection in 2026
- Completed leak detection checks for 1/3 of the City (56 miles). This work is done annually to reduce unaccounted for water
- Completed improvements to the Henrici Reservoir including interior and exterior reservoir coatings, passive mixing upgrades, cathodic protection and safety upgrades
- The Water Infrastructure Finance and Innovation Act (WIFIA) Program accomplished the following:
  - Completed construction of the Clairmont Area Waterline Replacement Project Phase 2
  - Completed construction of the Holmes Lane Waterline Replacement Project
  - Completed construction of the Main Street (10th to 15th) Waterline Replacement Project
  - SCADA Security Upgrades are underway
  - Construction has begun on the Molalla Avenue Water Transmission Main Project
  - Design is underway on the Henrici Reservoir Pump Station and Transmission Main Project
- Continued Pressure Reducing Valve replacement and rehabilitation program

GOALS AND PROJECTS

- The Water Infrastructure Finance and Innovation Act (WIFIA) Program projects the following:
  - Complete construction of the Molalla Avenue Water Transmission Main Project
  - Begin construction on the Henrici Reservoir Pump Station and Transmission Main Project
  - Begin design of Canemah Court Main Replacement Project
  - Begin design of the High School Avenue Transmission Main Project
  - Design & construct the McLoughlin Neighborhood Main Replacement Project
  - Design and begin construction of the Molalla Avenue 18" Transmission Main Project

- Oversee the City's Supervisory control and data acquisition (SCADA) software and radio communication systems
- Continue to oversee and manage the WIFIA Quarterly Reporting
- Support the Pavement Maintenance Utility Fund projects as needed for small waterline repairs associated with the paving limits
- Upgrade the Clackamas River Water (CRW) and Oregon City (OC) Meter Intertie
- Respond to customer and system emergencies (maintain 24/7 on-call service)
- Remain compliant with federal/state/local water quality rules and regulations including annual water quality report for distribution system
- Continue to communicate with the community and businesses to enhance public awareness about water service backflow prevention and winter preparedness to avoid frozen waterlines
- Continue with annual leak detection program for 1/3 of the City (56 miles per year) to reduce potential unaccounted for water
- Continue to maintain updates to the City's computerized hydraulic model

WATER EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 1,883,212	$ 2,076,189	$ 2,363,800	$ 2,395,100	$ 2,395,100	$ -
Benefits	1,306,198	1,516,025	1,780,200	1,886,000	1,886,000	-
Total Personnel Services	3,189,410	3,592,214	4,144,000	4,281,100	4,281,100	-
Materials & Services						
Professional & Technical Services	476,098	613,833	512,600	698,000	698,000	-
Repair & Maintenance Services	450,674	545,234	572,700	982,000	982,000	-
Other Services	651,008	695,993	982,700	873,400	873,400	-
Employee Costs	38,733	44,537	43,200	58,600	58,600	-
Operating Materials & Supplies	4,156,543	4,615,123	4,698,000	5,250,900	5,250,900	-
Office & Administrative Supplies	58,701	86,380	51,700	61,200	61,200	-
Special Programs	3,864	1,860	-	-	-	-
Pass-Through Payments	624,041	691,891	1,300,000	280,000	280,000	-
Internal Service Charges	1,470,000	1,499,088	2,128,200	2,771,200	2,764,400	-
Total Materials & Services	7,929,662	8,793,939	10,289,100	10,975,300	10,968,500	-
Capital Outlay	2,253,352	7,819,904	9,654,600	14,878,000	14,878,000	-
Principal & Interest	-	2,962	3,000	415,400	415,400	-
Transfers Out	1,400,000	1,500,000	1,317,000	2,709,000	2,709,000	-
Contingency	-	-	1,693,300	8,369,600	8,376,400	-
Unappropriated Fund Balance	5,921,118	7,588,730	-	-	-	-
Total Water	$ 20,693,542	$ 29,297,749	$ 27,101,000	$ 41,628,400	$ 41,628,400	$ -

BUDGET HIGHLIGHTS

This budget includes transfers of $1,000,000 allocated to the Public Works Community Facility Fund for facility improvements, $1,500,000 allocated to the Water SDC Fund, and $209,000 to the Equipment Replacement Fund for equipment replacement reserves for the biennium.

Operating Materials & Supplies includes the following items:

Water purchases	$ 4,766,300
Fittings and values	144,200
Meters	92,800
Pipe	80,000
Other operating supplies	167,600
Total	$ 5,250,900

Professional & Technical Services includes funding for the following:

Technical	$ 210,000
Engineering	190,000
Environmental	181,000
Consulting	51,600
Legal	40,000
Professional	25,400
Total	$ 698,000

The following Capital Outlay is budgeted in this fund:

WIFIA Program Projects:

Henrici Pump Stn and Trans Main	$6,389,000
Molalla Avenue 30" Trans Main	4,558,000
McLoughlin Area Main Replacement	1,706,000
Molalla Avenue 18" Trans Main	1,381,000
Canemah Court Main Replacement	484,000
High School Avenue Trans Main	256,000
Total	$14,774,000

Other projects:

2025 Roadway Reconstruction	$40,000
2026 Roadway Reconstruction	64,000
Total	$104,000
Total Capital Outlay	$14,878,000

WASTEWATER FUND

The Wastewater Division maintains the City's wastewater collection system in accordance with regulatory standards. This work protects public safety and provides wastewater services by maintaining and improving the collection system, including pump stations, mainlines, laterals and manholes, all while working to protect the surrounding environment.

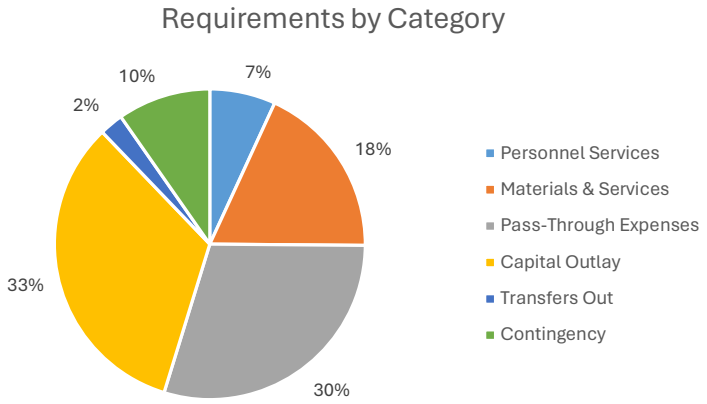
The 2025-2027 biennium continued the City's Infiltration and Inflow (I&I) reduction program.

An Intergovernmental Agreement (IGA) with Water Environment Services provides 33% reimbursement on I&I reduction projects completed by the City. This IGA is anticipated to generate $5,018,000 in sewer fund revenue for the biennium.

The table below compares total resources and total requirements for the upcoming biennium, the current biennium, and the two previous biennia.

Wastewater Operations	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 9,889,155	$ 13,224,704	$ 11,129,100	$ 8,323,000	$ 8,323,000	$ -
Intergovernmental	13,815	1,333,636	7,140,500	5,018,000	5,018,000	-
Charges for Services	12,670,166	13,656,672	15,368,100	16,563,900	16,563,900	-
Pass-Through Revenues:						
Tri-City Collections	11,477,829	15,688,315	14,964,000	13,485,400	13,485,400	-
Interest Income	211,699	298,817	226,000	1,328,500	1,328,500	-
Miscellaneous Income	94,681	2,175	-	-	-	-
Franchise Fees	594,026	648,381	681,800	790,000	790,000	-
Transfers In	12,706	-	-	-	-	-
Total Resources	**$ 34,964,077**	**$ 44,852,700**	**$ 49,509,500**	**$ 45,508,800**	**$ 45,508,800**	**$ -**
Requirements by Category						
Personnel Services	$ 2,430,337	$ 2,485,867	$ 2,988,100	$ 3,119,600	$ 3,119,600	$ -
Materials & Services	3,303,261	3,731,073	4,306,600	8,315,800	8,310,400	-
Pass-Through Expenses	11,449,371	15,668,190	14,964,000	13,485,400	13,485,400	-
Capital Outlay	1,626,404	7,411,420	24,121,500	15,041,000	15,041,000	-
Debt Service	-	2,962	3,000	3,400	3,400	-
Transfers Out	2,930,000	1,275,000	1,173,000	1,132,000	1,132,000	-
Contingency	-	-	1,953,300	4,411,600	4,417,000	-
Unappropriated Fund Balance	13,224,704	14,278,188	-	-	-	-
Total Requirements	**$ 34,964,077**	**$ 44,852,700**	**$ 49,509,500**	**$ 45,508,800**	**$ 45,508,800**	**$ -**

The chart below shows the percentages of requirements by category for the biennium. As shown, the largest share of the expenditures is Capital Outlay, followed by Pass-Through Expenses, which are costs collected and remitted to Tri-City Service District for sewage treatment.



WASTEWATER

OVERVIEW

The Wastewater Division protects public safety through the operation, maintenance, and improvement of its wastewater system. The wastewater collection system includes pump stations, mainlines, laterals and manholes. They also respond to emergency system bypasses to reduce hazards to human health and the environment. They are responsible for the implementation of best management practices while performing operations to protect the surrounding environment in order to meet or exceed regulatory standards.

The City's wastewater collection system includes 14 pump stations, 8 STEP Stations, and 139 miles of both force main and gravity pipes, all of which serve over 11,340 customers. The Division includes 10.15 FTEs, including shared supervisory and administrative personnel.

Once wastewater is collected, it is conveyed to, and treated by, Clackamas County Water Environment Services (WES). WES provides wastewater treatment services at the Tri-City Water Resource Recovery Facility, located on the Clackamas River in Oregon City. The water resource recovery facility provides wastewater treatment for the cities of Gladstone, Oregon City, and West Linn, as well as other Clackamas County jurisdictions outside of the Tri-City district. Daily operations are managed by WES. Each of the partner cities is responsible for its own collection and conveyance system as well as billing customers for services.

ACCOMPLISHMENTS

- Received 19 requests for service from residents and completed 896 work orders
- Completed 59.4 miles of sanitary sewer TV inspection
- Completed 37 miles of sanitary sewer line cleaning
- Completed the following Inflow & Infiltration Reduction Projects:
  - Rivercrest Basin, Phases 2, 3 & 4
  - Linn Basin, Phase 1
  - Molalla Avenue Project
  - Ongoing support with sewer system access, evaluation, inspection and troubleshooting associated with the annual I&I program
- Amended contract with consultants to support the City's I&I reduction program to help augment staff capacity to deliver over $10 million in I&I focused projects beginning with high priority areas in the Rivercrest, Molalla and Linn Basins
- Completed the first phase of the Rivercrest Basin I&I Reduction Project
- Completed the design and construction of the Magnolia Street Sewer Replacement Project

GOALS AND PROJECTS

- Support through staffing and funding the City's Annual I&I reduction program. This program is funded at $15 million over the biennium and includes the following services: program management, design services, construction, construction administration and inspection services)
- Complete design, permitting and installation of Generator Replacements at the following Pump Stations:
  - Settlers Point
  - Parrish Road
  - Barclay Hills
  - Hidden Creek
  - Newell Crest
  - Amanda Court
  - Noble Ridge
- Support the City's annual paving program with underground repairs and surface restoration associated with the program.
- Initiate and support a 10-year long (2023-2033) manhole rehabilitation program
- Continue the I & I reduction investigation program including TV inspection, smoke testing, public education, and public policy
- Complete annual small works, pipe replacement, and separation projects per Sanitary Sewer Master Plan and Capital Improvement Plan through routine operations and maintenance, such as:
  - Line cleaning, TV inspections, and root intrusion control

- Facility management of 22 wastewater pump stations (including 8 STEP systems)
- Oversee the City's Supervisory control and data acquisition (SCADA) software and radio communication systems
- Annual pipe repairs (small works) identified through routine inspections and emergency response

❖ Communicate with residents to enhance public awareness about sewer connection responsibilities and maintenance

WASTEWATER EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 1,430,860	$ 1,472,580	$ 1,697,000	$ 1,734,100	$ 1,734,100	$ -
Benefits	999,477	1,013,287	1,291,100	1,385,500	1,385,500	-
Total Personnel Services	2,430,337	2,485,867	2,988,100	3,119,600	3,119,600	-
Materials & Services						
Professional & Technical Services	128,073	173,940	136,000	791,200	791,200	-
Repair & Maintenance Services	436,796	620,084	576,700	3,196,500	3,196,500	-
Other Services	755,005	810,107	846,700	954,800	954,800	-
Employee Costs	24,857	36,000	24,800	44,000	44,000	-
Operating Materials & Supplies	81,735	93,682	109,600	116,400	116,400	-
Office & Administrative Supplies	55,640	53,364	47,700	51,600	51,600	-
Special Programs	1,555	1,240	2,000	2,200	2,200	-
Pass-Through Payments	11,449,371	15,668,190	14,964,000	13,485,400	13,485,400	-
Internal Service Charges	1,819,600	1,942,656	2,563,100	3,159,100	3,153,700	-
Total Materials & Services	14,752,632	19,399,263	19,270,600	21,801,200	21,795,800	-
Capital Outlay	1,626,404	7,411,420	24,121,500	15,041,000	15,041,000	-
Principal & Interest	-	2,962	3,000	3,400	3,400	-
Transfers Out	2,930,000	1,275,000	1,173,000	1,132,000	1,132,000	-
Contingency	-	-	1,953,300	4,411,600	4,417,000	-
Unappropriated Fund Balance	13,224,704	14,278,188	-	-	-	-
Total Wastewater	$ 34,964,077	$ 44,852,700	$ 49,509,500	$ 45,508,800	$ 45,508,800	$ -

BUDGET HIGHLIGHTS

This budget includes transfers of $800,000 allocated to the Public Works Community Facility Fund for facility improvements, and $332,000 to the Equipment Replacement Fund for equipment replacement reserves for the biennium.

The following Capital Outlay is budgeted in this fund:

WES Eligible Inflow & Infiltration Projects:

Linn Basin, Phase 3	$ 3,567,000
McLoughlin Basin, Phase 1	2,766,000
Linn Basin, Phase 2	2,093,000
McLoughlin Basin, Phase 2	1,227,000
Newell Basin, Phase 1	1,091,000
2026 Manhole Rehabilitation	556,000
Linn Basin, Phase 4	494,000
2027 Manhole Rehabilitation	374,000
Molalla Avenue	32,000
Rivercrest Basin, Phase 4	23,000
Total	$12,223,000

Other Projects and Equipment:

Settlers Point I&I Project	$1,775,000
Generator Replacement Project	975,000
Manhole Circle Cutter	45,000
2026 Roadway Reconstruction	23,000
Total	$2,818,000

Total Capital Outlay	$15,041,000

Professional & Technical Services includes funding for the following:

Engineering	$460,000
Technical	300,000
Legal	30,000
Environmental	1,200
Total	$791,200

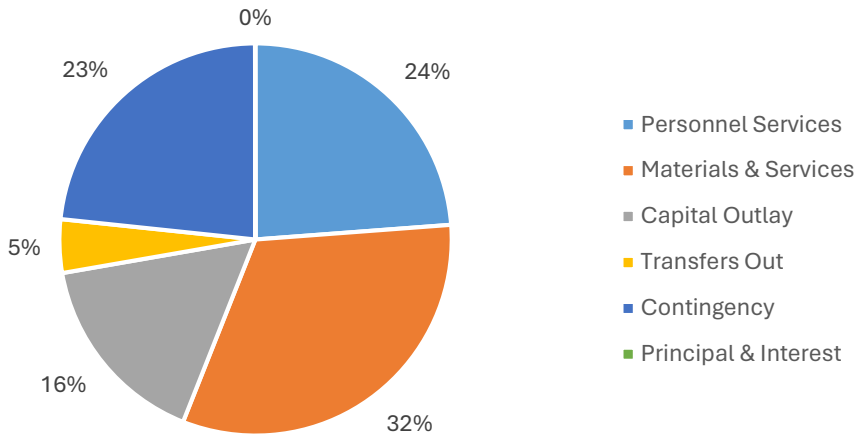
STORMWATER FUND

The Stormwater Division maintains the City's stormwater management system which includes stormwater conveyance, flood control, improving water quality, pollution remediation and reduction, and ensuring that stormwater runoff is properly managed. This work provides a safe and reliable stormwater system and implements watershed protection and restoration actions that consistently promote surface water quality and stream health.

The table below compares total resources and total requirements for the upcoming biennium, the current biennium, and the two previous biennia.

Stormwater Operations	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 1,625,466	$ 2,613,634	$ 2,955,400	$ 3,666,500	$ 3,666,500	$ -
Charges for Services	6,358,291	7,101,957	8,325,900	9,562,000	9,562,000	-
Intergovernmental	48,608	27,631	-	-	-	-
Interest Income	35,667	57,873	47,000	309,300	309,300	-
Miscellaneous Income	66,043	30,269	-	-	-	-
Transfers In	12,707	-	-	-	-	-
Total Resources	**$ 8,146,782**	**$ 9,831,364**	**$ 11,328,300**	**$ 13,537,800**	**$ 13,537,800**	**$ -**
Requirements by Category						
Personnel Services	$ 2,408,183	$ 2,462,190	$ 3,007,800	$ 3,221,200	$ 3,221,200	$ -
Materials & Services	1,879,922	2,346,999	3,281,000	4,361,600	4,356,400	-
Capital Outlay	435,043	723,568	3,260,500	2,200,100	2,200,100	-
Debt Service	-	2,962	3,000	3,400	3,400	-
Transfers Out	810,000	965,000	927,000	595,000	595,000	-
Contingency	-	-	849,000	3,156,500	3,161,700	-
Unappropriated Fund Balance	2,613,634	3,330,645	-	-	-	-
Total Requirements	**$ 8,146,782**	**$ 9,831,364**	**$ 11,328,300**	**$ 13,537,800**	**$ 13,537,800**	**$ -**

The chart below shows the percentages of requirements by category for the biennium. As shown, Materials and Services accounts for the largest portion of Stormwater expenditures.



STORMWATER

OVERVIEW

The Stormwater Division operates and maintains the City's stormwater system to ensure efficient conveyance, flood control, and water quality improvement. It focuses on reducing pollutants in stormwater runoff, managing flow to prevent flooding, and implementing watershed protection and restoration actions to promote healthy streams and water bodies. The division's primary goals are to improve stormwater quality and control flow, safeguarding public health, property, and the environment.

The Stormwater Division manages the stormwater collection and treatment systems within the city limits of Oregon City including 23 drainage basins, 97 detention ponds, 4,595 catch basins, 25 miles of above ground streams, and 26 underground detention tanks. There are 9.55 FTEs including shared administrative and supervisory personnel.

Each year a section of the City's storm system is inspected for structural integrity, root intrusion and service line connections. As determined from these inspections, storm lines are then cleaned and debris and sediment are removed, pipes with significant structural damage are repaired or replaced. Stormwater ponds and swales are maintained through mowing, trash pickup, and grate cleaning on detention ponds and swales throughout the City.

In addition to providing customer service and 24-hour emergency response, the division operates a water quality first strategy by taking the lead in coordinating the implementation of healthy streams including tree planting and stream restoration projects, identifying and recommending culvert replacements and outfall retrofits, all for improved water quality/quantity and fish passage.

ACCOMPLISHMENTS

- Received 21 requests for services from residents and completed 448 work orders
- Completed over 257 erosion control inspections, issued 10 notices of non-compliance and 8 Stop Work Orders
- Completed Municipal Separate Storm Sewer System Permit (MS4) requirements, that included:
  - Municipal Code Amendments (OCMC 8.08 & 17.47) to support Illicit discharge elimination & release of construction site waste into our watershed
- Conducted site visits to 110% or 141 different private water quality facilities and received 46 private storm water quality facility maintenance reports as a result of the City's inspection program
- Completed all quarterly stormwater facility inspections for municipal facilities
- Continued coordinated stormwater sampling program with Clackamas County Water Environment Services and other Clackamas County co-permittees
- Performed flood control, cleaning, maintenance & repair of the City's stormwater system as reported in 2023-2024 the National Pollutant Discharge Elimination System (NPDES) Annual Report
- Two sanitary to storm cross connections were discovered
- Maintained/inspected 97 detention ponds, 10 rain garden, 32 bioswales, 217 roadside stormwater planters, and 4 soaker trenches
- Inspected and/or cleaned 3,100 catch basins and 184 pollution control manholes, 8 vaults, 44 and underground detentions facilities
- Comply with regulatory requirements associated with the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit
- Completed the Beemer Way Outfall Upgrade Project
- Supported Economic Development with the Cove Water Quality work

GOALS AND PROJECTS

- Complete the Barclay Hills Pump Station Outfall

- Complete construction of the stormwater system improvements included in the 2025 Roadway Reconstruction Project.
- Complete design and construction of the stormwater system improvements included in the 2026 Roadway Reconstruction Project.
- Complete design and construction of the Joyce Court Stormwater Improvements Project.
- Complete design and construction of the Van Buren Street Stormwater Improvements Project.
- Utilize industry leading best management practices to adaptively manage the stormwater collection system work programs and infrastructure to comply our NPDES MS4 permit.
- Continue to formalize storm maintenance evaluation & assessment programs.
- Develop system replacement needs based on inspection and assessment
  - Clean lines as needed based on video inspection assessment
  - Catch Basin Cleaning – 1,800 catch basins per year, 3,600 catch basins every 2 years
  - Pollution Control Manholes/Vault & Detention Pipe Cleaning – 44 per year or 98 every 2 years
  - Maintain 357 storm water quality ponds.
- Upgrade storm systems in conjunction with pavement maintenance projects.

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STORMWATER EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 1,409,140	$ 1,446,740	$ 1,687,900	$ 1,784,700	$ 1,784,700	$ -
Benefits	999,043	1,015,450	1,319,900	1,436,500	1,436,500	-
Total Personnel Services	2,408,183	2,462,190	3,007,800	3,221,200	3,221,200	-
Materials & Services						
Professional & Technical Services	190,449	289,235	312,100	665,600	665,600	-
Repair & Maintenance Services	505,490	744,467	1,144,000	1,454,100	1,454,100	-
Other Services	369,652	413,533	489,700	571,700	571,700	-
Employee Costs	28,563	31,755	28,800	40,100	40,100	-
Operating Materials & Supplies	97,006	130,626	171,400	175,800	175,800	-
Office & Administrative Supplies	28,468	34,175	41,700	46,000	46,000	-
Special Programs	5,494	-	-	-	-	-
Internal Service Charges	654,800	703,208	1,093,300	1,408,300	1,403,100	-
Total Materials & Services	1,879,922	2,346,999	3,281,000	4,361,600	4,356,400	-
Capital Outlay	435,043	723,568	3,260,500	2,200,100	2,200,100	-
Principal & Interest	-	2,962	3,000	3,400	3,400	-
Transfers Out	810,000	965,000	927,000	595,000	595,000	-
Contingency	-	-	849,000	3,156,500	3,161,700	-
Unappropriated Fund Balance	2,613,634	3,330,645	-	-	-	-
Total Stormwater	$ 8,146,782	$ 9,831,364	$ 11,328,300	$ 13,537,800	$ 13,537,800	$ -

BUDGET HIGHLIGHTS

This budget includes transfers of $400,000 allocated to the Public Works Community Facility Fund for facility improvements, and $195,000 to the Equipment Replacement Fund for equipment replacement reserves.

Professional & Technical Services includes funding for the following:

Environmental	$300,000
Engineering	280,000
Technical	65,000
Legal	20,600
Total	$665,600

The following Capital Outlay is budgeted in this fund:

Outfall Projects	$ 1,250,000
Joyce Court Stormwater	466,000
VanBuren Street Stormwater	138,000
Barclay Hills Outfall	115,000
2025 Roadway Reconstruction	92,000
2027 Roadway Reconstruction	87,000
Equipment	52,100
Total	$ 2,200,100

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System Development Fund

System Development Charges (SDCs) are charged as part of the permitting process for new development and redevelopment projects. The purpose of the charges is to help fund the infrastructure improvements and capacity expansions needed to support the additional demand that new development, and redevelopment, places on public systems. These charges are intended to ensure that new development pays its fair share of the costs associated with expanding or upgrading public systems. Oregon City imposes and expends system development charges according to Oregon law (ORS 223.297-314) and the Oregon City Municipal Code.

Charges are collected for the following functions:

- Transportation
- Water
- Wastewater
- Stormwater
- Parks

The table below shows total resources and requirements for the System Development Fund in total for the past two budget periods, the current biennial budget, and the approved biennium. The following pages will show the development charges broken out by function.

System Development	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 22,397,540	$ 18,994,263	$ 28,057,300	$ 29,562,000	$ 29,562,000	$ -
Charges for Services	9,606,717	14,809,694	10,360,000	3,815,000	3,815,000	-
Intergovernmental	3,363,560	665,532	2,810,400	4,104,000	4,104,000	-
Interest Income	485,754	426,265	337,000	2,776,800	2,776,800	-
Miscellaneous Income	461,548	243,753	531,500	228,000	228,000	-
Transfers In	-	-	-	1,500,000	1,500,000	-
Total Resources	**$ 36,315,119**	**$ 35,139,507**	**$ 42,096,200**	**$ 41,985,800**	**$ 41,985,800**	**$ -**
Requirements by Category						
Materials & Services	$ 785,726	$ 939,555	$ 753,000	$ 1,146,700	$ 1,146,700	$ -
Capital Outlay	16,160,130	4,215,256	10,121,400	13,803,000	13,803,000	-
Transfers Out	375,000	-	-	-	-	-
Contingency	-	-	31,221,800	24,028,100	24,028,100	-
Reserved for Future Expenditures	18,994,263	29,984,696	-	3,008,000	3,008,000	-
Total Requirements	**$ 36,315,119**	**$ 35,139,507**	**$ 42,096,200**	**$ 41,985,800**	**$ 41,985,800**	**$ -**

Transportation System Development

Overview

Provides transportation improvements, outside of those obligated by development, that add system capacity or increase level of service which are essential to ensure traffic flow, reduce congestion, and make the transportation network safer and more efficient for the community, businesses, and visitors. The City's comprehensive plan and Transportation System Plan (TSP), guide these improvements. They ensure that infrastructure upgrades can accommodate future growth in an orderly manner.

Accomplishments

- Completed the Main Street ADA Grant Project
- Completed the Holcomb Boulevard Safe Routes to School Grant Project
- Completed the Beavercreek Road ARTS Grant Project
- Obtained state lottery bond funding for the Main Street: 10th Street to 15th Street Project
- Completed the Gardiner Middle School Safe Routes to School improvements
- Continued to maintain updates to the City's SDC calculator
- Obtained speed and traffic count data for 2/3 of the City

Goals and Projects

- Initiate the design and permitting phase for the Hwy 213 & Beavercreek Road west bound right turn lane project
- Initiate the design phase for the Main Street: 10th Street to 15th Street Project
- Initiate the design phase for the Washington Street Corridor Project
- Complete the Linn/Leland/Central Point/Warner Parrott Roundabout final concept and utility modification plans
- Obtain speed and traffic count data for 2/3 of the City. A three-year cycle has been established to complete 100% of traffic counts
- Continue to complete sidewalk and pedestrian infill pedestrian safety and neighborhood concern projects
- Complete Intersection Control Analysis for Molalla/Division//Taylor/7th Intersection
- Continue to seek grants and provide grant match funding as opportunities become available:
  - McLoughlin Boulevard Shared Use Path
  - McLoughlin to Canemah Trail
- Transportation System Plan Update

Transportation Development	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 10,356,395	$ 8,676,893	$ 14,917,700	$ 14,714,500	$ 14,714,500	$ -
Charges for Services	5,045,560	8,143,903	5,000,000	1,622,000	1,622,000	-
Intergovernmental	2,889,558	274,413	2,810,400	3,904,000	3,904,000	-
Interest Income	219,340	210,116	151,000	1,319,400	1,319,400	-
Miscellaneous Income	271,526	114,665	531,500	62,000	62,000	-
Total Resources	**$ 18,782,379**	**$ 17,419,990**	**$ 23,410,600**	**$ 21,621,900**	**$ 21,621,900**	**$ -**
Requirements by Category						
Materials & Services	$ 331,896	$ 408,351	$ 498,000	$ 294,500	$ 294,500	$ -
Capital Outlay	9,773,590	1,534,380	6,831,800	5,836,000	5,836,000	-
Contingency	-	-	16,080,800	12,483,400	12,483,400	-
Reserved for Future Expenditures	8,676,893	15,477,259	-	3,008,000	3,008,000	-
Total Requirements	**$ 18,782,379**	**$ 17,419,990**	**$ 23,410,600**	**$ 21,621,900**	**$ 21,621,900**	**$ -**

Water System Development

Overview

Provides water system improvements, outside of those obligated by development, that add system capacity or increase level of service which are essential to ensure adequate water capacity and make the water system safer and more efficient for the community, business, and visitors. The City's comprehensive plan and the Water System Master Plan guide these improvements. They ensure that infrastructure upgrades can accommodate future growth in an orderly manner.

Accomplishments

- Continued to maintain updates to the City's SDC calculator including updates to South Fork Water Board SDC's that the city collects on their behalf
- Completed construction of the Main Street Waterline replacement project, part of the WIFIA program
- Completed design and began construction of the Molalla Avenue Water Transmission Main Project, part of the WIFIA program
- Began design of the Henrici Pump Station & Water Transmission Main Project, part of the WIFIA program

Goals and Projects

- Complete construction of the Molalla Avenue Water Transmission Main Project, part of the WIFIA program
- Compete design and begin construction of the Henrici Pump Station & Water Transmission Main Project, part of the WIFIA program
- Begin design of the High School Avenue Transmission Main Project, part of the WIFIA program

Water Development	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 4,444,948	$ 3,997,900	$ 4,487,900	$ 3,919,500	$ 3,919,500	$ -
Charges for Services	1,360,805	1,830,605	3,000,000	732,000	732,000	-
Interest Income	99,568	83,626	71,000	469,100	469,100	-
Miscellaneous Income	17,442	-	-	-	-	
Transfers In	-	-	-	1,500,000	1,500,000	-
Total Resources	**$ 5,922,763**	**$ 5,912,131**	**$ 7,558,900**	**$ 6,620,600**	**$ 6,620,600**	**$ -**
Requirements by Category						
Materials & Services	$ 134,043	$ 145,418	$ 23,000	$ 55,200	$ 55,200	$ -
Capital Outlay	1,790,820	1,125,097	2,689,600	6,328,000	6,328,000	-
Contingency	-	-	4,846,300	237,400	237,400	-
Reserved for Future Expenditures	3,997,900	4,641,616	-	-	-	-
Total Requirements	**$ 5,922,763**	**$ 5,912,131**	**$ 7,558,900**	**$ 6,620,600**	**$ 6,620,600**	**$ -**

WASTEWATER SYSTEM DEVELOPMENT

OVERVIEW

Provides sanitary sewer (wastewater collection) system improvements, outside of those obligated by development, that add system capacity or increase level of service which are essential to ensure adequate wastewater system capacity and make the wastewater system safer and more efficient for the community, business, and visitors. The City's comprehensive plan and the Wastewater System Master Plan guide these improvements. They ensure that infrastructure upgrades can accommodate future growth in an orderly manner.

ACCOMPLISHMENTS

- Completed construction of the Connie Court Sewer Extension project. Providing the opportunity for 9 properties to connect to public sanitary sewer service to an area of the city currently on septic tanks. Properties will connect as their existing septic tanks are no longer usable.
- Continued to maintain updates to the City's SDC calculator, including updates to Clackamas County Water Environment Services SDC's that the city collects on their behalf.

GOALS AND PROJECTS

- Design and construct the Falcon Drive Sewer Extension project. Providing the opportunity for 20 properties to connect to public sanitary sewer service to an area of the city currently on septic tanks

Wastewater Development	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 1,658,097	$ 1,325,380	$ 2,309,100	$ 2,573,000	$ 2,573,000	$ -
Charges for Services	878,325	1,435,463	1,000,000	321,000	321,000	-
Interest Income	32,431	30,945	27,000	245,600	245,600	-
Miscellaneous Income	33,375	-	-	-	-	-
Total Resources	**$ 2,602,228**	**$ 2,791,788**	**$ 3,336,100**	**$ 3,139,600**	**$ 3,139,600**	**$ -**
Requirements by Category						
Materials & Services	$ 79,991	$ 90,865	$ 33,000	$ 205,000	$ 205,000	$ -
Capital Outlay	1,196,857	326,022	200,000	999,000	999,000	-
Contingency	-	-	3,103,100	1,935,600	1,935,600	-
Reserved for Future Expenditures	1,325,380	2,374,901	-	-	-	-
Total Requirements	**$ 2,602,228**	**$ 2,791,788**	**$ 3,336,100**	**$ 3,139,600**	**$ 3,139,600**	**$ -**

STORMWATER SYSTEM DEVELOPMENT

OVERVIEW

Provides stormwater system improvements, outside of those obligated by development, that add system capacity or increase level of service which are essential to ensure adequate stormwater system capacity and make the stormwater system safer and more efficient for the community, business, and visitors. The City's comprehensive plan and the Stormwater System Master Plan guide these improvements. They ensure that infrastructure upgrades can accommodate future growth in an orderly manner.

ACCOMPLISHMENTS

- Continued to maintain updates to the City's SDC calculator
- Completed capacity improvements to the stormwater system in Holcomb Boulevard, as part of the Holcomb Boulevard Safe Routes to School Project

GOALS AND PROJECTS

- Address stormwater infrastructure capacity needs as identified in the Stormwater Master Plan

Stormwater Development	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 390,740	$ 528,225	$ 757,000	$ 644,700	$ 644,700	$ -
Charges for Services	316,761	243,948	360,000	140,000	140,000	-
Interest Income	9,956	12,011	11,000	104,100	104,100	-
Miscellaneous Income	1,744	-	-	-	-	-
Total Resources	**$ 719,201**	**$ 784,184**	**$ 1,128,000**	**$ 888,800**	**$ 888,800**	**$ -**
Requirements by Category						
Materials & Services	$ 113,709	$ 92,932	$ 3,200	$ 155,000	$ 155,000	$ -
Capital Outlay	77,267	4,194	100,000	-	-	-
Contingency	-	-	1,024,800	733,800	733,800	-
Reserved for Future Expenditures	528,225	687,058	-	-	-	-
Total Requirements	**$ 719,201**	**$ 784,184**	**$ 1,128,000**	**$ 888,800**	**$ 888,800**	**$ -**

PARKS SYSTEM DEVELOPMENT

OVERVIEW

The City collects system development charges (SDCs) for parks development to construct projects which provide additional capacity and increase parks and open space facilities and resources. The Parks and Recreation Master Plan and Capital Improvement Plan identify and prioritize projects that are eligible for SDC funding, as defined through Municipal Code. Planning for growth related system improvements is also considered eligible for SDC funding.

ACCOMPLISHMENTS

- Updated Parks and Recreation Master Plan
- Updated SDC Methodology and 20-to-30-year Capital Improvement Plan

GOALS AND PROJECTS

- Utilize Parks and Recreation Master Plan to begin developing strategies for acquisition and development recommendations, pending available funding, to implement
- Plan implementation of park development, including Park Place Park Phase II, and other SDC eligible projects

Parks Development	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 5,547,360	$ 4,465,865	$ 5,585,600	$ 7,710,300	$ 7,710,300	$ -
Charges for Services	2,005,266	3,155,775	1,000,000	1,000,000	1,000,000	-
Intergovernmental	474,002	391,119	-	200,000	200,000	-
Interest Income	124,459	89,567	77,000	638,600	638,600	-
Miscellaneous Income	137,461	129,088	-	166,000	166,000	-
Total Resources	**$ 8,288,548**	**$ 8,231,414**	**$ 6,662,600**	**$ 9,714,900**	**$ 9,714,900**	**$ -**
Requirements by Category						
Materials & Services	$ 126,087	$ 201,989	$ 195,800	$ 437,000	$ 437,000	$ -
Capital Outlay	3,321,596	1,225,563	300,000	640,000	640,000	-
Transfers	375,000	-	-	-	-	-
Contingency	-	-	6,166,800	8,637,900	8,637,900	-
Reserved for Future Expenditures	4,465,865	6,803,862	-	-	-	-
Total Requirements	**$ 8,288,548**	**$ 8,231,414**	**$ 6,662,600**	**$ 9,714,900**	**$ 9,714,900**	**$ -**

Fleet Services Fund

Overview

The Fleet Division manages the purchase, maintenance and repair of the City's fleet and equipment. This includes passenger vehicles, dump trucks, street sweepers, vactor trucks, excavators, pickups, trailers, lawn mowers, and other equipment. The Fleet Division also oversees the City's fuel station, which consists of both gasoline and diesel fuel tanks and pumps.

With two mechanics and nearly 200 pieces of fleet and equipment, the division's goal is to maintain a functional, safe, and efficient fleet. The Fleet Division aims to balance repair needs with limited resources to ensure the fleet supports the City's essential services without unnecessary delays or costs.

Fleet Services operates as an internal service fund, meaning it pays for and provides the services to all other city funds and charges those funds for the goods and services provided. Some of the charges are paid for on an actual dollar for dollar (for example, tires installed on a vehicle) while other expenses are allocated on a budgetary basis based on expected and historical use (for example, oil).

Accomplishments

- Completed the purchase, acquisition and setup of 23 vehicles and equipment for various city departments
- Fir Street fueling site is projected to dispense 65,500 gallons of gas and 34,600 gallons of diesel fuel
- Completed Oregon Department of Environmental Quality required inspections in-house for approximately 60 vehicles
- Completed the sale of 23 retired fleet vehicles and equipment at auction and 4 trade-ins

Goals and Projects

- Complete the purchase, acquisition and setup of budgeted vehicles for various city departments
- Complete Oregon Department of Environmental Quality required inspections in-house for approximately 100 vehicles
- Complete all requirements and inspections for DEQ, obtaining a "Certificate to Operate" for the Fir Street fueling site
- Continue to provide fueling requirement needs for all city vehicles and equipment at a fair and responsible cost
- Continue to provide safety training for employees using the City's fuel station

The Equipment Replacement fund is used for the purchase and replacement of vehicles and equipment. More information about the Equipment Replacement Fund can be found later in this section.

Fleet Services	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 4,516	$ 6,994	$ 9,800	$ 3,400	$ 3,400	$ -
Internal Service Charges	466,414	631,089	1,024,800	2,126,600	2,126,600	-
Interest Income	231	482	-	800	800	-
Miscellaneous Income	236	4,764	-	-	-	-
Total Resources	**$ 471,397**	**$ 643,329**	**$ 1,034,600**	**$ 2,130,800**	**$ 2,130,800**	**$ -**
Requirements by Category						
Personnel Services	$ -	$ -	$ -	680,500	$ 680,500	$ -
Materials & Services	464,403	641,014	996,800	1,369,000	1,367,800	-
Transfers Out	-	-	-	50,000	50,000	-
Contingency	-	-	37,800	31,300	32,500	-
Unappropriated Fund Balance	6,994	2,315	-	-	-	-
Total Requirements	**$ 471,397**	**$ 643,329**	**$ 1,034,600**	**$ 2,130,800**	**$ 2,130,800**	**$ -**

FLEET SERVICES EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ -	$ -	$ -	$ 362,100	$ 362,100	$ -
Benefits	-	-	-	318,400	318,400	-
Total Personnel Services	-	-	-	680,500	680,500	-
Materials & Services						
Professional & Technical Services	$ -	$ 2,846	$ 2,000	$ 2,200	$ 2,200	$ -
Repair & Maintenance Services	278,677	422,564	360,000	469,400	469,400	-
Employee Costs	10,489	11,508	11,600	15,800	15,800	-
Operating Materials & Supplies	152,317	179,372	597,000	768,700	768,700	-
Office & Administrative Supplies	12,008	13,516	15,200	21,000	21,000	-
Special Programs	12	-	-	-	-	-
Internal Service Charges	10,900	11,208	11,000	91,900	90,700	-
Total Materials & Services	464,403	641,014	996,800	1,369,000	1,367,800	-
Transfers Out	-	-	-	50,000	50,000	-
Contingency	-	-	37,800	31,300	32,500	-
Unappropriated Fund Balance	6,994	2,315	-	-	-	-
Total Fleet	$ 471,397	$ 643,329	$ 1,034,600	$ 2,130,800	$ 2,130,800	$ -

OTHER FUNDS

COMMUNITY FACILITIES FUND

The Community Facilities capital projects fund accounts for the acquisition, construction, and maintenance of facilities. Funds saved in this fund are segregated by purpose. Currently, the fund includes savings for the following:

- Public Safety: Reserves consist of funding for the ongoing maintenance of the Robert Libke Public Safety Building. While the Community Safety Advancement Fund (C-SAF) fee accounts for a significant portion of the revenue in this fund, most of this revenue is transferred out of the fund to the Debt Service fund to pay the debt service payments associated with the bonds which were issued to fund the construction of the building
- Public Works: Reserves consist of funds set aside from the various Public Works funds for the ongoing maintenance of the Public Works Operations Center
- Library: Reserves include funds saved for future capital maintenance of the expanded Library facility, as well as current capital needs
- General: Reserves consist of savings for general governmental facilities, set aside from annual budgetary savings

The first chart below shows the approved biennial budget while the second one shows funds set aside for each of the above purposes.

Community Facilities	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 25,100,854	$ 5,306,673	$ 3,983,800	$ 6,861,200	$ 6,861,200	$ -
Intergovernmental	22,949	6,643	-	48,000	48,000	-
Charges for Services	2,418,631	2,450,296	2,686,700	2,517,400	2,517,400	-
Fines and penalties	-	-	-	30,000	30,000	-
Miscellaneous Income	3,405,790	107,989	-	-	-	-
Sale of Assets	-	-	2,000,000	1,250,000	1,250,000	-
Interest Income	336,060	67,459	33,000	357,100	357,100	-
Transfers In	6,080,000	3,405,000	2,590,000	2,643,400	2,643,400	-
Total Resources	**$ 37,364,284**	**$ 11,344,060**	**$ 11,293,500**	**$ 13,707,100**	**$ 13,707,100**	**$ -**
Requirements						
Materials and Services	$ 135,604	$ 10,745	$ -	$ 365,000	$ 365,000	$ -
Capital Outlay	29,713,407	5,251,131	580,100	1,537,000	1,537,000	-
Transfer Out	2,208,600	2,205,400	2,210,600	2,203,200	2,203,200	-
Contingency	-	-	8,502,800	9,601,900	9,601,900	-
Reserved for Future Expenditure	5,306,673	3,876,784	-	-	-	-
Total Requirements	**$ 37,364,284**	**$ 11,344,060**	**$ 11,293,500**	**$ 13,707,100**	**$ 13,707,100**	**$ -**

	Beginning Funds	Biennium Revenues	Biennium Expenditures	Remaining Funds
Public Works Facilities	$ 4,411,800	$ 3,962,700	$ 1,537,000	$ 6,837,500
Public Safety Facilities	702,500	2,592,100	2,203,200	1,091,400
Library Facilities	437,900	134,500	365,000	207,400
Community Development Facilities	-	50,200	-	50,200
General Facilities	1,309,000	106,400	-	1,415,400
	$ 6,861,200	**$ 6,845,900**	**$ 4,105,200**	**$ 9,601,900**

EQUIPMENT REPLACEMENT FUND

Public Works, in conjunction with the user departments, are responsible for evaluating the City's overall fleet purchasing strategy and recommends new vehicles or replacement vehicles based on use, age, and safety requirements. Additionally, different departments have the need to set aside funds for future major equipment replacement. Vehicles and equipment are initially purchased by the operating department. Once the initial purchase is made, the vehicle is then charged back to that department on annual installments through a savings fund established for future vehicle or equipment replacement purchases.

Equipment Replacement	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 5,709,373	$ 6,244,396	$ 7,398,600	$ 9,181,400	$ 9,181,400	$ -
Fines and Forfeitures	6,941	12,145	-	-	-	-
Miscellaneous Income	65,584	118,655	-	-	-	-
Interest Income	127,736	144,248	111,000	733,200	733,200	-
Sale of Assets	-	-	-	10,000	10,000	-
Other Financing Sources	-	107,146	316,300	277,000	277,000	-
Transfers In	1,539,826	2,996,454	2,902,000	1,867,500	1,867,500	-
Total Resources	**$ 7,449,460**	**$ 9,623,044**	**$ 10,727,900**	**$ 12,069,100**	**$ 12,069,100**	**$ -**
Requirements						
Materials and Services	$ 16,695	$ 220,103	$ -	$ 1,800	$ 1,800	$ -
Capital Outlay	1,145,269	1,173,980	3,348,400	3,966,900	3,966,900	-
Internal Service Charges	43,100	35,208	28,400	28,400	28,400	-
Debt Service	-	91,269	282,500	293,200	293,200	-
Reserved for Future Expenditures	6,244,396	8,102,484	7,068,600	7,778,800	7,778,800	-
Total Requirements	**$ 7,449,460**	**$ 9,623,044**	**$ 10,727,900**	**$ 12,069,100**	**$ 12,069,100**	**$ -**

	Beginning Funds	Biennium Revenues	Biennium Expenditures	Remaining Funds
Parks & Recreation	$ 1,016,500	$ 492,500	$ 520,900	$ 988,100
Library	-	30,700	100	30,600
Public Safety	1,255,100	379,200	1,140,500	493,800
General Equipment	66,300	60,600	55,200	71,700
Community Development	229,000	28,400	900	256,500
Engineering	149,600	40,000	500	189,100
Transportation	1,598,600	669,800	565,700	1,702,700
Water	1,835,900	368,800	313,100	1,891,600
Wastewater	1,583,800	456,400	1,104,900	935,300
Stormwater	1,316,300	299,500	529,000	1,086,800
Fleet	59,000	49,100	59,300	48,800
Customer Service	71,300	12,700	200	83,800
	$ 9,181,400	**$ 2,887,700**	**$ 4,290,300**	**$ 7,778,800**

UTILITY CUSTOMER SERVICE FUND

OVERVIEW

The Customer Service Division operates within Finance in an internal service fund that provides support to various departments across the City. Revenues are from internal service charges to other funds for billing and collection services. The team emphasizes providing high quality customer service to Oregon City residents.

Internal services are provided primarily to Water, Wastewater, Stormwater and Pavement Maintenance utilities. The Division also provides services to Water Environment Services (Clackamas County Sewer) and South Fork Water Board (Oregon City and West Linn Water Treatment) and receives compensation from those agencies. Consolidation of these services provides the most economical program and minimizes the number of referrals for users with questions.

ACCOMPLISHMENTS

- Successfully hired a new utility customer service field worker to replace a retired senior tenured staff member
- Began cross training staff and updates to departmental procedures to ensure redundancy in operations

GOALS AND PROJECTS

- Continue to improve efficiencies by automating various processes
- Enhance customer service quality with increased training and new approaches

Utility Customer Service	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 89,794	$ 258,128	$ 40,900	$ 187,600	$ 187,600	$ -
Charges for Services	169,835	198,899	186,000	230,000	230,000	-
Intergovernmental	11,997	-	-	-	-	-
Internal Service Charges	2,322,300	2,335,200	3,084,400	3,565,300	3,565,300	-
Interest Income	3,507	5,217	3,000	11,900	11,900	-
Miscellaneous Income	811	250	-	-	-	-
Total Resources	**$ 2,598,244**	**$ 2,797,694**	**$ 3,314,300**	**$ 3,994,800**	**$ 3,994,800**	**$ -**
Requirements						
Personnel Services	$ 1,398,642	$ 1,587,654	$ 1,760,000	$ 1,923,600	$ 1,923,600	$ -
Materials & Services	937,474	1,151,957	1,443,500	1,983,700	1,980,700	-
Transfers Out	4,000	6,000	6,000	6,200	6,200	-
Contingency	-	-	104,800	81,300	84,300	-
Unappropriated Fund Balance	258,128	52,083	-	-	-	-
Total Requirements	**$ 2,598,244**	**$ 2,797,694**	**$ 3,314,300**	**$ 3,994,800**	**$ 3,994,800**	**$ -**

UTILITY CUSTOMER SERVICE EXPENDITURES

Description	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Personnel Services						
Salaries	$ 807,668	$ 908,438	$ 984,700	$ 1,033,400	$ 1,033,400	$ -
Benefits	590,974	679,216	775,300	890,200	890,200	-
Total Personnel Services	1,398,642	1,587,654	1,760,000	1,923,600	1,923,600	-
Materials & Services						
Professional & Technical Services	184,465	196,324	214,200	319,700	319,700	-
Repair & Maintenance Services	48,108	51,824	69,700	29,400	29,400	-
Other Services	140,953	155,112	154,000	180,300	180,300	-
Employee Costs	596	-	10,000	10,400	10,400	-
Operating Materials & Supplies	2,007	1,256	2,000	2,000	2,000	-
Office & Administrative Supplies	522,545	659,417	818,800	1,114,300	1,114,300	-
Internal Service Charges	38,800	88,024	174,800	327,600	324,600	-
Total Materials & Services	937,474	1,151,957	1,443,500	1,983,700	1,980,700	-
Transfers Out	4,000	6,000	6,000	6,200	6,200	-
Contingency	-	-	104,800	81,300	84,300	-
Unappropriated Fund Balance	258,128	52,083	-	-	-	-
Total Utility Customer Service	$ 2,598,244	$ 2,797,694	$ 3,314,300	$ 3,994,800	$ 3,994,800	$ -

BUDGET HIGHLIGHTS

Office & Administrative Supplies increased from the prior biennium due primarily to increased credit card fees. The cost of accepting credit cards has continued to increase over the past few years; in part as utility rates have increased and as credit card fees have increased, but especially as more customers have begun to utilize credit card as their preferred method of payment.

Internal Service Charges increased to reflect a more equitable allocation of charges for the services the Division receives from other internal support departments such as information technology, etc.

Debt Service Fund

The Debt Service fund is used to account for the accumulation of resources used for the payment of principal and interest on long-term obligations, of governmental funds; namely General Obligation Bonds, as well as other types of governmental bonds (e.g. revenue bonds).

During the upcoming biennium, debt principal and interest for the Public Employee Retirement System Bonds and the Oregon City Full Faith and Credit Obligation Bonds will be paid from the fund.

Further information on the City's debt is included in a separate section later in this budget.

PERS Bonds

The Public Employee Retirement System (PERS) Unfunded Actuarial Liability Bonds were issued by the City in 2005 in the amount of $17 million to fund its PERS actuarial liability. These bonds mature in 2028. Revenues to pay the bonds come from resources set aside annually from savings on employer contributions.

PERS Debt Service	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ 1,829,495	$ 1,424,414	$ 1,016,500	$ 661,900	$ 661,900	$ -
Miscellaneous Income	2,651,386	2,909,360	3,143,400	3,603,700	3,603,700	-
Interest Income	32,849	29,229	58,000	95,600	95,600	-
Total Resources	**$ 4,513,730**	**$ 4,363,003**	**$ 4,217,900**	**$ 4,361,200**	**$ 4,361,200**	**$ -**
Requirements by Category						
Debt Service	$ 3,089,316	$ 3,338,992	$ 3,605,200	$ 3,907,400	$ 3,907,400	$ -
Reserved for Future Expenditures	1,424,414	1,024,011	612,700	453,800	453,800	-
Total Requirements	**$ 4,513,730**	**$ 4,363,003**	**$ 4,217,900**	**$ 4,361,200**	**$ 4,361,200**	**$ -**

Community Safety Advancement Fund (CSAF) Bonds

The City issued $16,000,000 of voter-approved Full Faith and Credit Obligation bonds dated June 5, 2018, to provide a new police and municipal court facility. The bonds were issued at a premium of $1,542,183 resulting in face value of the bonds of $14,615,000. The bond premium is to be amortized over the life of the bonds, which mature in 2038. Interest rates on the bonds range from 3.00% to 5.00%. Revenues to pay the bonds come from a transfer of CSAF Utility fees designated for such purpose.

CSAF Debt Service	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Transfers In	$ 2,208,600	$ 2,205,400	$ 2,210,600	$ 2,203,200	$ 2,203,200	$ -
Total Resources	**$ 2,208,600**	**$ 2,205,400**	**$ 2,210,600**	**$ 2,203,200**	**$ 2,203,200**	**$ -**
Requirements by Category						
Debt Service	$ 2,208,600	$ 2,205,400	$ 2,210,600	$ 2,203,200	$ 2,203,200	$ -
Total Requirements	**$ 2,208,600**	**$ 2,205,400**	**$ 2,210,600**	**$ 2,203,200**	**$ 2,203,200**	**$ -**

PARKS DONATIONS FUND

This division accounts for fundraisers, collection fees and community and private donations to specific events or facilities and expenditures as designated by the revenue source. All donations received are accounted for separately by donor restriction or purpose.

These funds help offset the cost of community-developed projects, community fundraising events and activities, facility upgrades and events, and special recreational and Heritage events. Additionally, Pioneer Center and Meals on Wheels donations are used to purchase materials for those programs. This new fund was created in the 2023-2025 biennium.

Park Donations	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Biennium	2025-2027 Approved Biennium	2025-2027 Adopted Biennium
Resources						
Beginning Fund Balance	$ -	$ -	$ -	$ 791,300	$ 791,300	$ -
Interest Income	-	-	-	61,200	61,200	-
Miscellaneous Income	-	-	176,400	185,600	185,600	-
Transfers In	-	-	727,229	-	-	-
Total Resources	**$ -**	**$ -**	**$ 903,629**	**$ 1,038,100**	**$ 1,038,100**	**$ -**
Requirements						
Materials & Services	$ -	$ -	$ 28,800	$ 62,800	$ 62,800	$ -
Capital Outlay	-	-	162,000	394,900	394,900	-
Reserve for Future Expenditures	-	-	712,829	580,400	580,400	-
Total Requirements	**$ -**	**$ -**	**$ 903,629**	**$ 1,038,100**	**$ 1,038,100**	**$ -**

	Beginning Funds	Biennium Revenues	Biennium Expenditures	Remaining Funds
RV Dump	$ 174,500	$ 64,100	$ 81,400	$ 157,200
City Parks	25,000	1,800	-	26,800
Cemetery	41,300	600	38,500	3,400
Pool	1,000	2,000	2,000	1,000
Pioneer Center	283,000	94,300	311,400	65,900
Meals on Wheels	247,100	70,900	6,000	312,000
Ermatinger	19,400	13,100	18,400	14,100
	$ 791,300	**$ 246,800**	**$ 457,700**	**$ 580,400**

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OREGON
CITY

PERSONNEL

OVERVIEW OF PERSONNEL CHANGES

The 2025-2027 biennial budget approves a net **decrease of 3.12 FTE** over the previous adopted 2023-2025 biennial budget. Decreases in FTE are mainly in the General Fund.

Policy and Administration: Net increase of 1.07 FTE

The budget includes the addition of a full-time Community Engagement Specialist and limited duration Municipal Court FTE. Juxtaposed by a .97 net decrease in City Recorder and Economic Development part-time.

General Government: Net increase of 1.0 FTE

The budget includes the movement of a Parks Maintenance FTE, to one Facilities Maintenance Specialist, resulting in a 1.0 increase in Facilities.

Police: Net decrease of .48 FTE

The budget includes the addition of two Police Officers, offset by the elimination of one Police Records Specialist, the Homeless Liaison Officer, and the part-time parking operations, resulting in a .48 decrease.

Parks and Recreation: Net Decrease of 3.26 FTE

The budget includes the movement of a Parks Maintenance FTE, to one Aquatics Recreation Coordinator and movement of Recreation part-time staff to Aquatics. The elimination of all seasonal/part-time Parks Maintenance, decrease in Parks Administrative FTE, adjustment of part-time hours at the Pioneer Community Center, and the transfer of one Parks Maintenance FTE to one Facilities Maintenance Specialist at Facilities.

Library: Increase of 1.0 FTE

The budget includes a recalibration between On-Call/part-time Library Assistants and full-time positions. The addition of a Library Services Manager and 1.63 Part-Time Library Assistants, is offset by the elimination of .63 On-Call/part-time Library Assistants and one Librarian.

Community Development: Decrease of 0.25 FTE

The Building Division eliminated the part-time Plans Examiner position.

Public Works/Engineering: Decrease of 2.20 FTE

The Engineering Division eliminated the part-time hourly position, 1.0 Senior Construction Inspector, and 1.0 Senior Project Engineer.

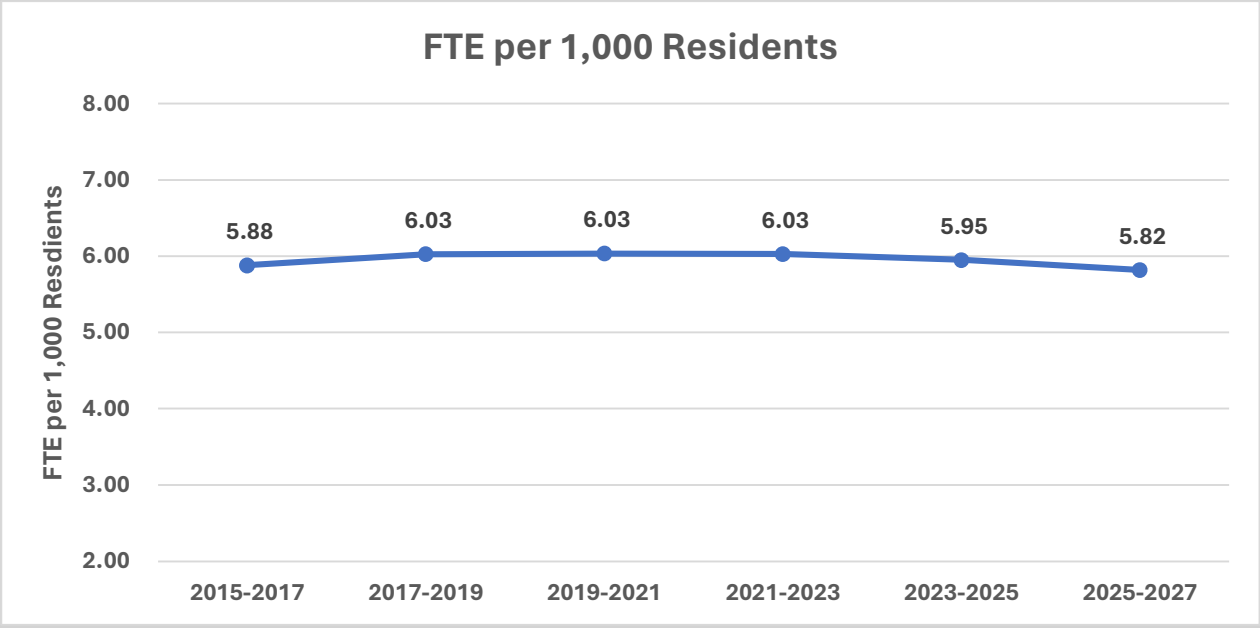
PERSONNEL TRENDS

PERSONNEL (FTE) CHANGES BY DEPARTMENT

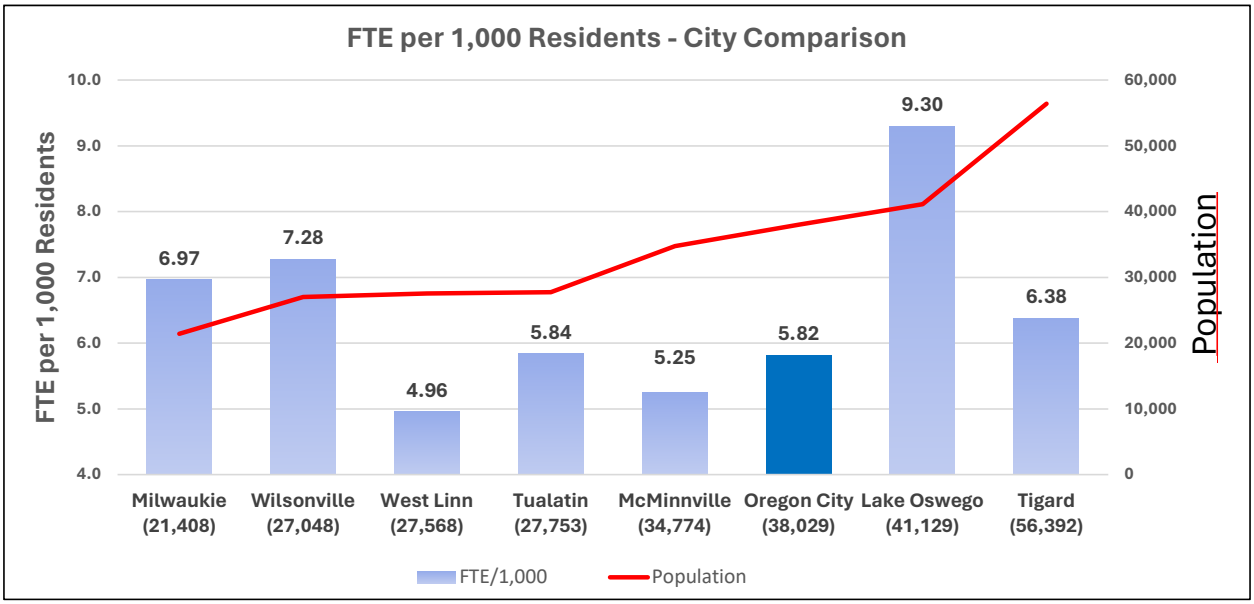
Department	2019-2021 Adopted	2021-2023 Adopted	2023-2025 Adopted	2025-2027 Proposed	2025-2027 Approved	Change
Policy and Administration	31.36	32.71	32.69	33.75	33.75	1.07
Police	59.48	59.48	61.73	59.25	61.25	(0.48)
Parks and Recreation	37.72	38.72	40.64	37.39	37.39	(3.26)
General Government	2.00	2.00	3.00	4.00	4.00	1.00
Library	15.90	16.15	19.25	20.25	20.25	1.00
Community Development	13.00	14.00	16.25	16.00	16.00	(0.25)
Public Works	50.91	50.91	50.91	48.71	48.71	(2.20)
Total FTEs	**210.37**	**216.32**	**224.47**	**219.35**	**221.35**	**(3.12)**

As cities grow in population, the demand for services increases, which requires increases in staffing levels. Historically, the City has been consistent in responding to staffing needs given the growth in population and the need for services City-wide.

The chart below shows, for the upcoming biennium and the previous five biennia, Oregon City's number of budgeted FTE per 1,000 residents.



As shown in the chart below, Oregon City maintains a relatively low ratio of FTEs to population in comparison to neighboring cities.



Note: Some neighboring cities may include outlier services such as Transit/Bus Service, Fire, 911 Dispatch, Golf & Tennis, etc.

Personnel Costs

Total anticipated costs for wages and fringe benefits are approximately $77.2 million in the 2025-2027 biennium. This represents an increase of $7.4 million as compared to the 2023-2025 biennium. Increases in wages are a result of annual cost of living adjustments of 3.0%, during the first and second year of the biennium, and step increases called for in the labor contracts. Additionally, the City will experience a decrease to PERS rates of 21.86% of wages in FY26 (mainly due to retirements) and an increase to PERS rates 3.23% of wages in FY27, due to PERS legacy costs. The City has two bargaining units, City of Oregon City Employees Local 350-2 Council 75, of the American Federation of State County and Municipal Employees (AFSCME), and the Oregon City Police Employees' Association (OCPEA), which represent approximately 71% of all City positions. Current union contracts expire on June 30, 2025.

Personnel Expenses by Department and Category

Cost By Function

Department	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Budget	2025-2027 Approved Budget	Change
Policy and Administration	$ 8,030,853	$ 8,756,654	$ 11,412,000	$ 13,369,200	$ 13,369,200	$ 1,957,200
Police & Code Enforcement	19,036,171	20,756,273	23,722,200	25,318,400	25,999,400	2,277,200
Parks and Recreation	5,854,824	6,790,286	8,539,600	8,972,600	8,972,600	433,000
General Government	716,427	868,875	842,700	1,115,600	1,115,600	272,900
Library	2,769,803	3,290,033	4,427,300	5,232,200	5,232,200	804,900
Community Development	3,706,967	3,964,252	5,348,600	5,962,100	5,962,100	613,500
Public Works	12,376,981	13,108,331	15,507,200	16,527,900	16,527,900	1,020,700
Total Wages and Benefits	**$ 52,492,026**	**$ 57,534,704**	**$ 69,799,600**	**$ 76,498,000**	**$ 77,179,000**	**$ 7,379,400**

Cost By Category

Category	2019-2021 Actual	2021-2023 Actual	2023-2025 Amended Budget	2025-2027 Proposed Budget	2025-2027 Approved Budget	Change
Wages	$ 30,782,864	$ 33,951,271	$ 40,314,600	$ 42,387,500	$ 42,774,800	$ 2,460,200
Benefits	21,709,162	23,583,433	29,485,000	34,110,500	34,404,200	4,919,200
Total Wages and Benefits	**$ 52,492,026**	**$ 57,534,704**	**$ 69,799,600**	**$ 76,498,000**	**$ 77,179,000**	**$ 7,379,400**

PERSONNEL BY DEPARTMENT / PERSONNEL BY FUND

The table below shows FTEs for the upcoming biennium and the previous three biennia, by department.

The subsequent table shows FTEs for the upcoming biennium based on how budgeted expense is allocated to, and reported within, the City's funds.

Department and Position	2019-2021 Adopted	2021-2023 Adopted	2023-2025 Adopted	2025-2027 Proposed	2025-2027 Approved	Change
Policy and Administration						
City Manager						
City Manager	1.00	1.00	1.00	1.00	1.00	0.00
Assistant City Manger	0.00	0.00	1.00	1.00	1.00	0.00
Executive Assistant to City Manager	1.00	1.00	1.00	1.00	1.00	0.00
Community Communications Coordinator	1.00	1.00	1.00	0.00	0.00	(1.00)
Community Engagement Specialist	0.00	0.00	0.50	0.00	0.00	(0.50)
Total City Manager	***3.00***	***3.00***	***4.50***	***3.00***	***3.00***	***(1.50)***
Communications						
Community Communications Coordinator	0.00	0.00	0.00	1.00	1.00	1.00
Community Engagement Specialist	0.00	0.00	0.00	1.00	1.00	1.00
Total Communications	***0.00***	***0.00***	***0.00***	***2.00***	***2.00***	***2.00***
City Recorder						
City Recorder	1.00	1.00	1.00	1.00	1.00	0.00
Assistant City Recorder	1.00	1.00	1.00	1.00	1.00	0.00
Administrative PT Hourly	0.00	0.49	0.49	0.00	0.00	(0.49)
Total City Recorder	***2.00***	***2.49***	***2.49***	***2.00***	***2.00***	***(0.49)***
Finance						
Finance Director	1.00	1.00	1.00	1.00	1.00	0.00
Deputy Finance Director	1.00	1.00	1.00	1.00	1.00	0.00
Accountant	1.00	1.00	1.00	1.00	1.00	0.00
Senior Accounting Technician	2.00	2.00	1.00	2.00	2.00	1.00
Accounting Technician	0.00	0.00	1.00	0.00	0.00	(1.00)
Senior Financial Management Analyst	1.00	1.00	1.00	1.00	1.00	0.00
Office Specialist III	1.00	1.00	1.00	1.00	1.00	0.00
Finance Administrative PT Hourly	0.49	0.50	0.00	0.00	0.00	0.00
Total Finance	***7.49***	***7.50***	***7.00***	***7.00***	***7.00***	***0.00***
Utility Customer Service						
Customer Service Team Leader	0.00	1.00	1.00	1.00	1.00	0.00
Customer Accounting Coordinator	1.00	0.00	1.00	1.00	1.00	0.00
Utility Customer Service Representative	3.00	3.00	2.00	2.00	2.00	0.00
Total Utility Customer Service	***4.00***	***4.00***	***4.00***	***4.00***	***4.00***	***0.00***
Municipal Court						
Municipal Court Manager	1.00	1.00	1.00	1.00	1.00	0.00
Municipal Court Manager *(Limited Duration)*	0.00	0.00	0.00	1.00	1.00	1.00
Municipal Court Judge PT	0.22	0.22	0.22	0.25	0.25	0.03
Senior Court Clerk	0.00	0.00	1.00	1.00	1.00	0.00
Court Records Specialist	3.00	3.00	2.00	2.00	2.00	0.00
Court Records Specialist *(Limited Duration)*	0.00	0.00	0.00	0.50	0.50	0.50
Court/Collections Clerk	0.20	0.20	0.00	0.00	0.00	0.00
Bailiff	0.30	0.30	0.00	0.00	0.00	0.00
Total Municipal Court	***4.72***	***4.72***	***4.22***	***5.75***	***5.75***	***1.53***
Human Resources						
Human Resources Director	1.00	1.00	1.00	1.00	1.00	0.00
Human Resources Analyst	1.00	1.00	1.00	1.00	1.00	0.00
Hourly - Personnel	0.15	0.00	0.00	0.00	0.00	0.00
Total Human Resources	***2.15***	***2.00***	***2.00***	***2.00***	***2.00***	***0.00***

Department and Position	2019-2021 Adopted	2021-2023 Adopted	2023-2025 Adopted	2025-2027 Proposed	2025-2027 Approved	Change
Policy and Administration continued						
Economic Development						
Economic Development Manager	1.00	1.00	1.00	1.00	1.00	0.00
Economic Development Coordinator	1.00	1.00	1.00	1.00	1.00	0.00
Tourism Coordinator	1.00	1.00	0.00	0.00	0.00	0.00
Temporary PT Hourly	0.00	0.00	0.48	0.00	0.00	(0.48)
Total Economic Development	***3.00***	***3.00***	***2.48***	***2.00***	***2.00***	***(0.48)***
Information Technology and GIS						
Information Technology Director	0.00	1.00	1.00	1.00	1.00	0.00
Information Technology Supervisor	1.00	1.00	1.00	1.00	1.00	0.00
GIS Coordinator	1.00	1.00	1.00	1.00	1.00	0.00
Information Technology Specialist	1.00	1.00	1.00	1.00	1.00	0.00
Network Analyst	1.00	1.00	1.00	1.00	1.00	0.00
GIS Analyst	0.00	0.00	1.00	1.00	1.00	0.00
GIS Technician	1.00	1.00	0.00	0.00	0.00	0.00
Total Information Technology and GIS	***5.00***	***6.00***	***6.00***	***6.00***	***6.00***	***0.00***
Total Policy & Administration	***31.36***	***32.71***	***32.69***	***33.75***	***33.75***	***1.07***
General Government						
Facilities Maintenance						
Facilities Manager	0.00	0.00	1.00	1.00	1.00	0.00
Facilities Maintenance Specialist	2.00	2.00	2.00	3.00	3.00	1.00
Custodian PT	0.00	0.00	0.00	0.00	0.00	0.00
Total Facilities Maintenance	***2.00***	***2.00***	***3.00***	***4.00***	***4.00***	***1.00***
Total General Government	***2.00***	***2.00***	***3.00***	***4.00***	***4.00***	***1.00***
Police						
Police Operations						
Police Chief	1.00	1.00	1.00	1.00	1.00	0.00
Police Captain	2.00	2.00	2.00	2.00	2.00	0.00
Police Sergeant	9.00	9.00	9.00	9.00	9.00	0.00
Police Officer	34.00	33.00	32.00	33.00	34.00	2.00
Business Manager	1.00	1.00	1.00	1.00	1.00	0.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00	1.00	0.00
Police Records Manager	1.00	1.00	1.00	1.00	1.00	0.00
Police Records Specialist	2.00	2.00	2.00	1.00	1.00	(1.00)
Homeless Liaison Officer	1.00	1.00	1.00	0.00	0.00	(1.00)
Behavioral Health Specialist	0.00	1.00	1.00	1.00	1.00	0.00
Caseworker	0.00	0.00	1.00	1.00	1.00	0.00
CSO /Forensics	1.00	1.00	1.00	1.00	1.00	0.00
CSO / Property-Evidence Officer	1.00	1.00	1.00	1.00	1.00	0.00
Police Officer - PT	0.00	0.00	0.25	0.25	0.25	0.00
Total Police Operations	***54.00***	***54.00***	***54.25***	***53.25***	***54.25***	***0.00***
Code Enforcement and Parking Operations						
Code Enforcement Manager	1.00	1.00	1.00	1.00	1.00	0.00
Code Compliance Officer	2.00	2.00	4.00	3.00	4.00	0.00
Parking Enforcement Officer	1.00	1.00	1.00	1.00	1.00	0.00
Office Specialist II	1.00	1.00	1.00	1.00	1.00	0.00
Parking Operations PT Hourly	0.48	0.48	0.48	0.00	0.00	(0.48)
Total Code Enforcement and Parking Operation	***5.48***	***5.48***	***7.48***	***6.00***	***7.00***	***(0.48)***
Total Police	***59.48***	***59.48***	***61.73***	***59.25***	***61.25***	***(0.48)***

Additional Information – Personnel

Department and Position	2019-2021 Adopted	2021-2023 Adopted	2023-2025 Adopted	2025-2027 Proposed	2025-2027 Approved	Change
Parks and Recreation						
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00	0.00
Assistant Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	0.00	1.00	1.00	0.00	0.00	(1.00)
Parks and Cemetery Maintenance						
Parks and Cemetery Maintenance Manager	1.00	1.00	1.00	1.00	1.00	0.00
Parks Maintenance Team Lead	0.00	1.00	1.00	1.00	1.00	0.00
Parks Maintenance Specialist III	2.00	3.00	3.00	2.00	2.00	(1.00)
Park Maintenance Specialist II	5.00	2.00	2.00	2.00	2.00	0.00
Park Maintenance Specialist I	0.00	1.00	4.00	3.00	3.00	(1.00)
Administrative Assistant	0.00	1.00	1.00	1.00	1.00	0.00
Office Specialist III	1.00	1.00	1.00	0.00	0.00	(1.00)
Office Specialist II	0.75	0.00	0.00	1.00	1.00	1.00
Parks Maintenance PT Hourly	2.57	3.57	1.57	0.00	0.00	(1.57)
Total Parks and Cemetery Maintenance	***12.32***	***13.57***	***14.57***	***11.00***	***11.00***	***(3.57)***
Recreation Aquatics						
Aquatics and Recreation Manager	1.00	1.00	1.00	1.00	1.00	0.00
Building/Facility Maintenance Specialist	0.50	0.50	0.00	0.00	0.00	0.00
Office Specialist I PT	0.30	0.60	0.00	0.00	0.00	0.00
Office Specialist II PT	0.00	0.00	0.60	0.69	0.69	0.09
Recreation Programmer	1.00	1.00	0.00	0.00	0.00	0.00
Recreation Coordinator	0.00	0.00	1.00	2.00	2.00	1.00
Recreation Aquatics PT Hourly	8.50	8.50	9.90	10.85	10.85	0.95
Total Recreation Aquatics	***11.30***	***11.60***	***12.50***	***14.54***	***14.54***	***2.04***
Pioneer Community Center						
Social Services and Community Center Manager	1.00	1.00	1.00	1.00	1.00	0.00
Client Services Coordinator	1.00	1.00	0.00	0.00	0.00	0.00
Social Services Programmer	0.00	0.00	0.00	1.00	1.00	1.00
Social Services Coordinator	0.00	0.00	1.00	1.00	1.00	0.00
Meals on Wheels Coordinator	1.00	1.00	1.00	0.00	0.00	(1.00)
Senior Center Recreation Programmer	1.00	1.00	0.00	0.00	0.00	0.00
Recreation Program Coordinator	0.00	0.00	1.00	0.00	0.00	(1.00)
Rentals and Events Coordinator	0.00	0.00	0.00	1.00	1.00	1.00
Senior Center Nutrition Coordinator PT	0.50	0.50	0.63	0.45	0.45	(0.18)
Senior Center Van Driver PT Hourly	1.20	1.20	1.50	1.80	1.80	0.30
Food Service Worker	0.80	0.80	0.88	0.88	0.88	0.00
Building Attendant	0.90	0.90	0.50	0.30	0.30	(0.20)
Office Specialist III	0.00	0.00	1.00	1.00	1.00	0.00
Office Specialist PT	1.30	1.30	0.63	0.63	0.63	0.00
Fitness Instructor	0.00	0.00	0.00	0.30	0.30	0.30
Pioneer Center PT Hourly	0.40	0.40	0.00	0.00	0.00	0.00
Total Pioneer Community Center	***9.10***	***9.10***	***9.12***	***9.35***	***9.35***	***0.23***
Community Events and Admin						
Historic House Guide	0.50	0.50	0.50	0.50	0.50	0.00
Recreation Programs PT Hourly	2.50	0.95	0.95	0.00	0.00	(0.95)
Total Community Events and Admin	***3.00***	***1.45***	***1.45***	***0.50***	***0.50***	***(0.95)***
Total Parks and Recreation	***37.72***	***38.72***	***40.64***	***37.39***	***37.39***	***(3.26)***

Department and Position	2019-2021 Adopted	2021-2023 Adopted	2023-2025 Adopted	2025-2027 Proposed	2025-2027 Approved	Change
Library						
Library Director	1.00	1.00	1.00	1.00	1.00	0.00
Library Operations Manager	1.00	1.00	1.00	1.00	1.00	0.00
Library Services Manager	0.00	0.00	0.00	1.00	1.00	1.00
Library Safety Specialist	0.00	0.00	1.00	1.00	1.00	0.00
Library Circulation Coordinator	0.00	0.00	1.00	1.00	1.00	0.00
Librarian	3.00	6.00	6.00	5.00	5.00	(1.00)
Library Assistant	3.65	2.75	4.25	5.88	5.88	1.63
Hourly Library Assistants	7.25	7.50	5.00	4.37	4.37	(0.63)
Total Library	***15.90***	***18.25***	***19.25***	***20.25***	***20.25***	***1.00***
Community Development						
Community Development Director	1.00	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	0.00	0.00	1.00	1.00	1.00	0.00
Planning						
Planning Manager	0.00	0.00	1.00	1.00	1.00	0.00
Senior Planner	1.00	1.00	1.00	1.00	1.00	0.00
Assistant Planner	2.00	2.00	2.00	2.00	2.00	0.00
Planner	1.00	1.00	0.00	0.00	0.00	0.00
Total Planning	***4.00***	***4.00***	***4.00***	***4.00***	***4.00***	***0.00***
Building						
Building Official	1.00	1.00	1.00	1.00	1.00	0.00
Senior Building Inspector	0.00	1.00	1.00	1.00	1.00	0.00
Building Inspector	4.00	4.00	2.00	2.00	2.00	0.00
Permit Technician	2.00	2.00	2.00	2.00	2.00	0.00
Permit Coordinator	1.00	1.00	1.00	1.00	1.00	0.00
Plans Examiner	0.00	0.00	3.00	3.00	3.00	0.00
Plans Examiner - Part-Time	0.00	0.25	0.25	0.00	0.00	(0.25)
Total Building	***8.00***	***9.25***	***10.25***	***10.00***	***10.00***	***(0.25)***
Total Community Development	***13.00***	***14.25***	***16.25***	***16.00***	***16.00***	***(0.25)***
Public Works						
Public Works Director	1.00	1.00	1.00	1.00	1.00	0.00
Assistant Public Works Director	1.00	1.00	1.00	1.00	1.00	0.00
Sr. Administrative Assistants	2.00	2.00	2.00	2.00	2.00	0.00
Administrative Assistants	0.00	0.00	1.00	1.00	1.00	0.00
Office Specialist III	1.00	1.00	0.00	0.00	0.00	0.00
Asset Management Specialist	1.00	1.00	1.00	1.00	1.00	0.00
Engineering / Development Services						
City Engineer	1.00	1.00	1.00	1.00	1.00	0.00
Assistant City Engineer	1.00	1.00	1.00	1.00	1.00	0.00
Senior Project Engineer	1.00	2.00	2.00	1.00	1.00	(1.00)
Project Engineer	4.00	4.00	4.00	4.00	4.00	0.00
Management Analyst	0.00	0.00	0.00	1.00	1.00	1.00
Engineering Technician III	1.00	1.00	1.00	1.00	1.00	0.00
Engineering Group - PT Hourly	0.20	0.20	0.20	0.00	0.00	(0.20)
ROW & Construction Program Mgr.	1.00	1.00	1.00	0.00	0.00	(1.00)
Senior Construction Inspector	1.00	1.00	1.00	0.00	0.00	(1.00)
Construction Inspector	1.00	1.00	1.00	1.00	1.00	0.00
Project Manager/Inspector	1.00	0.00	0.00	0.00	0.00	0.00
Total Engineering	***12.20***	***12.20***	***12.20***	***10.00***	***10.00***	***(2.20)***

Department and Position	2019-2021 Adopted	2021-2023 Adopted	2023-2025 Adopted	2025-2027 Proposed	2025-2027 Approved	Change
Public Works continued						
Transportation						
Operations Manager	1.00	1.00	1.00	1.00	1.00	0.00
Utility Maintenance Team Leader	1.00	1.00	1.00	1.00	1.00	0.00
Utilities Maintenance Specialist	5.00	5.00	5.00	5.00	5.00	0.00
Streets - PT Hourly	2.00	2.25	2.25	2.25	2.25	0.00
Total Transportation	***9.00***	***9.25***	***9.25***	***9.25***	***9.25***	***0.00***
Water						
Operations Manager	1.00	1.00	1.00	1.00	1.00	0.00
Water Quality Coordinator	1.00	1.00	1.00	1.00	1.00	0.00
Environmental Technician I	1.00	1.00	0.00	0.00	0.00	0.00
Utility Maintenance Team Leader	1.00	1.00	1.00	1.00	1.00	0.00
Construction Services Manager	0.00	0.00	0.00	0.00	0.00	0.00
Utilities Maintenance Specialist	5.00	5.00	5.00	5.00	5.00	0.00
Water - PT Hourly	1.25	1.00	1.00	1.00	1.00	0.00
Total Water	***10.25***	***10.00***	***9.00***	***9.00***	***9.00***	***0.00***

Department and Position	2019-2021 Adopted	2021-2023 Adopted	2023-2025 Adopted	2025-2027 Proposed	2025-2027 Approved	Change
Wastewater						
Operations Manager	1.00	1.00	1.00	1.00	1.00	0.00
Utility Maintenance Team Leader	1.00	1.00	1.00	1.00	1.00	0.00
Construction Services Manager	0.00	0.00	0.00	0.00	0.00	0.00
Utilities Maintenance Specialist	4.00	4.00	4.00	4.00	4.00	0.00
Sewer - PT Hourly	1.23	1.23	1.23	1.23	1.23	0.00
Total Wastewater	***7.23***	***7.23***	***7.23***	***7.23***	***7.23***	***0.00***
Stormwater						
Water Quality Coordinator	0.00	0.00	1.00	1.00	1.00	0.00
Utilities Maintenance Specialist	3.00	3.00	3.00	3.00	3.00	0.00
Stormwater - PT Hourly	1.23	1.23	1.23	1.23	1.23	0.00
Total Stormwater	***4.23***	***4.23***	***5.23***	***5.23***	***5.23***	***0.00***
Fleet Service						
Lead Mechanic	1.00	1.00	1.00	1.00	1.00	0.00
Mechanic	1.00	1.00	1.00	1.00	1.00	0.00
Total Fleet Service	***2.00***	***2.00***	***2.00***	***2.00***	***2.00***	***0.00***
Total Public Works	***50.91***	***50.91***	***50.91***	***48.71***	***48.71***	***(2.20)***
Total Oregon City	***210.37***	***216.32***	***224.47***	***219.35***	***221.35***	***(3.12)***

OREGON
CITY

	General Fund															
	City Manager	Communications	City Recorder	Finance	Municipal Court	Human Resources	Economic Development	Information Technology	Geographic Info Systems	Facilities	Police	Code Enforcement	Parks and Recreation	Cemetery	Recreation Aquatics	Pioneer Community Center	Community Events & Admin
City Manager																	
City Manager	1.00																
Assistant City Manager	1.00																
Executive Assistant to City Manager	1.00																
Communications																	
Community Communications Coordinator		1.00															
Community Engagement Specialist		1.00															
City Recorder																	
City Recorder			1.00														
Assistant City Recorder			1.00														
Administrative Part-Time Hourly			0.00														
Finance																	
Finance Director				0.80													
Deputy Finance Director				0.60													
Accountant				1.00													
Senior Accounting Technician				0.80													
Senior Accounting Technician				1.00													
Senior Financial Management Analyst				0.50													
Office Specialist III				0.60													
Municipal Court																	
Municipal Court Manager					1.00												
Municipal Court Manager *(Limited Duration)*					1.00												
Municipal Court Judge PT					0.25												
Senior Court Clerk					1.00												
Court Records Specialist					1.00												
Court Records Specialist					1.00												
Court Records Specialist *(Limited Duration)*					0.50												
Human Resources																	
Human Resources Director						1.00											
Human Resources Analyst						1.00											
Economic Development																	
Economic Development Manager							1.00										
Economic Development Coordinator							1.00										
IT / GIS																	
Information Technology Director								0.50	0.50								
Information Technology Supervisor								0.50	0.50								
GIS Coordinator									0.50								
Information Technology Specialist								1.00									
Network Analyst								1.00									
GIS Analyst																	
Utility Customer Service																	
Customer Service Team Leader																	
Customer Accounting Coordinator																	
Utility Customer Service Representative																	

Library Fund	Planning Fund	Building Fund	Engineering Fund	Transportation Fund	Water Fund	Wastewater Fund	Stormwater Fund	Fleet Fund	Utility Customer Service Fund	TOTAL
										1.00
										1.00
										1.00
										1.00
										1.00
										1.00
										1.00
										0.00
									0.20	1.00
									0.40	1.00
										1.00
									0.20	1.00
										1.00
									0.50	1.00
									0.40	1.00
										1.00
										1.00
										0.25
										1.00
										1.00
										1.00
										0.50
										1.00
										1.00
										1.00
										1.00
										1.00
										1.00
				0.05	0.15	0.15	0.15			1.00
										1.00
										1.00
				0.10	0.30	0.30	0.30			1.00
									1.00	1.00
									1.00	1.00
									2.00	2.00

	General Fund																
	City Manager	Communications	City Recorder	Finance	Municipal Court	Human Resources	Economic Development	Information Technology	Geographic Info Systems	Facilities	Police	Code Enforcement	Parks and Recreation	Cemetery	Recreation Aquatics	Pioneer Community Center	Community Events & Admin
Facilities Maintenance																	
Facilities Maintenance Manager										1.00							
Facilities Maintenance Specialist										0.50					0.50		
Facilities Maintenance Specialist										2.00							
Police																	
Police Chief											1.00						
Police Captain											0.80	0.20					
Police Captain											1.00						
Police Sergeant											9.00						
Police Officer											34.00						
Homeless Liaison Officer											0.00						
Business Manager											1.00						
Senior Administrative Assistant											1.00						
Police Records Manager											1.00						
Police Records Specialist											1.00						
Behavioral Health Specialist											1.00						
Caseworker											1.00						
CSO /Forensics											1.00						
CSO / Property-Evidence Officer											1.00						
Background Investigations - PT											0.25						
Code Enforcement																	
Code Enforcement Manager												1.00					
Code Compliance Officer												4.00					
Parking Enforcement Officer												1.00					
Office Specialist II												1.00					
Parks and Recreation																	
Parks and Recreation Director													0.20	0.20	0.20	0.20	0.20
Assistant Parks & Recreation Director													0.20	0.20	0.20	0.20	0.20
Parks and Cemetery																	
Parks Maintenance Manager													0.75	0.25			
Parks Maintenance Team Leader													0.75	0.25			
Parks Maintenance Specialist III													1.00	1.00			
Park Maintenance Specialist II													2.00				
Park Maintenance Specialist I													3.00				
Administrative Assistant													0.25	0.75			
Office Specialist II													0.50	0.50			
Recreation Aquatics																	
Aquatics Recreation Manager															1.00		
Recreation Coordinator															2.00		
Office Specialist II PT															0.69		
Recreation Aquatics PT Hourly															10.85		

Library Fund	Planning Fund	Building Fund	Engineering Fund	Transportation Fund	Water Fund	Wastewater Fund	Stormwater Fund	Fleet Fund	Utility Customer Service Fund	TOTAL
										1.00
										1.00
										2.00
										1.00
										1.00
										1.00
										9.00
										34.00
										0.00
										1.00
										1.00
										1.00
										1.00
										1.00
										1.00
										1.00
										1.00
										0.25
										1.00
										4.00
										1.00
										1.00
										1.00
										1.00
										1.00
										1.00
										2.00
										2.00
										3.00
										1.00
										1.00
										1.00
										2.00
										0.69
										10.85

Additional Information – Personnel

	General Fund																
	City Manager	Communications	City Recorder	Finance	Municipal Court	Human Resources	Economic Development	Information Technology	Geographic Info Systems	Facilities	Police	Code Enforcement	Parks and Recreation	Cemetery	Recreation Aquatics	Pioneer Community Center	Community Events & Admin
Pioneer Community Center																	
Social Services and Community Center Mgr																1.00	
Social Services Programmer																1.00	
Social Services Coordinator																1.00	
Rentals and Events Coordinator																1.00	
Senior Center Nutrition Coordinator PT																0.45	
Senior Center Van Driver PT Hourly																1.80	
Food Service Worker																0.88	
Building Attendant																0.30	
Fitness Instructor																0.30	
Office Specialist III																1.00	
Office Specialist PT																0.63	
Community Events and Admin																	
Historic House Guide																	0.50
Library																	
Library Director																	
Library Operations Manager																	
Library Services Manager																	
Library Safety Specialist																	
Library Circulation Coordinator																	
Librarian																	
Library Assistant																	
Hourly Library Assistant																	
Community Development																	
Community Development Director																	
Administrative Assistant																	
Planning																	
Planning Manager																	
Senior Planner																	
Assistant Planner																	
Building																	
Building Official																	
Senior Building Inspector																	
Building Inspector																	
Permit Technician																	
Permit Coordinator																	
Plans Examiner																	
Public Works																	
Public Works Director																	
Assistant Public Works Director																	
Sr. Administrative Assistant																	
Sr. Administrative Assistant																	
Administrative Assistant																	
Asset Management Specialist																	

Library Fund	Planning Fund	Building Fund	Engineering Fund	Transportation Fund	Water Fund	Wastewater Fund	Stormwater Fund	Fleet Fund	Utility Customer Service Fund	TOTAL
										1.00
										1.00
										1.00
										1.00
										0.45
										1.80
										0.88
										0.30
										0.30
										1.00
										0.63
										0.50
1.00										1.00
1.00										1.00
1.00										1.00
1.00										1.00
1.00										1.00
5.00										5.00
5.88										5.88
4.37										4.37
	0.50	0.50								1.00
	0.50	0.50								1.00
	1.00									1.00
	1.00									1.00
	2.00									2.00
		1.00								1.00
		1.00								1.00
		2.00								2.00
		2.00								2.00
		1.00								1.00
		3.00								3.00
			0.12	0.22	0.22	0.22	0.22			1.00
				0.25	0.25	0.25	0.25			1.00
				0.25	0.25	0.25	0.25			1.00
				0.25	0.25	0.25	0.25			1.00
				0.25	0.25	0.25	0.25			1.00
				0.25	0.25	0.25	0.25			1.00

	General Fund																
	City Manager	Communications	City Recorder	Finance	Municipal Court	Human Resources	Economic Development	Information Technology	Geographic Info Systems	Facilities	Police	Code Enforcement	Parks and Recreation	Cemetery	Recreation Aquatics	Pioneer Community Center	Community Events & Admin
Engineering / Development Services																	
City Engineer																	
Assistant City Engineer																	
Senior Project Engineer																	
Project Engineer																	
Project Engineer																	
Project Engineer																	
Project Engineer																	
Engineering Technician II																	
Management Analyst																	
Construction Inspector																	
Transportation																	
Operations Manager																	
Utility Maintenance Team Leader																	
Utilities Maintenance Specialist																	
Streets - PT Hourly																	
Water																	
Operations Manager																	
Water Quality Coordinator																	
Utility Maintenance Team Leader																	
Utilities Maintenance Specialist																	
Water - PT Hourly																	
Wastewater																	
Operations Manager																	
Utility Maint Team Leader																	
Utilities Maintenance Specialist																	
Sewer - PT Hourly																	
Stormwater																	
Utilities Maintenance Specialist																	
Water Quality Coordinator																	
Stormwater - PT Hourly																	
Fleet Service																	
Lead Mechanic																	
Mechanic																	
TOTAL	3.00	2.00	2.00	5.30	5.75	2.00	2.00	3.00	1.50	3.50	54.05	7.20	8.65	3.15	15.44	9.75	0.90

Library Fund	Planning Fund	Building Fund	Engineering Fund	Transportation Fund	Water Fund	Wastewater Fund	Stormwater Fund	Fleet Fund	Utility Customer Service Fund	TOTAL
			0.25	0.30	0.15	0.15	0.15			1.00
			0.50	0.20	0.10	0.10	0.10			1.00
				0.10	0.90					1.00
			0.50	0.20	0.10	0.10	0.10			1.00
						1.00				1.00
			0.50	0.10	0.10	0.20	0.10			1.00
				0.20	0.10	0.10	0.60			1.00
			0.60	0.10	0.10	0.10	0.10			1.00
			0.40	0.15	0.15	0.15	0.15			1.00
			0.60	0.10	0.10	0.10	0.10			1.00
				1.00						1.00
				1.00						1.00
				5.00						5.00
				2.25						2.25
					1.00					1.00
					1.00					1.00
					1.00					1.00
					5.00					5.00
					1.00					1.00
						0.50	0.50			1.00
						0.50	0.50			1.00
						4.00				4.00
						1.23				1.23
							3.00			3.00
							1.00			1.00
							1.23			1.23
								1.00		1.00
								1.00		1.00
20.25	5.00	11.00	3.47	12.32	12.72	10.15	9.55	2.00	5.70	221.35

OREGON
CITY

Capital Improvement Program

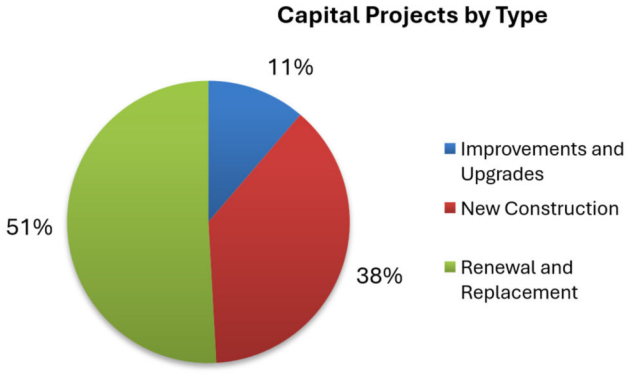
Overview

Capital Outlay expenditures involve the acquisition or construction of equipment, land, and capital facilities. The Capital Improvement Program (CIP) establishes Oregon City's budget for capital projects. A capital project is that which improves or adds value to the City's capital facilities, costs $10,000 or more, and has a useful life or extends the useful life of infrastructure for 5 years or more. Oregon City's capital facilities include roads and pathways, parks and cemetery facilities, water distribution system, sanitary sewer collection system, stormwater drainage system, and public and operations buildings. Capital assets, tangible personal property (TPP), and intangible replacements with a cost over $10,000 each and a useful life of more than 1 year are also included in the annual capital budget. Guiding policies and financing strategies for the CIP are included earlier in this document under the Financial Policies section.

The estimated useful lives of the various categories of capital assets (facilities and TPP) are as follows:

- Buildings and other Facilities 30-40 years
- Equipment and Fixtures 8-20 years
- Roads and Pathways 20-50 years
- Utility Systems 20-50 years

Total capital spending for the City in the 2025-2027 biennium is budgeted at $61,496,100 across all funds. Approximately $55.53 million of the projected spending is on capital projects while $5.96 million is for TPP and software.



Approximately $28.26 million, or 51%, of Oregon City's capital projects represent routine or ongoing capital renewal and replacements. These expenditures are included in almost every budget and will have no significant impact on the operating budget. These projects include annually scheduled roadway or pathway improvements (repaving, reconstruction, or repair), park structure replacement, annually scheduled waterline or wastewater line replacements, and stormwater drainage and water quality improvements. In some instances, these projects may generate operating savings in reduced risks and maintenance costs.

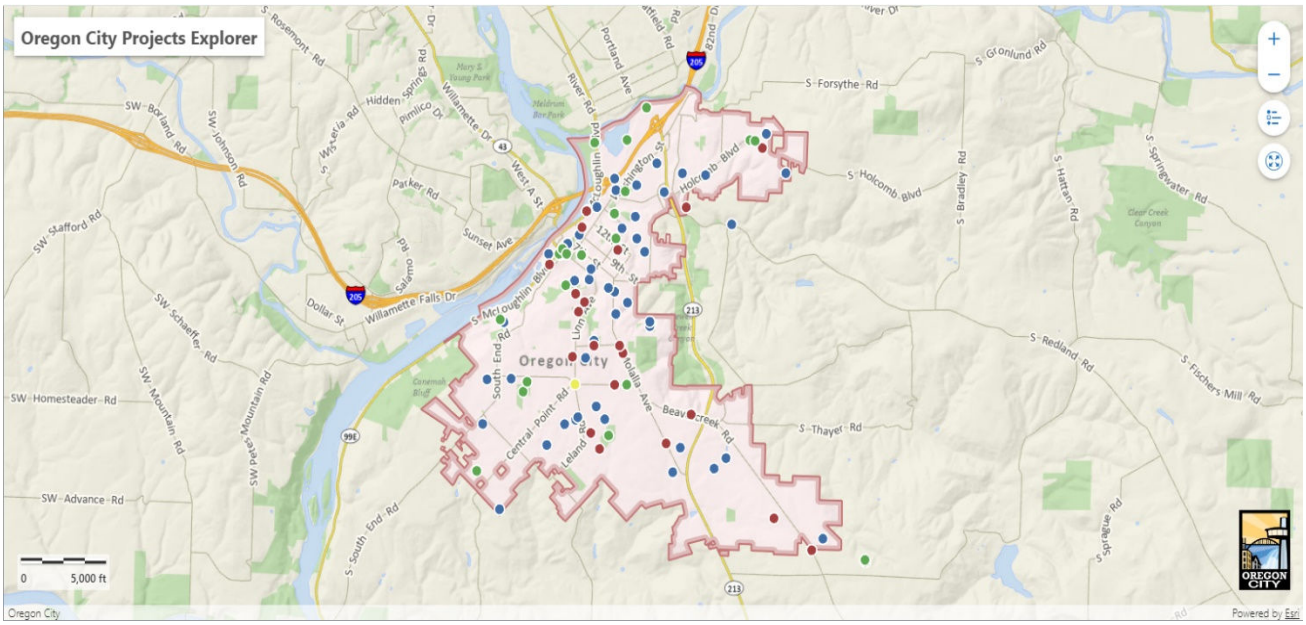
A total of $27.27 million, or 49%, of budgeted capital projects are for either new construction or significant improvements or upgrades to the City's infrastructure assets. The majority of these expenditures are for City infrastructure projects; together they total $55.53 million and account for 90% of the total capital projects budget. The following pages provide additional detail on capital outlay spending; significant projects are explained below:

- Inflow and Infiltration (I & I) Program – The budget includes funding in the amount of $14.0 million for transition to a consultant managed I & I reduction program to help augment staff capacity to deliver in I & I focused projects beginning with high priority areas in the Rivercrest, Linn, McLoughlin, and Newell basins
- Highway 213 & Beavercreek Rd. – The budget includes $1.2 million for this Transportation project and over half is eligible for System Development Charge (SDC) funding. The City will provide improvements to Highway 213 and Beavercreek Rd. west bound right hard turn lane
- Roadway Reconstruction – This biennium includes $4.77 million in funding for pavement preservation. This will include street overlays, reconstruction of potholed pavement, and slurry seals throughout the city. This project will help to improve the city's pavement condition index (PCI). The PCI is a numerical index that is used to indicate the general condition of pavement. The goal for the 2025-2027 biennium is to increase the City's PCI from 77 to 78

- Henrici Pump Station & Transmission Main– The budget includes $10.6 million to increase capacity of water transmission to Henrici Reservoir. This is one of several major water projects that is included in the biennium. The city is currently working through the WIFIA loan process. If the loan application is successful, the city will move forward with a low-interest loan (targeted at 5%).
- The status of many of the city's major Capital Improvement Projects can be found here: https://www.orcity.org/projects

Every year the city's GIS Department maps out the Capital Improvement projects that will be occurring during the year. Below is a link to the city's Capital Improvement projects map.

HTTPS://MAPS.ORCITY.ORG/VERTIGISSTUDIO/WEB/?APP=0F618DC0C88646A9B4FEEACB9D5CFD21



2025-2027 BIENNIUM CAPITAL BUDGET

The following chart itemizes the 2025-2027 capital budget. Projects are grouped by program as defined below and by funding source. Project information includes project description, annual operating impact, and total dollar amount of capital expenditures for each year of the biennium and the biennial total, and project type as shown below:

Renewal and Replacement: These costs are part of ongoing renewal and replacement programs such as roadway reconstruction or waterline improvements. These projects either have zero operating impact or will over time reduce operating costs.

Improvements and Upgrades: These represent expansion or upgrade projects, such as extension of a water line for improved connectivity or increased capacity of a roadway to improve traffic flow. The projects listed usually have no impact on the operating budget or may over time reduce certain indirect costs (fewer requests for service, reduced traffic congestion and accidents).

New Construction: These represent either the expansion or replacement of a facility (building or infrastructure).

Additional Information – Capital Improvement Program

Project Description	Type	Annual Operating Impact	General Fund prop taxes, Grant Match, ROW fees, etc.	Library Fund Special Revenue	Planning Fund plan fees	Building Fund permit fees	Equip Repl Fund interfund transfers	Transportation Fund gas taxes	Transportation Fund PMUF
Transportation									
Oregon City Roadway Reconstruction (PMUF)	Renewal and Replacement	$0 or reduction						69,000	4,657,000
Washington Street Corridor	Improvements and Upgrades	$0 or reduction							
Sidewalk and Bike Lane Infill	Improvements and Upgrades	$1,000						360,000	
Main Street Roadway Reconstruction - 10th to 15th	Renewal and Replacement	$0 or reduction							500,000
Hwy 213 & Beavercreek West Bound Right Hand Turn Lane	Improvements and Upgrades	$0 or reduction						468,000	
Railroad Quiet Zone	Improvements and Upgrades	$0 or reduction						562,100	
Holmes Lane Paving	Renewal and Replacement	$0 or reduction							500,000
Water									
Henrici Pump Station & Transmission Main	New Construction	N/A							
Canemah Court Main Replacement	Renewal and Replacement	$0 or reduction							
Molalla Avenue 30" Transmission Main	New Construction	$1,000							
McLoughlin Neighborhood Main Replacement	Renewal and Replacement	$0 or reduction							
Molalla Avenue 18" Transmission Main	New Construction	$1,000							
High School Avenue 16" Transmission Main	New Construction	$1,000							
Wastewater									
Inflow and Infiltration Program	Renewal and Replacement	$0 or reduction							
Settlers Point Pump Station	Renewal and Replacement	$0 or reduction							
Falcon Drive Sewer Extension	New Construction	$0 or reduction							
Sewer Pump Station Generator Replacements	Renewal and Replacement	$0 or reduction							
Stormwater									
Joyce Court Stormwater Improvements	Improvements and Upgrades	$1,000							
Van Buren Street Stormwater Improvements	Improvements and Upgrades	$1,000							
Outfall Rehabilitation	Improvements and Upgrades	$0 or reduction							
Barclay Hills Storm Pond	Improvements and Upgrades	$1,000							
Public Facilities and Infrastructure									
Public Works Building Improvements	Improvements and Upgrades	$0 or reduction							
Library Parking Lot Improvement	Improvements and Upgrades	$0 or reduction		35,000					
General Government Improvements	Improvements and Upgrades	$0 or reduction	100,000						
Community Development Improvements	Improvements and Upgrades	$0 or reduction			10,500	19,500			
Parks & Cemetery Facilities									
Parks Improvements	Improvements and Upgrades	$0 or reduction	505,000						
Cemetery	Improvements and Upgrades	$0 or reduction							
Pioneer Center Repairs	Improvements and Upgrades	$0 or reduction							
Total Capital Projects			$ 605,000	$ 35,000	$ 10,500	$ 19,500	$ -	$ 1,459,100	$ 5,657,000
Tangible Personal Property (TPP)									
Public Works	Renewal and Replacement	N/A					2,551,900	27,500	
Police & Code Enforcement	Renewal and Replacement	N/A	40,500				565,000		
Parks & Recreation	Renewal and Replacement	N/A					518,000		
Policy & Administration	Renewal and Replacement	N/A	20,000			5,000	55,000		
Library	Renewal and Replacement	N/A		487,000					
Total TPP			$ 60,500	$ 487,000	$ -	$ 5,000	$ 3,689,900	$ 27,500	$ -
Other Capital Items									
Finance Subscription-Based Info Tech Arrangements (SBITAs)	Improvements and Upgrades	N/A	34,100						
IT Subscription-Based Info Tech Arrangements (SBITAs)	Improvements and Upgrades	N/A	1,179,100						
Police Intangible Leases and (SBITAs)	Improvements and Upgrades	N/A	57,900				277,000		
Parks Software & Technology	Improvements and Upgrades	N/A	25,000						
Library Software & Technology	Improvements and Upgrades	N/A		13,000					
Total Other Items			$ 1,296,100	$ 13,000	$ -	$ -	$ 277,000	$ -	$ -
Total Capital Outlay Expenditures			**$ 1,961,600**	**$ 535,000**	**$ 10,500**	**$ 24,500**	**$ 3,966,900**	**$ 1,486,600**	**$ 5,657,000**

System Development Charge Fund					Parks Donations	Water Fund	Wastewater Fund	Stormwater Fund	Community Facilities Fund		TOTAL Biennium
transportation SDCs	water SDCs	wastewater SDCs	stormwater SDCs	parks SDCs		utility service charges				county distribution	
46,000						104,000	23,000	179,000			5,078,000
479,000											479,000
240,000											600,000
4,339,000											4,839,000
732,000											1,200,000
											562,100
											500,000
	4,261,000					6,389,000					10,650,000
						484,000					484,000
	1,520,000					4,558,000					6,078,000
						1,706,000					1,706,000
	461,000					1,381,000					1,842,000
	86,000					256,000					342,000
							12,223,000				12,223,000
							1,775,000				1,775,000
		999,000									999,000
							975,000				975,000
								466,000			466,000
								138,000			138,000
								1,250,000			1,250,000
								115,000			115,000
									1,537,000		1,537,000
											35,000
											100,000
											30,000
				640,000	55,000						1,200,000
					38,500						38,500
					291,400						291,400
$ 5,836,000	$ 6,328,000	$ 999,000	$ -	$ 640,000	$ 384,900	$ 14,878,000	$ 14,996,000	$ 2,148,000	$ 1,537,000	$ -	$ 55,533,000
							45,000	52,100			2,676,500
											605,500
					10,000						528,000
											80,000
											487,000
$ -	$ -	$ -	$ -	$ -	$ 10,000	$ -	$ 45,000	$ 52,100	$ -	$ -	$ 4,377,000
											34,100
											1,179,100
											334,900
											25,000
											13,000
$ -	$ -	$ -	$ -	$ -		$ -	$ -	$ -	$ -	$ -	$ 1,586,100
$ 5,836,000	**$ 6,328,000**	**$ 999,000**	**$ -**	**$ 640,000**	**$ 394,900**	**$ 14,878,000**	**$ 15,041,000**	**$ 2,200,100**	**$ 1,537,000**	**$ -**	**$ 61,496,100**

TANGIBLE PERSONAL PROPERTY (TPP)

TPP are specific items of property excluding real estate that are tangible in nature, have an expected life longer than one year and have a value of $10,000 or more. The Capital Program includes planning for TPP replacements, and new purchases of vehicles, equipment and furnishings. A total of $4,377,000, or 7.1% of total capital outlay, is approved for the 2025-2027 biennium.

Depending on the asset type, most assets are expected to have a useful life of 8 to 20 years. As a result, planned maintenance and periodic replacement is essential. Vehicles, equipment and furnishings are reviewed for replacement once the asset is 5-7 years old and then annually until replaced. Each department prepares a list of any assets requiring replacement, including a description, location, original cost and estimated budget for the item. These requests are submitted to and budgeted in the Equipment Replacement Fund. Vehicles and motorized equipment are also evaluated by the Fleet Division of the Public Works Department, while computer replacements are recommended by the Information Technology Department. Requests for purchase require cost quotes and justification. The following is a list of requested TPP for the upcoming biennium.

Description	Type	2025-2026 Budget	2026-2027 Budget	2025-2027 Biennium
Public Works, Engineering, and Fleet and Equipment				
New 200-Gallon De-Ice/Pesticide Spray Tank	Replacement	$ 12,500		$ 12,500
New 925-Gallon De-Ice Spray Tank	Replacement	15,000		15,000
Aerial Bucket Truck (Replace Vehicle #466)	Replacement	196,700		196,700
Asphalt Distributor/Tack Spray System (Replace #482)	Replacement	54,000		54,000
8 Yard Dump Truck with Plow & Sander (Replace Vehic	Replacement	280,000		280,000
De-Icer System Control Sprayers	Replacement	30,000		30,000
Vactor Trailer (New)	Replacement	162,000		162,000
Ford F-450 Utility Truck (Replace Vehicle 348)	Replacement		145,000	145,000
TV Inspection Equipment & Chassis (Fleet ID 542)	Replacement	500,000		500,000
Vac-Con (Freightliner Chassis) (Fleet ID 564)	Replacement		600,000	600,000
Elgin Sweeper (Fleet ID 661)	Replacement	385,000		385,000
Ford F-450 Utility Truck (Fleet ID 641)	Replacement		140,000	140,000
Lift for Fleet area	Replacement	44,200		44,200
Floor Scrubber for Fleet area	Replacement	15,000		15,000
Circle Cutter for Manhole frames	Replacement	45,000		45,000
Sand Bag Filler & Water Tank set up	Replacement	52,100		52,100
		$ 1,791,500	**$ 885,000**	**$ 2,676,500**
Public Safety Department				
Police Vehicles (including gear)	Replacement	$ 150,000	$ 180,500	$ 330,500
MDC Replacement	Replacement	137,500	137,500	275,000
		$ 287,500	**$ 318,000**	**$ 605,500**
Parks and Recreation				
Memorial Benches	Replacement	$ 5,000	$ 5,000	$ 10,000
Ford F350 (replace 842)	Replacement	65,000	-	65,000
F550 Dump Truck (replace 741)	Replacement	100,000	-	100,000
F550 Dump Truck (replace 843)	Replacement	100,000	-	100,000
John Deere Tractor (replace 741)	Replacement	65,000	-	65,000
Ventrac 4520P Tractor/flail mower/loader	Replacement	48,300	-	48,300
Scag Windstorm	Replacement	14,000	-	14,000
Toro Electric Mower	Replacement	35,000	-	35,000
John Deere Electric Gators (replaces 875)	Replacement	22,200	-	22,200
John Deere Electric Gators (replaces 877)	Replacement	22,200	-	22,200
John Deere Electric Gators (replaces 879)	Replacement	22,300	-	22,300
Billy Goat Leaf Vacuum	Replacement	24,000	-	24,000
		$ 523,000	**$ 5,000**	**$ 528,000**
Library				
Outreach Vehicle	Replacement	$ 275,000		$ 275,000
Book Lockers	Replacement	70,000		70,000
Selfcheck Replacements ($57k subsidy from CLACKC	Replacement	22,000		22,000
Community Room A/V upgrade	Replacement	35,000		35,000
Community Room Furniture	Replacement	50,000		50,000
Carnegie Desk reconfigure	Replacement	35,000		35,000
		$ 487,000	**$ -**	**$ 487,000**
Policy and Administration				
Public, Educational and Governmental Equipment	Replacement	$ 10,000	$ 10,000	$ 20,000
Customer Kiosk	Replacement	5,000		5,000
Vehicles	Replacement	55,000		55,000
		$ 70,000	**$ 10,000**	**$ 80,000**
TOTAL TPP		***$ 3,159,000***	***$ 1,218,000***	***$ 4,377,000***

DEBT ADMINISTRATION

DEBT SUMMARY

Oregon City will have an estimated $20.35 million in debt outstanding at the beginning of this budget biennium, or as of July 1, 2025, as described below and consisting of the following:

- Public Employee Retirement System (PERS) Unfunded Actuarial Liability Bonds: City issued $17 million in bonds dated September 28, 2005 to fund its PERS actuarial liability; matures in 2028.
- Library General Obligation Bonds: City issued $6 million in voter approved General Obligation bonds dated January 7, 2015 to renovate and expand the Oregon City Library at Carnegie Center; matures in 2034.
- Public Safety Full Faith and Credit Obligations: City issued $16 million in voter-approved bonds dated June 5, 2018 to provide a new public safety building. The bonds were issued at a premium of $1,542,183 resulting in face value of the bonds of $14,615,000. Interest rates on the bonds range from 3.00% to 5.00%. Matures in 2038.
- Water Infrastructure Finance and Innovation Act (WIFIA) Loan: City closed a loan agreement with the Federal Environmental Protection Agency (EPA) on July 20, 2023 for multiple water system improvement projects. Principal payments are deferred until substantial completion in fiscal year 2028 and interest payments at 3.94% will make interest only payments until substantial completion. Matures in 2063.

	Original Debt Amount	Interest Rates	Beginning Balance as of July 1, 2025	Less: Principal Due	Ending Balance as of June 30, 2026	Less Principal Due	Ending Balance as of June 30, 2027
Limited Obligation Bonds							
PERS Retirement Liability	$ 17,030,000	3.75-4.25%	$ 4,515,000	$ 1,690,000	$ 2,825,000	$ 1,850,000	$ 975,000
General Obligation Bonds							
Library Expansion	$ 6,000,000	3.08%	$ 3,222,090	$ 316,130	$ 2,905,960	$ 325,867	$ 2,580,093
Full Faith and Credit Bonds							
Public Safety Building	$ 14,615,000	3-5%	$ 10,810,000	$ 630,000	$ 10,180,000	$ 655,000	$ 9,525,000
Water Infrastucture Finance and Innovation Act Loan							
Water Infrastructure	$ 16,311,537	3.94%	$ 1,807,000	$ -	$ 8,657,000	$ -	$ 14,709,000
Total Debt	*$ 53,956,537*		*$ 20,354,090*	*$ 2,636,130*	*$ 24,567,960*	*$ 2,830,867*	*$ 27,789,093*

COMPLIANCE

City-issued debt contains various legal requirements including debt and rate and revenue covenants as well as mandatory reserves. The City is in compliance with all such requirements and covenants. The City received a credit rating upgrade to AA+ in 2018 from Standard & Poor's for the general obligation debt.

DEBT LIMITATION

Under Oregon Revised Statutes, general obligation (property-tax supported) debt is limited to three percent of real market value of all taxable property within the City's boundaries. The legal debt limit for fiscal years 2026 and 2027 cannot be determined until November 2025 and 2026, respectively, when the tax assessor distributes property tax information. The City's outstanding general obligation debt of $3.22 million as of June 30, 2025, is significantly below the current debt limitation of $235.41 million based on the 2024 real value of $7.96 billion.

FUTURE DEBT SERVICE REQUIREMENTS

The following table provides a summary of debt service (principal and interest) requirements for the current year, next four years, and thereafter, for Oregon City's bonds.

FUND	2026	2027	2028	2029	2030	Thereafter	Total Future Debt Service
DEBT SERVICE FUND							
PERS Debt							
Principal	$ 1,690,000	$ 1,850,000	$ 975,000	$ -	$ -	$ -	$ 4,515,000
Interest	225,931	141,363	48,789	-	-	-	416,083
Public Safety Building Debt							
Principal	630,000	655,000	685,000	710,000	745,000	7,685,000	11,110,000
Interest	471,700	446,500	420,300	392,900	357,400	1,445,300	3,534,100
LIBRARY FUND							
Library Building Expansion Debt							
Principal	316,130	325,867	335,904	346,250	356,914	1,541,025	3,222,090
Interest	99,240	89,504	79,467	69,121	58,457	120,458	516,247
WATER FUND							
Water Infrastructure Loan							
Principal	-	-	-	247,341	257,182	15,807,014	16,311,537
Interest	71,187	341,114	579,560	640,262	630,421	10,716,815	12,979,359
Total Principal	$ 2,636,130	$ 2,830,867	$ 1,995,904	$ 1,056,250	$ 1,101,914	$ 9,226,025	$ 18,847,090
Total Interest	796,871	677,367	548,556	462,021	415,857	1,565,758	4,466,430
Total Debt Service	***$ 3,433,001***	***$ 3,508,234***	***$ 2,544,460***	***$ 1,518,271***	***$ 1,517,771***	***$ 10,791,783***	***$ 23,313,520***

GLOSSARY

Accrual Basis The recording of the financial transactions of a government, and other events and circumstances that have cash consequences for the government, in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

ADA Acronym for the Americans with Disabilities Act of 1990.

Proposed Budget The proposed budget, after approval by the Budget Committee, becomes the proposed budget after City Commission takes action on it. The proposed budget becomes effective July 1 and includes all Commission proposed changes throughout the biennium.

Ad Valorem Tax A property tax based on the assessed value of a property.

Agency Fund A fund normally used to account for assets held by government as an agent for individuals, private organizations or other governments and/or other funds.

Amortization The portion of the cost of a limited-life or intangible asset charged as an expense during a particular period.

Annual Comprehensive Financial Report (ACFR) The annual audit document publishing the City's financial results including notes, statistics, and the auditor's opinion and comments.

Appropriation Legal authorization granted by the City Commission to make expenditures and to incur obligations for specific purposes.

Approved Budget Proposed budget as amended and approved by the Budget Committee and recommended to the City Commission for adoption.

APWA Acronym for the American Public Works Association, an international educational and professional association of public agencies, private sector companies, and individuals in the public works fields.

ARPA American Rescue Plan Act.

Assessed Valuation A valuation set upon real estate or other property by a government as a basis of levying taxes.

Asset Resource having a monetary value and that is owned or held by an entity.

Audit An annual financial examination conducted by an independent auditing firm; final report includes an opinion on the accuracy of financial information and on compliance with laws and regulations.

Balanced Budget The State of Oregon defines a balanced budget as "the total resources in a fund equal the total of expenditures and requirements for that fund".

Basis of Accounting A term used to refer to when revenues, expenditures, expenses, and transfers – and the related assets and liabilities – are recognized in the accounts and reported in the financial statements.

Budget A financial and operational plan including an estimate of proposed expenditures and the means of financing them for a given period.

Budget Calendar The schedule of key dates which a government follows to prepare and adopt the budget.

Budget Committee A group comprised of the elected officials plus an equal number of residents for the purpose of reviewing the proposed budget and recommending changes leading to an approved budget. As dictated by Oregon State Statute, the budget committee consists of the governing body and a like number of appointed residents.

Budget Document A written report showing a government's comprehensive financial plan for a specified period, typically one or two years, that includes both capital and operations.

Budget Message Discussion and explanation of the submitted budget presented by the City Manager as part of the budget document. It includes the City's financial priorities and goals for the coming budget period as well as a summary of changes from prior years.

Budgetary Basis Budgets are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP), with the exception that neither depreciation nor amortization is budgeted for proprietary funds and bond principal in the enterprise funds is subject to appropriation.

Capital Assets Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Capital assets, also referred to as fixed assets, include land, right-of-way, buildings, improvements, infrastructure and equipment costing over $10,000 with an estimated life of one year or more.

Capital Budget A plan of proposed capital outlays and the means of financing them.

Capital Improvement Program (CIP) A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or other capital needs.

Capital Improvement Project Expenditures which result in the acquisition of land, improvements to existing facilities, and construction of streets, sewers, storm drains and other public facilities.

Capital Outlay Expenditures that result in the acquisition or addition of a capital asset or increase the capacity, efficiency, span of life, or economy of operating as an existing capital asset. It includes expenditures relating to land, buildings, infrastructure, facilities, machinery and equipment.

Capitalization Policy The criteria used by the government to determine which outlays should be reported as fixed assets. For an item to qualify as a capital outlay expenditure it must meet all of the following requirements: (1) have an estimated useful life of more than one year; (2) have a cost of $10,000 or more per item; and (3) be a betterment or improvement. Replacement of a capital item is classified as capital outlay under the same code as the original purchase.

Capital Projects Fund A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

Cash Basis A basis of accounting under which transactions are recognized only when cash is received or disbursed.

Cash Management Management of cash necessary to pay for government services while investing temporary cash excesses in order to earn investment income.
Charges for Service Includes a wide variety of fees charged for services provided to the public and other agencies.

Contingency A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted. Contingency may be appropriated for a specific purpose by the City Commission by resolution.

Consumer Price Index A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

Core Services The primary services local governments provide for their residents to ensure safety and livability within a community. Examples include police, recreation, roads, water and permitting.

Debt An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, time warrants and notes.

Debt Limit The maximum amount of outstanding gross or net debt legally permitted.

Debt Service Fund A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Debt Service Requirements The amount of money required to pay interest on outstanding debt, serial maturities of principal for serial bonds and required contributions to accumulate monies for future retirement of term bonds.

Dedicated funds Resources that are legally or contractually restricted for use on specific programs or projects. Examples include water utility rates, system development charges and grants,

Deferred Revenue Amounts for which asset recognition criteria have been met, but for which revenue recognition criteria have not been met.

Delinquent Taxes Taxes remaining unpaid on or after the date to which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or cancelled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid or converted into tax liens.

Department The combination of organizational units of the City headed by a general manager with a specific and unique set of goals and objectives (i.e., Policy and Administration, Police, Community Development, Public Works, etc.)

Depreciation An accounting convention used to charge the expiration in the service life of a fixed asset to the period it benefits.

Discretionary funds Resources of a general nature that are not dedicated to the provision of specific services. Examples include property taxes, state shared revenues and investment income.

Employee Benefits Benefits include social security, retirement, group health, dental and life insurance, workers' compensation, and disability insurance.

Enterprise Fund A fund established to account for operations financed and operated in a manner similar to private business enterprises (e.g., water, airport, sewer).

Expenditures Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements and shared revenues.

Fees Charges for specific services in connection with providing a service, permitting an activity or imposing a fines.

Fiduciary Fund Type The Trust and Agency funds used to account for assets held by a government unit in a trustee capacity or as an agent for individuals, private organizations, other government units and/or other funds

Financial Resources Cash or other assets that, in the normal course of operations, will become cash.

Fiscal Year A twelve month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

Fixed Assets Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Fixed assets, also referred to as capital assets, include land, right-of-way, buildings, improvements, infrastructure and equipment costing over $10,000 with an estimated life of one year or more.

Franchise A special privilege granted by a government, permitting the continued use of public property, and usually involving the elements of monopoly and regulation.

Franchise Fee Charged to all utilities operating within the City and is a reimbursement to the General Fund for the utility's use of City streets and rights-of-way.

FTE Abbreviation for Full Time Equivalent. Staffing levels are measured in FTE's to give a consistent comparison from year to year. In most instances an FTE is one full time position filled for the entire year, however, in some instances an FTE may actually consist of several part time positions.

Fund A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

Fund Balance The difference between fund assets and fund liabilities.

Fund Type Category into which all funds are classified in governmental accounting. Types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

General Fund The fund used to account for all financial resources, except those required to be accounted for in another fund.

Generally Accepted Accounting Principles (GAAP) Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures.

Government Finance Officers Association (GFOA) Professional association of state, provincial and local finance officers in the United States and Canada.

Geographic Information System (GIS) A system designed to capture, store, manipulate, analyze, manage, and present spatial or geographic data.

Governmental Fund Types Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities – except those accounted for in proprietary funds and fiduciary funds.

Grants Contributions or gifts of cash or other assets from another government to be used or expended for a specified purpose, activity, or facility.

Infrastructure Assets Public domain fixed assets such as roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, lighting systems, and similar assets that are immovable and of value only to the government unit.

Interfund Transfers All interfund transactions except loans.

Intergovernmental Revenues Revenues from other governments in the form of grants, shared revenues, financing agreements, or payments in lieu of taxes.

Internal Service Fund A fund used to account for the financing of goods and services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost reimbursement basis.

Levy Gross amount of property taxes imposed on the assessed value of taxable property. The net amount received by a government will be less than the gross levy as a result of delinquent or uncollectible payments or early payment discounts. Budgets are developed on the basis of the projected amount of property taxes receivable.

Liabilities Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events.

Local Budget Law Oregon Revised Statutes (ORS) dictates local budgeting practices. ORS Chapter 294 contains Local Budget Law provisions.

Local Option Levy Ability provided by ORS to ask voters for temporary authority to increase taxes. The maximum length of time for a local option levy is 10 years for capital purposes or 5 years for operations. A local option levy must be approved by a majority of voters.

Materials and Services Object classification to account for purchases of materials and services excluding capital outlay, personnel and debt service.

Measure 5 A constitutional limit on property taxes passed by voters in the State of Oregon in November 1990. This law sets maximum tax rates on individual properties of no more than $5 per real market value for education taxing districts and $10 for general government taxing districts.

Measure 50 A 1997 voter approved initiative which rolled back assessed values to 90 percent of their levels in fiscal year 1995-96 and limits future annual increases to three percent, except for major improvements. Property tax rates are now considered permanent and not subject to change.

Metropolitan Service Area (MSA) A geographical region with a relatively high population density at its core and close economic ties throughout the area.

Mission Primary purpose of the City which guides city-wide policies, decisions, and activities.

Modified Accrual Basis of accounting in which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received. All governmental funds are accounted for using the modified accrual basis of accounting.

Net Bonded Debt Gross bonded debt less any cash or other assets available and earmarked for its retirement and less all self-supporting debt (e.g., revenue bonds).

NPDES The federal Clean Water Act requires that all municipal, industrial and commercial facilities that discharge wastewater or stormwater directly from a point source (a discrete conveyance such as a pipe, ditch or channel) into a water of the United States (such as a lake, river, or ocean) must obtain a **National Pollutant Discharge Elimination System** (NPDES) permit.

ODOT Abbreviation for Oregon Department of Transportation.

Operating Budget Planned, current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled.

Ordinance A formal legislative enactment by the governing body of a municipality. The difference between an ordinance and a resolution is that the later requires less legal formality and has a lower legal status.

Oregon Revised Statutes (ORS) The codified body of statutory law governing the U.S. State of Oregon, as enacted by the Oregon Legislative Assembly, and occasionally by resident initiative. The statutes are subordinate to the Oregon Constitution.

Organizational Unit A responsibility center within a government.

Overlapping Debt The proportionate share, property within each government must bear of the debts of all local governments located wholly or in part within the geographic boundaries of the reporting government.

PERS Abbreviation for the State of Oregon Public Employees Retirement System.

Performance Measure Data collected to determine how the effectiveness or efficiency of a department, program, or activity is doing in achieving its objectives.

Permanent Tax Rate (See Measure 50) Taxing districts were assigned a permanent tax rate maximum in fiscal year 1997-98. This permanent tax rate applies to property taxes for core operations.

Personal Services Object classification to account for compensation to City employees in the form of salaries, wages and employee benefits.
Program A group of related activities to accomplish a major service or function for which the local government is responsible.

Proposed Budget The budget proposed by the City Manager and submitted to the Budget Committee prior to their deliberations.

Property Tax Based off of the assessed value of property times the permanent tax rate and are used as the source of monies to pay general obligation debt and core city services.

Proprietary Fund Types Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds).

Requirements Total expenditures and unappropriated fund balance.

Reserved Fund Balance The portion of fund balance that is not appropriable for expenditure or that is legally segregated for a specific future use.

Resolution A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources Total amounts available for appropriation consisting of the estimated beginning carryover balance plus anticipated revenues.

Restricted Assets Monies or other resources, the use of which is restricted by legal or contractual requirements.

Retained Earnings An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

Revenues (1) Increases in the net current assets of a governmental fund type from other than expenditure refunds and residual equity transfers. (2) Increases in the net total assets of a proprietary fund type from other than expense refunds, capital contributions and residual equity transfers.

SAIF SAIF Corporation is Oregon's not-for-profit, state-chartered workers' compensation insurance company.

Shared Revenues Revenues levied by one government but shared on a predetermined basis, often in proportion to the amount collected at the local level, with another government or class of governments.

Special Assessment A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

Special Revenue Fund A fund used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditure for specific purposes.

Septic Tank Effluent Pumping (STEP). A system that utilizes a septic tank and a pump to collect and move wastewater from a residence or building to the main sewer system, particularly in areas where gravity alone isn't sufficient to move wastewater.

Supervisory Control and Data Acquisition (SCADA). A control system architecture that uses computers, networked data communications and graphical user interfaces to interface to the process plant or machinery.

Supplemental Budget Prepared to meet unexpected needs or to spend revenues not anticipated at the time the regular budget was adopted. The supplemental budget cannot be used to increase a tax levy.

Systems Development Charges (SDC's) Fees charged to join or to extend or improve an existing utility system.

Tax Base Oregon law allows cities within the State, with voter approval, to establish a dollar amount of property tax that may be levied on property within the City.

Taxes Compulsory charges levied by taxing districts for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges, such as water service.

Tax Levy The total amount of property taxes needed to pay for basic government operations as well as sufficient amounts to pay for principal and interest on voter-approved bond issues.

Tax Rate The amount of tax levied for each $1,000 of assessed valuation.

Unappropriated Ending Fund Balance Resources not appropriated but budgeted to account for the cash flow requirements of operations and to preclude the necessity for short-term borrowing of funds prior to receipt of budgeted revenues, or in the event of a declared emergency.

User Fees Charges for services to the specific entity that directly benefits.

WIFIA Water Infrastructure Finance and Innovation Act. Established by the Water Infrastructure Finance and Innovation Act of 2014, the WIFIA program is a federal loan and guarantee program administered by the Environmental Protection Agency (EPA). WIFIA's aim is to accelerate investment in the nation's water infrastructure by providing long-term, low-cost supplemental credit assistance for regionally and nationally significant projects.

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Oregon City, OR 97045
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CITY OF OREGON CITY

Staff Report

To:	City Commission	**Agenda Date:**	June 4, 2025
From:	Christina Robertson-Gardiner, Senior Planner		

SUBJECT:
Item 8.c. - First Reading of Ordinance No. 25-1005, A Legislative Update to the Parks Master Plan, an Ancillary Document to the OC2040 Comprehensive Plan (GLUA 25-02; LEG-25-01)

STAFF RECOMMENDATION:
Recommend approval of GLUA-25-02 / LEG-25-01 to the City Commission

EXECUTIVE SUMMARY:
The City Commission adopted the Parks Master Plan (2023) in June 2024 after an extensive public engagement process and City Commission review. The final step in the process is to adopt the document as an ancillary document to the Comprehensive Plan. This step integrates the adopted vision into the City's Comprehensive Plan with the same weight as the master plans of other city assets, such as the Transportation System Plan and Water, Storm, and Sewer Master Plans.

By integrating the Park's Master Plan with the Comprehensive Plan, the city establishes a long-term vision for parks and recreation. This ensures that park development aligns with broader community goals, growth patterns, and land-use strategies. A Master Plan adopted through the legislative land use process is also needed to attract funding from grants and other sources, requiring a formal plan to support improvements in parks and recreation, as well as legal support for any future system development fees (SDCs).

The Parks Master Plan document (2023) and the newly created Exhibit A, which identifies and describes existing and proposed parks keyed to a map, will provide the needed legal nexus for implementation.

The Planning Commission recommended approval to the City Commission 6-0 at the May 12, 2025, Planning Commission Meeting.

BACKGROUND:
File No. LEG-25-00001 updates the Oregon City Parks Master Plan (2008) by adopting the new Oregon City Parks Master Plan (2023). The Oregon City Parks Master Plan is an ancillary document to the Oregon City Comprehensive Plan. The City Commission directed staff to implement the Parks Master Plan at their June 12, 2024, meeting. The plan was approved, and staff were asked to start the Legislative adoption process.

Please refer to the staff report for additional information about the creation of the plan.

OPTIONS:

1. Adopt the 1st reading of ORD 25-1005
2. Request additional information from staff and continue the hearing.

BUDGET IMPACT:

ORDINANCE NO. 25-1005

AN ORDINANCE OF THE CITY OF OREGON CITY ADOPTING THE PARKS MASTER PLAN

WHEREAS, the Parks Master Plan is a technical document and conceptual guide that needs regular review and is an ancillary document to the Oregon City Comprehensive Plan, and

WHEREAS, the City Commission adopted the Parks Master Plan (2023) in June 2024 after an extensive public engagement process and City Commission review; and

WHEREAS, the final step in the process is to adopt the document as an ancillary document to the Comprehensive Plan which integrates the adopted vision into the City's Comprehensive Plan with the same weight as the master plans of other city assets, such as the Transportation System Plan and Water, Storm, and Sewer Master Plans; and

WHEREAS, by integrating the Park's Master Plan with the Comprehensive Plan, the city establishes a long-term vision for parks and recreation and ensures that park development aligns with broader community goals, growth patterns, and land-use strategies; and

WHEREAS, A Master Plan adopted through the Legislative land use process is needed to attract funding from grants and other sources, provides a formal plan to support improvements in parks and recreation, as well as legal support for any future system development fees (SDCs; and

WHEREAS, the Planning Commission held a public hearing on May 12, 2025, and recommended approval of the proposed plan to the City Commission; and

WHEREAS, the City Commission held a public hearing on June 4, 2025 and found that the proposed plan complies with the applicable criteria for Legislative approval as discussed in the Staff Report and Recommended Findings for File LEG-25-00001

NOW, THEREFORE, OREGON CITY ORDAINS AS FOLLOWS:

Section 1. The Parks Master Plan is adopted as an ancillary document to the Comprehensive Plan and replaces and supersedes any previous version as provided in the attached Exhibits "1 and 1A"

Section 2. The Legislative action taken by the Ordinance is explained and justified by the Analysis and Findings for GLUA 25- 00002: LEG-25-00001

Read for the first time at a regular meeting of the City Commission held on the _____ Day of _____, 2025, and the City Commission finally enacted the foregoing ordinance this _____day of _____, 2025.

Denyse McGriff, Mayor

Attested to this day of , Approved as to legal sufficiency:

City Recorder

City Attorney

NEXT PRACTICE PARTNERS
be different

pros consulting INC

2023 PARKS MASTER PLAN

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ACKNOWLEDGEMENTS

THANK YOU TO MEMBERS OF THE COMMUNITY FOR CONTRIBUTING INPUT THROUGHOUT THE DEVELOPMENT OF THIS MASTER PLAN

OREGON CITY COMMISSION

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Rocky Smith, Jr., Commissioner

Frank O'Donnell, Commissioner

Adam Marl, Commissioner

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CHAPTER ONE – EXECUTIVE SUMMARY

1.1 INTRODUCTION

The purpose of the Plan is to serve as a "blueprint" for City staff and City Commissioners in preparing a needs assessment and action plan to best serve City residents.

This Plan aims to be a flexible and practical document, conceived to enhance current programs, facilities, and services, while also providing a strategic direction for future developments.

1.2 PLAN GOALS

- **Maximize community engagement in an inclusive and innovative manner** to ensure the broad interests of the diverse community and stakeholders in Oregon City is heard and can help guide growth and development of parks, open space, recreation facilities, and programming.
- **Utilize a wide variety of data sources and best practices**, including a demographic and trends analysis, statistically valid survey to predict trends and patterns of use and ways to address unmet needs in the City.
- **Determine unique Level of Service Standards** to develop appropriate actions regarding parks, recreation, facilities, and trails that reflects the City's strong commitment in providing high quality recreational activities for the community.
- **Shape financial and operational preparedness** through innovative and "next" practices to achieve the strategic objectives and recommended actions.
- **Develop a dynamic a realistic strategic action plan** that creates a road map to ensure long term success and financial sustainability for the City's parks, facilities, and trails, and action steps to support the family-oriented community and businesses that call Oregon City home.

1.3 PROJECT PROCESS

The Plan followed a process of data collection, public input, on-the-ground study, assessment of existing conditions, market research, and open dialogue with local leadership and key stakeholders. The project process followed a planning path as illustrated in ***Figure 1*** below.

Figure 1: Project Process

1.4 MISSION, VISION, VALUES AND BIG MOVES

Based on an iterative visioning process with staff and using community input, demographics & trends, and an analysis of the City's maintenance, operations, & level of service, the following Mission Statement, Vision, and Core Values were developed by staff.

1.4.1 MISSION

The newly revised mission statement of the Oregon City Parks and Recreation Department is

"To serve the community".

1.4.2 VISION

The Department's vision for the future is to be known as

"An inclusive, sustainable, and impactful agency".

1.4.3 CORE VALUES

The Department strives to be one that is collaborative, engaged, respectful, servant leaders, and transparent and has adopted these as their core values to guide future action.

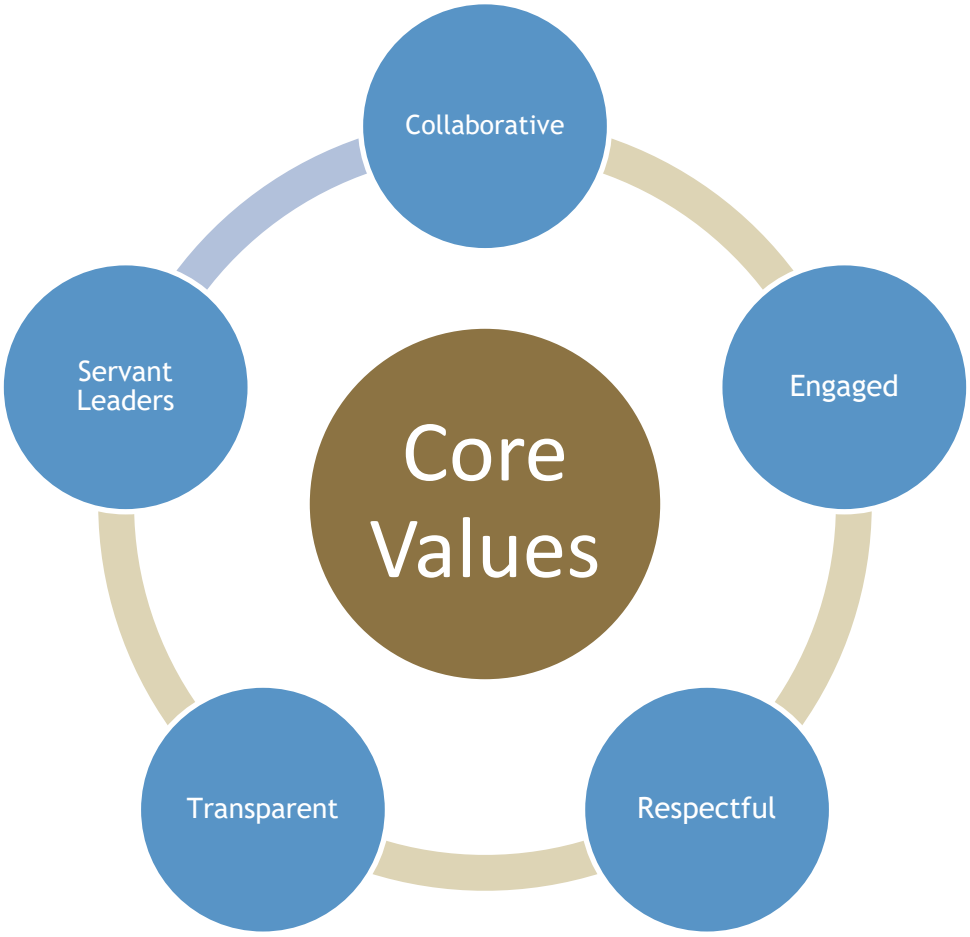


Figure 2: Core Values

1.4.4 BIG MOVES

The staff team identified City-wide outcomes they would aspire to achieve from this plan. These Big Moves are the most significant outcomes desired and when achieved, will serve as the legacy fulfilling the Plan's vision. The following are the five Big Moves that were identified through this process:

1. Explore earned income opportunities to enhance funding for the Department.
    a) Park utility fees
    b) Initiate a bond or levy campaign
    c) Review fees and charges to reflect cost recovery goals
    d) Grants
    e) Advertising, sponsorship and partnership opportunities
2. Construct an all-inclusive staffing plan encompassing staffing forecast, recruitment strategies, induction processes, training programs, retention initiatives, and succession planning.
3. Formulate an exhaustive maintenance strategy which includes preventative measures, regular upkeep, and a timetable for equipment replacement.
    a) Created Facility Division to manage all facilities and address all maintenance opportunities.
4. Design a strategic plan for marketing and branding.
5. Master/Business Plan the End of Oregon Trail Interpretive Center and Mountain View Cemetery.

1.4.5 STRATEGIC ACTION PLAN

In addition, the consulting team developed an Action Plan that will be updated and utilized by staff to implement and track progress on this plan's recommendations. This was based on the key Strategic Areas identified during the Visioning Workshop. These were then organized based on the Short-term or ST (0-3 years), Mid-term or MT (3-5 years) and Long-term or LT (5+ years).

Programs, Events, Facilities	Proposed Timeline
Expand the aquatic facility to increase program capacity	LT
Increase staff to support the expansion of programs and special events	ST/MT
Create partnership agreement with local school district(s) to expand programmable space	MT/LT
Expand adult rec league programs (pickleball, basketball, kickball, softball, etc.)	ST
Purchase and develop usable outdoor space to expand outdoor programs/events	LT
Parks/Trails	**Proposed Timeline**
Increase connectivity and accessibility of trails	MT/LT
Increase water access for non-motorized vehicle usage	MT/LT
Develop fenced dog park areas	ST
Expand programs and activities in parks to combat issues of safety	ST
Install newer, more inclusive play structures in parks	MT
Maintenance & Operations	**Proposed Timeline**
Create a comprehensive maintenance plan that includes preventative, ongoing, and replacement schedule	ST
Create a strategic staffing plan to include projection of staff needs, recruitment, retention, training, and succession	ST
Develop assessment plan to determine when to use contractors, staff, or volunteers	ST
Funding and Marketing	**Proposed Timeline**
Develop a marketing and branding plan	ST
Develop and implement strategies to better track attendance and usage to be more competitive for grants and sponsorship opportunities	ST
Increase visibility of Department through cross-promotion (flyers to schools, attending local events, etc.)	ST
Partner with non-profit groups and other agencies to apply for grants	ST/MT
Big Moves	**Proposed Timeline**
Explore earned income opportunities to enhance funding for the Department.	ST/MT
Construct an all-inclusive staffing plan encompassing staffing forecast, recruitment strategies, induction processes, training programs, retention initiatives, and succession planning.	ST
Formulate an exhaustive maintenance strategy which includes preventative measures, regular upkeep, and a timetable for equipment replacement.	ST
Design a strategic plan for marketing and branding.	ST
Master/Business Plan the End of Oregon Trail Interpretive Center and Mountain View Cemetery.	ST/MT

Figure 3: Strategic action plan

1.5 KEY FINDINGS

Following the assessment of the City's parks and recreation system, a variety of key findings were identified to support the implementation of the Plan. These key findings will help guide decision-making for the next five to ten years.

1.5.1 DEMOGRAPHICS AND TRENDS

Based on the information presented in the Demographics and Trends Analysis, the following are the key findings that are of particular interest and/ or have significant implications for the City:

- **Population:** The City's population has grown significantly over the last 12 years and this rate of growth is projected to continue, albeit at a slower rate over the next 15 years. The Department must continue to monitor population growth to ensure that programs, facilities, and amenities keep up with community needs.
- **Age:** City residents are now older than the national median age, and there is a growing presence of older adults between the ages of 35-54. By 2037, the population will continue to age, as the oldest age segments (55-74 and 75+) are expected to grow, while all other segments are projected to decline slightly. The Department must continue to focus on multigenerational offerings and regularly reevaluate its programming mix to effectively serve this aging, yet active population.
- **Race / Ethnicity:** The City's populace is predominately categorized as White Alone (82%), however, that percentage has dropped since 2010 (91% White Alone) and is projected to continue shrinking (75% White Alone in 2037). This drop will lead to a more diverse populace with Two or More Races (10% in 2022) being the largest minority group, and projections show that one out of every four residents will be non-white by 2037.

  People of Hispanic / Latino ethnicity currently represent 9% of the total population, which is substantially below the national average (19%), and the Oregon State average (14%) This group is expected to reach almost 11% by 2037. The Department should continue to monitor program participation to ensure that offerings are adequately serving residents and are representative of the race/ethnicity distribution of City residents.
- **Income Levels:** The income characteristics of City residents are higher than the state and national levels for per capita income and median household income. These income levels coupled with above-average MPI numbers suggest a willingness of the population to spend money to attend events and/or facilities in which they see the value, as well as purchase recreation equipment.
- **National Participatory Trends:** National participatory trends are promising for the Department, as many of the activities in sports and fitness aligned with core offerings are trending positively in recent years. Despite the facility closures due to the pandemic, overall, people are recreating more and the importance of living an active, healthy lifestyle is on the rise. The Department must continue to provide active recreation opportunities and seek out new, trending activities that will drive interest and meet the demand for parks, facilities, and recreation programs among Oregon City City residents for many years to come.

Local Participatory Trends: Local recreation trends show above-average participation across the board with 30 of the 46 tracked activities having MPI scores at, or above the national average. This is indicative of an active population, seeking to participate in a wide range of fitness, sports, and outdoor activites

1.5.2 COMMUNITY ENGAGEMENT

Figure 4: Community Engagement Infographic

1.5.3 STATISTICALLY VALID SURVEY

ETC Institute administered a Parks and Recreation Needs Survey for the City of Oregon City during the months of summer 2022. The survey will help the Oregon City Parks and Recreation Department plan for future recreation programs and facilities that meet the community's needs and preferences.

The goal was to complete a minimum of 400 completed surveys from residents. The goal was exceeded with 401 completed surveys collected. The overall results for the sample of 401 households have a precision of at least +/4.8 at the 95% level of confidence.

FACILITY/AMENITY PRIORITIES

Based the Priority Investment Rating (PIR), the following parks and recreation facilities/amenities were rated as high priorities for investment:

- Multi-use paved trails (PIR=200)
- Multi-use unpaved trails (PIR=166.7)
- Water access (PIR=123.2)
- Outdoor amphitheater (PIR=114.7)
- Indoor walking/jogging track (PIR=112.1)
- Large community parks (PIR=111.7)
- Open space & conservation areas (PIR=111.2)
- Fenced dog park (PIR=110.2)
- Small neighborhood parks (PIR=102.5)

The chart below shows the Priority Investment Rating for each of the 32 facilities / amenities assessed on the survey

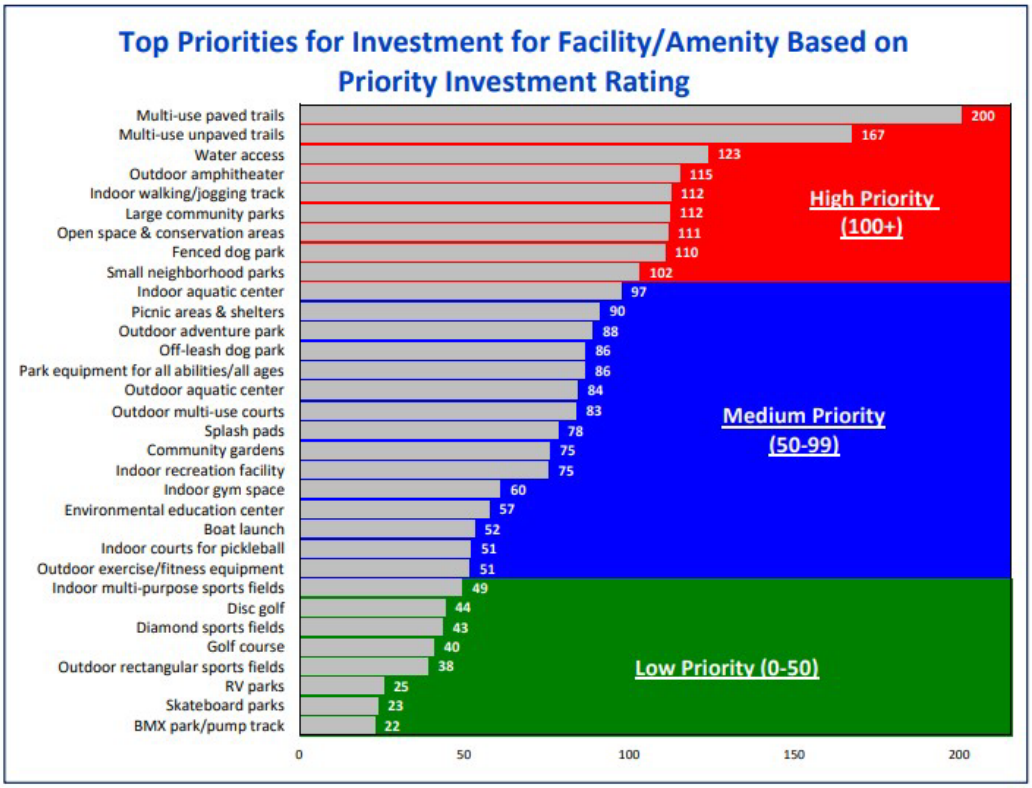


Figure 5: Priority Investment Ratings for Facilities/Amenities

RECREATION PROGRAMMING PRIORITIES

Based the Priority Investment Rating (PIR), the following Oregon City programs were rated as high priorities for investment:

- Farmer's Market (PIR=158)
- Adult fitness & wellness programs (PIR=148)
- Community special events (PIR=133)
- Cultural enrichment programs/events (PIR=117)

The chart below shows the Priority Investment Rating for each of the 30 programs assessed.

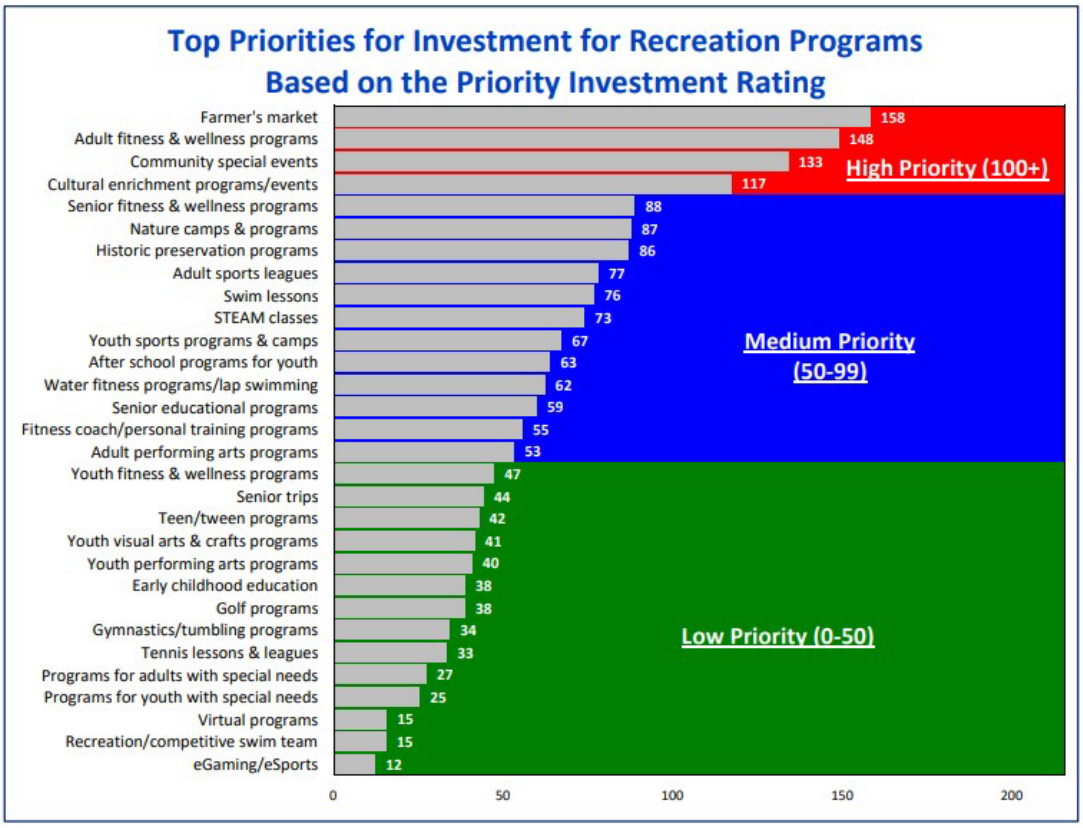


Figure 6: Priority Investment Ratings for Recreation Programs

1.5.4 STATISTICALLY-VALID AND ONLINE SURVEY COMPARISION

- **Survey Respondents:** The higher percentages of usage/participation shown in the Online Community Survey can be attributed to the fact that online surveys are typically taken by current, engaged users of the organization's services/facilities/amenities. The random selection of the Statistically Valid survey means a higher likelihood of non-users giving their feedback and is a better representation of the community.
- **Facility / Amenity Importance:** In the facility/amenity importance section, Online Community Survey participants valued more active recreation amenities, which aligns with the higher total number of youths in their households between the ages of 0-19.
- **New Addition:** The results indicated a desire for a Farmer's Market in the community.

- **Preferred Methods of Learning:** The survey results indicated that community members' preferred methods for learning about programs and events is through the Trails News Quarterly Magazine and social media.
- **Top Two Barriers:** The survey results indicated that lack of awareness and lack of facility features community members want to use are the top two barriers to using current facilities/amenities.
- **Perception of Value:** The survey results show that over 60% of respondents in both surveys saw an increase or significant increase in their perception of value, while only 4% shared they saw a decrease at some level.

1.5.5 EQUITY MAPS

Service area maps and standards help the Department evaluate where their services are provided, the fairness of service distribution across their area of operation, and the effectiveness of the service relative to population densities. Moreover, by considering population-based guidelines, the Department can identify where there are service gaps or overlaps, where additional facilities are required, or where a region is excessively served. This understanding allows the Department to make well-informed capital improvement decisions to fulfill system-wide needs, while also considering the impact of these decisions on specific areas.

The population data used to develop these standards comes from the 2022 population estimate reported by the Environmental Systems Research Institute, Inc. (ESRI). The shaded regions on the Equity Maps represent the service level, indicating the population served by a particular type of park or amenity.

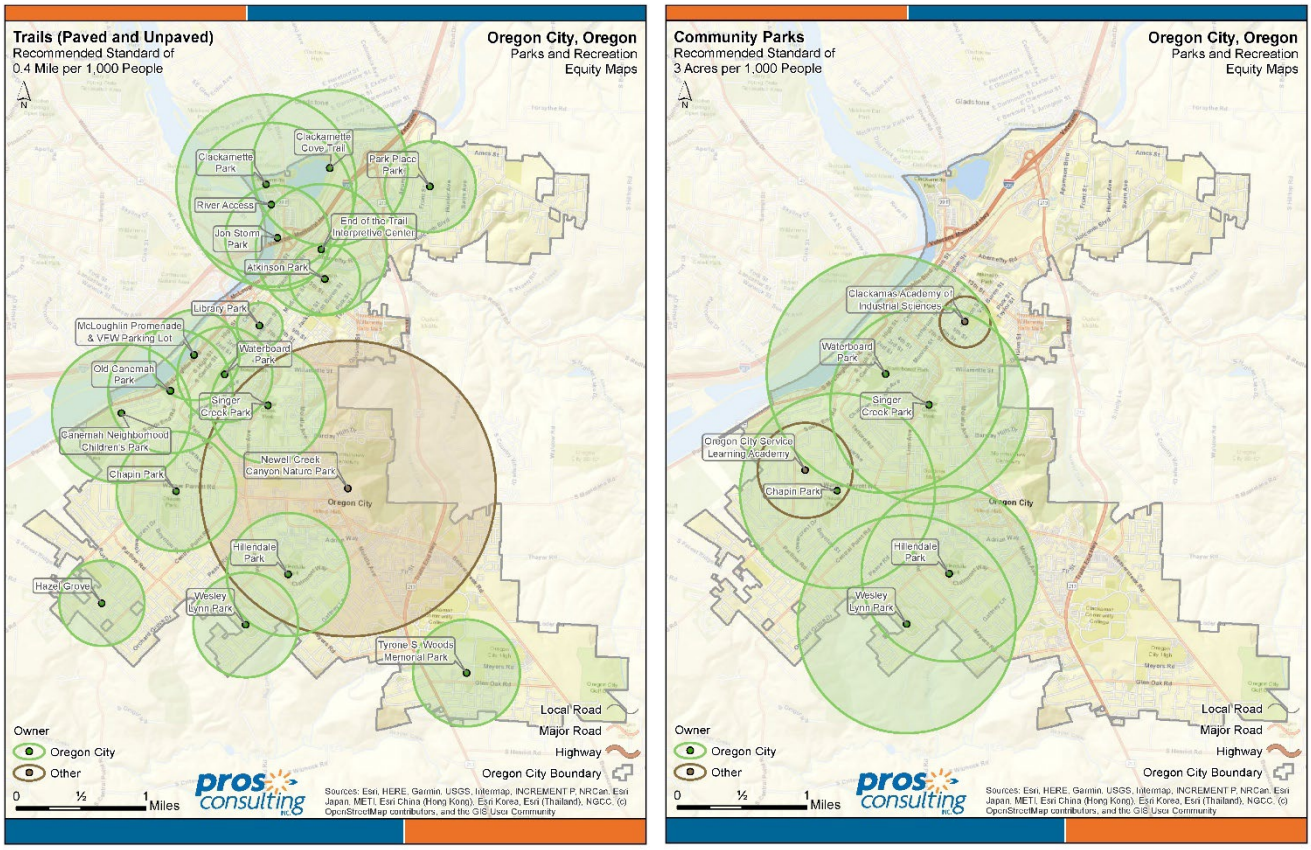


Figure 7: Equity Maps

1.5.6 RECREATION PROGRAM ASSESSMENT

The consultant team assessed the recreation program and operations of the Department. The assessment offers an in-depth perspective of offerings and helps identify strengths, challenges, and opportunities. The assessment also assists in identifying core programs, program gaps within the community, key system-wide issues, staffing, volunteer and partnership opportunities, and future programs and services for residents and visitors.

Below are some overall observations from the program assessment sheet analysis:

- **Age segment analysis** shows that all eight Core Program Areas have a primary focus on adult programming. Age segmentation needs to be monitored annually to ensure program distribution aligns with the Department's mission of ensuring it provides services for all ages.
- **Program lifecycles:** Currently 46% of programs fall within the "Saturation" stage (recommended 0-10%) with 23% falling in the "Introduction, Take-Off, Growth" stage (recommended 50-60%). This indicates that the Department may benefit from repositioning programs and adding new opportunities based on community needs and input. A complete description of Lifecycle Stages can be found in **4.3.9**.
- From a **marketing and promotions** standpoint, the staff utilizes a variety of marketing methods including printed and online program guides, website, flyers/brochures, direct mail, email blasts, marquees signs, in-facility signage, and various social media channels as a part of the marketing mix. The Department would benefit from identifying Return on Investment (ROI) for all marketing initiatives going forward.
- There is an opportunity to increase **social media** presence and use the medium to better tell the department's story and share the impact it has on the community.
- Currently, **customer feedback** methods are limited. It is highly recommended that the Department begins incorporating user feedback, on a more consistent basis, as a key performance measure that can be tracked over time. Specifically, pre- and post-program evaluation, lost customer surveys, and focus groups are strong feedback tools to be used moving forward.
- The Department's core program areas currently utilize multiple **pricing strategies**, with all core program areas using at least three different strategies.
- **Cost Recovery Goals** have been captured within the Financial Support & Sustainability Strategy 2021-2023. The Department is currently tracking cost recovery performance and should continue to do so.

1.5.7 FUNDING & REVENUE STRATEGIES

The purpose of developing funding and revenue strategies is to help the Department prepare for the plan's implementation by identifying viable funding opportunities and sharing strategies that have been used by other agencies in Oregon and throughout the United States.

It is essential to identify new and sustainable funding sources to ensure the continued growth and maintenance of the Department's parks and recreation system. The key to future growth is diversification of funding sources which will help support the development and sustainability of the initiatives recommended in this plan.

The sources in this section have been selected based on the Department's desire to pursue them further and their viability. These are meant to serve as recommendations and guidelines and do not commit the City or the staff to pursue them.

Full recommendations can be found in Section 5.3

1.5.8 BENCHMARK ANALYSIS

The Consulting team, with assistance from Oregon City staff, identified operating metrics to benchmark the Parks and Recreation Department against comparable parks and recreation agencies. The goal of this analysis is to evaluate how the Department is positioned among peer agencies. The benchmark assessment is organized into specific categories based on peer agency responses to targeted questions that lend an encompassing view of each system's operating metrics as compared to Oregon City.

The agencies selected for the benchmark were the City of Albany Parks and Recreation, the City of Lake Oswego Parks and Recreation (CAPRA Accredited, Gold Medal Award Finalist), the City of Medford Parks and Recreation (CAPRA Accredited), and the City of Pendleton Parks and Recreation. This allowed Oregon City to compare itself to some of the top-performing agencies in Oregon.

STRENGTHS

Of the agencies compared in this benchmark, Oregon City ranks first in total square footage per resident for indoor recreation space. Oregon City is also above the national median for revenue per resident, cost recovery, and total spending per resident in operating expenses.

- Indoor Square Footage – Oregon City has 1.47 total square feet per resident and is the only benchmarked agency with an indoor aquatic space.
- Revenue – Oregon City generates $52.22 in revenue per resident, which is above the NRPA Median of $22.99 for agencies with populations between 20,000 and 49 999.
- Operating Expenses - Oregon City spends $115.58 per resident on operating expenses, which is also above the NRPA Median of $110.32.

OPPORTUNITIES

This benchmark study uncovered some limitations and opportunities for Oregon City.

- Oregon City ranks last in marketing and program budget.
- Marketing- The Statistically Valid Survey results showed that 38% of Oregon City residents responded, "I don't know what's offered," as a barrier to program participation. Oregon City currently allocates less than 1% of its overall operational budget to marketing. The recommended percentage is at least 3% of the total operating budget.

- Program Budget – Oregon City has a program budget of just $2.12 per resident on programs and is the lowest ranked of the benchmarked agencies. The fourth-ranked agency spent $14.34 per resident.

Overall, the benchmark analysis reveals that Oregon City has great potential for enhancing its offerings to meet the needs and desires of the community. There are opportunities to increase funding for marketing and overall dollars spent on programs for the community. The Master Plan's recommendations will use this data and help establish strategic goals to pursue along with key performance indicators (KPIs) that will be tracked and measured over time as the Department continues to pursue excellence in all aspects of its operations.

1.6 CONCLUSION

In closing, the Oregon City Parks Master Plan serves not merely as an elaborate guide for park development, but as a beacon that illuminates the way forward with its core values: Collaboration, Engagement, Respect, Transparency, and Servant Leadership. These guiding principles shape an organizational culture that deeply respects the diverse voices of Oregon City's residents.

The master plan has been crafted through a highly collaborative process, incorporating meaningful feedback from community members, local organizations, and experts in the field. This wide-ranging dialogue fosters a shared sense of ownership and collective accountability, thereby embodying the essence of being Collaborative and Engaged.

With a focus on Respect, the plan champions equitable access to park facilities and recreational activities for all. It acknowledges the role of parks in advancing social unity, mental and physical health, as well as a sense of belonging among the community. Aimed at accommodating individuals across all ages, abilities, and backgrounds, the plan is devoted to inclusivity, thereby reinforcing social cohesion and connectedness.

Transparency is more than a buzzword in this master plan; it is a cornerstone. From the planning stage to decision-making to implementation, all aspects are communicated openly, including via the project website www.orcityparksandplay.org . This open communication not only builds trust but also stimulates continuous public engagement, empowering residents to be active participants in the park system's ongoing evolution.

Embodying the value of Servant Leadership, the master plan sets an exemplary standard for park management. It is a vision that is not only aspirational but also practical, as it accounts for adequate funding and resources needed for successful implementation. By staying true to these values, the plan positions Oregon City to fulfill its mission: to serve as an inclusive, sustainable, and impactful agency, committed to enriching the lives of its community.

Through adherence to these core values, the Oregon City Parks Master Plan offers more than just a strategic path; it serves as a testament to the values and aspirations that make our community strong and resilient.

CHAPTER TWO – COMMUNITY PROFILE

2.1 DEMOGRAPHIC AND RECREATION TRENDS ANALYSIS

2.1.1 INTRODUCTION

A key component of the Plan is a Demographic & Recreation Trends Analysis. The purpose of this analysis is to provide the Department with insight into the general makeup of the population they serve and identify market trends in recreation. It also helps quantify the market in and around the City and assists in providing a better understanding of the types of parks, facilities, and programs/services that are most appropriate to satisfy the needs of the residents.

This analysis is two-fold – it aims to answer the *who* and the *what*. First, it assesses the demographic characteristics and population projections of City residents to understand *who* the Department serves. Secondly, recreational trends are examined on a national and local level to understand *what* the population served wants to do. Findings from this analysis establish a fundamental understanding that provides a basis for prioritizing the community's need for parks, trails, facilities, and recreation programs.

2.1.2 DEMOGRAPHIC ANALYSIS

The Demographic Analysis describes the population within the City. This assessment is reflective of the City's total population and its key characteristics such as age segments, race, ethnicity, and income levels. It is important to note that future projections are based on historical patterns, and unforeseen circumstances during or after the time of the analysis could have a significant bearing on the validity of the projected figures.

The infographic below provides an overview of the City's populace based on current estimates of the 2022 population. Further analysis of each of these demographic characteristics (population, age segments, race, ethnicity, and income) can be found in starting in section 2.1.5.

2.1.3 DEMOGRAPHIC OVERVIEW

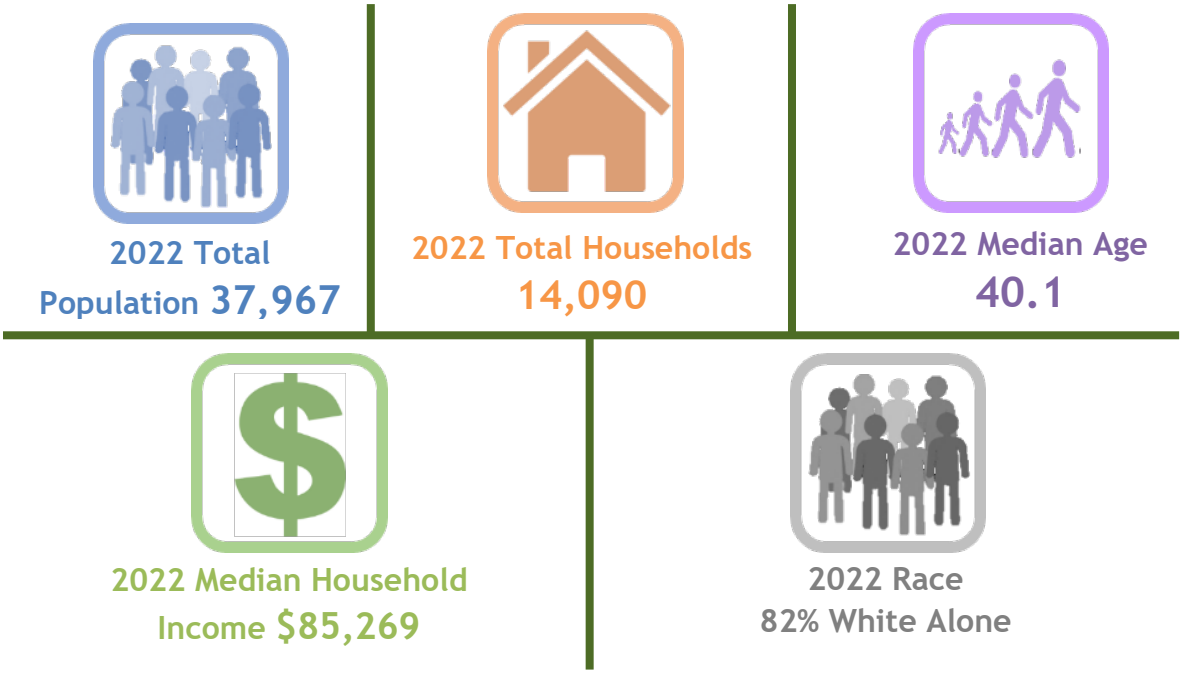


Figure 8: Demographics Infographic

2.1.4 METHODOLOGY

Demographic data used for the analysis was obtained from U.S. Census Bureau and from Environmental Systems Research Institute, Inc. (ESRI), the largest research and development organization dedicated to Geographical Information Systems (GIS) and specializing in population projections and market trends. All data was acquired in July 2022 and reflects actual numbers as reported in the 2020 Census. ESRI then estimates the current population (2022) as well as a 5-year projection (2027). The Consulting team then utilized straight-line linear regression to forecast demographic characteristics for 10 and 15-year projections (2032 and 2037).

DEMOGRAPHIC ANALYSIS BOUNDARY

The City boundaries shown below were utilized for the demographic analysis (***see Figure 9***).

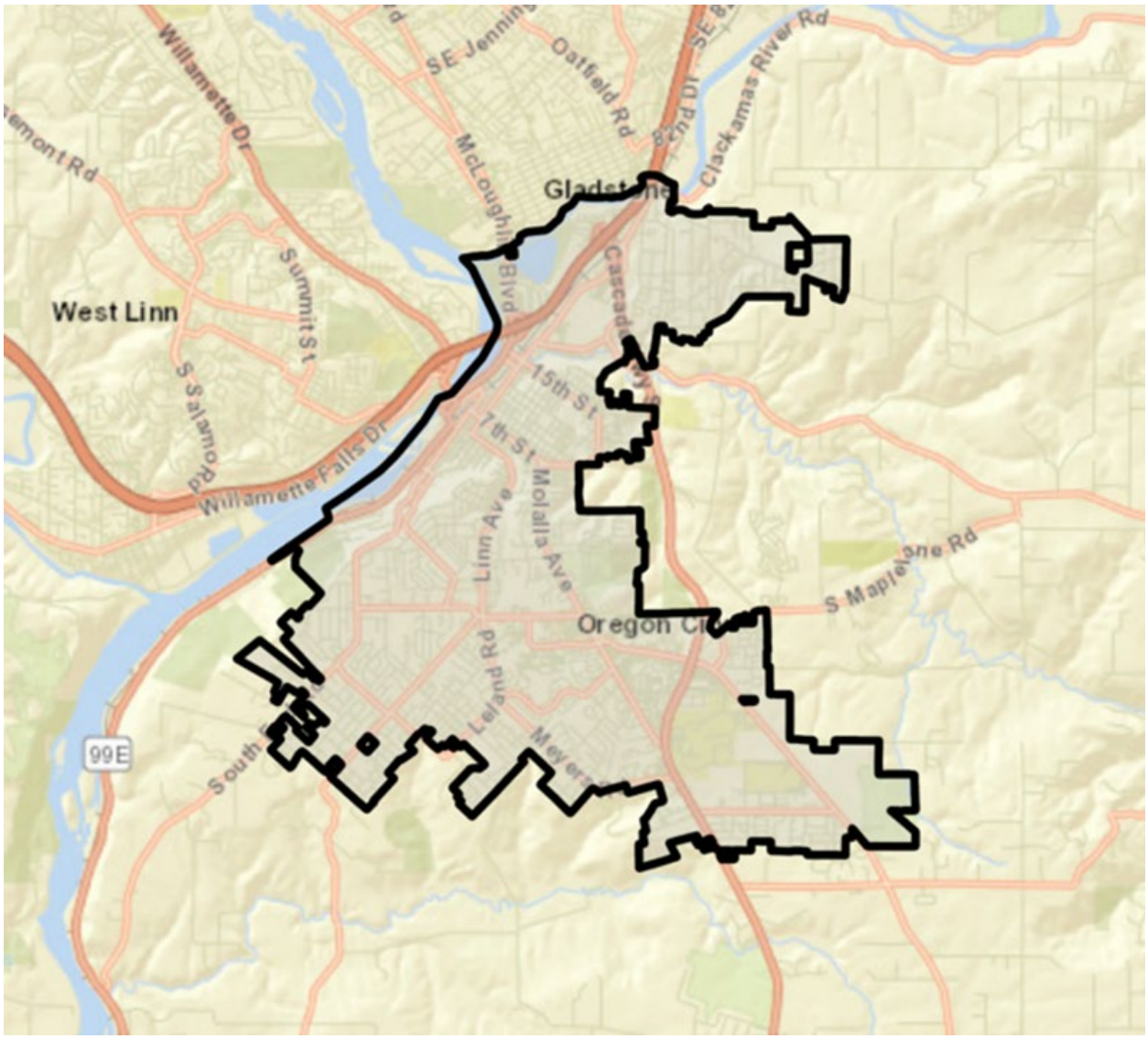


Figure 9: Boundary of Oregon City, Oregon

2.1.5 CITY POPULACE

POPULATION

The City's population grew steadily between 2010 and 2020 Census, with an average annual growth rate of 1.30%. This is significantly above the national annual growth rate of 0.71% over this time span. This growth rate is projected to grow steadily in the upcoming years, however at a slower rate. Similar to population, the total number of households also experienced a substantial increase of 1.15% between the 2010 and 2020 Census (national average of household annual growth was 0.80%). Currently, the population is estimated at 37,967 individuals living within 14,090 households. By 2037, the City's population is projected to be 42,488 residents living within 15,591 households which would indicate a need for higher level of service requirements. See ***Figures 10 & 11*** below.

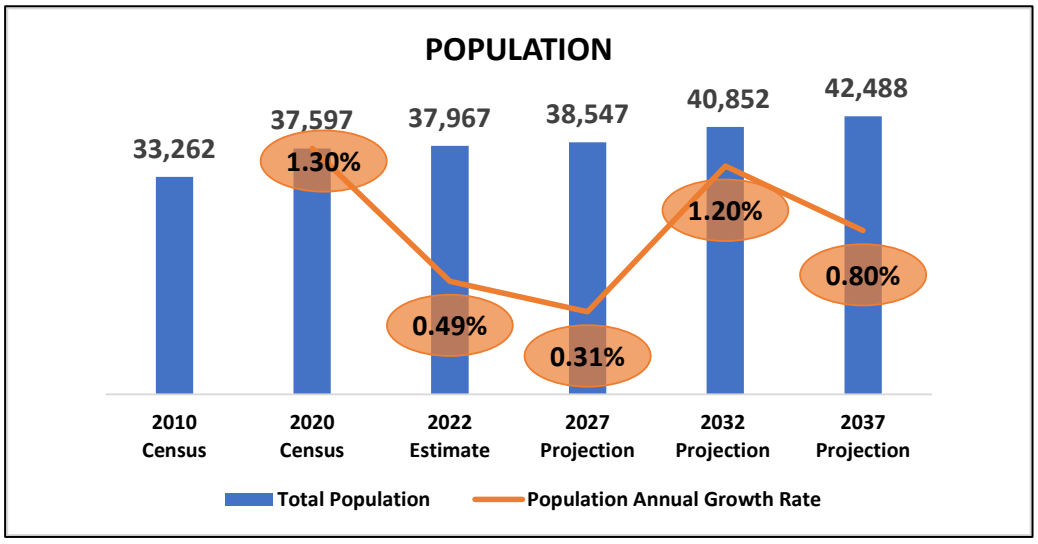


Figure 10: Average Annual Growth Rate and Population Projections for Oregon City

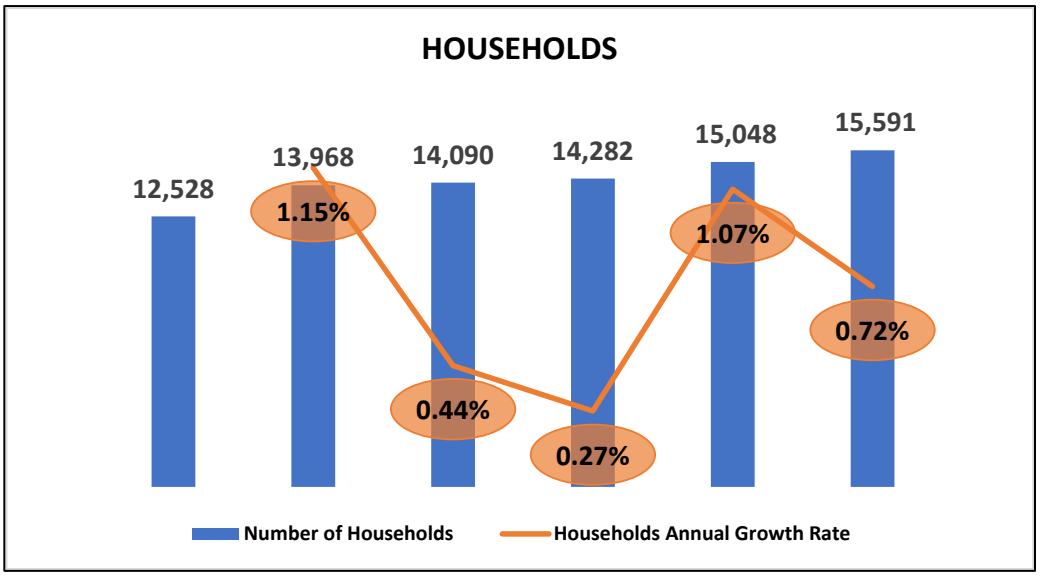


Figure 11: Average Annual Growth Rate and Household Projections for Oregon City

AGE SEGMENT

Evaluating the City's age segmentation, the population exhibits a minor aging trend, with approximately 31% of all residents being 55+ years old. The City's current median age is estimated at 40.1 years old which is older than U.S. median age (38.8 years old). Assessing the population, the City is projected to continue a gradual aging trend. Within the next 5 years, the 55+ population is expected to be around 35% percent of the City's total population (**see Figure 13**). This is expected to be a result of increased life expectancies and many middle-aged adult residents "aging in place" while their children move elsewhere.

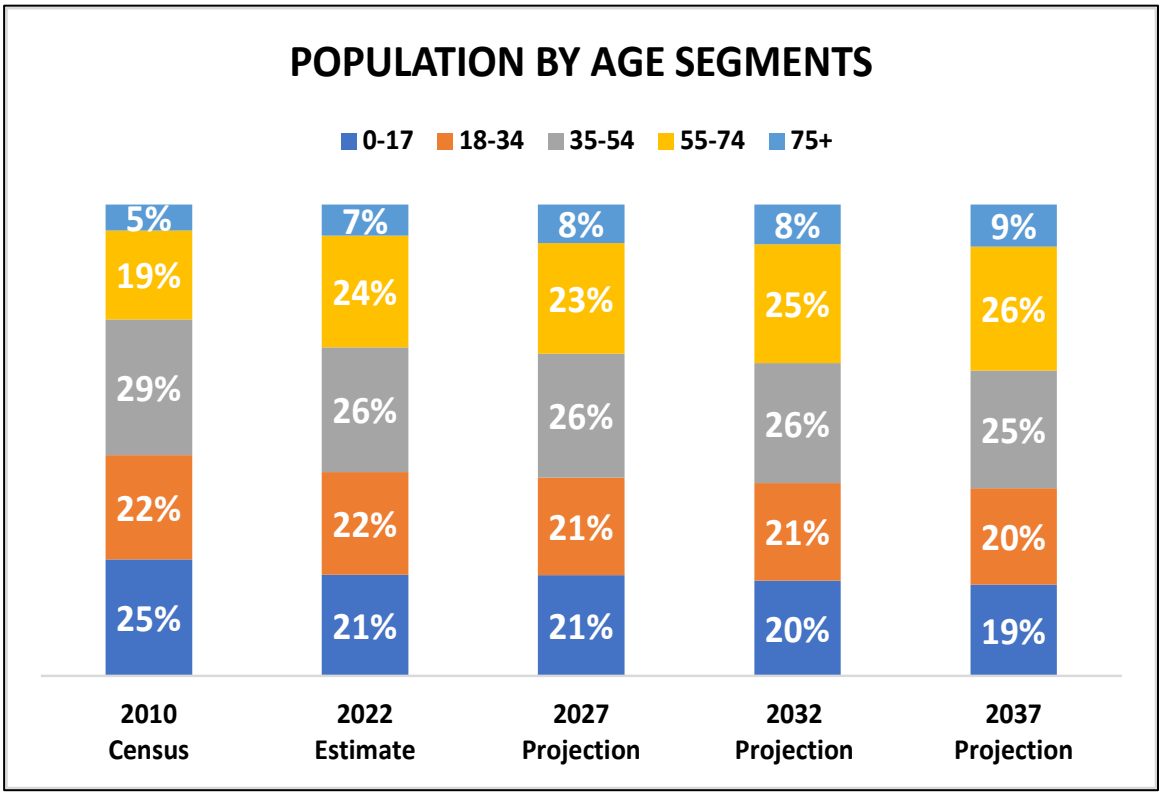


Figure 12: Population by Age Segments

Due to the continued growth of the older age segments, it is useful to further segment the "Senior" population beyond the traditional 55+ designation. Within the field of parks and recreation, there are two commonly used ways to partition this age segment. One is to simply segment by age: 55-64, 65-74, and 75+. However, as these age segments are engaged in programming, the variability of health and wellness can be a more relevant factor.

For example, a 55-year-old who is struggling with rheumatoid arthritis may be limited to leisure recreation while a healthy 65-year-old may still be running 5K's on an annual basis. Therefore, it may be more useful to divide this age segment into "Active," "Low-Impact," and/or "Social" Seniors.

RACE AND ETHNICITY DEFINITIONS

The minimum categories for data on race and ethnicity for Federal statistics, program administrative reporting, and civil rights compliance reporting are defined below. The Census 2020 data on race are not directly comparable with data from the 2010 Census and earlier censuses; therefore, caution must be used when interpreting changes in the racial composition of the US population over time. The latest (Census 2020) definitions and nomenclature are used within this analysis.

- **American Indian** - This includes a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment
- **Asian** – This includes a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam
- **Black or African American** - This includes a person having origins in any of the black racial groups of Africa
- **Native Hawaiian or Other Pacific Islander** – This includes a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands
- **White** - This includes a person having origins in any of the original peoples of Europe, the Middle East, or North Africa
- **Hispanic or Latino** - This is an ethnic distinction, a subset of a race as defined by the Federal Government; this includes a person of Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race

Census states that the race and ethnicity categories generally reflect social definitions in the U.S. and are not an attempt to define race and ethnicity biologically, anthropologically, or genetically. We recognize that the race and ethnicity categories include racial, ethnic, and national origins and sociocultural groups."

Please Note: The Census Bureau defines Race as a person's self-identification with one or more of the following social groups: White, Black, or African American, Asian, American Indian and Alaska Native, Native Hawaiian and Other Pacific Islander, some other race, or a combination of these. While Ethnicity is defined as whether a person is of Hispanic / Latino origin or not. For this reason, the Hispanic / Latino ethnicity is viewed as separate from race throughout this demographic analysis.

RACE

Analyzing race, the City's current population is predominantly White Alone. The 2022 estimate shows that 82% of the population falls into the White Alone category, with two or more races (10%) representing the largest minority. The 2022 estimate also portrays a below-average representation for other race groups, with Pacific Islanders making up the smallest segment which is less than one percent of the population. Predictions for 2037 expect the population to become slightly more diverse, with a decrease in the White Alone population, accompanied by minor increases in all other race categories. (**Figure 13).**

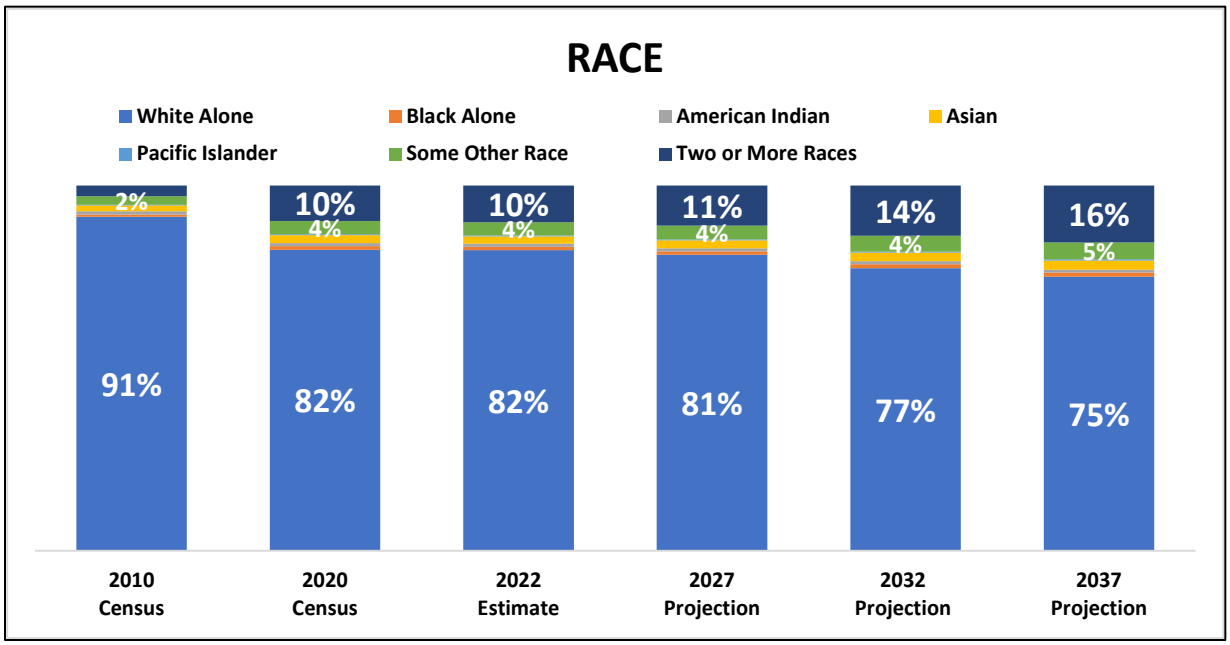


Figure 13: Population by Race

The City's population was also assessed based on Hispanic/Latino ethnicity, which by the Census Bureau definition, is viewed independently from race. It is important to note that individuals who are Hispanic/La tino in ethnicity can also identify with any racial categories identified above.

Based on the current 2022 estimate, people of Hispanic/ Latino origin represent approximately 9% of the City's population, which is substantially below the national average (18.9% Hispanic/Latino). However, the Hispanic/ Latino population has increased since the 2010 census and is expected to reach 11% of the City's total population by 2037. **(see Figure 14).**

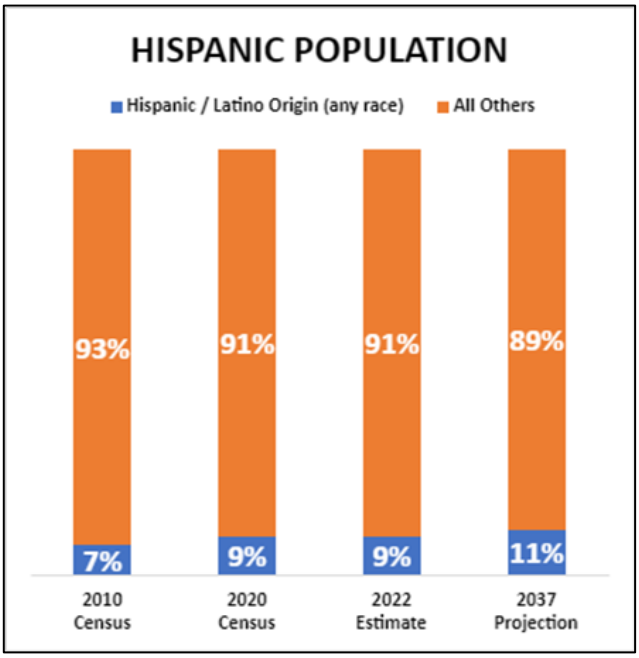


Figure 14: Population by Ethnicity

HOUSEHOLD INCOME

As seen below, the City's per capita income ($40,049) and median household income ($85,269) are both higher than the state ($35,393 & $65,667) and national averages ($35,384 & $64,994). The per capita income is what is earned by an individual and the median household income is based on the total income of everyone over the age of sixteen living in the same household. These above average income characteristics indicate a higher expectation of quality and overall experience from the community that the Department serves.

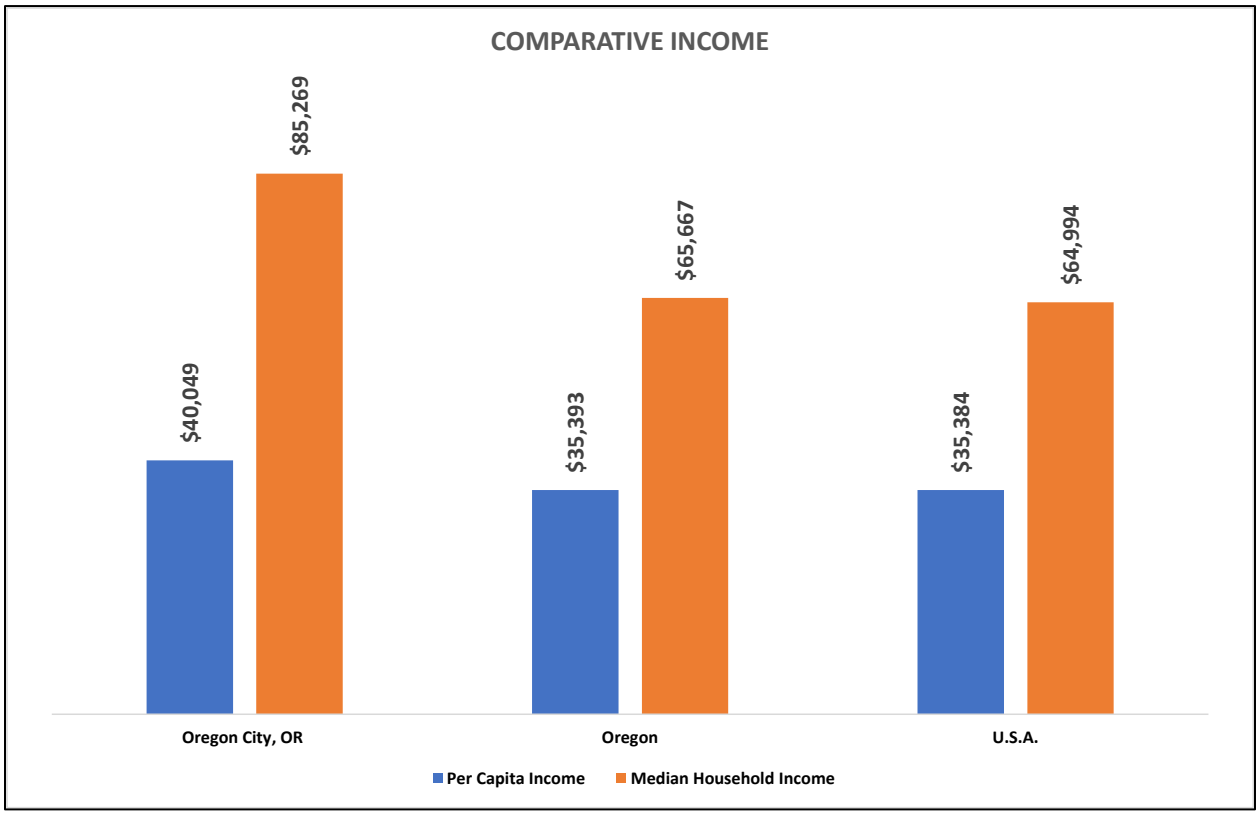


Figure 15:Comparative Income for Oregon City

2.1.6 RECREATIONAL TRENDS ANALYSIS

The Trends Analysis provides an understanding of national, regional, and local recreational trends as well as recreational interest by age segments. Trends data used for this analysis was obtained from Sports & Fitness Industry Association's (SFIA), National Recreation and Park Association (NRPA), and Environmental Systems Research Institute, Inc. (ESRI). All trend data is based on current and/or historical participation rates, statistically valid survey results, or NRPA Park Metrics.

2.1.7 NATIONAL TRENDS IN RECREATION

METHODOLOGY

The Sports & Fitness Industry Association's (SFIA) *Sports, Fitness & Leisure Activities Topline Participation Report 2022* was utilized in evaluating the following trends:

- National Recreation Participatory Trends
- Core vs. Casual Participation Trends

The study is based on findings from surveys carried out in 2021 by the Physical Activity Council (PAC), resulting in a total of 18,000 online interviews. Surveys were administered to all genders, ages, income levels, regions, and ethnicities to allow for statistical accuracy of the national population. A sample size of 18,000 completed interviews is considered by SFIA to result in a high degree of statistical accuracy. A sport with a participation rate of five percent has a confidence interval of plus or minus 0.32 percentage points at a 95 percent confidence level. Using a weighting technique, survey results are applied to the total U.S. population figure of 304,745,039 people (ages six and older).

The purpose of the report is to establish levels of activity and identify key participatory trends in recreation across the U.S. This study looked at 118 different sports/activities and subdivided them into various categories including sports, fitness, outdoor activities, aquatics, etc.

CORE VS. CASUAL PARTICIPATION

In addition to overall participation rates, SFIA further categorizes active participants as either core or casual participants based on frequency of participation. Core participants have higher participatory frequency than casual participants. The thresholds that define casual versus core participation may vary based on the nature of each individual activity. For instance, core participants engage in most fitness activities more than 50 times per year, while for sports, the threshold for core participation is typically 13-times per year.

In each activity, core participants are more committed and tend to be less likely to switch to other activities or become inactive (engage in no physical activity) than casual participants. This may also explain why activities with more core participants tend to experience less pattern shifts in participation rates than those with larger groups of casual participants.

2.1.8 IMPACT OF COVID-19

Approximately 232.6 million people ages 6 and over reported being active in 2021, which is a 1.3% increase from 2020 and the greatest number of active Americans in the last 5 years **(see Figure 17)**. There were more things to do as outdoor activities thrived, fitness at home became more popular, and team sports started back up after the COVID-19 hiatus.

Americans continued to practice yoga, attend Pilates training, and workout with kettlebells. They were drawn to the ease of pickleball and the competitiveness of tennis. Many started indoor climbing, while others took to the hiking trail. The waterways traffic had an increase of stand-up paddlers, kayaks, and jet skis. Gymnastics, swimming on a team, court volleyball, and fast-pitch softball benefited from the participation boom created from the Olympics.

Water sports had the largest gain in participation rates. Activities such as kayaking, stand-up paddling, and boardsailing/windsurfing all contributed to the 2% increase. Outdoor sports continued to grow with 53.9% of the U.S. population participating. This rate remains higher than pre-pandemic levels, having a 6.2% gain over 50.7% participation rate in 2019. The largest contributor to this gain was trail running having increased 5.6% in one year and 13.9% from 2019.

Generationally, fitness sports continue to be the go-to means of exercise for Boomers, Gen X, and Millennials. Over half of the Gen X, Millennials, and Gen Z generation participated in one type of outdoor activity. Team sports were heavily dominated by generation Gen Z.

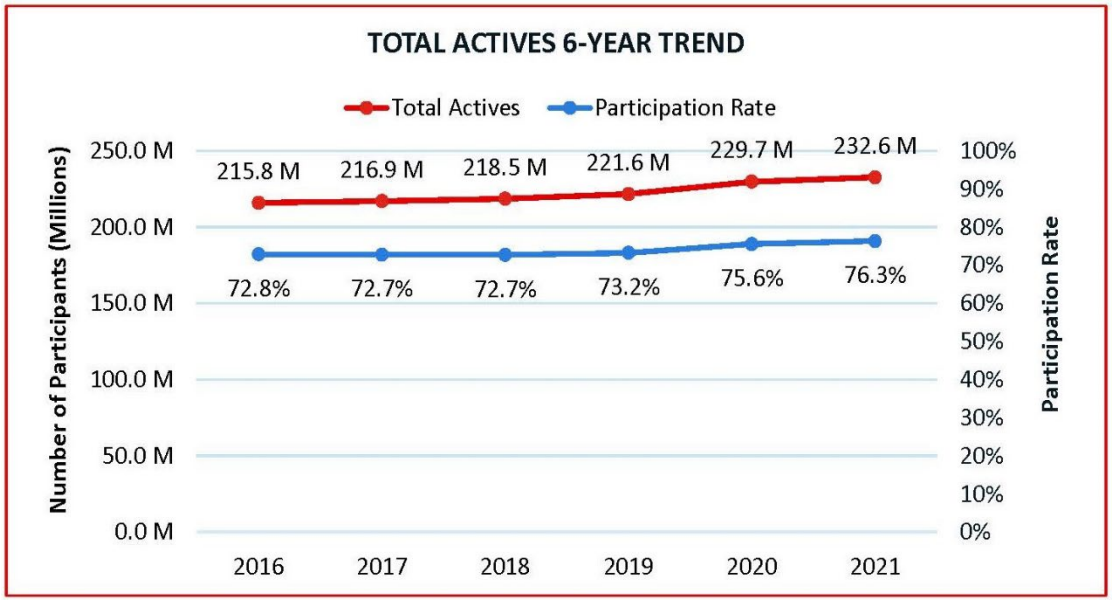


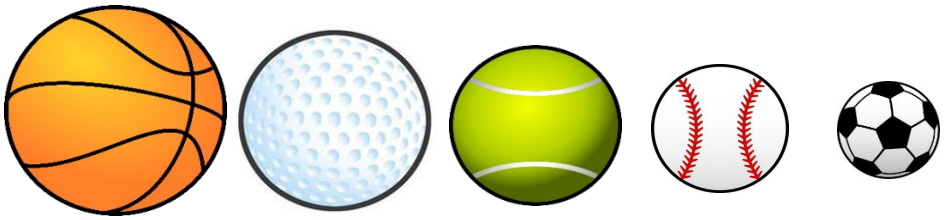
Figure 16: Total Active Americans by year

2.1.9 NATIONAL TRENDS IN RECREATION

PARTICIPATION LEVELS

The top sports most heavily participated in the United States were Basketball (27.1 million), Golf (25.1 million), and Tennis (22.6 million) which have participation figures greater than the other activities within the general sports category. Baseball (15.5 million), and Outdoor Soccer (12.5 million) round out the top five.

The popularity of Basketball, Golf, and Tennis can be attributed to the ability to compete with a relatively small number of participants; this coupled with an ability to be played outdoors and/or properly distanced helps explain their popularity during the COVID-19 pandemic. Basketball's overall success can also be attributed to the limited amount of equipment needed to participate and the limited space requirements necessary, which make basketball the only traditional sport that can be played at many American dwellings as a driveway pickup game. Golf continues to benefit from its wide age segment appeal and is considered a life-long sport. In addition, target-type game venues or Golf Entertainment Venues have increased drastically (72.3%) as a 5-year trend, using Golf Entertainment (e.g., Top Golf) as a new alternative to breathe life back into the game of golf.



Basketball	Golf	Tennis	Baseball	Soccer
27.1 Million	25.1 Million	22.6 Million	15.5 Million	12.5 Million

FIVE-YEAR TREND

Since 2016, Pickleball (71.2%), Golf- Entertainment Venues (51.3%), and Tennis (25.1%) have shown the largest increase in participation. Similarly, Boxing for Fitness (21.4%) and Competition (20.7%) have also experienced significant growth. Based on the five-year trend from 2016-2021, the sports that are most rapidly declining in participation include Ultimate Frisbee (-40.4%), Roller Hockey (-26.1%), Volleyball (Sand/Beach) (-23.8%), Squash (-23.5%), Slow Pitch Softball (-21.9%), and Gymnastics (-20.7%).

ONE-YEAR TREND

The most recent year shares some similarities with the five-year trends, with Pickleball (14.8%) and Boxing for Competition (7.3%) experiencing some of the greatest increases in participation this past year. The greatest one-year increases also include Fast Pitch Softball (15.3%), Gymnastics (10.9%), and Court Volleyball (8.1%). Basketball (-2.2%), Flag Football (-1.6%), Indoor Soccer (-0.6%), and Baseball (-0.5%) have shown a five-year trend increase, but a one-year trend decrease. This is likely a direct result of the growth coming out of the COVID-19 pandemic when all participation rates were minimal or non-existent. Similarly, other team sports such as Ultimate Frisbee (-5.8%), Slow Pitch Softball (-5.4%), Roller Hockey (-5%), Racquetball (-4.8%) and Beach/Sand Volleyball (-3.1%), also had significant decreases in participation over the last year.

CORE VS. CASUAL TRENDS IN GENERAL SPORTS

Highly participated in sports, such as Basketball, Baseball, and Slow Pitch Softball generally have a larger core participant base (participate 13+ times per year) than casual participant base (participate 1-12 times per year). Due to the COVID-19 Pandemic, most activities showed a decrease in their percentage of core participants. However, there were significant increases in the percentage of casual participation for Court Volleyball, Pickleball, Fast Pitch Softball, Gymnastics and Lacrosse in the past year. *Please see **Appendix A** for full Core vs. Casual Participation breakdown.*

National Participatory Trends - General Sports					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Basketball	22,343	27,753	27,135	21.4%	-2.2%
Golf (9 or 18-Hole Course)	23,815	24,804	25,111	5.4%	1.2%
Tennis	18,079	21,642	22,617	25.1%	4.5%
Baseball	14,760	15,731	15,587	5.6%	-0.9%
Soccer (Outdoor)	11,932	12,444	12,556	5.2%	0.9%
Golf (Entertainment Venue)	8,173	12,057	12,362	51.3%	2.5%
Softball (Slow Pitch)	7,690	6,349	6,008	-21.9%	-5.4%
Football (Flag)	6,173	7,001	6,889	11.6%	-1.6%
Volleyball (Court)	6,216	5,410	5,849	-5.9%	8.1%
Badminton	7,354	5,862	6,061	-17.6%	3.4%
Soccer (Indoor)	5,117	5,440	5,408	5.7%	-0.6%
Football (Touch)	5,686	4,846	4,884	-14.1%	0.8%
Football (Tackle)	5,481	5,054	5,228	-4.6%	3.4%
Gymnastics	5,381	3,848	4,268	-20.7%	10.9%
Volleyball (Sand/Beach)	5,489	4,320	4,184	-23.8%	-3.1%
Track and Field	4,116	3,636	3,587	-12.9%	-1.3%
Cheerleading	4,029	3,308	3,465	-14.0%	4.7%
Pickleball	2,815	4,199	4,819	71.2%	14.8%
Racquetball	3,579	3,426	3,260	-8.9%	-4.8%
Ice Hockey	2,697	2,270	2,306	-14.5%	1.6%
Ultimate Frisbee	3,673	2,325	2,190	-40.4%	-5.8%
Softball (Fast Pitch)	2,467	1,811	2,088	-15.4%	15.3%
Lacrosse	2,090	1,884	1,892	-9.5%	0.4%
Wrestling	1,922	1,931	1,937	0.8%	0.3%
Roller Hockey	1,929	1,500	1,425	-26.1%	-5.0%
Boxing for Competition	1,210	1,361	1,460	20.7%	7.3%
Rugby	1,550	1,242	1,238	-20.1%	-0.3%
Squash	1,549	1,163	1,185	-23.5%	1.9%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 17: General Sports Participation Trends

2.1.10 NATIONAL TRENDS IN GENERAL FITNESS

PARTICIPATION LEVELS

Overall, national participatory trends in fitness have experienced strong growth in recent years. Many of these activities have become popular due to an increased interest among Americans to improve their health and enhance quality of life by engaging in an active lifestyle. The most popular general fitness activities in 2021 also were those that could be done at home or in a virtual class environment. The activities with the most participation was Fitness Walking (115.8 million), Treadmill (53.6 million), Free Weights (52.6 million), Running/Jogging (48.9 million), and Yoga (34.3 million).

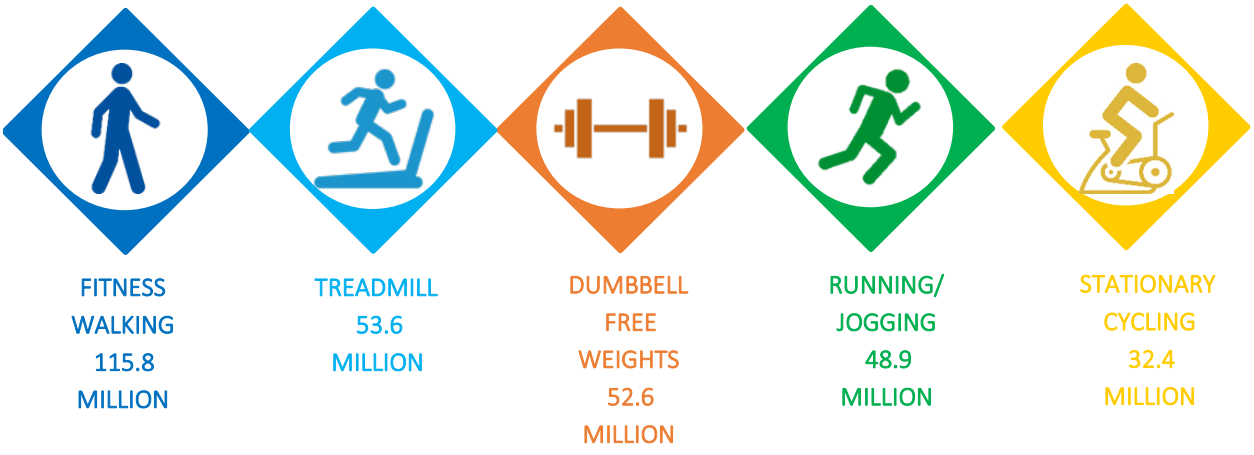


Figure 18: National Fitness Participation

FIVE-YEAR TREND

Over the last five years (2016-2021), the activities growing at the highest rate are Trail Running (45.9%), Yoga (30.8%), Dance, Step & Choreographed Exercise (13.3%), and Pilates Training (9.6%). Over the same time frame, the activities that have undergone the biggest decline include Group Stationary Cycling (33.5%), Traditional Triathlon (26.4%), Cardio Kickboxing (-26.1%), Cross-Training Style Workout (-24.4%) and Non-Traditional Triathlons (-23.5%).

ONE-YEAR TREND

In the last year, activities with the largest gains in participation were those that can be done alone at home or socially distanced outdoors. The top increases were in Treadmill (7.6%), Cross-Training Style Workouts (6.4%) Trail Running (5.6%), Yoga (4.7%), and Stair Climbing (4.7%). In the same span, the activities that had the largest decline in participation were those that would generally take more time and investment. The greatest drops were seen in Traditional Triathlon (-5.3%), Aerobics (-5.1%), Non-Traditional Triathlons (-4.3%), and Cardio Kickboxing (-3.7%). These trends may or may not continue the same way as more events (e.g., Triathlons) and indoor activities (Aerobics and Cardio Kickboxing) restart offerings as the pandemic numbers reduce in 2022.

CORE VS. CASUAL TRENDS IN GENERAL FITNESS

The most participated in fitness activities all had increases in their casual user base (participating 1-49 times per year) over the last year. These fitness activities include Fitness Walking, Free Weights, Running/Jogging, Treadmills, Yoga, and Recumbent/Upright Stationary Cycling. *Please see Appendix A for full Core vs. Casual Participation breakdown.*

National Participatory Trends - General Fitness					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Fitness Walking	107,895	114,044	115,814	7.3%	1.6%
Treadmill	51,872	49,832	53,627	3.4%	7.6%
Free Weights (Dumbbells/Hand Weights)	51,513	53,256	52,636	2.2%	-1.2%
Running/Jogging	47,384	50,652	48,977	3.4%	-3.3%
Stationary Cycling (Recumbent/Upright)	36,118	31,287	32,453	-10.1%	3.7%
Weight/Resistant Machines	35,768	30,651	30,577	-14.5%	-0.2%
Elliptical Motion Trainer	32,218	27,920	27,618	-14.3%	-1.1%
Yoga	26,268	32,808	34,347	30.8%	4.7%
Free Weights (Barbells)	26,473	28,790	28,243	6.7%	-1.9%
Dance, Step, & Choreographed Exercise	21,839	25,160	24,752	13.3%	-1.6%
Bodyweight Exercise	25,110	22,845	22,629	-9.9%	-0.9%
Aerobics (High Impact/Intensity Training HIT	10,575	10,954	10,400	-1.7%	-5.1%
Stair Climbing Machine	15,079	11,261	11,786	-21.8%	4.7%
Cross-Training Style Workout	12,914	9,179	9,764	-24.4%	6.4%
Trail Running	8,582	11,854	12,520	45.9%	5.6%
Stationary Cycling (Group)	8,937	6,054	5,939	-33.5%	-1.9%
Pilates Training	8,893	9,905	9,745	9.6%	-1.6%
Cardio Kickboxing	6,899	5,295	5,099	-26.1%	-3.7%
Boot Camp Style Cross-Training	6,583	4,969	5,169	-21.5%	4.0%
Martial Arts	5,745	6,064	6,186	7.7%	2.0%
Boxing for Fitness	5,175	5,230	5,237	1.2%	0.1%
Tai Chi	3,706	3,300	3,393	-8.4%	2.8%
Barre	3,329	3,579	3,659	9.9%	2.2%
Triathlon (Traditional/Road)	2,374	1,846	1,748	-26.4%	-5.3%
Triathlon (Non-Traditional/Off Road)	1,705	1,363	1,304	-23.5%	-4.3%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 19: National General Fitness Trends

2.1.11 NATIONAL TRENDS IN OUTDOOR RECREATION

PARTICIPATION LEVELS

Results from the SFIA report demonstrate strong growth in participation regarding outdoor/adventure recreation activities. Much like the general fitness activities, these activities encourage an active lifestyle, can be performed individually or with proper social distancing in a group, and are not as limited by time constraints. In 2020, the most popular activities, in terms of total participants, from the outdoor/adventure recreation category include: Day Hiking (57.8 million), Road Bicycling (44.5 million), Freshwater Fishing (42.6 million), Camping within ¼ mile of Vehicle/Home (36.1 million), and Recreational Vehicle Camping (17.8 million).

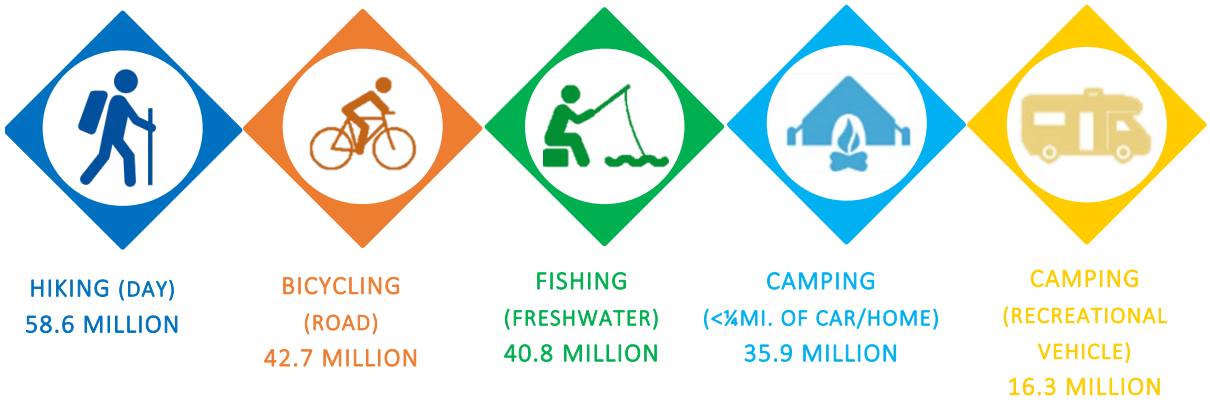


Figure 20: National Outdoor Recreation Participation

FIVE-YEAR TREND

From 2016-2021, Day Hiking (55.3%), BMX Bicycling (44.2%), Skateboarding (37.8%), Camping within ¼ mile of Vehicle/Home (30.1%), and Fly Fishing (27.3%) have undergone the largest increases in participation. The five-year trend also shows activities such as Adventure Racing (-31.4%), In-Line Roller Skating (-18.8%), Archery (-13.5%), and Traditional Climbing (-4.5%) to be the only activities with decreases in participation.

ONE-YEAR TREND

The one-year trend shows almost all activities growing in participation from the previous year. The most rapid growth being in Skateboarding (34.2%), Camping within ¼ mile of Vehicle/Home (28.0%), Birdwatching (18.8%), and Day Hiking (16.3%). Over the last year, the only activities that underwent decreases in participation were Adventure Racing (-8.3%) and Archery (-2.7%).

CORE VS. CASUAL TRENDS IN OUTDOOR RECREATION

Most outdoor activities have experienced participation growth in the last five- years. Although this is a positive trend, it should be noted that all outdoor activities participation, besides adventure racing, consist primarily of casual users. *Please see **Appendix A** for the full Core vs. Casual Participation breakdown.*

National Participatory Trends - Outdoor / Adventure Recreation					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Hiking (Day)	42,128	57,808	58,697	39.3%	1.5%
Bicycling (Road)	38,365	44,471	42,775	11.5%	-3.8%
Fishing (Freshwater)	38,121	42,556	40,853	7.2%	-4.0%
Camping (< 1/4 Mile of Vehicle/Home)	26,467	36,082	35,985	36.0%	-0.3%
Camping (Recreational Vehicle)	15,855	17,825	16,371	3.3%	-8.2%
Fishing (Saltwater)	12,266	14,527	13,790	12.4%	-5.1%
Birdwatching (>1/4 mile of Vehicle/Hom	11,589	15,228	14,815	27.8%	-2.7%
Backpacking Overnight	10,151	10,746	10,306	1.5%	-4.1%
Bicycling (Mountain)	8,615	8,998	8,693	0.9%	-3.4%
Archery	7,903	7,249	7,342	-7.1%	1.3%
Fishing (Fly)	6,456	7,753	7,458	15.5%	-3.8%
Skateboarding	6,442	8,872	8,747	35.8%	-1.4%
Climbing (Indoor)	-	5,535	5,684	N/A	2.7%
Roller Skating, In-Line	5,381	4,892	4,940	-8.2%	1.0%
Bicycling (BMX)	3,104	3,880	3,861	24.4%	-0.5%
Climbing (Traditional/Ice/Mountaineerir	2,790	2,456	2,374	-14.9%	-3.3%
Climbing (Sport/Boulder)	-	2,290	2,301	N/A	0.5%
Adventure Racing	2,999	1,966	1,826	-39.1%	-7.1%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 21: National Outdoor/Adventure Recreation Trends

2.1.12 NATIONAL TRENDS IN AQUATICS

PARTICIPATION LEVELS

Swimming is deemed as a lifetime activity, which is most likely why it continues to have such strong participation. In 2021, Fitness Swimming remained the overall leader in participation (25.6 million) amongst aquatic activities, even though most, if not all, aquatic facilities were forced to close at some point due to the COVID-19 pandemic.

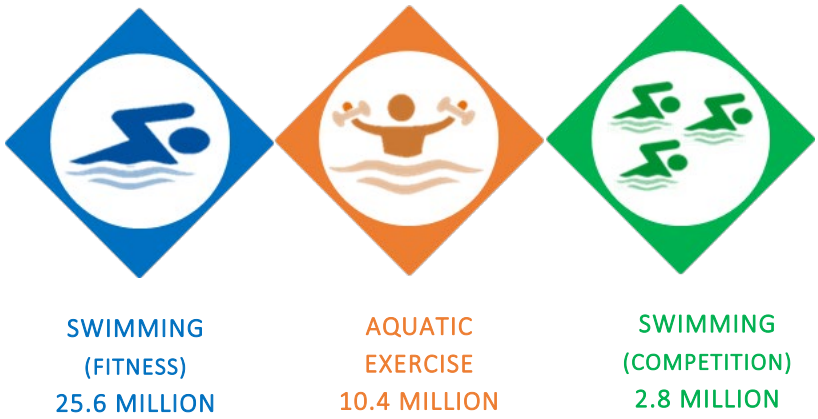


Figure 22: National Aquatics Participation

FIVE-YEAR TREND

Assessing the five-year trend, no activity has experienced an increase from 2016-2021, most likely due to the lack of facility access during Covid-19. While Fitness Swimming and Aquatic Exercise underwent a slight decline, dropping -3.7% and -1.7% respectively, Competitive Swimming suffered a -16.2% decline in participation.

ONE-YEAR TREND

The impact of the COVID-19 pandemic is seen here as most aquatic facilities were forced to shut down for some part of the year. This caused decreases to Aquatic Exercise (-5.1%) having the largest decline, followed by Fitness Swimming (-0.2%). Participation in Competitive swimming increased by 8%.

CORE VS. CASUAL TRENDS IN AQUATICS

Only Aquatic Exercise has undergone an increase in casual participation (1-49 times per year) over the last five years, however, they have all seen a drop in core participation (50+ times per year) in the same time frame. This happened before the COVID-19 pandemic, and the large decreases in all participation over the last year have furthered this trend. *Please see **Appendix A** for full Core vs. Casual Participation breakdown.*

National Participatory Trends - Aquatics					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Swimming (Fitness)	26,601	25,666	25,620	-3.7%	-0.2%
Aquatic Exercise	10,575	10,954	10,400	-1.7%	-5.1%
Swimming (Competition)	3,369	2,615	2,824	-16.2%	8.0%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 23: National Participatory Trends - Aquatics

2.1.13 NATIONAL TRENDS IN WATER SPORTS / ACTIVITIES

PARTICIPATION LEVEL

The most popular water sports / activities based on total participants in 2021 were Recreational Kayaking (13.3 million), Canoeing (9.2 million), and Snorkeling (7.3 million). It should be noted that water activity participation tends to vary based on regional, seasonal, and environmental factors. A region with more water access and a warmer climate is more likely to have a higher participation rate in water activities than a region that has a long winter season or limited water access. Therefore, when assessing trends in water sports and activities, it is important to understand that fluctuations may be the result of environmental barriers which can greatly influence water activity participation.

FIVE-YEAR TREND

Over the last five years, Recreational Kayaking (33.3%), Surfing (24%), and Stand-Up Paddling (16.1%) were the fastest growing water activities. White Water Kayaking (1.4%) was the only other activity with an increase in participation. From 2016-2021, activities declining in participation most rapidly were Boardsailing/Windsurfing (-25.3%), Scuba Diving (-20.4%), Water Skiing (-17.4%), Sea Kayaking (-17.2%) Snorkeling (-16.1%), and Sailing (-15.4%).

ONE-YEAR TREND

Recreational Kayaking (2.7%) and Stand-Up Paddling (1.7%) were the activities that grew over the last 5 years and in the last one year. Activities which experienced the largest decreases in participation in the most recent year include Surfing (-8.9%), Snorkeling (-5.3%), Scuba Diving (-4.3%), and Canoeing (-4.1%).

CORE VS. CASUAL TRENDS IN WATER SPORTS/ACTIVITIES

As mentioned previously, regional, seasonal, and environmental limiting factors may influence the participation rate of water sport and activities. These factors may also explain why all water-based activities have drastically more casual participants than core participants, since frequencies of activities may be constrained by external factors. These high casual user numbers are likely why most water sports/activities have experienced decreases in participation in recent years. *Please see Appendix A for the full Core vs. Casual Participation breakdown.*

National Participatory Trends - Water Sports / Activities					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Kayaking (Recreational)	10,017	13,002	13,351	33.3%	2.7%
Canoeing	10,046	9,595	9,199	-8.4%	-4.1%
Snorkeling	8,717	7,729	7,316	-16.1%	-5.3%
Jet Skiing	5,783	4,900	5,062	-12.5%	3.3%
Sailing	4,095	3,486	3,463	-15.4%	-0.7%
Stand-Up Paddling	3,220	3,675	3,739	16.1%	1.7%
Rafting	3,428	3,474	3,383	-1.3%	-2.6%
Water Skiing	3,700	3,050	3,058	-17.4%	0.3%
Surfing	2,793	3,800	3,463	24.0%	-8.9%
Wakeboarding	2,912	2,754	2,674	-8.2%	-2.9%
Scuba Diving	3,111	2,588	2,476	-20.4%	-4.3%
Kayaking (Sea/Touring)	3,124	2,508	2,587	-17.2%	3.1%
Kayaking (White Water)	2,552	2,605	2,587	1.4%	-0.7%
Boardsailing/Windsurfing	1,737	1,268	1,297	-25.3%	2.3%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 24: National Water Sports/Activities Trends

2.1.14 LOCAL SPORT AND LEISURE MARKET POTENTIAL

OREGON CITY MARKET POTENTIAL INDEX (MPI)

The following charts show sport and leisure market potential data for Oregon City residents, as provided by ESRI. The Market Potential Index (MPI) measures the probable demand for a product or service within the defined service areas. The MPI shows the likelihood that an adult resident will participate in certain activities when compared to the U.S. average. These activities do not have to be undertaken within the Oregon City boundaries alone.

The national average is 100; therefore, numbers below 100 would represent lower-than-average participation rates, and numbers above 100 would represent higher-than-average participation rates. The service area is compared to the national average in four (4) categories – general sports, fitness, outdoor activity, and commercial recreation.

It should be noted that MPI metrics are only one data point used to help determine community trends; thus, programmatic decisions should not be based solely on MPI metrics.

The following charts compare MPI scores for 46 sport and leisure activities. The activities are categorized by activity type and listed in descending order, from highest to lowest MPI score. High index numbers (100+) are significant because they demonstrate that there is a greater likelihood that residents within the service areas will actively participate in those offerings provided by the Department.

GENERAL SPORTS MARKET POTENTIAL

The General Sports category shows two activities scoring above the national average. Those two events in the general sports regarding MPI are Volleyball (111), and Golf (109). Soccer is the lowest recorded activity in the city with an MPI score of (86).

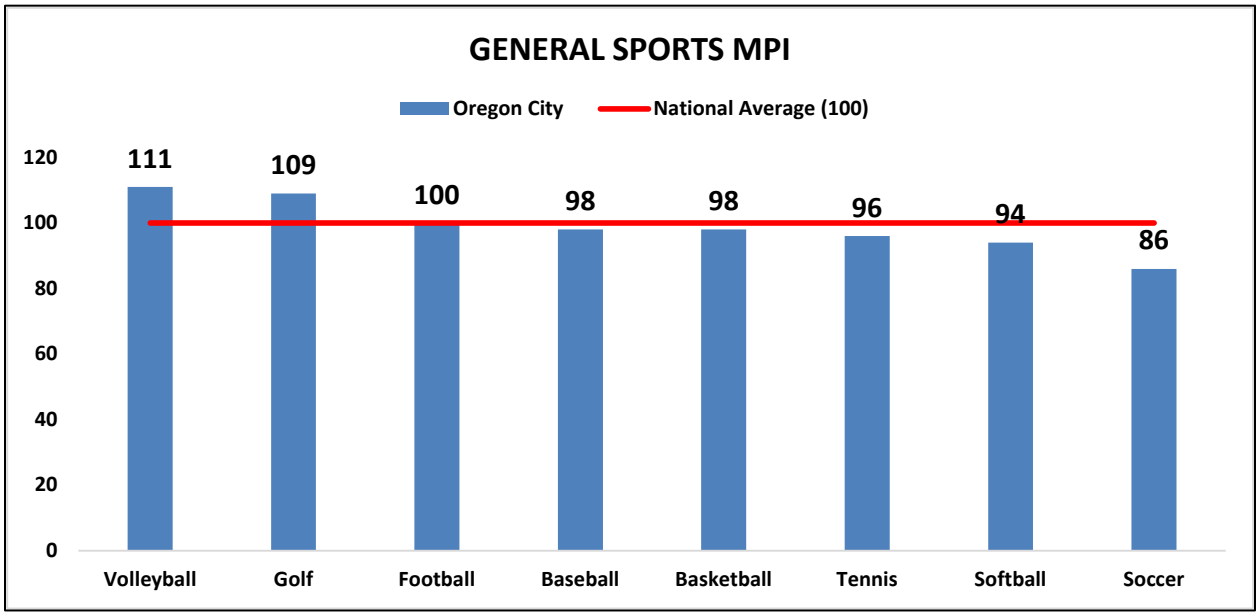


Figure 25: Local General Sports MPI

FITNESS MARKET POTENTIAL

Assessing MPI scores for the Fitness Activity category reveals that five activities are above the national average, and one is right at the national average. The five activities are Swimming (108), Weightlifting (108), Walking for Exercise (106), Yoga (103), and Jogging/Running (103). Pilates is equal to the national average of 100 on the MPI scale.

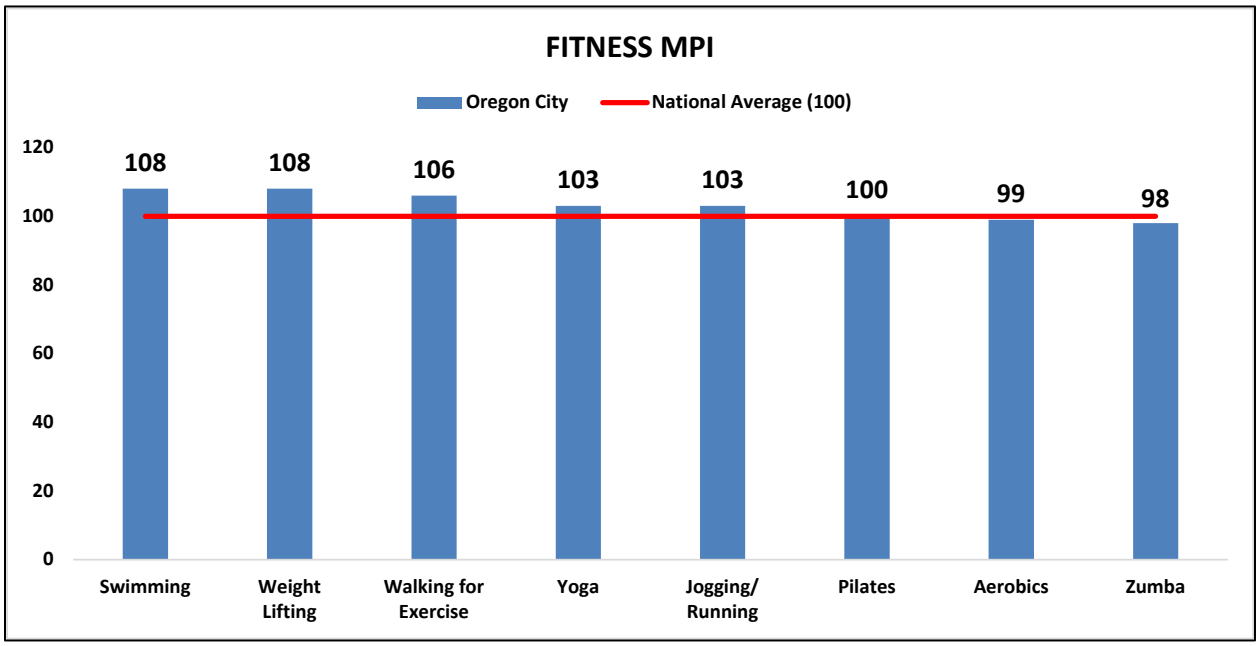


Figure 26: Local Fitness MPI

OUTDOOR ACTIVITY MARKET POTENTIAL

Overall, the Outdoor Activity MPI chart reflects that Oregon City is above the national average in almost all activities recorded. The most popular is Fresh Water Fishing (122), followed by Canoeing/Kayaking (121) and then Mountain Bicycling (108).

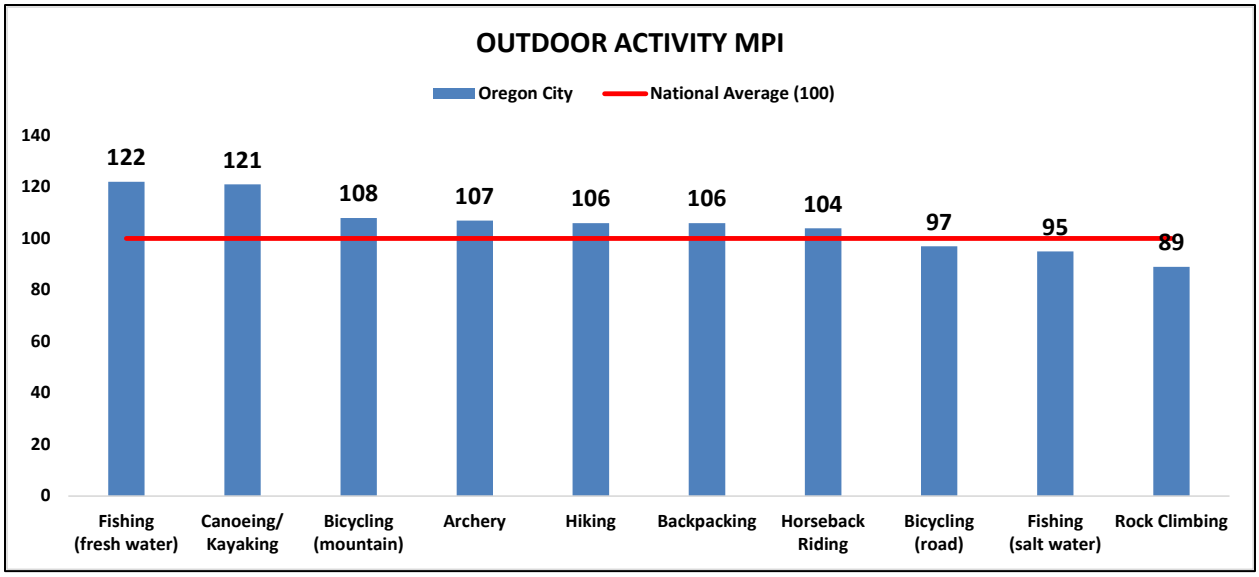


Figure 27: Local Outdoor Activity MPI

COMMERCIAL RECREATION MARKET POTENTIAL

The Commercial Recreation category reveals a community more willing to spend money on sports/recreation equipment than the national average. Spent $250+ on sports/rec equipment (111), $1-99 on sports/rec equipment (103), and Spent $100-249 on sports/rec equipment (103) all had an MPI over 100. Other notable activities with above average MPI that the Department could program towards were Attended sports event (109), Did photo album/scrapbooking (107), Played video/electronic game (105 console, 101 portable), Did painting/drawing (105), and Did photography (103).

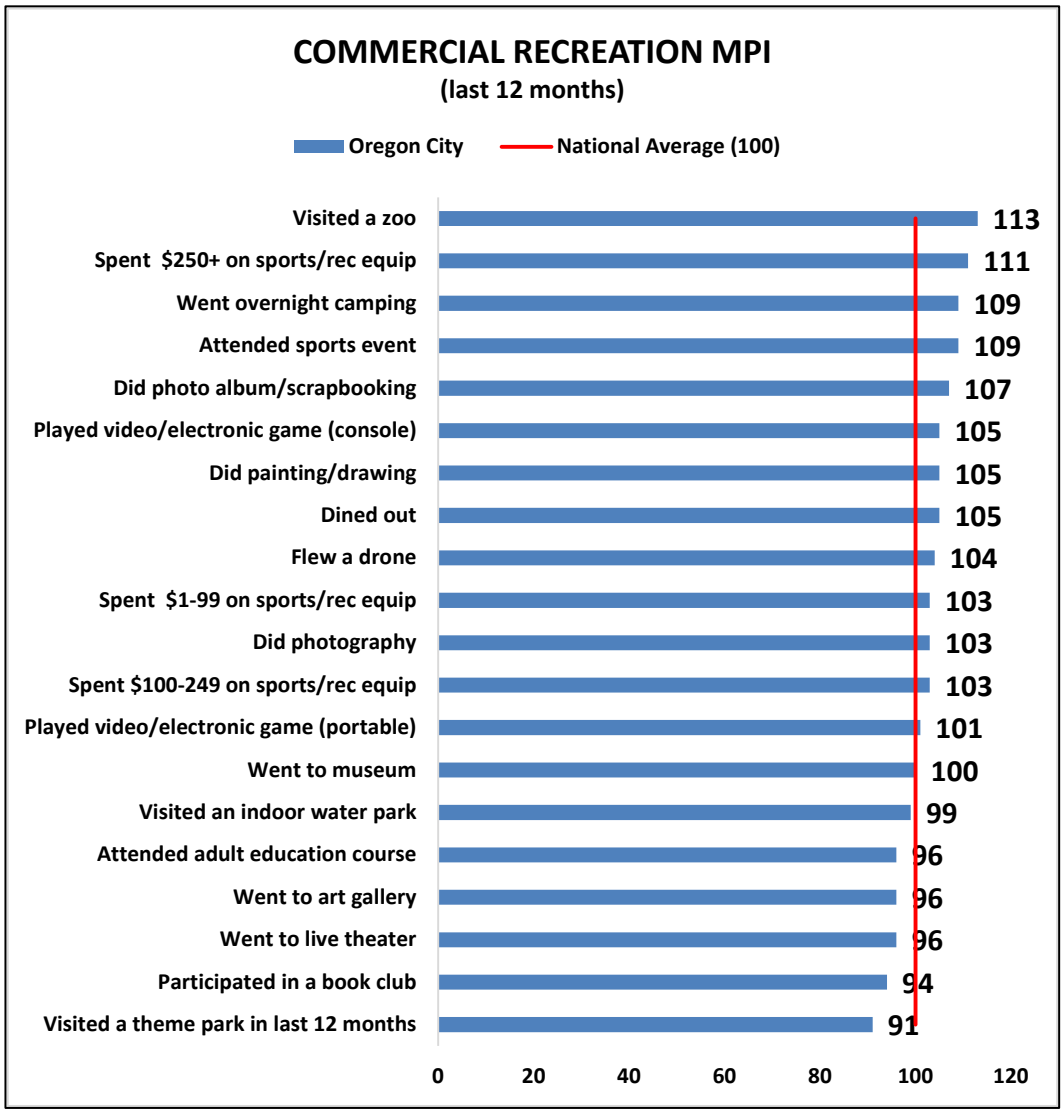


Figure 28: Local Commercial Recreation MPI

2.2 SUMMARY OF KEY FINDINGS

Based on the information presented in the Demographics and Trends Analysis, the following are the key findings that are of particular interest and/ or have significant implications for the City:

- **Population:** The City's population has grown significantly over the last 12 years and this rate of growth is projected to continue, albeit at a slower rate over the next 15 years. The Department must continue to monitor population growth to ensure that programs, facilities, and amenities keep up with community needs.
- **Age:** City residents are now older than the national median age, and there is a growing presence of older adults between the ages of 35-54. By 2037, the population will continue to age, as the oldest age segments (55-74 and 75+) are expected to grow, while all other segments are projected to decline slightly. The Department must continue to focus on multigenerational offerings and regularly reevaluate its programming mix to effectively serve this ageing, yet active population.
- **Race / Ethnicity:** The City's populace is predominately categorized as White Alone (82%), however, that percentage has dropped since 2010 (91% White Alone) and is projected to continue shrinking (75% White Alone in 2037). This drop will lead to a more diverse populace with Two or More Races (10% in 2022) being the largest minority group, and projections show that one out of every four residents will be non-white by 2037.

  People of Hispanic / Latino ethnicity currently represent 9% of the total population, which is substantially below the national average (19%), and the Oregon State average (14%) This group is expected to reach almost 11% by 2037. The Department should continue to monitor program participation to ensure that offerings are adequately serving residents and are representative of the race/ethnicity distribution of City residents.
- **Income Levels:** The income characteristics of City residents are higher than the state and national levels for per capita income and median household income. These income levels coupled with above-average MPI numbers suggest a willingness of the population to spend money to attend events and/or facilities in which they see value, as well as purchase recreation equipment.
- **National Participatory Trends:** National participatory trends are promising for the Department, as many of the activities in sports and fitness aligned with core offerings are trending positively in recent years. Despite the facility closures due to the pandemic, overall, people are recreating more, and the importance of living an active, healthy lifestyle is on the rise. The Department must continue to provide active recreation opportunities and seek out new, trending activities that will drive interest and meet the demand for parks, facilities, and recreation programs among Oregon City residents for many years to come.
- **Local Participatory Trends:** Local recreation trends show above-average participation across the board with 30 of the 46 tracked activities having MPI scores at, or above the national average. This is indicative of an active population, seeking to participate in a wide range of fitness, sports, and outdoor activities.

CHAPTER THREE – PUBLIC ENGAGEMENT

To establish a better understanding of the City's current state and to help determine the needs and priorities for the future, the planning process incorporated a variety of input from City residents. This included a series of key stakeholder interviews, a statistically valid survey, an online survey, crowdsourcing through the website https://orcityparksandplay.org/, and six public forums. These mediums helped to engage over 750 participants representing multiple groups throughout the City.

Figure 29: Public Input Infographic

3.1 KEY LEADERSHIP & STAKEHOLDER INTERVIEWS

A fundamental part of the Parks Master Plan process includes conducting a robust outreach effort to solicit critical input from key stakeholders and focus groups. Over the course of June 1st and 2nd, 2022 the consulting team convened these groups to better assess community needs across the City. The purpose of these interactions was to gain insight into the current strengths, opportunities, and priorities for the park system, and to better understand the future recreational needs of the Department. These meetings included participants from the following groups:

Stakeholders and User Groups	
Confederated Tribes of Grande Ronde	Friends of the Ermatinger House
Oregon City Maintenance Department	Oregon City Soccer
Oregon Swim Swim Club	Oregon City Youth Sports
Parks and Recreation Advisory Committee	

3.1.1 STRENGTHS

Based on feedback from key stakeholder interviews and focus groups, common themes of strengths arose in many conversations. These themes included the natural beauty and usability of Oregon City, the management of current assets with limited resources, the support and engagement of the community, and the recent growth of the system.

Figure 30: Strengths word cloud

LOCATION

The location and natural landscape appeal to a wide variety of users. The city's proximity to the greater Portland area, as well as being located on the Willamette River with its great, wonderful

topography creates appeal to a wide variety of users. Participants also mentioned the geographical diversity of parks and the great downtown area as strengths.

RESOURCE MANAGEMENT

Participants were pleased with the Department's ability to do the best they can with the resources available and current light staffing levels. Praise was given for the implementation of the new Cost Recovery Process, as well as the numerous improvements to the pool, new park openings, and the maintenance level and number of fields currently available to the community.

COMMUNITY ENGAGEMENT

The City's reputation, as well as the community's willingness to support the Department were mentioned as strengths of the system. The City was recognized for improved community outreach on recent projects such as the Clackamette RV Park, as well strong use of social media use as Facebook and Instagram to connect with participants and create meaningful engagement with the community.

EMBRACING GROWTH AND INNOVATION

The Department was recognized for the addition of recent parks, a substantial growth in membership, and its willingness to adapt to recent trends, such as pickleball. The new shared Public Works facility is considered a great enhancement, as well as the implementation of the MaintainX App.

3.1.2 OPPORTUNITIES

Stakeholders and focus groups shared several perspectives on the future of the Department. Suggestions for opportunities to improve include ways to add additional funding, internal/external communication, and partnerships, the maintaining of current assets, historical preservation and acknowledgement, and better connectivity throughout the City.

Figure 31: Opportunities word cloud

FUNDING

The Department's need for additional funding to be able to both maintain current assets, as well as expand offerings with the growing population were constant themes throughout discussions. Multiple key leaders and stakeholders brought up the idea of a Parks Bond, as they believe the community is more likely to support a bond (as opposed to other funding measures) as it would need to provide specific projects.

Some other comments/concerns/suggestions in regard to funding from stakeholders included:

- Citizens will be happy to invest tax dollars if they can see a plan
- The city already has 3 outstanding bonds (Police, Library, and Pension) and are unsure if the community will support a Parks Bond as well
- City has untapped property tax limit
- Fees and charges being implemented is getting a lot of community pushback
- How can we offer programs in a way that is financially sustainable?
- Overcoming mindset of "That's too nice for Oregon City"
- Parks is funded out of general fund and has historically been cut
- Recent struggles on the revenue side (due to pandemic)
- Solicit wealthy individuals for contributions

- Utilize grants and private foundations

INTERNAL/EXTERNAL COMMUNICATION AND PARTNERSHIPS

Stakeholders shared opportunities about the communication practices of the Department and the City, as well as expressed a desire for more and better partnerships. There were multiple concerns regarding the communication and purpose of fee increases (more so than the fee increases themselves), as well as a perceived unwillingness to engage in partnerships.

Comments and suggestions tied to communication and partnerships included:

- Consistent signage needed
- How can parks and recreation help support economic development?
- How can we better partner with School Districts etc. for overlapping programs / community education etc.?
- Improve communication standards
- Incorporate digital advertising for state campaigns
- More advertising geared towards taking advantage of tourism
- More community champions
- Native American outreach
- Need collaboration to figure out use of sports fields
- Need to be out in the community to get input from the younger populations so that they can then follow the Department in digital ways
- Regular roundtable meetings to discuss projects
- Website is difficult to navigate and often outdated
- Would like to hear more “Here’s what we are doing, do you want to be involved?"

DEFERRED MAINTENANCE ON EXISTING INFRASTRUCTURE

There were opportunities addressed regarding the maintenance and upkeep of current department assets, as well as discussions around the obstacles staff faces in addressing these issues. Deferred maintenance was the most often mentioned concern, as there was a general theme of wanting to make sure the City takes care of what they currently have as they continue to add new parks and amenities. There were also multiple comments regarding the number of unhoused people utilizing the parks and the additional workload that adds to staff as well as safety concerns.

Statements and questions collected from stakeholders regarding current infrastructure included:

- Cemetery is understaffed and needs a new building
- Dated infrastructure and capital needs that need to be addressed
- Excessive maintenance back log
- Graffiti and vandalism are a problem
- Unhoused population- not sure how to address it
- Major facilities issues and deferred maintenance
- Need a larger, specific maintenance budget
- Need better management of vandalism of properties, particularly restrooms
- Need to be thinking about deferred maintenance
- Parks department is underserved and understaffed
- Playgrounds, landscaping, lines at the sports courts need to be striped
- Staff cannot maintain ball diamonds

HISTORICAL PRESERVATION AND ACKNOWLEDGEMENT

The community takes a lot of pride in the history of the City and would like to see efforts made to not only preserve historic facilities such as the Ermatinger House, the Buena Vista Social Club, and The End of Oregon Trail Interpretive Center, but also celebrate their significance.

Some of the comments/concerns/suggestions regarding historical preservation and acknowledgement from stakeholders included:

- "It is good people know and understand their history"
- The city does a poor job with historic preservation
- Ermatinger House needs to find a niche.
- Friends of Ermatinger House are concerned with being treated as though they are renting space, not bringing people into house
- Heard the pros and cons of investment in Buena Vista Social Club
- Interest in land acknowledgments if they have a defined purpose
- Oregon City needs Historic Preservation Society (see Salem, OR)
- Requests for a cultural center

3.1.3 TOP PRIORITY

Stakeholders shared their priorities to enhance the City's parks and recreation system. There was substantial conversation around activating the waterfront areas, the building of a sports complex, historical preservation, improved connectivity and access, and a focus on financial sustainability.

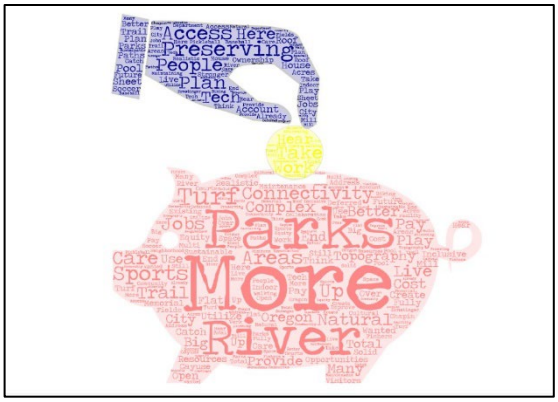


Figure 32: Top priority word cloud

WATER ACTIVATION

Stakeholders indicated a real interest in both activating and improving access to the Willamette River for existing community users to drive tourism and economic development. Specific ideas included enhancing existing boat launches and marina, adding restaurants and a river walk, and focusing on keeping the water clean to maximize fishing opportunities.

SPORTS COMPLEX

A youth sports complex was mentioned as a priority by multiple stakeholders. Key components of the complex included ample parking and synthetic turf for at least four multi-use fields. An attached fieldhouse was also mentioned for indoor soccer and baseball.

CONNECTIVITY AND ACCESS

Improving and expanding trails and paths throughout the City was an often-mentioned priority by stakeholders. They would like to see more access to natural areas and a better utilization of the City's topography and natural areas, with more connectivity throughout the system.

HISTORICAL PRESERVATION

Stakeholders would like to see a focus on historical preservation and acknowledgement. Specific priorities were a memorial for Cayuse 5, restoring the End of the Oregon Trail Interpretive Center, and a better-defined purpose and usage of the Ermatinger House.

SUSTAINABILITY

A prevalent theme expressed by respondents was the Department's ability to take care of its current assets; sustainability was also an often-mentioned priority. Stakeholders would like to see the plan assist staff in taking total cost of ownership into account when planning new facilities, parks, and amenities. There was also a desire to catch up with deferred maintenance for existing parks before moving forward with new projects.

3.2 PUBLIC INPUT MEETING

In tandem with the stakeholder and focus group interviews, the consulting team also conducted a public input meeting designed to further engage City residents. The public input meeting took place on June 2nd, 2022, in a hybrid format (in-person and online) and provided attendees with a presentation of the project, process, initial demographic findings, as well as an opportunity for residents to offer feedback on the parks system via live polling through Mentimeter.com polls and by asking questions during the presentation. Approximately 15 participants, representing a variety of interests, participated in the public forum in person with additional attendees online.

LIVE POLLING

One key approach for soliciting feedback from public meeting attendees was through live audience polling. Using the responses from focus group and key leadership interview questions, the consulting team developed questions within a PowerPoint presentation to gain an understanding of City needs.

Attendees were able to respond to these questions and view responses in real time using Mentimeter.com and answered a series of questions related to usage and need for parks, trails, facilities, and programs.

The infographic below shows key data from this polling.

Gender:
50% - Male
43% - Female
7% - Prefer not to answer

Age:
43% - Ages 55-74
36% - Ages 35-54
21% - Ages 18-34

Preferred communication
71% - Email
57% - Website
50% - Oregon City Trail News

Regularly used amenities:
60% - Trails
53% - Sports Courts
40% - River Access

Most important improvements:
47% - Expand & connect trail system
40% - Build new or upgrade existing sports courts
33% - Build new or upgrade existing aquatic facility

3.3 STATISTICALLY VALID SURVEY

3.3.1 OVERVIEW

ETC Institute administered a Parks and Recreation Needs Survey for the City of Oregon City during the months of summer 2022. The survey will help the Oregon City Parks and Recreation Department plan for future recreation programs and facilities that meet the community's needs and preferences.

3.3.2 METHODOLOGY

ETC Institute mailed a survey packet to a random sample of households in Oregon City. Each survey packet contained a cover letter, a copy of the survey, and a postage-paid return envelope. Residents who received the survey were given the option of returning the survey by mail or completing it online at OrCityParksSurvey.org. After the surveys were mailed, ETC Institute followed up by sending text messages and mailing postcards to encourage participation. The text messages and postcards contained a link to the online version of the survey to make it easy for residents to complete the survey. To prevent people who were not residents of Oregon City from participating, everyone who completed the survey online was required to enter their home address prior to submitting the survey. ETC Institute then matched the addresses that were entered online with the addresses that were originally selected for the random sample. If the address from a survey completed online did not match one of the addresses selected for the sample, the online survey was not included in the final database for this report.

The goal was to complete a minimum of 400 completed surveys from residents. The goal was exceeded with 401 completed surveys collected. The overall results for the sample of 401 households have a precision of at least +/4.8 at the 95% level of confidence.

3.3.3 MAJOR FINDINGS

PARKS AND RECREATION FACILITIES USE

Use of Parks and Recreation Facilities. Respondents were asked if they had used the Oregon City parks or recreation facilities within the past year. Eighty-seven percent (87%) of respondents said they had used the parks/facilities. Of those respondents, the highest number (27%) said they used them 2-4 times a week followed by 1-3 times a month (25%) and less than once a month (23%). Those same respondents were asked to rate the physical condition of those facilities: most respondents (61%) rated them good, 22% said excellent, and 18% said either fair (17%) or poor (1%).

Barriers to Use. Respondents were asked to indicate the reasons why they didn't use facilities or didn't use them more often; multiple selections could be made. The highest number of respondents said they were not aware of facility/parks/trail locations (22%) and lack of features they want to use (21%).

Benefits of Services. Respondents were asked to rate their level of agreement with 15 statements regarding ways Parks and Recreation services benefit their household and community. The highest number of respondents agreed or strongly agreed that parks and recreation make Oregon City a more desirable place to live (83%), preserves open spaces and protects the environment (82%), and improves their household's physical health and fitness (78%).

PARKS AND RECREATION PROGRAMS PARTICIPATION

Participation in Programs. Respondents were asked if they had participated in Oregon City parks or recreation programs within the past three years. Thirty-two percent (32%) of respondents said someone in their household had participated. Of those respondents, the highest number (44%) said they participated in 2-3 programs, followed by 1 program (26%). Those same respondents were then asked to

rate the overall quality of those programs: most respondents (57%) rated them good, 26% said excellent, and 17% said either fair (16%) or poor (1%).

Barriers to Use. Respondents were asked to indicate the reasons why they didn't participate in programs and events or didn't participate more often; multiple selections could be made. The highest number of respondents said they were not aware of the offerings (38%) and busy schedules/lack of interest (31%).

Organizations Used for Recreation. Respondents were asked to select all the organizations their household used for recreation and sports activities. Most common were Oregon City parks and recreation (60%), neighboring cities (38%), and Clackamas County (36%).

Communication Methods. Respondents most often learned about recreation programs and events from the Trail News (71%), the city website (44%), and social media (44%). Respondents most preferred methods are Trail News (62%), social media (37%), or the city website (34%)

FACILITIES AND AMENITIES NEEDS AND PRIORITIES

Facility/Amenity Needs: Respondents were asked to identify if their household had a need for 32 facilities/amenities and to rate how well their needs for each were currently being met. Based on this analysis, ETC Institute was able to estimate the number of households in the community that had the greatest "unmet" need for various facilities/amenities.

The three facilities/amenities with the highest estimated number of households that have an unmet need:

1. Multi-use paved trails – 6,192 households
2. Multi-use unpaved trails – 5,307 households
3. Water access – 4,986 households

The estimated number of households that have unmet needs for each of the 32 facilities/amenities assessed is shown in the chart below.

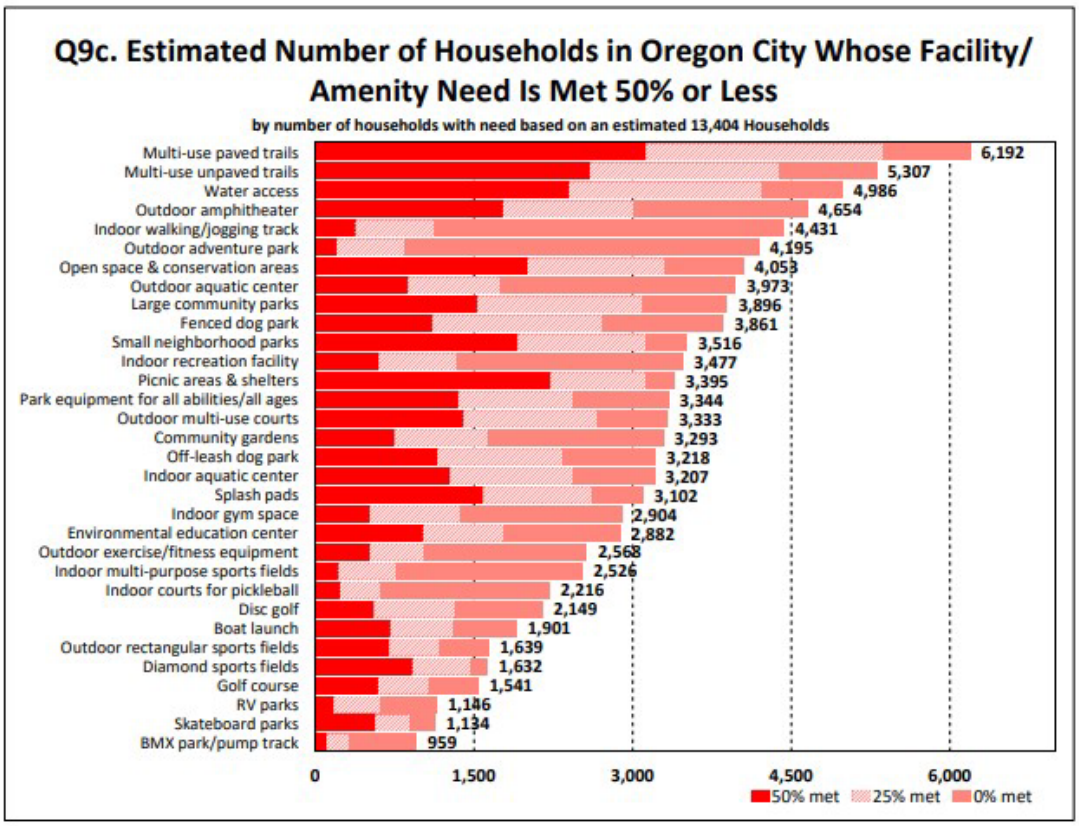


Figure 33: Unmet Facility and Amenity Needs

Facilities and Amenities Importance: In addition to assessing the needs for each facility/amenity, the ETC Institute also assessed the importance that residents placed on each item. Based on the sum of respondents' top four choices, these were the four most important amenities to residents:

1. Multi-use paved trails (33%)
2. Multi-use unpaved trails (26%)
3. Large community parks (16%)
4. Fenced dog park (16%)

The percentage of residents who selected each facility/amenity as one of their top four choices is shown in the chart below.

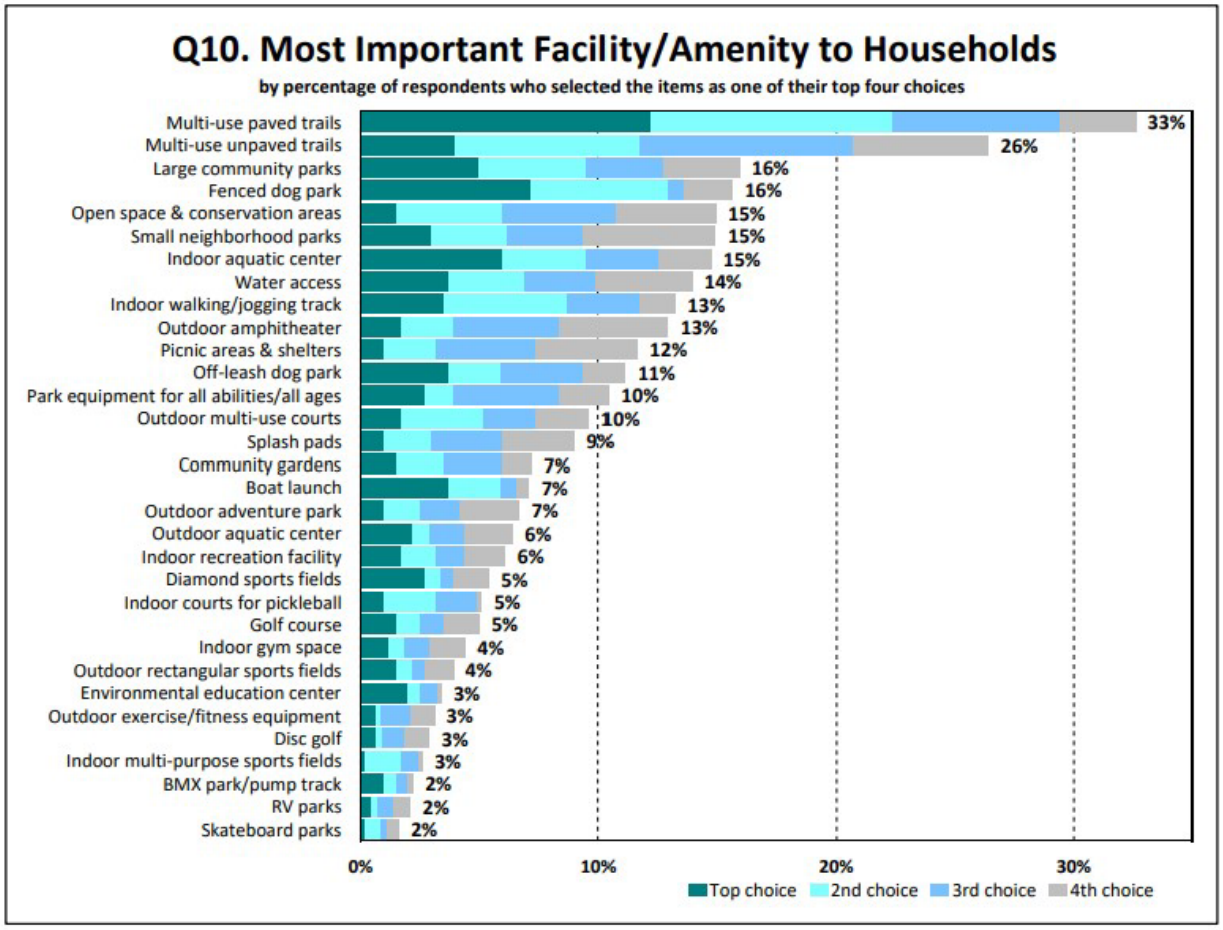


Figure 34: Most Important Facilities/Amenities to Households

Priorities for Facility Investments: The **Priority Investment Rating (PIR**) was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on recreation and parks investments. The Priority Investment Rating (PIR) equally weighs (1) the importance that residents place on amenities/facilities and (2) how many residents have unmet needs for the facility/amenity.

Based the Priority Investment Rating (PIR), the following parks and recreation facilities/amenities were rated as high priorities for investment:

- Multi-use paved trails (PIR=200)
- Multi-use unpaved trails (PIR=166.7)
- Water access (PIR=123.2)
- Outdoor amphitheater (PIR=114.7)
- Indoor walking/jogging track (PIR=112.1)
- Large community parks (PIR=111.7)
- Open space & conservation areas (PIR=111.2)
- Fenced dog park (PIR=110.2)
- Small neighborhood parks (PIR=102.5)

The chart below shows the Priority Investment Rating for each of the 32 facilities/amenities assessed on the survey

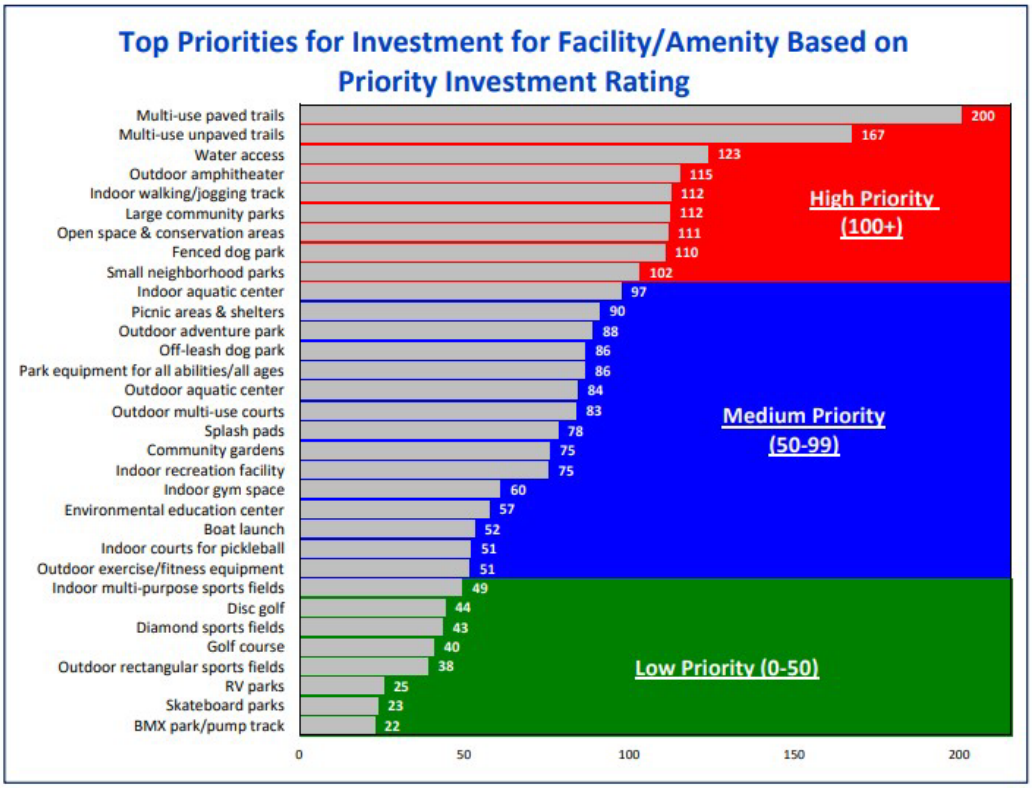


Figure 35: Top Priorities for Investment for Facility/Amenity

RECREATION PROGRAM NEEDS AND PRIORITIES

Program Needs: Respondents were asked to identify if their household had a need for 30 programs and to rate how well their needs for each were currently being met. Based on this analysis, ETC Institute was able to estimate the number of households in the community that had the greatest "unmet" need for various facilities/amenities.

The three programs with the highest estimated number of households that have an unmet need:

1. Adult fitness and wellness programs – 5,136 households
2. Cultural enrichment programs/events – 4,382 households
3. Community special events – 4,229 households

The estimated number of households that have unmet needs for each of the 30 recreation programs assessed is shown in the chart below.

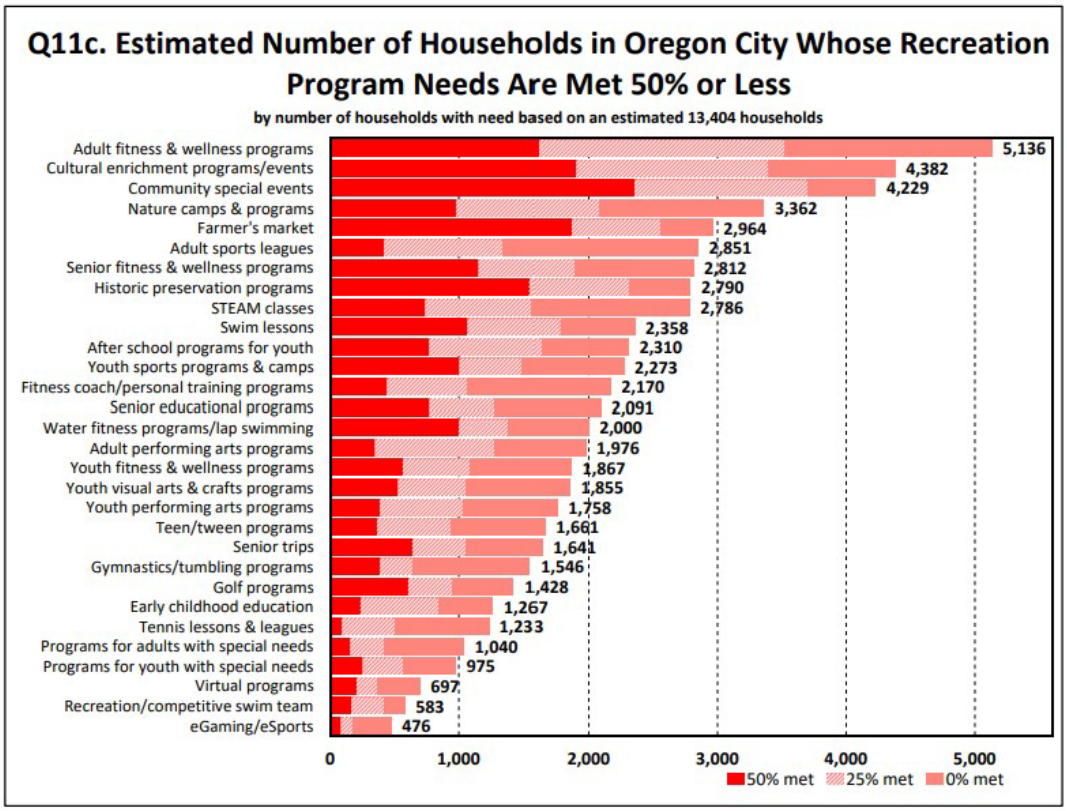


Figure 36: Unmet Needs: Recreation Programs

Programs Importance: In addition to assessing the needs for each program, ETC Institute also assessed the importance that residents placed on each item. Based on the sum of respondents' top four choices, these are the four most important programs to residents:

- Farmer's market (44%)
- Community special events (23%)
- Adult fitness & wellness programs (21%)
- Senior fitness & wellness programs (15%)

The percentage of residents who selected each program as one of their top four choices is shown in the chart below.

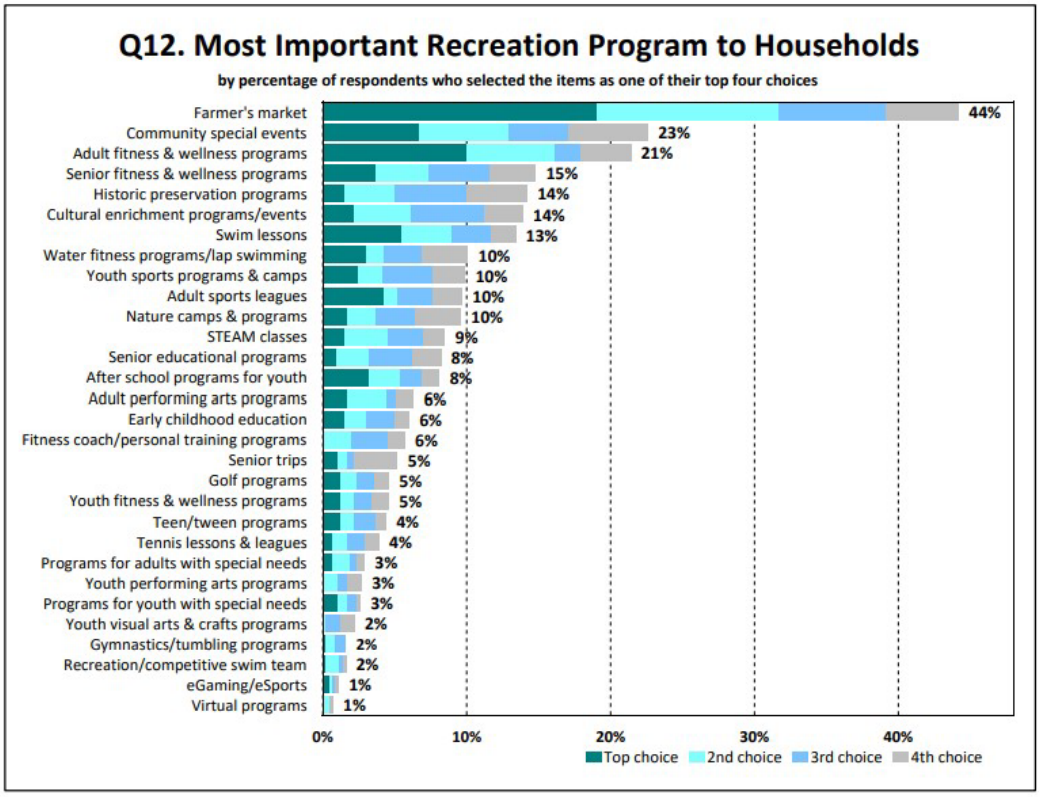


Figure 37: Most Important Recreation Programs to Households

Priorities for Program Investments: The **Priority Investment Rating (PIR)** was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on recreation and parks investments. The Priority Investment Rating (PIR) equally weighs (1) the importance that residents place on each program and (2) how many residents have unmet needs for the program.

Based the Priority Investment Rating (PIR), the following Oregon City programs were rated as high priorities for investment:

- Farmer's Market (PIR=158)
- Adult fitness & wellness programs (PIR=148)
- Community special events (PIR=133)
- Cultural enrichment programs/events (PIR=117)

The chart below shows the Priority Investment Rating for each of the 30 programs assessed.

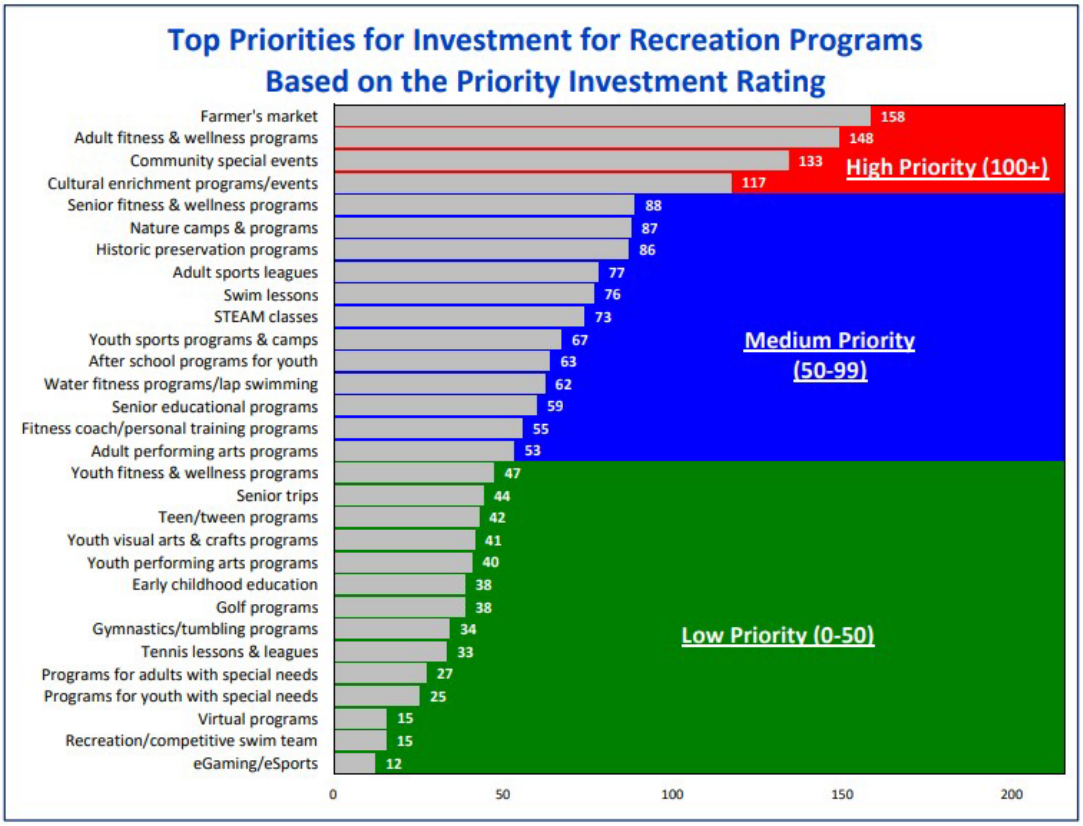


Figure 38: Top Priorities for Investment: Recreation Programs

VALUE OF PARKS AND RECREATION AND ALLOCATION OF FUNDS

Overall Value. Respondents were asked to rate their level of satisfaction with the overall value they received from the Parks and Recreation Department: the highest percentage of respondents felt satisfied (39%) followed by neutral (30%). Households were then asked if their perception of value had changed given the COVID-19 pandemic. The highest number of respondents (36%) said there was no change, 34% said it significantly increased, and 26% said it somewhat increased. Fifty-two percent (51%) of respondents felt funding should increase based on their perception of value, 36% thought it should stay the same, and 11% were not sure.

Allocation of Funds. Respondents were asked to allocate a hypothetical $100 budget for Parks and Recreation. The highest amount of funding ($31.15 on average) went to improvements/maintenance of existing parks and recreation facilities followed by $18.72 for new biking/walking trails and $15.76 for new indoor recreation facilities.

Support for Additional Taxes/Fees. Respondents were asked to indicate how willing they would be to pay additional taxes or fees to improve parks and recreation. Most respondents (46%) were either willing (30%) or very willing (16%), and 26% were either not willing (9%) or not at all willing (17%)

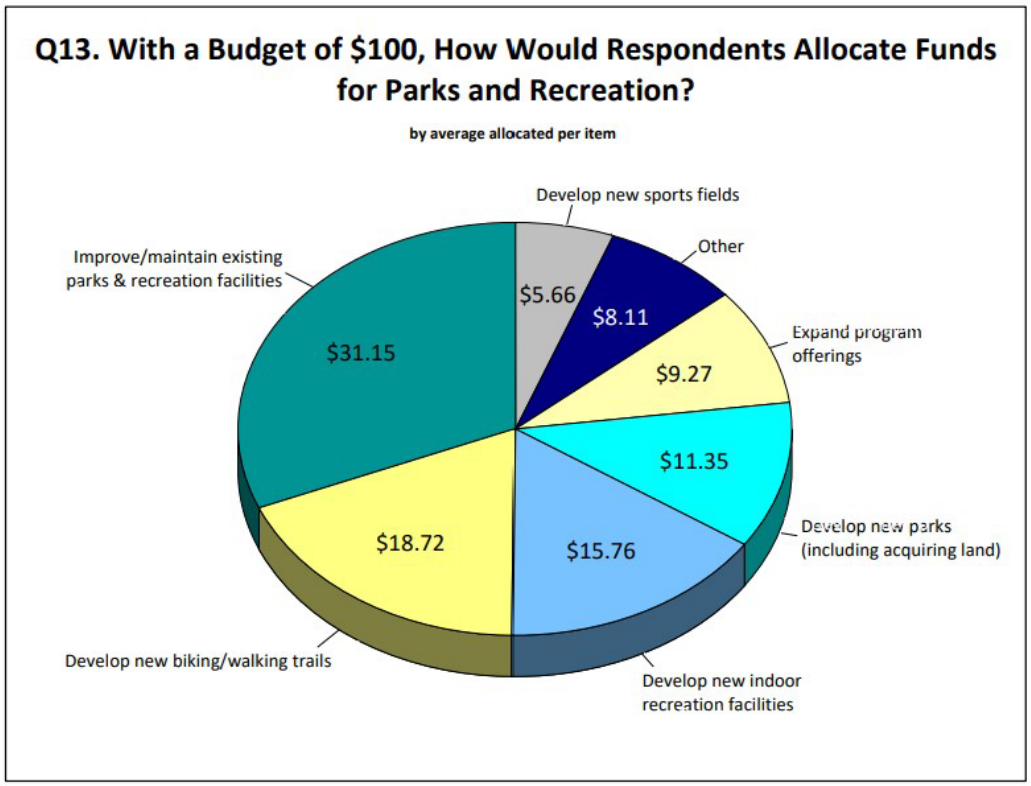


Figure 39: Allocation of Funds with $100 Budget

3.4 SURVEY COMPARISION: STATISTICALLY VALID VS ONLINE

3.4.1 OVERVIEW

To more effectively prioritize community needs, the Department utilized two primary tools: a Statistically Valid Survey, disseminated by the ETC Institute, and an Online Community Survey, facilitated via SurveyMonkey. The Online Community Survey was a replica of the Statistically Valid Survey, thereby providing an opportunity for those not randomly chosen for the Statistically Valid Survey to partake in the community engagement process and contribute their insights.

ETC Institute administered the Statistically Valid Survey to residents of Oregon City. The survey, cover letter and postage-paid return envelope were mailed to a random sample of households, looking to match the demographics of the town. The cover letter explained the purpose of the survey and encouraged residents to either return their survey by mail or complete the survey online at www.*OrCityParksSurvey.org*.

Statistically Valid Survey	Online Community Survey
• 401 households (Goal of 400)	• 184 responses
• Precision rate of at least +/- 4.8% at the 95% level of confidence	• No precision rate or level of confidence due to there being no selection criteria for respondents
• Residents were able to return the survey by mail, by phone or completing it online	•Asked same questions as the Statistically Valid Survey
• Only scientific & defensible method to understand community needs	• Provides further insight on community expectations
• Translation services available in multiple languages including Spanish.	• Available in English and Spanish

Figure 40: Survey Comparison Chart

The following sections present a side-by-side comparison of survey results. All areas of congruence (in terms of order or response percentage range) are shaded in each table. Green identified responses 10% higher than the statistically valid survey, orange indicates responses 10% lower than the statistically valid survey, and **white** identifies unique responses.

Below are some of the key takeaways from both the surveys.

3.4.2 KEY SURVEY COMPARISONS

FACILITY/AMENITY IMPORTANCE

The results of the ETC Statistically Valid Survey and the Online Community Survey showed a stark difference in the Top 5 facility/amenity importance amongst participants, with only one shared amenity, “Fenced Dog Park”. Online Community Survey participants ranked it third at 41%, while participants of the Statistically Valid version ranked it fourth at 16%. Another key distinction was the top-ranked amenity, which differed between survey participants. Online Community Survey participants ranked “Indoor Aquatic Facility” as number one, with 69%, while ETC Statistically Valid survey respondents

ranked "Multi-Use Paved Trails" as their top choice at 33%. Comparing the data from the two, Online Community Survey participants placed more importance on active recreational facilities/amenities and special use amenities, while Statistically Valid survey participants would prefer more passive options.

Statistically Valid Survey	Online Community Survey
1. Multi-use Paved Trails (33%)	1. Indoor Aquatic Center (69%)
2. Multi-use Unpaved Trails (26%)	2. Boat Launch (42%)
3. Large Community Parks (16%)	3. Fenced Dog Park (41%)
4. Fenced Dog Park (16%)	4. Diamond Sports Fields (40%)
5. Open-Space & Conservation Areas (15%)	5. Skateboard Parks (40%)

Figure 41:Facility/Amenity Importance Comparison

USAGE BARRIERS

The survey results from both versions showed four out of five of the top barriers were the same, although ranked in different orders. Statistically Valid survey participants ranked "Use of Parks/Trails in other Cities" fifth with 17%, while Online Community Survey takers ranked "Lack of restrooms" fifth at 22%. "Lack of restrooms" was ranked sixth for the Statistically Valid survey at 12%.

In the Statistically Valid Survey, safety fears due to the homeless population and camps, lack of time/busyness, not being dog friendly, or absence of off-leash dog spaces were the top three most cited barriers. In the Online Community Survey, many respondents who chose "Other" cited lack of pool pool space/pool temperature and no space for dogs or absence of dog-friendly parks are the biggest barriers.

Statistically Valid Survey	Online Community Survey
1. Not aware of parks' or trails' locations (22%)	1. Lack of features we want to use (46%)
2. Lack of features we want to use (21%)	2. Other (32%)
3. Other (20%)	3. Not aware of parks' or trails' locations (29%)
4. Do not feel safe using parks/trails (18%)	4. Use parks/trails in other cities (25%)
5. Use parks/trails in other cities (17%)	5. Lack of restrooms (22%)

Figure 42:Usage Barriers

ORGANIZATIONS USED FOR RECREATION

The top five organizations used for recreation were the same amongst all survey participants. The only difference is Statistically Valid survey participants ranked "Private Clubs/Fitness Centers" fourth while Online Community Survey participants ranked it fifth.

Statistically Valid Survey	Online Community Survey
1. Oregon City Parks & Recreation (60%)	1. Oregon City Parks & Recreation (83%)
2. Neighboring Cities (38%)	2. Neighboring Cities (49%)
3. Clackamas County (36%)	3. Clackamas County (42%)
4. Private Clubs/Fitness Centers (27%)	4. Schools (K-12) (40%)
5. Schools (K-12) (23%)	5. Private Clubs/Fitness (39%)

Figure 43: Organizations Used for Recreation

PROGRAM NEEDS

Of the Top 5 program needs, participants from both surveys ranked the same top 4 in slightly different order, with "Farmer's Market" ranked 1st for both, indicating a strong desire from the community for this program/event.

Statistically Valid Survey	Online Community Survey
1. Farmer's Market (72%)	1. Farmer's Market (89%)
2. Adult Fitness & Wellness Programs (48%)	2. Community Special Events (74%)
3. Community Special Events (46%)	3. Adult Fitness & Wellness (72%)
4. Cultural Enrichment Programs (39%)	4. Cultural Enrichment Programs (65%)
5. Historic Preservation Programs (34%)	5. Outdoor Environmental/Nature (60%)

Figure 44: Program Needs

PROGRAM PARTICIPATION BARRIERS

"I Don't Know What is Offered" was ranked 1st for both Statistically Valid and Online Community Survey participants indicating that lack of awareness is a key barrier and addressing it should be a key staff priority. Four out of five of the responses were the same for both groups of survey participants.

Statistically Valid Survey	Online Community Survey
1. I Don't Know What is Offered (38%)	1. I Don't Know What is Offered (36%)
2. Too Busy/Not Interested (31%)	2. Program Times Not Convenient (26%)
3. Program Times Not Convenient (17%)	3. Classes are Full (21%)
4. Classes are Full (11%)	4. Too Busy/Not Interested (19%)
5. Fees Too High (10%)	5. Program Not Offered (18%)

Figure 45: Program Participation Barriers

PREFERRED COMMUNICATION METHODS

Participants from both surveys indicated that "Trails News Quarterly Magazine" is the preferred source for learning about recreation programs and events. Of the top five identified, four out of five matched, in different orders, for both surveys. One outlier in this area is that Online Community Survey participants ranked "Friends and Neighbors" as the third preferred method, while the Statistically Valid Survey takers ranked "City Website" as third. For Statistically Valid Survey respondents, "Friends and Neighbors" ranked seventh overall.

Statistically Valid Survey	Online Community Survey
1. Trails News (quarterly magazine) (62%)	1. Trails News (quarterly magazine) (46%)
2. Social Media (37%)	2. Social Media (46%)
3. City Website (34%)	3. Friends and Neighbors (45%)
4. Email/eBlasts (28%)	4. Emails/eBlasts (34%)
5. Newsletter/Newspapers (23%)	5. City Website (32%)

Figure 46:Preferred Communication Methods

PERCEPTION OF THE VALUE OF PARKS, TRAILS, OPEN SPACES AND RECREATION (COVID-19)

Both surveys show that the community has primarily seen an increase in their perception of the value of parks, trails, open spaces, and recreation during the COVID-19 pandemic. Only 4% shared that they saw a decrease or a significant decrease, while over 60% in both surveys saw an increase or significant increase in their perception of value.

Statistically Valid Survey	Online Community Survey
1. No Change (36%)	1. Significant Increase (37%)
2. Significant Increase (34%)	2. Increase (34%)
3. Increase (26%)	3. No Change (26%)
4. Decrease (2%)	4. Decrease (2%)
5. Significant Decrease (2%)	5. Significant Decrease (2%)

Figure 47: Perception of the Value of Parks, Trails, Open Spaces, and Recreation

DEMOGRAPHICS - GENDER

This chart reflects that individuals who identify as female, are overrepresented in the Online Community Survey when compared to the Statistically Valid survey.

	Statistically Valid Survey	Online Community Survey
Male	50%	21%
Female	50%	72%
Non-binary/Prefer to self-describe	1%	7%

Figure 48: Demographics: Gender

AGE OF HOUSEHOLD MEMBERS

The chart shows a representation of all ages in both surveys with the Online Community Survey showing an over representation of the Under 19 population and an under representation of the 55+ population compared to the Statistically Valid Survey.

Note: the overall percentage may be slightly higher or lower than 100 due to rounding.

Ages	Statistically Valid Survey	Online Community Survey
Under 19	23%	38%
20-34	14%	12%
35-54	29%	32%
55+	33%	17%

Figure 49: Demographics: Age of Household Members

YEARS LIVED IN OREGON CITY

The chart shows that there is a very similar representation of survey participants who have lived in Oregon City, with less than 5% difference in all categories.

Note: the overall percentage may be slightly higher or lower than 100 due to rounding.

Years	Statistically Valid Survey	Online Community Survey
5 years or less	25%	28%
6-10 years	16%	20%
11-15 years	10%	7%
16-20 years	14%	14%
21-30 years	18%	14%
31+ years	17%	16%

Figure 50: Demographics: Years Lived in Oregon City

RACE / ETHNICITY (SELECT ALL THAT APPLY)

The chart indicates that there is an even representation for survey participants as far as race /ethnicity.
Note: the overall percentage may be slightly higher or lower than 100 due to rounding.

Race	Statistically Valid Survey	Online Community Survey
Asian/Pacific Islander	3%	2%
Black/African American	1%	2%
Native American	2%	1%
White	89%	91%
Hispanic/Latino/a/x	5%	4%
Other	2%	7%

Figure 51: Demographics: Race/Ethnicity

HOUSEHOLD INCOME

The Online Community Survey results indicate a lower representation of households under $100K, specifically those between $50,000-$99,999.

Note: the overall percentage may be slightly higher or lower than 100 due to rounding.

Income	Statistically Valid Survey	Online Community Survey
Under $50k	18%	13%
$50K to $74,999	21%	10%
$75k to $99,999	21%	11%
$100k to $149,000	21%	25%
$150k+	20%	25%

Figure 52: Demographics: Household Income

3.4.3 KEY FINDINGS OF SURVEY COMPARISION

After analyzing the data collected from both surveys there are several key findings that rose to the surface:

- **Survey Respondents:** The higher percentages of usage/participation shown in the Online Community Survey can be attributed to the fact that online surveys are typically taken by current, engaged users of the organization's services/facilities/amenities. The random selection of the Statistically Valid survey means a higher likelihood of non-users giving their feedback and is a better representation of the community.
- **Facility / Amenity Importance:** In the facility/amenity importance section, Online Community Survey participants valued more active recreation amenities, which aligns with the higher total number of youths in their households between the ages of 0-19.
- **New Addition:** The survey results indicated a desire for the addition of a Farmer's Market in the community.
- **Preferred Methods of Learning:** The survey results indicated that community members' preferred methods for learning about programs and events is through the Trails News Quarterly Magazine and social media.
- **Top Two Barriers:** The survey results indicated that lack of awareness and lack of facility features community members want to use are the top two barriers to using current facilities/amenities.
- **Perception of Value:** The survey results show that over 60% of respondents in both surveys saw an increase or significant increase in their perception of value, while only 4% shared they saw a decrease or significant decrease.

CHAPTER FOUR - PARKS, FACILITIES, & INVENTORY ASSESSMENT

4.1 PARKS/FACILITY CLASSIFICATIONS & LEVEL OF SERVICE STANDARDS

Level of service recommendations are developed using a combination of resources. These resources included the National recreation and Park Association (NRPA) guidelines, recreation activity participation rates reported by the Sports and Facility Industry Association data as it applies to activities that occur in the United States and Oregon City area, community and stakeholder input, findings from the statistically valid survey and general observations. This information allows standards to be customized to Oregon City.

These recommendations should be viewed as a guide to be coupled with conventional wisdom and judgment related to the situation and needs of the community. By applying these recommendations to Oregon City's population, the LOS analysis showed some areas where needs exist including the following:

- Neighborhood parks
- Community parks
- Trails
- Pickleball courts
- Fenced dog parks
- Indoor aquatic space
- Indoor recreation space

The action plan items recommended in this plan would, if implemented, go a long way in addressing most, if not all, the unmet needs of the community in the years to come.

4.1.1 METHODOLOGY

Inventory data was gathered from department staff. To adjust for the varying availability of "Other Service Provider" locations, these sites were assigned different weightings based on their public accessibility. For instance, the facilities at school locations were considered to be worth only 33% of those at Oregon City Parks and Recreation locations, reflecting the estimate that school sites are accessible to the public only one-third as frequently as the department-managed sites.

PARKS:	2022 Inventory - Developed Facilities									2022 Facility Standards			2032 Facility Standards		
Park Type	Oregon City	Other Service Providers	Total Inventory	Current Service Level based upon population			Recommended Service Levels; Revised for Local Service Area			Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed		Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	
Pocket Parks	19.67	-	19.67	0.52	acres per	1,000	0.25	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Neighborhood Parks	52.86	-	52.86	1.39	acres per	1,000	2.00	acres per	1,000	Need Exists	23.1	Acre(s)	Need Exists	29	Acre(s)
Community Parks	92.29	34.51	126.80	3.34	acres per	1,000	3.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Regional Parks	24.90	568.00	592.90	15.62	acres per	1,000	5.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Total Developed Park Acres	**189.71**	**602.51**	**792.22**	**20.87**	**acres per**	**1,000**	**10.25**	acres per	**1,000**	**Meets Standard**	**-**	**Acre(s)**	**Meets Standard**	**-**	**Acre(s)**
Specialty Parks	64.23	-	64.23	1.69	acres per	1,000	1.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Total Park Acres	**253.95**	**602.51**	**856.46**	**22.56**	**acres per**	**1,000**	**11.25**	acres per	**1,000**	**Meets Standard**	**-**	**Acre(s)**	**Meets Standard**	**-**	**Acre(s)**
TRAILS:															
Trails (paved and unpaved)	7.56	5.65	13.21	0.35	mile per	1,000	0.40	mile per	1,000	Need Exists	2	Mile(s)	Need Exists	3	Mile(s)
OUTDOOR AMENITIES:															
Basketball Courts	10	1	12	1.00	court per	3,301	1.00	court per	4,000	Meets Standard	-	Court(s)	Meets Standard	-	Court(s)
Tennis Courts	8	2	10	1.00	court per	3,928	1.00	court per	6,000	Meets Standard	-	Court(s)	Meets Standard	-	Court(s)
Pickleball Courts	2.67	-	3	1.00	court per	14,238	1.00	court per	9,000	Need Exists	2	Court(s)	Need Exists	2	Court(s)
Ball Fields (Diamond)	11	4	15	1.00	field per	2,531	1.00	field per	6,000	Meets Standard	-	Field(s)	Meets Standard	-	Field(s)
Multi-purpose Fields (Rectangular)	-	7	7	1.00	field per	5,695	1.00	field per	6,000	Meets Standard	-	Field(s)	Need Exists	0.1	Field(s)
Playgrounds	17	2	19	1.00	site per	2,034	1.00	site per	2,500	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Picnic Shelters / Group Rental Pavilions	17	-	17	1.00	site per	2,233	1.00	site per	2,500	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Skate Parks	1	-	1	1.00	site per	37,967	1.00	site per	45,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Splash Pads	2	-	2	1.00	site per	18,984	1.00	site per	25,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Unfenced Dog Parks	3	-	3	1.00	site per	12,656	1.00	site per	30,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Fenced Dog Parks	1	-	1	1.00	site per	37,967	1.00	site per	30,000	Need Exists	0.3	Site(s)	Need Exists	0.4	Site(s)
INDOOR AMENITIES:															
Indoor Aquatic Space	18,572	-	18,572	0.49	SF per	person	0.50	SF per	person	Need Exists	412	Square Feet	Need Exists	1,854	Square Feet
Indoor Recreation Space	37,100	-	37,100	0.98	SF per	person	2.00	SF per	person	Need Exists	38,834	Square Feet	Need Exists	44,604	Square Feet

2022 Estimated Population	37,967
2032 Estimated Population	40,852

Figure 53: Level of Service Inventory

4.2 GEOGRAPHICAL ANALYSIS THROUGH MAPPING

The Department utilizes service area maps and standards to analyze the locations of service provision, the fairness of service distribution and delivery across its jurisdiction, and the efficacy of these services in relation to demographic densities. Additionally, when guidelines that reference population data are examined, the Department can identify areas of service overlap or deficiency, recognize where new facilities are needed, or pinpoint areas of service saturation.

This comprehensive analysis guides the Department in making informed capital improvement decisions to address system-wide needs, while simultaneously evaluating the implications of these decisions for individual areas.

The population data used for creating these standards is derived from the 2020 population estimates provided by the Environmental Systems Research Institute, Inc. (ESRI). In the Equity Maps, shaded areas represent service levels, denoting the population served by each type of park or amenity, as detailed in **Section 4.1**.

The size of the circles on these maps varies based on the quantity of a particular amenity or park acre type at a location, as well as the surrounding population density. In areas of lower density, larger circles are drawn, indicating that more geographical area is required to meet the set service level. Conversely, in high-density areas, smaller circles are drawn, showing that a smaller geographical area is sufficient to serve more people and meet the set standard.

The map legend, located at the bottom left-hand corner of each map, indicates the different owners involved in the equity mapping process. Overlapping circle areas symbolize either sufficient or duplicate service provision, while unshaded areas represent regions not served by a specific amenity or park acre type.

4.2.1 BALL FIELDS (DIAMOND)

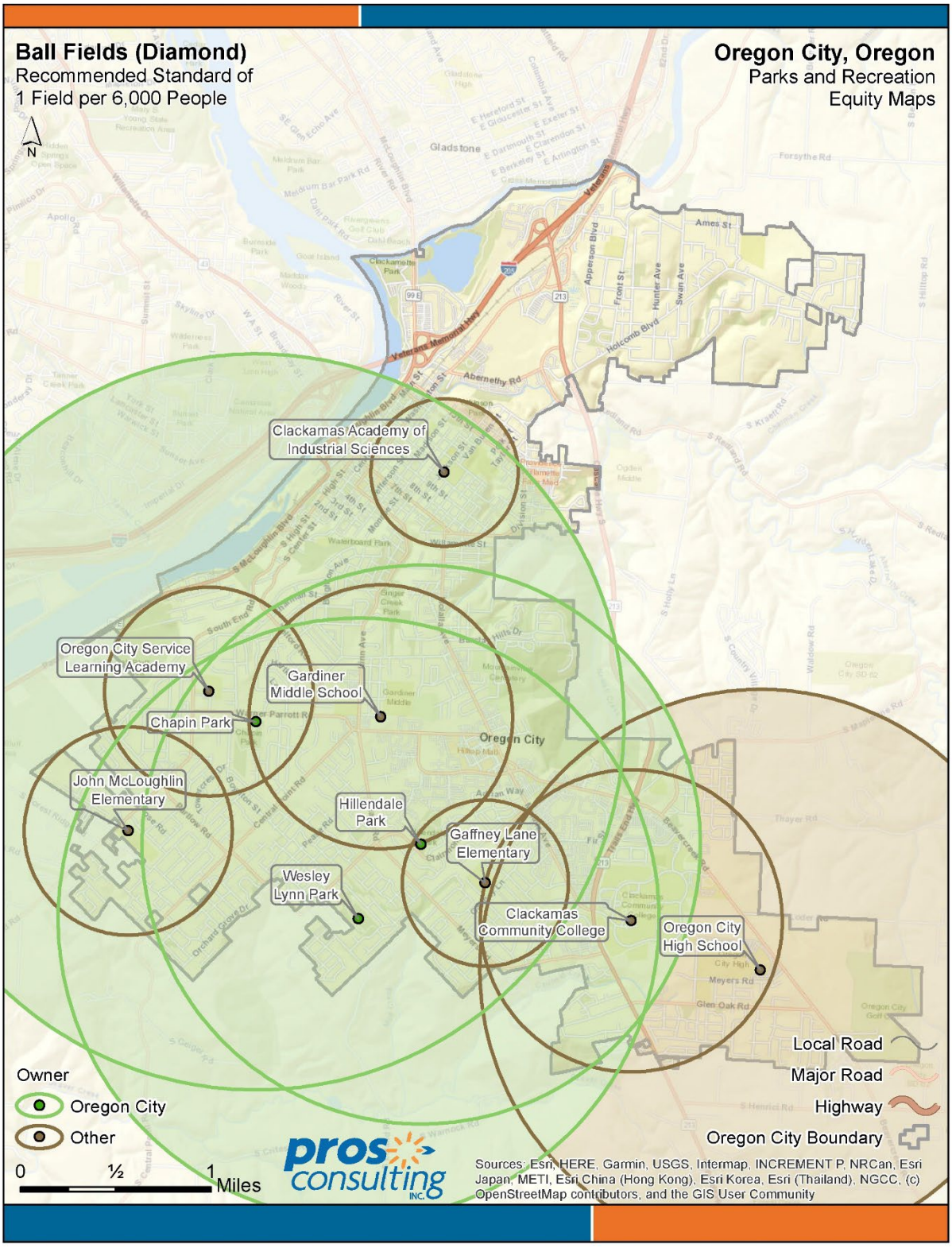


Figure 54: Ballfields Map

4.2.2 BASKETBALL COURTS

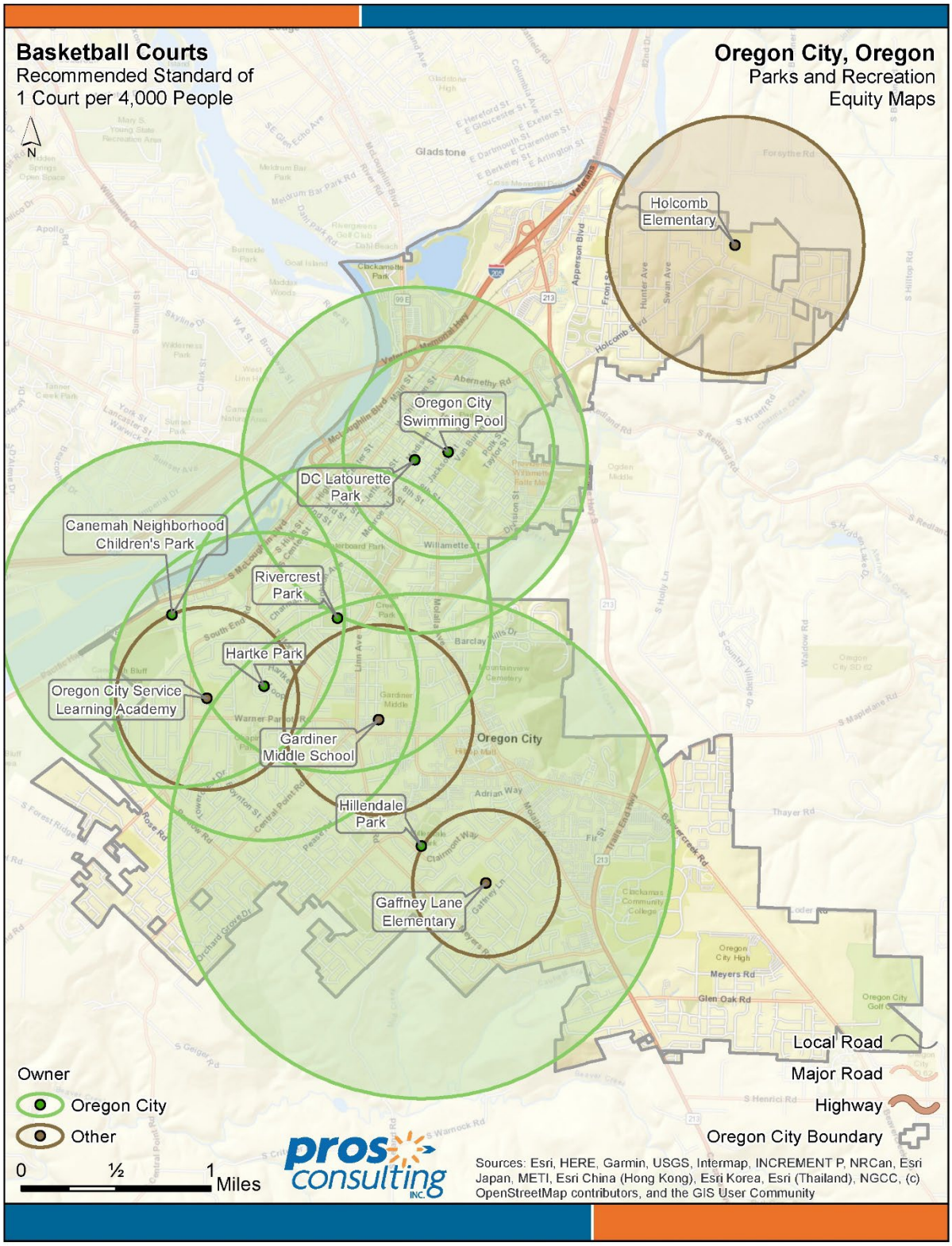


Figure 55: Basketball Courts Map

4.2.3 COMMUNITY PARKS

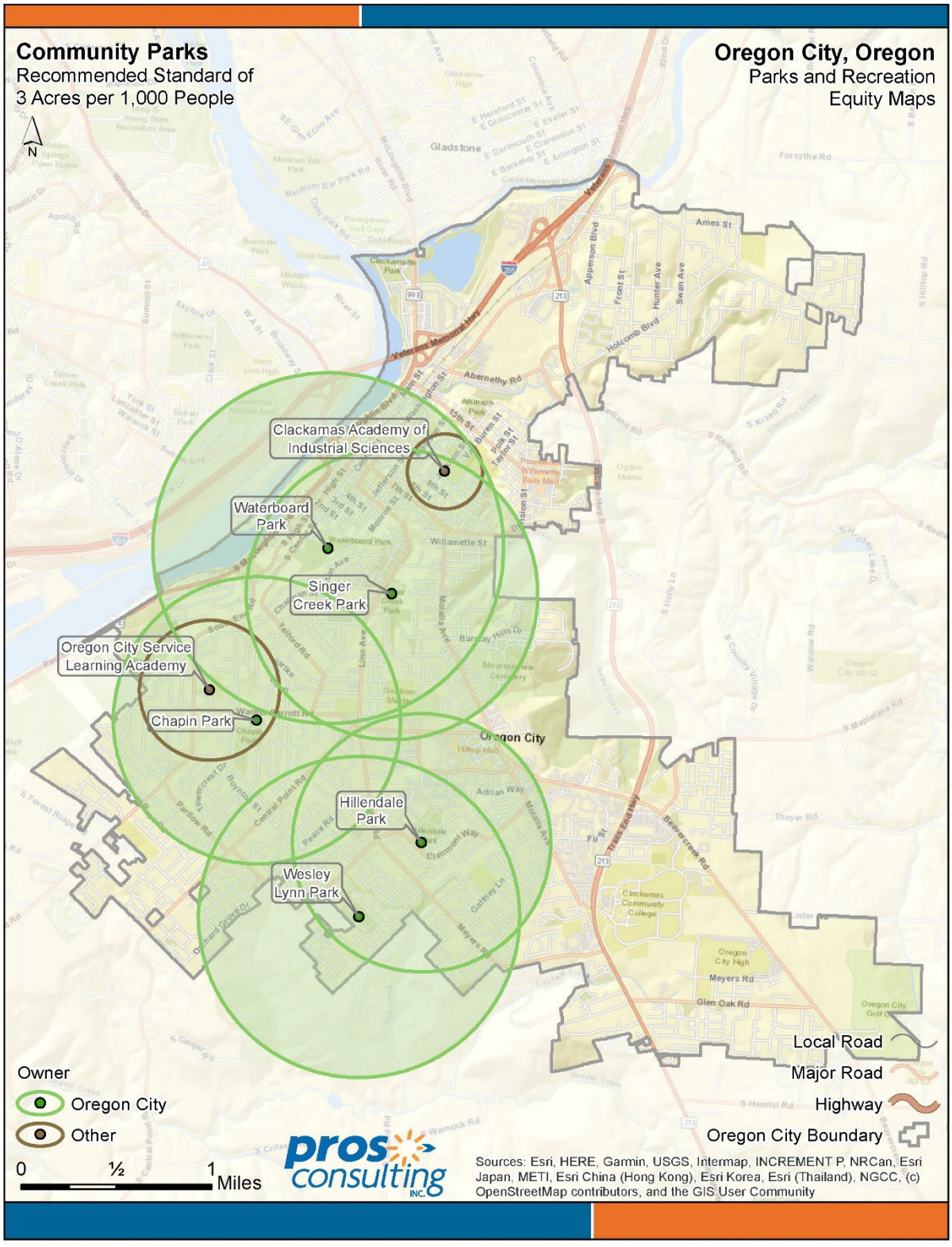


Figure 56: Community Parks Map

4.2.4FENCE DOG PARK

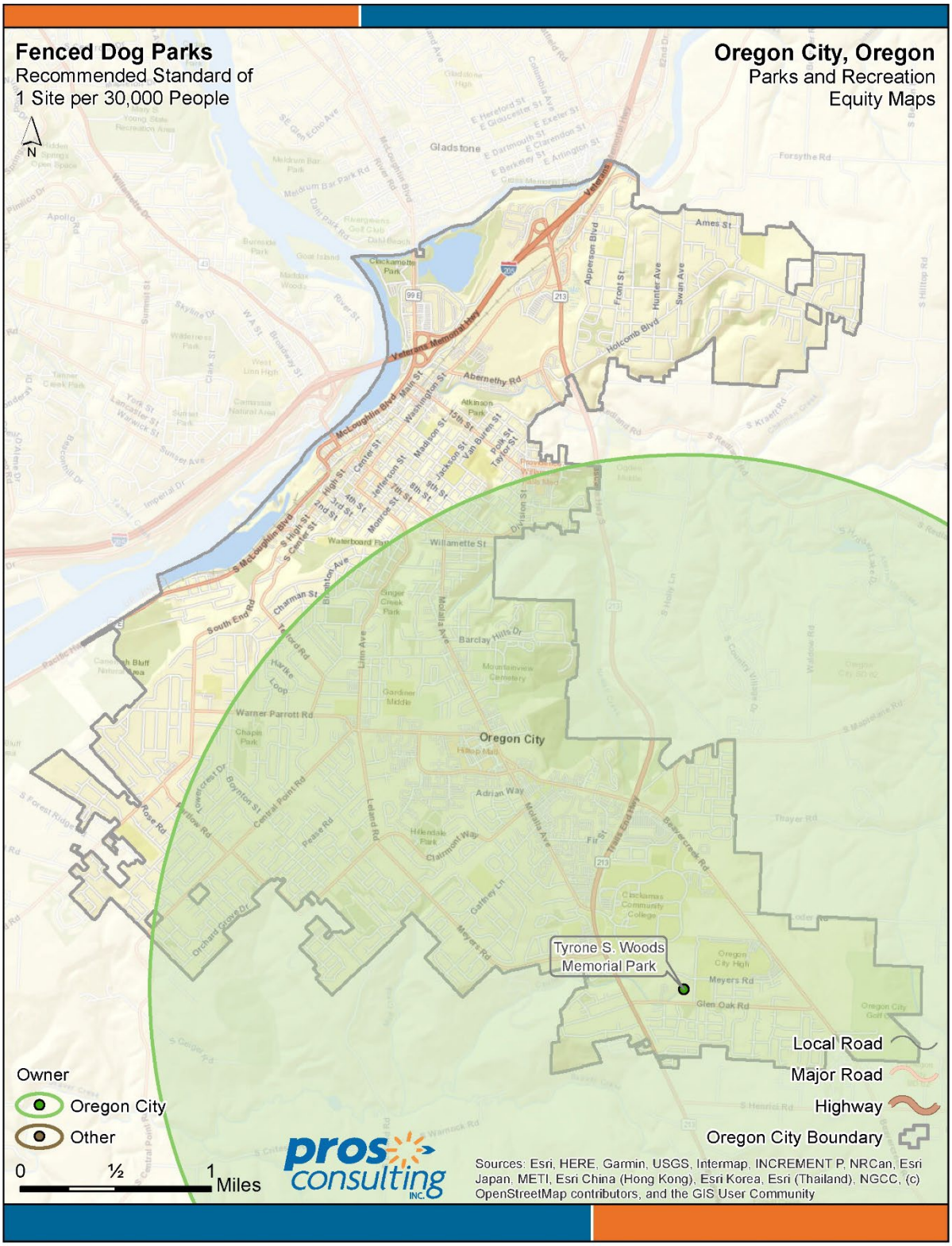


Figure 57: Fenced Dog Parks Map

4.2.5 INDOOR AQUATIC SPACE

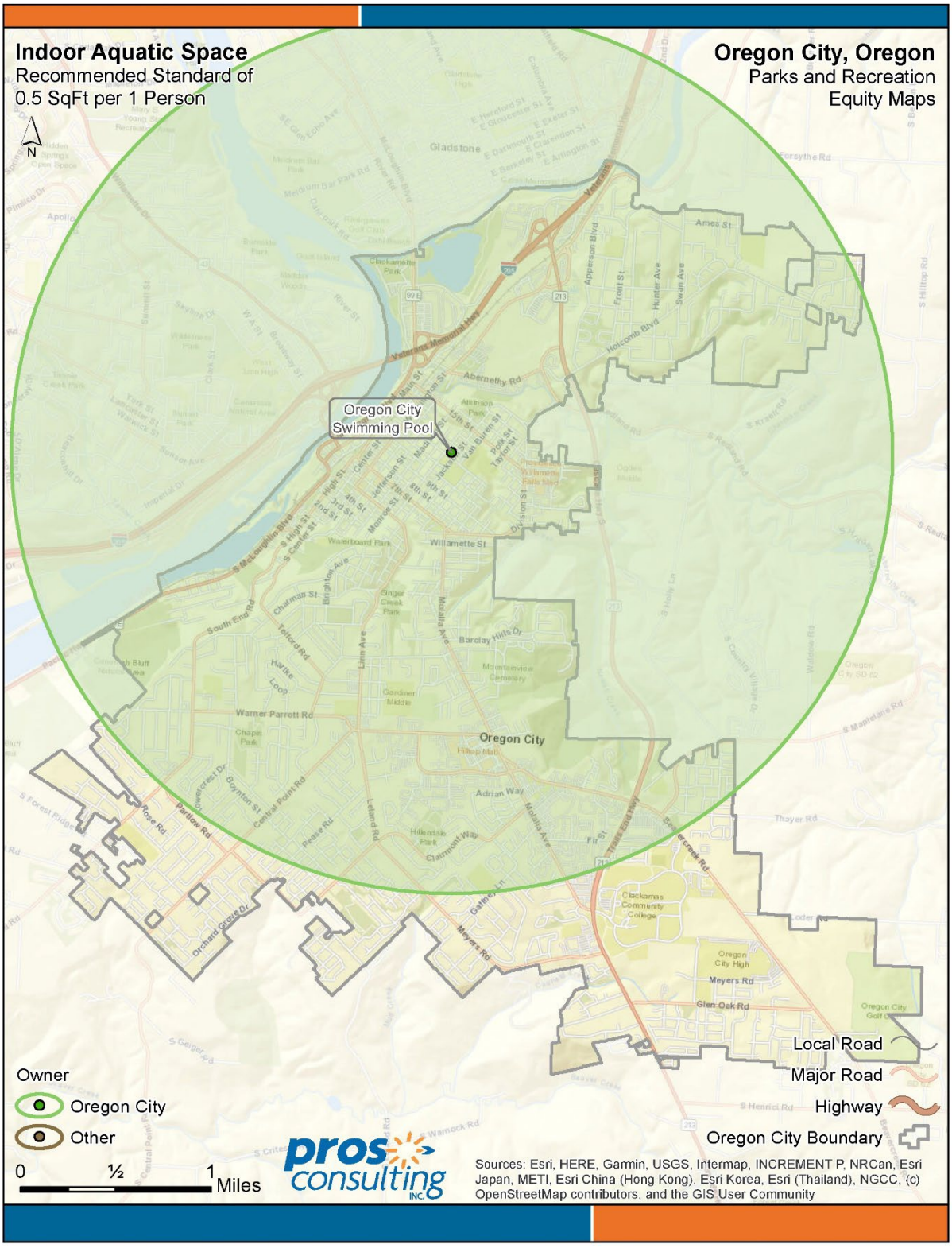


Figure 58: Indoor Aquatic Space Map

4.2.6 INDOOR RECREATION SPACE

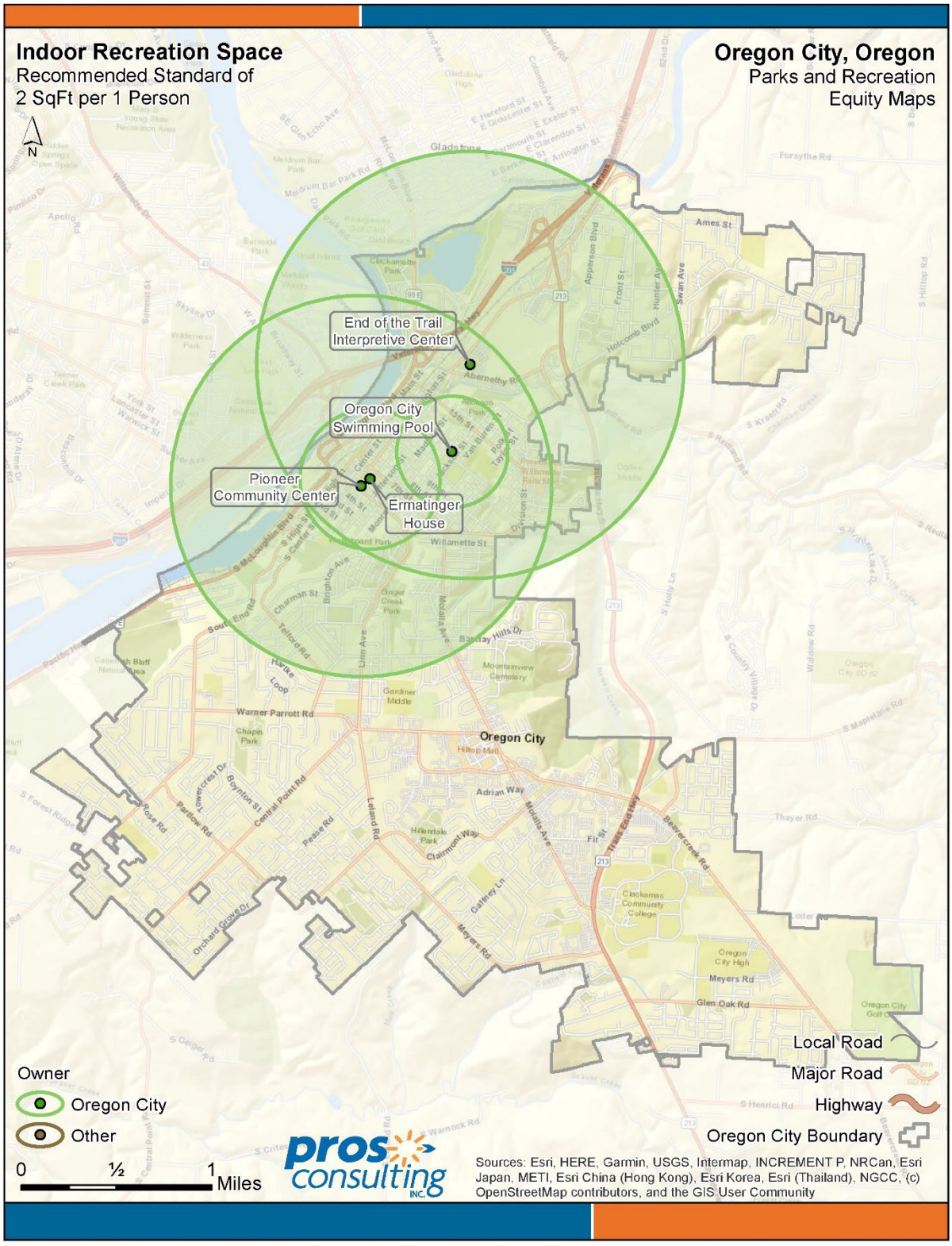


Figure 59: Indoor Recreation Space Map

4.2.7 MULTI-PURPOSE FIELDS (RECTANGULAR)

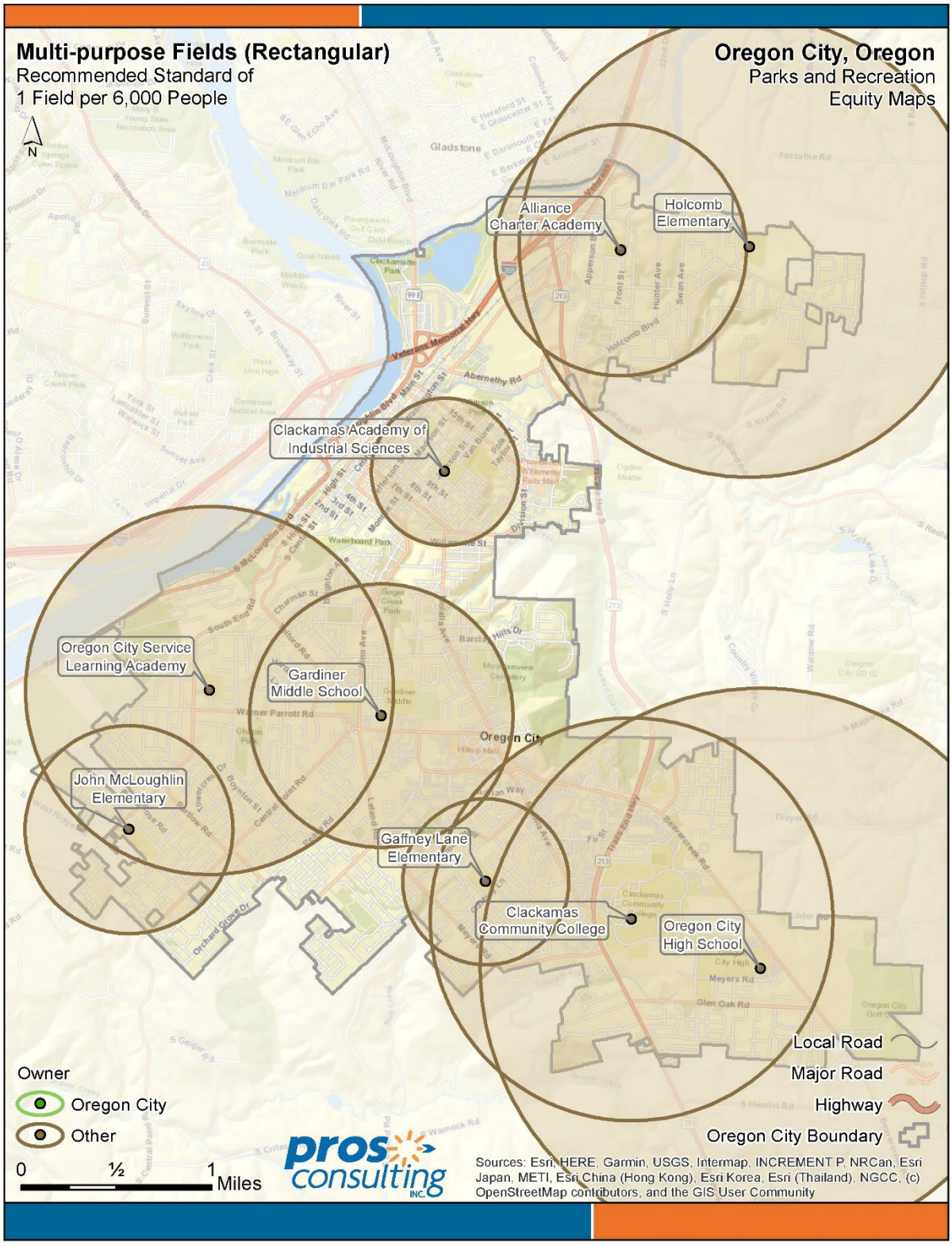


Figure 60:Multi-Purpose Fields (Rectangular) Map

4.2.8 NEIGHBORHOOD PARKS

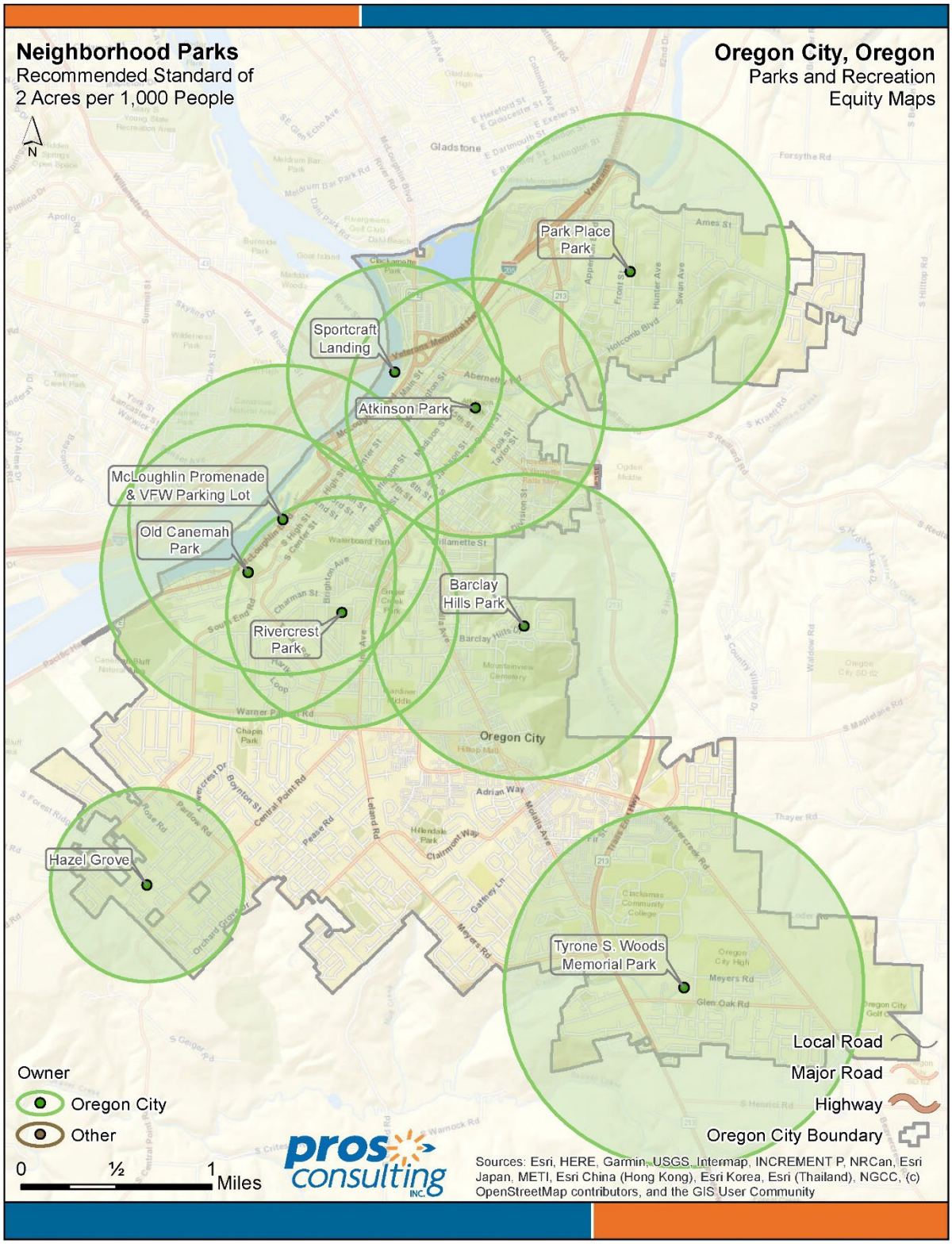


Figure 61: Neighborhood Parks Map

4.2.9 PICKLEBALL COURTS

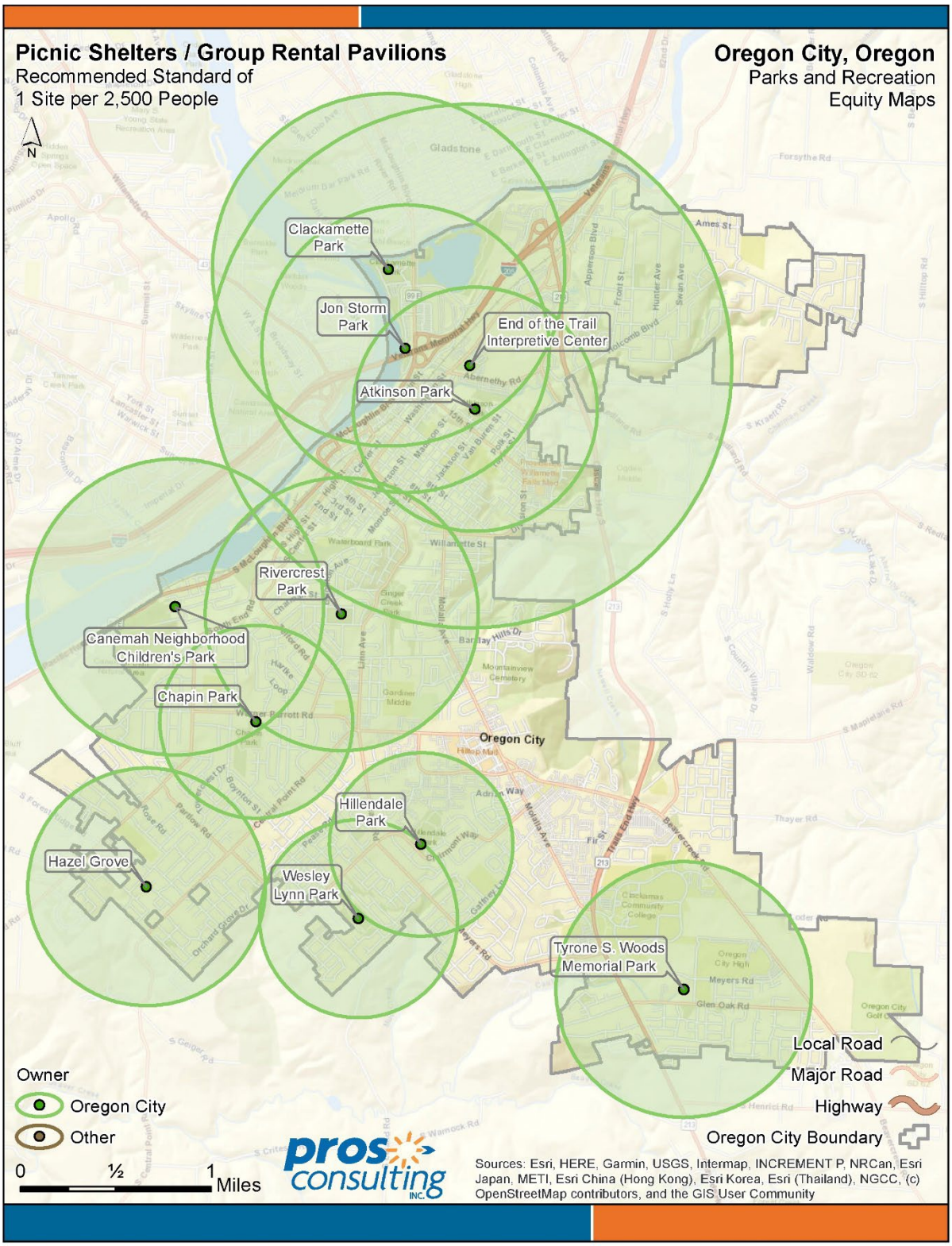


Figure 63: Picnic Shelters / Group Rental Pavillions Map

4.2.11 PLAYGROUNDS

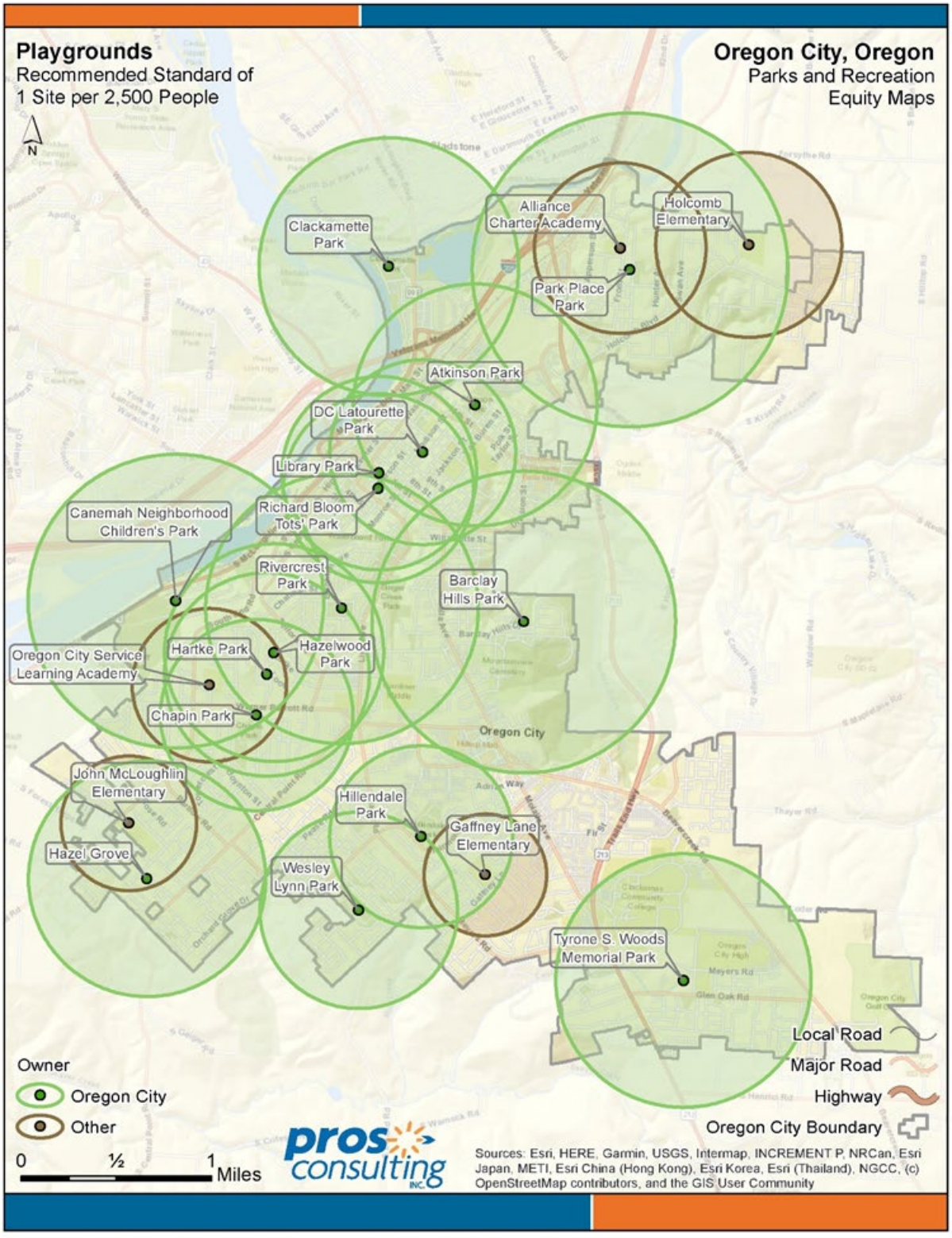


Figure 64: Playgrounds Map

4.2.12 POCKET PARKS

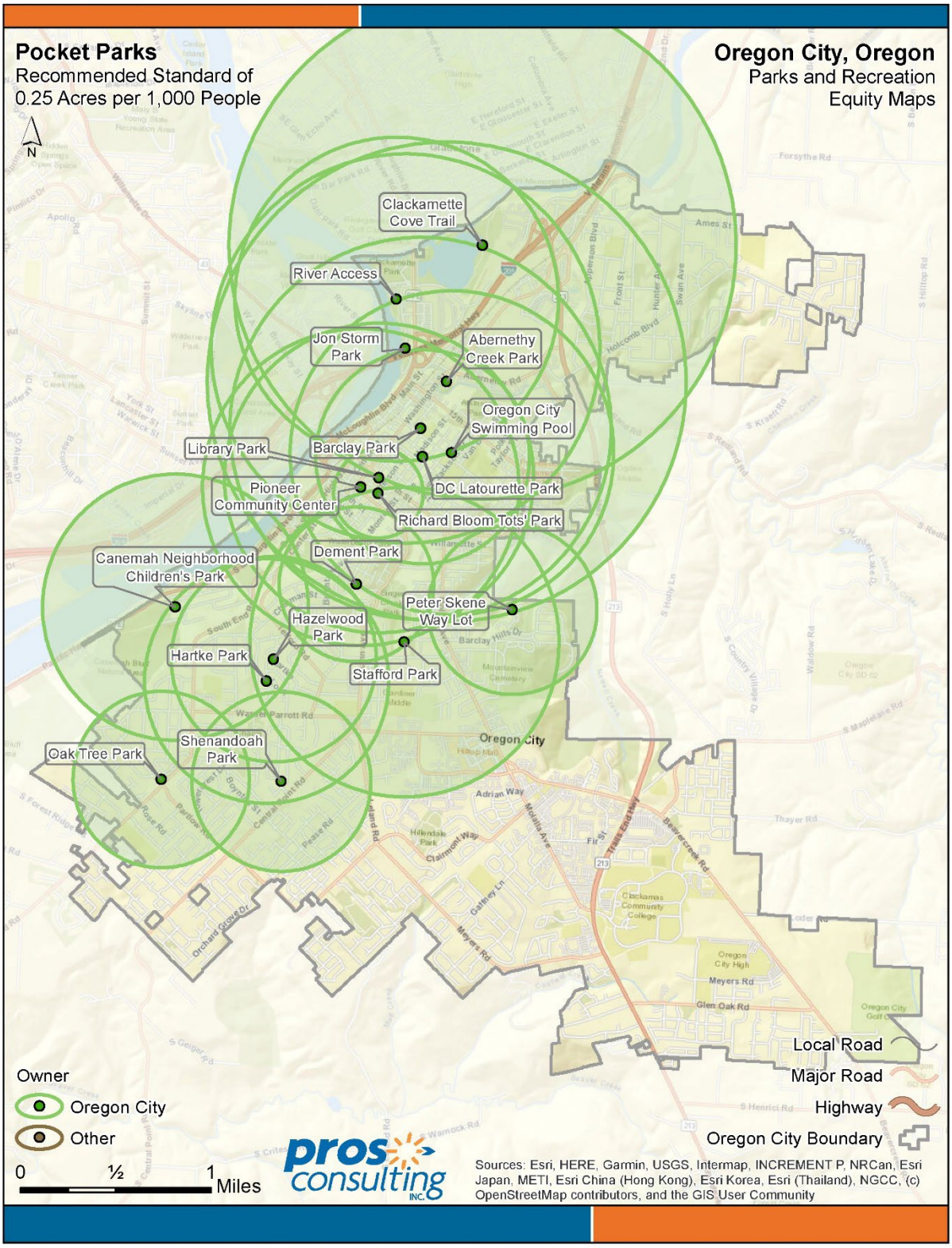


Figure 65: Pocket Parks Map

4.2.13 REGIONAL PARKS

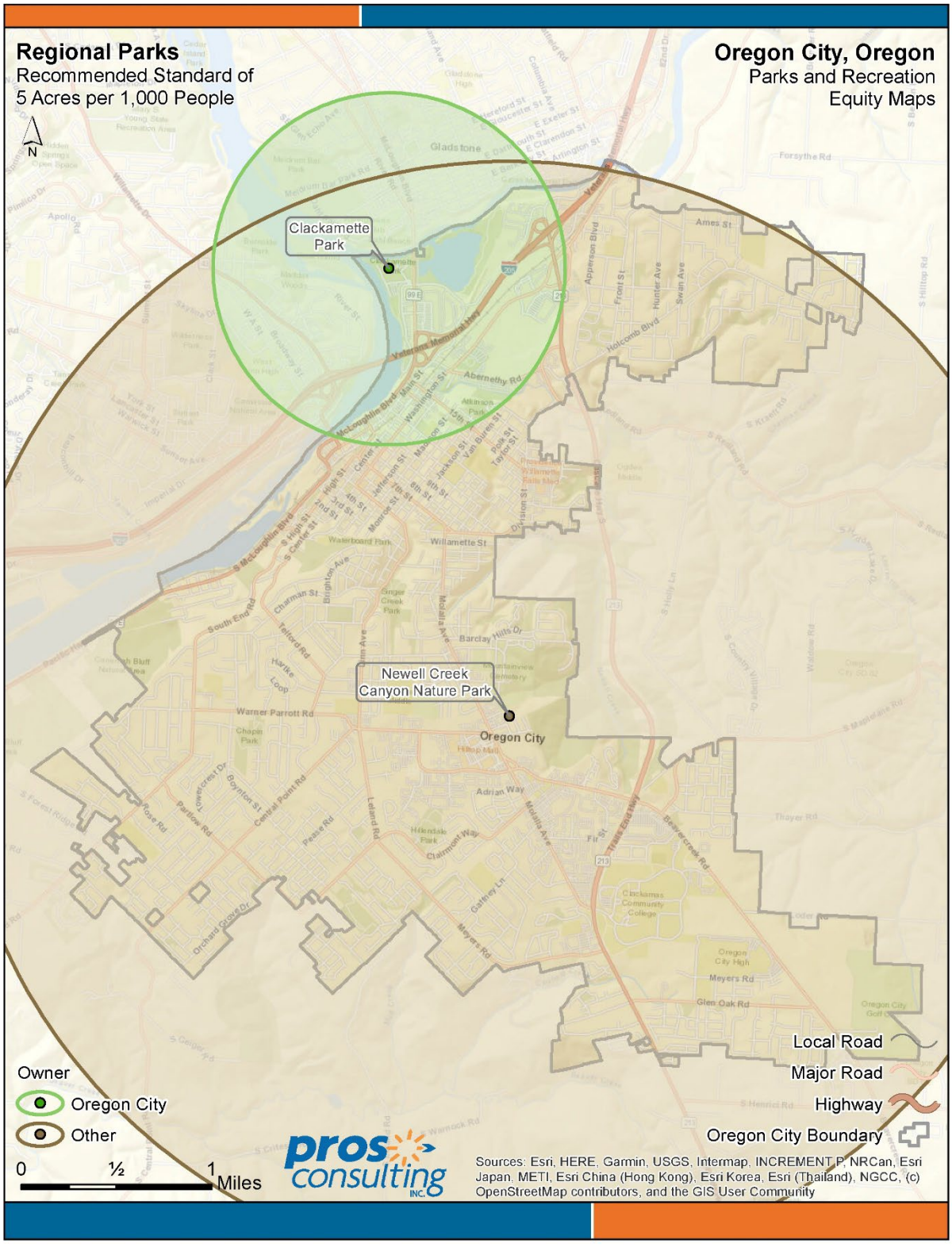


Figure 66: Regional Parks Map

4.2.14 SKATE PARKS

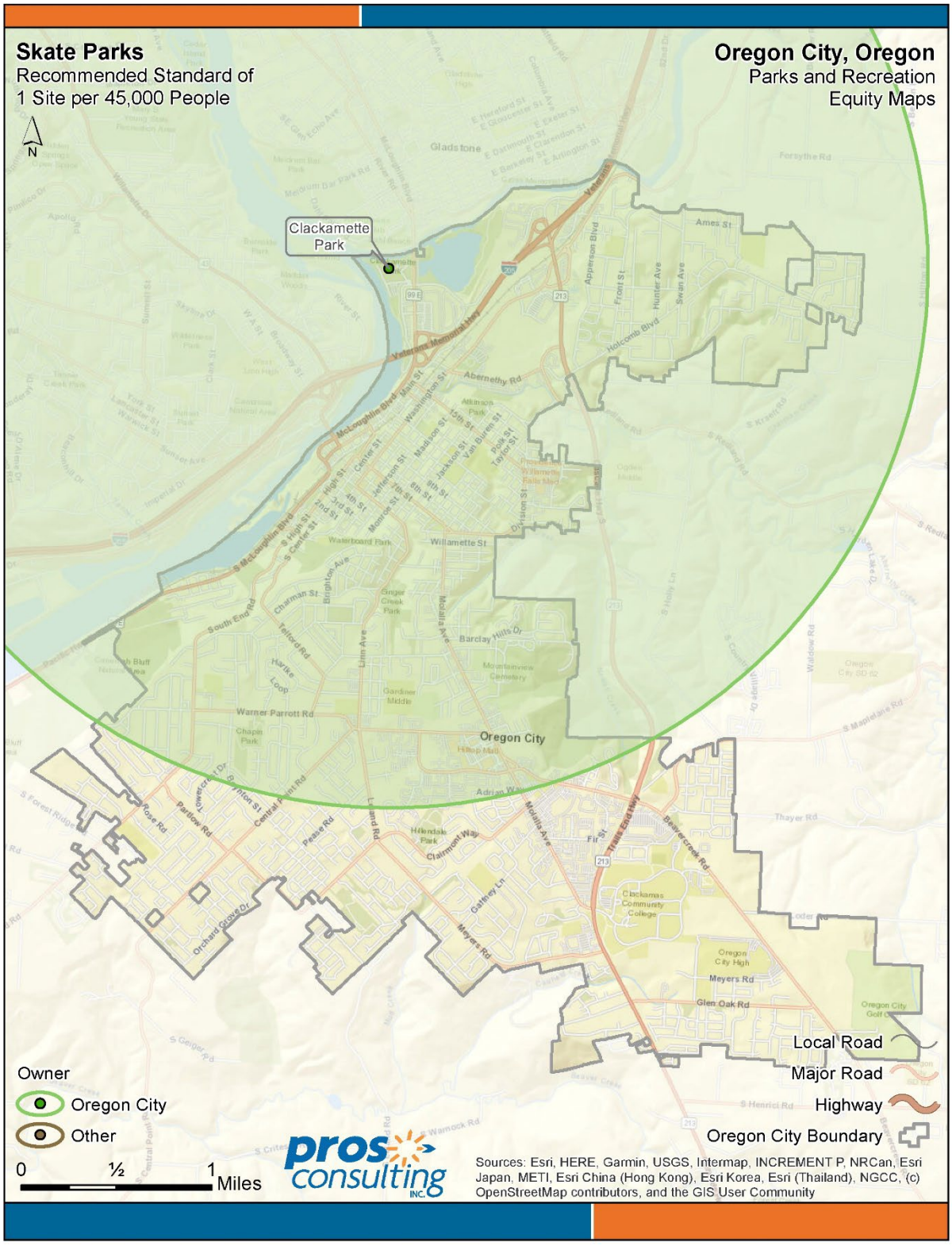


Figure 67: Skate Parks Map

4.2.15 SPECIALTY PARKS

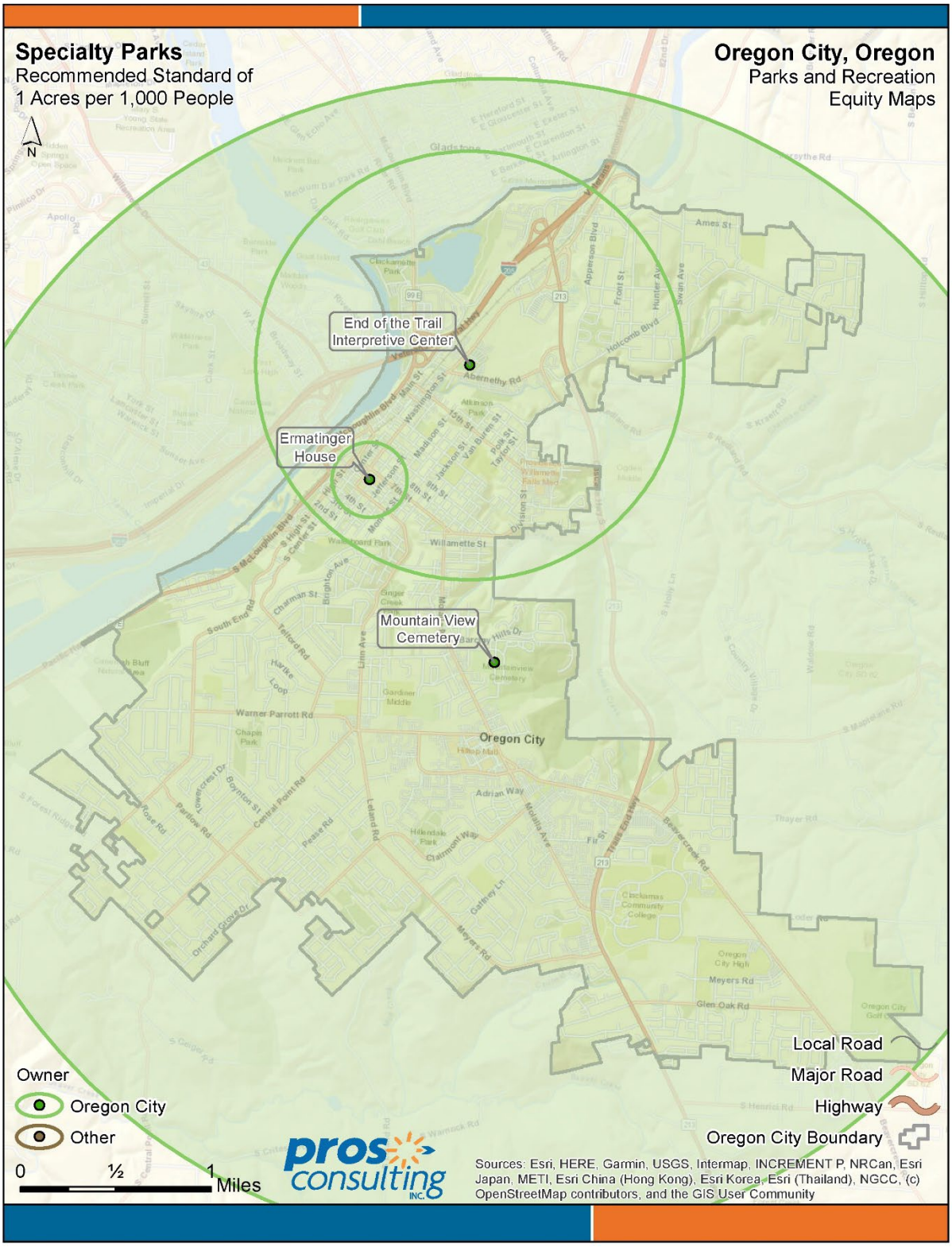


Figure 68: Specialty Parks Map

4.2.16 SPLASH PADS

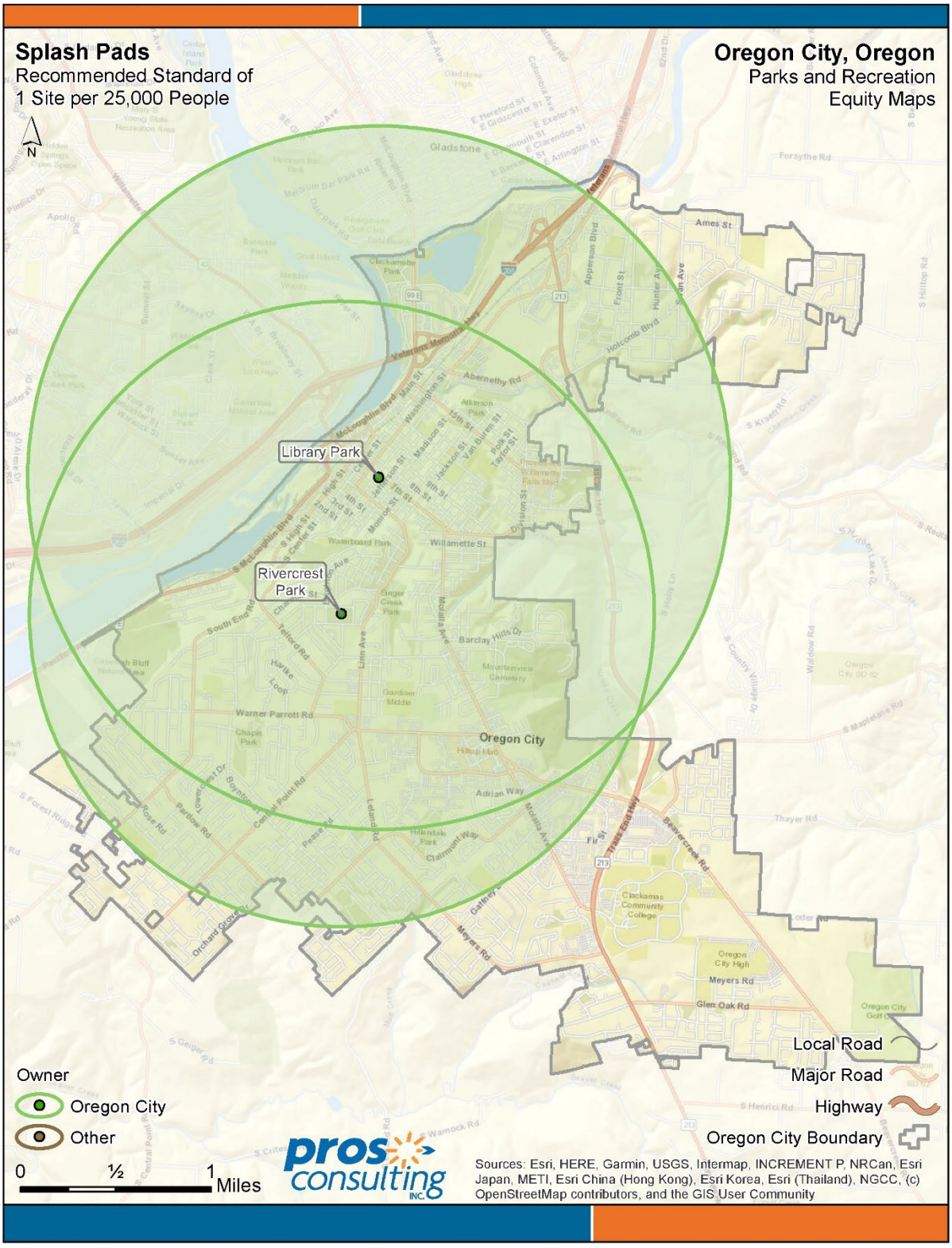


Figure 69: Splash Pads Map

4.2.17 TENNIS COURTS

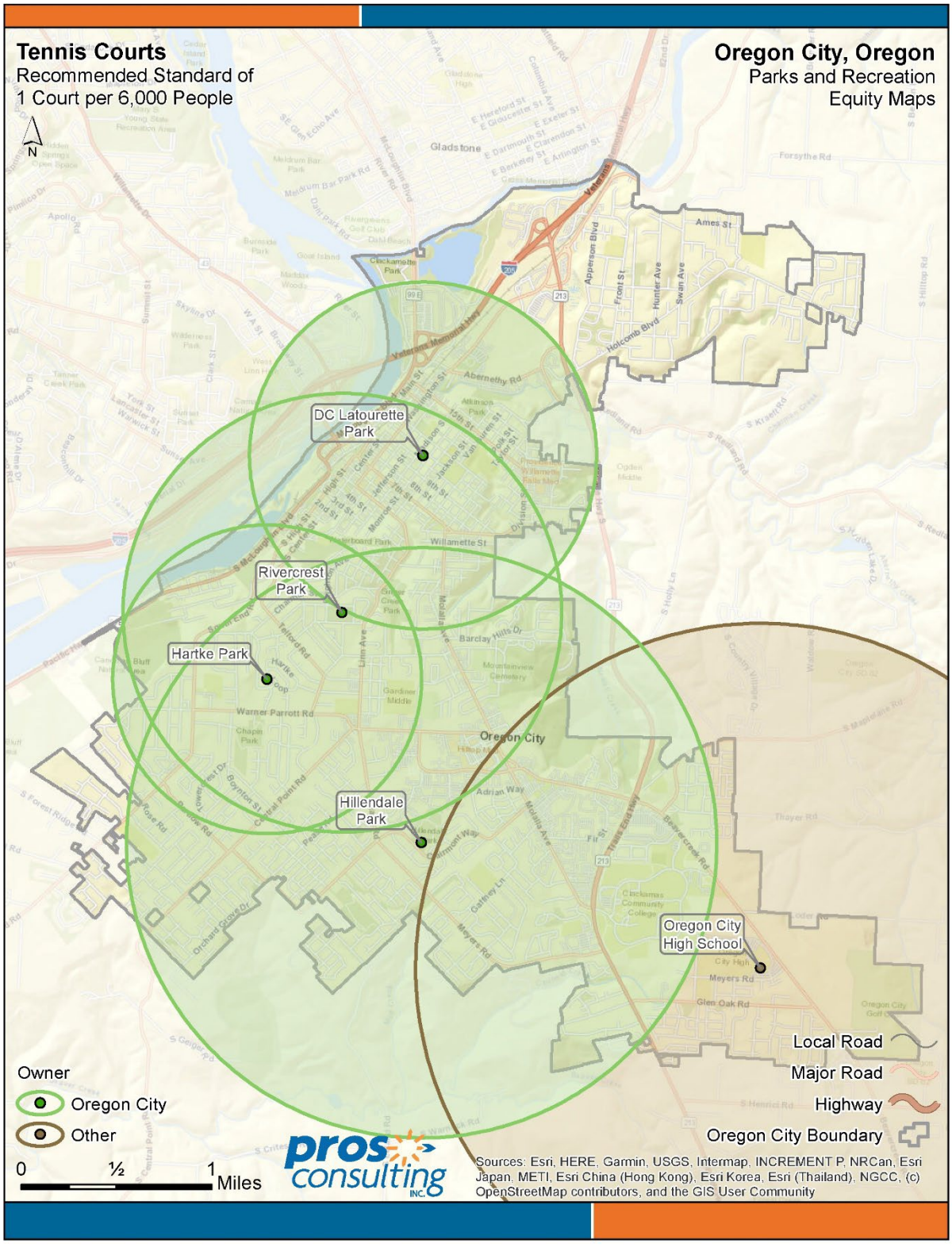


Figure 70: Tennis Courts Map

4.2.18 TRAILS (PAVED & UNPAVED)

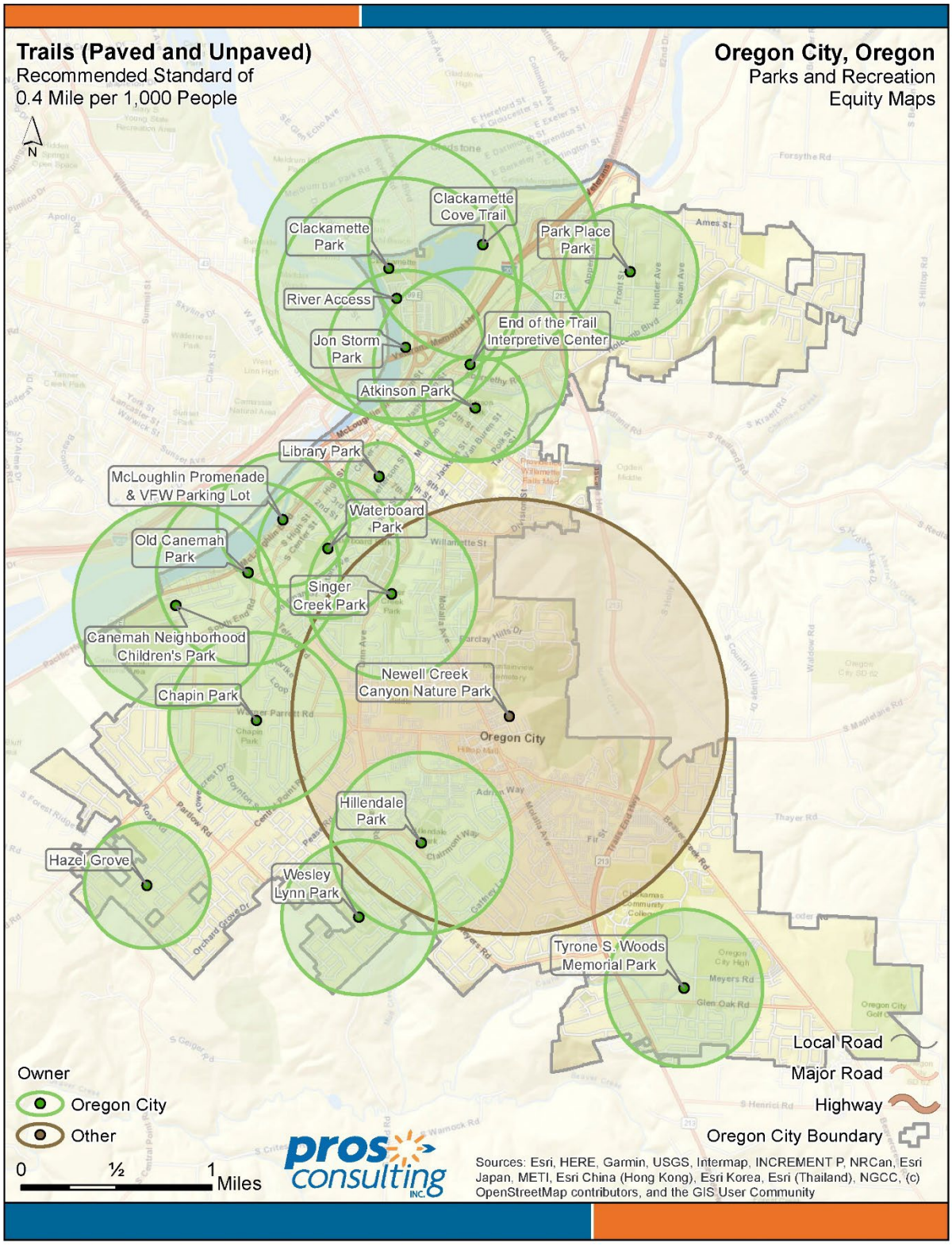


Figure 71: Trails Map

4.2.19 UNFENCED DOG PARKS

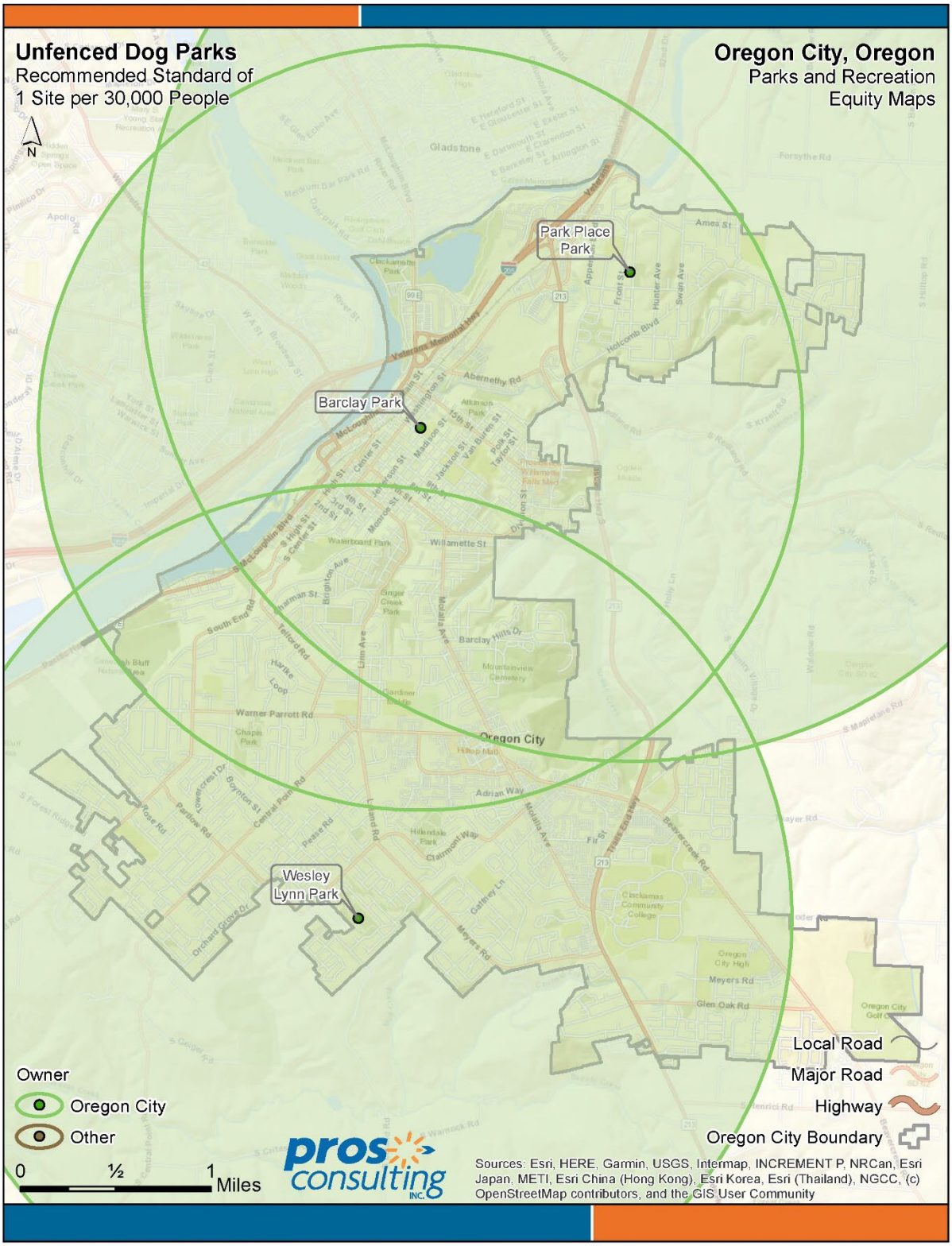


Figure 72: Unfenced Dog Parks Map

4.3 RECREATION PROGRAM AND OPERATIONS ASSESSMENT STUDY

4.3.1 INTRODUCTION

As part of the Plan, the consultant team assessed the recreation programs and operations of the Department. The assessment offers an in-depth perspective of offerings and helps identify strengths, challenges, and opportunities. The assessment also assists in identifying core programs, program gaps within the community, key system-wide issues, staffing, volunteer and partnership opportunities, and future programs and services for residents and visitors.

The consulting team based these findings and comments on a review of information provided by the Department including program descriptions, financial data, website content, and discussions with staff.

4.3.2 FRAMEWORK

Oregon City Parks and Recreation "strives to create recreation, leisure and cultural opportunities by providing high quality parks, facilities, programming and support services to people of all ages". To achieve this, the City operates a community center, two spray parks, an indoor aquatics facility, an RV Park, a cemetery, a historical home, 26 parks, and a variety of special events, and recreation programs. Professional, dedicated staff members, along with the assistance of valuable volunteers, manage the year-round recreation programs and activities and maintain parks and open spaces for the enjoyment of people of all ages and abilities.

4.3.3 PROGRAM ASSESSMENT OVERVIEW

Below are some overall observations from the program assessment sheet analysis:

- **Age segment analysis** shows that all eight Core Program Areas have a primary focus on adult programming. Age segmentation needs to be monitored annually to ensure program distribution aligns with the Department's mission of ensuring it provides services for all ages.
- **Program lifecycles:** Currently 46% of programs fall within the "Saturation" stage (recommended 0-10%) with 23% falling in the "Introduction, Take-Off, Growth" stage (recommended 50-60%). This indicates that the Department may benefit from repositioning programs and adding new opportunities based on community needs and input. A complete description of Lifecycle Stages can be found in **Section 4.3.9**.
- From a **marketing and promotions** standpoint, the staff utilizes a variety of marketing methods including printed and online program guides, website, flyers/brochures, direct mail, email blasts, marquees signs, in-facility signage, and various social media channels as a part of the marketing mix. The Department would benefit from identifying Return on Investment (ROI) for all marketing initiatives going forward.
- There is an opportunity to increase **social media** presence and use the medium to better tell the department's story and share the impact it has on the community.
- Currently, **customer feedback** methods are limited. It is highly recommended that the Department begins incorporating user feedback, on a more consistent basis, as a key performance measure that can be tracked over time. Specifically, pre- and post-program evaluation, lost customer surveys, and focus groups are strong feedback tools to be used moving forward.
- The Department's core program areas currently utilize multiple **pricing strategies**, with all core program areas using at least three different strategies.
- **Cost Recovery Goals** have been captured within the Financial Support & Sustainability Strategy 2021-2023. The Department is currently tracking cost recovery performance and should continue to do so.

4.3.4 PROGRAMMING

To help achieve the Department's mission, it is important to identify Core Program Areas based on current and future needs to create a sense of focus around specific program areas of greatest importance to the community. Public recreation is challenged by the premise of being all things to all people. The philosophy of the Core Program Area is to assist staff, policy makers, and the public to focus on what is most important to the community. Program areas are considered as Core if they meet a majority of the following criteria:

- The program area has been provided for a long period of time (over 4-5 years) and/or is expected by the community.
- The program area consumes a relatively large portion (5% or more) of the agency's overall budget.
- The program area is offered 3-4 seasons per year.
- The program area has wide demographic appeal.
- There is a tiered level of skill development available within the program area's offerings.
- There is full-time staff responsible for the program area.
- There are facilities designed specifically to support the program area.
- The agency controls a significant percentage (20% or more) of the local market.

4.3.5 EXISTING CORE PROGRAM AREAS

In discussions with the Department staff, the consulting team identified 8 Core Program Areas currently being offered.

Figure 73: Existing Core Program Areas

These existing Core Program Areas provide a generally well-rounded and diverse array of programming opportunities for the community. Department staff should evaluate Core Program Areas and the individual programs within them on an annual basis, to ensure offerings are relevant to evolving demographics and trends in the local community.

4.3.6 CORE PROGRAM AREA DESCRIPTIONS & GOALS

Aquatics

- **DESCRIPTION**
  - Recreation, fitness, water safety activities, and education to promote health and safety for all ages.
- **GOAL**
  - Provide programs for all age segments to have an impact on health and safety for the community. Provide life-saving classes.

Arts & Music

- **DESCRIPTION**
  - Creative learning through activities that include painting, music, and crafts.
- **GOAL**
  - Provide a wide range of activities for art and music opportunities to meet the requests of the community.

Community Services

- **DESCRIPTION**
  - Services provided to individuals to support independent and healthy living.
- **GOAL**
  - To provide needed services to the community as effectively as possible so as many citizens can be served as possible and have independent and healthy living.

Cultural & Enrichment

- **DESCRIPTION**
  - Programs that educate, enlighten, or broaden the experiences of individuals.
- **GOAL**
  - Provide events and programs that are for all ages and cultures. To bring in people of other backgrounds into events and services.

Educational

- **DESCRIPTION**
  - Programs that increase knowledge on various subjects.
- **GOALS**
  - Using programs to expand the knowledge of community members on various subjects and topics.

Events

- **DESCRIPTION**
  - A planned public and social occasion that is appealing to a majority of people or specialized interests.
- **GOALS**
  - Provide programs and events that bring a large section of the community together in a space.

Fitness

- **DESCRIPTION**
  - Activities that promote physical health, endurance, strength, and overall health and wellness.
- **GOALS**
  - Provide multiple opportunities for engagement of all levels to participate in activities that support fitness and activity for all physical abilities.

Socialization

- **DESCRIPTION**
  - Opportunities to enhance connections within your community.
- **GOALS**
  - Provide avenues for community members to have opportunities to engage with other members of the community while participating in activities.

4.3.7 EXPANSION OPPORTUNITIES IN CORE PROGRAM AREAS

Based on the results from the Statistically Valid Community Survey, there is a high priority for the expansion of Adult & Senior fitness & wellness programs and Special Events. This data is displayed in the Priority Investment Rating (PIR) chart below. **(See Figure 75)**

PIR was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on parks and recreation investments. The PIR equally weighs:

(1) the importance that households place on each facility/amenity/program **and**
(2) how many households have unmet needs for the facility/amenity/program.

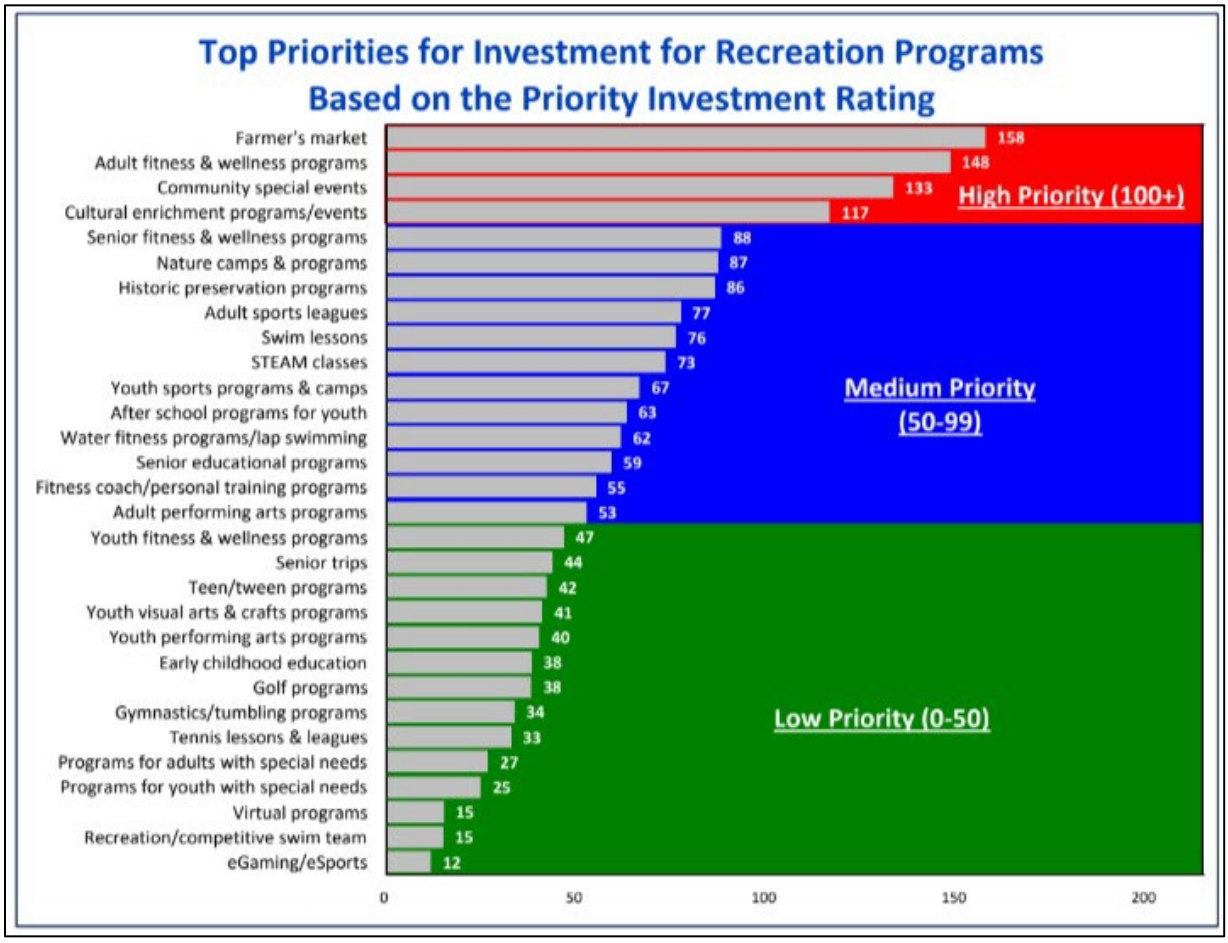


Figure 74: Top Priorities for Program Investment Based on PIR

4.3.8 AGE SEGMENT ANALYSIS

An Age Segment Analysis was completed by Core Program Area, to review the age segments served by different program areas and to identify any gaps in segments served. It is recommended that staff perform an Age Segment Analysis by individual programs to further understand and tailor future offerings to community needs.

The table below depicts each Core Program Area and the most prominent age segments they serve. Recognizing that many Core Program Areas serve multiple age segments, Primary (noted with a 'P') and Secondary (noted with an 'S') markets are identified.

AGE SEGMENT ANALYSIS

Core Program Area	Preschool (5 and Under)	Elementary (6-12)	Teens (13-17)	Adult (18+)	Senior (55+)	All Ages Programs
Aquatics	P	P	S	P	P	S
Arts & Music	S	S	S	P	P	S
Community Services	S	S	S	P	P	S
Cultural & Enrichment	S	S	S	P	P	P
Educational	S	S	S	P	P	S
Events	S	S	S	P	P	P
Fitness	S	S	S	P	P	S
Socialization	S	S	S	P	P	S

Figure 75: Program Priority by Age Segment

The Department offerings primarily serve adult age segments in all Core Program Areas. Preschool and elementary ages are served as primary audiences in aquatics and all ages are considered primary audiences in cultural & enrichment and events core program areas.

Staff should continue to monitor demographic shifts and program offerings to ensure that the needs of each age group are being met. Approximately 20% of the City's population is youth ages 0-17, yet, very few core programs areas target this age segment as a primary audience. It is ideal to establish a plan including what age segment to target, establish the message, which marketing method(s) to use, create the social media campaign, and determine what to measure for success before allocating resources towards a particular effort.

4.3.9 PROGRAM LIFECYCLE

A Program Lifecycle Analysis involves reviewing each program offered by the Department to determine the stage of growth or decline for each. This provides a way of informing strategic decisions about the overall mix of programs managed by the agency to ensure that an appropriate number of programs are "fresh" and that relatively few programs if any, need to be discontinued. This analysis is based on both quantitative data and staff members' knowledge of their program areas. The following table shows the percentage distribution of the various lifecycle categories of the Department's programs. These percentages were obtained by comparing the number of programs in each individual stage with the total number of programs listed by staff members.

Lifecycle Stage	Description	Actual Program Distribution		Recommended Distribution
Introduction	New program; modest participation	4%	23%	50-60% total
Take-Off	Rapid participation growth	1%		
Growth	Moderate, but consistent population growth	18%		
Mature	Slow participation growth	32%	32%	40% total
Saturation	Minimal to no participation growth; extreme competition	46%	46%	0-10% total
Decline	Decline participation	0%		

Figure 76: Program Lifecycle Distribution

The Lifecycle Analysis shows 23% of programs falling within the beginning stages (Introduction, Take-Off, & Growth) 32% in the Mature stage, and almost half of the programs, 46%, falling within the saturation stage.

According to staff, 32% of all program offerings currently fall into the Mature Stage. With 23% of programs being in the Growth Stage (some of which will transition into the Mature stage), we can expect the percentage of mature programs to continue growing. The Mature Stage anchors a program portfolio, and it is recommended to have roughly 40% of programs within this category to achieve a stable foundation.

46% of programs have been identified as Saturated or Declining (0-10% Recommended Distribution). It is a natural progression for programs to eventually evolve into saturation and decline stages. This is a function of limited indoor recreation (Community Services, Cultural Enrichment) and particularly indoor aquatic space (as indicated by staff in their assessments) for the Department to expand into, thus resulting in minimal or no participation growth despite community interest. This Plan will help the Department explore options to expand space and/or partnerships for increased capacity to ensure community needs are met. For programs that are Saturated due to lack of interest, the Department could explore ways to reposition or replace them based on community needs and trends.

Staff should complete a Program Lifecycle Analysis annually and ensure that the percentage distribution closely aligns with desired performance. The Department could also include annual performance measures for each Core Program Area to track participation growth, customer retention, and percentage of new programs as an incentive for innovation and alignment with community trends.

4.3.10 PROGRAM SERVICES CLASSIFICATION

Conducting a classification of services analysis informs how each program serves the overall organizational mission, the goals and objectives of each Core Program Area, and how the program should be funded regarding tax dollars and/or user fees and charges. A program's classification can help determine the most appropriate management, funding, and marketing strategies.

Program classifications are based on the degree to which the program provides a public benefit versus a private benefit. **Public** benefit can be described as everyone receiving the same level of benefit with equal access, whereas **private** benefit can be described as the user receiving exclusive benefit above what a general taxpayer receives for their personal benefit.

For this exercise, the Department used a classification method based on three categories: **Essential Services, Important Services, and Value-Added Services.** Where a program or service is classified depends upon alignment with the organizational mission, how the public perceives a program, legal mandates, financial sustainability, personal benefit, competition in the marketplace, and access by participants. The following graphic describes each of the three program classifications.

Figure 77: Program Services Classifications

With assistance from staff, all recreation programs offered by the Department were classified into three categories. The results presented in the following table represent the current classification of recreation program services. Programs should be assigned ranges for cost recovery goals within those overall categories. A full program list organized by Core Program Areas can be found in ***APPENDIX A***.

Program Classification			
Factors	**Essential**	**Important**	**Value-Added**
Public interest; Legal Mandate; Mission Alignment	High public expectation	High public expectation	High individual and interest group expectation
Financial Sustainability	Free, nominal or fee tailored to public needs, Requires public funding	Fees cover some direct costs, Requires a balance of public funding and a cost recovery target	Fees cover most direct and indirect costs, Some public funding as appropriate
Benefits (health, safety, protection of assets, etc.)	Substantial public benefit (negative consequence if not provided)	Public and individual benefit	Primarily individual benefit
Competition in the Market	Limited or no alternative providers	Alternative providers unable to meet demand or need	Alternative providers readily available
Access	Open access by all	Open access Limited access to specific users	Limited access to specific users
Best Practice Cost Recovery Goal*	*0 - 50%*	*50% - 75%*	*75% - 100%+*
Program Distribution	***23%***	***34%***	***43%***

Figure 78: Program Services Classification Distribution

4.3.11 COST-OF-SERVICE & COST RECOVERY

Cost recovery targets should at least be identified for each Core Program Area, and for specific programs or events when realistic. The previously identified Core Program Areas would serve as an effective breakdown for tracking cost recovery metrics including administrative costs. Theoretically, staff should review how programs are grouped for similar cost recovery and subsidy goals to determine if current practices still meet management outcomes.

Determining cost recovery performance and using it to make informed pricing decisions involves a three-step process:

1. Classify all programs and services based on the public or private benefit they provide (as completed in the previous section).
2. Conduct a Cost-of-Service Analysis to calculate the full cost of each program.
3. Establish a cost recovery percentage, through Department policy, for each program or program type based on the outcomes of the previous two steps and adjust program prices accordingly.

UNDERSTANDING THE FULL COST-OF-SERVICE

To develop specific cost recovery targets, full cost of accounting needs to be created for each class or program that accurately calculates direct and indirect costs. Cost recovery goals are established once these numbers are in place, and the Department's program staff should be trained on this process. A Cost-of-Service Analysis should be conducted on each program, or program type, that accurately calculates direct (i.e., program-specific) and indirect (i.e., comprehensive, including administrative overhead) costs. Completing a Cost-of-Service Analysis not only helps determine the true and full cost of offering a program, but it also provides information that can be used to price programs based upon

accurate delivery costs. The figure below illustrates the common types of costs that must be accounted for in a Cost-of-Service Analysis.

Figure 79: Total Costs for Activity

The methodology for determining the total Cost-of-Service involves calculating the total cost for the activity, program, or service, then calculating the total revenue earned for that activity. Costs (and revenue) can also be derived on a per-unit basis. Program or activity units may include:

- Number of participants
- Number of tasks performed
- Number of consumable units
- Number of service calls
- Number of events
- Required time for offering program/service

Agencies use Cost-of-Service Analysis to determine what financial resources are required to provide specific programs at specific levels of service. Results are used to determine and track cost recovery as well as to benchmark different programs provided by the Department between one another. Cost recovery goals are established once Cost-of-Service totals have been calculated. Program staff should be trained on the process of conducting a Cost-of-Service Analysis and the process should be undertaken on a regular basis.

CURRENT COST RECOVERY

Who benefits from a program or service is one of the key factors in determining pricing. As services become more individualized, higher levels of cost recovery are appropriate and expected. The pricing model, illustrated below, graphically depicts this concept. As the level of benefit to the individual increases, so does the level of cost recovery for that service.

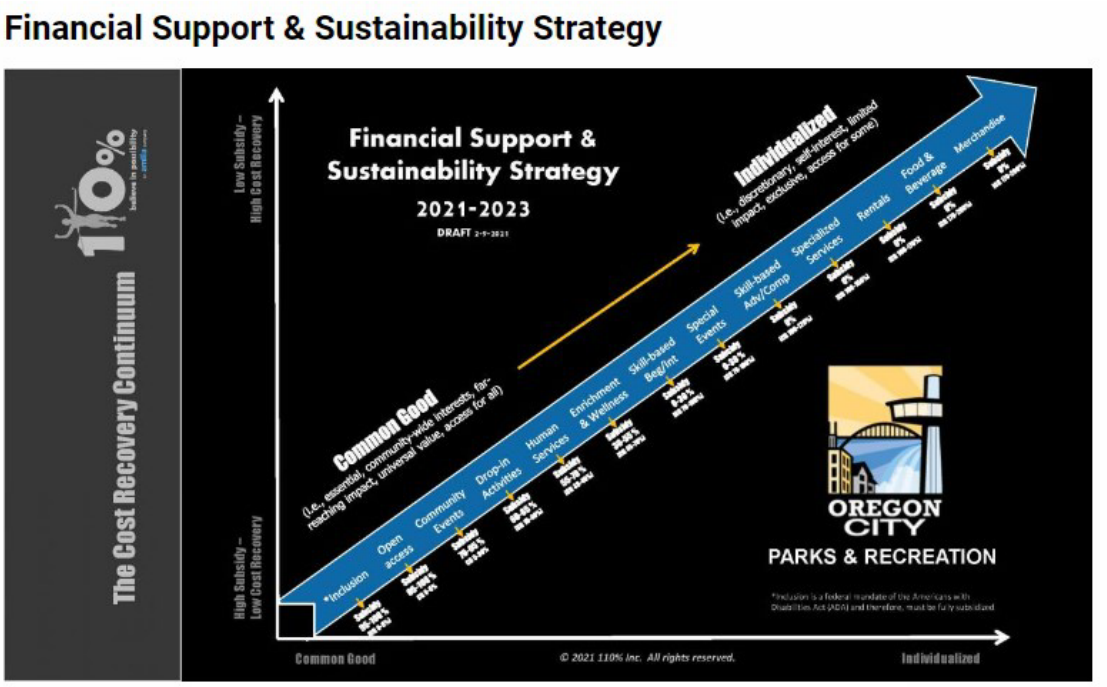


Figure 8: Oregon City Cost Recovery Model

In October 2020, the Oregon City Parks and Recreation Department undertook a comprehensive cost recovery analysis leading to the development of the Financial Support and Sustainability Policy. This policy, adopted on October 20, 2021, and enacted on July 1, 2022, was designed to balance the costs and benefits to the community. Services with more individual benefits have lower subsidies, while those with broader community benefits are subsidized more. Historically, sports groups enjoyed free exclusive use of courts and fields, but increasing demand over the past decade prompted the city to revisit this. The revised policy now requires a fee for exclusive field and court use, with residents paying $10 per hour and non-residents $15 per hour. These adjustments also channel more support to other community programs, such as Meals on Wheels, service/veteran counseling, and enrichment programs. The department, though lean in staff, focuses on serving the larger community. While rate increases took effect from July 1st, 2022, the city remains committed to equity, offering scholarships, payment plans, and more to ensure accessible and inclusive recreational opportunities.

4.3.12 PRICING

Pricing strategies are one mechanism agencies can use to influence cost recovery.

Staff should monitor the effectiveness of the various pricing strategies they employ and adjust as necessary. It is also important to continue monitoring for yearly competitors and other service providers (i.e., similar providers) as found in ***Appendix E***. The table below details pricing methods currently in place by each Core Program Area and additional areas for strategies to implement over time.

PRICING STRATEGIES

Core Program Area	Age Segment	Family / Household Status	Residency	Weekday / Weekend	Prime / Non-Prime Time	Group Discounts	By Location	By Competition (Market Rate)	By Cost Recovery Goals	By Customer's Ability to Pay
	Different prices offered for different ages	Different prices offered for family / household groups	Different prices for resident vs non-resident	Different prices for different days of the week	Different prices for different times of the day	Different prices for groups	Different prices at different locations	Competitors' prices influence your price	Dept. cost recovery goals influence your price	Scholarships, subsidies, discounted rates offered for low-income
Aquatics	X	X	X			X		X	X	X
Arts & Music	X		X						X	
Community Services	X		X						X	
Cultural & Enrichment	X		X					X	X	
Educational	X		X						X	X
Events	X		X						X	
Fitness	X		X						X	
Socialization	X		X						X	

Figure 80: Pricing Strategy Usage

4.3.13 PROGRAM STRATEGY RECOMMENDATIONS

In general, the Department program staff should continue the cycle of evaluating programs on both individual merits and program mix. This can be completed at one time on an annual basis, or in batches at key seasonal points of the year, as long as each program is checked once per year. The following tools and strategies can help facilitate this evaluation process:

MINI BUSINESS PLANS

The consulting team recommends that Mini Business Plans (2-3 pages) for each Core Program Area be updated on a yearly basis. These plans should evaluate the Core Program Area based on meeting the outcomes desired for participants, cost recovery, percentage of the market and business controls, Cost-of-Service, pricing strategy for the next year, and marketing strategies that are to be implemented. If developed regularly and consistently, they can be effective tools for budget construction and justification processes in addition to marketing and communication tools. See ***Appendix F*** for a template.

PROGRAM DEVELOPMENT & DECISION-MAKING MATRIX

When developing program plans and strategies, it is useful to consider all the Core Program Areas and individual program analyses discussed in this Program Assessment. Lifecycle, Age Segment, Classification, and Cost Recovery Goals should all be tracked, and this information, along with the latest demographic trends and community input, should be factors that lead to program decision-making. Community input can help staff focus on specific program areas to develop new opportunities in what group of citizens to target, including the best marketing methods to use.

A simple, easy-to-use tool similar to ***Figure 82*** below will help compare programs and prioritize resources using multiple data points, rather than relying solely on cost recovery. In addition, this analysis will help staff make an informed, objective case to the public when a program in decline, but beloved by a few, is retired.

If the program/service is determined to have high priority, appropriate cost recovery, good age segment appeal, good partnership potential, and strong market conditions, the next step is to determine the marketing methods by completing a similar exercise as the one seen below.

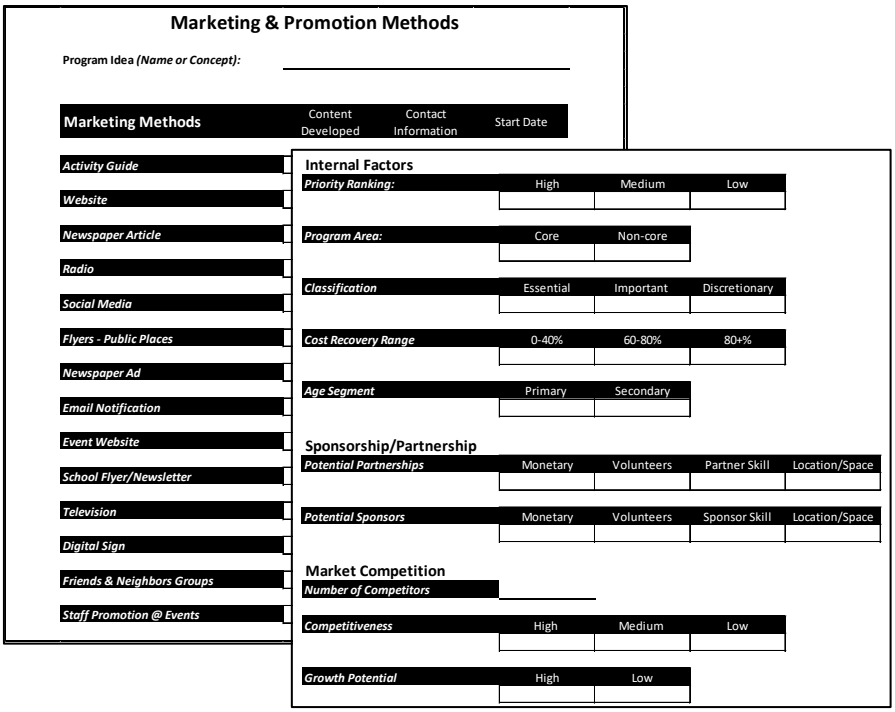


Figure 81: Program Development Template

PROGRAM EVALUATION CYCLE (WITH LIFECYCLE STAGES)

Using the Age Segment and Lifecycle analysis and other established criteria, program staff should evaluate programs on an annual basis to determine the program mix. This can be incorporated into the Program Operating/Business Plan process. A diagram of the program evaluation cycle and program lifecycle is found in ***Figure 82*** below. During the Beginning Stages, program staff should establish program goals, design program scenarios, and components, and develop the program operating/business plan. Regular program evaluations will help determine the future of a program.

If participation levels are still growing, continue to provide the program. When participation growth is slowing (or non-existent) or competition increases, staff should look at modifying the program to re-energize the customers to participate. When program participation is consistently declining, staff should terminate the program and replace it with a new program based on the public's priority ranking and/or in activity areas that are trending nationally/regionally/locally, while taking into consideration the anticipated local participation percentage.

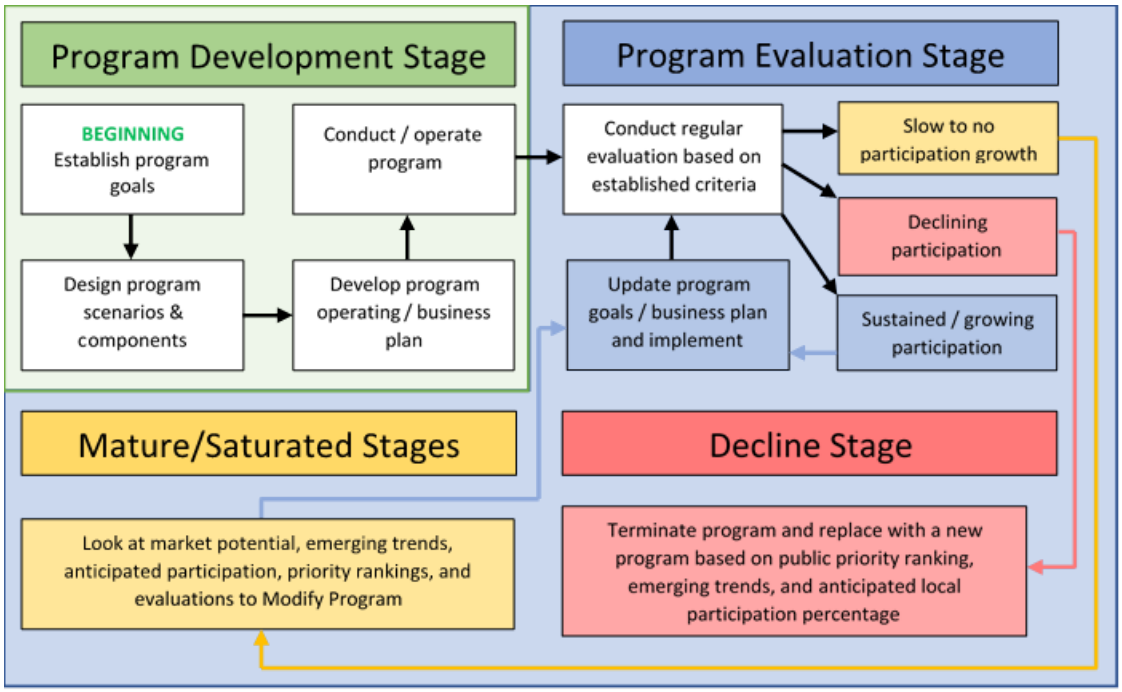


Figure 82: Evaluation Cycle with Program Lifecycle Logic Matrix

4.3.14 CURRENT RECREATION MARKETING AND COMMUNICATIONS

The Department uses a variety of marketing strategies combining traditional (flyers and brochures) with modern (social media) strategies to advance its message when promoting activities.

The list of marketing approaches used by the Department includes:

- Program Guides (print & online)
- Website
- Smart/mobile phone enabled site
- Flyers and/or brochures
- Direct mail
- Email blasts and/listserv
- Public Service Announcements
- Road sign Marquees
- Paid Advertisements
- In-Facility signage
- Social Media (Facebook, Instagram & YouTube) – YouTube used primarily during the onset of the pandemic.
- QR Codes

Effective communication strategies require striking an appropriate balance between the content with the volume of messaging while utilizing the "right" methods of delivery. The Department has a broad distribution of delivery methods for promoting programs. It is imperative to continue updating the marketing plan annually to provide information for community needs, demographics, and recreation trends.

An effective marketing plan must build upon and integrate supporting plans and directly coordinate with the organization's priorities. The plan should also provide specific guidance as to how the Department's identity and brand is to be consistently portrayed across the multiple methods and deliverables used for communication.

4.3.15 WEBSITE

The Department website can be reached at the domain name https://www.orcity.org/parksandrecreation. The bottom of the page has Google translate embedded into the site allowing translation to over 130 languages.

The website has recently been updated for a cleaner look and easier navigation, along with appealing visuals. It features several buttons that link to various Department subpages (Aquatics, Clackamette RV Park, Ermatinger House, Pioneer Community Center, Parks & Trails, and Rentals). Just below these buttons, you'll find a section titled "Parks & Recreation Top Links." This section provides direct links to Activity Registration, Donations, Master Fee Schedule, Meals On Wheels, Park Projects, Special Events, Sports And Fitness, and Swimming Lessons, making it easy for users to find important information swiftly.

While the website upgrade made many improvements, there is still an opportunity to incorporate more storytelling throughout the pages that encapsulate the mission, vision, and values of the Department.

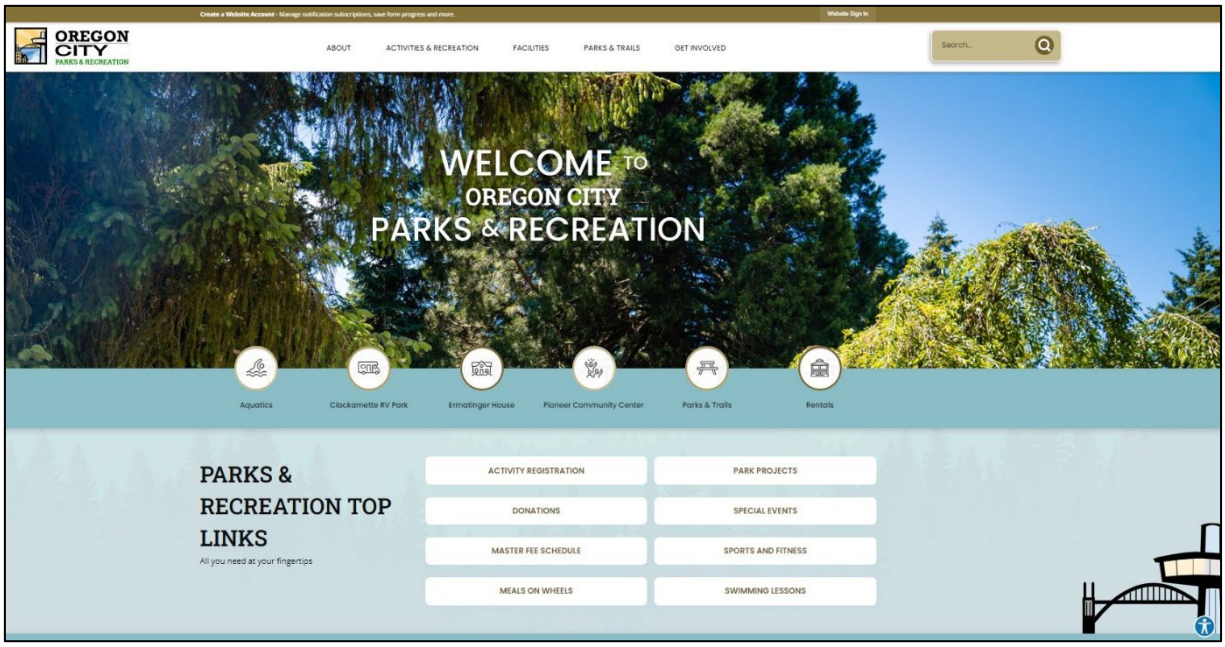


Figure 83: Oregon City Parks and Recreation Department Homepage

4.3.16 SOCIAL MEDIA

Oregon City utilizes Web 2.0 technology through Facebook, Instagram, and YouTube. Here is a quick analysis of the Department by each platform. All numbers are as of January 2023.

FACEBOOK

- 3,100 followers
- Posts multiple times a week.
- Used to promote programs and activities and share news of the happenings within the Department.
- Most posts are informative with few posts that encourage follower interactions or engagement
- Recommendations for Facebook content include more photos of participants engaged in events and activities, short videos, and curated content.

INSTAGRAM

- 2,040 followers
- Bi-weekly posts
- More engaging posts than Facebook including participant photos and reels
- Recommendations for Instagram include infographics, more participant photos engaged in activities and events

YOUTUBE (OREGON CITY)

- 433 Subscribers
- Most videos are Commission, Board, and Committee meetings
- Recommendations for YouTube include videos sharing stories of the Department and the good you do in the community

LINKEDIN (OREGON CITY)

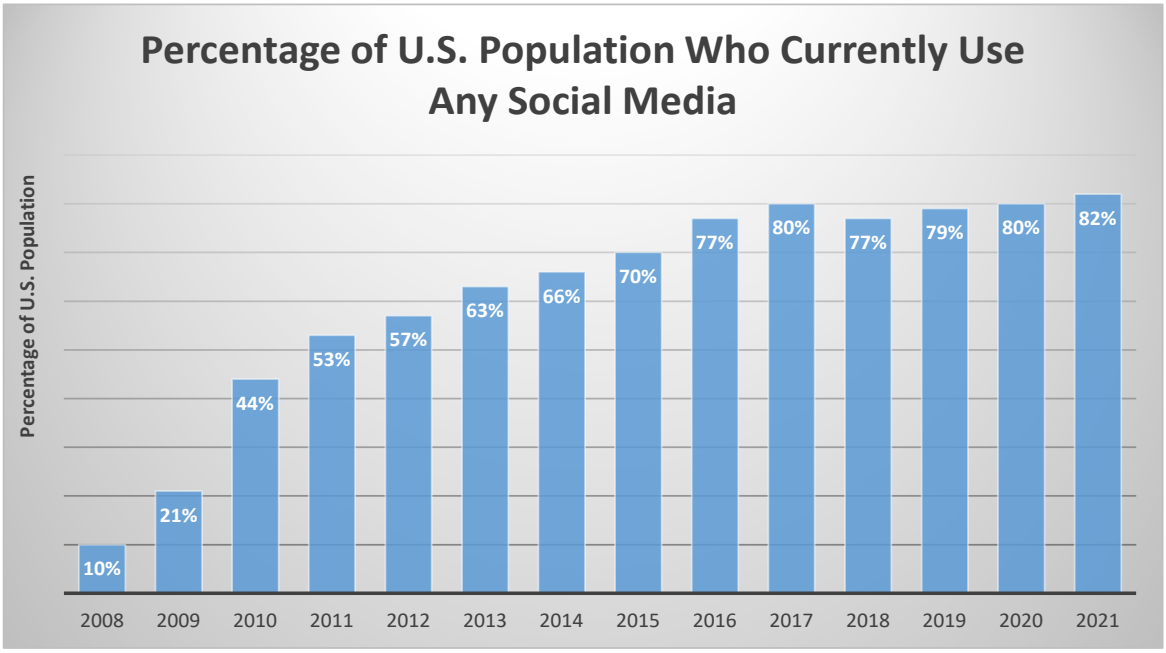
- 625 Followers
- 54 employees
- Last post was a job announcement dated 2 months ago
- Recommendations for LinkedIn include professional content, examples of your organizational culture, company news and job opportunities

The key to successful implementation of a social network is to move participants from awareness to action and creating greater user engagement. This could be done by:

- Allowing controlled 'user generated content' by encouraging users to send in their pictures from special events or programs.
- Leveraging the website to obtain customer feedback for programs, parks and facilities and customer service.
- Conducting an annual website strategy workshop with the staff to identify ways and means that the website can support the City's Social Media Trends.
- Utilizing TikTok to engage with younger demographics and share your story.
- Better engaging on LinkedIn to promote your organizational culture and employment opportunities.
- Utilizing a Content Calendar to set posting schedule.

SOCIAL MEDIA USERS

Over the last decade, social media has become one of the Country's fastest growing trends. From only ten (10%) percent of the U.S. population using social media in 2008, today, we see an estimated eighty-two (82%) percent of the country using some form of social media. With such a large percentage of the population using these online media platforms in their daily lives, it becomes essential for the City to take advantage of these marketing opportunities. Social media can be a useful and affordable tool to reach current and potentially new system users. Such platforms as Facebook, YouTube, Instagram, Pinterest, TikTok, Twitter, or LinkedIn are extremely popular with not only today's youth but also young and middle-aged adults.

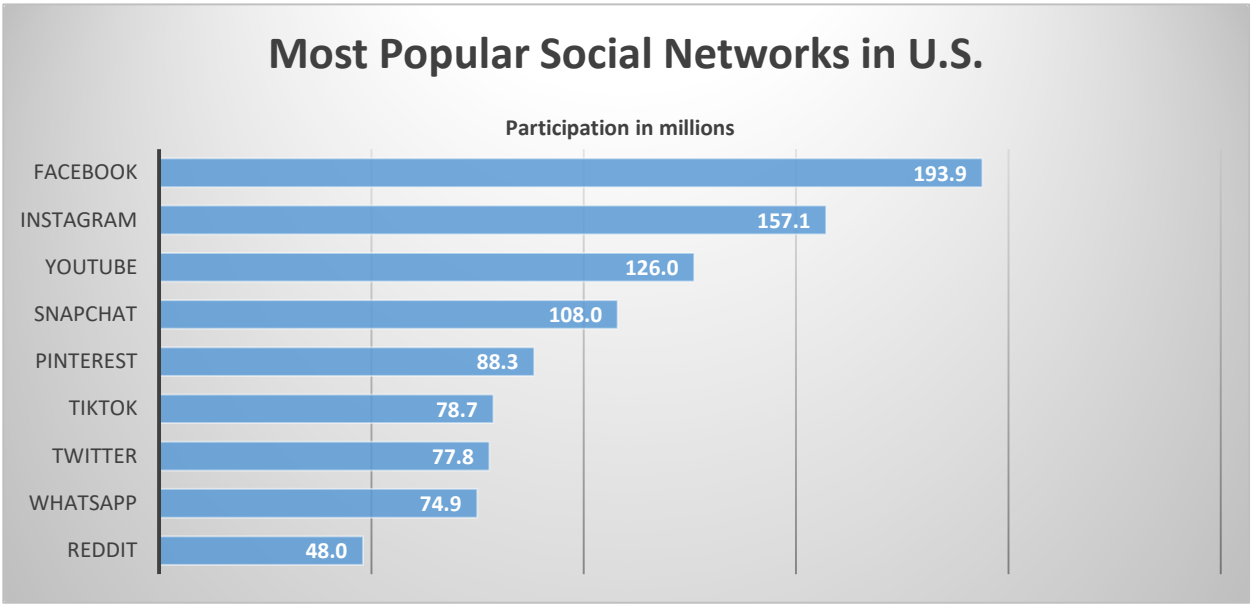


Source: https://www.statista.com

Figure 84: U.S. Population Using Social Media

SOCIAL MEDIA PLATFORMS

Below is a chart that depicts the most frequently used social media sites throughout the world. As of October 2021, Facebook stood out as the most heavily trafficked social media platform, with an estimated 2.9 billion visitors per month. YouTube is second with 2.3 billion visitors per month. TikTok had the highest growth rate at 85.3% in 2021.

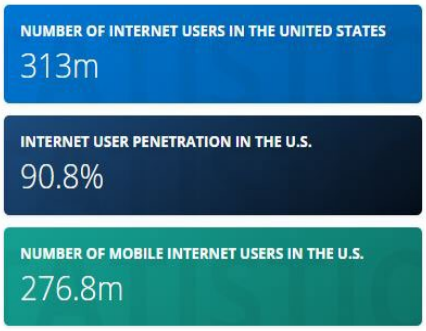


Source: www. https://www.statista.com

Figure 85: Most Popular Social Media Networks in the U.S.

MEDIUMS USED TO ACCESS THE INTERNET

The neighboring image is taken directly from Statista.com and depicts the number of internet users in the United States, internet penetration in the U.S., and the number of mobile internet users in the U.S. Less than 10% of surveyed adults state they did not use the internet in 2021.



Source: www.statista.com/topics/2237/internet-usage-in-the-united-states/

Figure 86: Internet Users in the U.S.

4.3.17 MARKETING AND COMMUNICATIONS RECOMMENDATIONS

- Create a Department marketing plan including the components and strategies identified in this report.
- Establish priority segments to target in terms of new program/service development and communication tactics.
- Establish and review regularly, performance measures for marketing; performance measures can be tracked through customer surveys as well as some web-based metrics.
- Leverage relationships with partners to enhance marketing efforts through cross-promotion that include defined measurable outcomes.

4.3.18 VOLUNTEER AND PARTNERSHIP MANAGEMENT

Today's realities require most public parks and recreation departments to seek productive and meaningful partnerships with both community organizations and individuals to deliver quality and seamless services to their residents. These relationships should be mutually beneficial to each party to better meet overall community needs and expand the positive impact of the agency's mission. Effective partnerships and meaningful volunteerism are key strategy areas for the Department to meet the needs of the community in the years to come.

CURRENT VOLUNTEER MANAGEMENT

When managed with respect and used strategically, volunteers can serve as the primary advocates for the City and its offerings. Currently, Oregon City has volunteer opportunities posted on the Department's website, underneath "Get Involved".

From a user's point of view, the process for finding volunteer opportunities appears fragmented. Each location has its own separate listing and follows a different procedure, making the overall experience inconsistent.

It is recommended that the volunteer pages be combined into one webpage and include the online application, a downloadable application, volunteer opportunity descriptions, and department contact information.

4.3.19 PARTNERSHIPS

The Department currently works with several different types of partners throughout the community. These partnerships support the facilitation of programs and sponsorships of community events. As with tracking of volunteer hours, tracking partnerships helps show leadership how well staff can leverage resources.

The following recommended policies will promote fairness and equity within the existing and future partnerships while helping staff to manage potential internal and external conflicts. Certain partnership principles must be adopted by the Department for existing and future partnerships to work effectively. These partnership principles are as follows:

- All partnerships require a working agreement with measurable outcomes and will be evaluated on a regular basis. This should include reports to the agency on the performance and outcomes of the partnership including an annual review to determine renewal potential.
- All partnerships should track costs associated with the partnership investment to demonstrate the shared level of equity.
- All partnerships should maintain a culture that focuses on collaborative planning on a regular basis, regular communications, and annual reporting on performance and outcomes to determine renewal potential and opportunities to strengthen the partnership.

Additional partnerships can be pursued and developed with other public entities such as neighboring towns/cities, colleges, state or federal agencies, not-for-profit organizations, as well as with private or for-profit organizations. There are recommended standard policies and practices that will apply to any partnership and those that are unique to relationships with private, for-profit entities.

4.3.20 VOLUNTEER AND PARTNERSHIP RECOMMENDATIONS

The planning team recommends the following regarding volunteers and partnerships:

ESTABLISH FORMAL VOLUNTEER AND PARTNERSHIP POLICIES AND AGREEMENTS

Following the recommended practices listed in the previous section as well as in **Appendix C**, continue to monitor and update established volunteer and partner policies and agreements which are tailored to the different types of volunteers and partnerships the Department encounters. Additionally, begin tracking volunteer metrics more consistently, including individual volunteers used annually and volunteer hours donated annually. Lastly, begin identifying measurable outcomes for each partnership and track these metrics.

4.3.21 CURRENT STAFFING

The Oregon City Parks and Recreation Organizational Charts ***(Figures 92-96)*** shows the Department operates at nearly 43 FTE, which puts the department at about 11.3 FTEs for every 10,000 residents in their jurisdiction. This puts them just below the national median of 11.8 FTEs per 10,000 residents.

A full summary of national benchmarks regarding staff can be found in the 2022 NRPA Agency Performance review at:

https://www.nrpa.org/siteassets/2022-nrpa-agency-performance-review.pdf

MANGEMENT TEAM

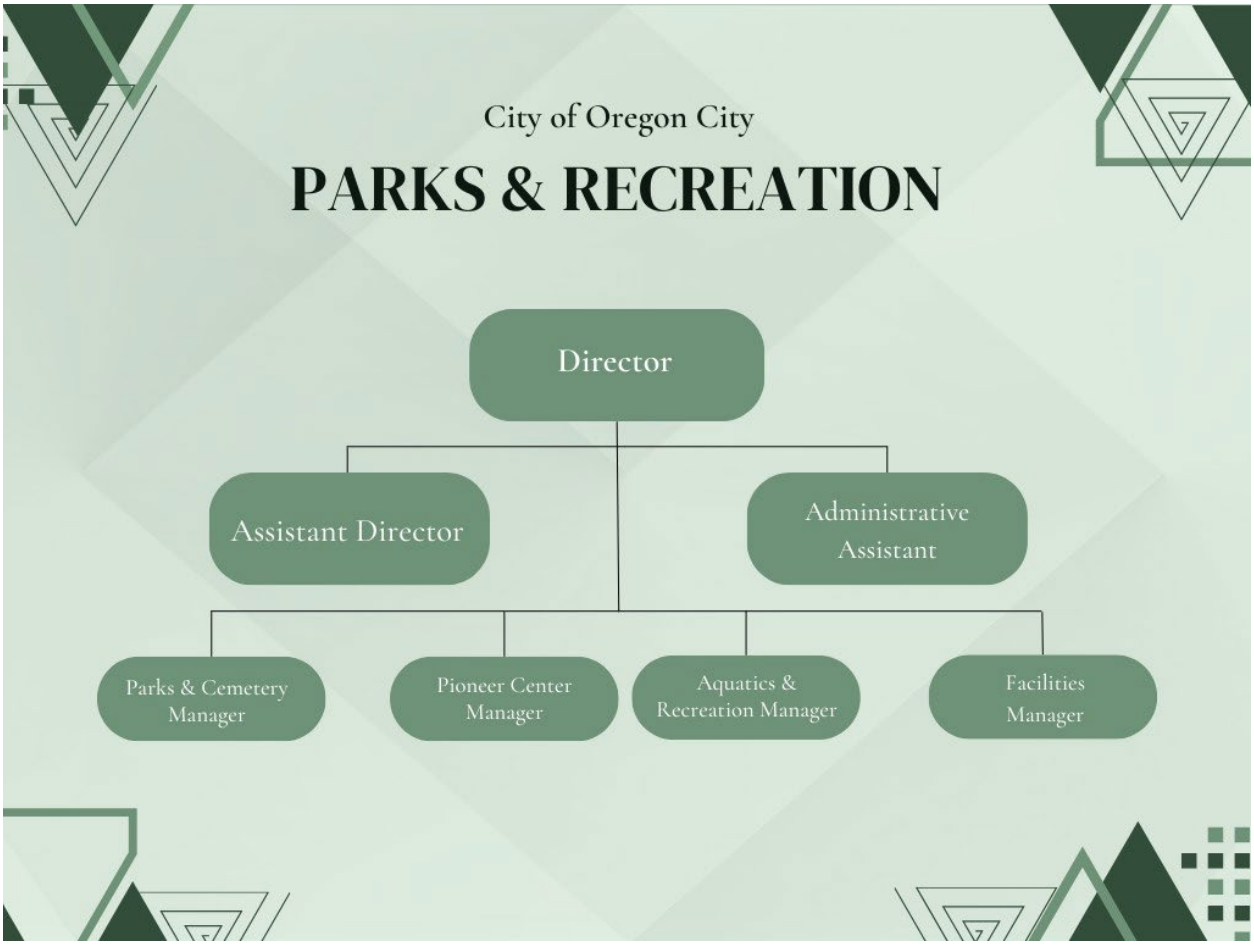


Figure 87: Management Team Org Chart

AQUATICS & RECREATION ORG CHART

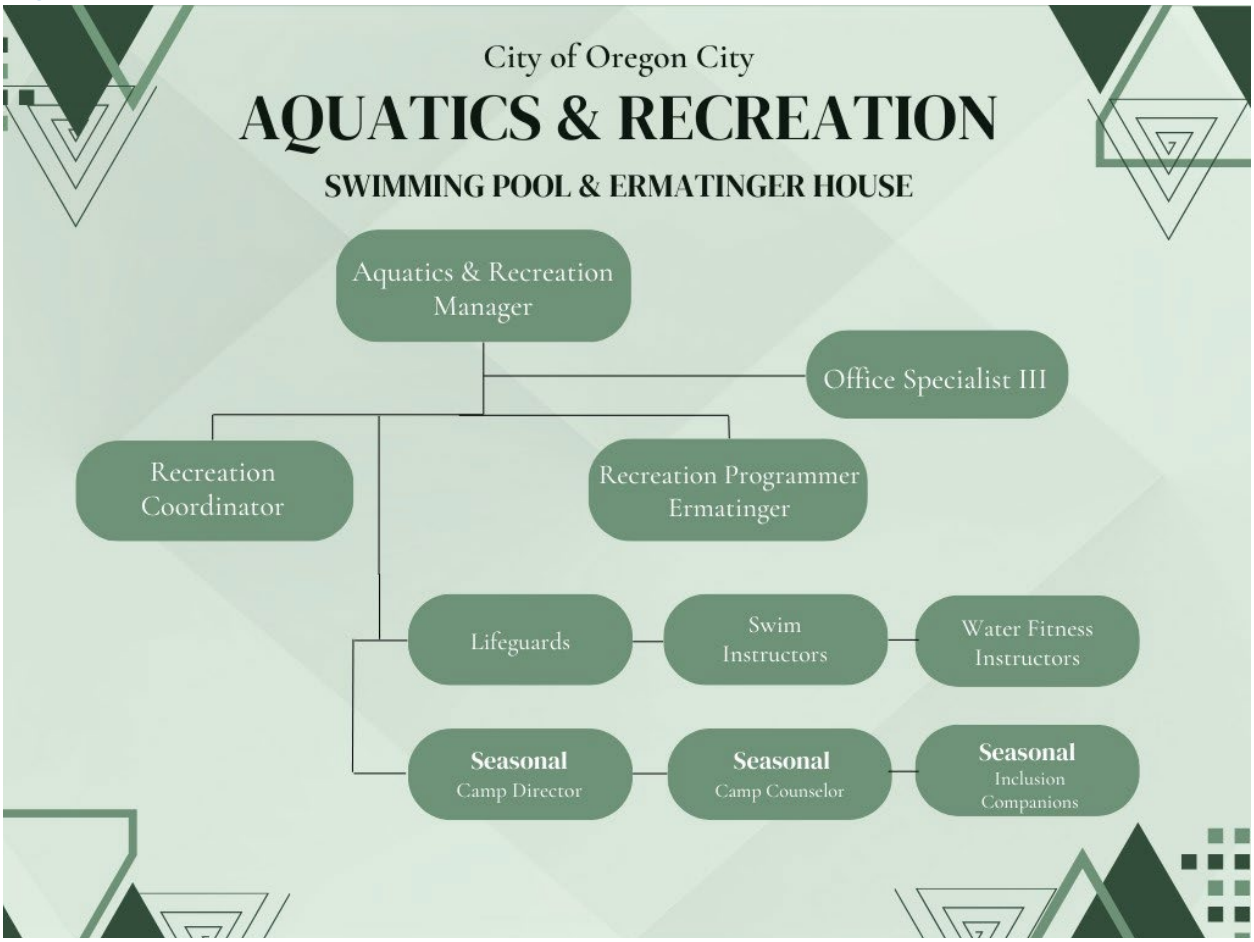


Figure 88: Aquatics & Recreation Org Chart

FACILITIES ORG CHART

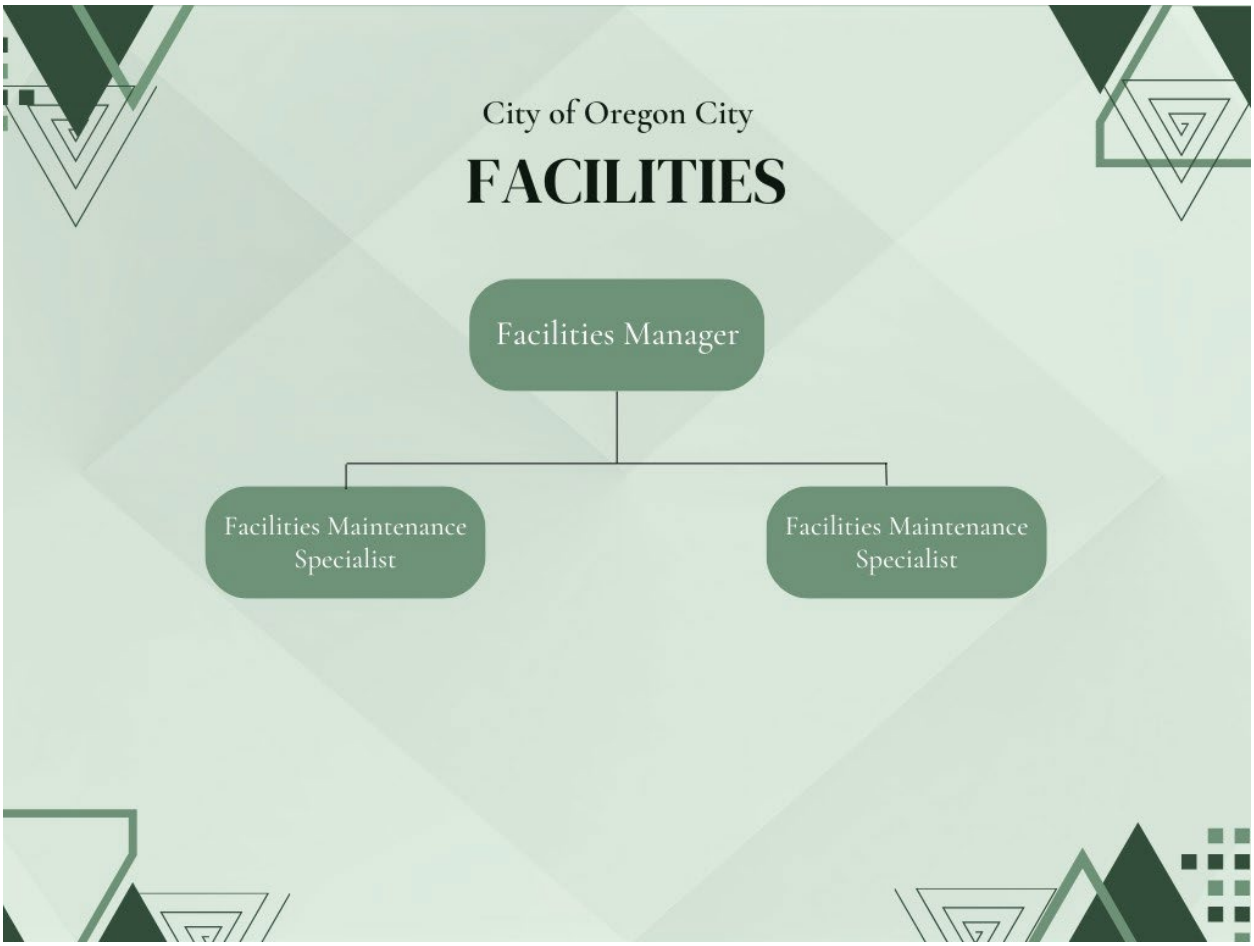


Figure 89: Facilities Org Chart

PARKS & CEMETERY ORG CHART

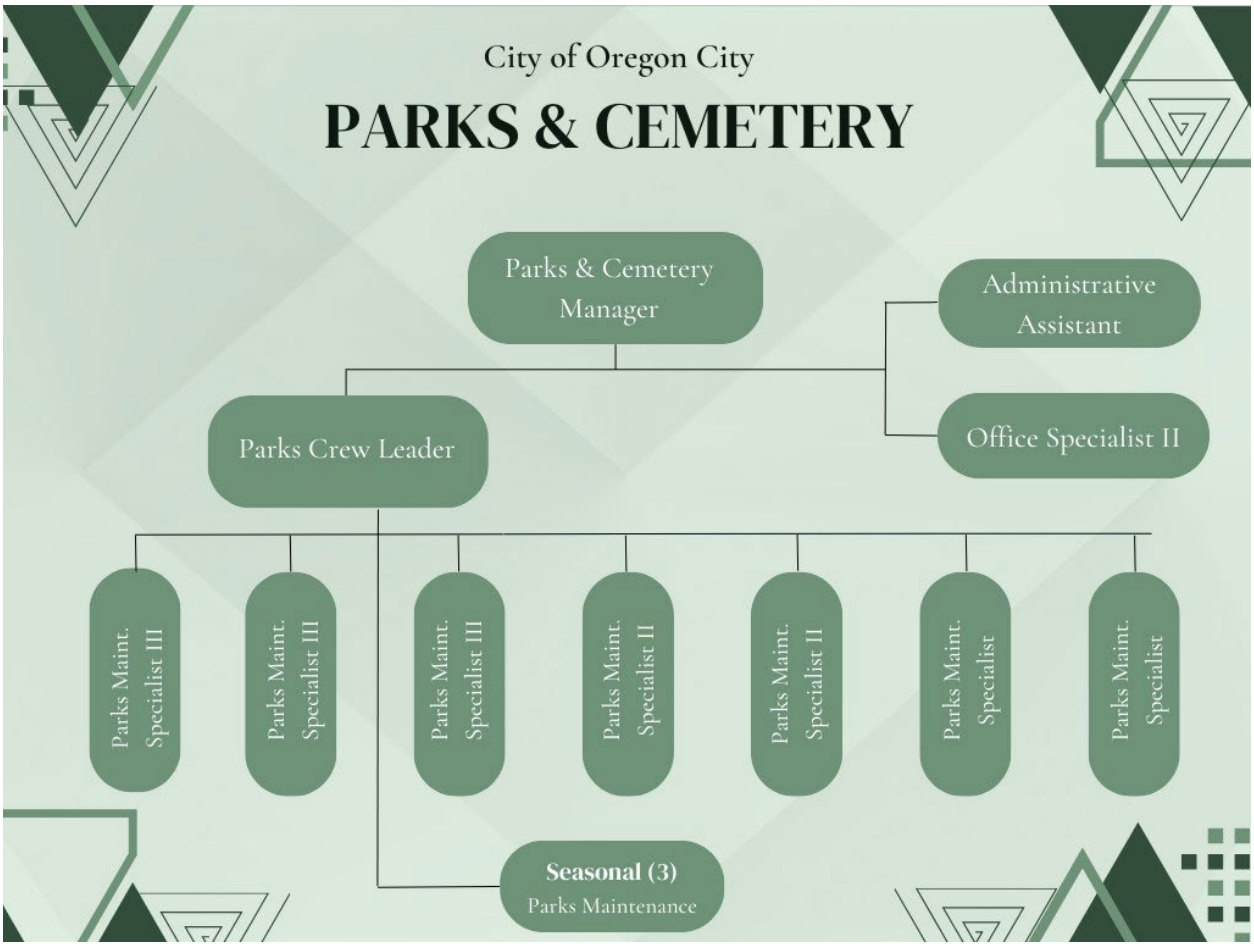


Figure 90: Parks & Cemetary Org Chart

PIONEER CENTER ORG CHART

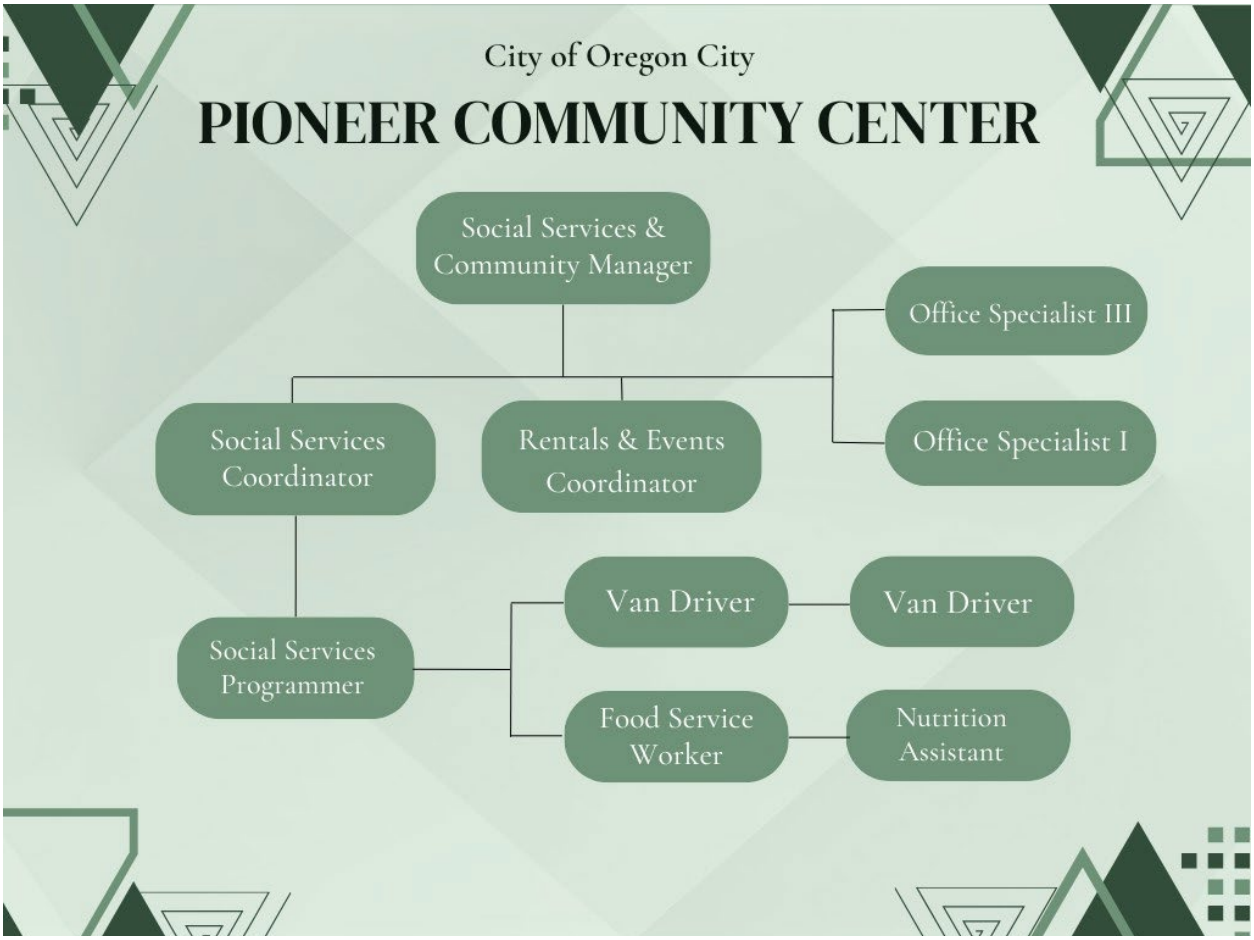


Figure 91: Pioneer Center Org Chart

As the agency looks to evolve and grow, it will be critical to identify ways not just to right-size the Department but to right-staff it. With the growing community emphasis on special events, adult and senior fitness & wellness programs (including Pickleball), it will be essential to have dedicated staff to expand and manage these programs.

The following chart is from the 2022 National Recreation and Park Association Agency Performance Review and outlines the average percentage distribution of staff responsibilities. This will be a helpful benchmark for the Department as it grows and aligns its staff with the growing community needs.

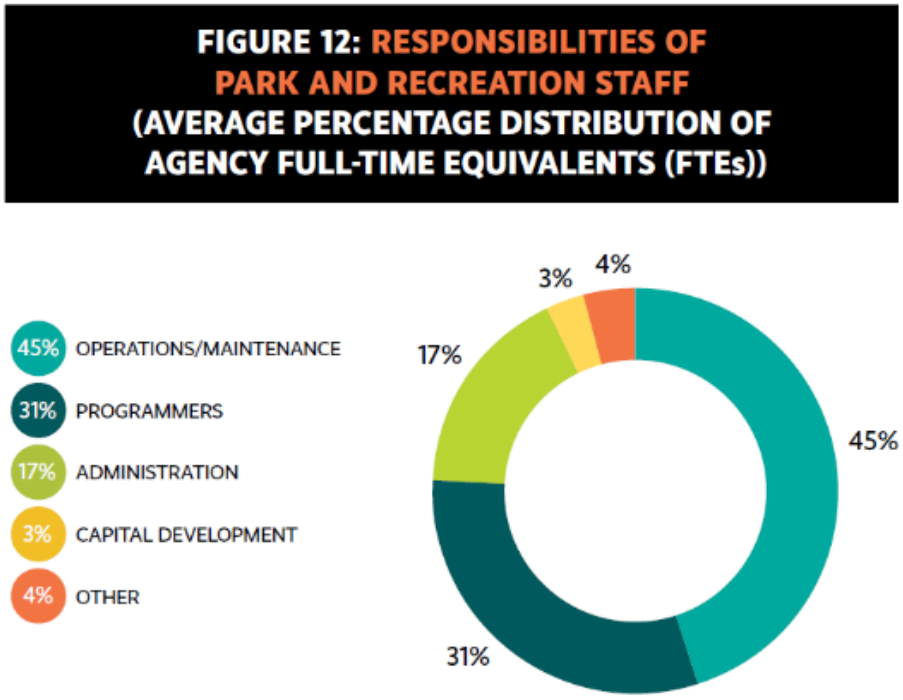


Figure 92: NRPA Responsibilities of Park and Recreation Staff

4.3.22 CONCLUSION

The consultant team has highlighted a few important recommendations from the report. These recommendations may change with any shifts in demographics, Department structure, and community and Department priorities.

- **Core Program Areas:** The Department will need to continue evaluating Core Program Areas as priorities shift and the community demographics evolve. Align Core Program Areas with the community needs from the statistically valid survey results. The Department staff should evaluate Core Program Areas and the individual programs within them, ideally, on an annual basis, to ensure offerings remain aligned with community needs.
- **Age Segments**: The Department should consider expanding programs and activities targeting youth ages 0-17 and expanding programs for adults and seniors focusing on physical health goals.
- **Program Lifecycle Analysis**: The Department should complete a lifecycle analysis on an annual basis and ensure that the percentage distribution closely aligns with the desired performance. Additionally, the Department could include annual performance measures for core program areas to track participation, customer retention, and percentage of new programs as an incentive for innovation and alignment with community trends.
- **Program Development and Marketing Plan:** Each new program and existing program should have a solid program development and marketing plan. The Department needs to ensure target markets and age segmentations are being reached through the appropriate media. Social Media should be utilized at a higher level to share the Department's story and help the community understand the importance of the work you do.
- **Volunteer and Partnership:** Management is important to continue to assist with meeting the needs of the community. The Department should know the cost of providing this service and compare it to the outcomes being achieved. This will help demonstrate leveraging resources and ensure that the outcomes match the effort.

CHAPTER FIVE - ACTION PLAN & PARKS MASTER PLAN DEVELOPMENT

5.1 SYSTEMS EXPENDITURE FORECAST

The charts included here are from Facility Condition Assessments that Bureau Veritas performed in March 2021. Their purpose is to evaluate the present overall physical state of the property on the inspection day and to assess potential future needs for replacement reserves.

Replacement Reserves, sometimes referred to as Lifecycle or Renewals, account for regular renewal expenses or expenditures that don't fall under operation or maintenance costs. These reserves should be planned for annually, as their frequency and cost can be fairly predictable. They might also include components or systems with an uncertain lifespan but have a possibility of failing within a specific estimated timeframe.

Replacement Reserves generally do not include components or systems that are expected to last beyond the reserve term, and those that don't significantly impact the structural and mechanical soundness of the property. Costs from unforeseeable events like acts of God, accidents, or other incidents typically covered by insurance, instead of reserves, are also omitted.

Replacement costs were developed through discussions with the property owners or managers, service companies, manufacturers' representatives, and from our past experience in devising such schedules for comparable facilities. We also consider costs for tasks carried out by the owner's or property manager's maintenance staff.

Bureau Veritas's reserve methodology includes the identification and quantification of systems or components that will need capital reserve funds during the assessment period, defined as the effective age plus the reserve term. Additional data about each system or component's respective replacement costs (in today's dollars), average expected useful lives, and remaining useful lives were estimated for creating a funding schedule. The Replacement Reserves Schedule assumes that all necessary remedial work has been done, or funds have been allocated for Immediate Needs.

For this report's System Expenditure Forecasts, the Replacement Reserves have been divided into these categories: Short Term (years 1-2), Near Term (years 3-5), Medium Term (years 6-10), and Long Term (years 11-20). Bureau Vista’s full Facility Condition Assessments can be found in **Appendix G**.

5.1.1 ERMATINGER HOUSE

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Accessibility	$ -	$ -	$ -	$ -	$ -	**$ -**
Electrical	$ -	$ -	$ 663	$ -	$ 54,360	**$ 55,023**
Equipment & Furnishings	$ -	$ -	$ -	$ -	$ 4,860	**$ 4,860**
Façade	$ -	$ -	$ 20,797	$ 156,189	$ 135,954	**$ 312,940**
Fire Alarm & Electronic Systems	$ -	$ -	$ -	$ 26,206	$ -	**$ 26,206**
Fire Protection	$ -	$ -	$ -	$ -	$ -	**$ -**
HVAC	$ -	$ -	$ -	$ 12,404	$ 12,557	**$ 24,961**
Interiors	$ -	$ -	$ 21,248	$ 23,157	$ 129,882	**$ 174,287**
Plumbing	$ -	$ -	$ -	$ 2,271	$ -	**$ 2,271**
Roofing	$ -	$ -	$ -	$ 3,930	$ 48,573	**$ 52,503**
Site Development	$ -	$ -	$ -	$ 4,540	$ -	**$ 4,540**
Site Pavement	$ -	$ -	$ -	$ -	$ -	**$ -**
Structure	$ -	$ -	$ -	$ -	$ 5,635	**$ 5,635**
TOTALS	**$ -**	**$ -**	**$ 42,708**	**$ 228,697**	**$ 391,821**	**$ 663,226**

Figure 93: Ermatinger House Systems Expenditure Forecast

5.1.2 SPORTCRAFT LANDING

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	$ -	$ -	$ -	$ -	$ 12,152	**$ 12,152**
Site Pavement	$ -	$ 251,146	$ 56,331	$ 28,869	$ 131,433	**$ 467,779**
Special Construction & Demo	$ -	$ -	$ -	$ 5,590	$ 97,217	**$ 102,807**
TOTALS	**$ -**	**$ 251,146**	**$ 56,331**	**$ 34,459**	**$ 240,802**	**$ 582,738**

Figure 94: Sportcraft Landing Systems Expenditure Forecast

5.1.3 STAFFORD PARK

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Accessibility	$ 15,600	$ -	$ -	$ -	$ -	**$ 15,600**
Site Development	$ -	$ 1,172	$ -	$ 2,970	$ 7,999	**$ 12,141**
Site Pavement	$ 7,150	$ 1,241	$ -	$ 11,047	$ 17,778	**$ 37,216**
TOTALS	**$ 22,750**	**$ 2,413**	**$ -**	**$ 14,017**	**$ 25,777**	**$ 64,957**

Figure 95: Stafford Park Systems Expenditure Forecast

5.1.4 STRAIGHT CEMETERY

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	$ 11,160	$ -	$ 2,130	$ 4,999	$ 20,155	**$ 38,444**
Site Pavement	$ -	$ -	$ -	$ -	$ 16,905	**$ 16,905**
TOTALS	**$ 11,160**	**$ -**	**$ 2,130**	**$ 4,999**	**$ 37,060**	**$ 55,349**

Figure 96: Straight Cemetery Systems Expenditure Forecast

5.1.5 WATERBOARD PARK

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	$ -	$ 1,034,929	$ 2,712	$ 1,485	$ 133,832	**$ 1,172,958**
Site Pavement	$ -	$ 60,683	$ -	$ -	$ 42,532	**$ 103,215**
TOTALS	**$ -**	**$ 1,095,612**	**$ 2,712**	**$ 1,485**	**$ 176,364**	**$ 1,276,173**

Figure 97: Waterboard Park Systems Expenditure Forecast

5.1.6 WESLEY LYNN PARK

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Façade	$ -	$ 2,344	$ 6,329	$ 5,595	$ 8,506	**$ 22,774**
Roofing	$ -	$ -	$ -	$ -	$ 3,098	**$ 3,098**
Interiors	$ -	$ -	$ 3,842	$ -	$ 5,164	**$ 9,006**
Plumbing	$ -	$ 9,932	$ -	$ -	$ 34,569	**$ 44,501**
Equipment & Furnishings	$ -	$ -	$ -	$ -	$ -	**$ -**
Special Construction & Demo	$ -	$ -	$ -	$ -	$ 120,097	**$ 120,097**
Site Pavement	$ -	$ 21,721	$ -	$ 40,904	$ 574,355	**$ 636,980**
Site Development	$ -	$ 19,789	$ 37,154	$ 101,332	$ 244,757	**$ 403,032**
Site Utilities	$ -	$ -	$ -	$ 41,930	$ 1,620	**$ 43,550**
TOTALS	**$ -**	**$ 53,786**	**$ 47,325**	**$ 189,761**	**$ 992,166**	**$ 1,283,038**

Figure 98: Wesley Lynn Park Systems Expenditure Forecast

5.1.7 TOTAL SYSTEMS EXPENDITURE FORECAST

Facility	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Ermatinger House	$ -	$ -	$ 42,708	$ 228,697	$ 391,821	**$ 663,226**
Sportcraft Landing	$ -	$ 251,146	$ 56,331	$ 34,459	$ 240,802	**$ 582,738**
Stafford Park	$ 22,750	$ 2,413	$ -	$ 14,017	$ 25,777	**$ 64,957**
Straight Cemetery	$ 11,160	$ -	$ 2,130	$ 4,999	$ 37,060	**$ 55,349**
Waterboard Park	$ -	$ 1,095,612	$ 2,712	$ 1,485	$ 176,364	**$ 1,276,173**
Wesley Lynn Park	$ -	$ 53,786	$ 47,325	$ 189,761	$ 992,166	**$ 1,283,038**
TOTALS	**$ 33,910**	**$ 1,402,957**	**$ 151,206**	**$ 473,418**	**$ 1,863,990**	**$ 3,925,481**

Figure 99: Total Systems Expenditure Forecast

5.2 FUNDING & REVENUE STRATEGIES

The purpose of developing funding and revenue strategies is to help the Department prepare for the plan's implementation by identifying viable funding opportunities and sharing strategies that have been used by other agencies in Oregon and throughout the United States.

It is essential to identify new and sustainable funding sources to ensure the continued growth and maintenance of the Department's parks and recreation system. The key to future growth is diversification of funding sources which will help support the development and sustainability of the initiatives recommended in this plan.

The sources in this section have been selected based on the Department's desire to pursue them further and their viability. These are meant to serve as recommendations and guidelines and do not commit the City or the staff to pursue them.

5.2.1 EXTERNAL FUNDING SOURCES

GENERAL FUND SUPPORT

Oregon City currently receives $0.6481 under the permanent tax rate limit. An increase in the permanent tax rate to $0.25 per thousand assessed values would produce approximately $700,000 in additional revenue for parks and recreation. A General Fund increase up to the allowable tax rate for the City can be made by the City Commission during the budget planning cycle.

General Fund Support is a stable funding source for parks and recreation operations but can be challenged with shifting City priorities from year to year.

GENERAL OBLIGATION (G.O.) BONDS

General Obligation (G.O.) Bonds are voter approved bonds that can be used for land acquisition or capital projects. Four agencies within Oregon have successfully used this method to fund projects since 2012. Those agencies include:

- Eugene, 2018 - $39.35M
- Portland, 2014 - $68M
- Bend, 2012 – 29M
- Willamalane, 2012 – 20M

The primary challenge for this funding strategy is that it is limited to capital projects and land acquisitions and cannot be used for operational needs or ongoing maintenance.

LOCAL OPTION LEVY

Local Option Levies can be used to fund up to 5 years of operations or up to 10 years for capital projects. Though a flexible funding strategy, this option requires voter approval and is not a reliable long-term solution as it does require voter approval for ongoing support.

This financial strategy is most often used for operations and has been successfully implemented by the following agencies:

- Eugene, 2018 -$0.19/thousand
- Hillsboro, 2017 - $1.72/thousand (Parks and Public Safety)
- Metro, 2016 - $9.6 cents/thousand
- Corvallis, 2013 - $0.8181/thousand

PARK DISTRICT – SPECIAL PARK DISTRICT

The Department may also consider becoming a Special Park District like Tualatin Parks & Recreation, Bend Parks and Recreation, and Willamalane Parks and Recreation districts. A special district is a municipal corporation that is a standalone agency from the City of Oregon City.

Separation from the City would allow for a focus on parks and recreation, however operating a special district could pose challenges including loss of efficiency of the larger organization and other City departments.

PARK UTILITY FEE

The Park Utility Fee is a fee paid on regular utility bills to fund parks and recreation capital projects and operations. This funding strategy is a stable, dedicated source and requires City Commission approval for implementation. The biggest challenge with this source is the existing cost of utility fees.

Cities that have implemented Park Utility Fees include:

- West Linn - $14.32/month/unit
- Medford - $2.95/month/unit
- Gresham - $7.50/month/unit

TRANSIENT TAX

With the operation of tourism-based facilities within the Department including Ermatinger House, McLoughlin Promenade, Clackamette Park, Jon Storm Park, and End of the Oregon Trail, Oregon City may benefit from a percentage allocation of Transient Tax which is dedicated funding for tourism related parks and recreation facilities and programs.

Authorized by the City Commission, these funds can be dedicated to support tourism related projects and facilities within the department. The future development of hotel/motel sites can also be used to support this source, with the primary challenge being ongoing competition for funds.

Dalles OR has a $225,000 annual dedication of transient funds to support their parks and recreation operations.

5.3 BENCHMARK ANALYSIS

5.3.1 METHODOLOGY

The Consulting team with assistance from Oregon City staff identified operating metrics to benchmark the Parks and Recreation Department ("Department") against comparable parks and recreation agencies. The goal of this analysis is to evaluate how the Department is positioned among peer agencies. The benchmark assessment is organized into specific categories based on peer agency responses to targeted questions that lend an encompassing view of each system's operating metrics as compared to Oregon City.

Information used in this analysis was obtained directly from each participating benchmark agency, when available, and supplemental data was collected from agency / municipality websites, Comprehensive Annual Financial Reports (CAFR), and information available through the National Recreation and Park Association's (NRPA) Park Metrics Database. Due to differences in how each system collects, maintains, and reports data, variances may exist. These variations can impact the per capita and percentage allocations, and the overall comparison must be viewed with this in mind. The benchmark data collection for all systems was completed between October 2022 and January 2023, and it is possible that information in this report may have changed since the original collection date.

The information sought was a combination of operating metrics that factor budgets, staffing levels, and inventories. In some instances, the information was not tracked or not available. The table below lists each benchmark agency in the study. These agencies were selected due to demographic and/or organizational characteristics similar to Oregon City, including one Gold Medal Award Finalist and two CAPRA Accredited agencies. *Note: CAPRA stands for Commission for Accreditation of Park and Recreation Agencies. Agencies that receive this accreditation either meet, or exceed, standards maintained by park and recreation leaders in programming, facilities, and experiences they provide their communities.*

For all agencies examined, Oregon City represents the benchmark's fourth highest in terms of total population (37,967) and last in jurisdiction size (9.29 sq. mi.), while being highest in population density (4,087 residents per sq. mi.).

Agency	Jurisdiction Type	Population	Jurisdiction Size (Sq. Mi.)	Population per Sq. Mi.	CAPRA Accredited	Gold Medal Winner
City of Oregon City Parks and Recreation Department	City	37,967	9.29	4,087	No	No
City of Albany Parks and Recreation	City	57,199	17.54	3,261	No	No
City of Lake Oswego Parks and Recreation	City	40,731	11.48	3,548	Pending, 2023	Finalist (2008)
City of Medford Parks, Recreation and Facilities	City	87,553	28.00	3,127	Yes, since 2012	Aspiring, 2025
City of Pendleton Parks and Recreation Department	City	16,685	11.50	1,451	No	No

Figure 100: Benchmark Overview

5.3.2 PARK ACRES

The following table provides a general overview of each system's park acreage. Oregon City ranks lowest in total acres per 1,000 residents at 6.69 acres and falls below the NPRA median for agencies serving 20,000-49,999 residents which is 10.6 acres / 1,000 residents. Oregon City, though, is challenged with limited opportunities for growth due to the lack of additional available open spaces for expansion.

Agency	Population	Total Number of Parks	Residents per Park	Total Acres Owned or Managed	Total Acres per 1,000 Residents
City of Lake Oswego Parks and Recreation	40,731	39	1,044.38	657.00	62.00
City of Medford Parks, Recreation and Facilities	87,553	31	2,824.29	2,595.00	29.64
City of Pendleton Parks and Recreation Department	16,685	22	758.41	450.00	26.97
City of Albany Parks and Recreation	57,199	30	1,906.63	979.00	17.12
City of Oregon City Parks and Recreation Department	37,967	26	1,460.27	253.95	6.69
NRPA Median 2022 = 10.6 Acres per 1,000 Residents					

Figure 101: Park Acres

5.3.3 TRAIL MILES

The information below reveals the service levels for dedicated trails within each system. By comparing total trail mileage to the population of the service area, the level of service provided to the community can be determined and is expressed as trail miles for every 1,000 residents. Oregon City is on the lower end with 0.20 trail miles per 1000 residents, which falls below the national recommended practice of 0.25-0.5 trail miles per 1,000 residents.

Agency	Population	Total Trail Miles	Trail Miles per 1,000 Residents
City of Pendleton Parks and Recreation Department	16,685	27.00	1.62
City of Lake Oswego Parks and Recreation	40,731	18.00	0.44
City of Medford Parks, Recreation and Facilities	87,553	37.00	0.42
City of Oregon City Parks and Recreation Department	37,967	7.56	0.20
City of Albany Parks and Recreation	57,199	9.60	0.17
Recommended Practice = 0.25-0.5 Trail Miles 1,000 Residents			

Figure 102: Trail Miles

5.3.4 STAFFING AND VOLUNTEERS

This section compares staffing levels for each system by comparing full-time equivalents (FTEs) to total populations. Total FTEs per 10,000 residents is a key performance metric that assesses how well each system is equipped, in terms of staff, to serve its jurisdiction. Oregon City ranks in the middle at 11.3 FTEs per 10,000 residents and is lower than the NRPA Median for agencies serving 20,000-49,999 residents of 11.8 FTEs per 10,000 residents.

In terms of volunteers, Oregon City has the lowest number of volunteers (65) but has the third highest total volunteer hours (4000), which speaks to the high level of commitment of the existing volunteers.

Agency	Population	Total Volunteers (annually)	Total time worked by volunteers (annually)	Total Full-Time Employees	Total Part-Time Employees	Total FTEs	FTEs per 10,000 Residents
City of Lake Oswego Parks and Recreation	40,731	350	31,369	56	21	81.00	19.9
City of Pendleton Parks and Recreation Department	16,685	87	1,809	12	20	32.00	19.2
City of Oregon City Parks and Recreation Department	37,967	65	4,000	23	45	42.72	11.3
City of Medford Parks, Recreation and Facilities	87,553	600	375	29	60	44.60	5.1
City of Albany Parks and Recreation	57,199	864	8,694	26	77	-	-
NRPA Median 2022 = 11.8 FTEs per 10,000 Residents							
*Total FTEs not available for Albany							

Figure 103: Staffing and Volunteers

5.3.5 OPERATING EXPENSE PER CAPITA

Dividing the annual operational budget by each service area's population allows for a comparison of how much each agency is spending per resident. Oregon City ranks in the middle in operating expense per resident ($115.58) and is above the NRPA Median for Agencies Serving 20,000-49,999 residents of $110.32 per resident. Some of this higher expense is also attributed to the higher cost of living and doing business in and around the area compared to national averages.

Agency	Population	Total Operating Expense	Jurisdiction size (sq. mi.)	Total acres owned or managed by the system	Operating Expense per Acre	Operating Expense per FTE	Operating Expense per Resident
City of Lake Oswego Parks and Recreation	40,731	$13,105,373	11.48	657.00	$1,141,583	$19,947.30	$ 321.75
City of Pendleton Parks and Recreation Department	16,685	$ 2,970,833	11.50	450.00	$ 258,333	$ 6,601.85	$ 178.05
City of Oregon City Parks and Recreation Department	37,967	$ 4,388,360	9.29	253.95	$ 472,375	$17,280.41	$ 115.58
City of Albany Parks and Recreation	57,199	$ 5,928,300	17.54	979.00	$ 337,987	$ 6,055.46	$ 103.64
City of Medford Parks, Recreation and Facilities	87,553	$ 6,100,000	28.00	2,595.00	$ 217,857	$ 2,350.67	$ 69.67
NRPA Median 2022 = $110.32 per capita Operating Expense							

Figure 104: Operating Expense Per Capita

5.3.6 REVENUE PER CAPITA

By comparing each agency's annual non-tax revenue to the population, the annual revenue generated on a per resident basis can be determined. Oregon City generates $52.22 per resident which ranks it in the middle, yet above the NRPA Median for Agencies serving 20,000-49,999 residents ($26.99).

Agency	Population	Total Non-Tax Revenue 2021	Revenue per Resident
City of Lake Oswego Parks and Recreation	40,731	$ 2,491,377	$ 61.17
City of Pendleton Parks and Recreation Department	16,685	$ 900,400	$ 53.96
City of Oregon City Parks and Recreation Department	37,967	$ 1,982,467	$ 52.22
City of Albany Parks and Recreation	57,199	$ 893,547	$ 15.62
City of Medford Parks, Recreation and Facilities	87,553	$ 1,055,650	$ 12.06
NRPA Median 2022 = $26.99 Revenue per Capita			

Figure 105: Revenue Per Capita

5.3.7 CIP SUMMARY

Capital Improvement Plan (CIP) budgets and availability of funding vary from year to year and the table below reveals the average of the last four years of actual capital investment for each agency. Of the benchmarked agencies, Oregon City ranked in the middle for average annual CIP ($168,732) and was well below the NRPA Median ($1.0M) for agencies serving 20,000-49,999 residents.

Agency	Population	Avg. Annual CIP	Avg. Annual CIP per Resident
City of Lake Oswego Parks and Recreation	40,731	$ 5,635,000	$ 138.35
City of Medford Parks, Recreation and Facilities	87,553	$ 7,229,800	$ 82.58
City of Oregon City Parks and Recreation Department	37,967	$ 168,732	$ 4.44
City of Pendleton Parks and Recreation Department	16,685	$ 61,960	$ 3.71
City of Albany Parks and Recreation	57,199	$ 111,956	$ 1.96
NRPA Median 2022= $1.0M 5 yr AVG CIP Spending (2022)			

Figure 106: CIP Summary

5.3.8 PROGRAM PARTICIPATION SPENDING

This portion assesses the program budget for each agency. Oregon City is ranked last of the benchmarked agencies at $2.12 per resident, which is significantly less than benchmarked agencies. However, it does a remarkable job generating revenue from the programs as can be seen from the 103.83% cost recovery which is second only to Pendleton Park and Recreation's 144.5% cost recovery.

Agency	Population	Budget for Programming	Revenue from Programming	Programming Cost Recovery	Program Budget per Resident
City of Albany Parks and Recreation	57,199	$ 5,928,300	$ 1,016,600	17.15%	$ 103.64
City of Lake Oswego Parks and Recreation	40,731	$ 1,403,836	$ 1,071,325	76.31%	$ 34.47
City of Medford Parks, Recreation and Facilities	87,553	$ 1,935,000	$ 900,000	46.51%	$ 22.10
City of Pendleton Parks and Recreation Department	16,685	$ 239,275	$ 345,758	144.50%	$ 14.34
City of Oregon City Parks and Recreation Department	37,967	$ 80,400	$ 83,480	103.83%	$ 2.12

Figure 107: Program Participation Spending

5.3.9 INDOOR RECREATION FACILITIES

This table shows the amount of indoor recreation facilities each of the benchmarked agencies operate, their total square footage, and their square footage per resident. Oregon City ranked first of the benchmarked agencies in square feet per resident (1.47).

Agency	Population	Total # of indoor recreation facilities	Total Sq. Feet of all indoor recreation facilities	Total Sq. Feet per facility	Indoor Sq. Feet per resident
City of Pendleton Parks and Recreation Department	16,685	1	20,000	20,000	1.20
City of Oregon City Parks and Recreation Department	37,967	4	55,672	13,918	0.37
City of Albany Parks and Recreation	57,199	3	44,000	14,667	0.26
City of Medford Parks, Recreation and Facilities	87,553	1	17,000	17,000	0.19
City of Lake Oswego Parks and Recreation	40,731	3	17,500	5,833	0.14

Figure 108: Indoor Recreation Facility

5.3.10 MARKETING AS PERCENTAGE OF OPERATIONS

The table below describes the marketing expense incurred by each agency and compares it to the agency's actual expenditures for 2021 to show what percentage of the operating expenses are dedicated to marketing. Oregon City falls towards the bottom of the benchmark with $26,500 allocated of their overall operational budget for marketing while the leaders of the group spend upwards of $268,000 annually. A recommended practice for total marketing spending is 3+% of the total operating budget.

This directly impacts program participation since as seen in the Statistically Valid Survey results "I don't know what is offered" was the top barrier to participation chosen by 38% of all respondents.

Agency	Total Marketing Expense (2021)	Operational Budget (2022)	Total Marketing Budget (2022)	Marketing as % of Operations
City of Albany Parks and Recreation	$ 268,800	$ 2,970,833	$ 268,800	9.05%
City of Medford Parks, Recreation and Facilities	$ 100,000	$ 6,100,000	$ 100,000	1.64%
City of Lake Oswego Parks and Recreation	$ 100,000	$ 13,105,373	$ 100,000	0.76%
City of Oregon City Parks and Recreation Department	$ 26,500	$ 4,388,360	$ 26,500	0.60%
City of Pendleton Parks and Recreation Department	$ 10,500	$ 5,928,300	$ 10,500	0.18%
Best Practice = 3+% of Total Operating Budget				

Figure 109: Marketing as a Percentage of Operations Budget

5.3.11 SUMMARY OF BENCHMARK FINDINGS

The agencies selected for the benchmark were City of Albany Parks and Recreation, City of Lake Oswego Parks and Recreation (CAPRA Accredited, Gold Medal Award Finalist), City of Medford Parks and Recreation (CAPRA Accredited), and City of Pendleton Parks and Recreation. This allowed Oregon City to compare itself to some of the top performing agencies in Oregon.

Strengths

Of the agencies compared in this benchmark, Oregon City ranks first in total square footage per resident for indoor recreation space. Oregon City is also above the national median for revenue per resident, cost recovery, and total spending per resident in operating expenses.

- **Indoor Square Footage** – Oregon City has 1.47 total square feet per resident and is the only benchmarked agency with an indoor aquatic space.
- **Revenue** – Oregon City generates $52.22 in revenue per resident, which is above the NRPA Median of $22.99 for agencies with populations between 20,000 and 49, 999.
- **Operating Expenses** - Oregon City spends $115.58 per resident on operating expenses, which is also above the NRPA Median of $110.32.

Opportunities

This benchmark study uncovered some limitations and opportunities for Oregon City.

- Oregon city ranks last in **marketing and program budget**.
- **Marketing**- The Statistically Valid Survey results showed that 38% of Oregon City residents responded "I don't know what's offered" as a barrier to program participation. Oregon City currently allocates less than 1% of its overall operational budget to marketing. The recommended percentage is at least 3% of the total operating budget.
- **Program Budget** – Oregon City has a program budget of just $2.12 per resident on programs and is the lowest ranked of the benchmarked agencies. The fourth ranked agency spent $14.34 per resident.

Overall, the benchmark analysis reveals that Oregon City has great potential for enhancing its offerings to meet the needs and desires of the community. There are opportunities to increase funding for marketing and overall dollars spent on programs for the community. The Master Plan's recommendations will use this data and help establish strategic goals to pursue along with key performance indicators (KPIs) that will be tracked and measured over time as the Department continues to pursue excellence in all aspects of its operations.

5.4 PRIORITIZED FACILITY & PROGRAM NEEDS

Priorities for Facility Investments: The Priority Investment Rating (PIR) was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on recreation and park investments. The PIR equally weighs (1) the importance that residents place on amenities/facilities and (2) how many residents have unmet needs for the facility/amenity.

Based on the PIR, the following parks and recreation facilities/amenities were rated as high priorities for investment:

- Multi-use paved trails (200)
- Multi-use unpaved trails (167)
- Water access (115)
- Outdoor amphitheater (115)
- Indoor walking/jogging track (112)
- Large community parks (112)
- Open space & conservation areas (111)
- Fenced dog park (110)
- Small neighborhood parks (103)

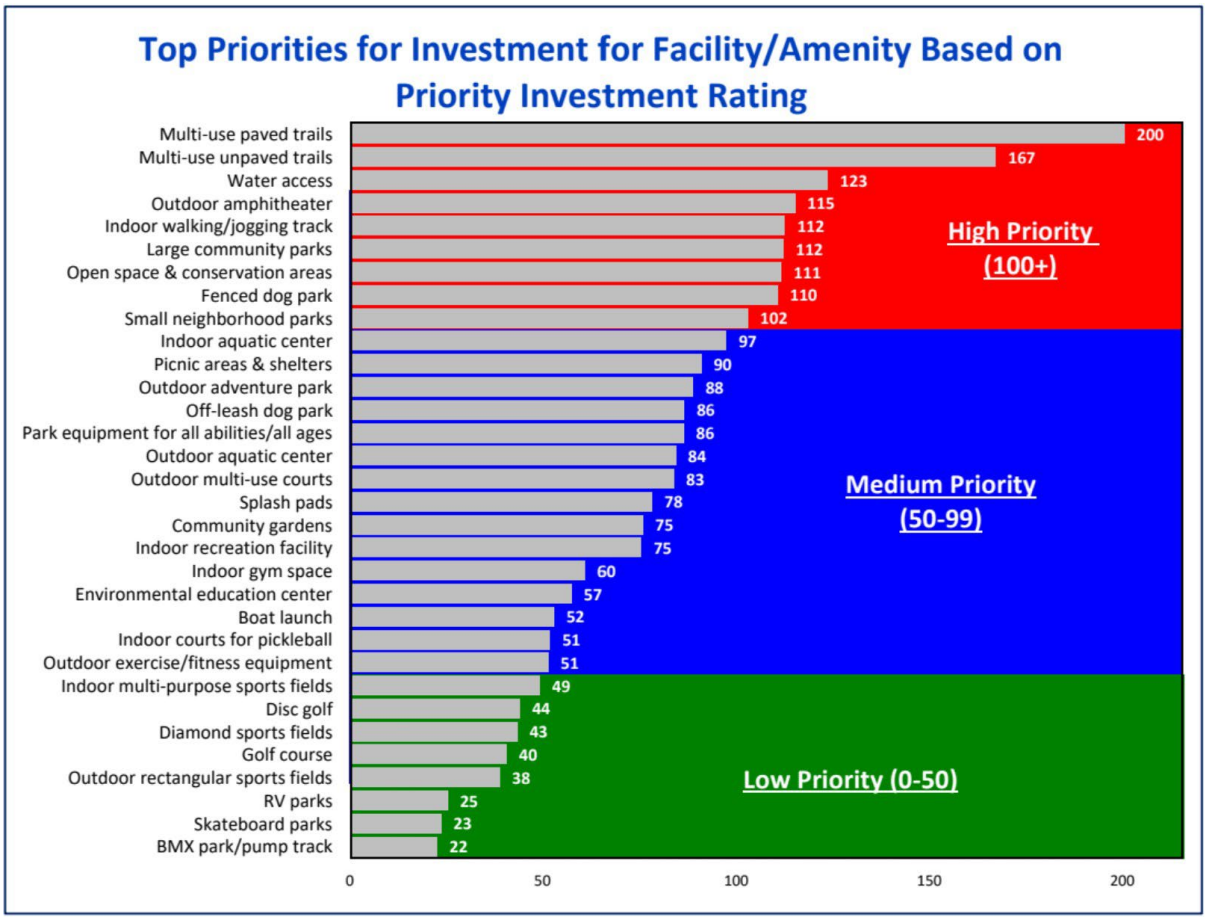


Figure 110: Priority Investment Rating - Facilities

Based on the PIR, the following Oregon City programs were rated as high priorities for investment:

- Farmer's Market (158)
- Adult fitness & wellness programs (148)
- Community special events (133)
- Cultural enrichment programs/events (117)

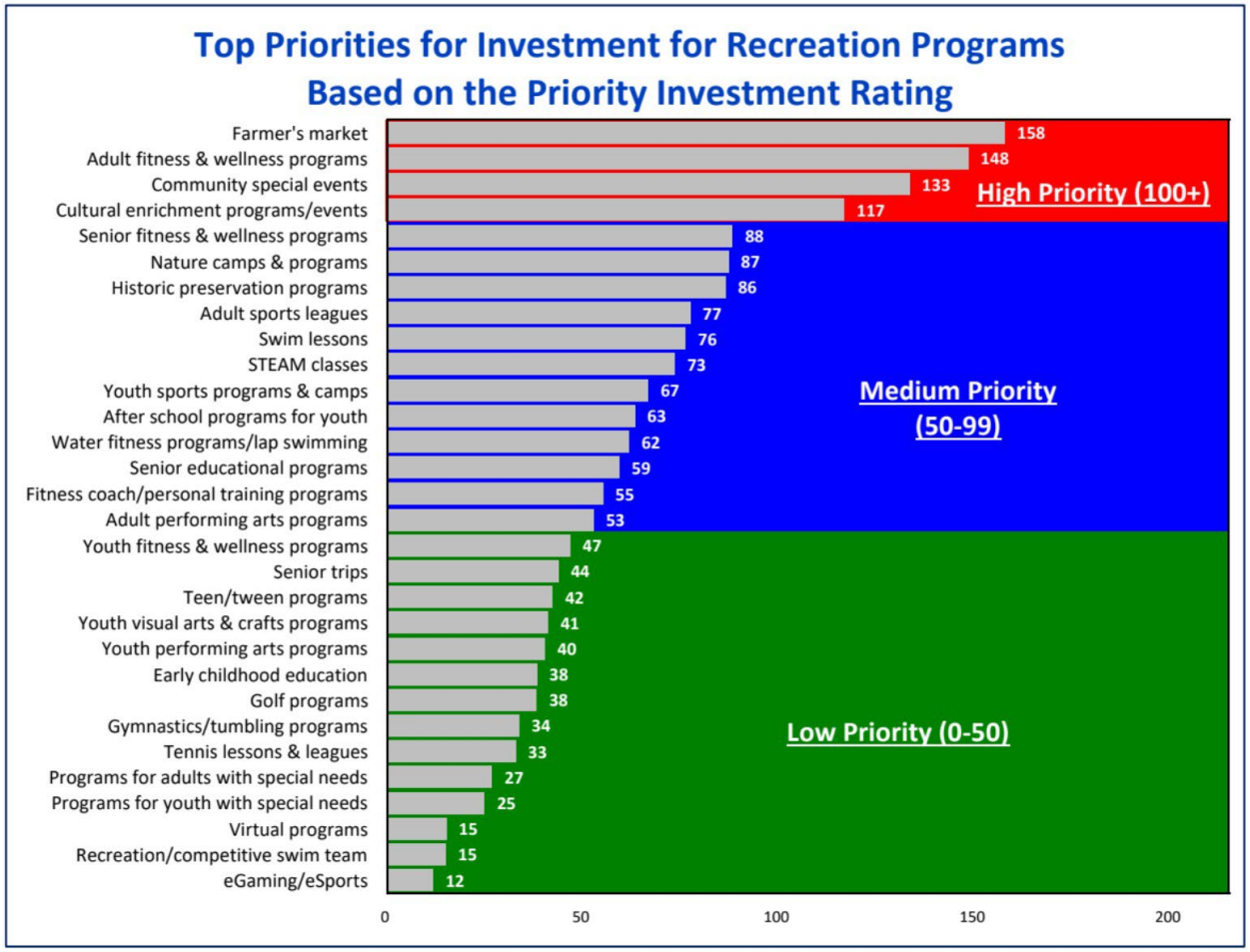


Figure 111: Priority Investment Rating - Recreation Programs

CHAPTER SIX : VISION, MISSION, VALUES & BIG MOVES

Based on an iterative visioning process with staff and using community input, demographics & trends, and an analysis of the City's maintenance, operations, & level of service, the following Mission Statement, Vision, and Core Values were developed by staff.

6.1.1 MISSION

The Mission of the Oregon City Parks and Recreation Department is "To serve the community".

6.1.2 VISION

The Department's vision for the future is to be known as "An inclusive, sustainable, and impactful agency".

6.1.3 CORE VALUES

The Department's Core values:

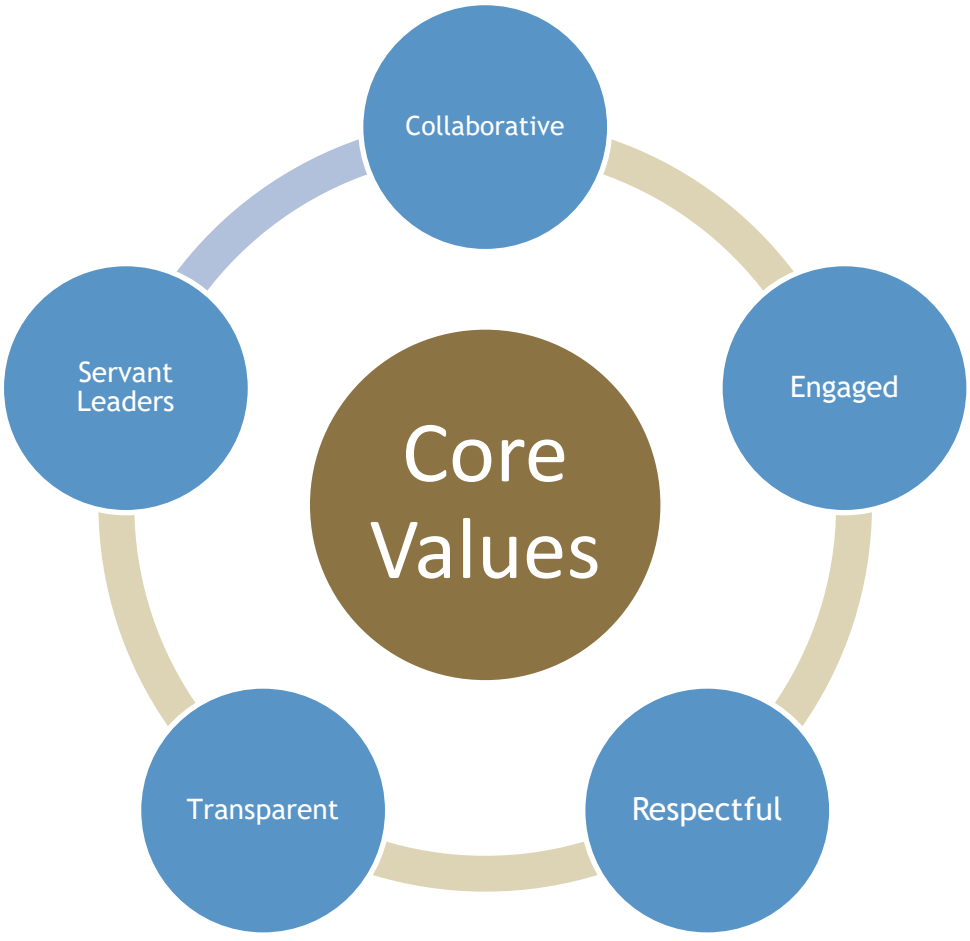


Figure 112: Department Core Values

6.1.4 BIG MOVES

The staff team identified Department-wide outcomes they would aspire to achieve from this plan. These Big Moves are the most significant outcomes desired and when achieved, will serve as the legacy fulfilling the Plan's vision. The following are the five Big Moves that were identified through this process:

1. Explore earned income opportunities to enhance funding for the Department.
    a) Park utility fees
    b) Initiate a bond or levy campaign
    c) Review fees and charges to reflect cost recovery goals
    d) Grants
    e) Advertising, sponsorship and partnership opportunities
2. Construct an all-inclusive staffing plan encompassing staffing forecast, recruitment strategies, induction processes, training programs, retention initiatives, and succession planning.
3. Formulate an exhaustive maintenance strategy which includes preventative measures, regular upkeep, and a timetable for equipment replacement.
    a) Created Facility Division to manage all facilities and address all maintenance opportunities
4. Design a strategic plan for marketing and branding.
5. Master/Business Plan the End of Oregon Trail Interpretive Center and Mountain View Cemetery.

CHAPTER SEVEN : CONCLUSION

In closing, the Oregon City Parks Master Plan serves not merely as an elaborate guide for park development, but as a beacon that illuminates the way forward with its core values: Collaboration, Engagement, Respect, Transparency, and Servant Leadership. These guiding principles shape an organizational culture that deeply respects the diverse voices of Oregon City's residents.

The master plan has been crafted through a highly collaborative process, incorporating meaningful feedback from community members, local organizations, and experts in the field. This wide-ranging dialogue fosters a shared sense of ownership and collective accountability, thereby embodying the essence of being Collaborative and Engaged.

With a focus on Respect, the plan champions equitable access to park facilities and recreational activities for all. It acknowledges the role of parks in advancing social unity, mental and physical health, as well as a sense of belonging among the community. Aimed at accommodating individuals across all ages, abilities, and backgrounds, the plan is devoted to inclusivity, thereby reinforcing social cohesion and connectedness.

Transparency is more than a buzzword in this master plan; it is a cornerstone. From the planning stage to decision-making to implementation, all aspects are communicated openly, including via the project website https://www.orcityparksandplay.org/index.html. This open communication not only builds trust but also stimulates continuous public engagement, empowering residents to be active participants in the park system’s ongoing evolution.

Embodying the value of Servant Leadership, the master plan sets an exemplary standard for park management. It is a vision that is not only aspirational but also practical, as it accounts for adequate funding and resources needed for successful implementation. By staying true to these values, the plan positions Oregon City to fulfill its mission: to serve as an inclusive, sustainable, and impactful agency, committed to enriching the lives of its community.

Through adherence to these core values, the Oregon City Parks Master Plan offers more than just a strategic path; it serves as a testament to the values and aspirations that make our community strong and resilient.

APPENDICES

APPENDIX A: CAPITAL IMPROVEMENT PLAN

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CIP Project List
Parks and Recreation Department

Project	Type of Project	Park Type	Rationale for Inclusion	Timing	Land Acquisition Cost	Development Cost	Total Cost	% capacity	Capacity Metric (miles, acres, facilities)	Capacity Units
Clairmont Way	New Park Development	Community	Underserved Level of Service	3-5 years	$0	$5,303,949	$5,303,949		Acres	15.97
TSW - Phase 2	New Park Development	Neighborhood	High Priority Ranking	1-2 years	$0	$2,749,950	$2,749,950	100%	Acres	2.60
Wesley Lynn - Phase 2	New Park Development	Community	Underserved Level of Service	3-5 years	$0	$1,283,038	$1,732,101	100%	Acres	4.27
Park Place Park - Phase 2	New Park Development	Neighborhood	Underserved Level of Service	1-2 years	$0	$1,700,000	$1,700,000	100%	Acres	2.05
Waterboard Park New Development	New Park Development	Neighborhood	Community Values	5-7 years	$0	$ 1,660,598	$1,660,598		Acres	5.00
New Pool & Recreation Center	Indoor Recreation / Aquatics Expansion or New		Underserved Level of Service			$ 40,000,000	$40,000,000		SQ FT	62,900.00
Total New Park Development					**$ -**	**$52,697,535**	**$53,146,599**			
Additional Trails (3 miles per LOS needs)	New Trails, Trailheads and Connectors		High Priority Ranking		$2,359,500	$1,963,670	$4,323,170	100%	Miles	3.00
Park Place		Neighborhood			$5,200,000	$2,656,960	$7,856,960	100%	Acres	8.00
Thimble Creek		Neighborhood			$6,500,000	$3,321,200	$9,821,200	100%	Acres	10.00
Meyers Road Area		Neighborhood			$3,900,000	$1,992,720	$5,892,720	100%	Acres	6.00
Partlow Road Area		Neighborhood			$3,250,000	$1,660,600	$4,910,600	100%	Acres	5.00
Total New Trails, Trailheads and Connectors					**$21,209,500**	**$11,595,150**	**$32,804,650**		**Eligible for SDCs**	
Pollinator Gardens	Park Improvements	Pocket	Strategic Priorities			$40,000	$40,000	0%	$0	
Abernathy Creek - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$28,509	$28,509	0%	$0	
Atkinson Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$390,547	$390,547	75%	$292,910	
Barclay Hills Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$59,435	$59,435	0%	$0	
Barclay Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$1,223	$1,223	0%	$0	
Canemah Childrens Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$91,023	$91,023	18%	$16,384	
Chapin Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$477,554	$477,554	36%	$171,919	
Clackamette Cove/River Access Trail - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$259,334	$259,334	59%	$153,007	
DC Latourette Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$50,482	$50,482	0%	$0	
Hartke Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$159,568	$159,568	69%	$110,102	
Hazelwood Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$57,003	$57,003	0%	$0	
Hillendale Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$659,681	$659,681	75%	$494,761	
Jon Storm Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$183,106	$183,106	0%	$0	
Library Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$228,616	$228,616	75%	$171,462	
McLoughlin Promanade - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$872,017	$872,017	13%	$113,362	
Old Canemah Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$235,692	$235,692	90%	$212,123	
Park Place Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$179,236	$179,236	43%	$77,071	
Richard Bloom Tots Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$38,833	$38,833	0%	$0	
Rivercrest Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$203,931	$203,931	75%	$152,948	
Singer Creek Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$249,154	$249,154	53%	$132,052	
Sportcraft Landing - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$341,940	$341,940	86%	$294,068	
Stafford Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$39,182	$39,182	76%	$29,778	
Tyrone S. Woods Memorial Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$48,918	$48,918	0%	$0	
Waterboard Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$1,099,810	$1,099,810		$0	
Wesley Lynn Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$290,886	$290,886	0%	$0	
Total Park Improvements					**$ -**	**$ 6,285,680**	**$ 6,285,680**		**$2,421,949**	
ADA Accessibility (multiple parks)	Recreation Amenities		Community Values			TBD	TBD	100%		
Ermatinger House	Recreation Amenities		Community Values			$ 663,226	$663,226	0%		
Total Recreation Amenities					**$ -**	**$ 663,226**	**$ 663,226**			
EOT Master Plan	Indoor Recreation / Aquatics Expansion or New		Underserved Level of Service				$250,000			
ADA Transition Plan	Park Improvements		Community Values				$250,000			
Atkinson Park / Buena Vista Club Master Plan	Park Improvements		Strategic Priorities				$100,000			
Clairemont Way Master Plan	New Park Development		Community Values				$100,000			
Mt. View Cemetery Master Plan	Indoor Recreation / Aquatics Expansion or New		Strategic Priorities				$100,000			
Waterboard Park Master Plan	New Park Development		Community Values				$100,000			
Aquatics Master Plan	Indoor Recreation / Aquatics Expansion or New		Underserved Level of Service				$150,000			
Parks and Recreation Master Plan Update	Park Improvements		Strategic Priorities				$275,000			
Total Recreation Center Expansion or New Development							**$1,325,000**			
Clackamette Park Master Plan Implementation	River Access / Recreation	Regional	High Priority Ranking				$14,800,000			
Park development						$ 11,770,000	$11,770,000			2.00
Boat ramp replacement						$ 1,500,000	$1,500,000			
Skate Park						$ 200,000	$200,000			
Sports Court						$ 80,000	$80,000			
RV Park Relocation and Development						$ 1,250,000	$1,250,000	0%		
Total River Access / Recreation					**$ -**	**$ 14,800,000**	**$14,800,000**			
Repave Pioneer Cemetery Rd.	Trail Upgrades		High Priority Ranking			$ 100,000	$100,000	0%		
Walking Path Repairs	Trail Upgrades		High Priority Ranking			$ 2,107,628	$2,107,628			
Total Trail Upgrades					**$ -**	**$ 2,207,628**	**$ 2,207,628**			
TOTAL W/O ASPIRATIONAL GOALS					**$ 21,209,500**	**$88,249,220**	**$111,232,783**			
Mountain View Cemetery	Park Improvements	Specialty	Strategic Priorities				$ 1,000,000	100%		
Atkinson Park / Buena Vista Club	Park Improvements	Neighborhood	Future Trends				$ 1,200,000	100%		
End of the Oregon Trail Redevelopment	Recreation Amenities	Specialty	Future Trends				$ 50,000,000			
Total Aspirational Upgrades							**$ 52,200,000**			
TOTAL W/ ASPIRATIONAL GOALS					**$21,209,500**	**$88,249,220**	**$163,432,783**			

Cost per acre for land acquisition (based on 2024 listings in Oregon City)
Residential Zoning: $650,000/AC
Commercial Zoning: $871,200/AC
Industrial Zoning: $544,500/AC

Cost per mile of Trail Development
Parker Knoll Subdivision estimated $3.00 per s.f. for a 4" concrete path
12 foot path (1000ft long) estimated at $65 per lineal foot fo County Building on Beavercreek

APPENDIX B - NATIONAL CORE VS CASUAL PARTICIPATORY TRENDS

GENERAL SPORTS

National Core vs Casual Participatory Trends - General Sports								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Basketball	**22,343**	**100%**	**27,753**	**100%**	**27,135**	**100%**	**21.4%**	**-2.2%**
Casual (1-12 times)	7,486	34%	11,962	43%	11,019	41%	47.2%	-7.9%
Core (13+ times)	14,857	66%	15,791	57%	16,019	59%	7.8%	1.4%
Golf (9 or 18-Hole Course)	**23,815**	**100%**	**24,804**	**100%**	**25,111**	**100%**	**5.4%**	**1.2%**
Tennis	**18,079**	**100%**	**21,642**	**100%**	**22,617**	**100%**	**25.1%**	**4.5%**
Baseball	**14,760**	**100%**	**15,731**	**100%**	**15,587**	**100%**	**5.6%**	**-0.9%**
Casual (1-12 times)	5,673	38%	8,089	51%	7,392	47%	30.3%	-8.6%
Core (13+ times)	9,087	62%	7,643	49%	8,195	53%	-9.8%	7.2%
Soccer (Outdoor)	**11,932**	**100%**	**12,444**	**100%**	**12,556**	**100%**	**5.2%**	**0.9%**
Casual (1-25 times)	6,342	53%	8,360	67%	7,586	60%	19.6%	-9.3%
Core (26+ times)	5,590	47%	4,084	33%	4,970	40%	-11.1%	21.7%
Softball (Slow Pitch)	**7,690**	**100%**	**6,349**	**100%**	**6,008**	**100%**	**-21.9%**	**-5.4%**
Casual (1-12 times)	3,377	44%	2,753	43%	2,729	45%	-19.2%	-0.9%
Core (13+ times)	4,314	56%	3,596	57%	3,279	55%	-24.0%	-8.8%
Football (Flag)	**6,173**	**123%**	**7,001**	**121%**	**6,889**	**123%**	**11.6%**	**-1.6%**
Casual (1-12 times)	3,249	53%	4,287	61%	4,137	60%	27.3%	-3.5%
Core (13+ times)	2,924	47%	2,714	39%	2,752	40%	-5.9%	1.4%
Core Age 6 to 17 (13+ times)	1,401	23%	1,446	21%	1,574	23%	12.3%	8.9%
Volleyball (Court)	**6,216**	**100%**	**5,410**	**100%**	**5,849**	**100%**	**-5.9%**	**8.1%**
Casual (1-12 times)	2,852	46%	2,204	41%	2,465	42%	-13.6%	11.8%
Core (13+ times)	3,364	54%	3,206	59%	3,384	58%	0.6%	5.6%
Badminton	**7,354**	**100%**	**5,862**	**100%**	**6,061**	**100%**	**-17.6%**	**3.4%**
Casual (1-12 times)	5,285	72%	4,129	70%	4,251	70%	-19.6%	3.0%
Core (13+ times)	2,069	28%	1,733	30%	1,810	30%	-12.5%	4.4%
Football (Touch)	**5,686**	**100%**	**4,846**	**100%**	**4,884**	**100%**	**-14.1%**	**0.8%**
Casual (1-12 times)	3,304	58%	2,990	62%	3,171	65%	-4.0%	6.1%
Core (13+ times)	2,383	42%	1,856	38%	1,713	35%	-28.1%	-7.7%
Soccer (Indoor)	**5,117**	**100%**	**5,440**	**100%**	**5,408**	**100%**	**5.7%**	**-0.6%**
Casual (1-12 times)	2,347	46%	3,377	62%	3,054	56%	30.1%	-9.6%
Core (13+ times)	2,770	54%	2,063	38%	2,354	44%	-15.0%	14.1%
Football (Tackle)	**5,481**	**146%**	**5,054**	**144%**	**5,228**	**140%**	**-4.6%**	**3.4%**
Casual (1-25 times)	2,242	41%	2,390	47%	2,642	51%	17.8%	10.5%
Core (26+ times)	3,240	59%	2,665	53%	2,586	49%	-20.2%	-3.0%
Core Age 6 to 17 (26+ times)	2,543	46%	2,226	44%	2,110	40%	-17.0%	-5.2%
Gymnastics	**5,381**	**100%**	**3,848**	**100%**	**4,268**	**100%**	**-20.7%**	**10.9%**
Casual (1-49 times)	3,580	67%	2,438	63%	2,787	65%	-22.2%	14.3%
Core (50+ times)	1,800	33%	1,410	37%	1,482	35%	-17.7%	5.1%
Volleyball (Sand/Beach)	**5,489**	**100%**	**4,320**	**100%**	**4,184**	**100%**	**-23.8%**	**-3.1%**
Casual (1-12 times)	3,989	73%	3,105	72%	2,918	70%	-26.8%	-6.0%
Core (13+ times)	1,500	27%	1,215	28%	1,265	30%	-15.7%	4.1%
Track and Field	**4,116**	**100%**	**3,636**	**100%**	**3,587**	**100%**	**-12.9%**	**-1.3%**
Casual (1-25 times)	1,961	48%	1,589	44%	1,712	48%	-12.7%	7.7%
Core (26+ times)	2,155	52%	2,046	56%	1,875	52%	-13.0%	-8.4%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

GENERARL SPORTS (CONTINUED)

National Core vs Casual Participatory Trends - General Sports								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Cheerleading	**4,029**	**100%**	**3,308**	**100%**	**3,465**	**100%**	**-14.0%**	**4.7%**
Casual (1-25 times)	2,365	59%	1,931	58%	2,030	59%	-14.2%	5.1%
Core (26+ times)	1,664	41%	1,377	42%	1,435	41%	-13.8%	4.2%
Pickleball	**2,815**	**100%**	**4,199**	**100%**	**4,819**	**100%**	71.2%	**14.8%**
Casual (1-12 times)	1,710	61%	2,835	68%	3,454	72%	102.0%	21.8%
Core (13+ times)	1,106	39%	1,364	32%	1,365	28%	23.4%	0.1%
Racquetball	**3,579**	**100%**	**3,426**	**100%**	**3,260**	**100%**	**-8.9%**	**-4.8%**
Casual (1-12 times)	2,488	70%	2,476	72%	2,270	70%	-8.8%	-8.3%
Core (13+ times)	1,092	31%	950	28%	990	30%	-9.3%	4.2%
Ice Hockey	**2,697**	**100%**	**2,270**	**100%**	**2,306**	**100%**	**-14.5%**	**1.6%**
Casual (1-12 times)	1,353	50%	1,165	51%	1,206	52%	-10.9%	3.5%
Core (13+ times)	1,344	50%	1,105	49%	1,101	48%	-18.1%	-0.4%
Ultimate Frisbee	**3,673**	**100%**	**2,325**	**100%**	**2,190**	**100%**	**-40.4%**	**-5.8%**
Casual (1-12 times)	2,746	75%	1,476	63%	1,441	66%	-47.5%	-2.4%
Core (13+ times)	927	25%	849	37%	749	34%	-19.2%	-11.8%
Softball (Fast Pitch)	**2,467**	**100%**	**1,811**	**100%**	**2,088**	**100%**	**-15.4%**	**15.3%**
Casual (1-25 times)	1,198	49%	650	36%	934	45%	-22.0%	43.7%
Core (26+ times)	1,269	51%	1,162	64%	1,154	55%	-9.1%	-0.7%
Lacrosse	**2,090**	**100%**	**1,884**	**100%**	**1,892**	**100%**	**-9.5%**	**0.4%**
Casual (1-12 times)	1,153	55%	902	48%	1,009	53%	-12.5%	11.9%
Core (13+ times)	938	45%	982	52%	883	47%	-5.9%	-10.1%
Wrestling	**1,922**	**100%**	**1,931**	**100%**	**1,937**	**100%**	**0.8%**	**0.3%**
Casual (1-25 times)	1,139	59%	1,239	64%	1,290	67%	13.3%	4.1%
Core (26+ times)	782	41%	692	36%	647	33%	-17.3%	-6.5%
Roller Hockey	**1,929**	**100%**	**1,500**	**100%**	**1,425**	**100%**	**-26.1%**	**-5.0%**
Casual (1-12 times)	1,438	75%	1,129	75%	1,088	76%	-24.3%	-3.6%
Core (13+ times)	491	25%	371	25%	337	24%	-31.4%	-9.2%
Boxing for Competition	**1,210**	**100%**	**1,361**	**100%**	**1,460**	**100%**	**20.7%**	**7.3%**
Casual (1-12 times)	1,035	86%	1,214	89%	1,262	86%	21.9%	4.0%
Core (13+ times)	176	15%	147	11%	199	14%	13.1%	35.4%
Rugby	**1,550**	**100%**	**1,242**	**100%**	**1,238**	**100%**	**-20.1%**	**-0.3%**
Casual (1-7 times)	1,090	70%	807	65%	778	63%	-28.6%	-3.6%
Core (8+ times)	460	30%	435	35%	460	37%	0.0%	5.7%
Squash	**1,549**	**100%**	**1,163**	**100%**	**1,185**	**100%**	**-23.5%**	**1.9%**
Casual (1-7 times)	1,111	72%	669	58%	720	61%	-35.2%	7.6%
Core (8+ times)	437	28%	495	43%	466	39%	6.6%	-5.9%
Golf (Entertainment Venue)	**8,173**	**100%**	**12,057**	**100%**	**12,362**	**100%**	**51.3%**	**2.5%**
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

GENERAL FITNESS

National Core vs Casual Participatory Trends - General Fitness								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Fitness Walking	**107,895**	**100%**	**114,044**	**100%**	**115,814**	**100%**	**7.3%**	**1.6%**
Casual (1-49 times)	34,535	32%	34,742	30%	39,036	34%	13.0%	12.4%
Core (50+ times)	73,359	68%	79,302	70%	76,778	66%	4.7%	-3.2%
Treadmill	**51,872**	**100%**	**49,832**	**100%**	**53,627**	**100%**	**3.4%**	**7.6%**
Casual (1-49 times)	23,490	45%	19,549	39%	25,353	47%	7.9%	29.7%
Core (50+ times)	28,381	55%	30,283	61%	28,276	53%	-0.4%	-6.6%
Free Weights (Dumbbells/Hand Weights)	**51,513**	**100%**	**53,256**	**100%**	**52,636**	**100%**	**2.2%**	**-1.2%**
Casual (1-49 times)	18,245	35%	20,070	38%	21,560	41%	18.2%	7.4%
Core (50+ times)	33,268	65%	33,186	62%	31,076	59%	-6.6%	-6.4%
Running/Jogging	**47,384**	**100%**	**50,652**	**100%**	**48,977**	**100%**	**3.4%**	**-3.3%**
Casual (1-49 times)	21,764	46%	24,438	48%	23,441	48%	7.7%	-4.1%
Core (50+ times)	25,621	54%	26,214	52%	25,537	52%	-0.3%	-2.6%
Stationary Cycling (Recumbent/Upright)	**36,118**	**100%**	**31,287**	**100%**	**32,453**	**100%**	**-10.1%**	**3.7%**
Casual (1-49 times)	18,240	51%	13,249	42%	15,124	47%	-17.1%	14.2%
Core (50+ times)	17,878	49%	18,038	58%	17,330	53%	-3.1%	-3.9%
Weight/Resistant Machines	**35,768**	**100%**	**30,651**	**100%**	**30,577**	**100%**	**-14.5%**	**-0.2%**
Casual (1-49 times)	14,346	40%	10,940	36%	11,954	39%	-16.7%	9.3%
Core (50+ times)	21,422	60%	19,711	64%	18,624	61%	-13.1%	-5.5%
Elliptical Motion/Cross Trainer	**32,218**	**100%**	**27,920**	**100%**	**27,618**	**100%**	**-14.3%**	**-1.1%**
Casual (1-49 times)	15,687	49%	14,403	52%	14,156	51%	-9.8%	-1.7%
Core (50+ times)	16,532	51%	13,517	48%	13,461	49%	-18.6%	-0.4%
Yoga	**26,268**	**100%**	**32,808**	**102%**	**34,347**	**100%**	**30.8%**	**4.7%**
Casual (1-49 times)	15,486	59%	19,953	61%	20,110	59%	29.9%	0.8%
Core (50+ times)	10,782	41%	13,471	41%	14,237	41%	32.0%	5.7%
Free Weights (Barbells)	**26,473**	**100%**	**28,790**	**100%**	**28,243**	**100%**	**6.7%**	**-1.9%**
Casual (1-49 times)	10,344	39%	13,428	47%	12,649	45%	22.3%	-5.8%
Core (50+ times)	16,129	61%	15,363	53%	15,595	55%	-3.3%	1.5%
Dance, Step, Choreographed Exercise	**21,839**	**100%**	**25,160**	**100%**	**24,752**	**100%**	**13.3%**	**-1.6%**
Casual (1-49 times)	14,158	65%	16,652	66%	16,622	67%	17.4%	-0.2%
Core (50+ times)	7,681	35%	8,507	34%	8,130	33%	5.8%	-4.4%
Bodyweight Exercise	**25,110**	**100%**	**22,845**	**100%**	**22,629**	**100%**	**-9.9%**	**-0.9%**
Casual (1-49 times)	9,763	39%	9,581	42%	9,915	44%	1.6%	3.5%
Core (50+ times)	15,347	61%	13,264	58%	12,714	56%	-17.2%	-4.1%
Aerobics (High Impact/ Intensity Training)	**10,575**	**100%**	**10,954**	**100%**	**10,400**	**100%**	**-1.7%**	**-5.1%**
Casual (1-49 times)	7,135	67%	8,331	76%	8,347	80%	17.0%	0.2%
Core (50+ times)	3,440	33%	2,623	24%	2,053	20%	-40.3%	-21.7%
Stair Climbing Machine	**15,079**	**100%**	**11,261**	**100%**	**11,786**	**100%**	**-21.8%**	**4.7%**
Casual (1-49 times)	9,332	62%	6,339	56%	7,332	62%	-21.4%	15.7%
Core (50+ times)	5,747	38%	4,922	44%	4,453	38%	-22.5%	-9.5%
Cross-Training Style Workout	**12,914**	**100%**	**9,179**	**100%**	**9,764**	**100%**	**-24.4%**	**6.4%**
Casual (1-49 times)	6,430	50%	3,476	38%	4,179	43%	-35.0%	20.2%
Core (50+ times)	6,483	50%	5,704	62%	5,585	57%	-13.9%	-2.1%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

Figure 20: General Fitness Appendix

GENERAL FITNESS (CONTINUED)

National Core vs Casual Participatory Trends - General Fitness								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Trail Running	**8,582**	**100%**	**11,854**	**100%**	**12,520**	**100%**	**45.9%**	**5.6%**
Stationary Cycling (Group)	**8,937**	**100%**	**6,054**	**100%**	**5,939**	**100%**	**-33.5%**	**-1.9%**
Casual (1-49 times)	5,751	64%	3,134	52%	3,134	53%	-45.5%	0.0%
Core (50+ times)	3,186	36%	2,920	48%	2,805	47%	-12.0%	-3.9%
Pilates Training	**8,893**	**100%**	**9,905**	**100%**	**9,745**	**100%**	**9.6%**	**-1.6%**
Casual (1-49 times)	5,525	62%	6,668	67%	6,611	68%	19.7%	-0.9%
Core (50+ times)	3,367	38%	3,237	33%	3,133	32%	-6.9%	-3.2%
Cardio Kickboxing	**6,899**	**100%**	**5,295**	**100%**	**5,099**	**100%**	**-26.1%**	**-3.7%**
Casual (1-49 times)	4,760	69%	3,438	65%	3,328	65%	-30.1%	-3.2%
Core (50+ times)	2,139	31%	1,857	35%	1,771	35%	-17.2%	-4.6%
Boot Camp Style Training	**6,583**	**100%**	**4,969**	**100%**	**5,169**	**100%**	**-21.5%**	**4.0%**
Casual (1-49 times)	4,484	68%	3,204	64%	3,461	67%	-22.8%	8.0%
Core (50+ times)	2,099	32%	1,765	36%	1,709	33%	-18.6%	-3.2%
Martial Arts	**5,745**	**100%**	**6,064**	**100%**	**6,186**	**100%**	**7.7%**	**2.0%**
Casual (1-12 times)	1,964	34%	2,679	44%	2,728	44%	38.9%	1.8%
Core (13+ times)	3,780	66%	3,385	56%	3,458	56%	-8.5%	2.2%
Boxing for Fitness	**5,175**	**100%**	**5,230**	**100%**	**5,237**	**100%**	**1.2%**	**0.1%**
Casual (1-12 times)	2,678	52%	2,962	57%	2,985	57%	11.5%	0.8%
Core (13+ times)	2,496	48%	2,268	43%	2,252	43%	-9.8%	-0.7%
Tai Chi	**3,706**	**100%**	**3,300**	**100%**	**3,393**	**100%**	**-8.4%**	**2.8%**
Casual (1-49 times)	2,245	61%	1,858	56%	2,001	59%	-10.9%	7.7%
Core (50+ times)	1,461	39%	1,442	44%	1,393	41%	-4.7%	-3.4%
Barre	**3,329**	**100%**	**3,579**	**100%**	**3,659**	**100%**	**9.9%**	**2.2%**
Casual (1-49 times)	2,636	79%	2,721	76%	2,822	77%	7.1%	3.7%
Core (50+ times)	693	21%	858	24%	837	23%	20.8%	-2.4%
Triathlon (Traditional/Road)	**2,374**	**100%**	**1,846**	**100%**	**1,748**	**100%**	**-26.4%**	**-5.3%**
Triathlon (Non-Traditional/Off Road)	**1,705**	**100%**	**1,363**	**100%**	**1,304**	**100%**	**-23.5%**	**-4.3%**
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

OUTDOOR/ADVENTURE RECREATION

National Core vs Casual Participatory Trends - Outdoor / Adventure Recreation								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Hiking (Day)	**42,128**	**100%**	**57,808**	**100%**	**58,697**	**100%**	**39.3%**	**1.5%**
Bicycling (Road)	**38,365**	**100%**	**44,471**	**100%**	**42,775**	**100%**	**11.5%**	**-3.8%**
Casual (1-25 times)	19,244	50%	23,720	53%	22,280	52%	15.8%	-6.1%
Core (26+ times)	19,121	50%	20,751	47%	20,495	48%	7.2%	-1.2%
Fishing (Freshwater)	**38,121**	**100%**	**42,556**	**100%**	**40,853**	**100%**	**7.2%**	**-4.0%**
Casual (1-7 times)	20,308	53%	24,309	57%	22,451	55%	10.6%	-7.6%
Core (8+ times)	17,813	47%	18,247	43%	18,403	45%	3.3%	0.9%
Camping (< 1/4 Mile of Vehicle/Home)	**26,467**	**100%**	**36,082**	**100%**	**35,985**	**100%**	**36.0%**	**-0.3%**
Camping (Recreational Vehicle)	**15,855**	**100%**	**17,825**	**100%**	**16,371**	**100%**	**3.3%**	**-8.2%**
Casual (1-7 times)	8,719	55%	11,281	63%	9,688	59%	11.1%	-14.1%
Core (8+ times)	7,136	45%	6,544	37%	6,683	41%	-6.3%	2.1%
Fishing (Saltwater)	**12,266**	**100%**	**14,527**	**100%**	**13,790**	**100%**	**12.4%**	**-5.1%**
Casual (1-7 times)	7,198	59%	9,109	63%	8,543	62%	18.7%	-6.2%
Core (8+ times)	5,068	41%	5,418	37%	5,246	38%	3.5%	-3.2%
Birdwatching (>1/4 mile of Vehicle/Home	**11,589**	**100%**	**15,228**	**100%**	**14,815**	**100%**	**27.8%**	**-2.7%**
Backpacking Overnight	**10,151**	**100%**	**10,746**	**100%**	**10,306**	**100%**	**1.5%**	**-4.1%**
Bicycling (Mountain)	**8,615**	**100%**	**8,998**	**100%**	**8,693**	**100%**	**0.9%**	**-3.4%**
Casual (1-12 times)	4,273	50%	4,803	53%	4,517	52%	5.7%	-6.0%
Core (13+ times)	4,342	50%	4,194	47%	4,176	48%	-3.8%	-0.4%
Archery	**7,903**	**100%**	**7,249**	**100%**	**7,342**	**100%**	**-7.1%**	**1.3%**
Casual (1-25 times)	6,650	84%	6,102	84%	6,054	82%	-9.0%	-0.8%
Core (26+ times)	1,253	16%	1,147	16%	1,288	18%	2.8%	12.3%
Fishing (Fly)	**6,456**	**100%**	**7,753**	**100%**	**7,458**	**100%**	**15.5%**	**-3.8%**
Casual (1-7 times)	4,183	65%	5,020	65%	4,762	64%	13.8%	-5.1%
Core (8+ times)	2,273	35%	2,733	35%	2,696	36%	18.6%	-1.4%
Skateboarding	**6,442**	**100%**	**8,872**	**100%**	**8,747**	**100%**	**35.8%**	**-1.4%**
Casual (1-25 times)	3,955	61%	6,315	71%	6,181	71%	56.3%	-2.1%
Core (26+ times)	2,487	39%	2,557	29%	2,566	29%	3.2%	0.4%
Climbing (Indoor)	-	**n/a**	**5,535**	**100%**	**5,684**	**100%**	**n/a**	2.7%
Roller Skating (In-Line)	**5,381**	**100%**	**4,892**	**100%**	**4,940**	**100%**	**-8.2%**	**1.0%**
Casual (1-12 times)	3,861	72%	3,466	71%	3,525	71%	-8.7%	1.7%
Core (13+ times)	1,520	28%	1,425	29%	1,415	29%	-6.9%	-0.7%
Bicycling (BMX)	**3,104**	**100%**	**3,880**	**100%**	**3,861**	**100%**	**24.4%**	**-0.5%**
Casual (1-12 times)	1,760	57%	2,532	65%	2,466	64%	40.1%	-2.6%
Core (13+ times)	1,344	43%	1,348	35%	1,396	36%	3.9%	3.6%
Climbing (Traditional/Ice/Mountaineering	**2,790**	**100%**	**2,456**	**100%**	**2,374**	**100%**	**-14.9%**	**-3.3%**
Climbing (Sport/Boulder)	-	**n/a**	**2,290**	**100%**	**2,301**	**100%**	**n/a**	**0.5%**
Adventure Racing	**2,999**	**100%**	**1,966**	**100%**	**1,826**	**100%**	**-39.1%**	**-7.1%**
Casual (1 times)	1,081	36%	328	17%	312	17%	-71.1%	-4.9%
Core (2+ times)	1,918	64%	1,638	83%	1,514	83%	-21.1%	-7.6%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

AQUATICS

National Core vs Casual Participatory Trends - Aquatics								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Swimming (Fitness)	**26,601**	**100%**	**25,666**	**100%**	**25,620**	**100%**	**-3.7%**	**-0.2%**
Casual (1-49 times)	17,781	67%	17,987	70%	17,598	69%	-1.0%	-2.2%
Core (50+ times)	8,820	33%	7,680	30%	8,022	31%	-9.0%	4.5%
Aquatic Exercise	**10,575**	**100%**	**10,954**	**100%**	**10,400**	**100%**	**-1.7%**	**-5.1%**
Casual (1-49 times)	7,135	67%	8,331	76%	8,347	80%	17.0%	0.2%
Core (50+ times)	3,440	33%	2,623	24%	2,053	20%	-40.3%	-21.7%
Swimming (Competition)	**3,369**	**100%**	**2,615**	**100%**	**2,824**	**100%**	**-16.2%**	**8.0%**
Casual (1-49 times)	1,881	56%	1,524	58%	1,708	60%	-9.2%	12.1%
Core (50+ times)	1,488	44%	1,091	42%	1,116	40%	-25.0%	2.3%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

WATER SPORTS/ACTIVITIES

National Core vs Casual Participatory Trends - Water Sports / Activities								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Kayaking (Recreational)	**10,017**	**100%**	**13,002**	**100%**	**13,351**	**100%**	**33.3%**	**2.7%**
Canoeing	**10,046**	**100%**	**9,595**	**100%**	**9,199**	**100%**	**-8.4%**	**-4.1%**
Snorkeling	**8,717**	**100%**	**7,729**	**100%**	**7,316**	**100%**	**-16.1%**	**-5.3%**
Casual (1-7 times)	6,945	80%	6,374	82%	5,989	82%	-13.8%	-6.0%
Core(8+ times)	1,773	20%	1,355	18%	1,326	18%	-25.2%	-2.1%
Jet Skiing	**5,783**	**100%**	**4,900**	**100%**	**5,062**	**100%**	**-12.5%**	**3.3%**
Casual (1-7 times)	4,143	72%	3,783	77%	3,780	75%	-8.8%	-0.1%
Core(8+ times)	1,640	28%	1,116	23%	1,281	25%	-21.9%	14.8%
Sailing	**4,095**	**100%**	**3,486**	**100%**	**3,463**	**100%**	**-15.4%**	**-0.7%**
Casual (1-7 times)	2,833	69%	2,395	69%	2,418	70%	-14.6%	1.0%
Core(8+ times)	1,262	31%	1,091	31%	1,045	30%	-17.2%	-4.2%
Stand-Up Paddling	**3,220**	**100%**	**3,675**	**100%**	**3,739**	**100%**	**16.1%**	**1.7%**
Rafting	**3,428**	**100%**	**3,474**	**100%**	**3,383**	**100%**	**-1.3%**	**-2.6%**
Water Skiing	**3,700**	**100%**	**3,050**	**100%**	**3,058**	**100%**	**-17.4%**	**0.3%**
Casual (1-7 times)	2,667	72%	2,189	72%	2,209	72%	-17.2%	0.9%
Core(8+ times)	1,033	28%	861	28%	849	28%	-17.8%	-1.4%
Surfing	**2,793**	**100%**	**3,800**	**100%**	**3,463**	**100%**	**24.0%**	**-8.9%**
Casual (1-7 times)	1,768	63%	2,507	66%	2,158	62%	22.1%	-13.9%
Core(8+ times)	1,024	37%	1,293	34%	1,305	38%	27.4%	0.9%
Wakeboarding	**2,912**	**100%**	**2,754**	**100%**	**2,674**	**100%**	**-8.2%**	**-2.9%**
Casual (1-7 times)	2,017	69%	2,007	73%	1,902	71%	-5.7%	-5.2%
Core(8+ times)	895	31%	747	27%	772	29%	-13.7%	3.3%
Scuba Diving	**3,111**	**100%**	**2,588**	**100%**	**2,476**	**100%**	**-20.4%**	**-4.3%**
Casual (1-7 times)	2,292	74%	1,880	73%	1,795	72%	-21.7%	-4.5%
Core(8+ times)	819	26%	708	27%	680	27%	-17.0%	-4.0%
Kayaking (Sea/Touring)	**3,124**	**100%**	**2,508**	**100%**	**2,587**	**100%**	**-17.2%**	**3.1%**
Kayaking (White Water)	**2,552**	**100%**	**2,605**	**100%**	**2,587**	**100%**	**1.4%**	**-0.7%**
Boardsailing/Windsurfing	**1,737**	**100%**	**1,268**	**100%**	**1,297**	**100%**	**-25.3%**	**2.3%**
Casual (1-7 times)	1,449	83%	1,015	80%	1,002	77%	-30.8%	-1.3%
Core(8+ times)	288	17%	253	20%	295	23%	2.4%	16.6%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

APPENDIX C: ETC STATISTICALLY VALID SURVEY CHARTS AND GRAPHS

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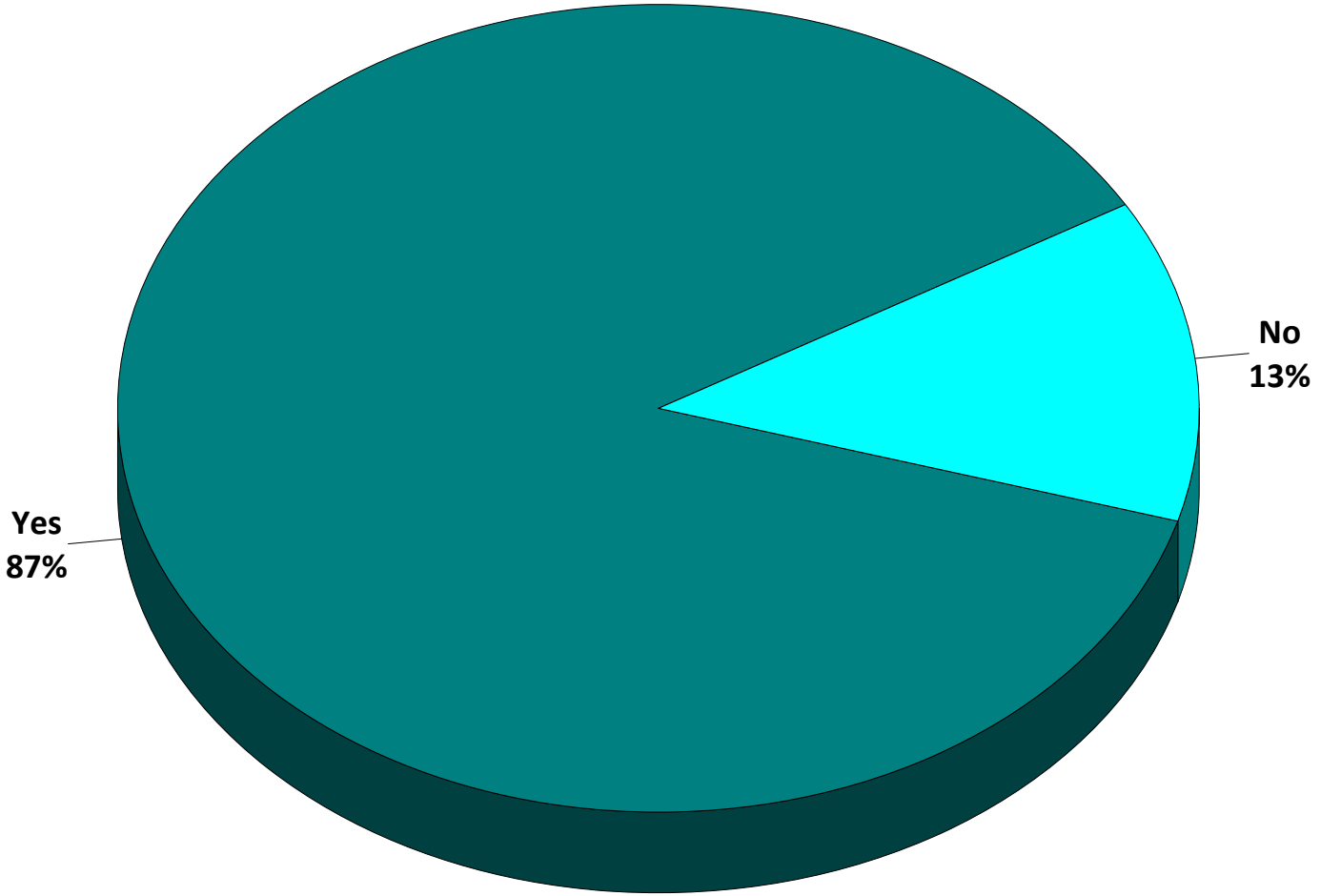
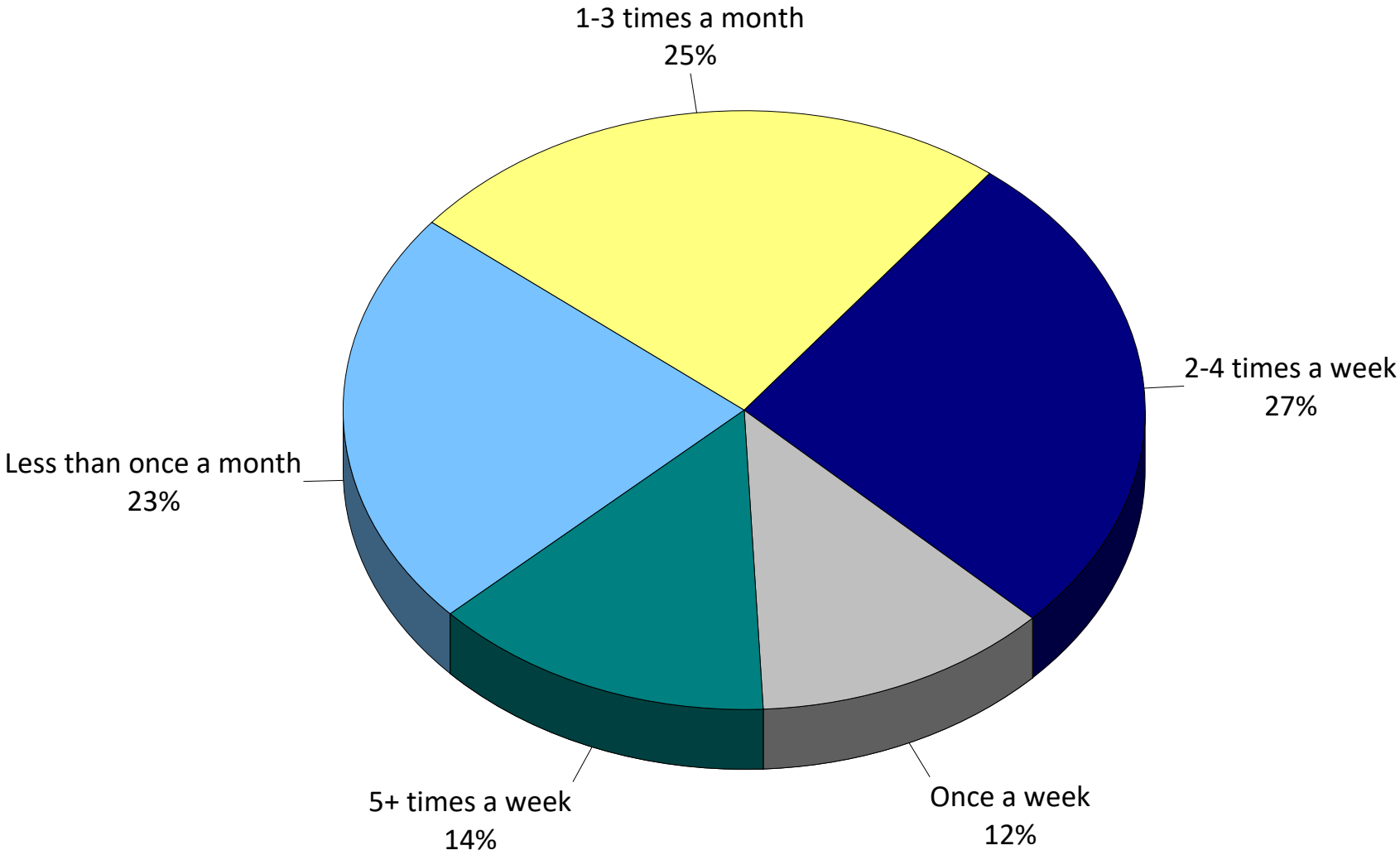
Q1. Have you or any member of your household visited any City of Oregon City parks or recreation facilities during the past 12 months?

by percentage of respondents



Q1a. How often have you visited City of Oregon City parks and/or recreation facilities during the past 12 months?

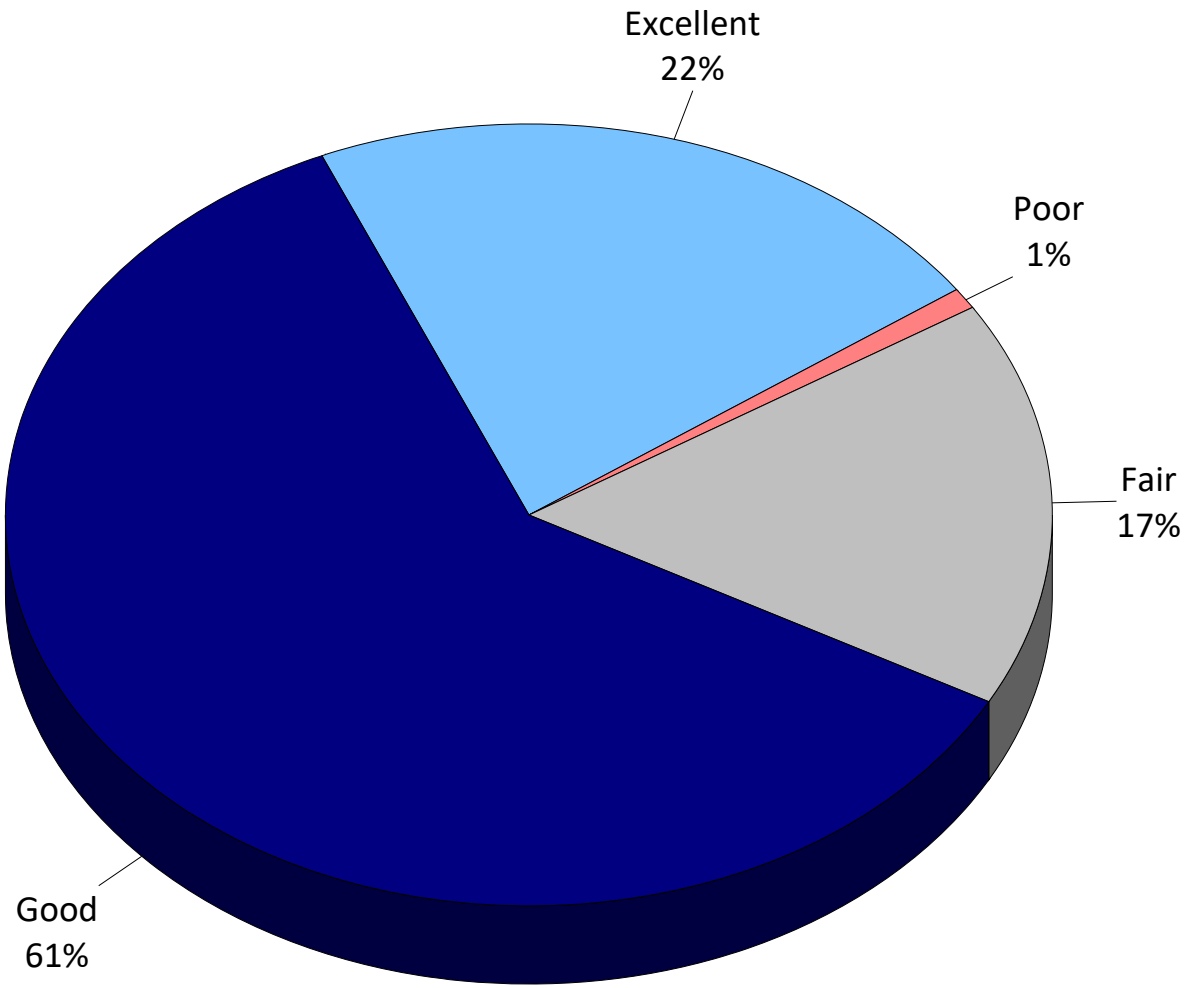
by percentage of respondents who responded “Yes" to Q1 (excluding “don’t know”)



ETC Institute (2022)

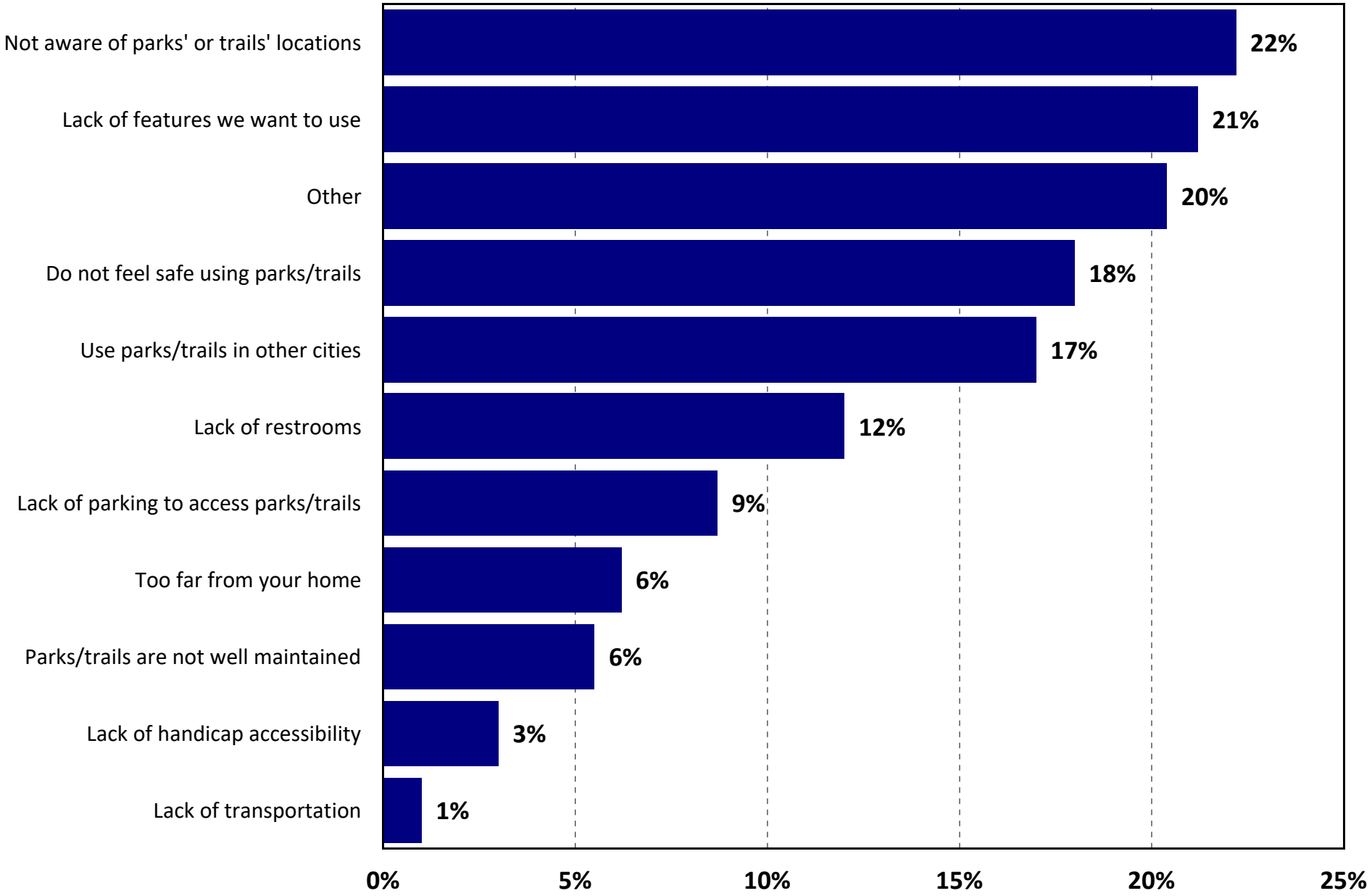
Q1b. Overall, how would you rate the physical condition of ALL the City of Oregon City parks and recreation facilities you have visited?

by percentage of respondents who responded “Yes" to Q1 (excluding “not provided")



Q2. Barriers to Parks or Recreation Facilities Use

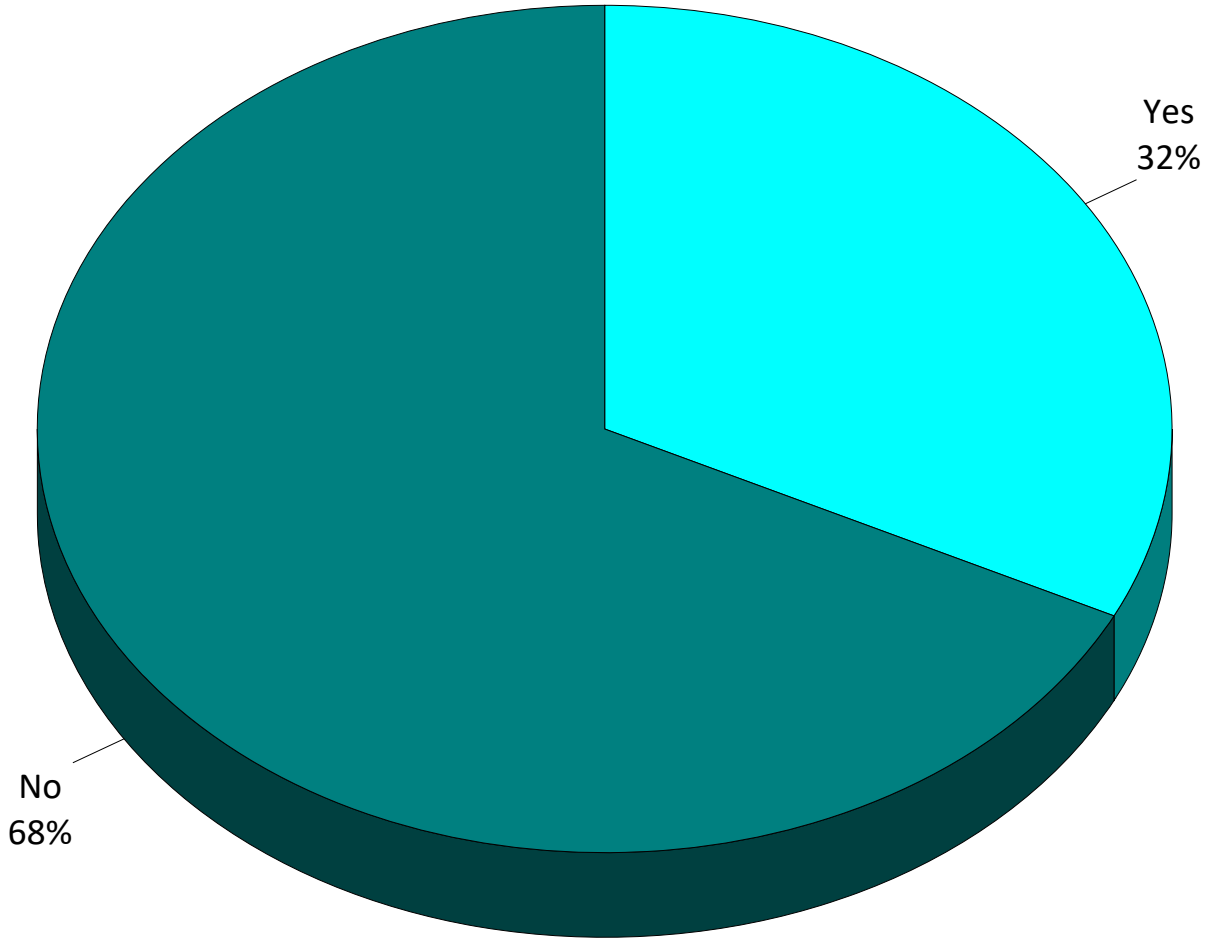
by percentage of respondents (multiple selections could be made)



ETC Institute (2022)

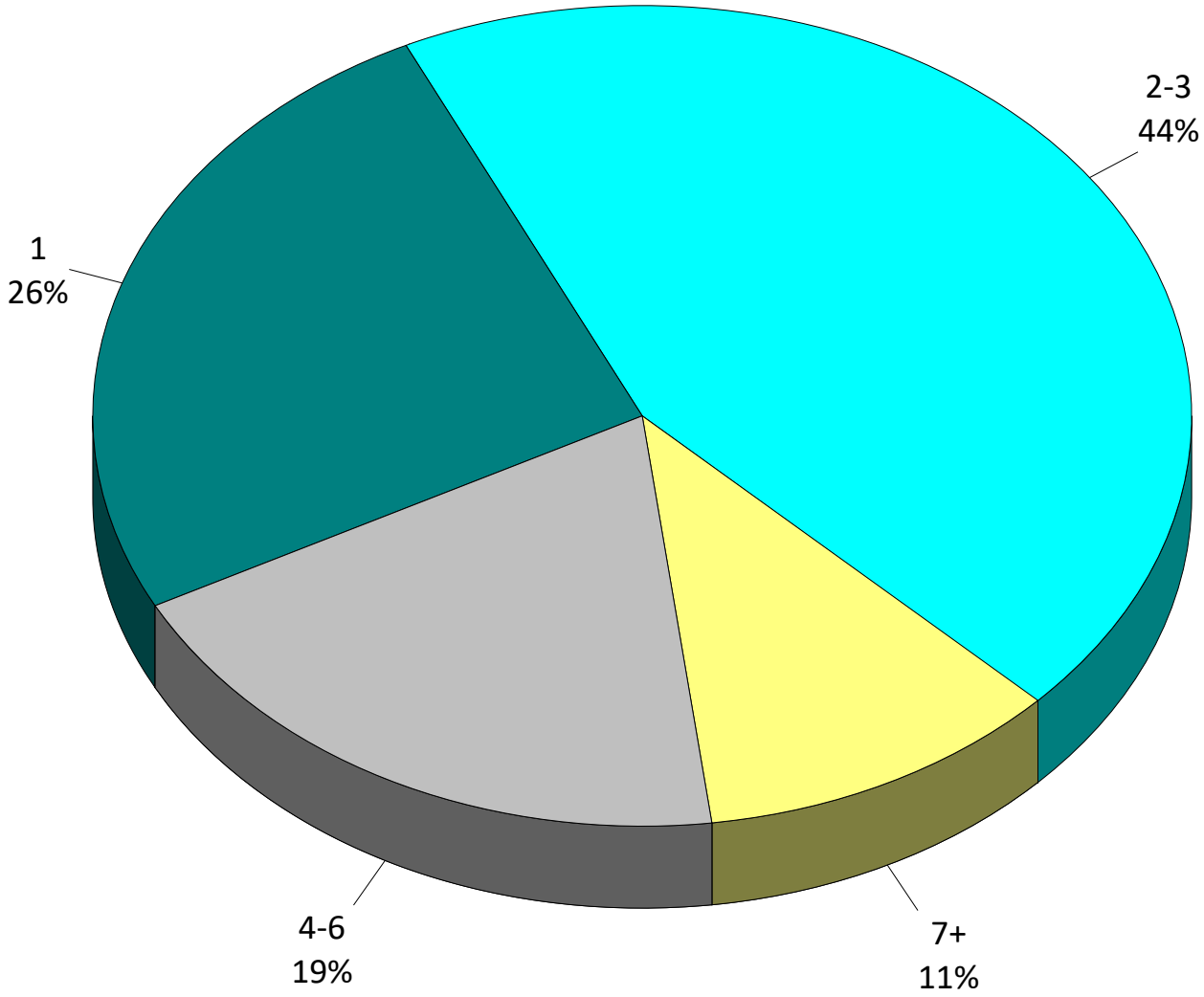
Q3. Has your household participated in any recreation programs /events offered by Oregon City Parks and Recreation during the past three years?

by percentage of respondents



Q3a. How many recreation programs/events offered by Oregon City Parks and Recreation have you or members of your household participated in during the past three years?

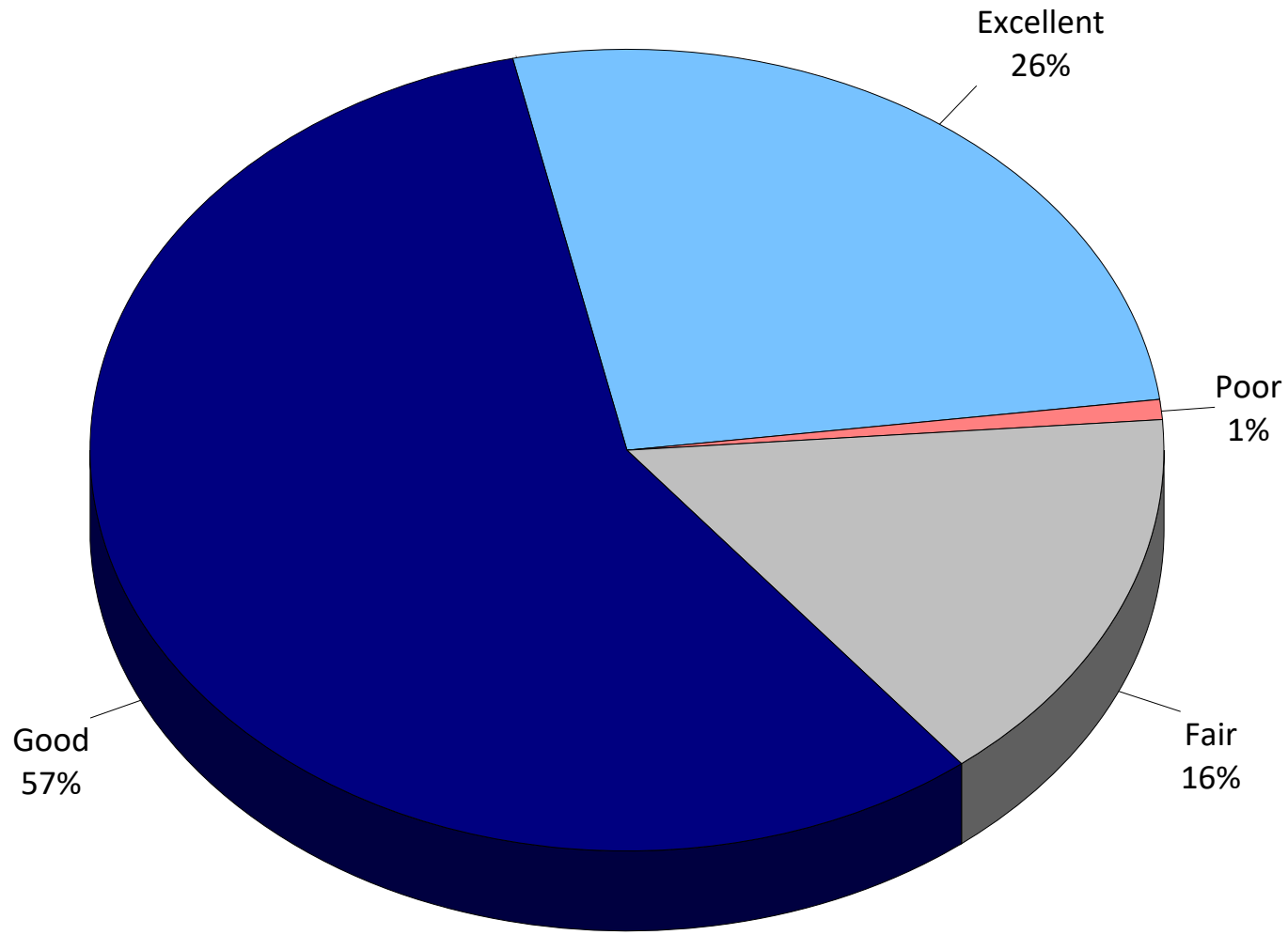
by percentage of respondents who responded “Yes" to Q3



ETC Institute (2022)

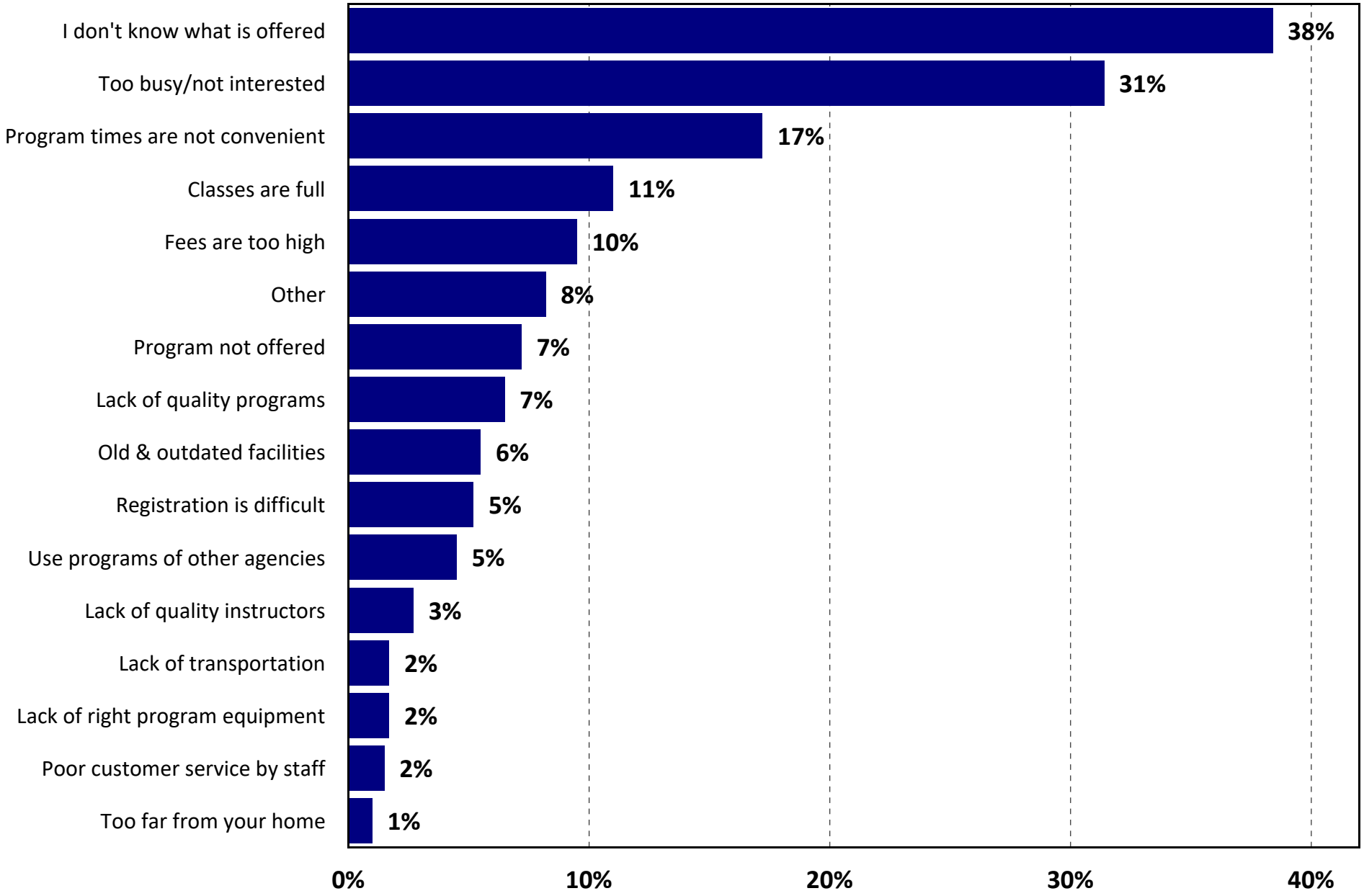
Q3b. How would you rate the overall quality of recreation programs /events offered by Oregon City Parks and Recreation in which your household has participated?

by percentage of respondents who responded “Yes" to Q3 (excluding “not provided")



Q4. Barriers to Parks and Recreation Programs/Events Participation

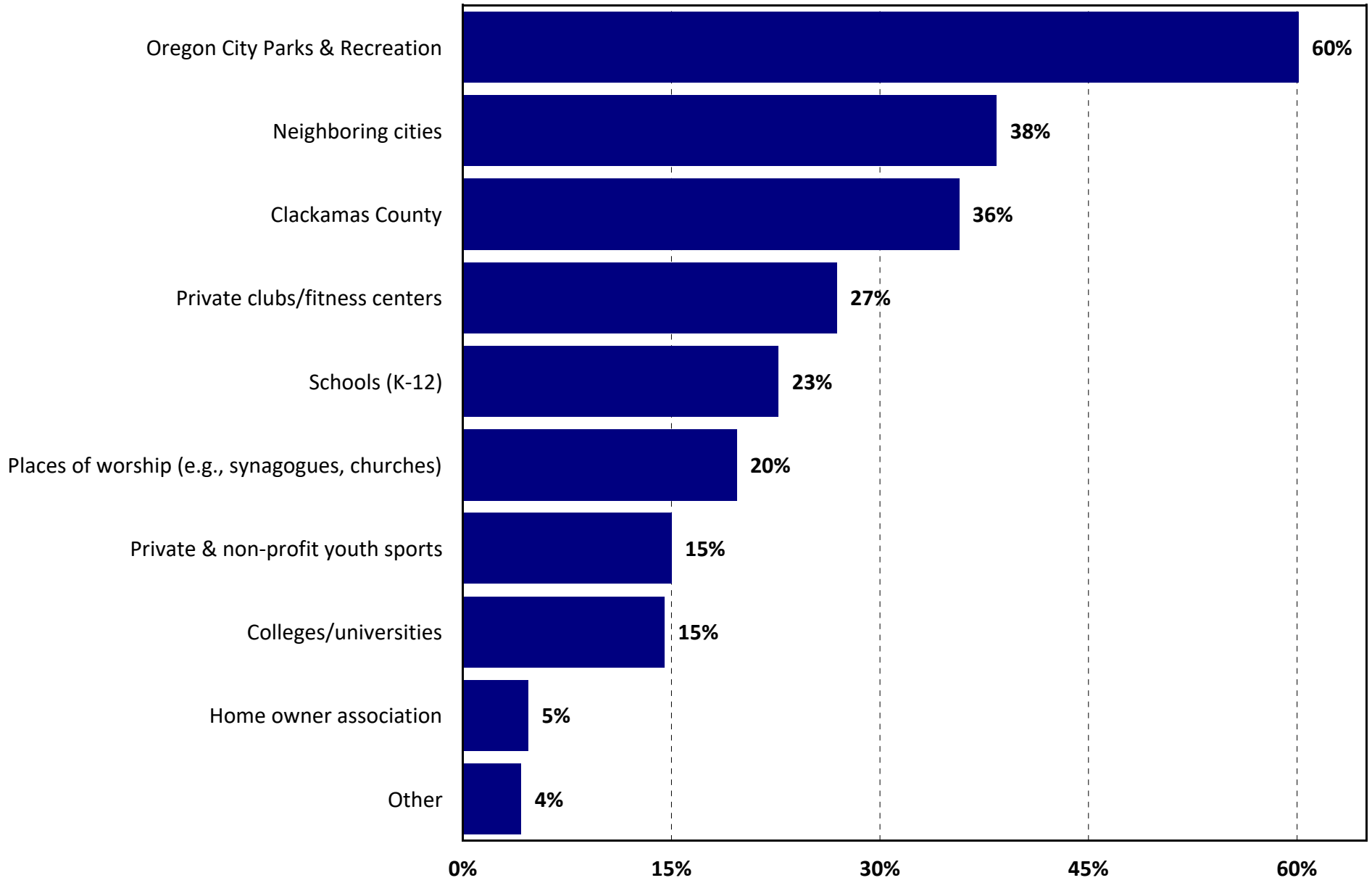
by percentage of respondents (multiple selections could be made)



ETC Institute (2022)

Q5. Organizations Households Used within the Last Two Years for Recreation and Sports Activities

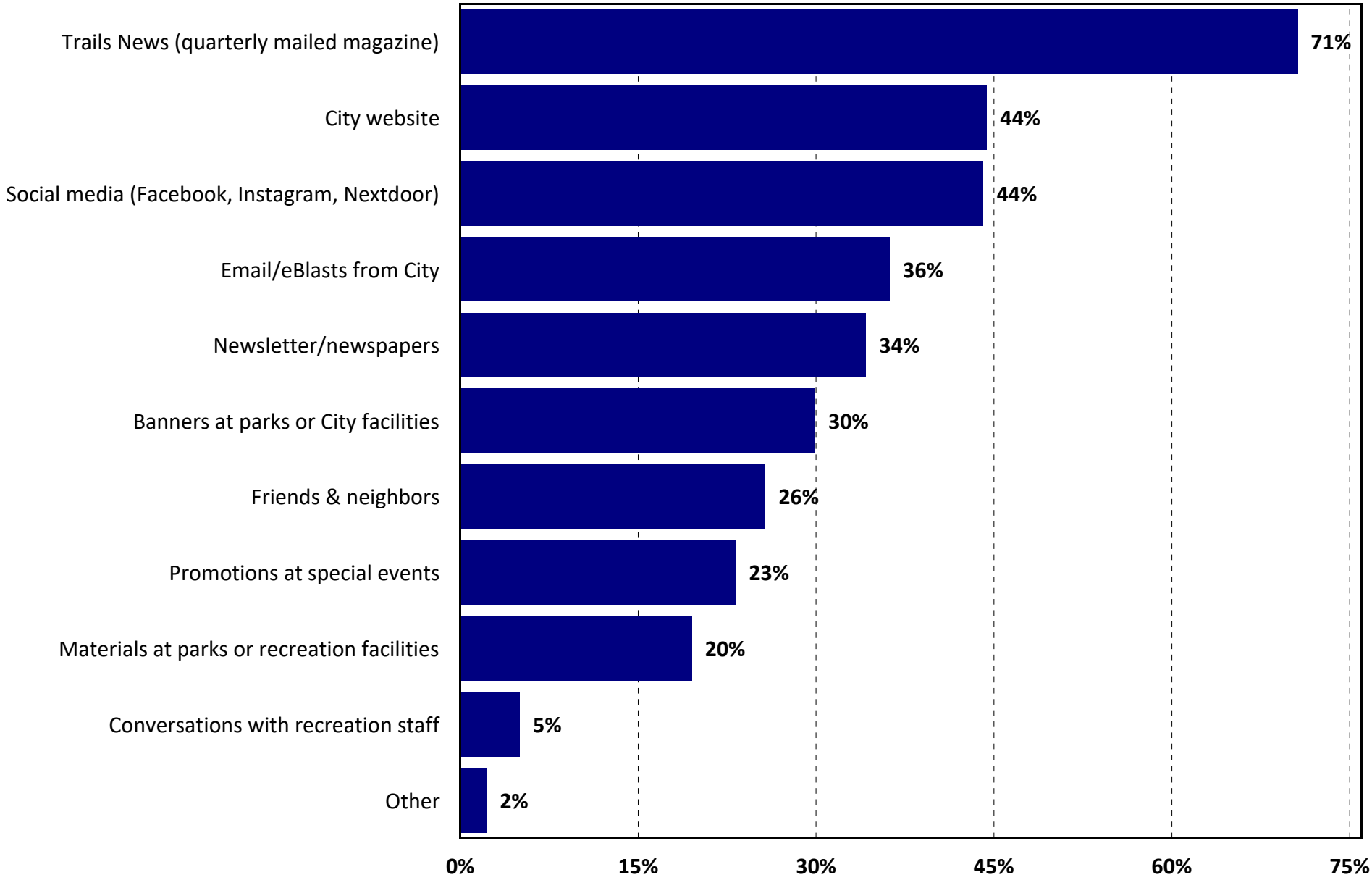
by percentage of respondents (multiple selections could be made)



ETC Institute (2022)

Q6. Ways respondents would like to learn about Oregon City Parks and Recreation programs and events.

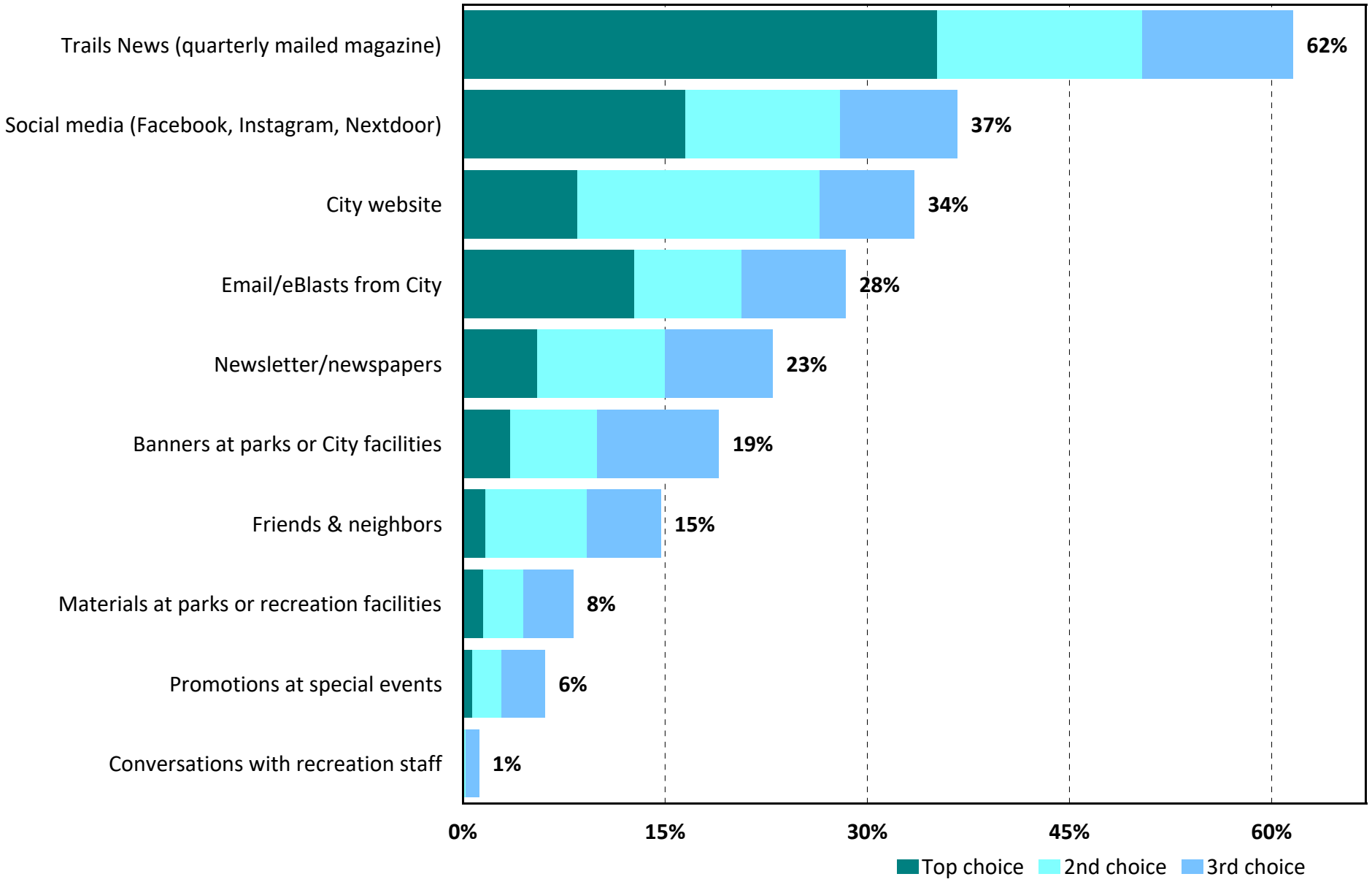
by percentage of respondents (multiple selections could be made)



ETC Institute (2022)

Q7. Most Preferred Sources for Learning About Recreation Programs and Events

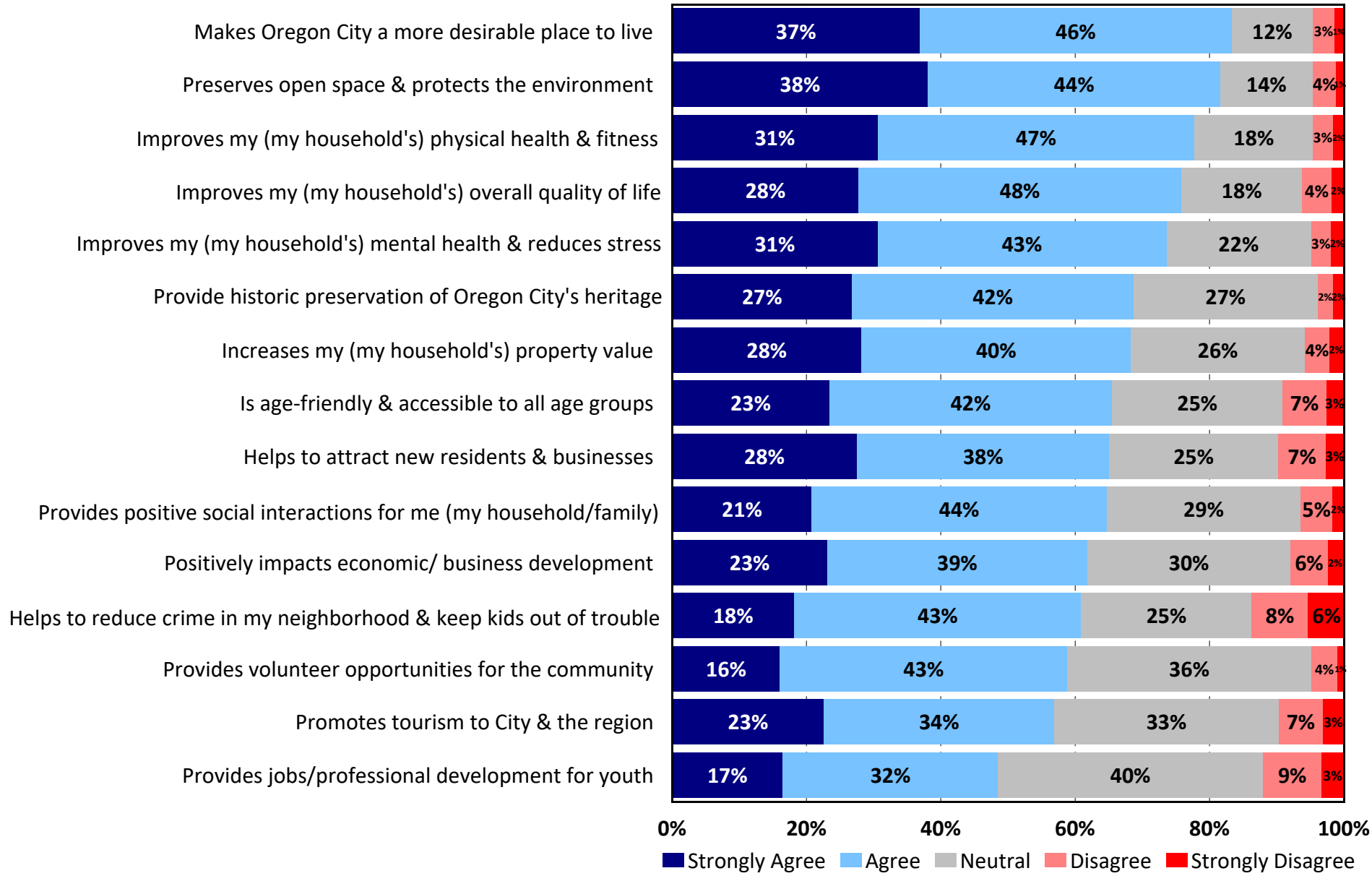
by percentage of respondents who selected the items as one of their top three choices



ETC Institute (2022)

Q8. Level of Agreement with Statements Regarding Benefits of Parks and Recreation Services

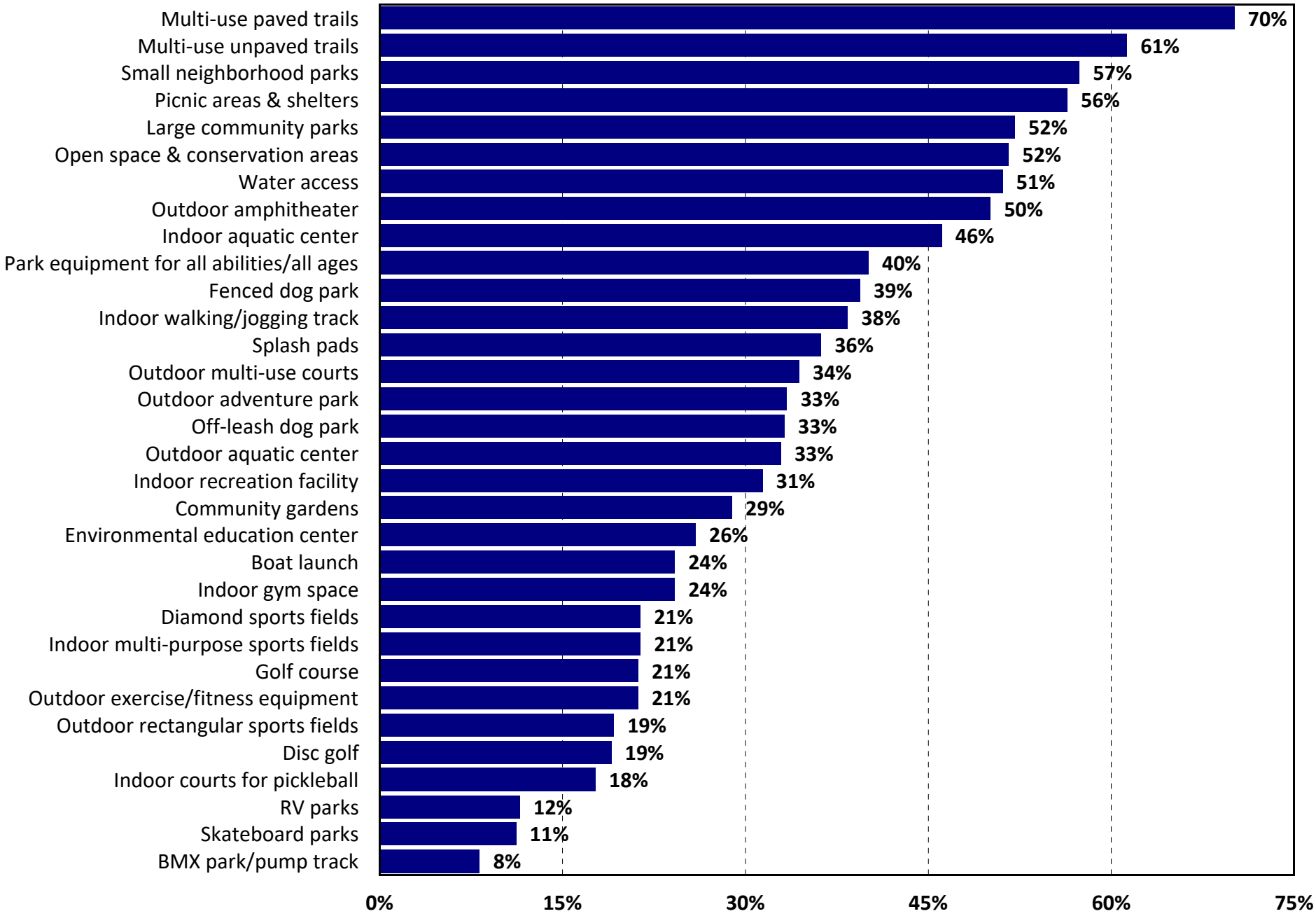
by percentage of respondents (excluding "don't know")



ETC Institute (2022)

Q9. Respondents With Need for Facility or Amenity

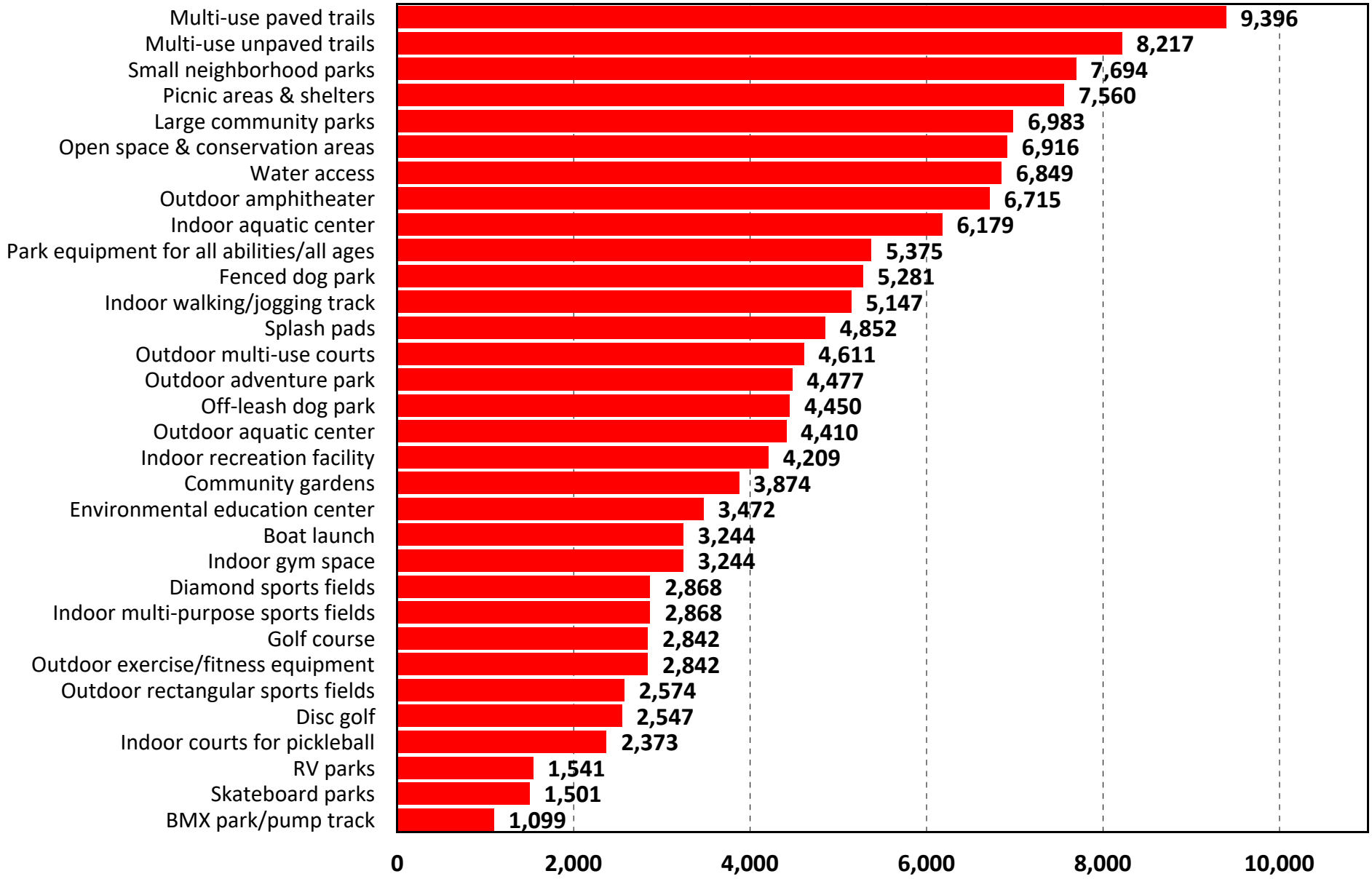
by percentage of respondents



ETC Institute (2022)

Q9a. Estimated Number of Households in Oregon City Who Have a Need for Facility/ Amenity

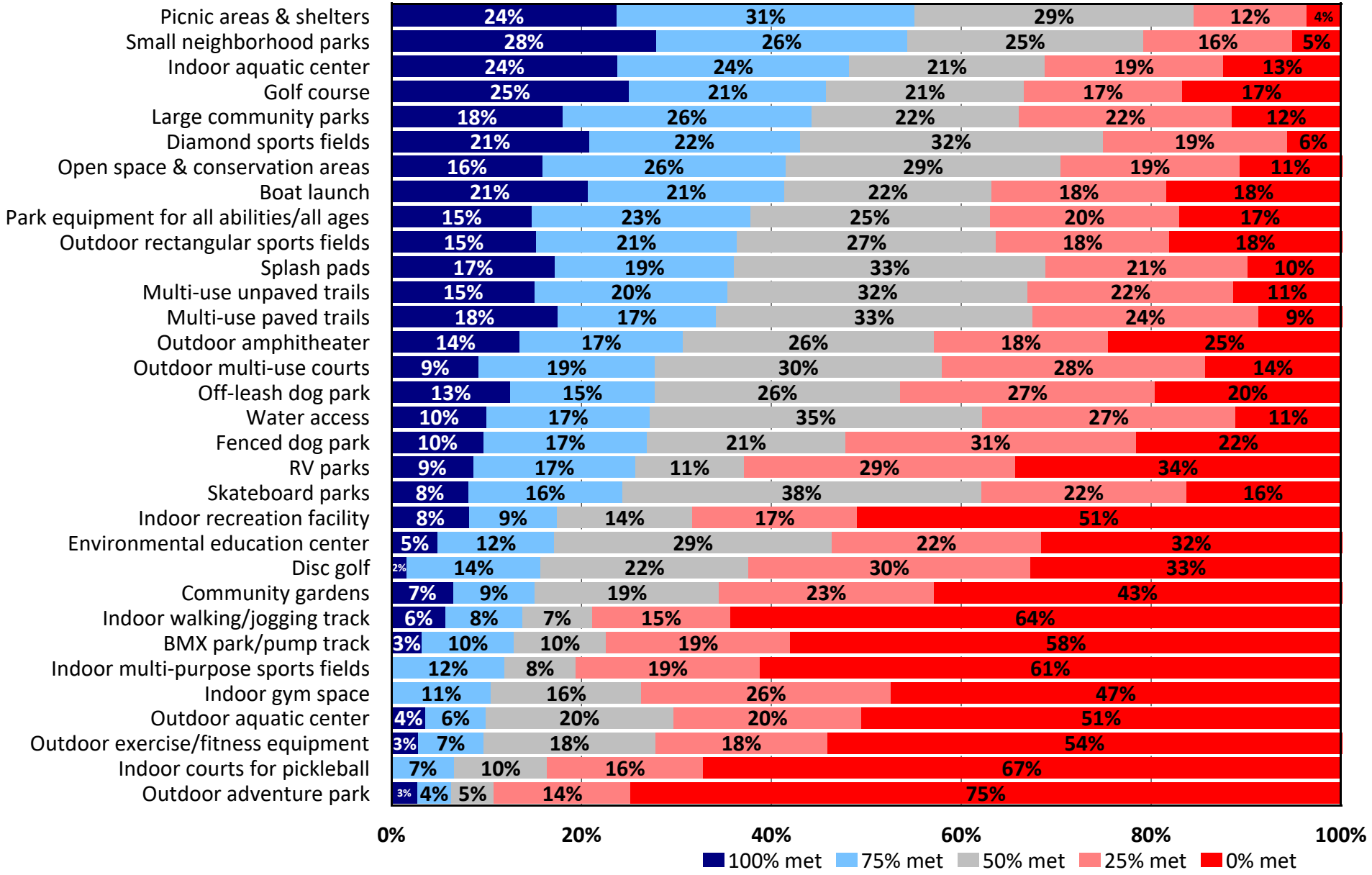
by number of households based on an estimated 13,404 households



ETC Institute (2022)

Q9b. How Well Households' Need For Facility / Amenity Is Currently Being Met

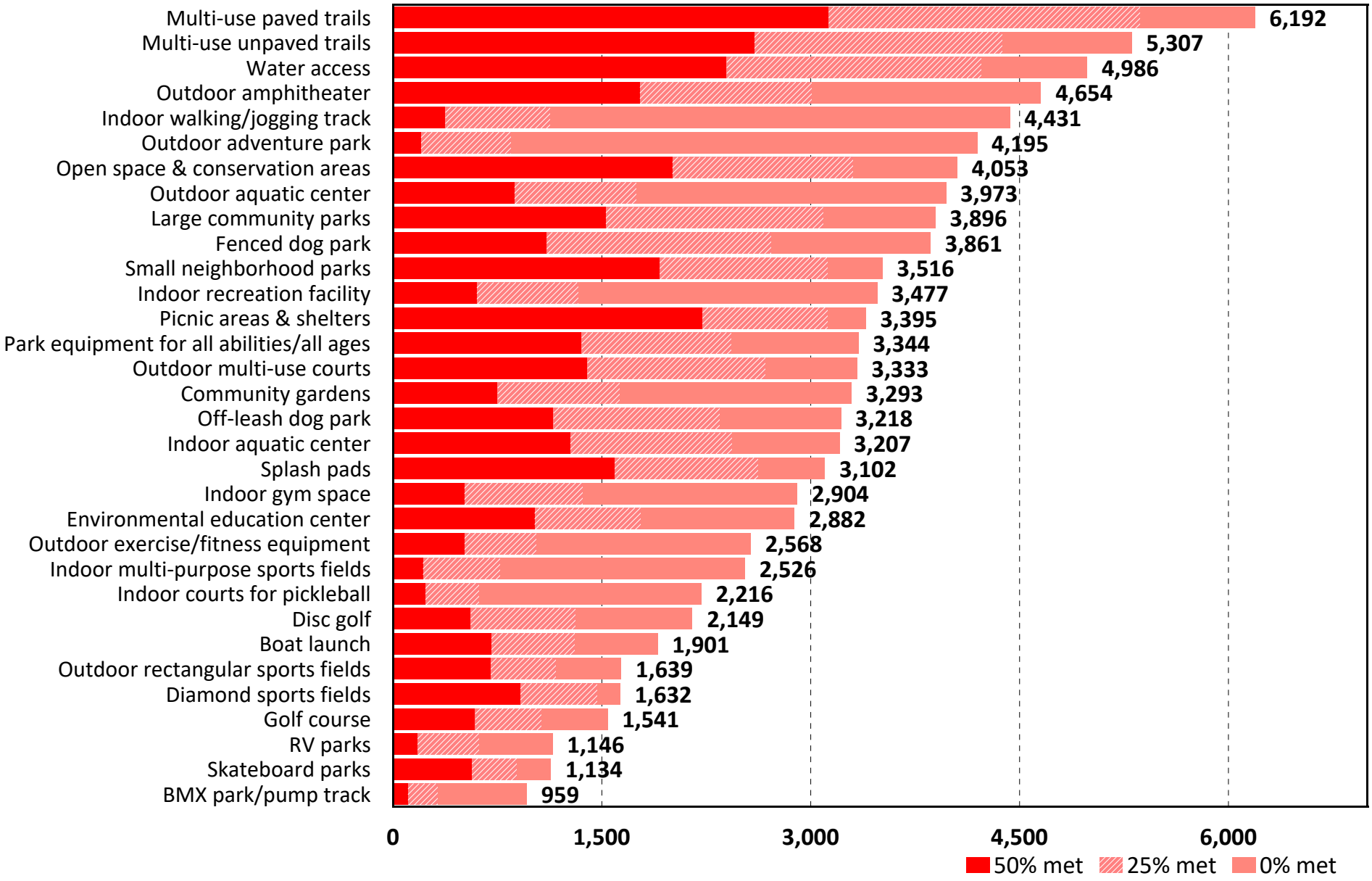
by percentage of respondents who answered "Yes" to Q9



ETC Institute (2022)

Q9c. Estimated Number of Households in Oregon City Whose Facility/ Amenity Need Is Met 50% or Less

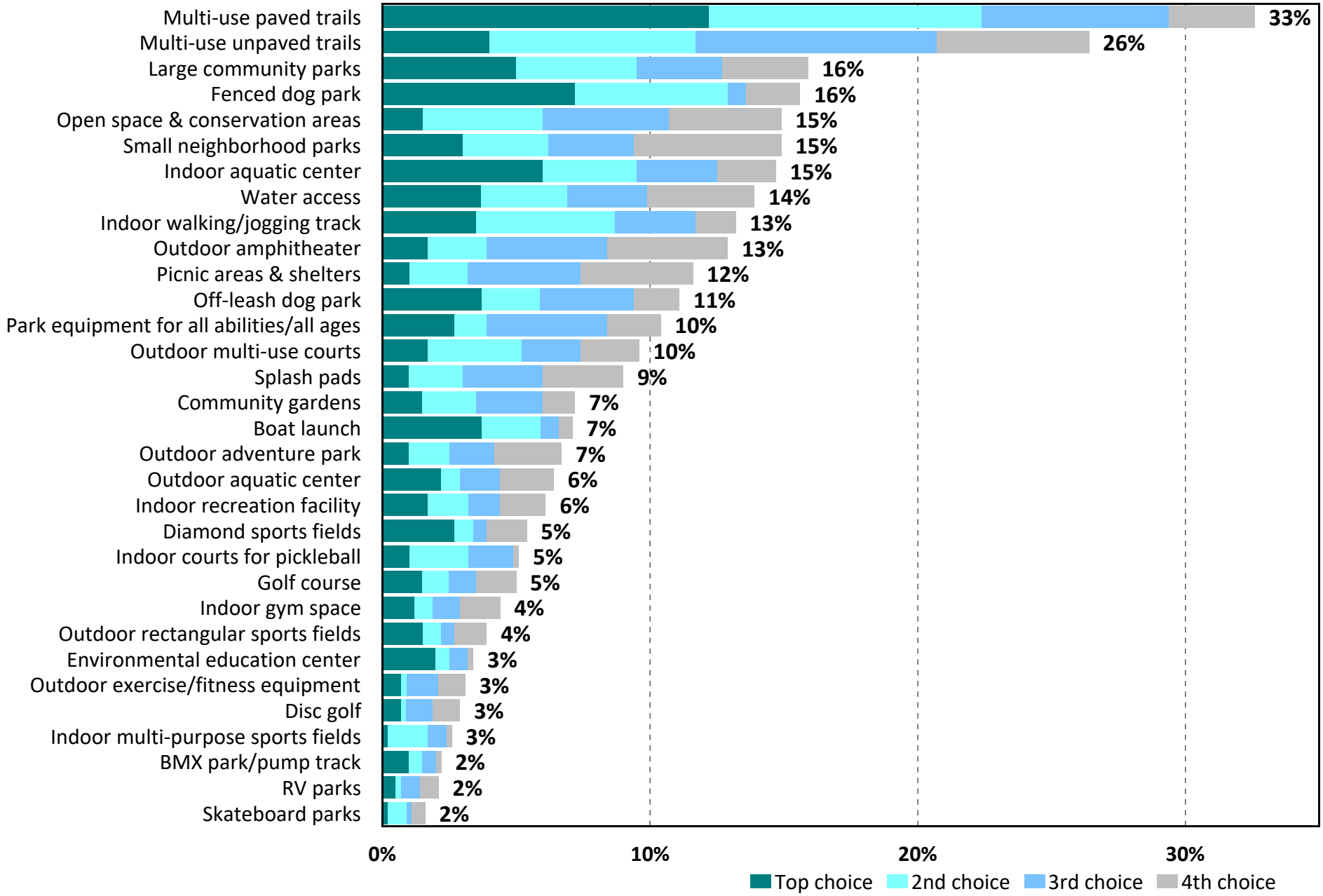
by number of households with need based on an estimated 13,404 Households



ETC Institute (2022)

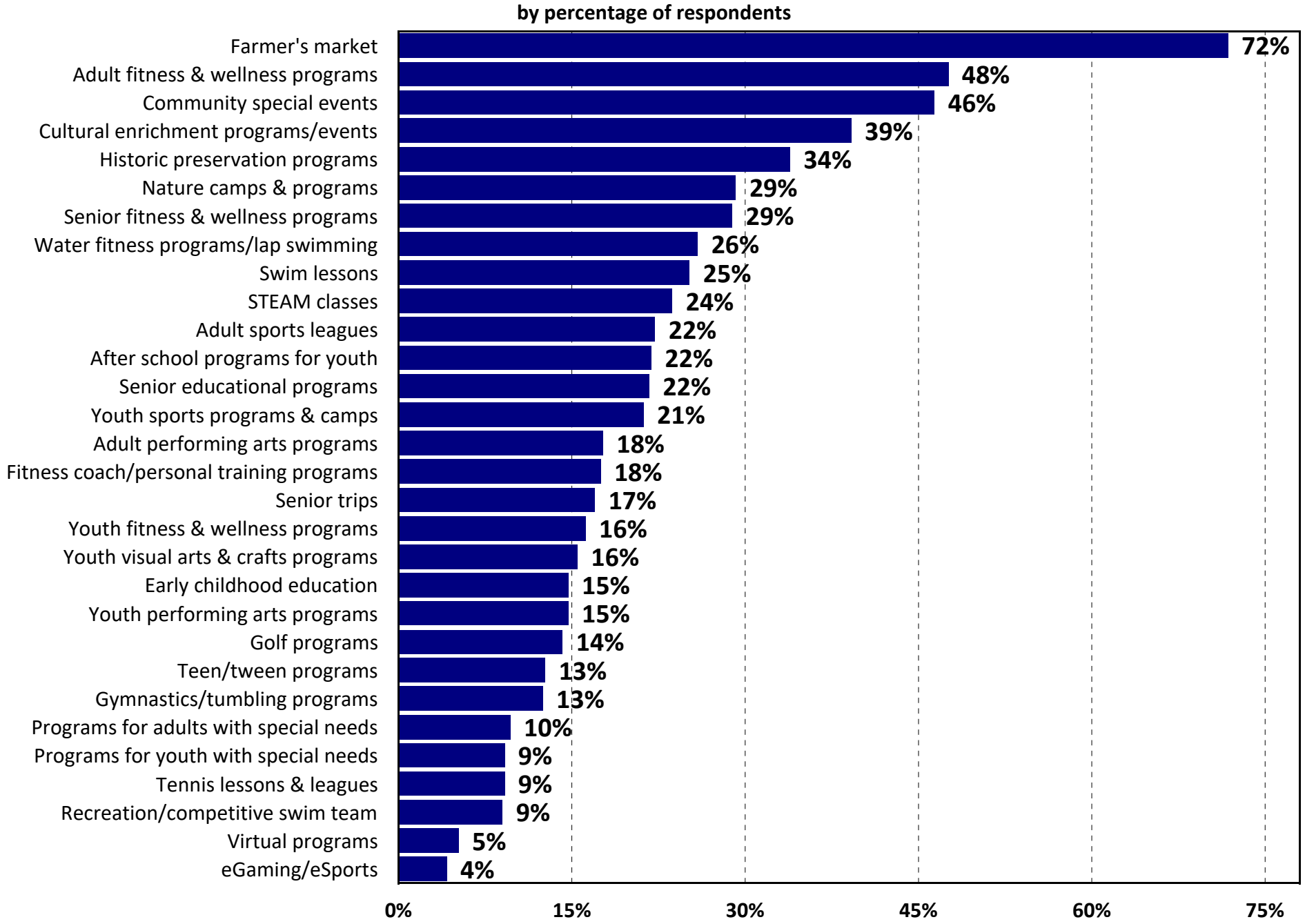
Q10. Most Important Facility/Amenity to Households

by percentage of respondents who selected the items as one of their top four choices



ETC Institute (2022)

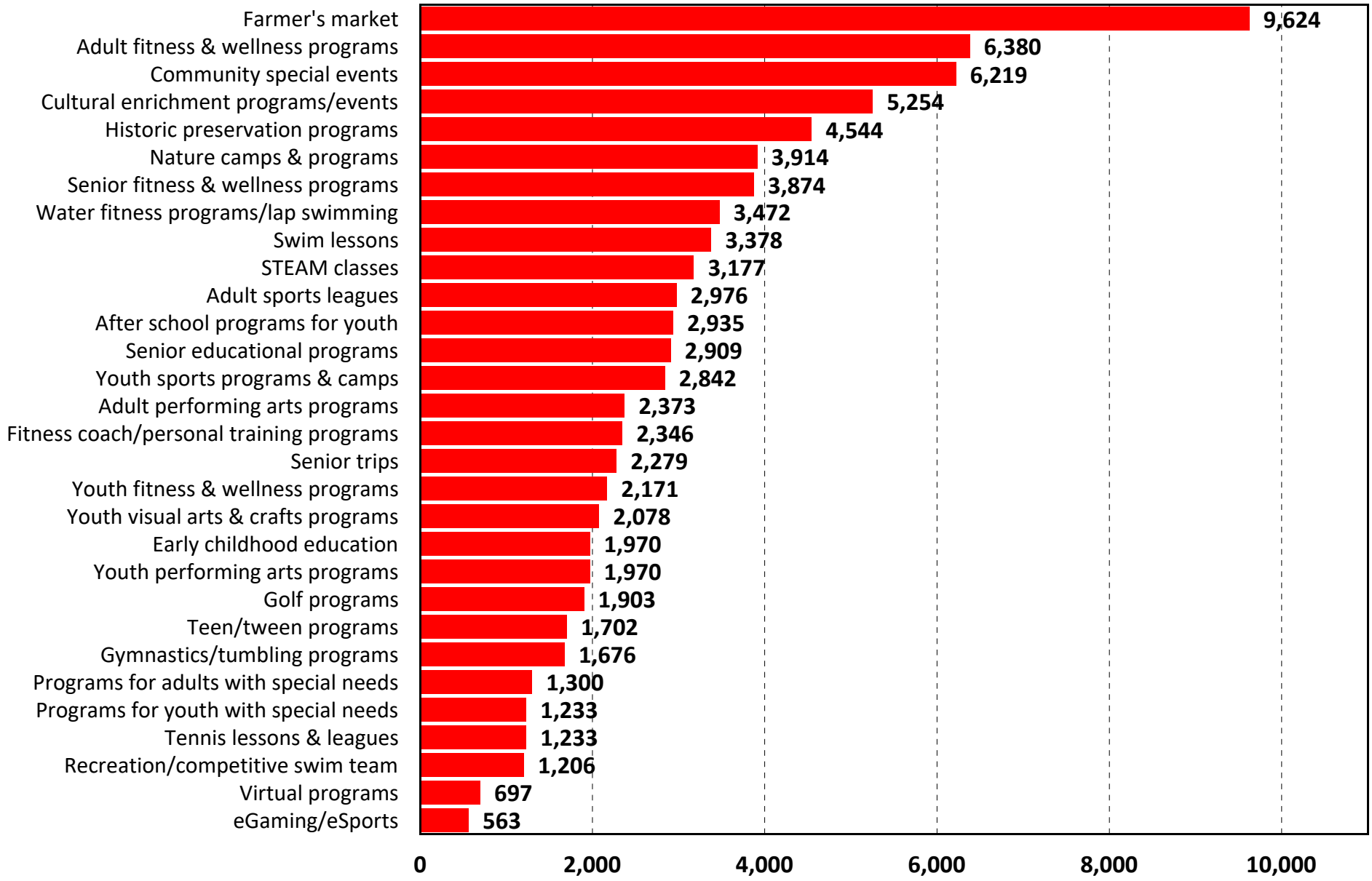
Q11. Respondents With Need for Recreation Program



ETC Institute (2022)

Q11a. Estimated Number of Households in Oregon City Who Have a Need for Recreation Program

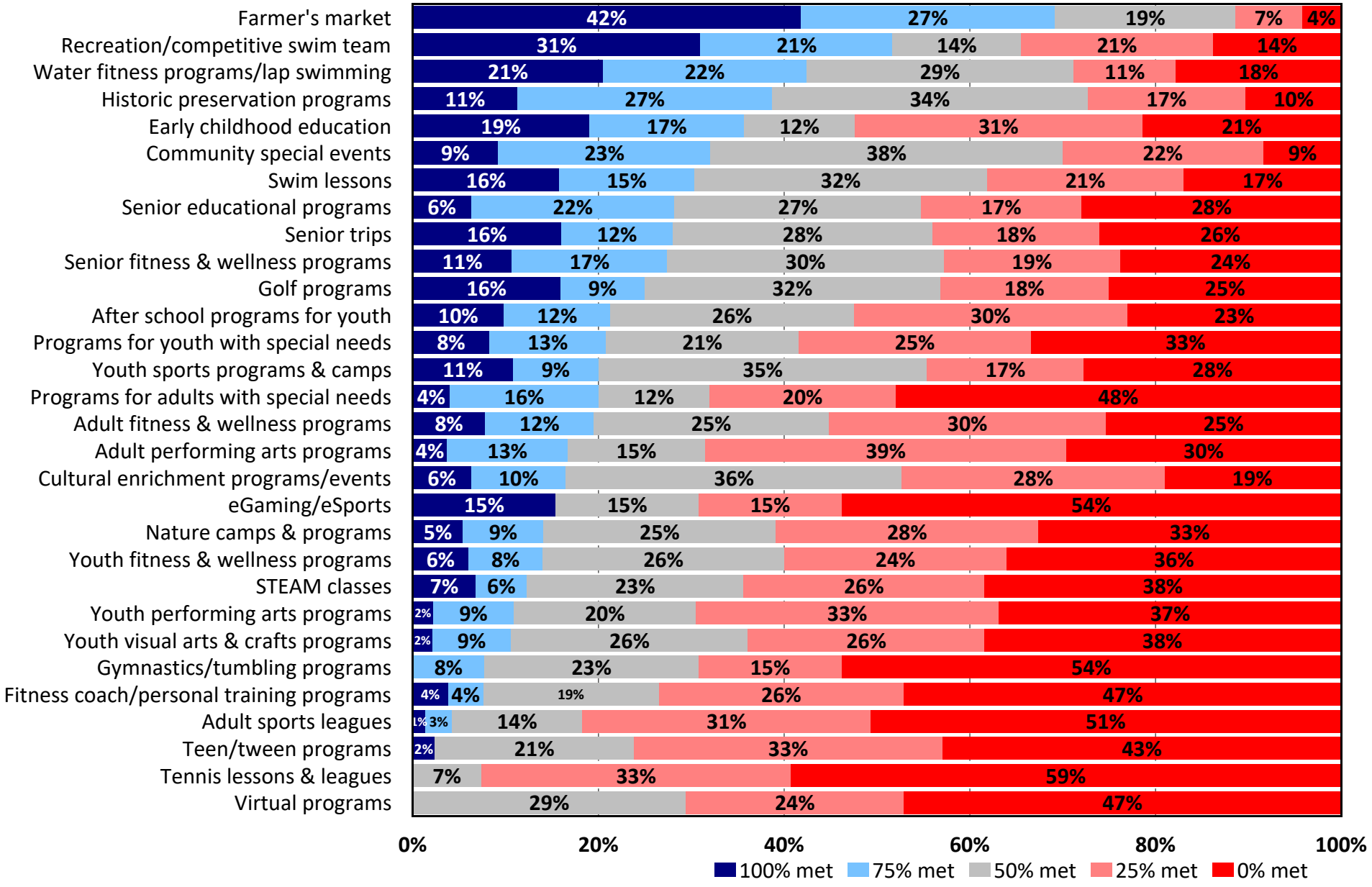
by number of households based on an estimated 13,404 households



ETC Institute (2022)

Q11b. How Well Households' Need For Recreation Program Is Currently Being Met

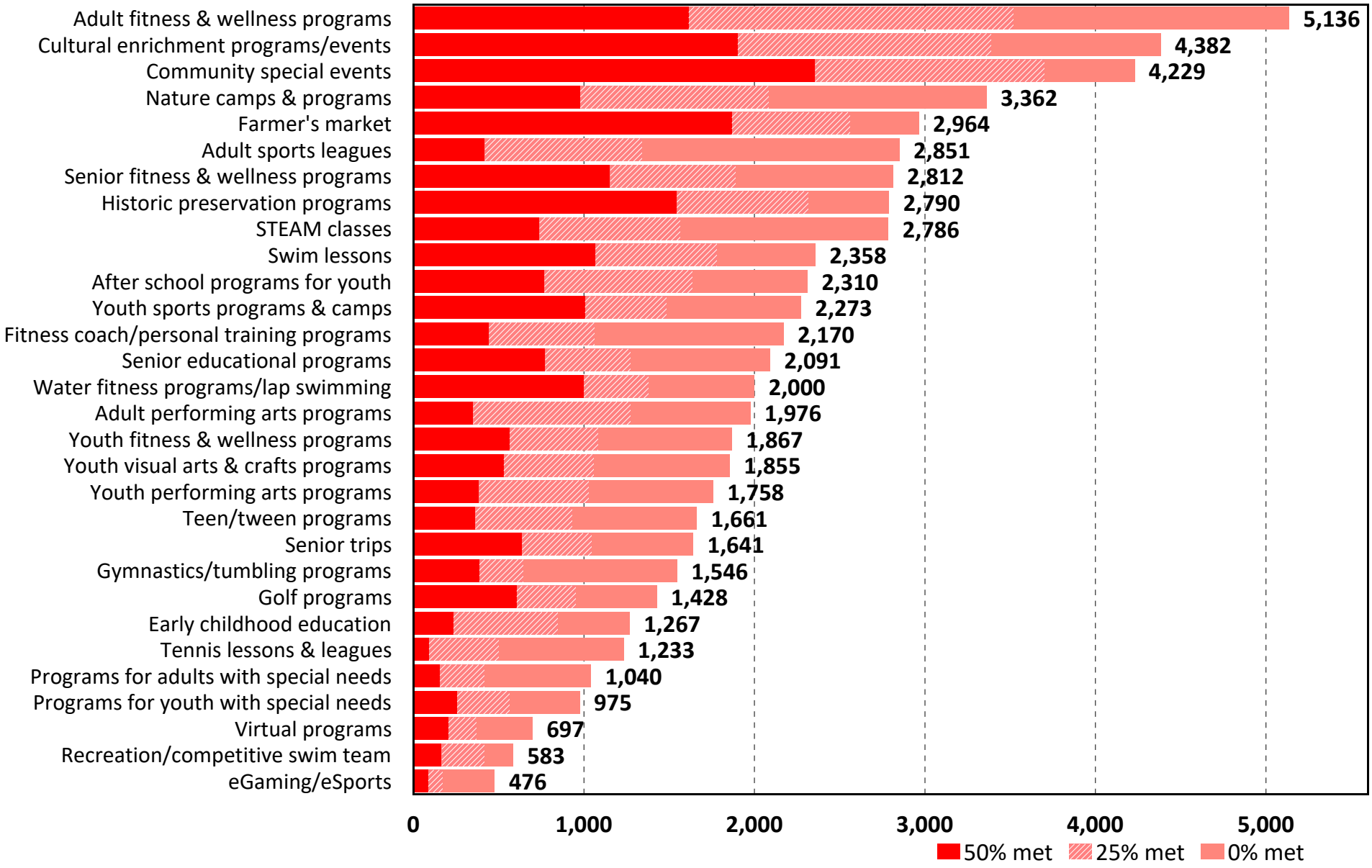
by percentage of respondents who answered "Yes" to Q11



ETC Institute (2022)

Q11c. Estimated Number of Households in Oregon City Whose Recreation Program Needs Are Met 50% or Less

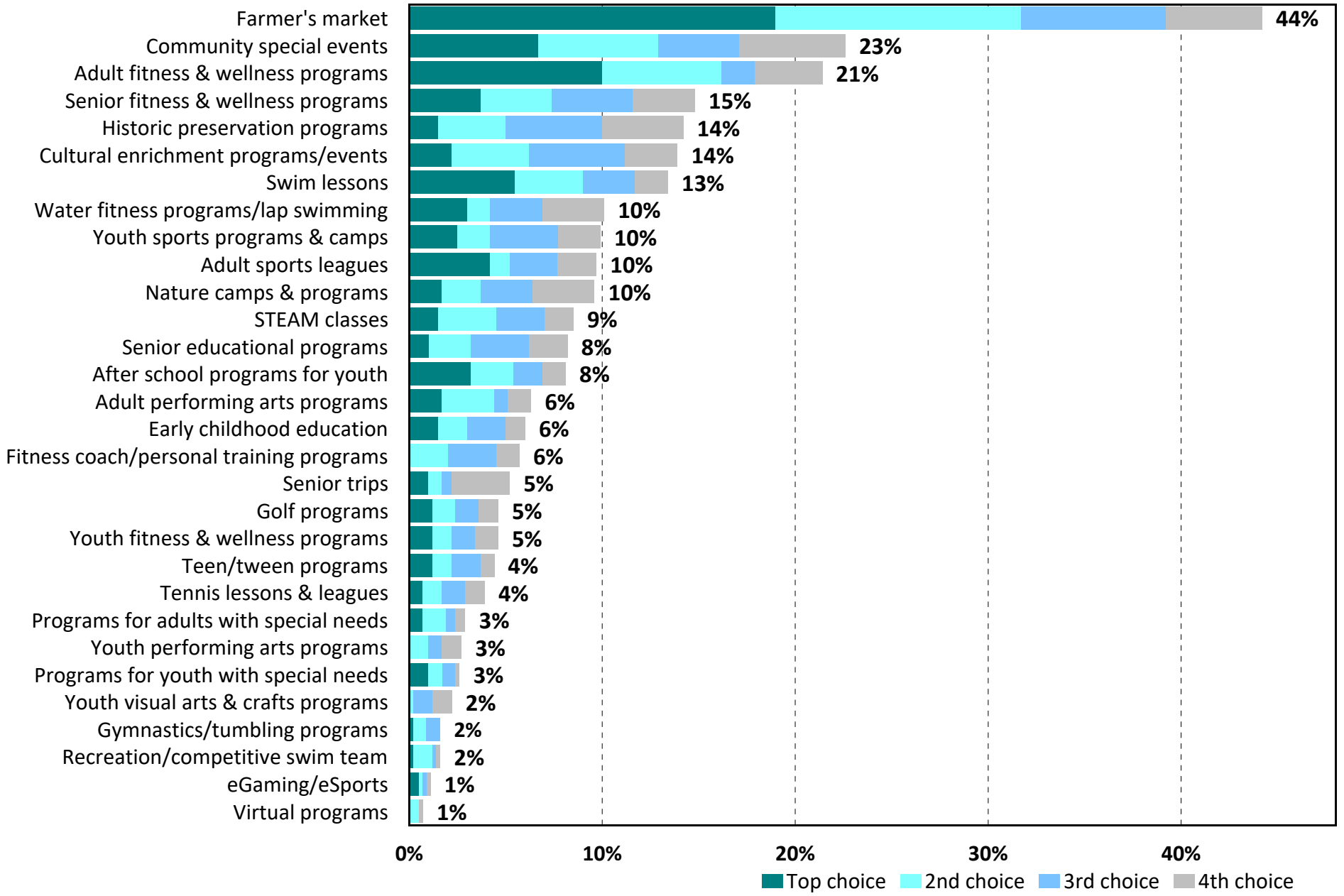
by number of households with need based on an estimated 13,404 households



ETC Institute (2022)

Q12. Most Important Recreation Program to Households

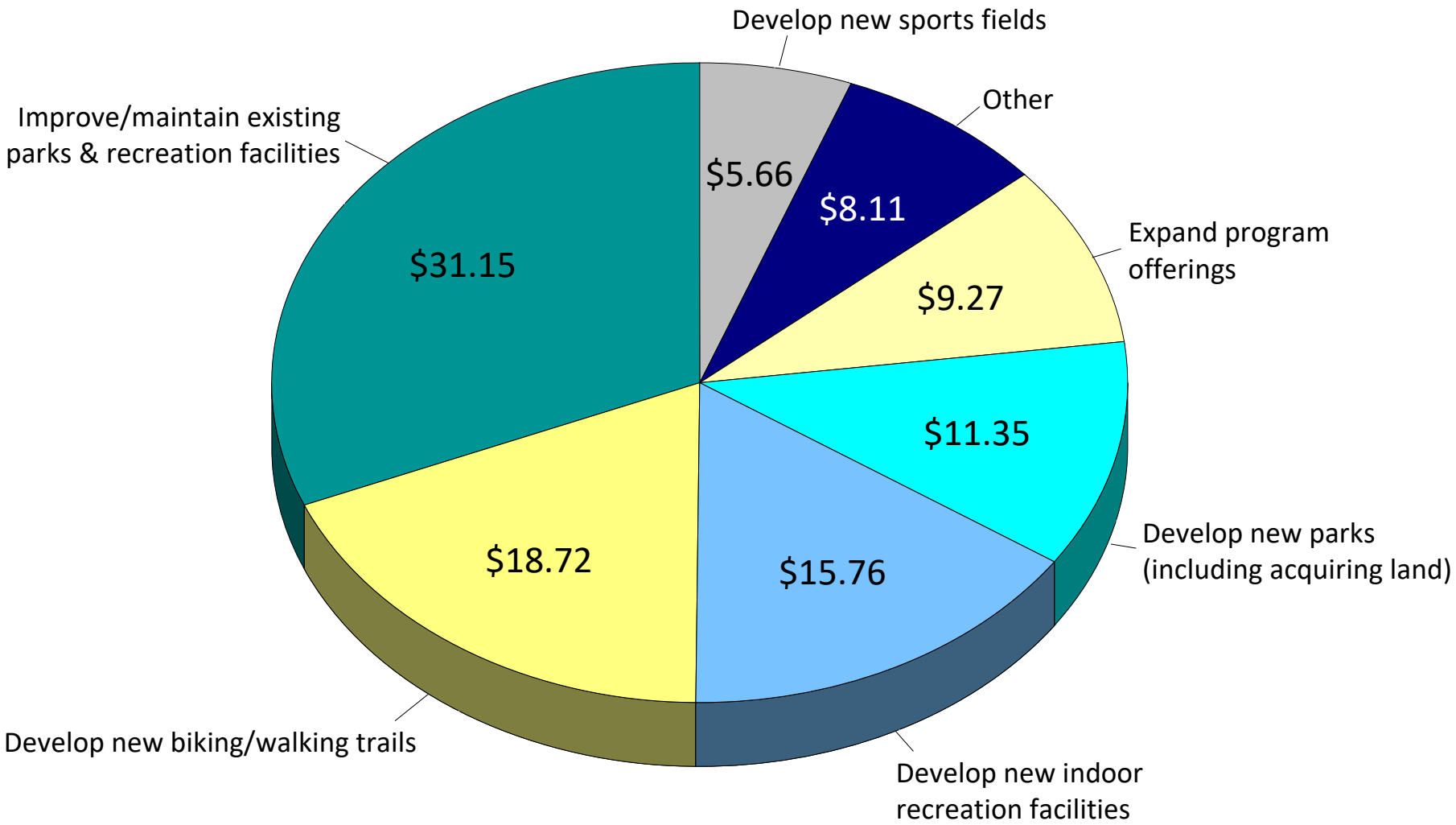
by percentage of respondents who selected the items as one of their top four choices



ETC Institute (2022)

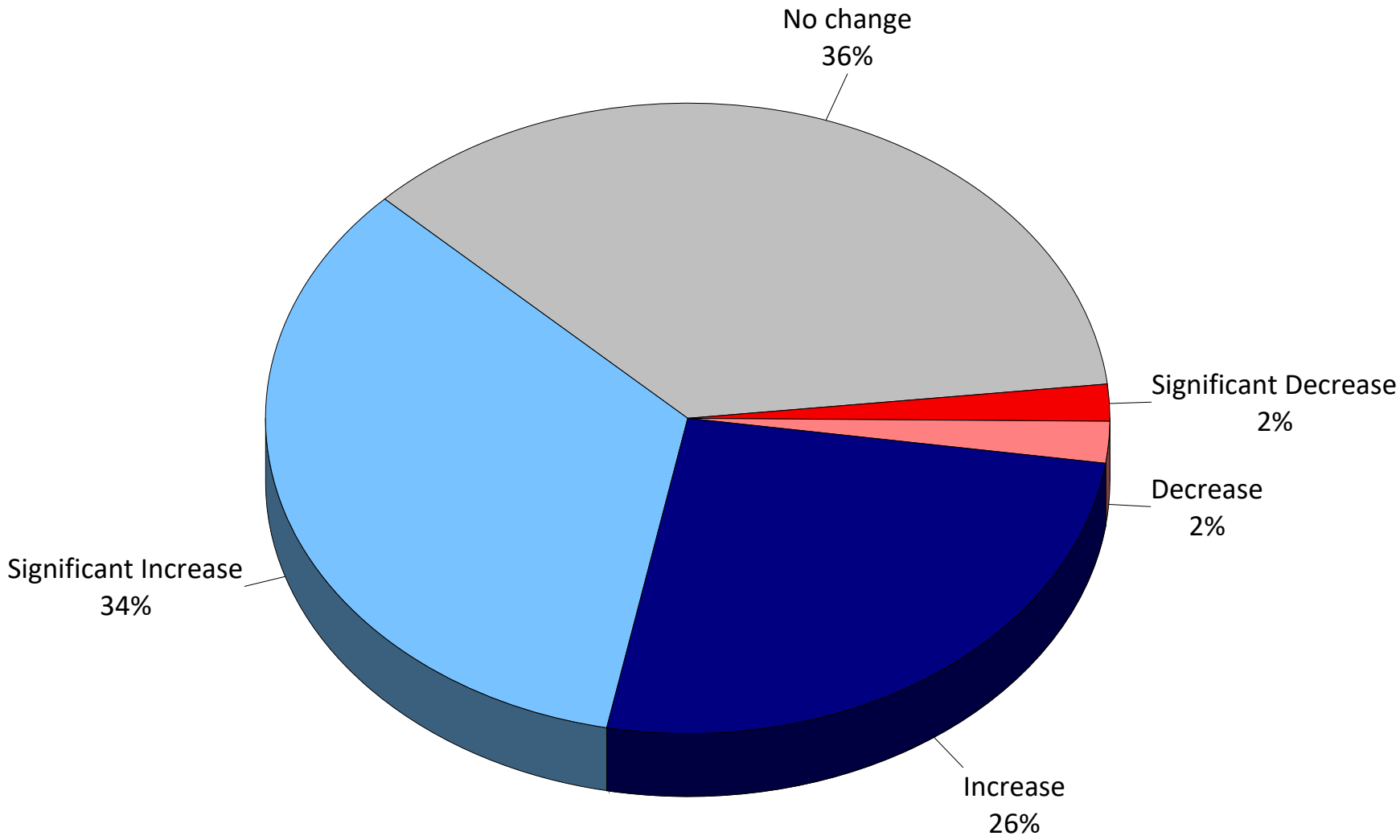
Q13. With a Budget of $100, How Would Respondents Allocate Funds for Parks and Recreation?

by average allocated per item



Q14. Given the recent COVID-19 Pandemic, how has your and your household's perception of the value of parks, trails, open spaces and recreation changed?

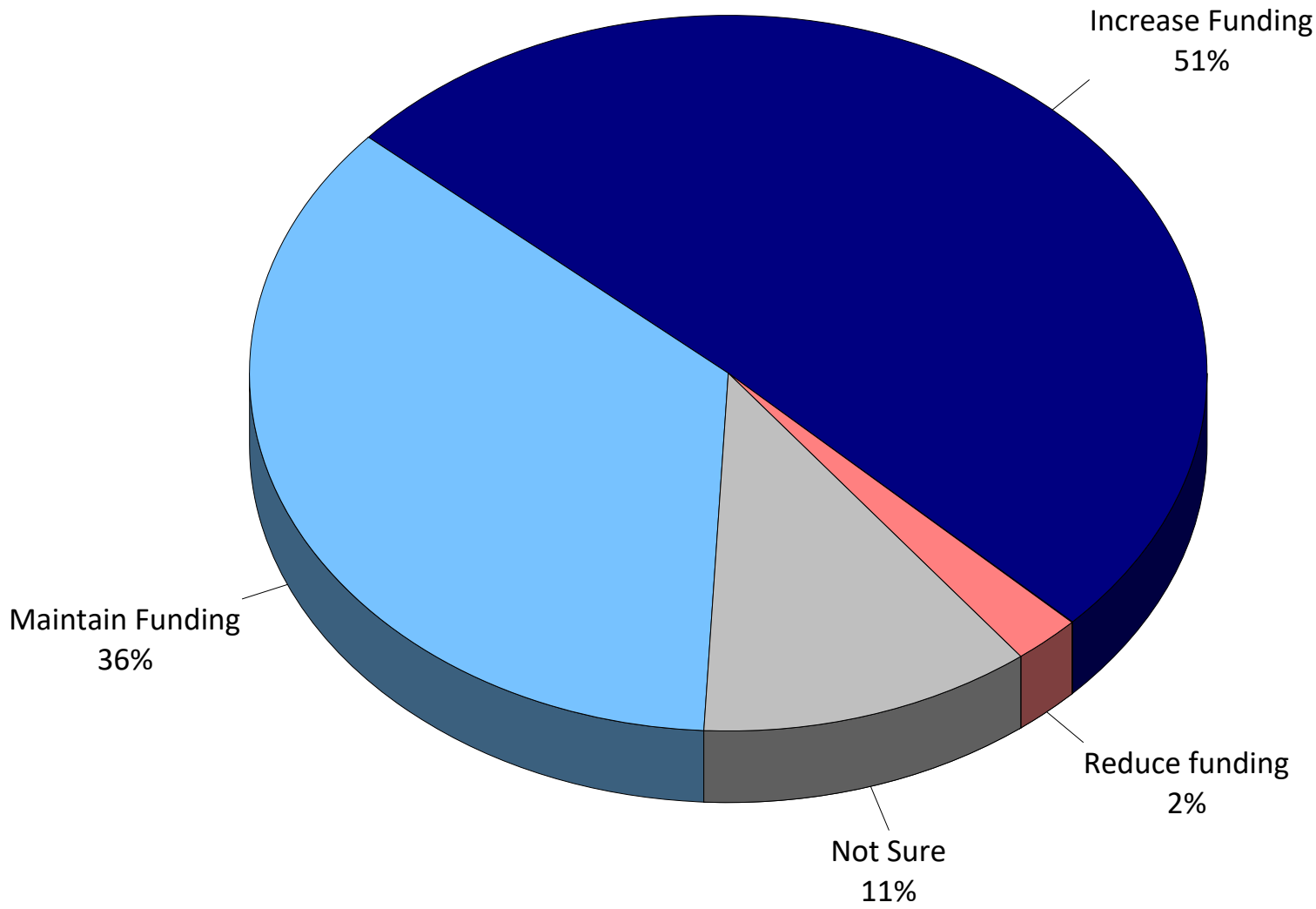
by percentage of respondents (excluding "not provided")



ETC Institute (2022)

Q15. Based on your perception of value in Question 14, how would you want the City of Oregon City to fund future parks, recreation, trails and open space needs?

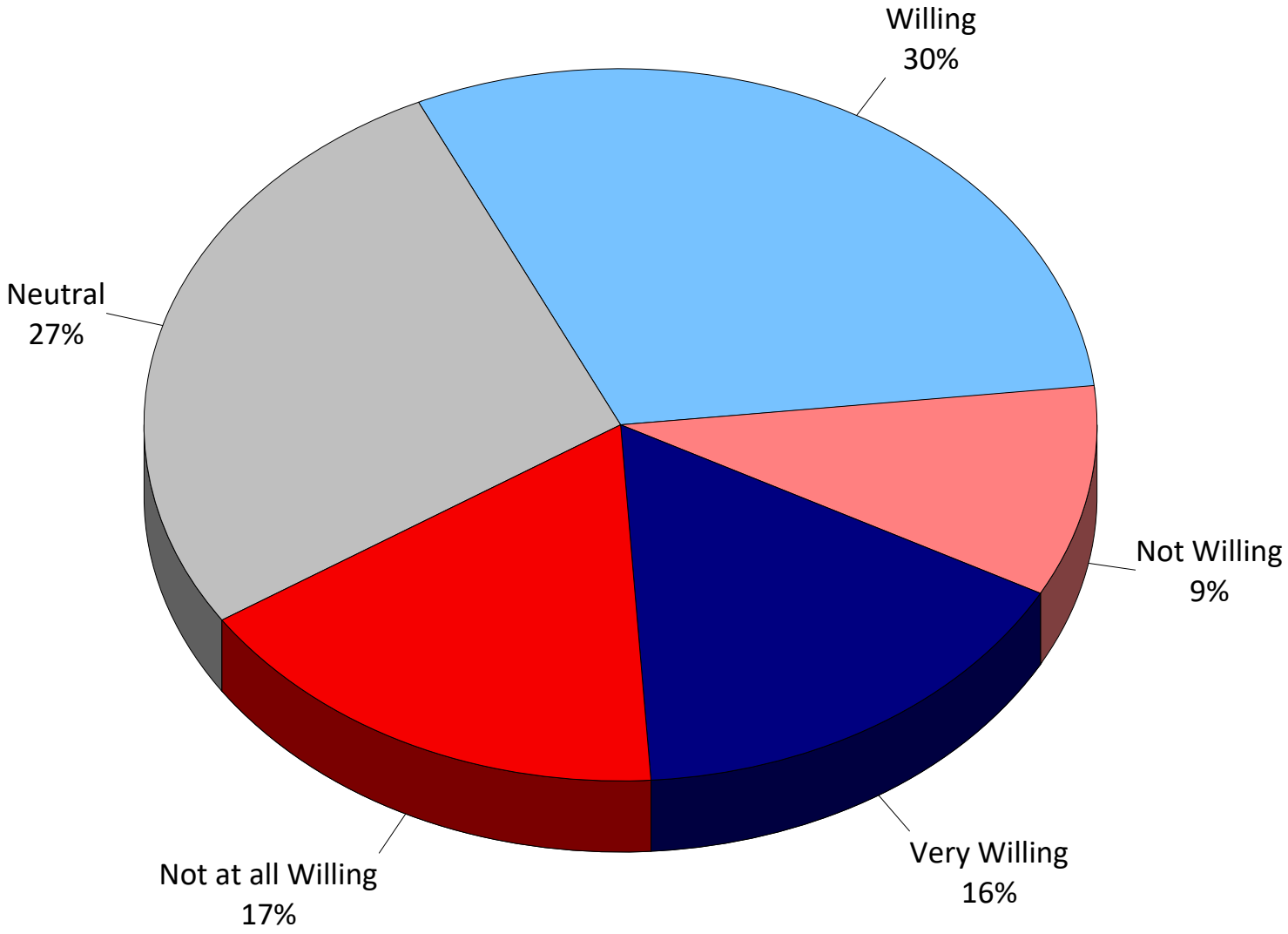
by percentage of respondents (excluding "not provided")



ETC Institute (2022)

Q16. How willing would you be to pay additional taxes or fees to acquire, develop, and maintain the types of parks, recreation, and trail facilities that are most important to your household?

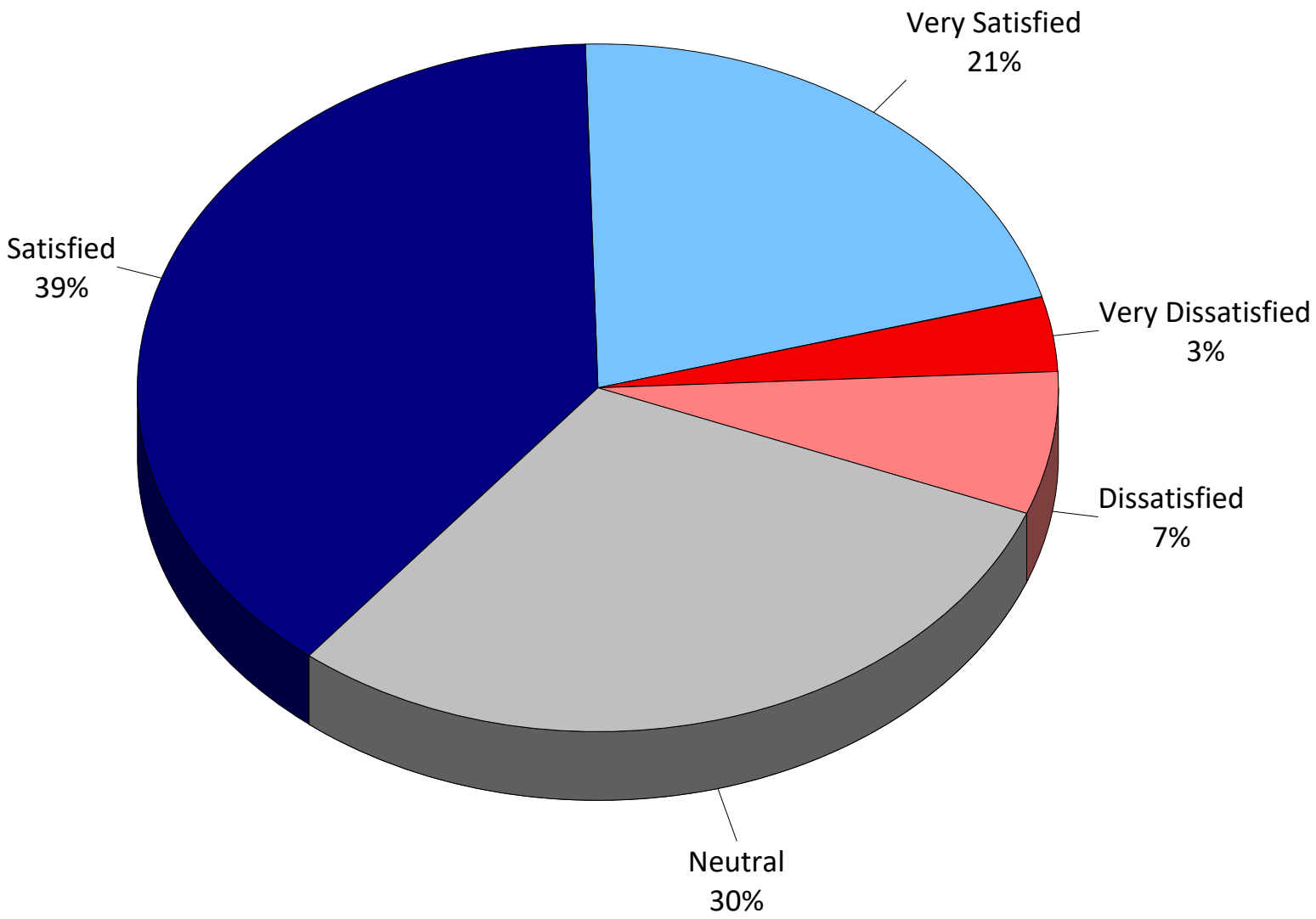
by percentage of respondents (excluding "don't know")



ETC Institute (2022)

Q17. Please rate your level of satisfaction with the overall value your household receives from Oregon City Parks and Recreation.

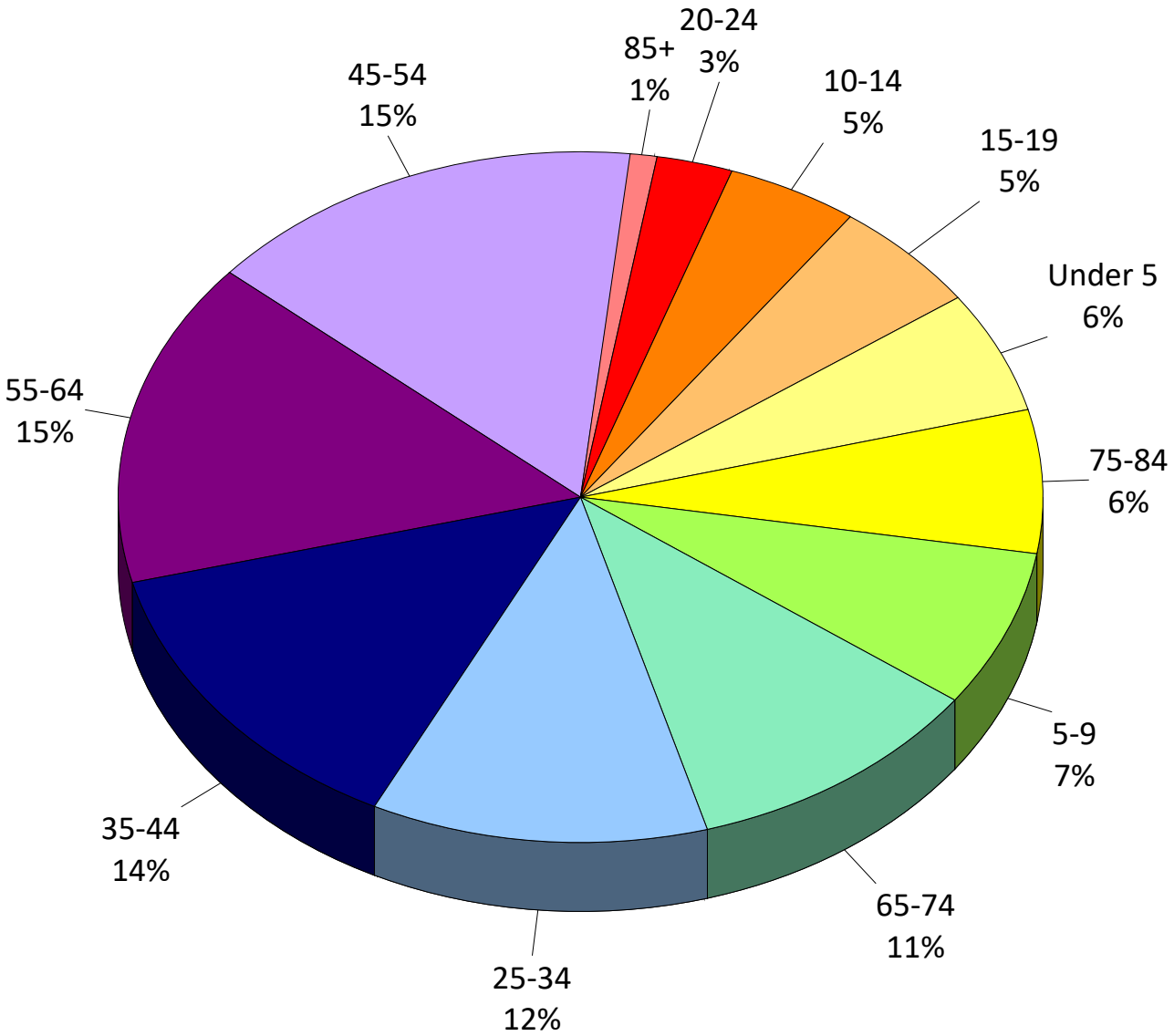
by percentage of respondents (excluding "don't know")



ETC Institute (2022)

Q18. Including yourself, how many people in your household are in the following age groups?

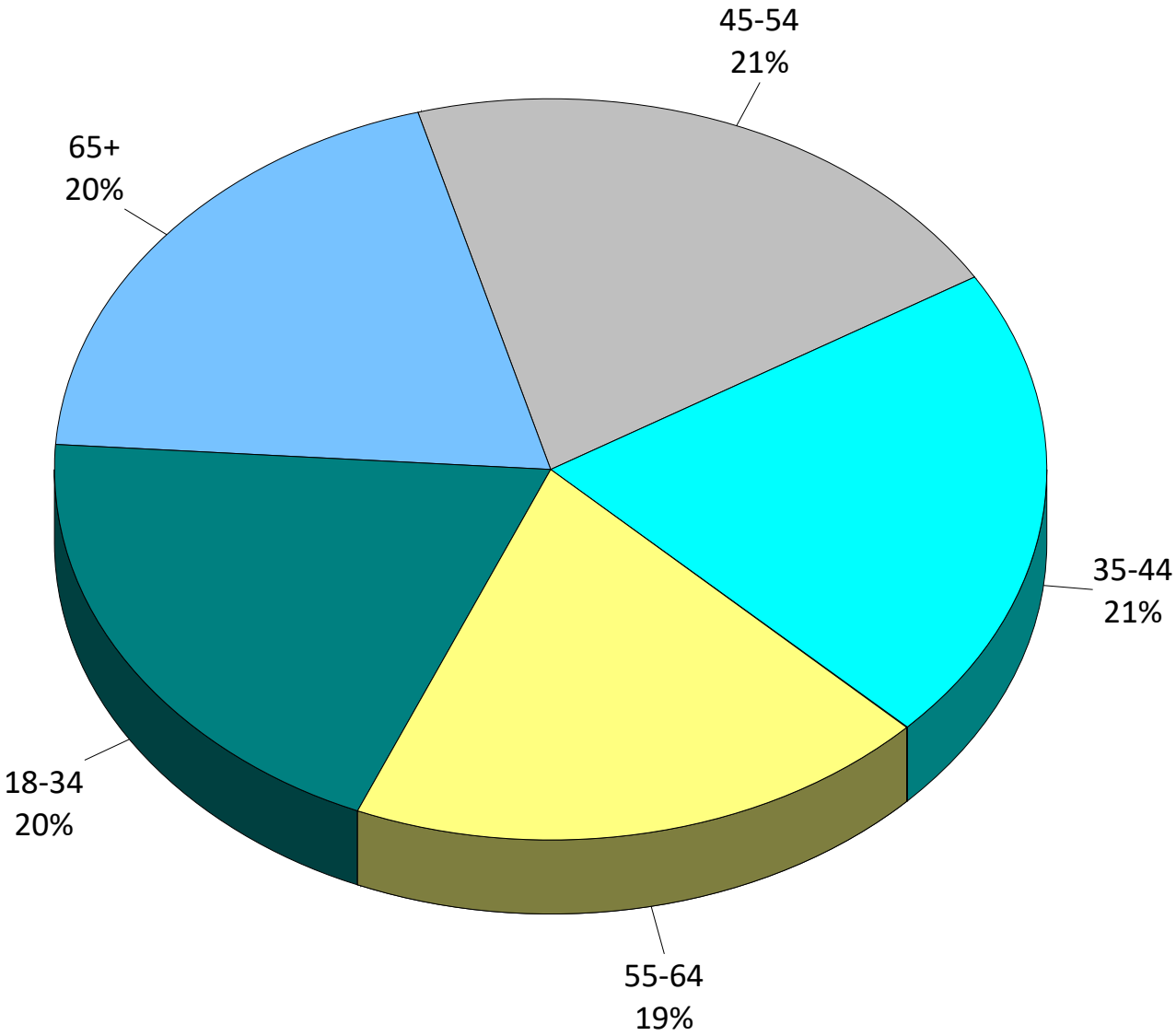
by percentage of persons in household



ETC Institute (2022)

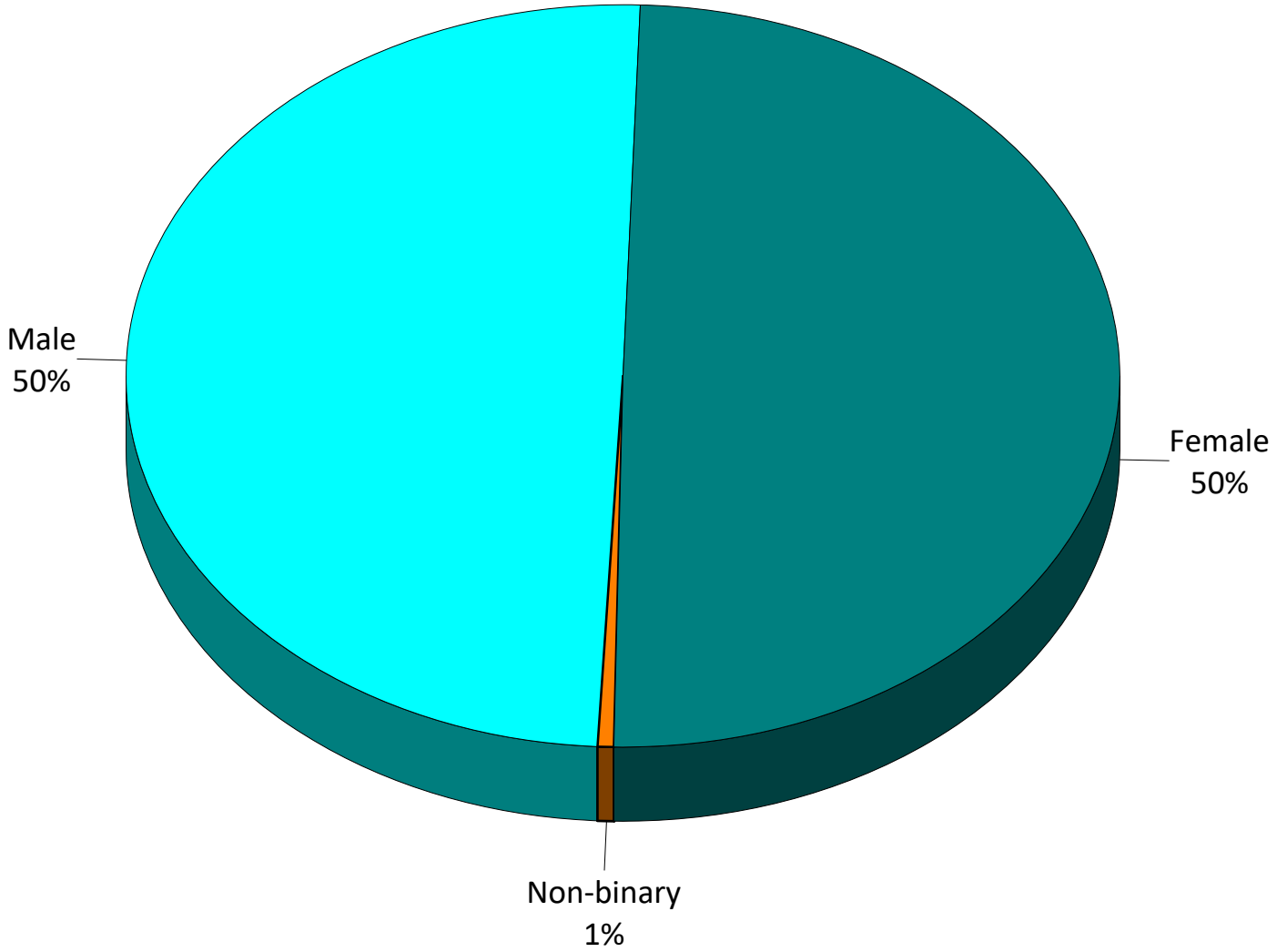
Q19. Respondent Age

by percentage of respondents (excluding “not provided")



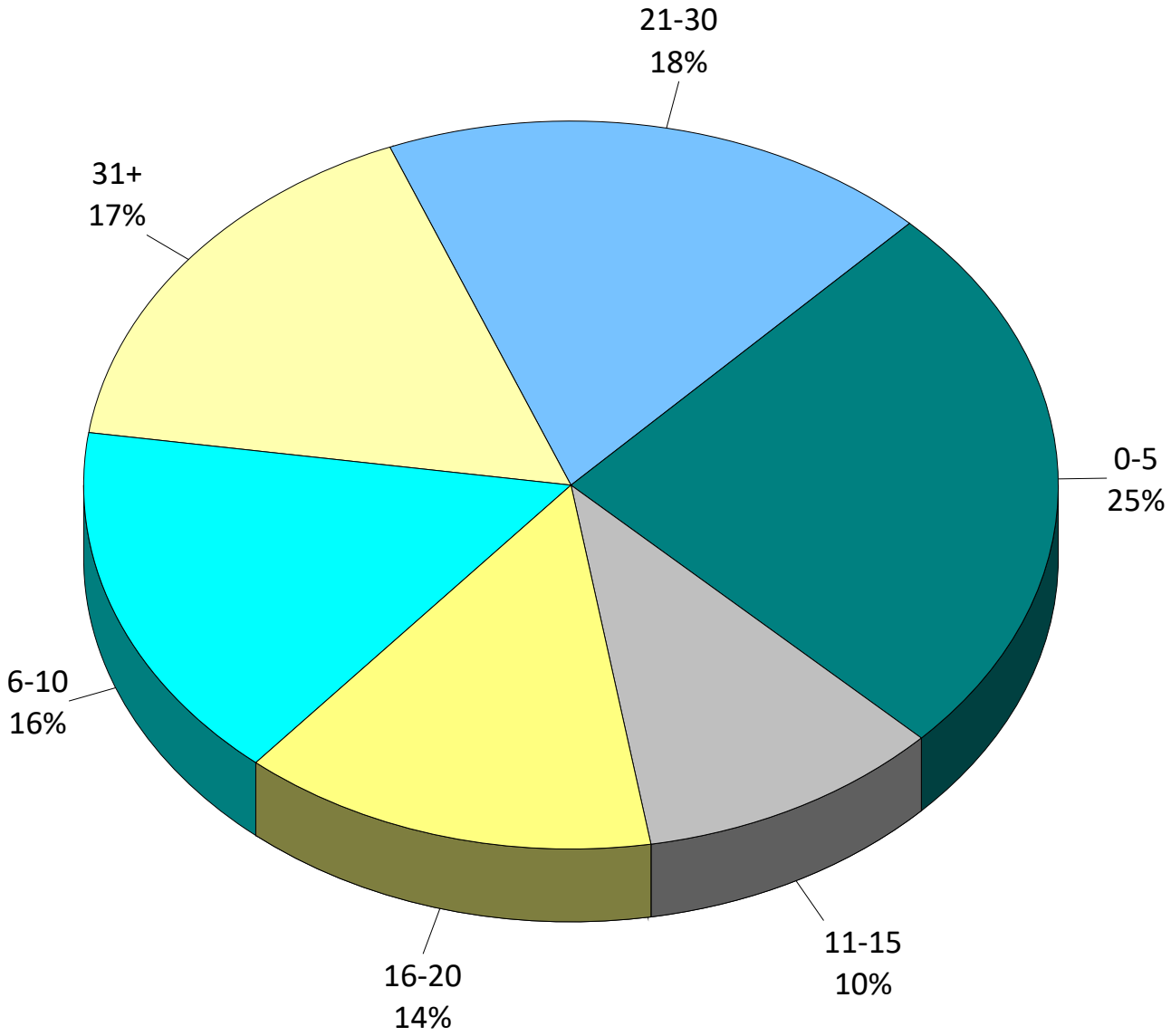
Q20. Your gender:

by percentage of respondents (excluding "prefer not to answer")



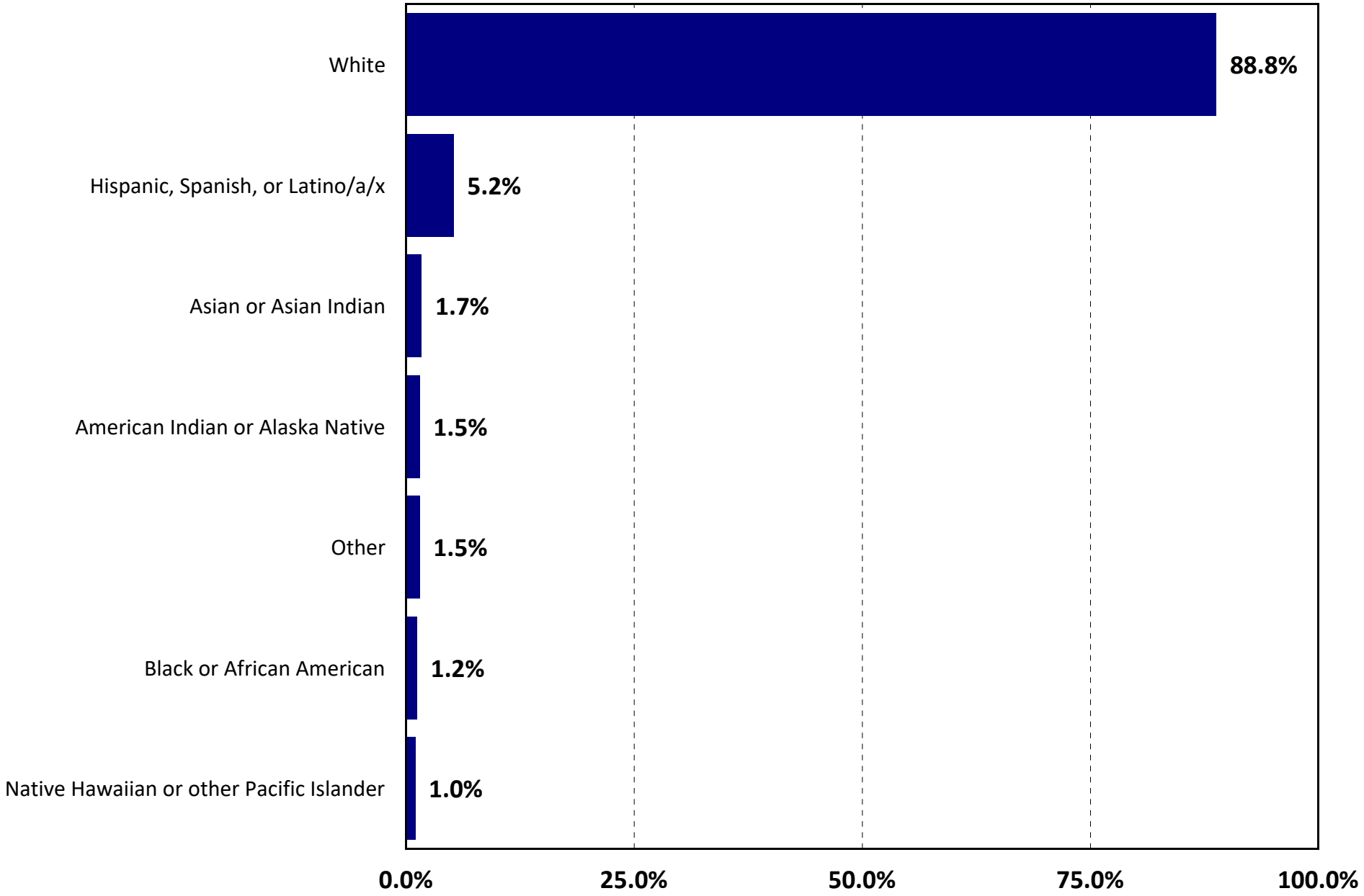
Q21. Years Lived in Oregon City

by percentage of respondents (excluding “not provided")



Q22. Which of the following best describes your race/ethnicity?

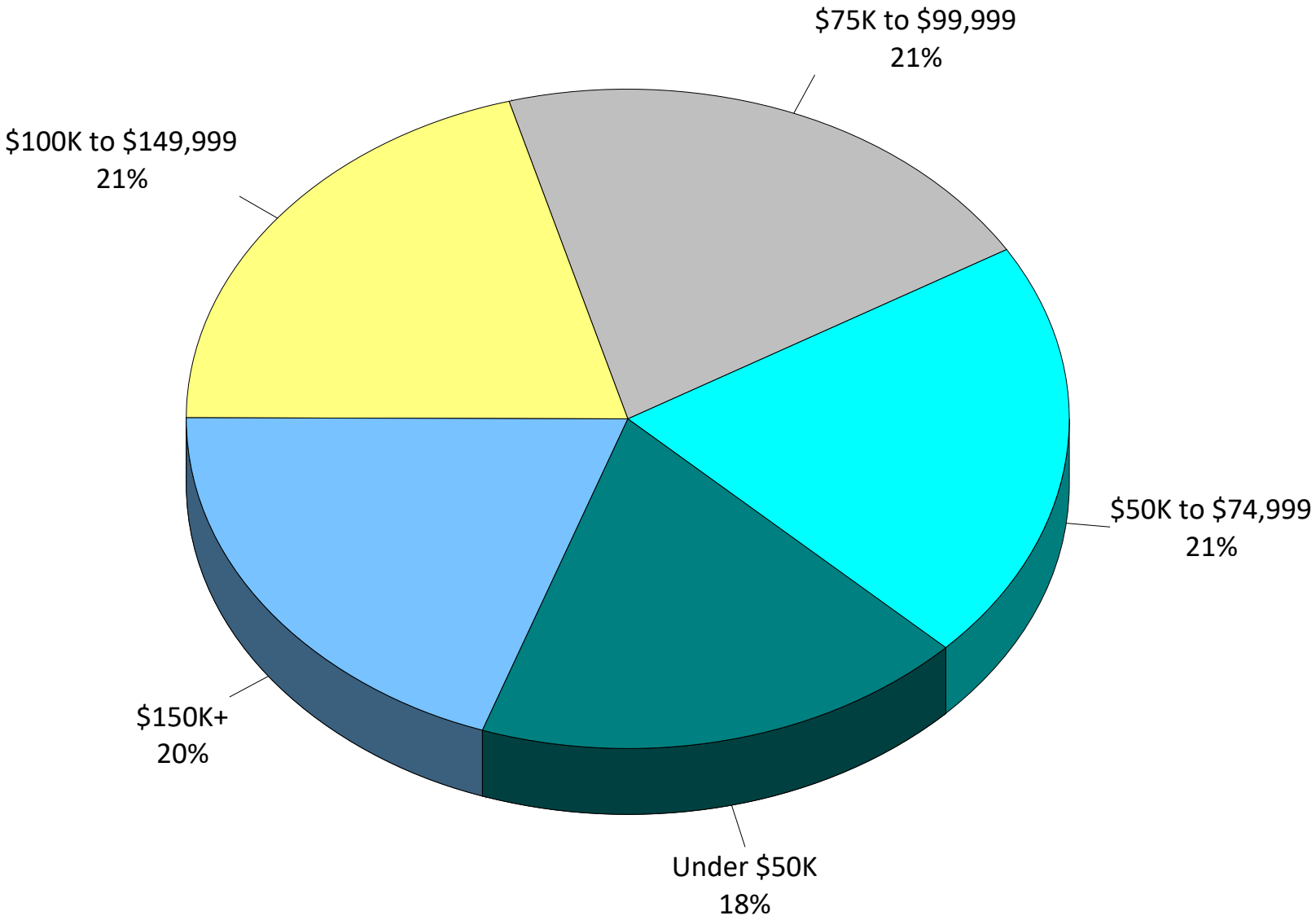
by percentage of respondents



ETC Institute (2022)

Q23. What is your annual household income?

by percentage of respondents (excluding "prefer not to respond")



APPENDIX D: VOLUNTEER/PARTNERSHIP RECOMMENDED PRACTICES & RECOMMENDATIONS

RECOMMENDED PRACTICES IN VOLUNTEER MANAGEMENT

In developing a volunteer policy, some best practices that the Department should be aware of include:

- Involve volunteers in cross-training to expose them to various organizational functions and increase their skill. This can also increase their utility, allowing for more flexibility in making work assignments, and can increase their appreciation and understanding of the Department.
- Ensure a Volunteer Coordinator (a designated program staff member with volunteer management responsibility) and associated staff stay fully informed about the strategic direction of the agency overall, including strategic initiatives for all divisions. Periodically identify, evaluate, or revise specific tactics the volunteer services program should undertake to support the larger organizational mission.
- A key part of maintaining the desirability of volunteerism in the agency is developing a good reward and recognition system. The consultant team recommends using tactics similar to those found in frequent flier programs, wherein volunteers can use their volunteer hours to obtain early registration at programs, or discounted pricing at certain programs, rentals or events, or any other City function. Identify and summarize volunteer recognition policies in a Volunteer Policy document. The Department should ensure that it is compliant with State Board of Accounts' requirements as the volunteer program and recognition is developed.
- Create and then regularly review and update volunteer position descriptions, as needed. Include an overview of the volunteer position lifecycle in the Volunteer Manual, including the procedure for creating a new position. Develop volunteer manual or use a credible organization's volunteer program, specializing in volunteer management to build the Department's volunteer program.
- Add end-of-lifecycle process steps to the Volunteer Manual to ensure that there is formal documentation of resignation or termination of volunteers. Also include ways to monitor and track reasons for resignation/termination and perform exit interviews with outgoing volunteers when able.

In addition to number of volunteers and volunteer hours, categorization and tracking volunteerism by type and extent of work, is important:

- **Regular volunteers:** Those volunteers whose work is continuous, provided their work performance is satisfactory and there is a continuing need for their services.
- **Special event volunteers:** Volunteers who help with a particular event with no expectation that they will return after the event is complete.
- **Episodic volunteers:** Volunteers who help with a particular project type on a recurring or irregular basis with no expectation that they will return for other duties.
- **Volunteer interns:** Volunteers who have committed to work for the agency to fulfill a specific higher-level educational learning requirement.
- **Community service volunteers:** Volunteers who are volunteering over a specified period to fulfill a community service requirement.
- The full list of NRPA Recommended Guidelines for Credentialing Volunteers can be found here.

The Department should encourage employees to volunteer in the community. Exposure of staff to the community in different roles (including those not related to parks and recreation) will raise awareness

of the agency and its volunteer program. It also helps staff understand the role and expectations of a volunteer if they can experience it for themselves.

RECOMMENDED PRACTICE FOR ALL PARTNERSHIPS

All partnerships developed and maintained by the Department should adhere to common policy requirements. These include:

- Each partner will meet with or report to the Department staff on a regular basis to plan and share activity-based costs and equity invested.
- Partners will establish measurable outcomes and work through key issues to focus on for the coming year to meet the desired outcomes.
- Each partner will focus on meeting a balance of equity agreed to and track investment costs accordingly.
- Measurable outcomes will be reviewed quarterly and shared with each partner, with adjustments made as needed.
- A working partnership agreement will be developed and monitored together on a quarterly or as-needed basis.
- Each partner will assign a liaison to serve each partnership agency for communication and planning purposes.

POLICY RECOMMENDATIONS FOR PUBLIC/PRIVATE PARTNERSHIPS

The recommended policies and practices for public/private partnerships that may include businesses, private groups, private associations, or individuals who desire to make a profit from use of the Department's facilities or programs are detailed below. These can also apply to partnerships where a private party wishes to develop a facility on park property, to provide a service on publicly owned property, or who has a contract with the agency to provide a task or service on the agency's behalf at public facilities. These unique partnership principles are as follows:

- Upon entering into an agreement with a private business, group, association or individual, the Department staff and political leadership must recognize that they must allow the private entity to meet their financial objectives within reasonable parameters that protect the mission, goals and integrity of the Department.
- As an outcome of the partnership, the Department must receive a designated fee that may include a percentage of gross revenue dollars less sales tax on a regular basis, as outlined in the contract agreement.
- The working agreement of the partnership must establish a set of measurable outcomes to be achieved, as well as the tracking method of how those outcomes will be monitored by the agency. The outcomes will include standards of quality, financial reports, customer satisfaction, payments to the agency, and overall coordination with the Department for the services rendered.
- Depending on the level of investment made by the private contractor, the partnership agreement can be limited to months, a year or multiple years.
- If applicable, the private contractor will provide a working management plan annually that they will follow to ensure the outcomes desired by the Department. The management plan can and will be negotiated, if necessary. Monitoring the management plan will be the responsibility of both partners. The agency must allow the contractor to operate freely in their best interest, as long as the outcomes are achieved, and the terms of the partnership agreement are adhered to.

- The private contractor cannot lobby agency advisory or governing boards for renewal of a contract. Any such action will be cause for termination. All negotiations must be with the Department Director or their designee.
- The agency has the right to advertise for private contracted partnership services or negotiate on an individual basis with a bid process based on the professional level of the service to be provided.
- If conflicts arise between both partners, the highest-ranking officers from both sides will try to resolve the issue before going to each partner's legal counsel. If none can be achieved, the partnership shall be dissolved.

PARTNERSHIP OPPORTUNITIES

The Department currently has a strong network of recreation program partners. Therefore, the following recommendations are both an overview of existing partnership opportunities available to the Department, as well as a suggested approach to organizing partnership pursuits. This is not an exhaustive list of all potential partnerships that can be developed, but this list can be used as a reference tool for the agency to develop its own priorities in partnership development. The following five areas of focus are recommended:

1. **Operational Partners:** Other entities and organizations that can support the efforts of the Department to maintain facilities and assets, promote amenities and park usage, support site needs, provide programs and events, and/or maintain the integrity of natural/cultural resources through in-kind labor, equipment, or materials.
2. **Vendor Partners:** Service providers and/or contractors that can gain brand association and notoriety as a preferred vendor or supporter of the City or Department in exchange for reduced rates, services, or some other agreed upon benefit.
3. **Service Partners:** Nonprofit organizations and/or friends' groups that support the efforts of the agency to provide programs and events, and/or serve specific constituents in the community collaboratively.
4. **Co-Branding Partners:** Private, for-profit organizations that can gain brand association and notoriety as a supporter of the Department in exchange for sponsorship or co-branded programs, events, marketing and promotional campaigns, and/or advertising opportunities.
5. **Resource Development Partners:** A private, nonprofit organization with the primary purpose to leverage private sector resources, grants, other public funding opportunities, and resources from individuals and groups within the community to support the goals and objectives of the agency on mutually agreed strategic initiatives.

APPENDIX E: PROGRAM CLASSIFICATION

Core Program Area - Legend		
Aquatics	Arts & Music	Community Services
Cultural & Enrichment	Educational	Events
Fitness		
Socialization		

Classifications		
Essential		
Health & Wellness Events	Water Safety Classes	Swim Lessons
Lifeguard Certification	SHIBA	Tax Assistance
Reassurance	Foot Clinic	Food Pantry
Energy Assistance	Estate Planning	Grief Support
Addiction Support Services	Housing Rights & Resource Center	Meals on Wheels
Noon Lunch	Transportation	Case Management
Information and Assistance	Medicare Open Enrollment	Health Equipment Loan
Health Support Groups	CPR/First Aid	Babysitting Certification

Classifications		
Important		
Concerts in the Park	Volunteer Recognition	Oregon City Enhancement Day
Memorial Day Celebration	Parents of Murdered Children	Holiday Events
Lap Swim	Water Exercise	Rentals
Giving Tree	Holiday Stockings	Gifts to Meals on Wheels
Financial Planning	Meditation	Educational Trips
Educational Seminars	Nutrition Education	AARP Safe Driving
Restorative Healing Yoga	Hatha Yoga	Walking Club
Retrofit Dance	Zumba	Better Bones and Balance
Line Dancing	Beginner Yoga	Tai Chi
Workout Rooms	Pilates	Stretch and Tone

Classifications		
Value-Added		
Christmas Banquet	Open Houses	Preserve Our Past Banquet
Daddy Daughter Dance	Valentine's Day Dance	Movies in the Park
Swamp Swim	Glow Swim	Swim Teams
Recreation Swims	Aquatic Events	Family Swim
Watercolor	Drawing & Oil	Chorus
Craft Classes	Music Entertainment	Ukulele
Crochet	Knitting	Art Shows
Travel Programs	Themed Dinners	Cultural Dancing
Youth Camps	Big Band Dancing	Ballroom Dancing
Ermatinger House Tours	Preserve Our Past Art & Poetry	Meditation
Pinochle	BINGO	Chess Club
Mahjong	Coffee Time	Book Club
Poker		

APPENDIX F: SIMILAR PROVIDERS

OTHER SERVICE PROVIDERS		
Name of Agency	***Operator (Public/Private/Not for-Profit)***	***Price Comparison with your Services (Same / Lower / Higher)***
CPR for Life	Private	Higher
Easthem Community Camps	Public	Lower
24 Hour Fitness	Private	Higher
YMCA	Not-for-Profit	Same

APPENDIX G: MINI BUSINESS PLAN

Program Area: _____

Completed By: _____ **Date:** _____

DEPARTMENT VISION STATEMENT

DEPARTMENT MISSION STATEMENT

CORE PROGRAM AREA OUTCOMES

SERVICE AREA PROFILE

Service Area Description:

Key Demographic Trends:

TARGET MARKETS

Primary Markets	Secondary Markets

AGE SEGMENT APPEAL

Program/ Amenity	Length of Experience	Age Segments								
		Under 5	6-8	9-12	13-18	19-30	31-45	46-60	61-75	76+

PARTICIPATION/ATTENDANCE TRENDS

Program/ Amenity												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec

S.W.O.T. ANALYSIS

Strengths	Weaknesses
Opportunities	**Threats**

COST OF SERVICE ANALYSIS

Program/ Amenity	Expenditures		Participants/ Attendance	Revenue	Net Income (Subsidy)		Cost per Participant		Cost Recovery	
	Direct	Total			Direct	Total	Direct	Total	Direct	Total

MARKETING & PRICING TACTICS

Tactic	Responsible	Timeline

PERFORMANCE MEASURES

Outcome (from p.1)	Performance Measure	Result

Approved By: _____ **Date:** _____

APPENDIX H: FACILITY CONDITION ASSESSMENTS

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FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Abernethy Creek
1615 John Adams Street
Oregon City, Oregon 97045

PREPARED BY:
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Program Manager
800.733.0660 x6554
Jim.cave@bvna.com

BV PROJECT #:
148392.21R000-013.017

DATE OF REPORT:
July 10, 2021

ON SITE DATE:
March 16, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	1615 John Adams Street, Oregon City, Oregon 97045
Site Developed	1996 Renovated 2011
Lot Size	2.1 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Parking lot is made of Gravel
Date(s) of Visit	March 16, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly, Facilities Maintenance Specialist 503.519.0377 jwaverly@orcity.org
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The park was constructed in 1996. There is a creek that runs along the rear of the park.

Site and Amenities

There is no site fencing and sidewalk for the property. There is one picnic table for the site. Parking consists of gravel; it is in fair condition.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Pavement	-	-	$12,315	$15,145	$18,627	$46,087
Site Development	-	-	-	$1,048	-	$1,048
TOTALS	**-**	**-**	**$12,400**	**$16,200**	**$18,700**	**$47,300**

Immediate Needs

Not applicable, no immediate needs were identified.

Key Findings

Not applicable, no key findings were identified.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)

2. Abernethy Creek

General Site Information

Asset	Description	Quantity	Condition
Parking Lot	Aggregate/Stone	1500 SF	Fair
Picnic Table	Wood/Composite	1 EA	Fair
Landscaping and Topography	No significant landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Gravel parking lot		
Pedestrian paving and Trails	N/A		
On-Site Amenities	Picnic Table		
Ancillary Buildings	N/A		
Fields and Lots	N/A		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.		
Key Issues and Findings	No major issues were found.		

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The park was originally constructed in 1996. The park has been renovated over the past ten years.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Abernethy Creek, 1615 John Adams Street, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.cave@bvna.com
800.733.0660 x6554

1	FRONT ELEVATION

2	LEFT ELEVATION

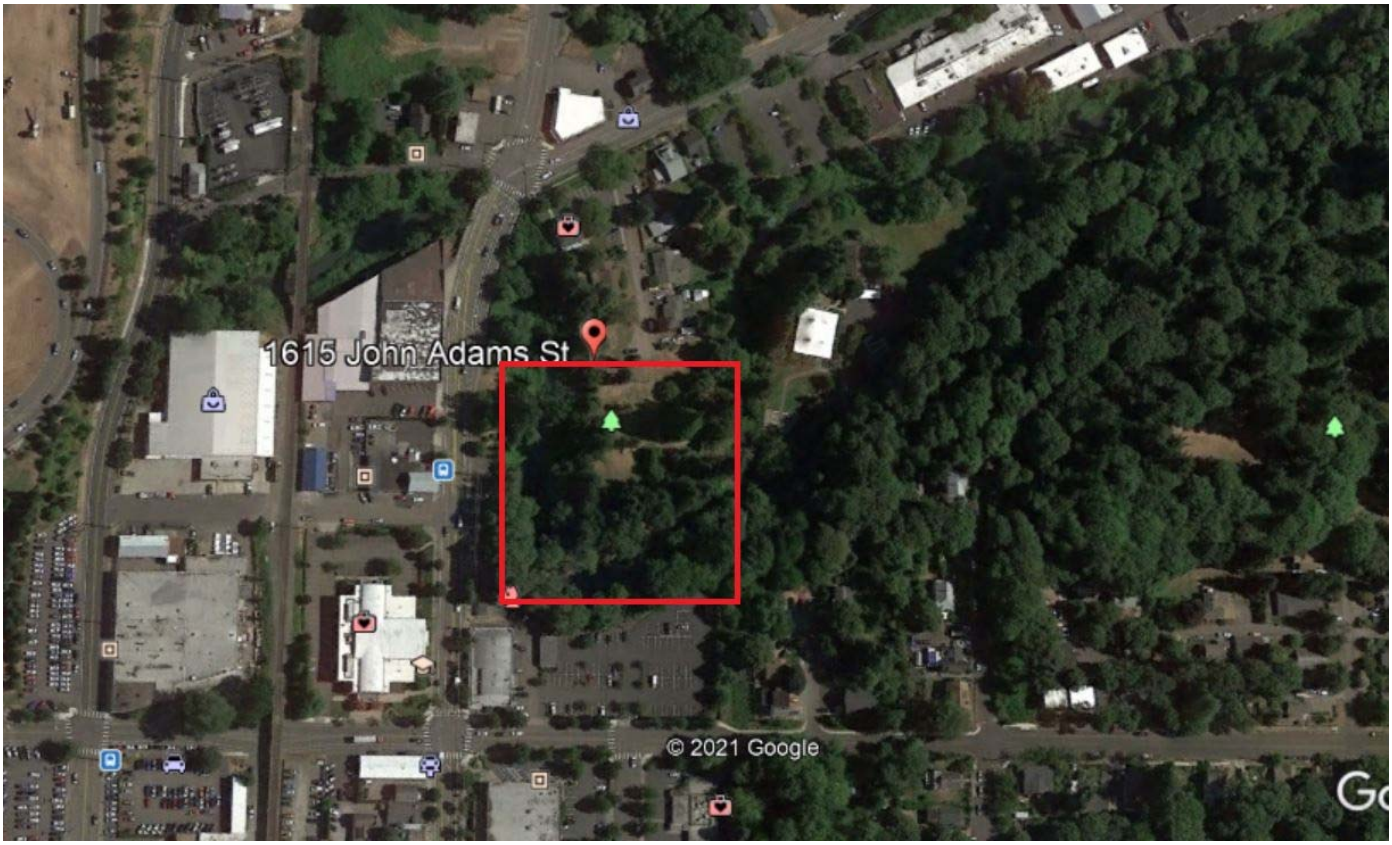
3	REAR ELEVATION

4	RIGHT ELEVATION

5	PARKING LOTS, AGGREGATE/STONE, SURFACE GRAVEL

6	PICNIC TABLE, WOOD

Site Plan



Project Number	Project Name
148392.21R000-013.017	Abernethy Creek The City of Oregon City
Source	**On-Site Date**
Google	March 16, 2021

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name:	Abernathy Creek
Name of person completing form:	Jon Waverly
Title / Association w/ property:	Facilities Maintenance Manager
Length of time associated w/ property:	25
Date Completed:	3/16/2021
Phone Number:	503.519.0377
Method of Completion:	INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

	Data Overview	Response		
1	Year(s) constructed	Constructed: 1996	Renovated: 2011	Renovations have been ongoing for the past ten years.
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		X			
8	Are there any wall, window, basement or roof leaks?		X			
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?		X			
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?				X	
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?				X	
15	Are there any problems or inadequacies with exterior lighting?				X	
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konnye Zavala

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Abernathy Creek

BV Project Number: 148392.21R-00 - 013.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abernathy Creek: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking				X
Exterior Accessible Route			Entrance to the park is gravel. No concrete for ADA access	
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms	**NA**			
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools	**NA**			
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Abernathy Creek: Photographic Overview

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

Accessible ramp or path

Curb cut or 2nd pathway

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2020	Site	Fair	Parking Lots, Aggregate/Stone, Surface Gravel, Replenish	3,500 SF	3	2929958
Sitework						
G2060	Site	Fair	Picnic Table, Wood/Composite/Fiberglass	1	10	2929959

Replacement Reserves Report

Abernethy Creek

7/10/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Abernethy Creek	$0	$0	$0	$12,315	$0	$0	$0	$0	$0	$0	$16,194	$0	$0	$0	$0	$0	$0	$18,628	$0	$0	$0	**$47,137**
Grand Total	**$0**	**$0**	**$0**	**$12,315**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$16,194**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$18,628**	**$0**	**$0**	**$0**	**$47,137**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2020	2929958	Parking Lots, Aggregate/Stone, Surface Gravel, Replenish	7	4	3	3500	SF	$3.22	$11,270				$11,270							$11,270							$11,270				**$33,810**
G2060	2929959	Picnic Table, Wood/Composite/Fiberglass, Replace	20	10	10	1	EA	$780.00	$780											$780											**$780**
Totals, Unescalated										**$0**	**$0**	**$0**	**$11,270**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$12,050**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$11,270**	**$0**	**$0**	**$0**	**$34,590**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$12,315**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$16,194**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$18,628**	**$0**	**$0**	**$0**	**$47,137**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Atkinson Park
1601 Jackson Street,
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-014.017

DATE OF REPORT:
July 10, 2021

ON SITE DATE:
April 8, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood park
Main Address	1601 Jackson Street, Oregon City, Oregon 97045
Site Developed	Unknown but more than 10 years old
Lot Size	5.5 acres (estimated)
Number of Substantial Buildings	1
Parking Spaces	None
Date(s) of Visit	April 8, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	NA, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial and Bhaskar Ale
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Atkinson Park is located in the city of Oregon City at the intersection of Jackson St and 16th St. The park includes swing set, picnic shelter and an unused restroom building.

Architectural

The only building onsite was an unused restroom building and a picnic shelter. The restroom building appears to be generally intact without obvious indications of major deficiencies except for graffiti on the interiors. The picnic shelter appears to be nearing the end of its useful life and replacement should be considered.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is heating or cooling onsite at the restroom building or picnic. Plumbing is limited to the restroom building lavatories and water closets.

Site & Amenities

The asphalt walkways and parking areas show significant signs of cracks and depressions requiring repairs. The playground equipment appears to be fairly minimal and outdated and consideration should be given for full replacement with new equipment and surfacing.

Recommended Additional Studies

Some areas of the facility were identified as having major or moderate accessibility issues. Bureau Veritas recommends a study be performed to take measurements, provide additional itemized details, research local requirements, and, if necessary, estimate the scope and cost of any required improvements. The cost of this study is included in the cost tables. Due to the lack of measurements and itemized findings at this point in time, the costs for any possible subsequent repairs or improvements are not currently included.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	$3,292	-	$4,424	$7,716
Roofing	-	-	-	$16,579	-	$16,579
Interiors	-	$2,276	$1,704	-	$2,290	$6,270
Plumbing	-	-	$6,818	-	-	$6,818
Electrical	-	-	-	$12,491	-	$12,491
Special Construction & Demo	-	-	$41,733	-	-	$41,733
Site Development	$71,900	-	$54,868	$67,715	$223,898	$418,381
Site Utilities	-	-	-	$29,351	-	$29,351
Site Pavement	-	-	-	-	-	-
Accessibility	$9,750	-	-	-	-	$9,750
TOTALS	**$81,700**	**$2,300**	**$108,500**	**$126,200**	**$230,700**	**$549,400**

Immediate Needs

Immediate Needs Report

Facility/Building	Total Items	Total Cost
Atkinson Park	3	$81,700
Total	**3**	**$81,700**

Atkinson Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2969450	Atkinson Park	Throughout	Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
3139110	Atkinson Park	Playground	G2050	Play Structure, Multipurpose, Large, Replace	NA	Modernization/Adaptation	$45,500
3139109	Atkinson Park	Playground	G2050	Playground Surfaces, Engineered Wood Fiber, and borders, Install	NA	Modernization/Adaptation	$26,400
Total (3 items)							**$81,700**

Key Findings

Sidewalk in Poor condition.

Asphalt
Atkinson Park Site

Uniformat Code: G2031
Recommendation: **Replace in 2044**

Priority Score: **85.0**

Plan Type: Performance/Integrity

Cost Estimate: $39,300

**$$**$$

Asphalt pavement is in poor condition and showing signs of cracking and depressions. - AssetCALC ID: 2967349

Toilet Partitions in Poor condition.

Metal
Atkinson Park Restroom Building

Uniformat Code: C1094
Recommendation: **Replace in 2022**

Priority Score: **81.8**

Plan Type: Performance/Integrity

Cost Estimate: $2,200

**$**$$$

Paint interior partitions that have graffiti. - AssetCALC ID: 2969438

ADA Miscellaneous

Level III Study, Includes Measurements
Atkinson Park Throughout

Uniformat Code: Y1091
Recommendation: **Evaluate/Report in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: $9,800

**$**$$$

ADA study required - AssetCALC ID: 2969450

Play Structure

Multipurpose, Large
Atkinson Park Playground

Uniformat Code: G2055
Recommendation: **Replace in 2021**

Priority Score: **55.9**

Plan Type: Modernization/Adaptation

Cost Estimate: $45,500

**$$**$$

- AssetCALC ID: 3139110

Playground Surfaces

Engineered Wood Fiber, and borders
Atkinson Park Playground

Uniformat Code: G2055
Recommendation: **Install in 2021**

Priority Score: **55.9**

Plan Type:
Modernization/Adaptation

Cost Estimate: $26,400

**$$**$$

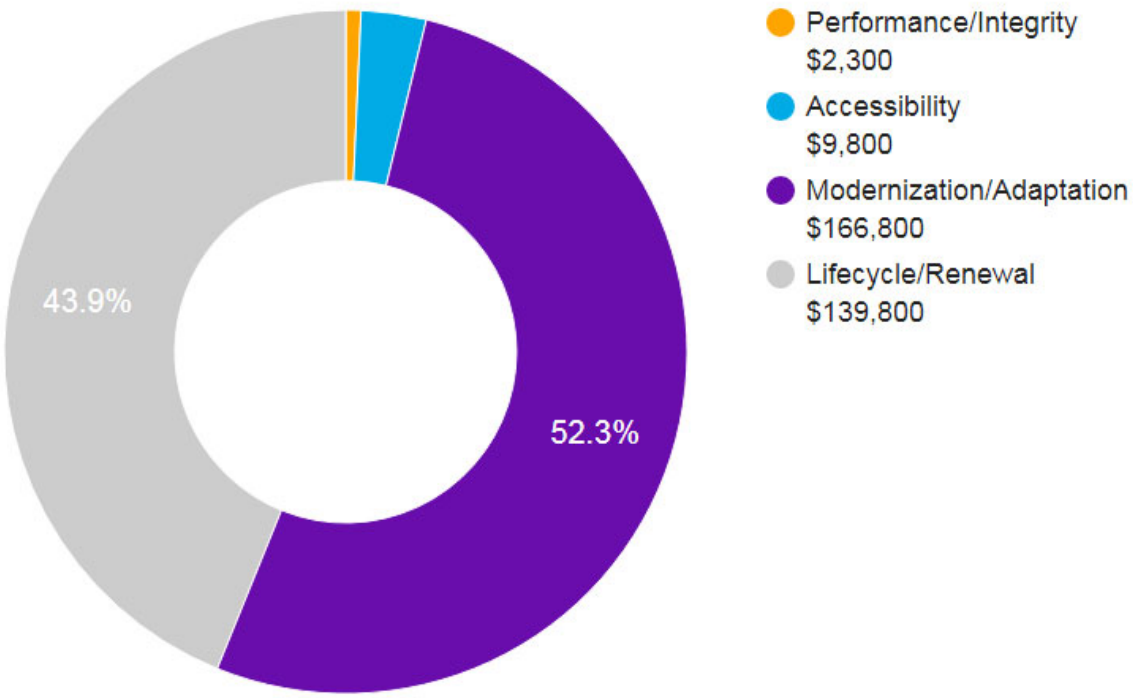
- AssetCALC ID: 3139109

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $318,700

2. Restroom Building

Restroom Building: Systems Summary

Address	1601 Jackson Street, Oregon City, Oregon 97045	
Constructed/Renovated	Unknown	
Building Size	550 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Masonry bearing walls and wood-framed roofs	Fair
Façade	Wood siding with no windows	Fair
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted CMU Floors: Concrete Ceilings: Unfinished/exposed	Poor
Elevators	None	--
Plumbing	Copper supply and cast-iron waste & venting No hot water Toilets, and sinks in all restrooms	Fair

Restroom Building: Systems Summary

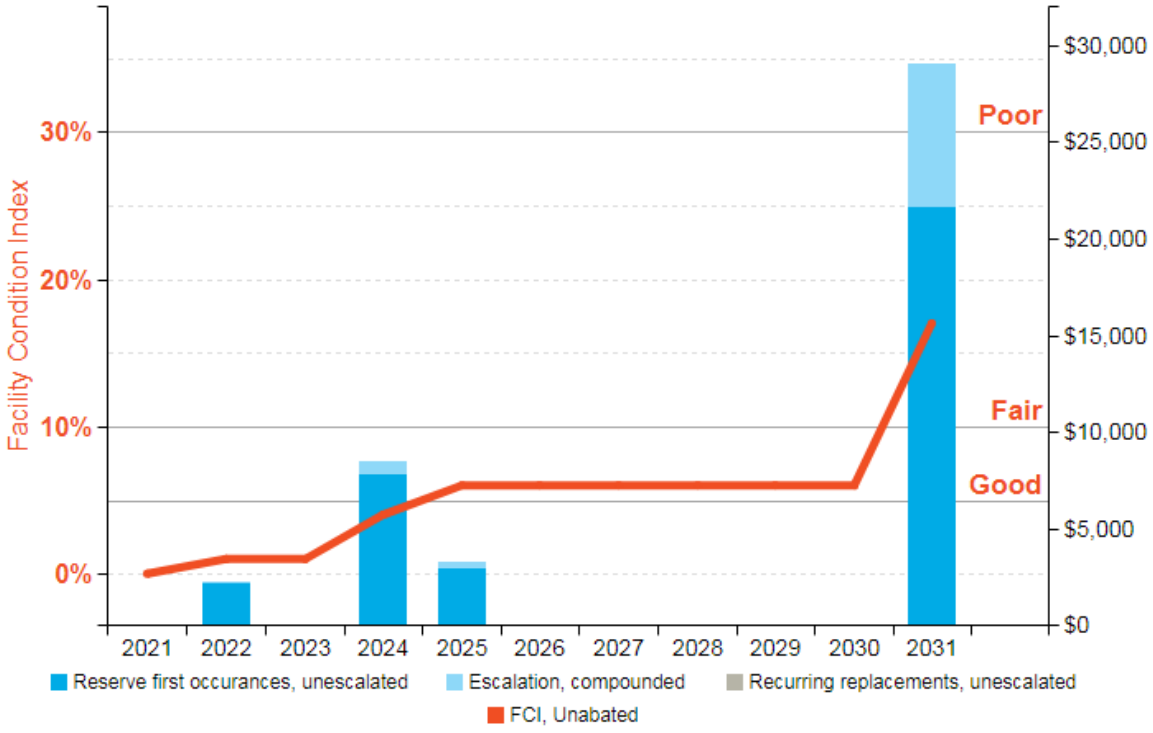
HVAC	None	--
Fire Suppression	None	--
Electrical	Source & Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: None	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	Graffiti on the partition walls	

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Atkinson Park restroom

Replacement Value: $ 248,050; Inflation rate: 3.0%



3. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structures	Swing sets and multi-purpose	3 EA	Fair
Gazebos	Metal and wood framed	550 SF	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	No parking onsite		
Pedestrian paving and Trails	Asphalt pathways and gravel trails		
On-Site Amenities	Picnic tables, benches grills		
Ancillary Buildings	Shelter		
Fields and Lots	None		
Storm Water Management	Surface drainage to developed surroundings		

General Site Information

Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended. .
Key Issues and Findings	Severe alligator cracking on asphalt walkway.

4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

The park original construction is unknown.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	UNKNOWN	No	No
General Park	UNKNOWN	No	Yes

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Atkinson Park, 1601 Jackson Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	COVER PHOTO

2	RESTROOM BUILDING - ABANDONED

3	ROOFING, METAL

4	RESTROOM

5	ELECTRICAL PANEL

6	GAZEBO STRUCTURE

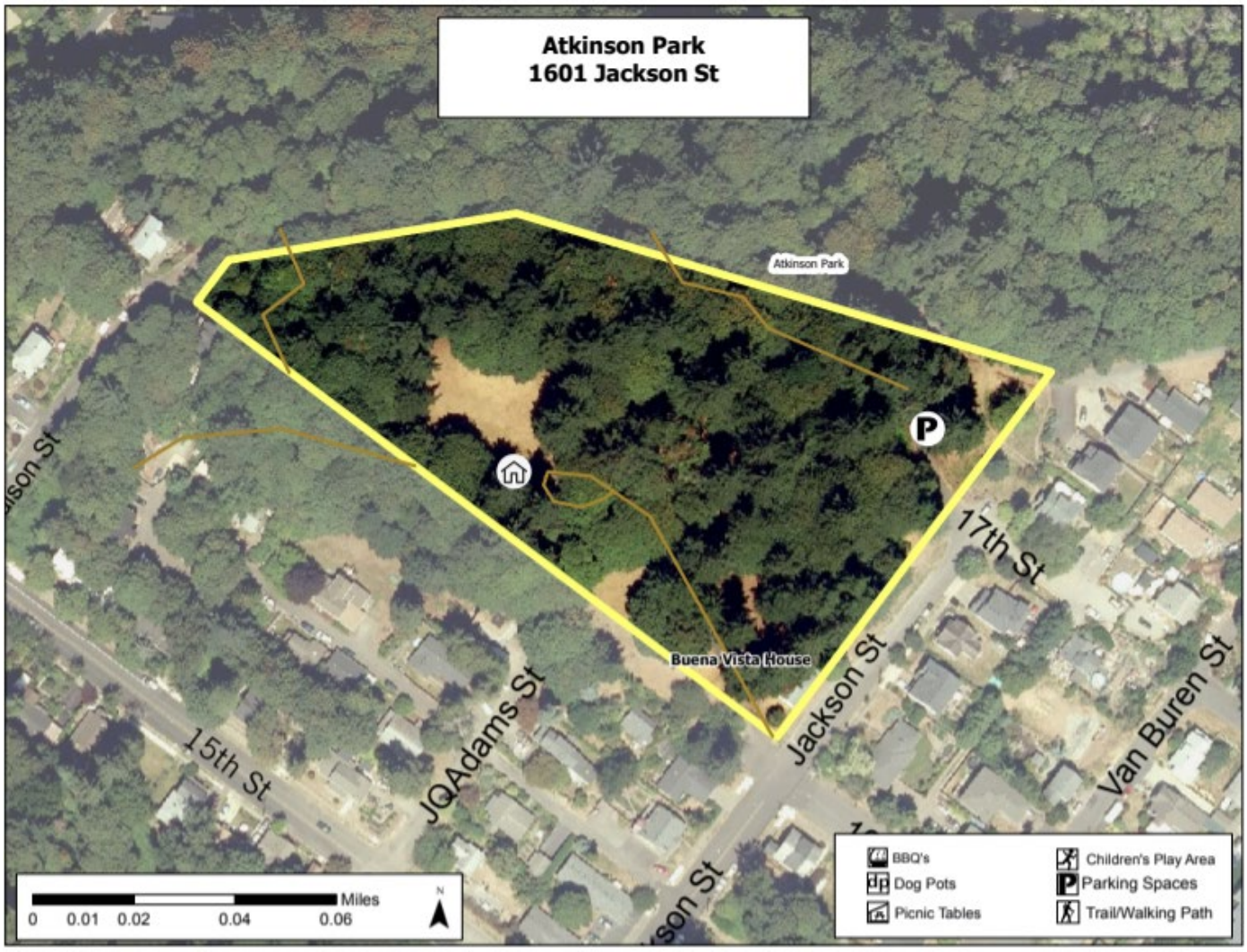
7	GRILL

8	PLAY STRUCTURE

9	PLAY STRUCTURE, SWING SET

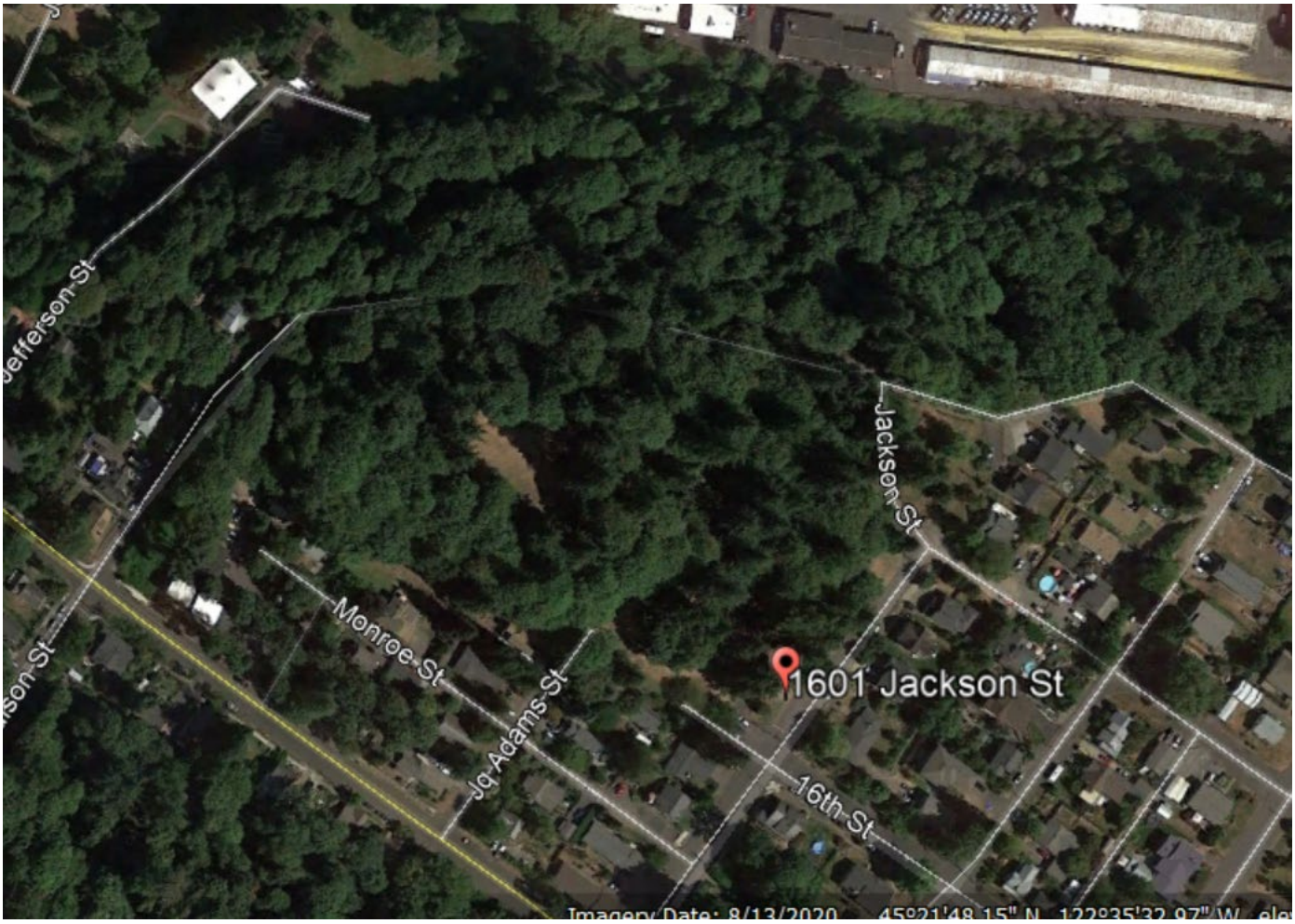
10	CRACKED ASPHALT WALKWAY

Site Plan



Project Number	Project Name
148392.21R000-014.017	Atkinson Park
Source	**On-Site Date**
Google	April 8, 2021

Aerial Site Plan



Project Number	Project Name
148392.21R000-014.017	Atkinson Park
Source	**On-Site Date**
Google	April 8, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Atkinson Park

BV Project Number: 148392.21R000-014.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?			X	
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?			X	
3	Are curb ramps present at transitions through raised curbs on all accessible routes?			X	
4	Do curb ramps appear to have compliant slopes for all components ?			X	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?		**X**		
2	Has the play area been reviewed for accessibility ?		**X**		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			**X**	

Component Condition Report | Atkinson Park / restroom

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restroom Building	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	750 SF	4	2967357
Roofing						
B3010	Restroom Building	Fair	Roofing, Metal	730 SF	10	2967340
Interiors						
C1090	Restroom Building	Poor	Toilet Partitions, Metal	2	1	2969438
C2010	Restroom Building	Fair	Wall Finishes, any surface, Prep & Paint	800 SF	3	2967355
Plumbing						
D2010	Restroom Building	Fair	Sink/Lavatory, Drop-In Style, Vitreous China	2	3	2967344
D2010	Restroom Building	Fair	Toilet, Commercial Water Closet	2	3	2967354
Electrical						
D5020	Restroom Building	Fair	Electrical System, Full System Renovation/Upgrade, Low Density/Complexity	550 SF	10	2967339

Component Condition Report | Atkinson Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Special Construction & Demo						
F1020	Site	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard	400 SF	5	2967338
Pedestrian Plazas & Walkways						
G2030	Site and Parking	Poor	Sidewalk, Asphalt	9,500 SF	23	2967349
G2030	Site	Fair	Sidewalk, Concrete, Small Areas/Sections	400 SF	25	2967358
Athletic, Recreational & Playfield Areas						
G2050	Playground	Fair	Play Structure, Multipurpose, Very Small	1	3	2967348
G2050	Playground	Fair	Play Structure, Swing Set, 4 Seats	1	3	2967350
G2050	Site	Fair	Campground Accessories, Grill, Pedestal-Style	2	5	2967353
G2050	Playground	NA	Playground Surfaces, Engineered Wood Fiber, and borders, Install	4,000 SF	0	3139109
G2050	Playground	NA	Play Structure, Multipurpose, Large	1	0	3139110
G2050	Playground	Fair	Play Structure, Multipurpose, Very Small	1	3	2967341
Sitework						
G2060	Site	Fair	Picnic Table, Wood/Composite/Fiberglass	4	5	2967347
G2060	Site	Fair	Bollard, Concrete or Metal	5	15	2967345
G2060	Site	Fair	Flagpole, Metal	1	15	2967351
G2060	Site	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	2	10	2967352
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	4	10	2967343
Accessibility						
Y1090	Throughout	NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2969450

Replacement Reserves Report

7/10/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Atkinson Park	$81,650	$0	$0	$49,446	$0	$47,159	$31,523	$0	$0	$34,446	$31,098	$0	$37,640	$0	$0	$56,321	$0	$0	$44,944	$0	$84,996	**$499,223**
Atkinson Park / restroom	$0	$2,276	$0	$8,523	$3,292	$0	$0	$0	$0	$0	$29,072	$0	$0	$2,291	$4,424	$0	$0	$0	$0	$0	$0	**$49,879**
Grand Total	**$81,650**	**$2,276**	**$0**	**$57,969**	**$3,292**	**$47,159**	**$31,523**	**$0**	**$0**	**$34,446**	**$60,170**	**$0**	**$37,640**	**$2,291**	**$4,424**	**$56,321**	**$0**	**$0**	**$44,944**	**$0**	**$84,996**	**$549,101**

Atkinson Park

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
F1020	2967338	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard, Replace	30	25	5	400	SF	$90.00	$36,000						$36,000																**$36,000**
G2050	2967353	Campground Accessories, Grill, Pedestal-Style, Replace	15	10	5	2	EA	$780.00	$1,560						$1,560															$1,560	**$3,120**
G2050	3139109	Playground Surfaces, Engineered Wood Fiber, and borders, Install	3	3	0	4000	SF	$6.60	$26,400	$26,400			$26,400			$26,400			$26,400			$26,400			$26,400			$26,400			**$184,800**
G2050	3139110	Play Structure, Multipurpose, Large, Replace	20	20	0	1	EA	$45,500.00	$45,500	$45,500																				$45,500	**$91,000**
G2050	2967348	Play Structure, Multipurpose, Very Small, Replace	20	17	3	1	EA	$7,800.00	$7,800				$7,800																			**$7,800**
G2050	2967350	Play Structure, Swing Set, 4 Seats, Replace	20	17	3	1	EA	$3,250.00	$3,250				$3,250																			**$3,250**
G2050	2967341	Play Structure, Multipurpose, Very Small, Replace	20	17	3	1	EA	$7,800.00	$7,800				$7,800																			**$7,800**
G2060	2967347	Picnic Table, Wood/Composite/Fiberglass, Replace	20	15	5	4	EA	$780.00	$3,120						$3,120																	**$3,120**
G2060	2967352	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	20	10	10	2	EA	$650.00	$1,300											$1,300												**$1,300**
G2060	2967351	Flagpole, Metal, Replace	30	15	15	1	EA	$3,250.00	$3,250																$3,250							**$3,250**
G2060	2967345	Bollard, Concrete or Metal, Replace	30	15	15	5	EA	$1,300.00	$6,500																$6,500							**$6,500**
G4050	2967343	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	4	EA	$5,460.00	$21,840											$21,840												**$21,840**
Y1090	2969450	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	0	0	0	1	EA	$9,750.00	$9,750	$9,750																						**$9,750**
Totals, Unescalated										**$81,650**	**$0**	**$0**	**$45,250**	**$0**	**$40,680**	**$26,400**	**$0**	**$0**	**$26,400**	**$23,140**	**$0**	**$26,400**	**$0**	**$0**	**$36,150**	**$0**	**$0**	**$26,400**	**$0**	**$47,060**	**$379,530**
Totals, Escalated (3.0% inflation, compounded annually)										**$81,650**	**$0**	**$0**	**$49,446**	**$0**	**$47,159**	**$31,523**	**$0**	**$0**	**$34,446**	**$31,098**	**$0**	**$37,640**	**$0**	**$0**	**$56,321**	**$0**	**$0**	**$44,944**	**$0**	**$84,996**	**$499,223**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Atkinson Park / restroom

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2967357	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	6	4	750	SF	$3.90	$2,925					$2,925										$2,925								**$5,850**
B3010	2967340	Roofing, Metal, Replace	40	30	10	730	SF	$16.90	$12,337											$12,337												**$12,337**
C1090	2969438	Toilet Partitions, Metal, Replace	20	19	1	2	EA	$1,105.00	$2,210		$2,210																					**$2,210**
C2010	2967355	Wall Finishes, any surface, Prep & Paint	10	7	3	800	SF	$1.95	$1,560				$1,560											$1,560								**$3,120**
D2010	2967344	Sink/Lavatory, Drop-In Style, Vitreous China, Replace	30	27	3	2	EA	$1,430.00	$2,860				$2,860																			**$2,860**
D2010	2967354	Toilet, Commercial Water Closet, Replace	30	27	3	2	EA	$1,690.00	$3,380				$3,380																			**$3,380**
D5020	2967339	Electrical System, Full System Renovation/Upgrade, Low Density/Complexity, Replace	40	30	10	550	SF	$16.90	$9,295											$9,295												**$9,295**
Totals, Unescalated										**$0**	**$2,210**	**$0**	**$7,800**	**$2,925**	**$0**	**$0**	**$0**	**$0**	**$0**	**$21,632**	**$0**	**$0**	**$1,560**	**$2,925**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$39,052**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$2,276**	**$0**	**$8,523**	**$3,292**	**$0**	**$0**	**$0**	**$0**	**$0**	**$29,072**	**$0**	**$0**	**$2,291**	**$4,424**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$49,879**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Barclay Park
711 12th Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-015.017

DATE OF REPORT:
July 13, 2021

ON SITE DATE:
April 8, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood dog park
Main Address	711 12th Street, Oregon City, Oregon 97045
Site Developed	Unknown but more than 10 years old
Lot Size	1.79 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	No parking onsite
Date(s) of Visit	April 8, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 Phone dconrad@orcity.org
On-site Point of Contact (POC)	NA, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial and Bhaskar Ale
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Barclay Park is located in the city of Oregon City at the intersection of 12th Street and John Adams Street. The park is an off-leash dog park.

Architectural

There were no buildings or structures onsite.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There was no heating or cooling onsite.

Site & Amenities

The site included open grassy areas and trees. No issues were observed.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	-	-	-	$1,222	$1,012	$2,234
Site Pavement	-	-	-	-	-	-
TOTALS	**-**	**-**	**-**	**$1,300**	**$1,100**	**$2,400**

Immediate Needs

Facility/Building	Total Items	Total Cost
Total	0	$0

Key Findings

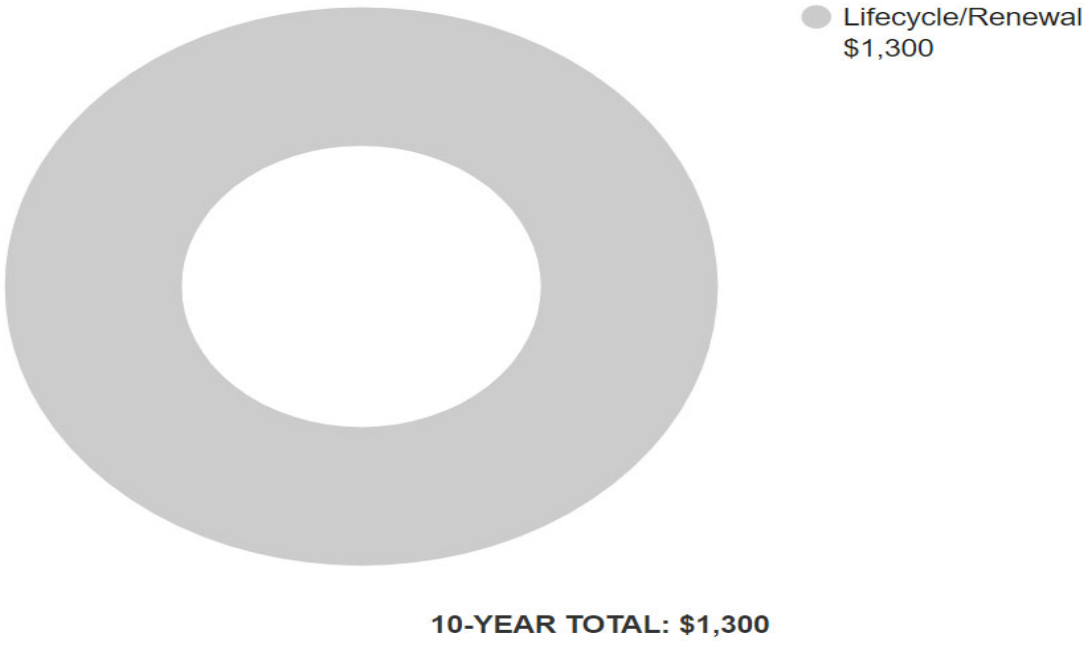
No key findings for this set of locations.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



2. General Park Summary

General Site Information

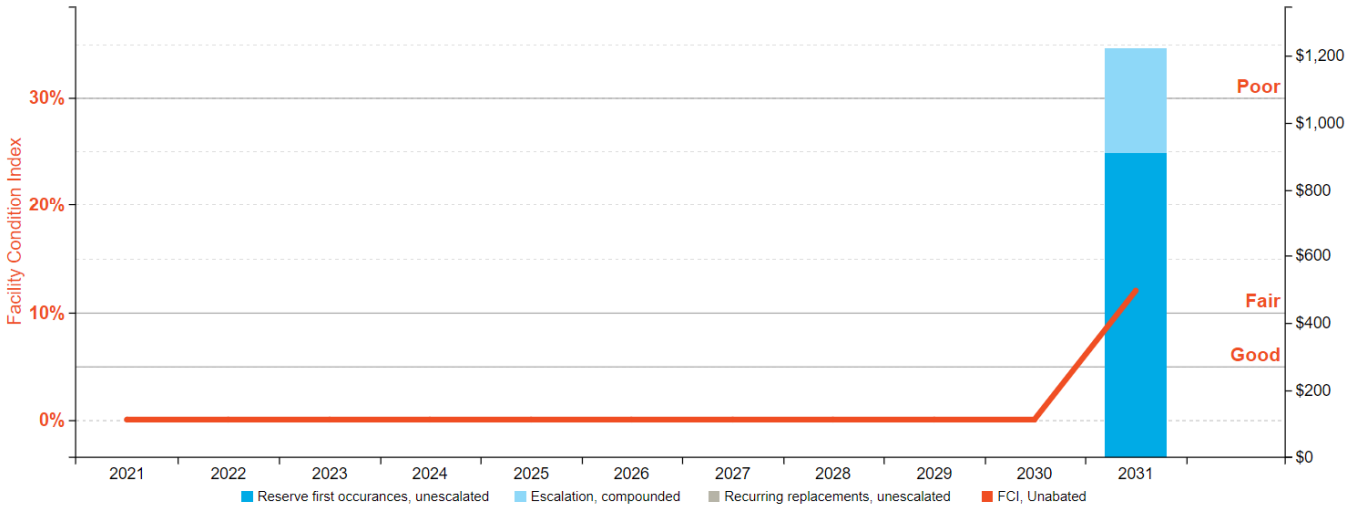
Asset	Description	Quantity	Condition
Landscaping and Topography	No significant landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	No parking onsite		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	trash receptacle		
Ancillary Buildings	None		
Fields and Lots	Unimproved play fields		
Storm Water Management	Surface drainage to developed surroundings		
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.		
Key Issues and Findings	No major issues observed.		

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

General Site: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Barclay Park

⚠ Replacement Value: $ 10,000; Inflation rate: 3.0%



3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The park original construction is unknown.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
General Dog Park	UNKNOWN	No	No

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Barclay Park, 711 12th Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial and Bhaskar Ale,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.cave@bvna.com
800.733.0660 x6554

1	TRASH RECEPTACLE

2	SIDEWALK

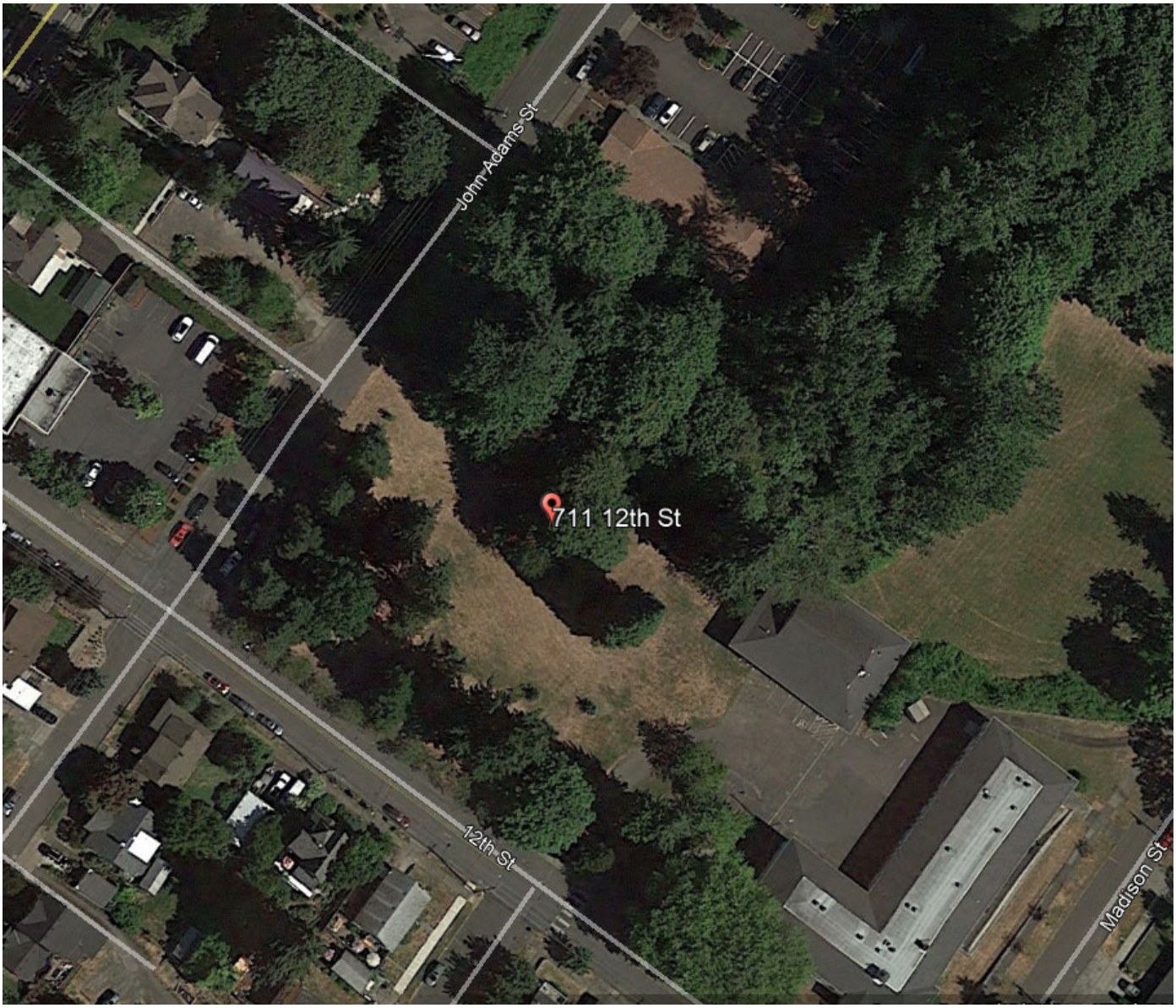
3	SIGNAGE

4	SITE

Site Plan

Project Number	Project Name
148392.21R000-015.017	Barclay Park
Source	**On-Site Date**
Google	April 8, 2021

Aerial Site Plan



Project Number	Project Name
148392.21R000-015.017	Barclay Park
Source	**On-Site Date**
Google	April 8, 2021

N

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Barclay Park

BV Project Number: 148392.21R000-015.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?			X	
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

NA	**NA**

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?			X	
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?			X	
3	Are curb ramps present at transitions through raised curbs on all accessible routes?			X	
4	Do curb ramps appear to have compliant slopes for all components ?			X	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA

NA

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2030	Site	Good	Sidewalk, Concrete, Large Areas	2,000 SF	35	2957077
Sitework						
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	1	10	2957078
G2060	Site	Good	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	1	15	2957079

Replacement Reserves Report

Barclay Park

7/13/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Barclay Park	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,223	$0	$0	$0	$0	$1,013	$0	$0	$0	$0	$0	**$2,236**
Grand Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,223**	**$0**	**$0**	**$0**	**$0**	**$1,013**	**$0**	**$0**	**$0**	**$0**	**$0**	**$2,236**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2060	2957078	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	$910.00	$910											$910											**$910**
G2060	2957079	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	20	5	15	1	EA	$650.00	$650																$650						**$650**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$910**	**$0**	**$0**	**$0**	**$0**	**$650**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,560**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,223**	**$0**	**$0**	**$0**	**$0**	**$1,013**	**$0**	**$0**	**$0**	**$0**	**$0**	**$2,236**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Barclay Hills Park
13571 Barclay Hills Drive
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-016.017

DATE OF REPORT:
July 10, 2021

ON SITE DATE:
April 07, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Neighborhood park
Main Address	13571 Barclay Hills Drive, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	5.4 acres (based on County GIS information)
Number of Substantial Buildings	None
Parking Spaces	N/A street parking
Date(s) of Visit	April 07, 2021
Management Point of Contact	Oregon City, Denise Conrad, Asst. Parks & Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Barclay Hills Park is located at 13571 Barclay Hills Drive and has a playground area and a basketball court. The playground was updated recently, and the basketball court and the other amenities were installed before the playground through different phases.

Site & Amenities

Site amenities consists of a playground area, Basketball court, fencing, benches, trash receptacles and picnic areas. The site amenities appear to be in good condition and conveys the impression of being well maintained.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	-	$13,240	$19,395	$26,796	$206,396	$265,827
Site Pavement	-	-	-	-	$30,992	$30,992
TOTALS	**-**	**$13,300**	**$19,400**	**$26,800**	**$237,400**	**$296,900**

Immediate Needs

Not applicable, no immediate needs were identified.

Key Findings

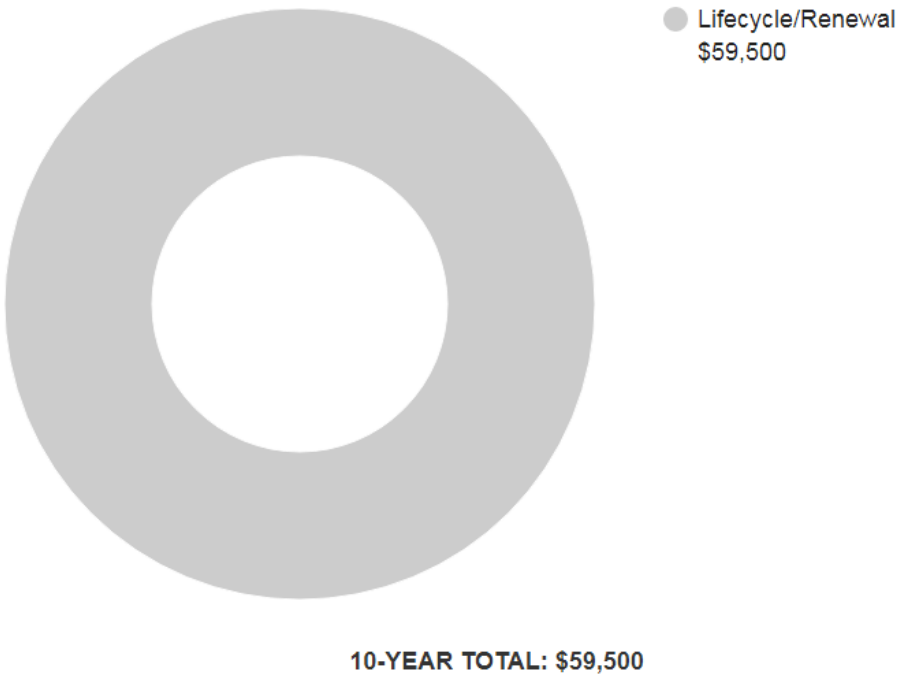
Not applicable, no immediate needs were identified.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $59,500

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Signage	Property Sign	1 EA	Fair
Signage	Directional Sign	3 EA	Fair
Bollard	Metal	1 EA	Good
Play Structures	Medium	2 EA	Good
Play Structures	Swing set	1 EA	Good
Play Field Surfaces	Wood Chips	4,800 SF	Fair
Park Bench	Wood	2 EA	Fair
Picnic Table	Wood	2 EA	Fair
Trash Receptacle	Medium-Duty, Metal	1 EA	Fair

General Site Information

Landscaping and Topography	Moderate landscaping features Irrigation present Low to moderate site slopes throughout
On-Site Vehicular Paving	Asphalt parking areas and drive lanes with concrete parking curbs
Pedestrian paving and Trails	Brick sidewalks
On-Site Amenities	Basketball court, playground, benches and fencing
Ancillary Buildings	None
Fields and Lots	None
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	No key issues were found

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Barclay Hills Park, 13571 Barclay Hills Drive, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
800.733.0660 x6554

1	PLAYGROUND AREA

2	BASKETBALL COURT

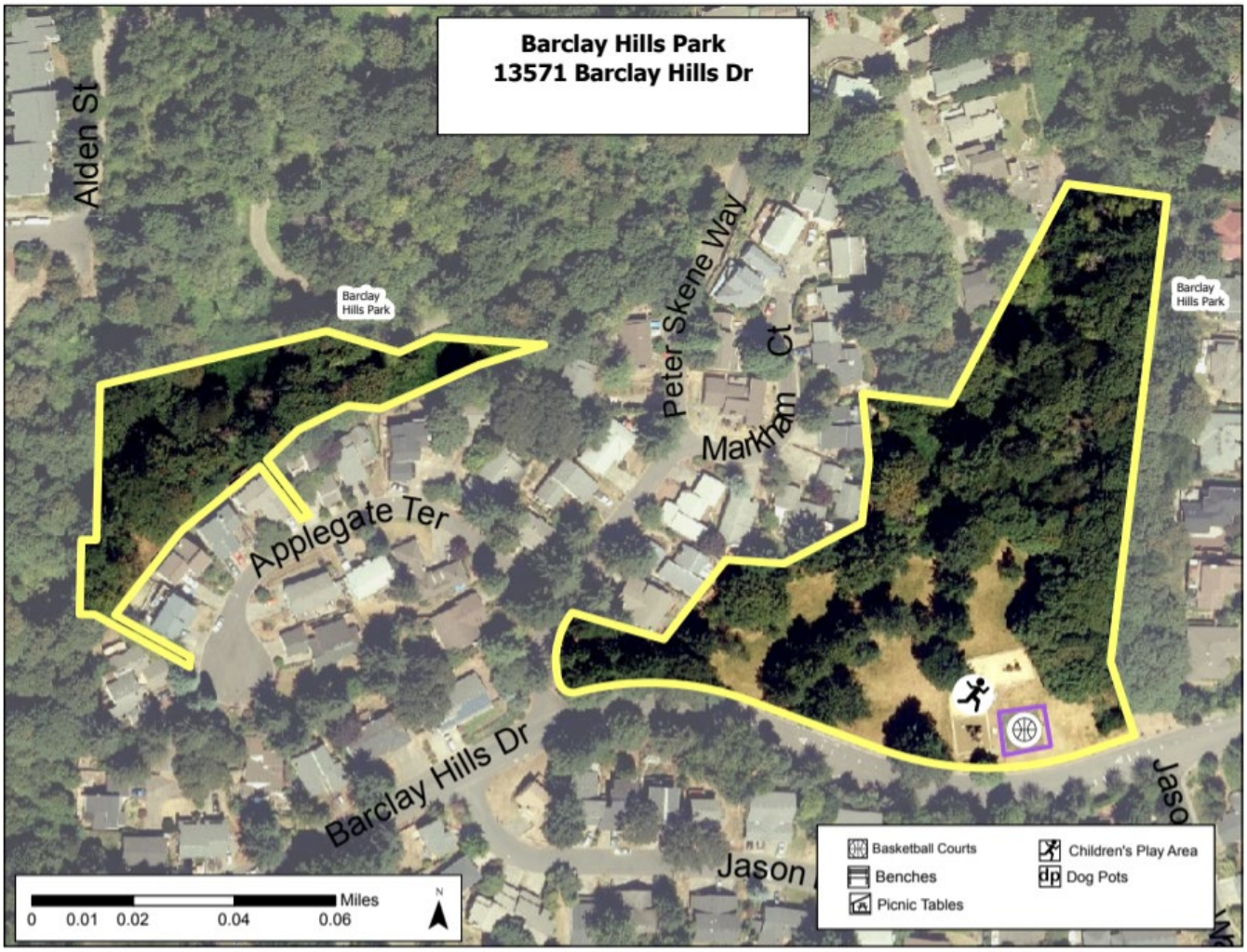
3	OPEN FIELD

4	SIDEWALK

5	PICNIC TABLES

6	PLAYGROUND SURFACE

Site Plan



Project Number	Project Name
148392.21R000-016.017	Barclay Hills Park
Source	**On-Site Date**
Orcity.org	April 06, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Barclay Hills Park

BV Project Number: 148392.21R000-016.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?			X	
4	Do curb ramps appear to have compliant slopes for all components ?			X	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	✕			
2	Has the play area been reviewed for accessibility ?		✕		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2030	Site	Good	Sidewalk, Brick/Masonry Pavers [No tag/plate found]	400 SF	20	2968738
Athletic, Recreational & Playfield Areas						
G2050	Play Ground	Good	Play Structure, Multipurpose, Medium [No tag/plate found]	1	15	2968735
G2050	Play Ground	Good	Play Structure, Multipurpose, Medium [No tag/plate found]	1	15	2968740
G2050	Basketball Ball Court	Fair	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Mill & Overlay [No tag/plate found]	1,600 SF	15	2968744
G2050	Play Ground	Good	Play Structure, Swing Set, 4 Seats [No tag/plate found]	1	15	2968748
G2050	Basketball Ball Court	Fair	Sports Apparatus, Basketball, Backboard/Rim/Pole [No tag/plate found]	1	15	2968739
G2050	Basketball Court	Fair	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Seal & Stripe	1,600 SF	3	2972422
G2050	Play Ground	Fair	Playfield Surfaces, Chips Wood, 6" Depth [No tag/plate found]	4,800 SF	2	2968747
Sitework						
G2060	Site	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install [No tag/plate found]	3	10	2968745
G2060	Site	Fair	Signage, Property, Monument, Replace/Install [No tag/plate found]	1	10	2968737
G2060	Play Ground	Good	Bollard, Concrete or Metal [No tag/plate found]	1	25	2968736
G2060	Play Ground	Fair	Picnic Table, Wood/Composite/Fiberglass [No tag/plate found]	2	5	2968742
G2060	Play Ground	Fair	Park Bench, Wood [No tag/plate found]	2	3	2968741
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 4' [No tag/plate found]	75 LF	25	2968746
G2060	Basketball Court	Fair	Trash Receptacle, Medium-Duty Metal or Precast [No tag/plate found]	1	10	2968743

Replacement Reserves Report

Barclay Hills Park

7/10/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Barclay Hills Park	$0	$0	$13,240	$3,121	$0	$16,276	$0	$0	$17,451	$0	$9,347	$17,275	$0	$1,903	$18,877	$122,970	$0	$20,628	$2,206	$0	$53,533	**$296,828**
Grand Total	**$0**	**$0**	**$13,240**	**$3,121**	**$0**	**$16,276**	**$0**	**$0**	**$17,451**	**$0**	**$9,347**	**$17,275**	**$0**	**$1,903**	**$18,877**	**$122,970**	**$0**	**$20,628**	**$2,206**	**$0**	**$53,533**	**$296,828**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2030	2968738	Sidewalk, Brick/Masonry Pavers, Replace	30	10	20	400	SF	$42.90	$17,160																					$17,160	**$17,160**
G2050	2972422	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Seal & Stripe	5	2	3	1600	SF	$0.81	$1,296				$1,296					$1,296					$1,296					$1,296			**$5,184**
G2050	2968744	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Mill & Overlay	25	10	15	1600	SF	$6.30	$10,080																$10,080						**$10,080**
G2050	2968739	Sports Apparatus, Basketball, Backboard/Rim/Pole, Replace	25	10	15	1	EA	$12,350.00	$12,350																$12,350						**$12,350**
G2050	2968747	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	4800	SF	$2.60	$12,480			$12,480			$12,480			$12,480			$12,480			$12,480			$12,480			$12,480	**$87,360**
G2050	2968735	Play Structure, Multipurpose, Medium, Replace	20	5	15	1	EA	$26,000.00	$26,000																$26,000						**$26,000**
G2050	2968740	Play Structure, Multipurpose, Medium, Replace	20	5	15	1	EA	$26,000.00	$26,000																$26,000						**$26,000**
G2050	2968748	Play Structure, Swing Set, 4 Seats, Replace	20	5	15	1	EA	$4,500.00	$4,500																$4,500						**$4,500**
G2060	2968741	Park Bench, Wood, Replace	20	17	3	2	EA	$780.00	$1,560				$1,560																		**$1,560**
G2060	2968742	Picnic Table, Wood/Composite/Fiberglass, Replace	20	15	5	2	EA	$780.00	$1,560						$1,560																**$1,560**
G2060	2968743	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2968745	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	20	10	10	3	EA	$650.00	$1,950											$1,950											**$1,950**
G2060	2968737	Signage, Property, Monument, Replace/Install	20	10	10	1	EA	$3,900.00	$3,900											$3,900											**$3,900**
Totals, Unescalated										**$0**	**$0**	**$12,480**	**$2,856**	**$0**	**$14,040**	**$0**	**$0**	**$13,776**	**$0**	**$6,955**	**$12,480**	**$0**	**$1,296**	**$12,480**	**$78,930**	**$0**	**$12,480**	**$1,296**	**$0**	**$29,640**	**$198,709**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$13,240**	**$3,121**	**$0**	**$16,276**	**$0**	**$0**	**$17,451**	**$0**	**$9,347**	**$17,275**	**$0**	**$1,903**	**$18,877**	**$122,970**	**$0**	**$20,628**	**$2,206**	**$0**	**$53,533**	**$296,828**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Buena Vista House - Closed (corner of Atkinson Park)
1601 Jackson Street
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
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Owings Mills, Maryland 21117
800.733.0660
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BV CONTACT:
James A. Cave
Program Manager
800.733.0660 x6554
Jim.Cave@bvna.com

BV PROJECT #:
148392.21R000-017.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
April 8, 2021

1. Executive Summary

Property Overview and Assessment Details

General Information	
Property Type	Former Club
Main Address	1601 Jackson Street, Oregon City, Oregon 97045
Site Developed	1923
Site Area	4.18 acres (from Property Record, parcel includes Atkinson Park)
Parking Spaces	No formal parking area; Approximately 4 informal spaces on unimproved surface
Building Area	1,200 SF
Number of Stories	1
Outside Occupants / Leased Spaces	None
Date(s) of Visit	April 8, 2021
Management Point of Contact	Denise Conrad Asst. Parks & Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly, Cemetery/Park office Mausoleum, 503.496.1460
Assessment and Report Prepared By	Rashad Alnial and Ethan Abeles
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Significant/Systemic Findings and Deficiencies

Historical Summary

The Buena Vista House was reportedly built in 1923 and functioned as a social club until 1987 when the building was donated to the City. Oregon City rented the facility out for events until the building was formerly closed in 2013. Original plans were to demolish the structure but due to its appearance on the National Register of Historic Places, future plans are now focused on preservation. At the urging of citizens, commissioners voted in 2017 to restore power to the building, allowing security lighting and minimal heat to slow the deterioration of the structure until long-term repairs are funded. Currently, the scope and nature of any future renovation is unknown, and funding has not been secured.

Architectural

The building lacks a substantial foundation system, and the structure has been deemed to be unsafe. The construction of a suitable foundation to stabilize the building and prepare it for future preservation efforts is necessary. The wood exterior walls are in need of repainting to ensure the integrity of the building envelope. The windows and doors are serviceable but would need to be upgraded during a renovation. The asphalt shingle roof is estimated to be at about the halfway point of its useful life and will not require attention in the near term. The interior of the former club is in need of updating. Durable hardwood flooring is present in most spaces and acoustical tile covers the ceilings. A future renovation will require the refinishing and replacement of all interior elements.

Mechanical, Electrical, Plumbing and Fire (MEPF)

An electric furnace and baseboard heaters provide heat to the building and are reportedly still operational. Water to the building has been turned off since 2013 and the restroom fixtures have been removed. An electrical panel located in the main room powers the interior lighting and exterior floodlight fixtures as well as the heating elements. There are no fire suppression or alarm systems serving the facility. Any future renovation would require wholesale upgrades of MEPF equipment and infrastructure dependent on the future usage of the facility.

Site

The Buena Vista House is situated in the southeast corner of Atkinson Park in the McLoughlin neighborhood of Oregon City. There are few site elements associated with the property and include aged asphalt and concrete sidewalks and overgrown landscaping.

Recommended Additional Studies

No additional studies recommended at this time.

Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

FCI Ranges and Description	
0 – 5%	In new or well-maintained condition, with little or no visual evidence of wear or deficiencies.
5 – 10%	Subjected to wear but is still in a serviceable and functioning condition.
10 – 30%	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
30% and above	Has reached the end of its useful or serviceable life. Renewal is now necessary.

The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

Foundation System in Poor condition.

Concrete or CMU Walls w/ Continuous Footings
Buena Vista House-Closed (corner of Atkinson Park) Building exterior

Uniformat Code: A1011
Recommendation: **in 2022**

Priority Score: **90.8**

Plan Type: Performance/Integrity

Cost Estimate: $30,200

**$$**$$

Installation of a new foundation system is necessary to stabilize the structure and ready the building for a future renovation. - AssetCALC ID: 2969465

Exterior Walls in Poor condition.

any painted surface, 1-2 Story Building
Buena Vista House-Closed (corner of Atkinson Park) Building exterior

Uniformat Code: B2011
Recommendation: **Prep & Paint in 2022**

Priority Score: **89.7**

Plan Type: Performance/Integrity

Cost Estimate: $6,000

**$**$$$

Exterior wall deemed not safe by building officials. Significant peeling paint on wood elements. - AssetCALC ID: 2968640

Window in Poor condition.

Wood, up to 15 SF
Buena Vista House-Closed (corner of Atkinson Park) Building exterior

Uniformat Code: B2021
Recommendation: **Replace in 2023**

Priority Score: **87.7**

Plan Type: Performance/Integrity

Cost Estimate: $11,400

**$$**$$

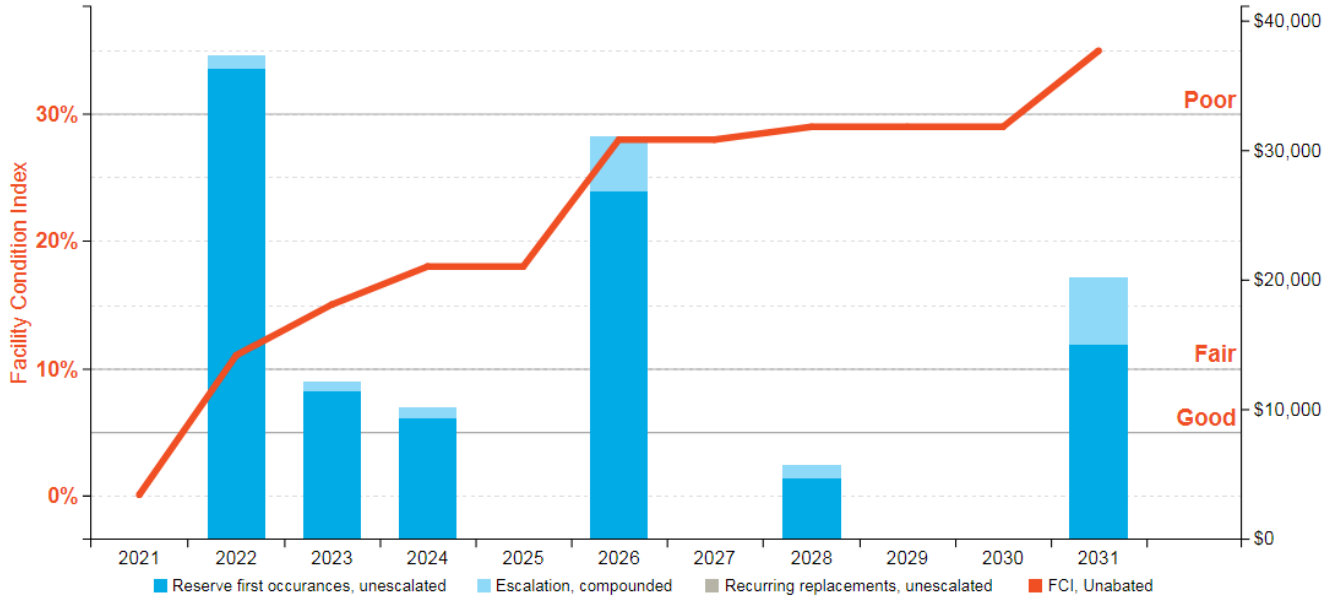
Window frames rotted requiring replacement - AssetCALC ID: 2968652

The orange line in the graph below forecasts what would happen to the FCI (left Y axis) over time, assuming zero capital expenditures. The capital expenditures allocated for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Buena Vista House-Closed (corner of Atkinson Park)

Replacement Value: $ 330,000; Inflation rate: 3.0%



Immediate Needs

Facility/Building	Total Items	Total Cost
Total	0	$0

Key Findings

Foundation System in Poor condition.

Concrete or CMU Walls w/ Continuous Footings
Buena Vista House-Closed (corner of Atkinson Park) Building exterior

Uniformat Code: A1011
Recommendation: **in 2022**

Priority Score: **90.8**

Plan Type: Performance/Integrity

Cost Estimate: $30,200

**$$**$$

Installation of a new foundation system is necessary to stabilize the structure and ready the building for a future renovation. - AssetCALC ID: 2969465

Exterior Walls in Poor condition.

any painted surface, 1-2 Story Building
Buena Vista House-Closed (corner of Atkinson Park) Building exterior

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Priority Score: **89.7**

Plan Type: Performance/Integrity

Cost Estimate: $6,000

**$**$$$

Exterior wall deemed not safe by building officials. Significant peeling paint on wood elements. - AssetCALC
ID: 2968640

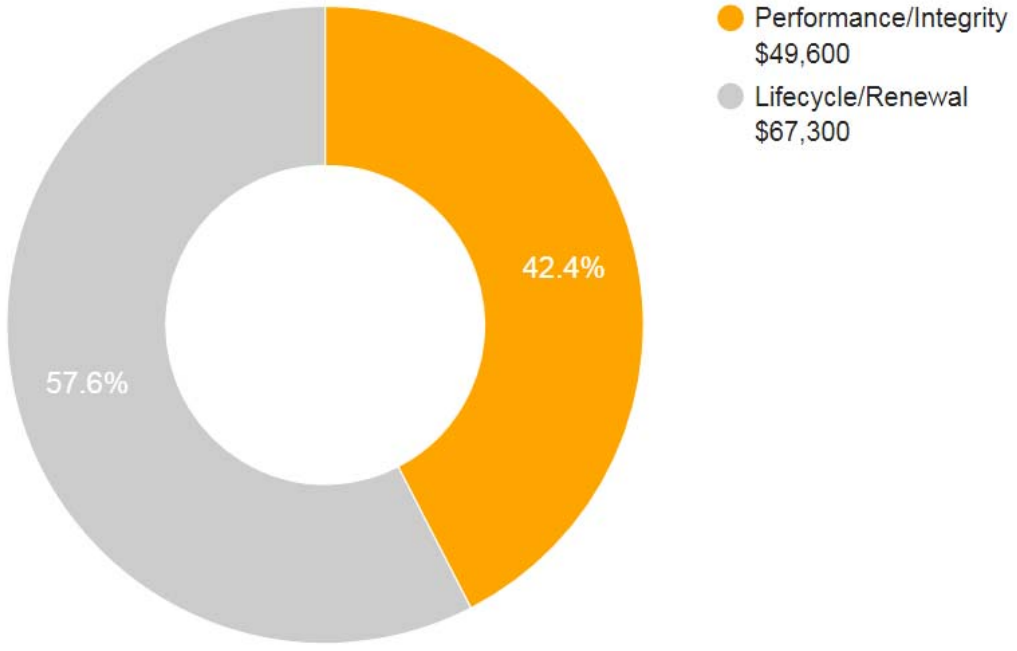
Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the "why" part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the "best" fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety	■	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	■	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	■	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	■	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Retrofit/Adaptation	■	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	■	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $116,900

2. Building and Site Information

Systems Summary

System	Description	Condition
Structure	Conventional wood frame structure with partial foundation	Good
Façade	Painted wood with wood windows	Poor
Roof	Primary: Gable construction with asphalt shingles	Fair
Interiors	Walls: Painted gypsum board Floors: Hardwood, VCT Ceilings: Suspended ACT	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste & venting No hot water Restroom fixtures have been removed	Fair
HVAC	Electric furnace and baseboard heaters	Fair

Systems Summary

Fire Suppression	None	--
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8, incandescent Emergency: None	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Site Pavement	Asphalt and concrete sidewalks	Fair
Site Development	Building-mounted signage Site is minimally developed	Fair
Landscaping and Topography	No significant landscaping features Irrigation not present Low to moderate site slopes throughout	Fair
Utilities	Municipal water and sewer Local utility-provided electric	Fair
Site Lighting	Pole-mounted: None Building-mounted: LED	Fair
Ancillary Structures	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Reported structural issues, peeling and degraded exterior paint, building will require a renovation but future use and timeline for renovations are currently unknown.	

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	$31,147	-	$5,718	-	$36,865
Facade	-	$18,362	$2,921	-	$8,367	$29,650
Roofing	-	-	-	$2,358	$23,907	$26,265
Interiors	-	-	$9,347	$7,337	$12,791	$29,475
HVAC	-	-	$4,971	-	-	$4,971
Electrical	-	-	$22,465	-	-	$22,465
Equipment & Furnishings	-	-	-	$6,289	-	$6,289
Site Pavement	-	-	$1,622	-	-	$1,622
Site Utilities	-	-	-	$4,193	-	$4,193
TOTALS	**-**	**$49,600**	**$41,400**	**$25,900**	**$45,100**	**$162,000**

3. Property Space Use and Observed Areas

Unit Allocation

All 1,200 square feet of the property are owned and managed by the City of Oregon City. The spaces include a large open event area with a stage area, a kitchen, and a former restroom. The former club is currently unoccupied and not in use.

Areas Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, the exterior of the property, and the roofs.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

The facility was originally constructed in 1923. The facility has undergone some subsequent renovations, but these do not appear to have had implications for accessibility.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

A detailed follow-up accessibility study is not included as a recommendation because the facility is currently unoccupied and not in use. Future usage of the building in unknown at this time and revisiting accessibility questions will be necessary as part of any future renovation of the property. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The city of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Buena Vista House-Closed (corner of Atkinson Park), 1601 Jackson Street, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	FRONT ELEVATION

2	RIGHT ELEVATION

3	REAR ELEVATION

4	LEFT ELEVATION

5	SIDEWALK

6	ROOF

7	BUILDING ENTRANCE

8	EXTERIOR WALL DETAILS

9	ELECTRIC FURNACE

10	ELECTRIC BASEBOARD HEATER

11	ELECTRICAL PANEL

12	MAIN ROOM

13	MAIN ROOM

14	STAGE

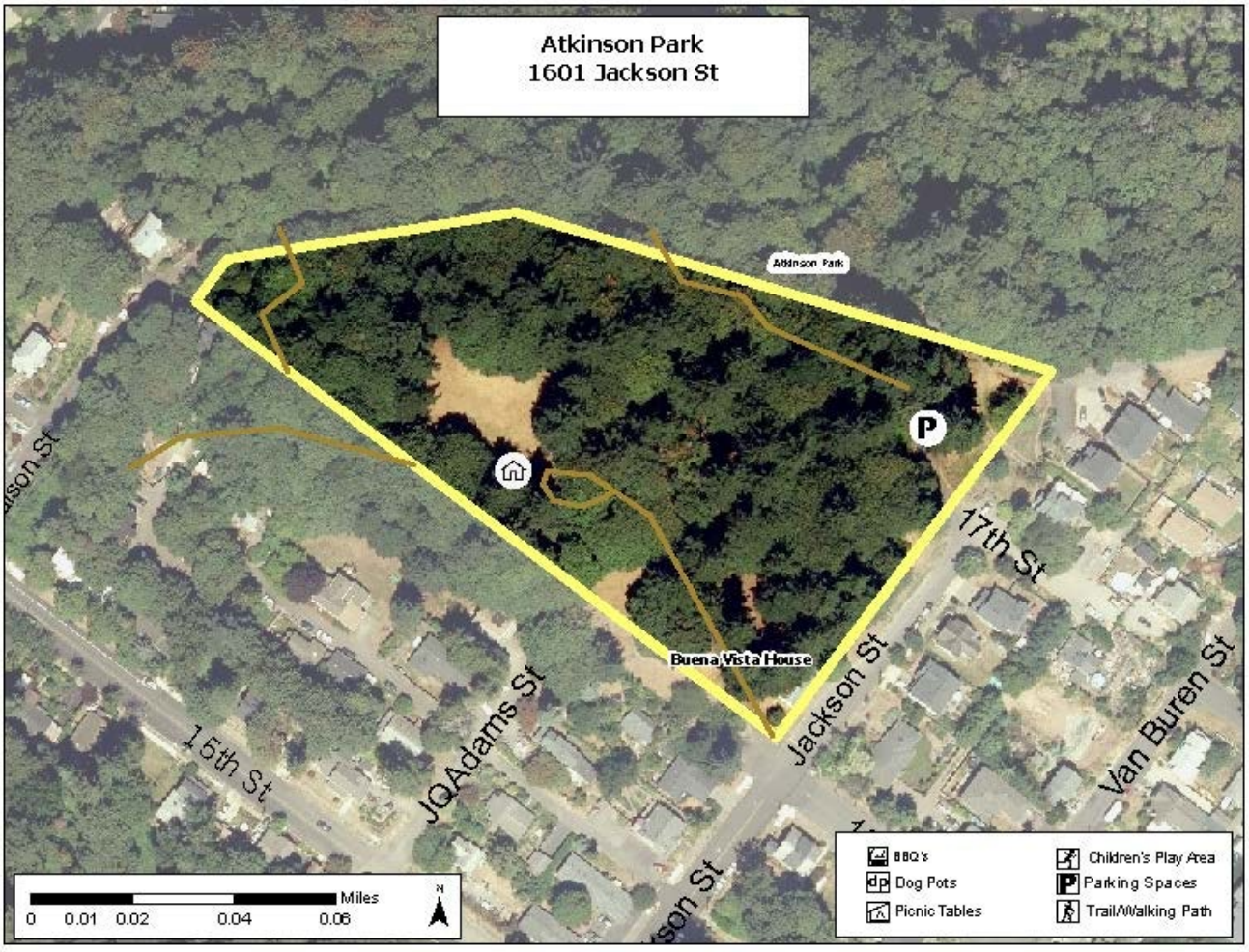
15	MAIN ROOM

16	KITCHEN

17	FORMER RESTROOM

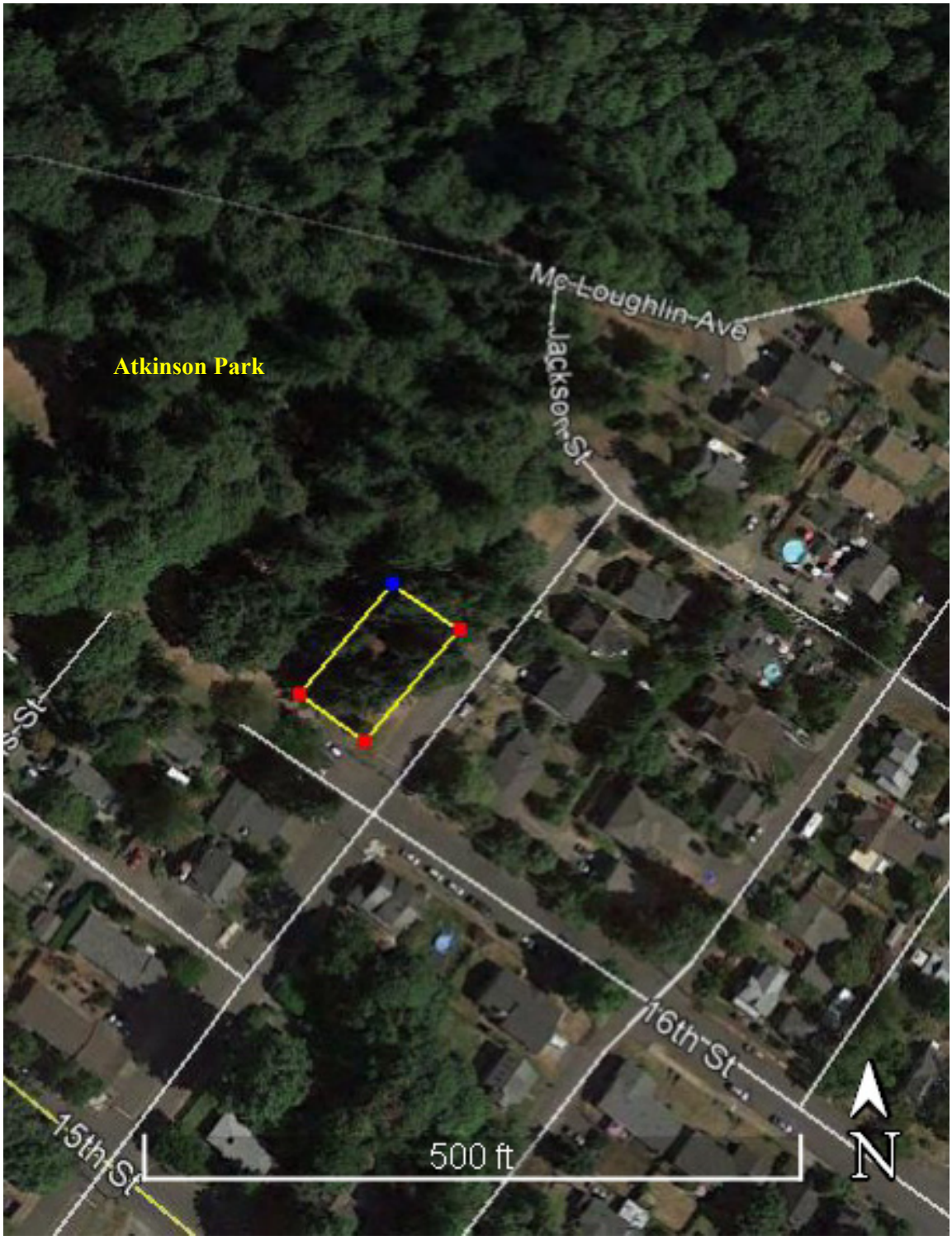
18	BUILDING NOTICE

Site Plan



Project Number	Project Name
148392.21R000-017.017	Buena Vista House-Closed (corner of Atkinson Park)
Source	**On-Site Date**
Client	April 8, 2021

Site Plan



Project Number	Project Name
148392.21R000-017.017	Buena Vista House-Closed (corner of Atkinson Park)
Source	**On-Site Date**
Google Earth	April 8, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Buena Vista House

BV Project Number: 148392.21R000-017.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?			X	
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

NA	**NA**

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?			X	
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?			X	
3	Are curb ramps present at transitions through raised curbs on all accessible routes?			X	
4	Do curb ramps appear to have compliant slopes for all components ?			X	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

Kitchen cabinets/sink clearance

Oven with controls

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?	X			
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?	X			
3	Is there an accessible countertop/preparation space of proper width and height ?	X			
4	Is there an accessible sink space of proper width and height ?	X			
5	Does the sink faucet have compliant handles ?	X			
6	Is the plumbing piping under the sink configured to protect against contact ?	X			

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?	X			

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA	**NA**

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

Component Condition Report | Buena Vista House-Closed (corner of Atkinson Park)

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
A1010	Building exterior	Poor	Foundation System, Concrete or CMU Walls w/ Continuous Footings	140 LF	1	2969465
B1010	Site	Fair	Structural Flooring/Decking, Wood, Refinish	30 SF	2	2968653
B1080	Site	Fair	Stairs, Wood, Exterior, Refinish	75 SF	2	2968642
Facade						
B2010	Building exterior	Poor	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	1,550 SF	1	2968640
B2020	Building exterior	Fair	Window, Wood, up to 15 SF	8	5	2968652
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core	2	5	2968643
Roofing						
B3010	Building exterior	Fair	Roofing, Asphalt Shingle, 30-Year Premium	1,550 SF	15	2968650
B3020	Building exterior	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	150 LF	10	2968647
Interiors						
C1070	Club House	Fair	Suspended Ceilings, Acoustical Tile (ACT)	1,200 SF	10	2968648
C2010	Club House	Fair	Wall Finishes, any surface, Prep & Paint	1,200 SF	3	2968646
C2030	Club House	Fair	Flooring, Wood, Parquetry, Refinish	950 SF	5	2968645
C2030	Kitchen	Fair	Flooring, Vinyl Tile (VCT)	150 SF	3	2968655
HVAC						
D3020	Club House	Fair	Furnace, Electric	1	3	2968649
D3020	Club House	Fair	Baseboard Heater, Electric, 6 LF	1	5	2968641
Electrical						
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	1,200 SF	5	2968656
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures [No tag/plate found]	1,200 SF	5	2968644
Equipment & Furnishings						
E2010	Kitchen	Fair	Casework, Cabinetry, Hardwood Standard	12 LF	10	2968654
Pedestrian Plazas & Walkways						
G2030	Site	Fair	Sidewalk, Concrete, Small Areas/Sections	25 SF	25	2968651
G2030	Site	Fair	Sidewalk, Asphalt, Overlay	300 SF	3	2968657
Sitework						
G4050	Site	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement [No tag/plate found]	6	10	2968658

Replacement Reserves Report
Buena Vista House(corner of Atkinson Park)

7/16/2021

ID	Cost Description	Location Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
2969465	Foundation System, Concrete or CMU Walls w/ Continuous Footings	Building exterior	75	74	1	140	LF	$216.00	$30,240		$30,240																				$30,240
2968642	Stairs, Wood, Exterior, Replace	Site	15	8	7	75	SF	$62.00	$4,650								$4,650														$4,650
2968640	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	Building exterior	10	9	1	1550	SF	$3.90	$6,045		$6,045										$6,045										$12,090
2968652	Window, Wood, up to 15 SF, Replace	Building exterior	30	28	2	8	EA	$1,430.00	$11,440			$11,440																			$11,440
2968643	Exterior Door, Wood, Solid-Core, Replace	Building exterior	25	20	5	2	EA	$1,260.00	$2,520						$2,520																$2,520
2968650	Roofing, Asphalt Shingle, 30-Year Premium, Replace	Building exterior	30	15	15	1550	SF	$9.90	$15,345																$15,345						$15,345
2968647	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Building exterior	20	10	10	150	LF	$11.70	$1,755											$1,755											$1,755
2968648	Suspended Ceilings, Acoustical Tile (ACT), Replace	Club House	25	15	10	1200	SF	$4.55	$5,460											$5,460											$5,460
2968646	Wall Finishes, any surface, Prep & Paint	Club House	10	7	3	1200	SF	$1.95	$2,340				$2,340										$2,340								$4,680
2968645	Flooring, Wood, Parquetry, Refinish	Club House	10	5	5	950	SF	$5.20	$4,940						$4,940										$4,940						$9,880
2968655	Flooring, Vinyl Tile (VCT), Replace	Kitchen	15	12	3	150	SF	$6.50	$975				$975															$975			$1,950
2968649	Furnace, Electric, Replace	Club House	20	17	3	1	EA	$4,550.00	$4,550				$4,550																		$4,550
2968656	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	Throughout building	40	35	5	1200	SF	$5.75	$6,900						$6,900																$6,900
2968644	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	Throughout building	20	15	5	1200	SF	$10.40	$12,480						$12,480																$12,480
2968654	Casework, Cabinetry, Hardwood Standard, Replace	Kitchen	20	10	10	12	LF	$390.00	$4,680											$4,680											$4,680
2968657	Sidewalk, Asphalt, Overlay	Site	25	22	3	300	SF	$4.95	$1,485				$1,485																		$1,485
2968658	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	Site	20	10	10	6	EA	$520.00	$3,120											$3,120											$3,120
Totals, Unescalated										$0	$36,285	$11,440	$9,350	$0	$26,840	$0	$4,650	$0	$0	$15,015	$6,045	$0	$2,340	$0	$20,285	$0	$0	$975	$0	$0	$133,225
Totals, Escalated (3.0% inflation, compounded annually)										$0	$37,374	$12,137	$10,217	$0	$31,115	$0	$5,719	$0	$0	$20,179	$8,368	$0	$3,436	$0	$31,603	$0	$0	$1,660	$0	$0	$161,807

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Canemah Children's Park
815 4th Avenue
Oregon City, Oregon 97045

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BV PROJECT #:
148392.21R000-018.017

DATE OF REPORT:
July 14, 2021

ON SITE DATE:
March 23, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood park
Main Address	815 4th Avenue, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	1.55 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Eight total spaces all in open lots; one of which is accessible.
Date(s) of Visit	March 23, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Canemah Children's Park is located at 815 4th avenue and adjacent to the Canemah bluff natural area. Originally part of the Canemah historic village, this area was an important Native American site and at one time was a thriving riverboat community.

Site and Amenities

Site amenities consists of an asphalt parking lot, concrete sidewalk, Playground areas, restroom structure, basketball court stone retaining wall, picnic tables, benches, trash receptacles and a shed. The site amenities in general are in good condition and conveys the impression of being well maintained.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Plumbing	-	-	-	$2,398	-	$2,398
Special Construction & Demo	-	-	-	-	$15,190	$15,190
Site Development	-	$15,170	$25,542	$47,907	$272,589	$361,208
Site Pavement	-	-	-	-	$31,899	$31,899
TOTALS	**-**	**$15,200**	**$25,600**	**$50,400**	**$319,700**	**$410,900**

Immediate Needs

Not applicable, no immediate needs identified.

Key Findings

Key Findings 0

No key findings for this set of locations.

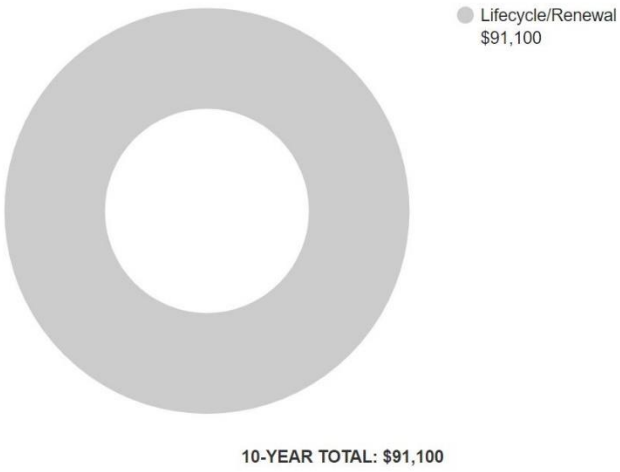
Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Signage	Property Sign	1 EA	Fair
Play Structures	Very small	4 EA	Good
Play Structures	Small	1 EA	Good
Play Structures	Medium	2 EA	Good
Play Structures	Swing set	1 EA	Fair
Sports Apparatus	Basketball pole and rim	4 EA	Fair
Bike Rack	Single loop	1 EA	Fair
Trash Receptacle	Medium-Duty, Metal	2 EA	Fair
Drinking Fountain	Metal Pedestal	1 EA	Fair

General Site Information

Landscaping and Topography	Moderate landscaping features Irrigation present Low to moderate site slopes throughout
On-Site Vehicular Paving	Asphalt parking areas and drive lanes with concrete parking curbs
Pedestrian paving and Trails	Concrete sidewalks
On-Site Amenities	Basketball Court, metal fencing, retaining wall, picnic tables & benches
Ancillary Buildings	restroom structure and shed
Fields and Lots	Unimproved play fields, play surfaces and play structures
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	No key issuers were found.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

Areas of note that were either inaccessible or not observed for other reasons are listed here:

- Restroom structure was locked.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct, and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Canemah Children's Park, 815 4th Avenue, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling, or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
800.733.0660 x6554

1	PROPERTY SIGN

2	NORTH PLAYING AREA

3	EAST PLAYING AREA

4	BASKETBALL COURT

5	OVERVIEW OF PARKING AREA

6	ACCESSIBLE PARKING AREA

7	SHED

8	RESTROOM STRUCTURE

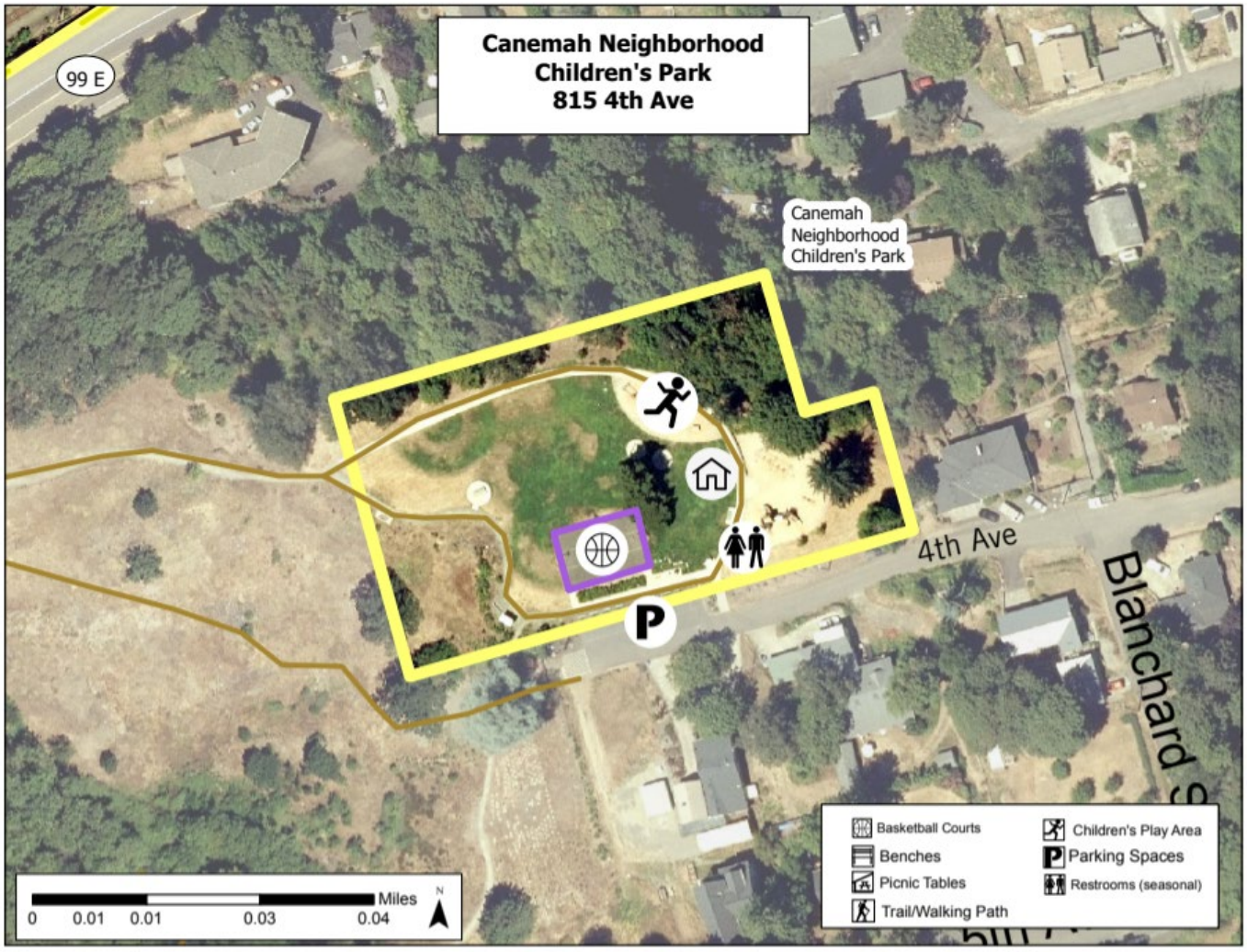
9	OVERVIEW OF PARK

10	PICNIC AREA

11	CONCRETE SIDEWALK

12	RETAINING WALL

Site Plan



Project Number	Project Name
148392.21R000-018.017	Canemah Children's Park
Source	**On-Site Date**
Orcity.org	March 23, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Canemah Children's Park BV

Project Number: 148392.21R000-018.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	✕			
2	Has the play area been reviewed for accessibility ?		✕		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	Site	Fair	Drinking Fountain, Exterior/Site, Metal Pedestal [No tag/plate found]	1	7	2949273
Special Construction & Demo						
F1020	Shed	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal [No tag/plate found]	300 SF	15	2949286
F1020	Restroom	Good	Restroom/Comfort Station, Permanent, w/ Plumbing (per Fixture) [No tag/plate found]	1	25	2949281
Pedestrian Plazas & Walkways						
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	4,500 SF	15	2949275
G2030	Site	Good	Sidewalk, Concrete, Small Areas/Sections	5,500 SF	30	2949278
Athletic, Recreational & Playfield Areas						
G2050	Playground	Good	Play Structure, Multipurpose, Medium	1	15	2949287
G2050	Playground	Fair	Play Structure, Swing Set, 4 Seats	1	10	2949277
G2050	Playground	Good	Play Structure, Multipurpose, Very Small	1	15	2949284
G2050	Playground	Fair	Playfield Surfaces, Chips Wood, 6" Depth	5,500 SF	2	2949270
G2050	Playground	Good	Play Structure, Multipurpose, Very Small	1	15	2949271
G2050	Playground	Good	Play Structure, Multipurpose, Small	1	15	2949280
G2050	Playground	Good	Play Structure, Multipurpose, Very Small	1	15	2949269
G2050	Playground	Good	Play Structure, Multipurpose, Very Small	1	15	2949272
G2050	Playground	Good	Play Structure, Multipurpose, Medium	1	15	2949276
G2050	Basketball Court	Fair	Sports Apparatus, Basketball, Backboard/Rim/Pole [No tag/plate found]	4	10	2949283
G2050	Basketball Court	Fair	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement [No tag/plate found]	2,400 SF	10	2949266
Sitework						
G2060	Site	Fair	Retaining Wall, Concrete Masonry Unit (CMU)	320 SF	20	2949279
G2060	Site	Good	Trash Receptacle, Medium-Duty Metal or Precast [No tag/plate found]	2	18	2949285
G2060		Fair	Signage, Property, Monument	1	10	2949329
G2060	Site	Fair	Fences & Gates, Fence, Wrought Iron 4'	300 LF	25	2949282
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	3	5	2949267
G2060	Site	Fair	Picnic Table, Wood [No tag/plate found]	4	5	2949268

Replacement Reserves Report

Canemah Children's Park

7/14/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Canemah Children's Park	$0	$0	$15,171	$0	$0	$25,545	$0	$2,398	$18,115	$0	$29,795	$19,795	$0	$0	$21,630	$179,953	$0	$23,636	$3,762	$0	$70,908	**$410,707**
Grand Total	**$0**	**$0**	**$15,171**	**$0**	**$0**	**$25,545**	**$0**	**$2,398**	**$18,115**	**$0**	**$29,795**	**$19,795**	**$0**	**$0**	**$21,630**	**$179,953**	**$0**	**$23,636**	**$3,762**	**$0**	**$70,908**	**$410,707**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	Age	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2949273	Drinking Fountain, Exterior/Site, Metal Pedestal, Replace	15	8	7	1	EA	$1,950.00	$1,950								$1,950														**$1,950**
F1020	2949286	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	30	15	15	300	SF	$32.50	$9,750																$9,750						**$9,750**
G2020	2949275	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	4500	SF	$4.55	$20,475																$20,475						**$20,475**
G2050	2949283	Sports Apparatus, Basketball, Backboard/Rim/Pole, Replace	25	15	10	4	EA	$650.00	$2,600											$2,600											**$2,600**
G2050	2949266	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Replace	25	15	10	2400	SF	$4.55	$10,920											$10,920											**$10,920**
G2050	2949270	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	5500	SF	$2.60	$14,300			$14,300			$14,300			$14,300			$14,300			$14,300			$14,300			$14,300	**$100,100**
G2050	2949277	Play Structure, Swing Set, 4 Seats, Replace	20	10	10	1	EA	$3,250.00	$3,250											$3,250											**$3,250**
G2050	2949287	Play Structure, Multipurpose, Medium, Replace	20	5	15	1	EA	$26,000.00	$26,000																$26,000						**$26,000**
G2050	2949284	Play Structure, Multipurpose, Very Small, Replace	20	5	15	1	EA	$2,340.00	$2,340																$2,340						**$2,340**
G2050	2949271	Play Structure, Multipurpose, Very Small, Replace	20	5	15	1	EA	$7,800.00	$7,800																$7,800						**$7,800**
G2050	2949280	Play Structure, Multipurpose, Small, Replace	20	5	15	1	EA	$13,000.00	$13,000																$13,000						**$13,000**
G2050	2949269	Play Structure, Multipurpose, Very Small, Replace	20	5	15	1	EA	$2,340.00	$2,340																$2,340						**$2,340**
G2050	2949272	Play Structure, Multipurpose, Very Small, Replace	20	5	15	1	EA	$7,800.00	$7,800																$7,800						**$7,800**
G2050	2949276	Play Structure, Multipurpose, Medium, Replace	20	5	15	1	EA	$26,000.00	$26,000																$26,000						**$26,000**
G2060	2949267	Park Bench, Wood/Composite/Fiberglass, Replace	20	15	5	3	EA	$1,105.00	$3,315						$3,315																**$3,315**
G2060	2949268	Picnic Table, Wood, Replace	20	15	5	4	EA	$1,105.00	$4,420						$4,420																**$4,420**
G2060	2949285	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	2	18	2	EA	$1,105.00	$2,210																			$2,210			**$2,210**
G2060	2949329	Signage, Property, Monument, Replace	20	10	10	1	EA	$5,400.00	$5,400											$5,400											**$5,400**
G2060	2949279	Retaining Wall, Concrete Masonry Unit (CMU), Replace	40	20	20	320	SF	$78.00	$24,960																					$24,960	**$24,960**
Totals, Unescalated										**$0**	**$0**	**$14,300**	**$0**	**$0**	**$22,035**	**$0**	**$1,950**	**$14,300**	**$0**	**$22,170**	**$14,300**	**$0**	**$0**	**$14,300**	**$115,505**	**$0**	**$14,300**	**$2,210**	**$0**	**$39,260**	**$274,630**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$15,171**	**$0**	**$0**	**$25,545**	**$0**	**$2,398**	**$18,115**	**$0**	**$29,795**	**$19,795**	**$0**	**$0**	**$21,630**	**$179,953**	**$0**	**$23,636**	**$3,762**	**$0**	**$70,908**	**$410,707**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Chapin Park
340 Warner Parrott Road
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
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BV CONTACT:
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Program Manager
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BV PROJECT #:
148392.21R000-020.0017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community Park
Main Address	340 Warner Parrott Road, Oregon City, Oregon 97045
Site Developed	1983 Renovated 2016, 2019
Lot Size	18.57 acres (estimated)
Number of Substantial Buildings	Three
Parking Spaces	64 total spaces all in open lots; two of which are accessible.
Date(s) of Visit	March 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly
Assessment and Report Prepared By	Jonathan Levine Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The Park was constructed in 1983 and renovated in 2016 was the play structures, in 2019 the restroom building was renovated. There are three buildings on the site, the concession stand is leased and being used by the sports league.

Architectural

The Restroom Building is made of CMU block with a broom finished concrete floor and painted walls in good condition. There are no windows at this building. The exterior doors are made out of steel and are in good condition. There is an overhead door in good condition. The roof is metal and is in good condition. the interior finishes are in like new condition (The restroom was only used for a few months due to Covid-19 and is in relatively new condition).

The Concession Stand is made of CMU block with an unfinished floor and painted walls. There is an exterior overhead door in fair condition. The exterior doors are made out of steel and are in good condition. The windows are made of vinyl and are in fair condition. The roof is asphalt shingle and is in fair condition.

The Pump house is made of CMU block with an unfinished floor and painted walls. The exterior door is in excellent condition. The roof is metal and is in fair condition.

Mechanical, Electrical, Plumbing and Fire (MEPF)

The Restroom Building has a mechanical room which contains a unit heater, distribution panel, and an electric water heater that supplies the building and is in good condition. The toilet, sink, urinal, and toilet partitions are in good condition. There is a main distribution panel. The lighting inside of the building was linear fluorescent lighting. There is no fire suppression in the building.
The Pump house had a backflow preventer in fair condition. There are electric baseboard heaters that are in fair condition. There was a pump, and an expansion tank that were in good condition and a distribution panel in fair condition. There is no fire suppression system in the building.

Site and Amenities

There are sections of the sidewalk scattered throughout the site that is in poor condition and is recommended to be replaced. There are two major sections of playgrounds located on the east and west side of the site with wood chips and rubber tile flooring. The site is furnished with benches, bleachers, trash receptacles, and drinking fountains. There is a baseball field with a dugout area used for sports leagues. There was a gazebo/shaded structure located at the site in fair condition. There is chain link fencing throughout the property.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	$11,954	$16,646	$28,600
Roofing	-	-	-	$5,975	$42,070	$48,045
Interiors	-	-	-	$6,669	$15,601	$22,270
Plumbing	$6,760	-	-	$27,791	$46,346	$80,897
HVAC	-	-	-	-	$2,655	$2,655
Electrical	-	-	$3,767	$9,259	$11,951	$24,977
Equipment & Furnishings	-	-	-	-	$4,448	$4,448
Special Construction & Demo	-	-	-	-	$107,435	$107,435
Site Development	-	$19,308	$64,778	$44,803	$786,317	$915,206
Site Pavement	$780	$736	$27,934	$237,273	$283,461	$550,184
Site Utilities	-	-	-	-	$6,196	$6,196
Accessibility	$9,750	-	-	-	-	$9,750
TOTALS	**$17,300**	**$20,100**	**$96,500**	**$343,800**	**$1,323,200**	**$1,800,900**

Immediate Needs

Facility/Building	Total Items	Total Cost
Chapin Park	1	$6,800
Site	2	$10,600
Total	**3**	**$17,400**

Chapin Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2948564	Chapin Park	In well bldg.- off Hein Street	D2010	Backflow Preventer, Domestic Water, 3 IN, Replace	NA	Performance/Integrity	$6,800
Total (1 items)							**$6,800**

Site

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2949327	Chapin Park / Site	Site	Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
2925441	Chapin Park / Site	Site	G2030	Sidewalk, Concrete, Small Areas/Sections, Replace	Poor	Safety	$800
Total (2 items)							**$10,600**

Key Findings

Include/Exclude

Sidewalk in **Poor** condition.
Concrete, Small Areas/Sections (Uniformat Code: G2030)
Site Chapin Park Site
Recommendation: **Replace** in 2021.
Concrete sidewalk trip hazards found near park entrance due to cracked and uneven concrete pavement
AssetCalc ID: 2925441

Priority Score 94.9
Plan Type: Safety
Cost Estimate: $ 800
$$$$

Include/Exclude

Sidewalk in **Poor** condition.
Asphalt (Uniformat Code: G2030)
Site Chapin Park Site
Recommendation: **Repair** in 2022.
Spalled asphalt sidewalk pavement near north end
AssetCalc ID: 2925444

Priority Score 85.8
Plan Type: Performance/Integrity
Cost Estimate: $ 700
$$$$

Include/Exclude

Backflow Preventer
Wilkins 975 (Uniformat Code: D2010)
Chapin Park In well bldg.- off Hein Street
Recommendation: **Replace** in 2021.
A backflow is recommended to be replaced.
AssetCalc ID: 2948564

Priority Score 84.9
Plan Type: Performance/Integrity
Cost Estimate: $ 6,800
$$$$

Include/Exclude

ADA Miscellaneous
Level III Study, Includes Measurements (Uniformat Code: Y1090)
Site Chapin Park Site
Recommendation: **Evaluate/Report** in 2021.
AssetCalc ID: 2949327

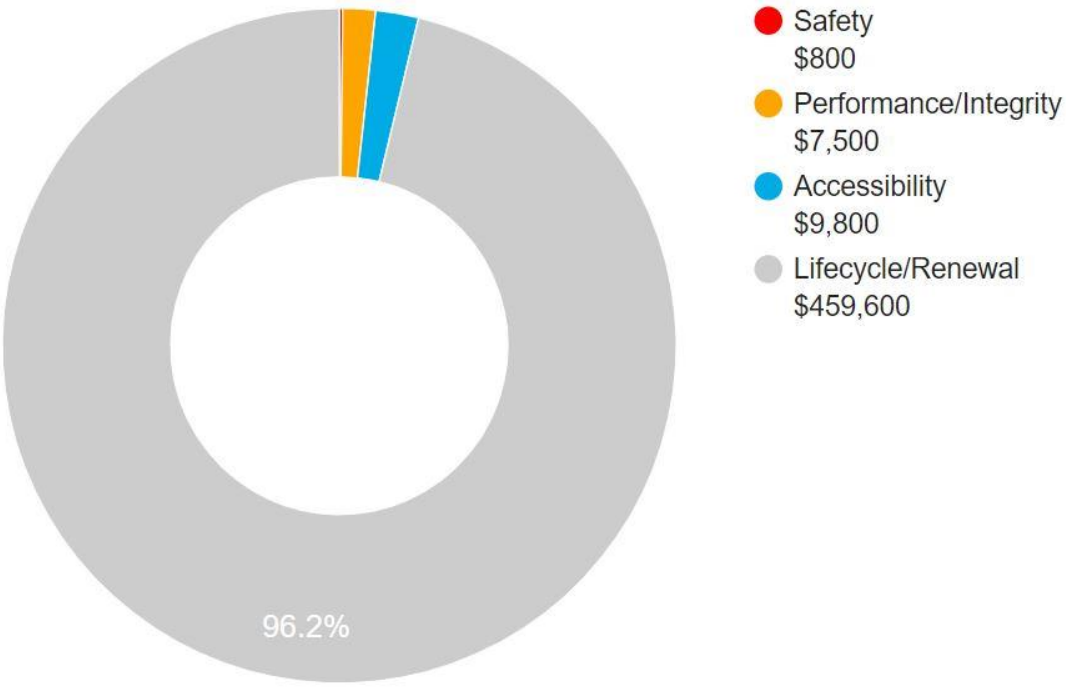
Priority Score 63.9
Plan Type: Accessibility
Cost Estimate: $ 9,800
$$$$

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $477,700

2. Restroom Building

Restroom Building: Systems Summary

Address	340 Warren Parrott Road, Oregon City, Oregon 97045	
Constructed/Renovated	1983/2019	
Building Size	1,100 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Steel frame with concrete-topped metal decks	Good
Façade	Painted wood with no windows	Good
Roof	Primary: Gable construction with metal finish	Good
Interiors	Walls: Painted CMU Floors: Unfinished Ceilings: Painted gypsum board	Good
Elevators	None	--
Plumbing	Copper supply and cast-iron waste and venting Electric water heaters Toilets, urinals, and sinks in all restrooms	Good
HVAC	Exhaust fans	Good

Restroom Building: Systems Summary

Fire Suppression	No fire suppression present.	--
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: N/A	Good
Fire Alarm	No fire alarm present.	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	The restroom lighting should have an upgrade to LED.	

Restroom Building: Systems Expenditure Forecast

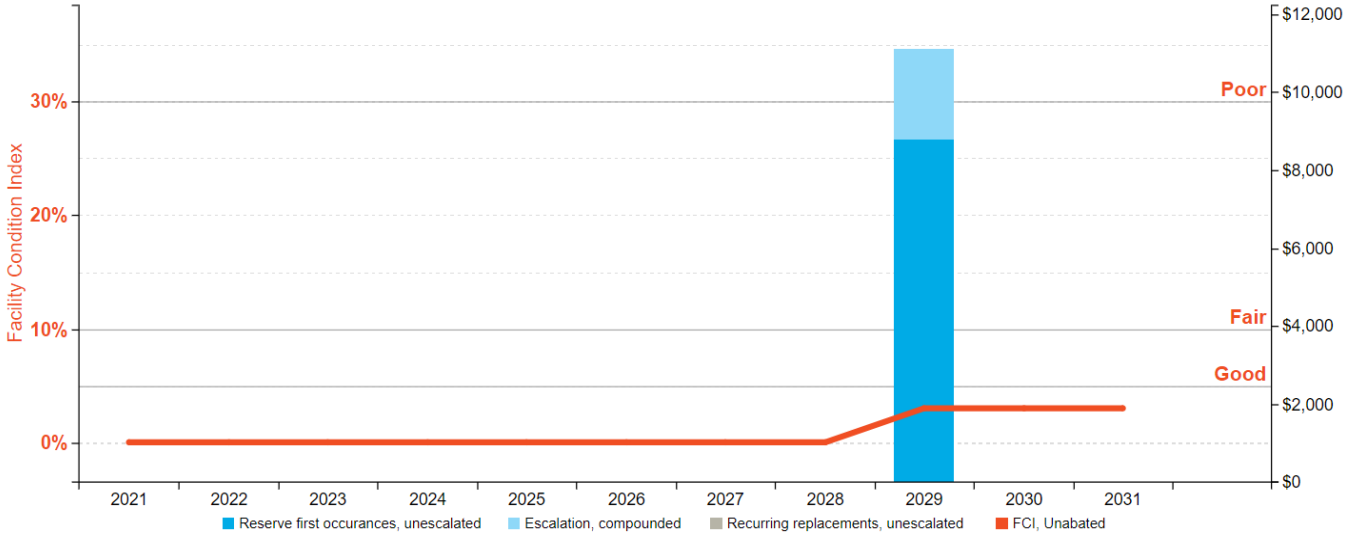
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	$4,446	$5,975	$10,421
Roofing	-	-	-	-	$2,390	$2,390
Interiors	-	-	-	$6,669	$15,601	$22,270
Plumbing	-	-	-	-	$32,024	$32,024
HVAC	-	-	-	-	$3,609	$3,609
Electrical	-	-	-	-	$11,951	$11,951
Site Utilities	-	-	-	-	$6,196	$6,196
TOTALS	**-**	**-**	**-**	**$11,200**	**$77,800**	**$89,000**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Chapin Park Restrooms

Replacement Value: $ 331,485; Inflation rate: 3.0%



3. Concession Stand

Concession Stand: Systems Summary

Address	340 Warner Parrott Road, Oregon City, Oregon 97045	
Constructed/Renovated	1983	
Building Size	650 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Steel frame with concrete-topped metal decks	Fair
Façade	Painted CMU with vinyl windows	Fair
Roof	Primary: Gable construction with asphalt shingles	Fair
Interiors	Walls: Painted CMU Floors: Unfinished Ceilings: Unfinished/exposed	Fair
Elevators	None	--
Plumbing	No plumbing present.	--
HVAC	No HVAC present.	--

Concession Stand: Systems Summary

Fire Suppression	No fire suppression present.	--
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: N/A	Fair
Fire Alarm	No fire alarm present.	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	No key issues were observed	

Concession Stand: Systems Expenditure Forecast

System Expenditure Forecast

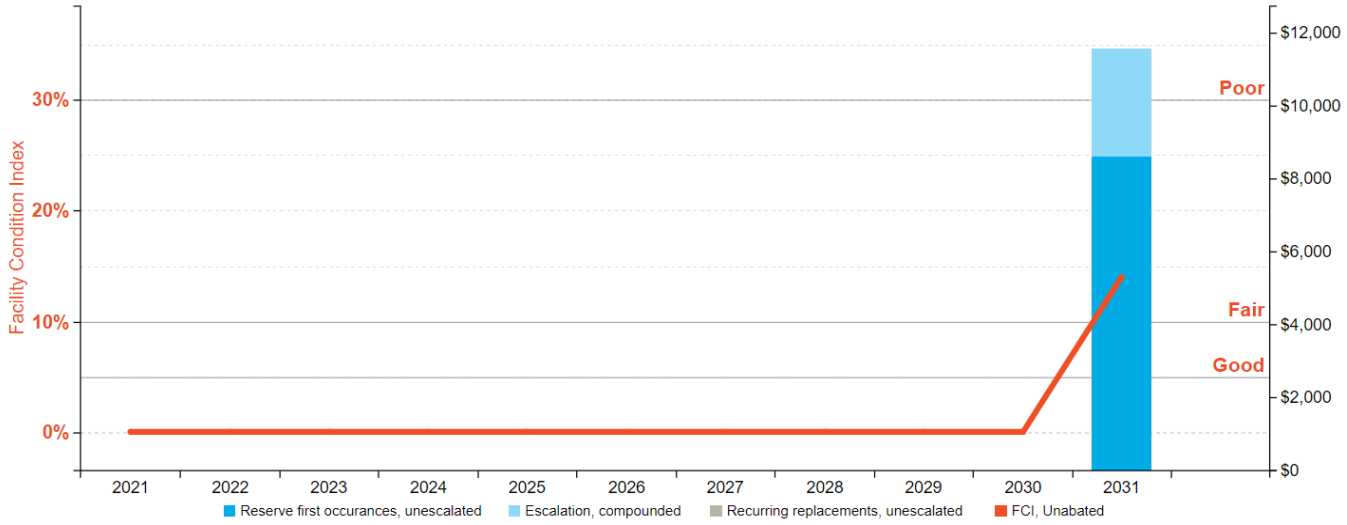
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	$5,590	$8,093	$13,683
Roofing	-	-	-	$5,975	-	$5,975
TOTALS	**-**	**-**	**-**	**$11,600**	**$8,100**	**$19,700**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Concession Stand: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Chapin Park Concessions Stand

⚠ Replacement Value: $ 80,000; Inflation rate: 3.0%



4. Pump House

Pump House: Systems Summary

Address	340 Warner Parrott Road, Oregon City, Oregon 97045	
Constructed/Renovated	1983	
Building Size	250 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Steel frame with concrete-topped metal decks	Good
Façade	Painted CMU with no windows	Good
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted CMU Floors: Unfinished Ceilings: Unfinished/exposed	Fair
Elevators	None	--
Plumbing	No plumbing present.	--
HVAC	Central System with baseboard heaters	Fair

Pump House: Systems Summary

Fire Suppression	No fire suppression present.	--
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8Emergency: N/A	Fair
Fire Alarm	No fire alarm present.	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	No key issues were found at this time.	

Pump House: Systems Expenditure Forecast

System Expenditure Forecast

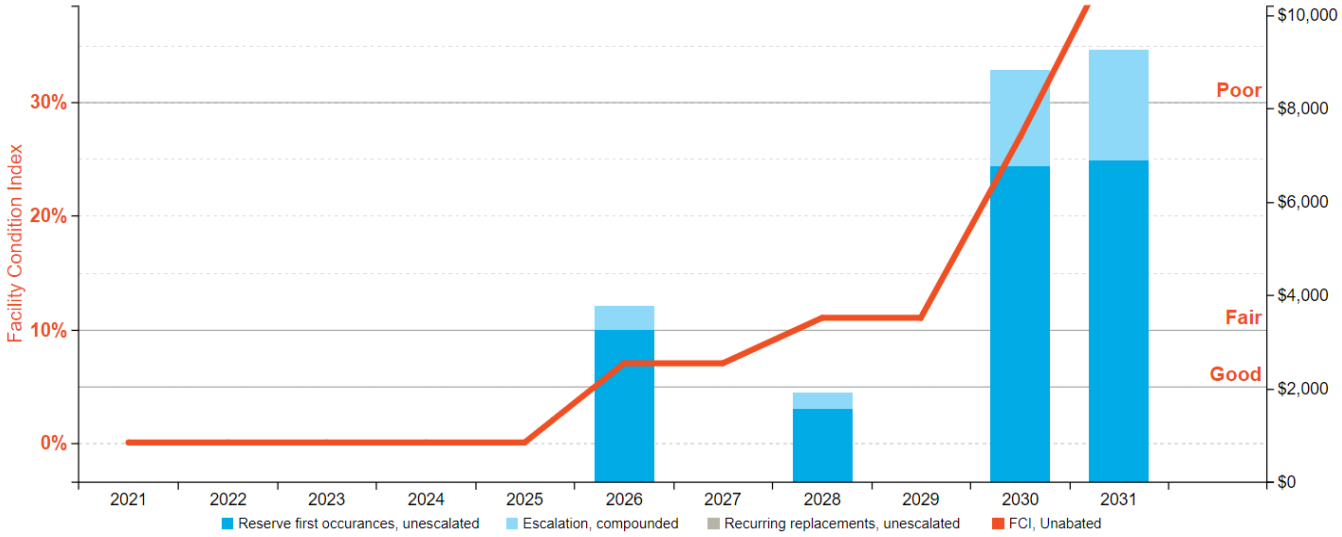
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	$1,918	$2,578	$4,496
Roofing	-	-	-	-	-	-
Plumbing	-	-	-	$8,820	$14,322	$23,142
HVAC	-	-	-	-	-	-
Electrical	-	-	$3,767	$9,259	-	$13,026
TOTALS	**-**	**-**	**$3,800**	**$20,000**	**$16,900**	**$40,700**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Pump House: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Chapin Park Pump House

Replacement Value: $ 54,120; Inflation rate: 3.0%



5. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structure	Multipurpose Small	1 EA	Good
Play Structure Flooring	Rubber Tile	2,100 SF	Fair
Play Structure	Swing Set, 4 Seats	1 EA	Fair
Play Structure	Multipurpose	1 EA	Good
Sport Apparatus	Soccer	4 EA	Good
Fence	Chain Link	4,000 SF	Fair
Trash Receptacle	Light Duty	7 EA	Fair
Campground Accessories	Grill	1 EA	Fair
Sports Apparatus	Soccer	2 EA	Fair
Shed	Wood	1,000 SF	Fair

General Site Information

Drinking Fountain	Drinking Fountain	2 EA	Fair
Bleachers	Fixed Steel Frame	20 EA	Fair
Play Structure	Swing Set, 4 seats	1 EA	Fair
Trash Receptacle	Medium Duty	4 EA	Fair
Bench	Wood	14 EA	Fair
Sports Apparatus	Soccer Goal	2 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas and drive lanes		
Pedestrian paving and Trails	Concrete sidewalks, asphalt sidewalk		
On-Site Amenities	Chain link fencing		
Ancillary Buildings	Shaded Structure/Gazebo		
Fields and Lots	Baseball fields with natural turf, dugouts, play surfaces, play structure		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.		
Key Issues and Findings	Some sidewalks throughout the site are recommended to be replaced.		

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Roofing	-	-	-	-	$39,680	$39,680
Plumbing	-	-	-	$18,971	-	$18,971
Equipment & Furnishings	-	-	-	-	$4,448	$4,448
Special Construction & Demo	-	-	-	-	$107,435	$107,435
Site Development	-	$19,308	$64,778	$44,803	$786,317	$915,206
Site Pavement	$780	$736	$27,934	$237,273	$283,461	$550,184
Accessibility	$9,750	-	-	-	-	$9,750
TOTALS	**$10,600**	**$20,100**	**$92,800**	**$301,100**	**$1,221,400**	**$1,646,000**

6. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

Areas of note that were either inaccessible or not observed for other reasons are listed here:

- Concession Stand Interior, No key access

7. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The Park was originally constructed in 1983 and renovated in 2016 and 2019. The restroom building was added in 2019.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

A detailed follow-up accessibility study is included as a recommendation because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

8. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

9. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct, and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

10. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Chapin Park, 340 Warner Parrott Road, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling, or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	RESTROOM OVERVIEW

2	CONCESSION STAND OVERVIEW

3	PUMP HOUSE OVERVIEW

4	CONCESSION STAND EXTERIOR DOOR, STEEL

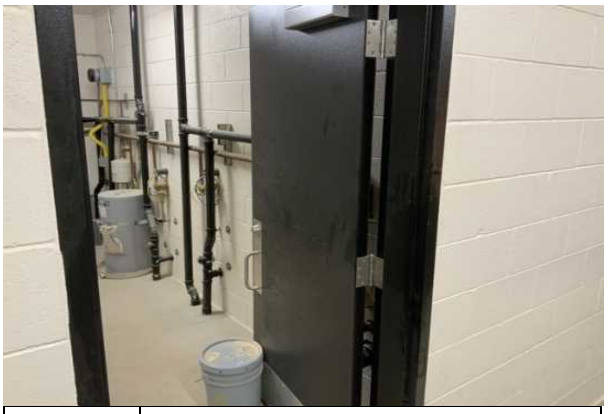
5	RESTROOM EXTERIOR DOOR, STEEL

6	OVERHEAD/DOCK DOOR, ALUMINUM

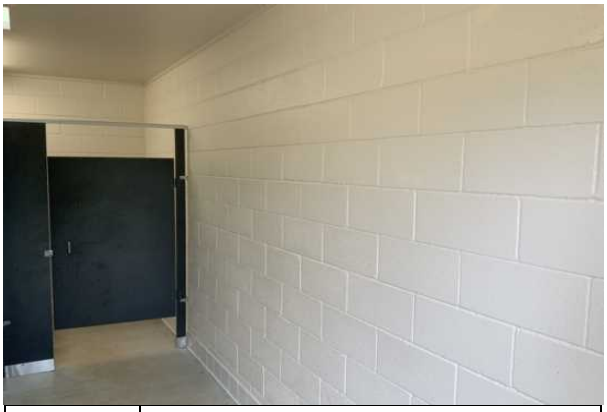
7	RESTROOM ROOFING, METAL

8	PUMP HOUSE ROOFING, METAL

9	ROOFING, ASPHALT SHINGLE

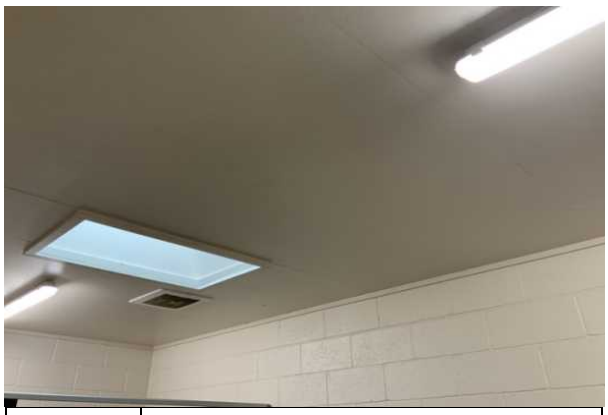


10	INTERIOR DOOR, STEEL



11	WALL FINISHES

12	PLAY SURFACE FLOORING, RUBBER TILE



13	CEILING FINISHES, PAINT

14	PUMP, DOMESTIC WATER

15	WATER HEATER, ELECTRIC

16	BACKFLOW PREVENTER, DOMESTIC WATER

17	TOILET

18	SINK/LAVATORY

19	DRINKING FOUNTAIN

20	URINAL

21	UNIT HEATER, ELECTRIC

22	BASEBOARD HEATER, ELECTRIC

23	BOILER EXPANSION TANK

24	RESTROOM DISTRIBUTION PANEL

25	PUMP HOUSE DISTRIBUTION PANEL

26	BLEACHER, FIXED STEEL FRAME

27	SHED/GAZEBO/SHADE STRUCTURE

28	PARKING LOT, PAVEMENT, ASPHALT

29	PARKING LOT, PAVEMENT

30	SIDEWALK, ASPHALT, REPLACE

31	SIDEWALK, ASPHALT

32	SIDEWALK, CONCRETE

33	SPORTS APPARATUS, PLAYER/DUGOUT BENCHES

34	SPORTS APPARATUS, SOCCER, REGULATION GOAL

35	PLAY STRUCTURE, MULTIPURPOSE

36	PLAY STRUCTURE, SWING SET

37	FENCE, CHAIN LINK

38	TRASH RECEPTACLE, MEDIUM-DUTY

39	PARK BENCH, WOOD

40	EXTERIOR FIXTURE

41	EXTERIOR FIXTURE

42	BASEBALL FIELD

Site Plan

Project Number	Project Name
148392.21R000-020.017	Chapin Park
Source	**On-Site Date**
Google	March 10, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Chapin Park

BV Project Number: 148392.21R000-020.017

Facility History & Interview

	Question	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property? If so, indicate when.			X	No PSQ received
2	Have any ADA improvements been made to the property since original construction? Elaborate, especially if fully or partially addressed as the result of a previous study.	X			
3	Has building ownership/management reported any ADA complaints or litigation?		X		

Site: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Campus Parking				☒
General Exterior Route		Path: parking to park		☐
Site Restrooms				☒
Playgrounds & Pools		Swings and west playground		☐
Site Amenities				☒

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Site Accessibility: Photographic Overview

1 - ACCESSIBLE PARKING AREA

2 – ACCESSIBLE PARKING STALL

3 - PATH OF TRAVEL FROM ADA PARKING TO PARK

4 - CURB CUT

5 – RESTROOM ENTRANCE

6 – ENTRANCE DOOR HARDWARE

Site Accessibility: Photographic Overview

7 – ACCESSIBLE RESTROOM ACCOMMODATIONS

8 - ACCESSIBLE RESTROOM ACCOMMODATIONS

9 - ACCESSIBLE ROUTE TO PLAYGROUND

10 – LACK OF ACCESSIBLE ROUTE TO PLAYGROUND

11 - ACCESSIBLE ROUTE TO CONCESSIONS STAND

12 – ACCESSIBLE ROUTE TO PICNIC SHELTER

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the data and photos above and/or the *Key Findings* section in the body of the report for visuals and/or more specifics about the particular subject site conditions.

Reference Guide

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues
Parking	- Needs full reconstruction - Excessive slopes over 3% require major re-grading - No level locations to add required spaces	- No or non-compliant curb cuts - Moderate difficulty to add required accessible spaces - Slopes close to compliant	- Painting of markings needed - Signage height non-compliant - Signage missing
Exterior Route	- Large areas of sidewalks with excessive slopes - No ramp when needed - Ramps with excessive slopes	- Ramps need rails - Ramps need rail extensions	- One entrance door exterior maneuvering clearance area with excessive slope - Non-compliant signage
Building Entrances	- No compliant entrance exists - Exterior entry door/s not wide enough - Entrance vestibule requires complete reconstruction / reconfiguration due to clearance	- Need significant # of lever handles - Need to add or modify automatic door opener - Entrance vestibule requires limited reconfigurations - Maneuvering door clearance areas with excessive slopes	- A few door knobs instead of lever handles - Non-compliant door threshold
Interior Route	- All or most interior doors appear less than 32” wide - Corridors less than 36” wide - No ramp when needed - Ramps with excessive slopes - Non-compliant treads/risers at means of egress stairways	- Single height drinking fountains - Drinking fountain too high or protrudes into accessible route - Ramps need rails - Ramps need rail extensions - Need significant # of lever handles - Non-compliant rail extensions at egress stairways - All/most door thresholds high	- One door threshold too high - A few door-knobs instead of lever handles - Non-compliant door pressures - Non-compliant signage - Switches not within reach range
Elevators	- No elevator present when required - Elevator cab too small	- Panel control buttons not at compliant height - No hands-free emergency communication system - Elevator only has mechanical stops	- Audible/visual signals at every floor may be lacking - Minor signage / Braille issues
Public Restrooms	- No ADA RR on each accessible floor - Restroom(s) too small - Entire restroom(s) requires renovation - Water closet clearance requires moving walls	- Interior doors appear less than 32” wide - Missing or non-compliant grab bars - Easily fixable clearance issues	- Minor height adjustments required - Non-compliant door pressures - Missing a visual strobe (only required if audible fire alarm already present) - Missing lavatory pipe wraps - Signage not compliant
Kitchens/Kitchenettes	- Clear space for each appliance not present - Clearance between opposing counters too narrow	- Sink and counter too high - Sink knee and toe clearance not provided where required (built-in) - Less than 50% of cabinetry within reach range	- Dispensers not within reach range - Switches not within reach range - Missing sink pipe wraps if knee and toe clearance required
Playgrounds & Pools	- Large areas of surfacing non-compliant - Install compliant play structures - No pool lift provided	- Small area/s of surfacing or equipment non-compliant - Moderate issues with path of travel to playground/pool	- Minor issues with path of travel to playground/pool

Component Condition Report | Chapin Park / Pump House

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Good	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	400 SF	7	2925437
B2050	Building exterior	Excellent	Exterior Door, Steel, Standard	1	39	2925449
Roofing						
B3010	Roof	Fair	Roofing, Metal	230 SF	25	2925446
Plumbing						
D2010	Pump house	Fair	Backflow Preventer, Domestic Water	1	9	2925471
D2010	Pump house	Good	Pump, Circulation/Booster, Domestic Water	1	20	2925457
HVAC						
D3020	Pump house	Good	Boiler Supplemental Components, Expansion Tank	1	33	2925435
Electrical						
D5020	Pump house	Fair	Distribution Panel, 120/240 V	1	5	2925475
D5030	Pump House	Fair	Variable Frequency Drive, VFD, by HP of Motor, 5 HP	1	10	2925420

Component Condition Report | Chapin Park / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Good	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	900 SF	8	2925430
B2050	Building exterior	Good	Overhead/Dock Door, Aluminum, 12'x12' (144 SF)	1	28	2925456
B2050	Building exterior	Good	Exterior Door, Steel, Standard	4	38	2925422
Roofing						
B3010	Roof	Good	Roofing, Metal	1,100 SF	38	2925432
B3020	Roof	Good	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	120 LF	18	2925427
B3060	Roof	Good	Roof Skylight, per unit, up to 20 SF	2	28	2925483
Interiors						
C1090	Restrooms	Good	Toilet Partitions, Plastic/Laminate	4	18	2925448
C2010	Throughout building	Good	Wall Finishes, any surface, Prep & Paint	1,500 SF	8	2925439
C2050	Throughout building	Good	Ceiling Finishes, any flat surface, Prep & Paint	900 SF	8	2925423
Plumbing						
D2010	Restrooms	Good	Toilet, Commercial Water Closet	4	28	2925476
D2010	Restrooms	Good	Sink/Lavatory, Wall-Hung, Enameled Steel	4	28	2925433
D2010	Building exterior	Good	Drinking Fountain, Wall-Mounted, Single-Level	2	13	2925442
D2010	Restrooms	Good	Urinal, Standard	2	28	2925463

Component Condition Report | Chapin Park / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D2010	Mechanical room	Good	Water Heater, Electric, Commercial (12 kW)	1	18	2925468
D2010	Throughout building	Good	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures)	900 SF	38	2925426
HVAC						
D3020	Mechanical room	Good	Unit Heater, Electric	1	18	2925481
Electrical						
D5020	Mechanical room	Good	Distribution Panel, 120/240 V	1	28	2925479
D5040	Throughout building	Good	Interior Lighting System, Full Upgrade, LED	900 SF	18	2925473
Sitework						
G4050	Building exterior	Good	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	7	18	2925478

Component Condition Report | Chapin Park / Concessions Stand

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2020	Building exterior	Fair	Screens & Shutters, Rolling Security Shutter, 10 to 50 SF	2	12	2925451
B2020	Building exterior	Fair	Window, Vinyl-Clad Double-Glazed, up to 15 SF	3	15	2925467
B2050	Building exterior	Good	Exterior Door, Steel, Standard	1	35	2925462
B2050	Building exterior	Fair	Overhead/Dock Door, Steel, 12'x12' (144 SF)	1	10	2925452
Roofing						
B3010	Roof	Fair	Roofing, Asphalt Shingle, 20-Year Standard	650 SF	10	2925477

Component Condition Report | Chapin Park / Site

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Roofing						
B3010	Baseball Fields	Fair	Roofing, Metal	1,300 SF	20	2925434
Plumbing						
D2010	Site	Fair	Drinking Fountain, Exterior/Site, Precast Pedestal	2	7	2925421
D2030	West Playground	Good	Pump, Sump, 3 HP	1	10	2925950
Equipment & Furnishings						
E2010	Site	Fair	Bleachers, Fixed Steel Frame, Aluminum Benches (per Seat)	20	12	2925465
Special Construction & Demo						
F1020	Site	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard	1,000 SF	17	2925461
Pedestrian Plazas & Walkways						
G2010	Walking Trail	Fair	Roadways, Pavement, Asphalt, Seal & Stripe	12,500 SF	3	2925425
G2020	Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	31,200 SF	12	2925424

Component Condition Report | Chapin Park / Site

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
G2020	Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	31,200 SF	3	2925431
G2030	Site	Poor	Sidewalk, Concrete, Small Areas/Sections	30 SF	0	2925441
G2030	Site	Fair	Sidewalk, Asphalt	23,300 SF	7	2925459
G2030	Site	Poor	Sidewalk, Asphalt, Repair	100 SF	1	2925444
Athletic, Recreational & Playfield Areas						
G2050	East Playground	Good	Play Structure, Multipurpose, Very Small	1	15	2925438
G2050	East Playground	Fair	Athletic Surfaces & Courts, Track Surface, Rubber	2,100 SF	3	2925455
G2050	Site	Good	Sports Apparatus, Soccer, Movable Practice Goal	4	10	2925458
G2050	West Playground	Fair	Playfield Surfaces, Chips Wood, 6" Depth	5,300 SF	2	2925480
G2050	Swings	Fair	Playfield Surfaces, Chips Wood, 6" Depth	1,700 SF	2	2925450
G2050	West Playground	Good	Play Structure, Multipurpose, Large	1	15	2925484
G2050	West Playground	Good	Play Structure, Multipurpose, Small	1	15	3141277
G2050	Baseball Fields	Fair	Sports Apparatus, Player/Dugout Benches, 12' Length	8	7	2925474
G2050	Site	Fair	Sports Apparatus, Soccer, Movable Practice Goal	2	3	2925466
G2050	East Playground	Fair	Play Structure, Swing Set, 2 Seats	1	5	2925454
G2050	East Playground	Good	Play Structure, Multipurpose, Small	1	15	2925428
G2050	Playground	Fair	Play Structure, Swing Set, 4 Seats	1	7	2925440
G2050	Site	Fair	Sports Apparatus, Soccer, Regulation Goal	2	3	2925469
Sitework						
G2060	Baseball Fields	Fair	Fences & Gates, Fence, Chain Link 8'	1,000 LF	20	2925453
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 6'	4,000 LF	25	2925436
G2060	Site	Fair	Trash Receptacle, Portable/Light-Duty	7	3	2925445
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	4	10	2925443
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	14	3	2925447
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted	1	12	2925460
G2080	Site	Fair	Irrigation System, Pop-Up Spray Heads, Commercial, Replacement Allowance	250,000 SF	12	2925429
Accessibility						
Y1090	Site	NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2949327

Component Condition Report | Chapin Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	In well bldg.- off Hein Street	NA	Backflow Preventer, Domestic Water, 3 IN	1	0	2948564

Replacement Reserves Report

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Chapin Park	$6,760	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$6,760**
Chapin Park / Concessions Stand	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$11,566	$0	$4,448	$0	$0	$3,646	$0	$0	$0	$0	$0	**$19,660**
Chapin Park / Pump House	$0	$0	$0	$0	$0	$3,768	$0	$1,919	$0	$8,820	$9,260	$0	$0	$0	$0	$0	$0	$2,578	$0	$0	$14,322	**$40,667**
Chapin Park / Restrooms	$0	$0	$0	$0	$0	$0	$0	$0	$11,116	$0	$0	$0	$0	$4,582	$0	$0	$0	$0	$72,216	$0	$0	**$87,913**
Chapin Park / Site	$10,530	$736	$19,308	$67,852	$0	$24,866	$0	$228,369	$55,440	$0	$17,244	$25,193	$673,002	$57,588	$27,529	$116,458	$0	$137,517	$52,817	$0	$131,250	**$1,645,700**
Grand Total	**$17,290**	**$736**	**$19,308**	**$67,852**	**$0**	**$28,634**	**$0**	**$230,288**	**$66,555**	**$8,820**	**$38,069**	**$25,193**	**$677,450**	**$62,170**	**$27,529**	**$120,104**	**$0**	**$140,095**	**$125,033**	**$0**	**$145,573**	**$1,800,700**

Chapin Park

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2948564	Backflow Preventer, Domestic Water, 3 IN, Replace	30	30	0	1	EA	$6,760.00	$6,760	$6,760																					**$6,760**
Totals, Unescalated										**$6,760**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$6,760**
Totals, Escalated (3.0% inflation, compounded annually)										**$6,760**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$6,760**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Chapin Park / Concessions Stand

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2020	2925467	Window, Vinyl-Clad Double-Glazed, up to 15 SF, Replace	30	15	15	3	EA	$780.00	$2,340																$2,340						**$2,340**
B2020	2925451	Screens & Shutters, Rolling Security Shutter, 10 to 50 SF, Replace	20	8	12	2	EA	$1,560.00	$3,120													$3,120									**$3,120**
B2050	2925452	Overhead/Dock Door, Steel, 12'x12' (144 SF), Replace	30	20	10	1	EA	$4,160.00	$4,160											$4,160											**$4,160**
B3010	2925477	Roofing, Asphalt Shingle, 20-Year Standard, Replace	20	10	10	650	SF	$6.84	$4,446											$4,446											**$4,446**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$8,606**	**$0**	**$3,120**	**$0**	**$0**	**$2,340**	**$0**	**$0**	**$0**	**$0**	**$0**	**$14,066**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$11,566**	**$0**	**$4,448**	**$0**	**$0**	**$3,646**	**$0**	**$0**	**$0**	**$0**	**$0**	**$19,660**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Chapin Park / Pump House

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2925437	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	3	7	400	SF	$3.90	$1,560								$1,560											$1,560				**$3,120**
D2010	2925457	Pump, Circulation/Booster, Domestic Water, Replace	25	5	20	1	EA	$7,930.00	$7,930																					$7,930	**$7,930**
D2010	2925471	Backflow Preventer, Domestic Water, Replace	30	21	9	1	EA	$6,760.00	$6,760										$6,760												**$6,760**
D5020	2925475	Distribution Panel, 120/240 V, Replace	30	25	5	1	EA	$3,250.00	$3,250						$3,250																**$3,250**
D5030	2925420	Variable Frequency Drive, VFD, by HP of Motor, 5 HP, Replace	20	10	10	1	EA	$6,890.00	$6,890											$6,890											**$6,890**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$3,250**	**$0**	**$1,560**	**$0**	**$6,760**	**$6,890**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,560**	**$0**	**$0**	**$7,930**	**$27,950**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$3,768**	**$0**	**$1,919**	**$0**	**$8,820**	**$9,260**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$2,578**	**$0**	**$0**	**$14,322**	**$40,667**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Chapin Park / Restrooms

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2925430	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	2	8	900	SF	$3.90	$3,510										$3,510									$3,510			**$7,020**
B3020	2925427	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	20	2	18	120	LF	$11.70	$1,404																			$1,404			**$1,404**
C1090	2925448	Toilet Partitions, Plastic/Laminate, Replace	20	2	18	4	EA	$975.00	$3,900																			$3,900			**$3,900**
C2010	2925439	Wall Finishes, any surface, Prep & Paint	10	2	8	1500	SF	$1.95	$2,925										$2,925									$2,925			**$5,850**
C2050	2925423	Ceiling Finishes, any flat surface, Prep & Paint	10	2	8	900	SF	$2.60	$2,340										$2,340									$2,340			**$4,680**
D2010	2925468	Water Heater, Electric, Commercial (12 kW), Replace	20	2	18	1	EA	$16,120.00	$16,120																			$16,120			**$16,120**
D2010	2925442	Drinking Fountain, Wall-Mounted, Single-Level, Replace	15	2	13	2	EA	$1,560.00	$3,120														$3,120								**$3,120**
D3020	2925481	Unit Heater, Electric, Replace	20	2	18	1	EA	$1,560.00	$1,560																			$1,560			**$1,560**
D5040	2925473	Interior Lighting System, Full Upgrade, LED, Replace	20	2	18	900	SF	$7.80	$7,020																			$7,020			**$7,020**
G4050	2925478	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	2	18	7	EA	$520.00	$3,640																			$3,640			**$3,640**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$8,775**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,120**	**$0**	**$0**	**$0**	**$0**	**$42,419**	**$0**	**$0**	**$54,314**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$11,116**	**$0**	**$0**	**$0**	**$0**	**$0**	**$4,582**	**$0**	**$0**	**$0**	**$0**	**$72,216**	**$0**	**$0**	**$87,913**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Chapin Park / Site

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B3010	2925434	Roofing, Metal, Replace	40	20	20	1300	SF	$16.90	$21,970																					$21,970	**$21,970**
D2010	2925421	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	8	7	2	EA	$4,680.00	$9,360								$9,360															**$9,360**
D2030	2925950	Pump, Sump, 3 HP, Replace	15	5	10	1	EA	$5,551.00	$5,551											$5,551											**$5,551**
E2010	2925465	Bleachers, Fixed Steel Frame, Aluminum Benches (per Seat), Replace	25	13	12	20	EA	$156.00	$3,120													$3,120									**$3,120**
F1020	2925461	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard, Replace	30	13	17	1000	SF	$65.00	$65,000																		$65,000				**$65,000**
G2010	2925425	Roadways, Pavement, Asphalt, Seal & Stripe	5	2	3	12500	SF	$0.59	$7,313				$7,313					$7,313					$7,313					$7,313			**$29,250**
G2020	2925431	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	2	3	31200	SF	$0.59	$18,252				$18,252					$18,252					$18,252					$18,252			**$73,008**
G2020	2925424	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	13	12	31200	SF	$4.55	$141,960													$141,960									**$141,960**
G2030	2925441	Sidewalk, Concrete, Small Areas/Sections, Replace	50	50	0	30	SF	$26.00	$780	$780																					**$780**
G2030	2925444	Sidewalk, Asphalt, Repair	25	24	1	100	SF	$7.15	$715		$715																				**$715**
G2030	2925459	Sidewalk, Asphalt, Replace	25	18	7	23300	SF	$7.15	$166,595								$166,595														**$166,595**
G2050	2925455	Athletic Surfaces & Courts, Track Surface, Rubber, Replace	10	7	3	2100	SF	$6.50	$13,650				$13,650										$13,650								**$27,300**
G2050	2925466	Sports Apparatus, Soccer, Movable Practice Goal, Replace	15	12	3	2	EA	$910.00	$1,820				$1,820																$1,820		**$3,640**
G2050	2925469	Sports Apparatus, Soccer, Regulation Goal, Replace	20	17	3	2	EA	$3,250.00	$6,500				$6,500																		**$6,500**
G2050	2925474	Sports Apparatus, Player/Dugout Benches, 12' Length, Replace	15	8	7	8	EA	$810.00	$6,480								$6,480														**$6,480**
G2050	2925458	Sports Apparatus, Soccer, Movable Practice Goal, Replace	15	5	10	4	EA	$910.00	$3,640											$3,640											**$3,640**
G2050	2925480	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	5300	SF	$2.60	$13,780			$13,780			$13,780			$13,780			$13,780			$13,780			$13,780			$13,780	**$96,460**
G2050	2925450	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	1700	SF	$2.60	$4,420			$4,420			$4,420			$4,420			$4,420			$4,420			$4,420			$4,420	**$30,940**
G2050	2925454	Play Structure, Swing Set, 2 Seats, Replace	20	15	5	1	EA	$3,250.00	$3,250						$3,250																**$3,250**
G2050	2925440	Play Structure, Swing Set, 4 Seats, Replace	20	13	7	1	EA	$3,250.00	$3,250								$3,250														**$3,250**
G2050	2925438	Play Structure, Multipurpose, Very Small, Replace	20	5	15	1	EA	$3,250.00	$3,250																$3,250						**$3,250**
G2050	2925484	Play Structure, Multipurpose, Large, Replace	20	5	15	1	EA	$45,500.00	$45,500																$45,500						**$45,500**
G2050	3141277	Play Structure, Multipurpose, Small, Replace	20	5	15	1	EA	$13,000.00	$13,000																$13,000						**$13,000**
G2050	2925428	Play Structure, Multipurpose, Small, Replace	20	5	15	1	EA	$13,000.00	$13,000																$13,000						**$13,000**
G2060	2925445	Trash Receptacle, Portable/Light-Duty, Replace	15	12	3	7	EA	$520.00	$3,640				$3,640																$3,640		**$7,280**
G2060	2925447	Park Bench, Wood/Composite/Fiberglass, Replace	20	17	3	14	EA	$780.00	$10,920				$10,920																		**$10,920**
G2060	2925443	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	4	EA	$910.00	$3,640											$3,640											**$3,640**
G2060	2925453	Fences & Gates, Fence, Chain Link 8', Replace	40	20	20	1000	LF	$32.50	$32,500																					$32,500	**$32,500**
G2060	2925460	Signage, Property, Building or Pole-Mounted, Replace	20	8	12	1	EA	$1,950.00	$1,950													$1,950									**$1,950**
G2080	2925429	Irrigation System, Pop-Up Spray Heads, Commercial, Replacement Allowance	20	8	12	250000	SF	$1.30	$325,000													$325,000									**$325,000**
Y1090	2949327	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	0	0	0	1	EA	$9,750.00	$9,750	$9,750																					**$9,750**
Totals, Unescalated										**$10,530**	**$715**	**$18,200**	**$62,095**	**$0**	**$21,450**	**$0**	**$185,685**	**$43,765**	**$0**	**$12,831**	**$18,200**	**$472,030**	**$39,215**	**$18,200**	**$74,750**	**$0**	**$83,200**	**$31,025**	**$0**	**$72,670**	**$1,164,559**
Totals, Escalated (3.0% inflation, compounded annually)										**$10,530**	**$736**	**$19,308**	**$67,852**	**$0**	**$24,866**	**$0**	**$228,369**	**$55,440**	**$0**	**$17,244**	**$25,193**	**$673,002**	**$57,588**	**$27,529**	**$116,458**	**$0**	**$137,517**	**$52,817**	**$0**	**$131,250**	**$1,645,700**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Clackamette Park
1955 Clackamette Drive
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-021.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 17, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	1955 Clackamette Drive, Oregon City, Oregon 97045
Site Developed	1994 Renovated 2015
Lot Size	25 acres (estimated)
Number of Substantial Buildings	1
Parking Spaces	Main Park: 35 total spaces all in open lots; 1 of which are accessible. Boat Launch: 60 total spaces all in open lots; 2 of which are accessible. RV Park: 27 total spaces all in open lots
Date(s) of Visit	March 17, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly, Facilities Maintenance Specialist 503.519.0377 jwaverly@orcity.org
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.cave@bvna.com 800.733.0660 x6654
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The park was constructed in 1994. The boat ramp was renovated in 2015. There is an RV parking lot, a boat ramp, restroom building, and overflow parking lot which is available for public use.

Architectural

The Main Park Restroom Building is made of CMU block in fair condition. The roof is made out of metal. There are no windows throughout the building just spaces between the CMU blocks. The exterior doors are made of steel and are in fair condition. Property management reported that the existing restroom facilities are inadequate for park needs and that a new restroom should be added.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is no HVAC and fire suppression and fire alarm for the Main Park Restroom Building.

There is a main panel located at the rear of the restroom building.

The sink, toilet, and urinals are in fair condition. There are backflows throughout the property that are recommended to be replaced.

Site and Amenities

The walking paths throughout the Park are in poor condition with significant tripping hazards and it is recommended to be replaced.

Property management reported that due to changes in the river flow and annual flooding that the existing boat ramp facility needs to be relocated and that the RV park and overflow parking areas need to be switched. Allowance costs for both scopes of work have been included in the tables.

Recommended Additional Studies

Some areas of the facility were identified as having major or moderate accessibility issues. Bureau Veritas recommends a study be performed to take measurements, provide additional itemized details, research local requirements, and, if necessary, estimate the scope and cost of any required improvements. The cost of this study is included in the cost tables. Due to the lack of measurements and itemized findings at this point in time, the costs for any possible subsequent repairs or improvements are not currently included.

Immediate Needs

Facility/Building	Total Items	Total Cost
Clackamette Park	3	$42,300
Total	**3**	**$42,300**

Clackamette Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2939411	Clackamette Park		Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
2931723	Clackamette Park	Front parking lot overflow	G2020	Parking Lots, Pavement, Asphalt, Seal & Stripe	NA	Performance/Integrity	$11,700
2938924	Clackamette Park	Multiple Locations	D2010	Backflow Preventer, Domestic Water, Various Sizes, Replace	Poor	Performance/Integrity	$20,800
Total (3 items)							**$42,300**

Key Findings

Sidewalk in Poor condition.

Asphalt
Clackamette Park Main Park

Uniformat Code: G2031
Recommendation: **Replace in 2023**

Priority Score: **85.7**

Plan Type:
Performance/Integrity

Cost Estimate: $200,200

$$$$

There is significant tripping hazards throughout the site. Vegetation is growing through the sidewalk cracks. - AssetCALC ID: 2931696

Parking Lots

Pavement, Asphalt
Clackamette Park Front parking lot overflow

Uniformat Code: G2021
Recommendation: **Seal & Stripe in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $11,700

**$$**$$

There is no striping for this parking lot. - AssetCALC ID: 2931723

Backflow Preventer in Poor condition.

Domestic Water, Various Sizes
Clackamette Park Multiple Locations

Uniformat Code: D2014
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $20,800

**$$**$$

Recommended to replace backflow - AssetCALC ID: 2938924

Parking Lots in Poor condition.

Pavement, Asphalt
Clackamette Park Main Park

Uniformat Code: G2021
Recommendation: **Seal & Stripe in 2022**

Priority Score: **84.8**

Plan Type:
Performance/Integrity

Cost Estimate: $8,800

**$**$$$

Striping throughout main parking lot is fading. - AssetCALC ID: 2931741

Parking Lots in Poor condition.

Pavement, Asphalt
Boat Ramp Clackamette Park Boat Drop-Off

Uniformat Code: G2021
Recommendation: **Seal & Stripe in 2022**

Priority Score: **84.8**

Plan Type: Performance/Integrity

Cost Estimate: $32,800

**$$**$$

Striping is coming off throughout parking lot. ADA needs to be restriped symbol for accessibility has disappeared in designated parking spots. - AssetCALC ID: 2931708

ADA Miscellaneous

Level III Study, Includes Measurements
Clackamette Park

Uniformat Code: Y1091
Recommendation: **Evaluate/Report in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: $9,800

**$**$$$

There are significant tripping hazards throughout the main park sidewalks. - AssetCALC ID: 2939411

Boat Launch in Poor condition.

Ramp and Supporting Improvements
Boat Ramp Clackamette Park Boar Launch

Uniformat Code: G2053
Recommendation: **Relocate in 2023**

Priority Score: **56.7**

Plan Type: Modernization/Adaptation

Cost Estimate: $1,300,000

$$$$

Property management report that river is undermining existing facilities and a full relocation is required. Allowance cost provided by property management - AssetCALC ID: 3147552

Recreational Vehicle Park in Poor condition.

Ramp and Supporting Improvements
RV Park Clackamette Park Overflow Parking and RV Park

Uniformat Code: G2053
Recommendation: **Relocate in 2023**

Priority Score: **56.7**

Plan Type: Modernization/Adaptation

Cost Estimate: $1,196,000

$$$$

POC reported that existing RV subject to flooding necessitating relocation to current overflow parking. Overflow parking to then be relocated to current RV parking area. Cost allowance provided by property management - AssetCALC ID: 3147553

Restroom/Comfort Station

Permanent, w/ Plumbing (per Fixture)
Restroom Clackamette Park

Uniformat Code: F1024
Recommendation: **Replace in 2056**

Priority Score: **54.0**

Plan Type:
Modernization/Adaptation

Cost Estimate: $292,500

$$$$

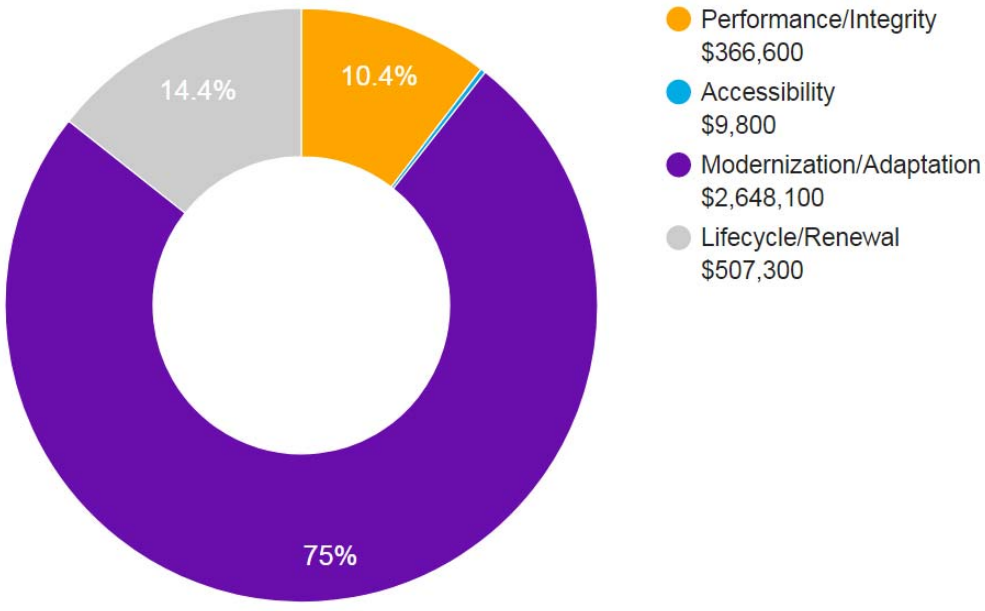
POC reports that existing restroom inadequate for property demands and that a new restroom building required. Allowance cost provided by management - AssetCALC ID: 3147551

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $3,531,800

2. Restroom Building

Restroom Building: Systems Summary

Address	1955 Clackamette Drive Oregon City, Oregon 97045	
Constructed/Renovated	1994	
Building Size	650 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Steel frame with concrete-topped metal decks	Fair
Façade	Painted CMU with no windows	Fair
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted CMU Floors: Painted concrete Ceilings: Wood paneling	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste and venting Gas water heaters Toilets, urinals, and sinks in all restrooms	Fair
HVAC	N/A	--

Restroom Building: Systems Summary

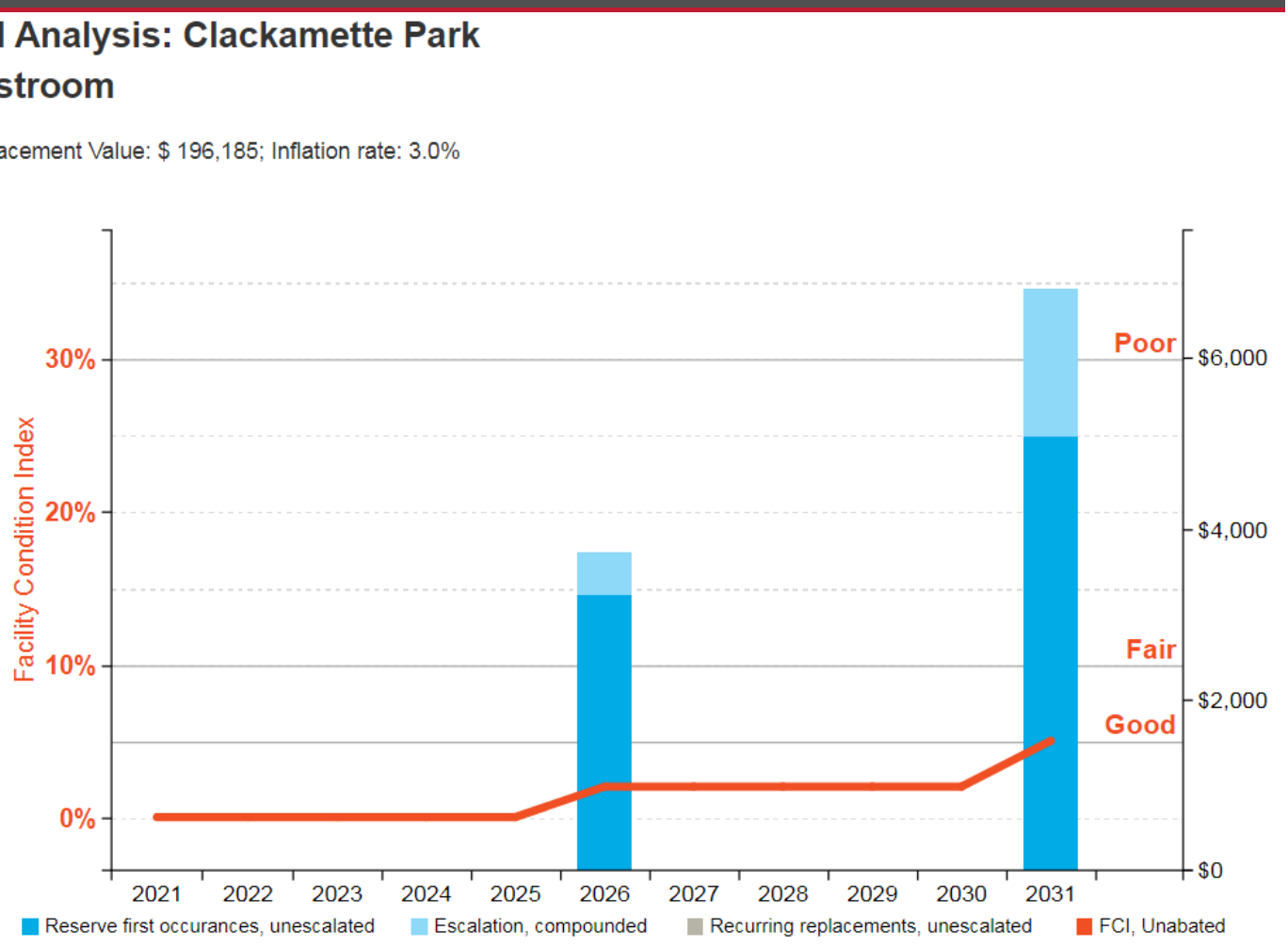
Fire Suppression	N/A	--
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: N/A	Fair
Fire Alarm	N/A	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	There are no significant issues found at this time.	

Restroom Building: Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	-	$51,184	$51,184
Roofing	-	-	-	-	$34,949	$34,949
Interiors	-	-	$3,728	-	$23,441	$27,169
Plumbing	-	-	-	-	$27,928	$27,928
Electrical	-	-	-	$6,813	$4,695	$11,508
TOTALS	**-**	**-**	**$3,800**	**$6,900**	**$142,200**	**$152,900**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time



3. RV Park

Amenity A

Location / GPS	45°22'12.20"North, 122°36'12.44"West		
Overall Condition	Fair		
Asset	*Description*	*Quantity*	*Condition*
Shed	Wood	300 SF	Fair
Parking Lot	Aggregate/Stone	60,000 SF	Fair
Sidewalk	Asphalt	7,000 EA	Fair
Picnic Table	Metal-powder Coated	1 EA	Fair
Pole Light	LED	3 EA	Fair
Accessibility	Presently it does not appear an accessibility study is needed for this building.		
Key Issues and Findings	Backflow preventers recommended to be replaced.		

RV Park: Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Special Construction & Demo	-	-	-	-	$15,190	$15,190
Site Utilities	-	-	-	$22,013	-	$22,013
Site Pavement	-	-	$119,325	$146,755	$201,756	$467,836
Site Development	-	-	-	$1,485	-	$1,485
TOTALS	**-**	**-**	**$119,400**	**$170,300**	**$217,000**	**$506,700**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

4. Boat Ramp

Boat Ramp

Location / GPS	45°22'18.90"North, 122°36'9.06"West		
Overall Condition	Fair		
Asset	*Description*	*Quantity*	*Condition*
Parking Lot	Pavement	56,000 SF	Poor
Sidewalk	Concrete	2000 SF	Fair
Stairs	Concrete	150 LF	Fair
Pole Light	LED	3 EA	Fair
Accessibility	Presently it does not appear an accessibility study is needed for this building.		
Key Issues and Findings	The parking lot striping is coming off throughout the parking lot.		

Boat Ramp: Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Pavement	-	$33,742	$9,494	$39,117	$588,804	$671,157
Site Development	-	$1,379,170	-	-	-	$1,379,170
Site Utilities	-	-	-	$20,965	-	$20,965
TOTALS	**-**	**$1,413,000**	**$9,500**	**$60,100**	**$588,900**	**$2,071,500**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

5. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Drinking Fountain	Wall-Mounted	1 EA	Fair
Bleachers	Up to 15 Seats	1 Bleacher with 50 Seats	Fair
Shed/Gazebo/Shade	Wood or Metal Framed	1000 SF	Fair
Shed/Gazebo/Shade	Wood or Metal Framed	500 SF	Fair
Shed/Gazebo/Shade	Wood or Metal Framed	1000 SF	Fair
Shed/Gazebo/Shade	Wood or Metal Framed	450 SF	Fair
Sidewalk	Asphalt	26,000 SF	Poor
Sidewalk	Concrete	650 SF	Fair
Athletic Surface	Skate Park, Concrete	8,000 SF	Fair

General Site Information

Playground Surface	Chips Wood 6”	300 SF	Fair
Playground Structure	Swing Set, 4 seats	1 EA	Fair
Park Bench	Metal Powder Coated	10 EA	Fair
Trash Receptacle	Medium Duty	4 EA	Fair
Picnic Table	Wood/Composite/Fiberglass	21 EA	Fair
Fence	Wrought Iron	140 LF	Fair
Fence	Chain Link	200 LF	Fair
Site Walkway Light Fixture	Bollard	4 EA	Fair
Pole Light	LED	14 EA	Fair
Landscaping and Topography	Heavy landscaping features Irrigation present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas, signage		
Pedestrian paving and Trails	Concrete sidewalks, gravel trails		
On-Site Amenities	Chain link fencing, wrought iron fencing, picnic tables, bench		
Ancillary Buildings	Picnic shelters		
Fields and Lots	Play surfaces, play structure		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		

General Site Information

Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.
Key Issues and Findings	Significant sidewalk trip hazards on asphalt sidewalks. Backflow preventers recommended to be replaced. Parking lot striping is fading throughout.

General Site: Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Plumbing	$20,800	-	-	$1,918	-	$22,718
Equipment & Furnishings	-	-	-	-	$12,152	$12,152
Special Construction & Demo	-	-	-	-	$149,367	$149,367
Site Utilities	-	-	-	$107,619	-	$107,619
Site Development	-	$1,270,215	$1,507	$64,276	$750,536	$2,086,534
Site Pavement	$11,700	$221,430	$13,563	$26,200	$344,215	$617,108
Accessibility	$9,750	-	-	-	-	$9,750
TOTALS	**$42,300**	**$1,491,700**	**$15,100**	**$200,100**	**$1,256,300**	**$3,005,500**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

6. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

7. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e., city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The park was originally constructed in 1994 and substantially renovated in 2015.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Main Park Restroom	1994 / 2015	No	No
Boat Drop-Off	1994 / 2015	No	No
RV Park	1994 / 2015	No	No

Park: Accessibility Summary

General Site	1994 / 2015	No	Yes

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

8. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed, or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

9. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct, and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

10. Certification

City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Clackamette Park, 1955 Clackamette Drive, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling, or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	FRONT ELEVATION

2	LEFT ELEVATION

3	REAR ELEVATION

4	RIGHT ELEVATION

5	BOAT LAUNCH OVERVIEW

6	RV PARK OVERVIEW

7	EXTERIOR WALLS, CONCRETE BLOCK

8	EXTERIOR DOOR, STEEL

9	RESTROOM OVERVIEW

10	FLOORING

11	CEILING FINISHES, WOOD PANELING

12	WATER HEATER, ELECTRIC

13	DRINKING FOUNTAIN

14	SINK/LAVATORY

15	TOILET

16	URINAL

17	DISTRIBUTION PANEL

18	MAIN PARK SHED/GAZEBO/SHADE STRUCTURE

19	RV PARK SHED/GAZEBO/SHADE STRUCTURE

20	MAIN PARK SHED/GAZEBO/SHADE STRUCTURE

21	RV PARKING LOT, GRAVEL

22	MAIN PARK PARKING LOT, ASPHALT

23	BOAT DROP OFF PARKING LOT, ASPHALT

24	OVERFLOW PARKING LOT, ASPHALT

25	MAIN PARKING LOT, SEAL AND STRIPE

26	SIDEWALK, CONCRETE

27	SIDEWALK, ASPHALT

28	BOAT LAUNCH RAMP, CONCRETE

29	PLAY STRUCTURE, SWING SET

30	PARK BENCH, METAL POWDER

31	TRASH RECEPTACLE, MEDIUM-DUTY

32	FENCE, WROUGHT IRON

33	FENCE, CHAIN LINK

34	PICNIC TABLE, WOOD

35	SKATEPARK OVERVIEW

36	MAIN PARK OVERVIEW

Site Plan

Project Number	Project Name
148392.21R000-021.017	Clackamette Park The City of Oregon City
Source	**On-Site Date**
Google	March 17, 2021

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Clackamette Park

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 27 years

Date Completed: 3/17/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

	Data Overview	Response		
1	Year(s) constructed	Constructed: 1994	Renovated: 2015	Boat launch was renovated.
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		X			
8	Are there any wall, window, basement or roof leaks?		X			
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?		X			
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?		X			
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?		X			
15	Are there any problems or inadequacies with exterior lighting?		X			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Clackamette Park

BV Project Number: 148392.21R000-021.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Clackamette Park: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking				X
Exterior Accessible Route		Sidewalk has tripping hazards throughout		
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms				X
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools				X
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Clackamette Park: Photographic Overview

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

Accessible ramp or path

Curb cut or 2nd pathway

Toilet stall overview

Sink, faucet handles and/or accessories

Clackamette Park: Photographic Overview

Accessible route to playground/pool

Overview of playground/pool

Component Condition Report | Clackamette Park / Restroom

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Main Park Restroom	Fair	Exterior Walls, Concrete Block (CMU), 1-2 Story Building	1,000 SF	20	2931694
B2050	Main Park Restroom	Fair	Exterior Door, Steel, Standard	3	20	2931709
Roofing						
B3010	Main Park Restroom	Fair	Roofing, Metal	800 SF	20	2931925
B3060	Main Park Restroom	Fair	Roof Skylight, per unit, up to 20 SF	4	15	2931716
Interiors						
C2010	Main Park Restroom	Fair	Wall Finishes, any surface, Prep & Paint	1,000 SF	5	2931742
C2030	Main Park Restroom	Fair	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	650 SF	5	2931736
C2050	Main Park Restroom	Fair	Ceiling Finishes, Wood Paneling	650 SF	15	2931695
Plumbing						
D2010	Main Park Restroom	Fair	Urinal, Standard	1	15	2931743
D2010	Main Park Restroom	Fair	Sink/Lavatory, Wall-Hung, Enameled Steel	2	15	2931739
D2010	Main Park Restroom	Fair	Toilet, Commercial Water Closet	3	15	2931705
D2010	Main Park Restroom	Fair	Sink/Lavatory, Service Sink, Wall-Hung	1	20	2931737
D2010	Main Park Restroom	Fair	Plumbing System, Supply & Sanitary, Low Density (excludes fixtures)	650 SF	20	2931740
Electrical						
D5020	Main Park Restroom	Fair	Distribution Panel, 120/208 V	1	20	2931724

Component Condition Report | Clackamette Park / Restroom

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity		RUL	ID
D5040	Main Park Restroom	Fair	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures	650	SF	10	2931703

Component Condition Report | Clackamette Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity		RUL	ID
Plumbing							
D2010	Multiple Locations	Poor	Backflow Preventer, Domestic Water, Various Sizes [No tag/plate found]	5		0	2938924
D2010	Main Park	Fair	Drinking Fountain, Wall-Mounted, Single-Level	1		7	2931738
Equipment & Furnishings							
E2010	Main Park	Fair	Bleachers, Fixed Steel Frame, Aluminum Benches (per Seat)	50		15	2931726
Special Construction & Demo							
F1020	Main Park	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	1,000	SF	15	2931732
F1020		NA	Restroom/Comfort Station, Permanent, w/ Plumbing (per Fixture)	9		35	3147551
F1020	Main Park	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	500	SF	15	2931697
F1020	Main Park	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	1,000	SF	15	2931700
F1020	Main Park	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	450	SF	15	2931722
Pedestrian Plazas & Walkways							
G2020	Main Park	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	15,000	SF	15	2931728

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity		RUL	ID
G2020	Front parking lot overflow	NA	Parking Lots, Pavement, Asphalt, Seal & Stripe	20,000	SF	0	2931723
G2020	Front parking lot overflow	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	20,000	SF	15	2931712
G2020	Main Park	Poor	Parking Lots, Pavement, Asphalt, Seal & Stripe	15,000	SF	1	2931741
G2030	Main Park	Fair	Sidewalk, Concrete, Small Areas/Sections	650	SF	20	2931729
G2030	Main Park	Poor	Sidewalk, Asphalt	28,000	SF	2	2931696
Athletic, Recreational & Playfield Areas							
G2050	Main Park	Fair	Athletic Surfaces & Courts, Skate Park, Concrete Pavement, Replace/Install	8,000	SF	15	2931735
G2050	Main Park	Fair	Playground Surfaces, Engineered Wood Fiber, Chips 8-12" Depth	500	SF	2	2931701
G2050	Main Park	Fair	Play Structure, Swing Set, 4 Seats	1		10	2931718
G2050	Overflow Parking and RV Park	Poor	Recreational Vehicle Park, Ramp and Supporting Improvements, Relocate	1		2	3147553
Sitework							
G2060	Main Park	Fair	Park Bench, Metal Powder-Coated	10		10	2931734
G2060	Main Park	Fair	Trash Receptacle, Medium-Duty Metal or Precast	4		10	2931710
G2060	Main Park	Fair	Fences & Gates, Fence, Wrought Iron 4'	140	LF	20	2931707
G2060	Main Park	Fair	Fences & Gates, Fence, Chain Link 4'	200	LF	10	2931698
G2060	Main Park	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1		10	2931699
G2060	Main Park	Fair	Picnic Table, Wood/Composite/Fiberglass	21		10	2931714
G4050	Main Park	Fair	Site Walkway Fixture w/ Lamp, Bollard Style, Replace/Install	4		10	2931725

Component Condition Report | Clackamette Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
G4050	Main Park	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	2	10	2931720
G4050	Main Park	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	12	10	2931706
Accessibility						
Y1090		NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2939411

Component Condition Report | Clackamette Park / RV Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Special Construction & Demo						
F1020	RV Park	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	300 SF	15	2931711
Pedestrian Plazas & Walkways						
G2020	RV Park	Fair	Parking Lots, Aggregate/Stone, Surface Gravel, Replenish	60,000 SF	3	2931715
G2030	RV Park	Fair	Sidewalk, Asphalt, Overlay	7,000 SF	15	2931713
Sitework						
G2060	RV Park	Fair	Picnic Table, Metal Powder-Coated	1	10	2931704
G4050	RV Park	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, 1000 W	3	10	2931727

Component Condition Report | Clackamette Park / Boat Ramp

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2020	Boat Drop-Off	Poor	Parking Lots, Pavement, Asphalt, Seal & Stripe	56,000 SF	1	2931708

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity		RUL	ID
G2020	Boat Drop-Off	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	56,000	SF	15	2931733
G2030	Boat Drop-Off	Fair	Sidewalk, Concrete, Small Areas/Sections	2,000	SF	20	2931719
G2030	Boat Drop-Off	Fair	Site Stairs & Ramps, Steps, Concrete (per LF of nosing)	150	LF	5	2931731
Athletic, Recreational & Playfield Areas							
G2050	Boar Launch	Poor	Boat Launch, Ramp and Supporting Improvements, Relocate	1		2	3147552
Sitework							
G4050	Boat Drop-Off	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	3		10	2931702

Replacement Reserves Report

Clackamette Park

7/16/2021

ID	Building	Cost Description	Location Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
2938924		Backflow Preventer, Domestic Water, Various Sizes, Replace	Multiple Locations	30	30	0	5	EA	$4,160.00	$20,800	$20,800																					$20,800
2931738		Drinking Fountain, Wall-Mounted, Single-Level, Replace	Main Park	15	8	7	1	EA	$1,560.00	$1,560								$1,560														$1,560
2931726		Bleachers, Fixed Steel Frame, Aluminum Benches (per Seat), Replace	Main Park	25	10	15	50	EA	$156.00	$7,800																$7,800						$7,800
2931732		Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	Main Park	30	15	15	1000	SF	$32.50	$32,500																$32,500						$32,500
2931697		Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	Main Park	30	15	15	500	SF	$32.50	$16,250																$16,250						$16,250
2931700		Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	Main Park	30	15	15	1000	SF	$32.50	$32,500																$32,500						$32,500
2931722		Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	Main Park	30	15	15	450	SF	$32.50	$14,625																$14,625						$14,625
2931723		Parking Lots, Pavement, Asphalt, Seal & Stripe	Front parking lot overflow	5	5	0	20000	SF	$0.59	$11,700	$11,700					$11,700					$11,700					$11,700				$11,700		$58,500
2931741		Parking Lots, Pavement, Asphalt, Seal & Stripe	Main Park	5	4	1	15000	SF	$0.59	$8,775		$8,775					$8,775						$8,775				$8,775					$35,100
2931728		Parking Lots, Pavement, Asphalt, Mill & Overlay	Main Park	25	10	15	15000	SF	$4.55	$68,250																$68,250						$68,250
2931712		Parking Lots, Pavement, Asphalt, Mill & Overlay	Front parking lot overflow	25	10	15	20000	SF	$4.55	$91,000																$91,000						$91,000
2931696		Sidewalk, Asphalt, Replace	Main Park	25	23	2	28000	SF	$7.15	$200,200			$200,200																			$200,200
2931729		Sidewalk, Concrete, Small Areas/Sections, Replace	Main Park	50	30	20	650	SF	$26.00	$16,900																					$16,900	$16,900
2931735		Athletic Surfaces & Courts, Skate Park, Concrete Pavement, Replace/Install	Main Park	30	15	15	8000	SF	$58.50	$468,000																$468,000						$468,000
3147553		Recreational Vehicle Park, Ramp and Supporting Improvements, Relocate	Overflow Parking and RV Park	50	48	2	1	EA	$1,196,000.00	$1,196,000			$1,196,000																			$1,196,000
2931701		Playground Surfaces, Engineered Wood Fiber, Chips 8-12" Depth, Replace	Main Park	3	1	2	500	SF	$2.60	$1,300			$1,300			$1,300			$1,300			$1,300			$1,300			$1,300			$1,300	$9,100
2931718		Play Structure, Swing Set, 4 Seats, Replace	Main Park	20	10	10	1	EA	$3,250.00	$3,250											$3,250											$3,250
2931734		Park Bench, Metal Powder-Coated, Replace	Main Park	20	10	10	10	EA	$910.00	$9,100											$9,100											$9,100
2931710		Trash Receptacle, Medium-Duty Metal or Precast, Replace	Main Park	20	10	10	4	EA	$1,105.00	$4,420											$4,420											$4,420
2931698		Fences & Gates, Fence, Chain Link 4', Replace	Main Park	40	30	10	200	LF	$23.40	$4,680											$4,680											$4,680
2931714		Picnic Table, Wood/Composite/Fiberglass, Replace	Main Park	20	10	10	21	EA	$1,105.00	$23,205											$23,205											$23,205
2931707		Fences & Gates, Fence, Wrought Iron 4', Replace	Main Park	50	30	20	140	LF	$52.00	$7,280																					$7,280	$7,280
2931699		Signage, Property, Building or Pole-Mounted, Replace/Install	Main Park	20	10	10	1	EA	$1,950.00	$1,950											$1,950											$1,950
2931725		Site Walkway Fixture w/ Lamp, Bollard Style, Replace/Install	Main Park	20	10	10	4	EA	$910.00	$3,640											$3,640											$3,640
2931720		Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	Main Park	20	10	10	2	EA	$5,460.00	$10,920											$10,920											$10,920
2931706		Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	Main Park	20	10	10	12	EA	$5,460.00	$65,520											$65,520											$65,520

2939411		ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	Clackamette Park	0	0	0	1	EA	$9,750.00	$9,750	$9,750																			$9,750
2931708	Boat Ramp	Parking Lots, Pavement, Asphalt, Seal & Stripe	Boat Drop-Off	5	4	1	56000	SF	$0.59	$32,760		$32,760					$32,760					$32,760					$32,760			$131,040
2931733	Boat Ramp	Parking Lots, Pavement, Asphalt, Mill & Overlay	Boat Drop-Off	25	10	15	56000	SF	$4.55	$254,800																$254,800				$254,800
2931719	Boat Ramp	Sidewalk, Concrete, Small Areas/Sections, Replace	Boat Drop-Off	50	30	20	2000	SF	$26.00	$52,000																			$52,000	$52,000
2931731	Boat Ramp	Site Stairs & Ramps, Steps, Concrete (per LF of nosing), Replace	Boat Drop-Off	50	45	5	150	LF	$54.60	$8,190						$8,190														$8,190
3147552	Boat Ramp	Boat Launch, Ramp and Supporting Improvements, Relocate	Boar Launch	50	48	2	1	EA	$1,300,000.00	$1,300,000			$1,300,000																	$1,300,000
2931702	Boat Ramp	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	Boat Drop-Off	20	10	10	3	EA	$5,200.00	$15,600											$15,600									$15,600
2931694	Restroom	Exterior Walls, Concrete Block (CMU), 1-2 Story Building, Replace	Main Park Restroom	50	30	20	1000	SF	$26.00	$26,000																			$26,000	$26,000
2931709	Restroom	Exterior Door, Steel, Standard, Replace	Main Park Restroom	40	20	20	3	EA	$780.00	$2,340																			$2,340	$2,340
2931925	Restroom	Roofing, Metal, Replace	Main Park Restroom	40	20	20	800	SF	$16.90	$13,520																			$13,520	$13,520
2931716	Restroom	Roof Skylight, per unit, up to 20 SF, Replace	Main Park Restroom	30	15	15	4	EA	$1,690.00	$6,760																$6,760				$6,760
2931742	Restroom	Wall Finishes, any surface, Prep & Paint	Main Park Restroom	10	5	5	1000	SF	$1.95	$1,950						$1,950										$1,950				$3,900
2931736	Restroom	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	Main Park Restroom	10	5	5	650	SF	$1.95	$1,268						$1,268										$1,268				$2,535
2931695	Restroom	Ceiling Finishes, Wood Paneling, Replace	Main Park Restroom	30	15	15	650	SF	$18.20	$11,830																$11,830				$11,830
2931740	Restroom	Plumbing System, Supply & Sanitary, Low Density (excludes fixtures), Replace	Main Park Restroom	40	20	20	650	SF	$6.50	$4,225																			$4,225	$4,225
2931743	Restroom	Urinal, Standard, Replace	Main Park Restroom	30	15	15	1	EA	$1,430.00	$1,430																$1,430				$1,430
2931739	Restroom	Sink/Lavatory, Wall-Hung, Enameled Steel, Replace	Main Park Restroom	30	15	15	2	EA	$2,210.00	$4,420																$4,420				$4,420
2931705	Restroom	Toilet, Commercial Water Closet, Replace	Main Park Restroom	30	15	15	3	EA	$1,690.00	$5,070																$5,070				$5,070
2931737	Restroom	Sink/Lavatory, Service Sink, Wall-Hung, Replace	Main Park Restroom	35	15	20	1	EA	$1,820.00	$1,820																			$1,820	$1,820
2931724	Restroom	Distribution Panel, 120/208 V, Replace	Main Park Restroom	30	10	20	1	EA	$2,600.00	$2,600																			$2,600	$2,600
2931703	Restroom	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures, Replace	Main Park Restroom	20	10	10	650	SF	$7.80	$5,070											$5,070									$5,070
2931711	RV Park	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	RV Park	30	15	15	300	SF	$32.50	$9,750																$9,750				$9,750
2931715	RV Park	Parking Lots, Aggregate/Stone, Surface Gravel, Replenish	RV Park	7	4	3	60000	SF	$1.82	$109,200				$109,200							$109,200						$109,200			$327,600
2931713	RV Park	Sidewalk, Asphalt, Overlay	RV Park	25	10	15	7000	SF	$1.95	$13,650																$13,650				$13,650
2931704	RV Park	Picnic Table, Metal Powder-Coated, Replace	RV Park	20	10	10	1	EA	$1,105.00	$1,105											$1,105									$1,105
2931727	RV Park	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, 1000 W, Replace	RV Park	20	10	10	3	EA	$5,460.00	$16,380											$16,380									$16,380
Totals, Unescalated											$42,250	$41,535	$2,697,500	$109,200	$0	$24,408	$41,535	$1,560	$1,300	$0	$285,740	$42,835	$0	$0	$1,300	$1,053,553	$41,535	$110,500	$0	$0	$139,685	$4,634,435
Totals, Escalated (3.0% inflation, compounded annually)											$42,250	$42,781	$2,861,778	$119,326	$0	$28,295	$49,595	$1,919	$1,647	$0	$384,011	$59,294	$0	$0	$1,966	$1,641,400	$66,651	$182,640	$0	$0	$252,287	$5,735,839

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Clackamette Cove Trail and River Access Trail
Main Street to Washington Street
Oregon City, Oregon 97045

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BV PROJECT #:
148392.21R000-022.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
July 12, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community Trail
Main Address	Main Street to Washington Street, Oregon City, Oregon 97045
Site Developed	2004
Lot Size	8.20 acres (estimated)
Number of Substantial Buildings	0
Parking Spaces	35 total spaces all in open lots; 0 of which are accessible.
Date(s) of Visit	March 18, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The Clackamette Cove Trail and River Access Trail was constructed in 2004. There are two ends of the trail, one is on Main Street and the other is on Washington Street.

Site and Amenities

There is no ADA Parking in either parking lots. Main street Parking lot has significant ponding and potholes, it is recommended to be replaced as soon as possible. The trail is made of asphalt and concrete. There are some issues with the concrete and asphalt trail due to tree roots lifting the trail. The site has benches and picnic tables scattered throughout the 1.5 miles. There is a trash receptacle located at the entrance of Main Street. There is no adequate site lighting throughout the trail.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Roofing	-	-	-	-	$39,680	$39,680
Plumbing	-	-	-	$18,971	-	$18,971
Equipment & Furnishings	-	-	-	-	$4,448	$4,448
Special Construction & Demo	-	-	-	-	$107,435	$107,435
Site Development	-	$22,655	$64,778	$107,935	$856,723	$1,052,091
Site Pavement	$780	$163,130	$31,130	$261,933	$380,633	$837,606
Accessibility	$12,350	-	-	-	-	$12,350
TOTALS	**$13,200**	**$185,800**	**$96,000**	**$388,900**	**$1,389,000**	**$2,072,900**

Immediate Needs

Facility/Building	Total Items	Total Cost
Clackamette Cove Trail & River Access Trail	1	$2,600
Total	**1**	**$2,600**

Clackamette Cove Trail & River Access Trail

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2945566	Clackamette Cove Trail & River Access Trail		Y1010	ADA Parking, Designated Stall, Pavement Markings & Signage, Install	NA	Accessibility	$2,600
Total (1 items)							**$2,600**

Key Findings

Include/Exclude

Sidewalk in **Poor** condition.

Concrete, Large Areas (Uniformat Code: G2030)

Clackamette Cove Trail & River Access Trail Site

Recommendation: **Replace** in 2023.

Sidewalk is cracked.
AssetCalc ID: 2931784

Priority Score **85.7**

Plan Type: Performance/Integrity

Cost Estimate: $ 3,500

$$

Include/Exclude

Parking Lots in **Poor** condition.

Pavement, Asphalt (Uniformat Code: G2020)

Clackamette Cove Trail & River Access Trail Main Street

Recommendation: **Seal & Stripe** in 2022.

Seal and stripe is not visible. There is no ADA Parking for the trail.
AssetCalc ID: 2931780

Priority Score **84.8**

Plan Type: Performance/Integrity

Cost Estimate: $ 17,600

$$$

Include/Exclude

Parking Lots in **Poor** condition.

Pavement, Asphalt (Uniformat Code: G2020)

Clackamette Cove Trail & River Access Trail Main Street

Recommendation: **Mill & Overlay** in 2022.

Significant cracking, pot holes, and ponding throughout the parking lot.
AssetCalc ID: 2931781

Priority Score **84.8**

Plan Type: Performance/Integrity

Cost Estimate: $ 136,500

$$$$

Include/Exclude

Trail in **Poor** condition.

Asphalt (Uniformat Code: G2050)

Clackamette Cove Trail & River Access Trail Site

Recommendation: **Replace** in 2022.

Cracking due to tree roots, recommended to replace.
AssetCalc ID: 2931787

Priority Score **83.8**

Plan Type: Performance/Integrity

Cost Estimate: $ 100

$$

Include/Exclude

no image available

ADA Parking

Designated Stall, Pavement Markings & Signage (Uniformat Code: Y1010)

Clackamette Cove Trail & River Access Trail

Recommendation: **Install** in 2021.

There is no ADA Parking stripe, stall, and signage at the trail, recommended to install.
AssetCalc ID: 2945566

Priority Score **63.9**

Plan Type: Accessibility

Cost Estimate: $ 2,600

$$

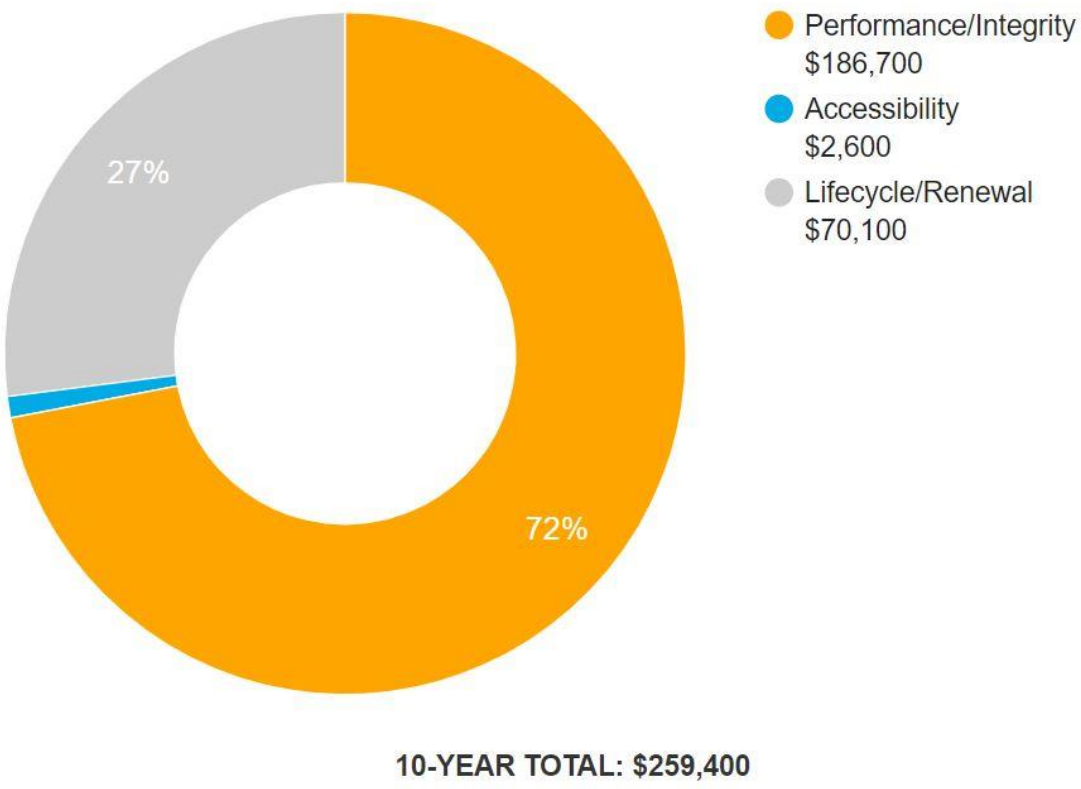
Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $259,400

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Sidewalk	Concrete	20,000 SF	Fair
Sidewalk	Concrete	300 SF	Poor
Trail	Asphalt	30 SF	Poor
Trail	Asphalt	45,000 SF	Fair
Picnic Table	Metal Powder Coated	2 EA	Fair
Trash Receptacle	Medium Duty	1 EA	Fair
Bench	Metal Powder Coated	3 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas and drive lanes		

General Site Information

Pedestrian paving and Trails	Concrete sidewalks, asphalt pathways
On-Site Amenities	Benches, trash receptacle, picnic tables
Ancillary Buildings	N/A
Fields and Lots	N/A
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Main Street parking lot needs to be repaved. There is no ADA parking stall at either parking lot, or it is recommended to be installed.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The park was originally constructed in 2004. The park has not since been substantially renovated.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Clackamette Cove Trail and River Access Trail, Main Street to Washington Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.cave@bvna.com
800.733.0660 x6554

1	FRONT ELEVATION

2	LEFT ELEVATION

3	REAR ELEVATION

4	RIGHT ELEVATION

5	MAIN STREET PARKING LOT, PAVEMENT, ASPHALT

6	MAIN STREET PARKING LOT, PAVEMENT, ASPHALT

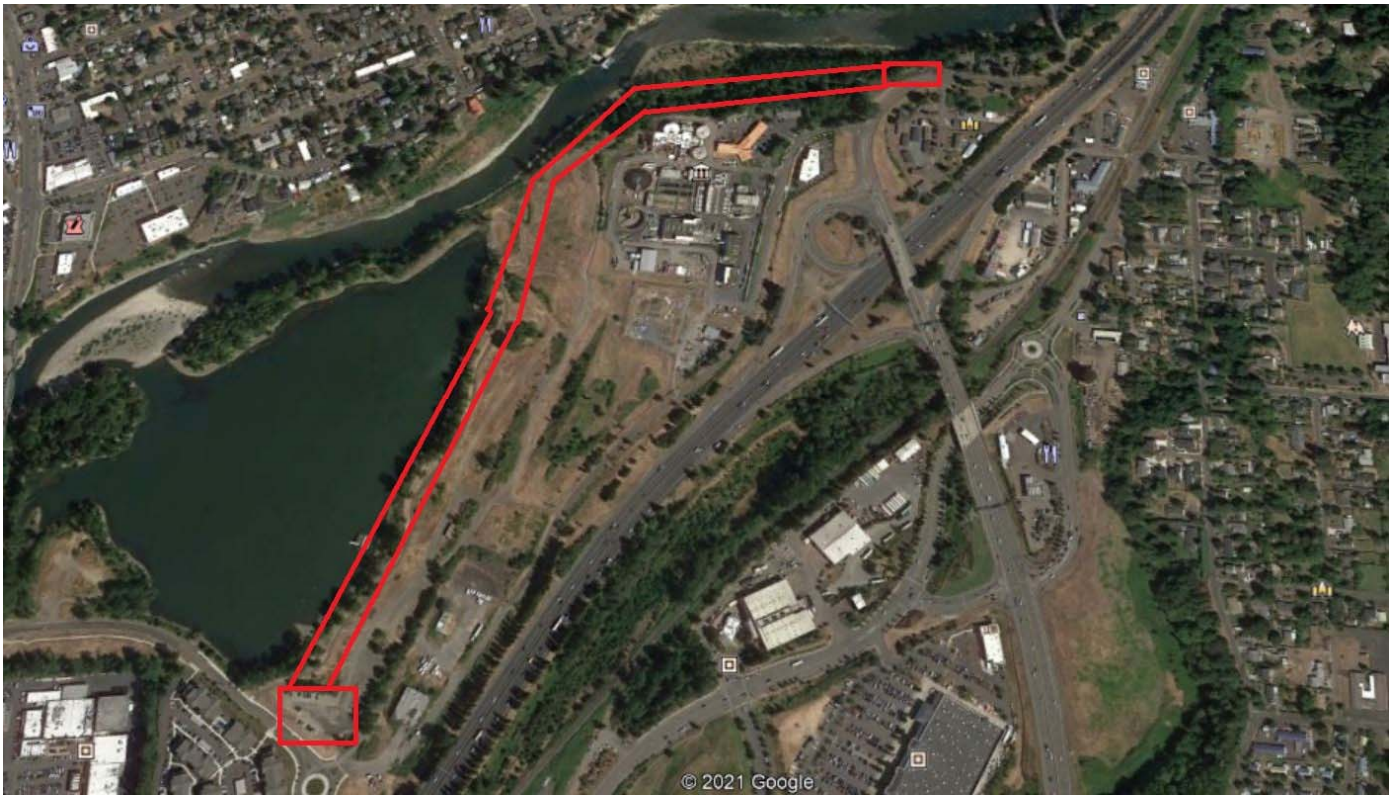
7	WASHINGTON STREET PARKING LOTS, PAVEMENT, ASPHALT

8	SIDEWALK, CONCRETE, LARGE AREA

9	TRAIL SURFACE, ASPHALT

10	PARK BENCH

Site Plan



Project Number	Project Name
148392.21R000-022.017	Clackamette Cove Trail and River Access Trail The City of Oregon City
Source	**On-Site Date**
Google	March 18, 2021

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name:	Clackamette Cove Trail and River Access Trail
Name of person completing form:	Jon Waverly
Title / Association w/ property:	Facilities Maintenance Manager
Length of time associated w/ property:	17 years
Date Completed:	3/18/2021
Phone Number:	503.519.0377
Method of Completion:	INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

	Data Overview	Response		
1	Year(s) constructed	Constructed: 2004	Renovated:	
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?				X	
8	Are there any wall, window, basement or roof leaks?				X	
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?				X	
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?				X	
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?				X	
15	Are there any problems or inadequacies with exterior lighting?				X	
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konnye Zavala

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Clackamette Cove Trail & River Access Trail

BV Project Number: 148392.21R000-022.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Clackamette Cove Trail & River Access Trail: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking			No ADA Parking Spaces	
Exterior Accessible Route			Mill and overlay recommend for trail in some areas.	
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms	**NA**			
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools	**NA**			
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Clackamette Cove Trail & River Access Trail: Photographic Overview

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

Accessible ramp or path

Curb cut or 2nd pathway

Component Condition Report | Clackamette Cove Trail & River Access Trail

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2020	Main Street	Poor	Parking Lots, Pavement, Asphalt, Mill & Overlay	30,000 SF	1	2931781
G2020	Washington Street	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	5,000 SF	3	2931782
G2020	Washington Street	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	5,000 SF	15	2931777
G2020	Main Street	Poor	Parking Lots, Pavement, Asphalt, Seal & Stripe	30,000 SF	1	2931780
G2030	Site	Fair	Sidewalk, Concrete, Large Areas	20,000 SF	30	2931778
G2030	Site	Poor	Sidewalk, Concrete, Large Areas	300 SF	2	2931784
Athletic, Recreational & Playfield Areas						
G2050	Walking Trail	Poor	Trail, Asphalt	100 SF	1	2931787
G2050	Site	Fair	Trail, Asphalt, Overlay	45,000 SF	6	2931779
Sitework						
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	1	10	2931786
G2060	Site	Fair	Picnic Table, Metal Powder-Coated	2	10	2931776
G2060	Site	Fair	Park Bench, Metal Powder-Coated	3	10	2931785
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	10	2931783
Accessibility						
Y1010	NA		ADA Parking, Designated Stall, Pavement Markings & Signage, Install	2	0	2945566

Replacement Reserves Report

Clackamette Cove Trail & River Access Trail

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Clackamette Cove Trail & River Access Trail	$2,600	$162,019	$3,724	$3,196	$0	$0	$73,345	$0	$3,705	$0	$10,745	$24,293	$0	$4,295	$0	$35,444	$98,569	$0	$4,980	$0	$0	**$426,915**
Grand Total	**$2,600**	**$162,019**	**$3,724**	**$3,196**	**$0**	**$0**	**$73,345**	**$0**	**$3,705**	**$0**	**$10,745**	**$24,293**	**$0**	**$4,295**	**$0**	**$35,444**	**$98,569**	**$0**	**$4,980**	**$0**	**$0**	**$426,915**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	Age	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2020	2931781	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	24	1	30000	SF	$4.55	$136,500		$136,500																				**$136,500**
G2020	2931780	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	4	1	30000	SF	$0.59	$17,550		$17,550					$17,550					$17,550					$17,550					**$70,200**
G2020	2931782	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	2	3	5000	SF	$0.59	$2,925				$2,925					$2,925					$2,925					$2,925			**$11,700**
G2020	2931777	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	5000	SF	$4.55	$22,750																$22,750						**$22,750**
G2030	2931784	Sidewalk, Concrete, Large Areas, Replace	50	48	2	300	SF	$11.70	$3,510			$3,510																			**$3,510**
G2050	2931787	Trail, Asphalt, Replace	20	19	1	100	SF	$32.50	$3,250		$3,250																				**$3,250**
G2050	2931779	Trail, Asphalt, Overlay	10	4	6	45000	SF	$0.98	$43,875							$43,875										$43,875					**$87,750**
G2060	2931786	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2931776	Picnic Table, Metal Powder-Coated, Replace	20	10	10	2	EA	$1,105.00	$2,210											$2,210											**$2,210**
G2060	2931785	Park Bench, Metal Powder-Coated, Replace	20	10	10	3	EA	$910.00	$2,730											$2,730											**$2,730**
G2060	2931783	Signage, Property, Building or Pole-Mounted, Replace/Install	20	10	10	1	EA	$1,950.00	$1,950											$1,950											**$1,950**
Y1010	2945566	ADA Parking, Designated Stall, Pavement Markings & Signage, Install	0	0	0	2	EA	$1,300.00	$2,600	$2,600																					**$2,600**
Totals, Unescalated										**$2,600**	**$157,300**	**$3,510**	**$2,925**	**$0**	**$0**	**$61,425**	**$0**	**$2,925**	**$0**	**$7,995**	**$17,550**	**$0**	**$2,925**	**$0**	**$22,750**	**$61,425**	**$0**	**$2,925**	**$0**	**$0**	**$346,255**
Totals, Escalated (3.0% inflation, compounded annually)										**$2,600**	**$162,019**	**$3,724**	**$3,196**	**$0**	**$0**	**$73,345**	**$0**	**$3,705**	**$0**	**$10,745**	**$24,293**	**$0**	**$4,295**	**$0**	**$35,444**	**$98,569**	**$0**	**$4,980**	**$0**	**$0**	**$426,915**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

DC Latourette Park
902 11th Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-023.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 19, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	902 11th Street, Oregon City, Oregon 97045
Site Developed	1936 Renovated 1969 filled in the pool and property was turned into a tennis court; 2020 became a park and it is currently under construction
Lot Size	0.8 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Parking is located on the main street
Date(s) of Visit	March 19, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The property was originally constructed in 1936. In 1996 the pool was filled in and was used as a tennis court. In 2020 they reconstructed the tennis courts to make it into a community park, it is currently under construction. There is no restroom building for the property.

Site and Amenities

There is a large play structure with wood chips and a decomposed granite trail surface leading up to the play structure. There is a basketball court. The park is lightly furnished with benches throughout the site. There is chain link fencing surrounding the property during construction. There is a signage for the park, that has been installed along with a kiosk.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	-	-	-	-	-
Site Pavement	-	-	-	-	$21,131	$21,131
Site Development	-	-	$2,841	$47,639	$158,072	$208,552
TOTALS	**-**	**-**	**$2,900**	**$47,700**	**$179,300**	**$229,900**

Immediate Needs

Not applicable, no immediate needs identified.

Key Findings

Not applicable, no key findings identified.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)

10-YEAR TOTAL: $50,500

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Sidewalk	Concrete	100 SF	Excellent
Athletic Surface	Basketball Court	7,500 SF	Excellent
Sidewalk	Asphalt	1,000 SF	Excellent
Play Surface	Chips, Wood	1,000 SF	Excellent
Stairs	Concrete	100 SF	Fair
Park Bench	Wood	5 EA	Excellent
Sports Apparatus	Basketball Backboards	2 EA	Excellent
Fences	Chain Link	800 LF	Fair
Play Structure	Medium	1 EA	Excellent
Playfield Surface	Wood Chip	1,000 SF	Excellent

General Site Information

Sidewalk	Concrete	1,000 SF	Fair
Park Bench	Wood	1 EA	Fair
Landscaping and Topography	No significant landscaping features. No water or Irrigation present Low to moderate site slopes throughout		
On-Site Vehicular Paving	N/A		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	Chain link fencing		
Ancillary Buildings	N/A		
Fields and Lots	Baseball courts, play surfaces, play structure		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.		
Key Issues and Findings	No key issues were found.		

3. Property Space Use and Observed Areas

Areas Observed

The park was closed for construction during the on-site and all areas were observed from immediately outside of the park boundaries in order to gain a clear understanding of the condition of the park and amenities

Key Spaces Not Observed

Areas of note that were either inaccessible or not observed for other reasons are listed here:

- The park within the park boundaries.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The park was originally constructed in 1936 and substantially renovated in 1969 by filling in the pool and being converted into a tennis court, 2020 the site was renovated again into a park which is currently under construction.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of DC Latourette, 902 11th Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

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Technical Report Reviewer for
James A. Cave,
Program Manager
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1	FRONT ELEVATION

2	LEFT ELEVATION

3	REAR ELEVATION

4	RIGHT ELEVATION

5	STAIRS, CONCRETE

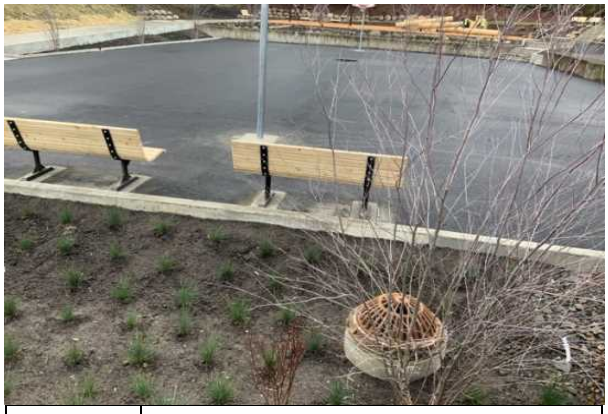
6	SIDEWALK, CONCRETE

7	SIDEWALK, CONCRETE

8	ATHLETIC SURFACES AND COURTS, BASKETBALL

9	SPORTS APPARATUS, BASKETBALL

10	PLAY STRUCTURE, MULTIPURPOSE



11	PARK BENCH, WOOD

12	PARK OVERVIEW

Site Plan

Project Number	Project Name
148392.21R000-023.017	DC Latourette Park
Source	**On-Site Date**
Google	March 19, 2021

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: DC Latourette Park

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 85 years

Date Completed: 3/19/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed: 1936	Renovated: 2020	Swimming pool was filled in 1969 and became a tennis court. Then was renovated in 2020 into a park and is currently under construction.
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement	2020	
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?				X	
8	Are there any wall, window, basement or roof leaks?				X	
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?				X	
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?			X		
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?			X		
15	Are there any problems or inadequacies with exterior lighting?			X		
16	Is site/parking drainage inadequate, with excessive ponding or other problems?			X		
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konnye Zavala

Signature of Assessor

Signature of POC

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Component Condition Report | DC Latourette Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	Site	Fair	Stairs, Concrete, Exterior	100 SF	30	2946761
Pedestrian Plazas & Walkways						
G2030	Site	Excellent	Sidewalk, Concrete, Large Areas	100 SF	49	2946767
G2030	Site	Excellent	Sidewalk, Asphalt, Overlay	1,000 SF	24	2946766
G2030	Site	Fair	Sidewalk, Concrete, Large Areas	1,000 SF	20	2946758
Athletic, Recreational & Playfield Areas						
G2050	Site	Excellent	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Mill & Overlay	7,500 SF	24	2946760
G2050	Site	Excellent	Playfield Surfaces, Chips Wood, 6" Depth	1,000 SF	3	2946765
G2050	Site	Excellent	Sports Apparatus, Basketball, Backboard/Rim/Pole	2	24	2946763
G2050	Site	Excellent	Play Structure, Multipurpose, Large	1	19	2946768
G2050	Site	Excellent	Playfield Surfaces, Rubber, Small Areas	1,000 SF	19	2946762
Sitework						
G2060	Site	Good	Signage, Property, Building or Pole-Mounted, Replace/Install	2	10	2946759
G2060	Site	Excellent	Park Bench, Wood/Composite/Fiberglass	5	19	2946756
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 6'	800 LF	10	2946757
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	1	10	2946764

Replacement Reserves Report

DC Latourette Park

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
DC Latourette Park	$0	$0	$0	$2,841	$0	$0	$3,105	$0	$0	$3,392	$41,144	$0	$3,707	$0	$0	$4,051	$0	$0	$4,426	$145,892	$21,132	**$229,689**
Grand Total	**$0**	**$0**	**$0**	**$2,841**	**$0**	**$0**	**$3,105**	**$0**	**$0**	**$3,392**	**$41,144**	**$0**	**$3,707**	**$0**	**$0**	**$4,051**	**$0**	**$0**	**$4,426**	**$145,892**	**$21,132**	**$229,689**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2030	2946758	Sidewalk, Concrete, Large Areas, Replace	50	30	20	1000	SF	$11.70	$11,700																					$11,700	**$11,700**
G2050	2946765	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	0	3	1000	SF	$2.60	$2,600				$2,600			$2,600			$2,600			$2,600			$2,600			$2,600			**$15,600**
G2050	2946768	Play Structure, Multipurpose, Large, Replace	20	1	19	1	EA	$45,500.00	$45,500																				$45,500		**$45,500**
G2050	2946762	Playfield Surfaces, Rubber, Small Areas, Replace	20	1	19	1000	SF	$33.80	$33,800																				$33,800		**$33,800**
G2060	2946757	Fences & Gates, Fence, Chain Link 6', Replace	40	30	10	800	LF	$27.30	$21,840											$21,840											**$21,840**
G2060	2946764	Park Bench, Wood/Composite/Fiberglass, Replace	20	10	10	1	EA	$975.00	$975											$975											**$975**
G2060	2946756	Park Bench, Wood/Composite/Fiberglass, Replace	20	1	19	5	EA	$780.00	$3,900																				$3,900		**$3,900**
G2060	2946759	Signage, Property, Building or Pole-Mounted, Replace/Install	20	10	10	2	EA	$3,900.00	$7,800											$7,800											**$7,800**
Totals, Unescalated										**$0**	**$0**	**$0**	**$2,600**	**$0**	**$0**	**$2,600**	**$0**	**$0**	**$2,600**	**$30,615**	**$0**	**$2,600**	**$0**	**$0**	**$2,600**	**$0**	**$0**	**$2,600**	**$83,200**	**$11,700**	**$141,115**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$2,841**	**$0**	**$0**	**$3,105**	**$0**	**$0**	**$3,392**	**$41,144**	**$0**	**$3,707**	**$0**	**$0**	**$4,051**	**$0**	**$0**	**$4,426**	**$145,892**	**$21,132**	**$229,689**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

End of the Oregon Trail Interpretive Center
1726 Washington Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-007.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 9, 2021

1. Executive Summary

Campus Overview and Assessment Details

General Information	
Property Type	Learning/activity center
Number of Buildings	Four
Main Address	1726 Washington Street, Oregon City, Oregon 97045
Site Developed	1994
Current Occupants	City of Oregon City
Date(s) of Visit	March 9, 2021
Management Point of Contact	Oregon City, Denise Conrad, Asst. Parks & Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Anne Crandall
Assessment and Report Prepared By	Jonathan Levine
Reviewed By	James Bryant Program Manager Jamie.Bryant@bvna.com 800.733.0660 x6233
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Campus Findings and Deficiencies

Historical Summary

The End of the Oregon Trail Interpretive Center was constructed in 1994. It consists of four buildings and site amenities/features. The Main Building (Wagons 1-3) consists of learning and activity rooms and a theater. The Visitor's Center consists of a welcome center and gift shop. Henderson Farm consists of a two-story building with a learning/activity center downstairs and offices upstairs (and a section of the downstairs). The restroom building consists of restrooms and staff areas.

Architectural

The Interpretive Center (Wagons 1-3) consists of a wood framed structure with wood and steel framed roofs. The façade consists of painted wood siding with wood windows. There are areas of damaged wood siding due to bird penetrations as well as rotting joints. In addition, the POC reports that there is significant uncontrolled water intrusion into the exterior walls resulting in siding and sheathing damage within the wall systems appearing to necessitate re-siding and re-flashing. Exterior doors consist of glazed wood entry doors and metal service doors. The roofs on wagon 2 and the connecting hallways were replaced in 2020 and consist of a flat construction with a TPO/PVC membrane. The roofs on wagons 1 and 3 remain original and are of a flat construction. The exact type and condition of the roof was indeterminable as the roofs were inaccessible. Roof drainage consists of scuppers and gutters and downspouts.

The Visitor's Center consists of a wood and steel framed structure. The façade consists of exposed wood with wood windows. Exterior doors consist of glazed and solid wood doors. The roof consists of a hip construction with asphalt shingles and a metal finish, as well as a section of flat TPO/PVC roofing. Roof drainage consists of gutters and downspouts.

Henderson Farm consists of a wood and concrete framed structure. Large cracks were observed in the downstairs office walls and site personnel mentioned they have propagated and enlarged. The timber retaining wall below the building is also starting to bulge. The façade consists of exposed wood with wood windows. Exterior doors consist of wood and metal doors. The roof was replaced in 2021 and consists of a gable construction with asphalt shingles. Roof drainage consists of gutters and downspouts. The upstairs office space is experiencing an animal infestation. Birds and insects are getting into the space. The POC and site staff believes this is in part due to the buildings open vents and soft ceiling on the second floor. The POC mentioned some of the vents have been either replaced with metal or covered with wire mesh but some remain open. Budgetary costs to install bird deterrent on the remaining open vents and install a hard structure ceiling are included. It is also recommended the building be treated with insect treatment to help with the infestation. The cost of treatment is not included due to many possible variables.

The restroom building consists of a wood framed structure. The façade consists of exposed wood. The building has no windows. A portion of the exterior wood along the bottom of the northwest side is rotting. Exterior doors consist of metal doors. The roof was replaced in 2021 and consists of a gable construction with asphalt shingles. Roof drainage consists of gutters and downspouts.

Typical lifecycle-based interior and exterior finish replacements across all of the buildings are budgeted and anticipated.

Mechanical, Electrical, Plumbing and Fire (MEPF)

The Main Building (Wagons 1-3) is heated and cooled by three packaged units, two located in the rear of the building and one on the roof of Wagon 1. One unit remains original with the other two having been replaced one in 2019 and one in 2020. Supplemental cooling is provided to the two projection rooms each by a split system consisting of a condensing unit paired with fan coil unit. The Visitor's Center is heated and cooled by a rooftop packaged unit replaced in 2016. Heating is provided to Henderson Farm by wall mounted/baseboard heaters. No heating or cooling is provided to the restroom building.

The plumbing systems are adequate for the facilities and no major piping issues were found. No plumbing is provided to Henderson Farm. Domestic hot water is provided to the Main Building by an electric water heater located in the laundry room, the Visitor's Center by an electric water heater located above the restroom in the building, and the restroom building by an electric water heater located in the water heater closet. There was no evidence suggesting any problems with the general plumbing and sewage systems.

The Main Building is served by a main switchboard, original to the building's construction, located in the electrical room. The Visitor's Center, Henderson Farm, and restroom building are each served by a main distribution panel of varying ages. Interior lighting varies by building primarily consisting of LED and fluorescent fixtures. The Main Building has an emergency uninterrupted power supply. Electrical service equipment and systems are anticipated for lifecycle replacement.

Only the Main Building (Wagons 1-3) is protected by a fire alarm system. It is recommended alarm systems be installed in the other buildings for safety systems modernization. Additionally, only the Main Building (Wagons 1-3) and the restroom building are protected by sprinkler suppression systems. It is recommended the other buildings be retrofit with sprinklers for safety systems modernization.

Site

The site consists of the four buildings, an asphalt parking lot, asphalt and concrete walkways, an outdoor stage and picnic area, and a grass lawn. An irrigation system serves the landscaping features. There are areas of the parking lot with severe alligator cracking. There are also areas of cracked and spalled asphalt in the asphalt walkways. There is a small area of rotting wood decking near Henderson Farm. There are trees growing onto the Henderson Farm roof. The POC and site personnel believe this as a possible entry point to the building for the insect infestation. The trees should be trimmed as to both preserve the building's structure as well as help mitigate and prevent further infestation. The previous awnings covering the Main Building's wagons were damaged and removed. A budgetary cost to replace/install new awnings is included. Site lighting consists of LED pole lights, building mounted fixtures, and walkway bollard lights.

Recommended Additional Studies

There are significant cracks in the Henderson Farm walls and the retaining wall below the building is bulging. A professional engineer must be retained to analyze the existing condition, provide recommendations and, if necessary, estimate the scope and cost of any required repairs. The cost of this study is included in the cost tables. A budgetary cost allowance to repair the walls and retaining wall is also included.

Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

FCI Ranges and Description	
0 – 5%	In new or well-maintained condition, with little or no visual evidence of wear or deficiencies.
5 – 10%	Subjected to wear but is still in a serviceable and functioning condition.
10 – 30%	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
30% and above	Has reached the end of its useful or serviceable life. Renewal is now necessary.

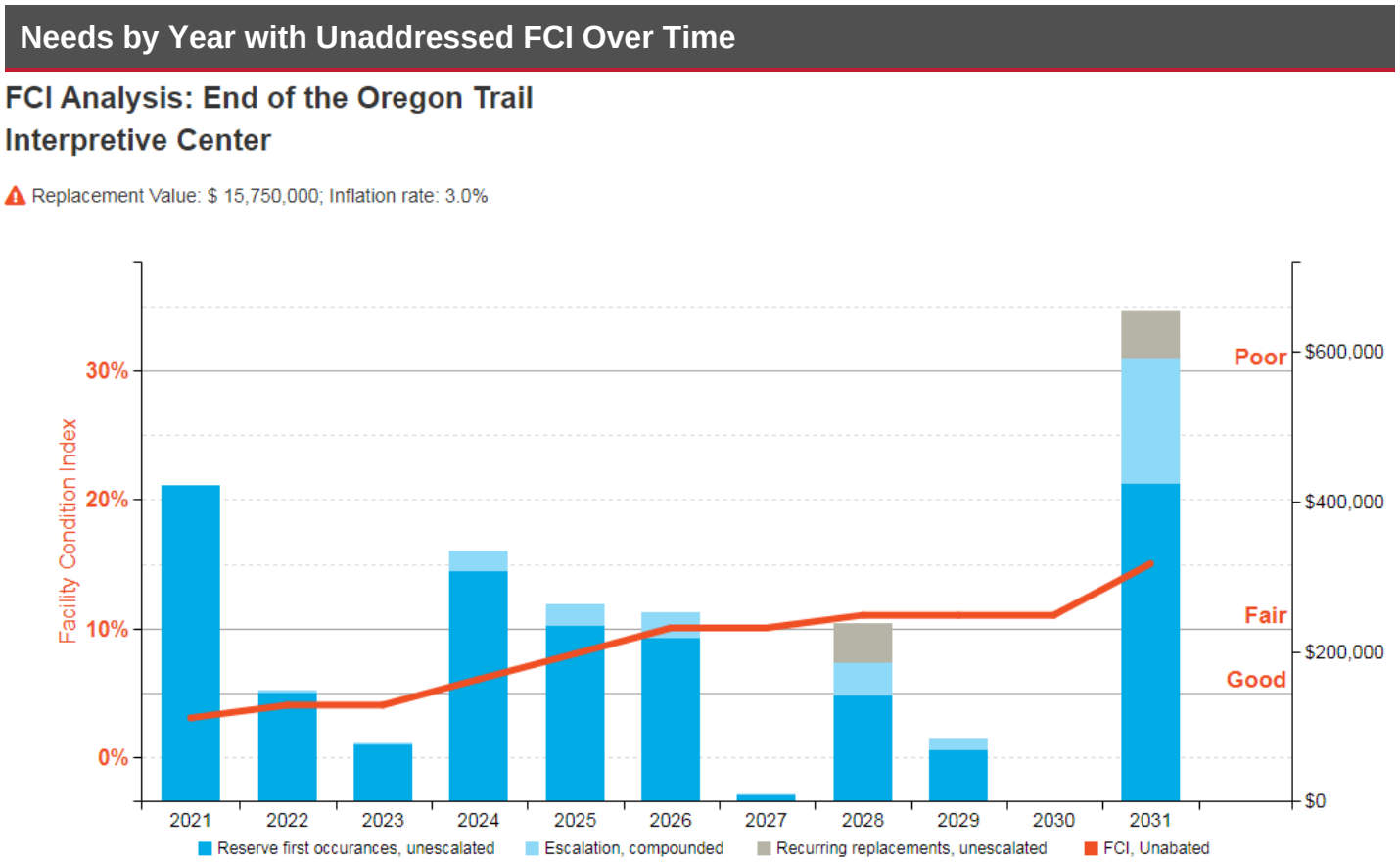
The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

FCI Analysis | End of the Oregon Trail Interpretive Center (1994)		
Replacement Value *$ 8,289,000*	*Total SF* *33,700*	*Cost/SF* *$*
Current FCI	$ 421,000	**5.1 %**
3-Year	$ 985,100	11.9 %
5-Year	$ 1,500,300	18.1 %
10-Year	$ 2,488,000	30.0 %

Campus Level FCI:

The vertical bars below represent the year-by-year needs identified for the entire campus. The orange line in the graph below forecasts what would happen to the campus FCI (left Y axis) over time, assuming zero capital expenditures over the next ten years. The dollar amounts for each year (blue bars) are associated with the values along the right Y axis.

Needs by Year with Unaddressed FCI Over Time



Similar graphs for the FCI and needs of each individual building over time are included in the separate report sections that follow.

Immediate Needs

Facility/Building	Total Items	Total Cost
End of the Oregon Trail Interpretive Center	1	$26,000
Henderson Farm	4	$42,600
Interpretive Center (Wagons 1-3)	3	$350,500
Site	1	$2,000
Total	**9**	**$421,100**

End of the Oregon Trail Interpretive Center

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
3147461	End of the Oregon Trail Interpretive Center	Exterior Walls	P2030	Architectural Study/Design, Building Envelope, Roof, Evaluate/Report	NA	Performance/Integrity	$26,000
Total (1 items)							**$26,000**

Henderson Farm

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2923974	End of the Oregon Trail Interpretive Center / Henderson Farm	Throughout building	P2030	Engineering Study, Structural, Superstructure, Evaluate/Report	NA	Performance/Integrity	$8,500
2923944	End of the Oregon Trail Interpretive Center / Henderson Farm	Henderson Farm	C1070	Suspended Ceilings, Undefined, Replace	NA	Modernization/Adaptation	$29,300
2948138	End of the Oregon Trail Interpretive Center / Henderson Farm	Throughout Building	C1010	Interior Wall Construction, GWB, Repair	Poor	Performance/Integrity	$3,900
2967272	End of the Oregon Trail Interpretive Center / Henderson Farm	2nd floor	B2010	Exterior Walls, Vented/Decorative Gable, Replace	Poor	Performance/Integrity	$900
Total (4 items)							**$42,600**

Interpretive Center (Wagons 1-3)

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
3147373	End of the Oregon Trail Interpretive Center / Interpretive Center (Wagons 1-3)	Exterior Walls	B2010	Exterior Walls, Plywood/OSB, Replace	Poor	Performance/Integrity	$104,800
2924032	End of the Oregon Trail Interpretive Center / Interpretive Center (Wagons 1-3)	Building exterior	B2010	Exterior Walls, Painted surface, 1-2 Story Building, Prep & Paint	Poor	Performance/Integrity	$62,400
2923955	End of the Oregon Trail Interpretive Center / Interpretive Center (Wagons 1-3)	Exterior Walls	B2010	Exterior Walls, Fiber Cement Siding, Replace	Poor	Performance/Integrity	$183,300
Total (3 items)							**$350,500**

Site

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2923983	End of the Oregon Trail Interpretive Center / Site	Site	G2080	Landscaping, Mature Trees, Removal/Trimming, Repair	Poor	Performance/Integrity	$2,000
Total (1 items)							**$2,000**

Key Findings

Exterior Walls in Poor condition.

Fiber Cement Siding
Interpretive Center (Wagons 1-3) End of the Oregon Trail Interpretive Center Exterior Walls

Uniformat Code: B2011
Recommendation: **Replace in 2021**

Priority Score: **89.9**

Plan Type: Performance/Integrity

Cost Estimate: $183,300

$$$$

Areas of rotten joints and bird penetrations around exterior of building - AssetCALC ID: 2923955

Exterior Walls in Poor condition.

Vented/Decorative Gable
Henderson Farm End of the Oregon Trail Interpretive Center 2nd floor

Uniformat Code: B2011
Recommendation: **Replace in 2021**

Priority Score: **89.9**

Plan Type: Performance/Integrity

Cost Estimate: $900

**$**$$$

Building vents are believed to be a possible entry point for birds and other animals. Replacing the existing vents to prevent potential animal entrances is recommended. - AssetCALC ID: 2967272

Exterior Walls in Poor condition.

Plywood/OSB
Interpretive Center (Wagons 1-3) End of the Oregon Trail Interpretive Center Exterior Walls

Uniformat Code: B2011
Recommendation: **Replace in 2021**

Priority Score: **89.9**

Plan Type: Performance/Integrity

Cost Estimate: $104,800

$$$$

POC reported widespread issues of water intrusion and damaged sheathing - AssetCALC ID: 3147373

Exterior Walls in Poor condition.

Painted surface, 1-2 Story Building
Interpretive Center (Wagons 1-3) End of the Oregon Trail Interpretive Center Building exterior

Uniformat Code: B2011
Recommendation: **Prep & Paint in 2021**

Priority Score: **89.8**

Plan Type: Performance/Integrity

Cost Estimate: $62,400

**$$$**$

Paint appears to be adequate but painting will be required as part of siding repairs - AssetCALC ID: 2924032

Structural Flooring/Decking in Poor condition.

Wood
Site End of the Oregon Trail Interpretive Center Deck

Uniformat Code: B1012
Recommendation: **Replace in 2022**

Priority Score: **89.8**

Plan Type: Performance/Integrity

Cost Estimate: $300

**$**$$$

Isolated areas of rotting decking - AssetCALC ID: 2923979

Exterior Walls in Poor condition.

Wood Siding
Restrooms End of the Oregon Trail Interpretive Center Building Exterior

Uniformat Code: B2011
Recommendation: **Replace in 2023**

Priority Score: **89.7**

Plan Type: Performance/Integrity

Cost Estimate: $15,600

**$$**$$

Rotting siding, replace lower panels - AssetCALC ID: 2923977

Exterior Walls in Poor condition.

Painted surfaces
Restrooms End of the Oregon Trail Interpretive Center Building Exterior

Uniformat Code: B2011
Recommendation: **Prep & Paint in 2023**

Priority Score: **89.6**

Plan Type: Performance/Integrity

Cost Estimate: $6,800

**$**$$$

Rotting siding, replace lower panels - AssetCALC ID: 3147372

Sidewalk in Poor condition.

Asphalt
Site End of the Oregon Trail Interpretive Center Site

Uniformat Code: G2031
Recommendation: **Replace in 2022**

Priority Score: **85.8**

Plan Type: Performance/Integrity

Cost Estimate: $7,900

**$**$$$

Areas of cracked and spalled asphalt in asphalt walkway - AssetCALC ID: 2924042

Interior Wall Construction in Poor condition.

GWB
Henderson Farm End of the Oregon Trail Interpretive Center Throughout Building

Uniformat Code: C1011
Recommendation: **Repair in 2021**

Priority Score: **84.9**

Plan Type: Performance/Integrity

Cost Estimate: $3,900

**$**$$$

Large cracks observed in Henderson Farm office. POC and staff reported these cracks have propagated and enlarged. - AssetCALC ID: 2948138

Parking Lots in Poor condition.

Pavement, Asphalt
Site End of the Oregon Trail Interpretive Center Parking lot

Uniformat Code: G2021
Recommendation: **Mill & Overlay in 2022**

Priority Score: **84.8**

Plan Type: Performance/Integrity

Cost Estimate: $136,500

$$$$

Areas of severe alligator cracking - AssetCALC ID: 2923931

Recommended Follow-up Study: Building Envelope, Roof

Building Envelope, Roof
End of the Oregon Trail Interpretive Center Exterior Walls

Uniformat Code: P2032
Recommendation: **Evaluate/Report in 2021**

Priority Score: **81.9**

Plan Type: Performance/Integrity

Cost Estimate: $26,000

**$$**$$

Cost allowance to have an envelope investigation performed and corrective actions designed - AssetCALC ID: 3147461

Recommended Follow-up Study: Structural, Superstructure

Structural, Superstructure
Henderson Farm End of the Oregon Trail Interpretive Center Throughout building

Uniformat Code: P2032
Recommendation: **Evaluate/Report in 2021**

Priority Score: **81.9**

Plan Type: Performance/Integrity

Cost Estimate: $8,500

**$**$$$

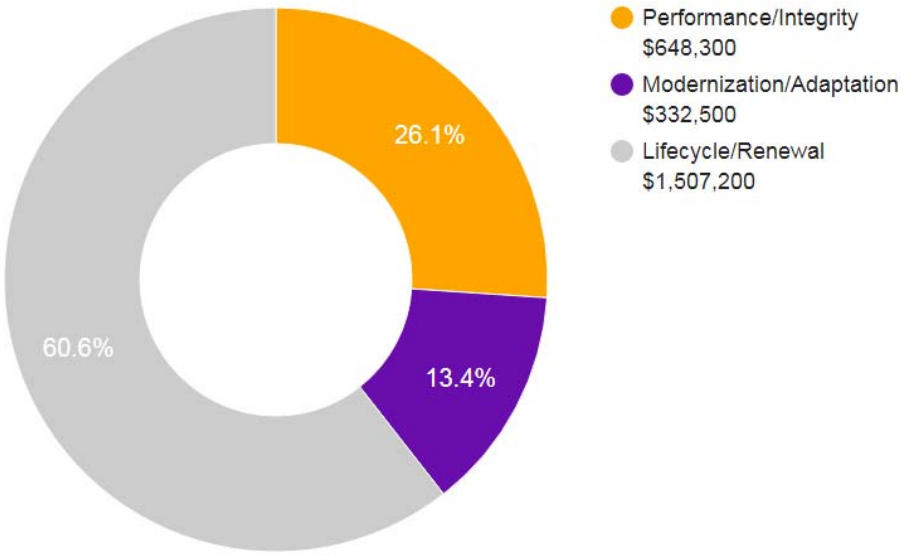
Large cracks observed in Henderson Farm office. POC and staff reported these cracks have propagated and enlarged. - AssetCALC ID: 2923974

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the "why" part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the "best" fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $2,488,000

2. Interpretive Center (Wagons 1-3)

Interpretive Center (Wagons 1-3): Systems Summary		
Address	1726 Washington Street; Oregon City, Oregon	
Constructed/Renovated	1994	
Building Size	9,300 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Wood frame structure with wood and steel framed roofs	Good
Façade	Painted wood with wood windows	Poor
Roof	Primary: Flat construction with unknown finish Secondary: Flat construction with single-ply TPO/PVC membrane	Fair
Interiors	Walls: Painted gypsum board, acoustical carpeting, unfinished Floors: Wood strip, carpet, VCT, vinyl sheeting Ceilings: Painted gypsum board, ACT, unfinished/exposed	Fair
Elevators	None	--
Plumbing	Copper supply and cast iron waste & venting Electric water heater	Fair
HVAC	Individual packaged units Supplemental components: split systems	Fair

Interpretive Center (Wagons 1-3): Systems Summary

Fire Suppression	Dry-pipe sprinkler system; fire extinguishers	Fair
Electrical	Source & Distribution: Main switchboard Interior Lighting: LED, CFL Emergency: UPS	Fair
Fire Alarm	Alarm panel, smoke detectors, alarms, strobes, pull stations, back-up emergency lights, and exit signs	Fair
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Damaged wood siding and rotting joints. POC reports significant uncontrolled water intrusion throughout the exterior wall system requiring a full wall system upgrade and replacement.	

Interpretive Center (Wagons 1-3): Expenditure Forecast

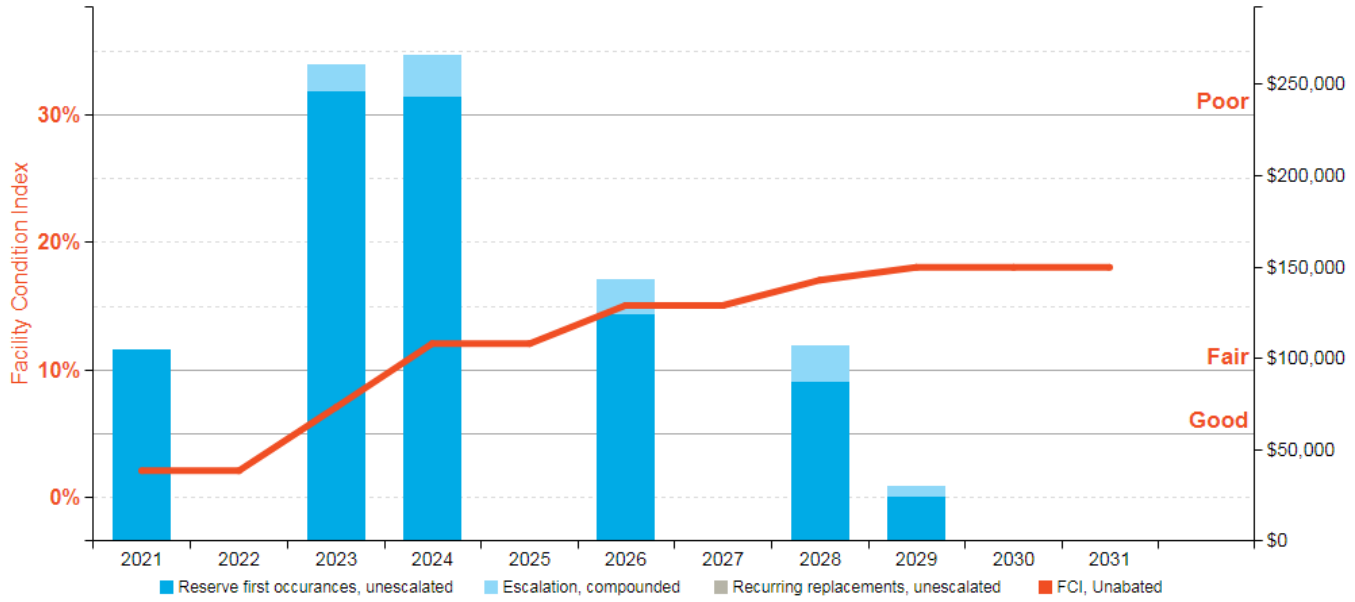
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	$350,499	-	-	$127,231	$308,875	$786,605
Roofing	-	-	$131,596	-	$166,635	$298,231
Interiors	-	-	$24,036	$73,178	$311,394	$408,608
Plumbing	-	-	-	$1,070	$17,754	$18,824
HVAC	-	-	$48,013	-	$223,204	$271,217
Fire Protection	-	-	$27,352	-	$8,506	$35,858
Electrical	-	-	$57,958	-	$427,866	$485,824
Fire Alarm & Electronic Systems	-	-	$119,701	-	$125,987	$245,688
Equipment & Furnishings	-	-	-	$19,185	$64,872	$84,057
TOTALS	**$350,500**	**-**	**$408,700**	**$220,700**	**$1,655,100**	**$2,635,000**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Interpretive Center (Wagons 1-3): Needs by Year with Unaddressed FCI Over Time

FCI Analysis: End of the Oregon Trail Interpretive Center Interpretive Center (Wagons 1-3)

Replacement Value: $ 5,189,400; Inflation rate: 3.0%



3. Visitor's Center

Visitor's Center: Systems Summary

Address	1726 Washington Street; Oregon City, Oregon	
Constructed/Renovated	1994	
Building Size	2,600 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Wood and steel frame structure	Good
Façade	Wood with wood windows	Fair
Roof	Primary: Hip construction with asphalt shingles Secondary: Hip construction with metal finish Tertiary: Flat construction with single-ply TPO/PVC membrane	Fair
Interiors	Walls: Painted gypsum board, unfinished/exposed Floors: Wood, vinyl sheeting Ceilings: Unfinished/exposed	Fair
Elevators	None	--
Plumbing	Copper supply and cast iron waste & venting Electric water heater Toilet and sink in restroom	Fair
HVAC	Individual packaged unit	Good

Visitor's Center: Systems Summary

Fire Suppression	Fire extinguishers	Fair
Electrical	Source and Distribution: Main panel Interior Lighting: LED, CFL	Fair
Fire Alarm	Back-up emergency lights and exit signs	Fair
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Building lacks fire alarm system, building lacks fire sprinkler suppression system	

Visitor's Center: Systems Expenditure Forecast

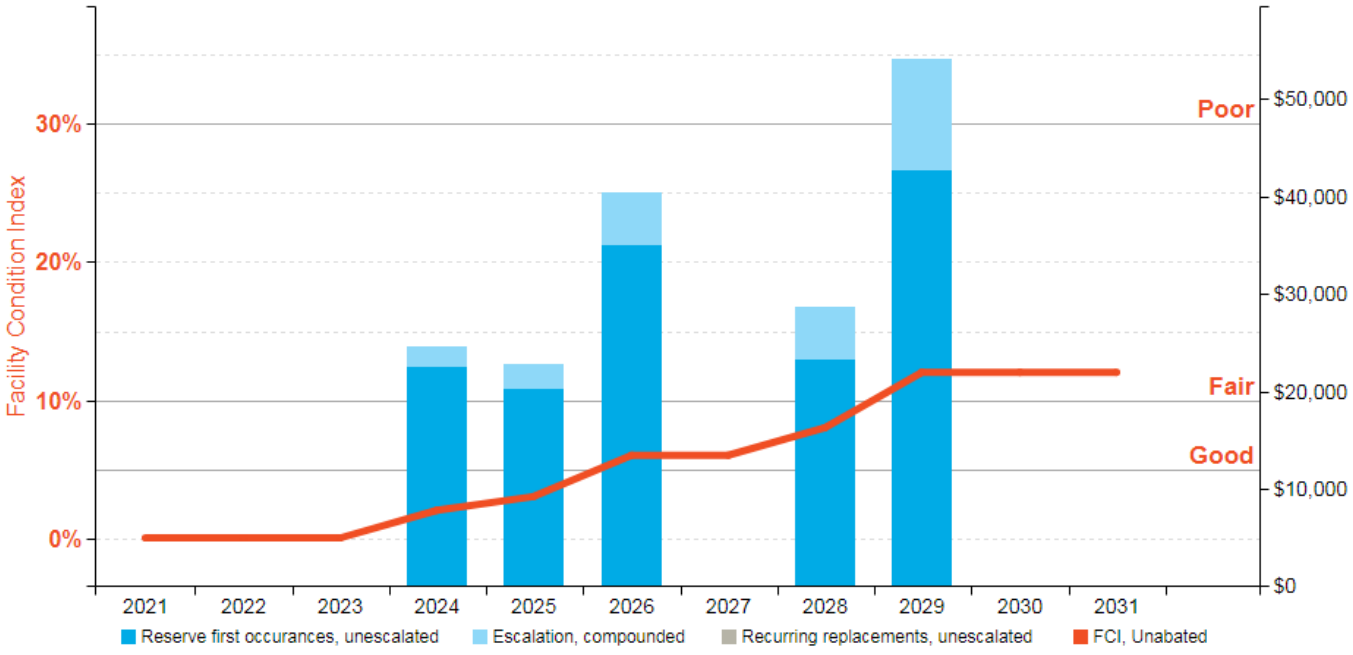
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	$31,143	$54,014	$31,323	$116,480
Roofing	-	-	$20,568	-	$100,939	$121,507
Interiors	-	-	-	$11,031	$94,785	$105,816
Plumbing	-	-	$2,260	$1,918	$24,818	$28,996
HVAC	-	-	-	$8,313	$30,380	$38,693
Fire Protection	-	-	$11,412	-	-	$11,412
Electrical	-	-	$1,278	-	$56,278	$57,556
Fire Alarm & Electronic Systems	-	-	$21,207	-	$15,261	$36,468
Equipment & Furnishings	-	-	-	$7,354	-	$7,354
TOTALS	**-**	**-**	**$87,900**	**$82,700**	**$353,800**	**$524,400**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Visitor's Center: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: End of the Oregon Trail Interpretive Center Visitor's Center

Replacement Value: $ 1,450,800; Inflation rate: 3.0%



4. Henderson Farm

Henderson Farm: Systems Summary

Address	1726 Washington Street; Oregon City, Oregon	
Constructed/Renovated	1994	
Building Size	2,900 SF	
Number of Stories	Two	
System	*Description*	*Condition*
Structure	Wood and concrete frame structure	Fair
Façade	Wood with wood windows	Fair
Roof	Gable construction with asphalt shingles	Excellent
Interiors	Walls: Painted gypsum board, unfinished Floors: Carpet, unfinished/exposed Ceilings: Painted gypsum board, unfinished/exposed	Fair
Elevators	None	--
Plumbing	None	--
HVAC	Supplemental components: wall and baseboard heaters	Fair

Henderson Farm: Systems Summary

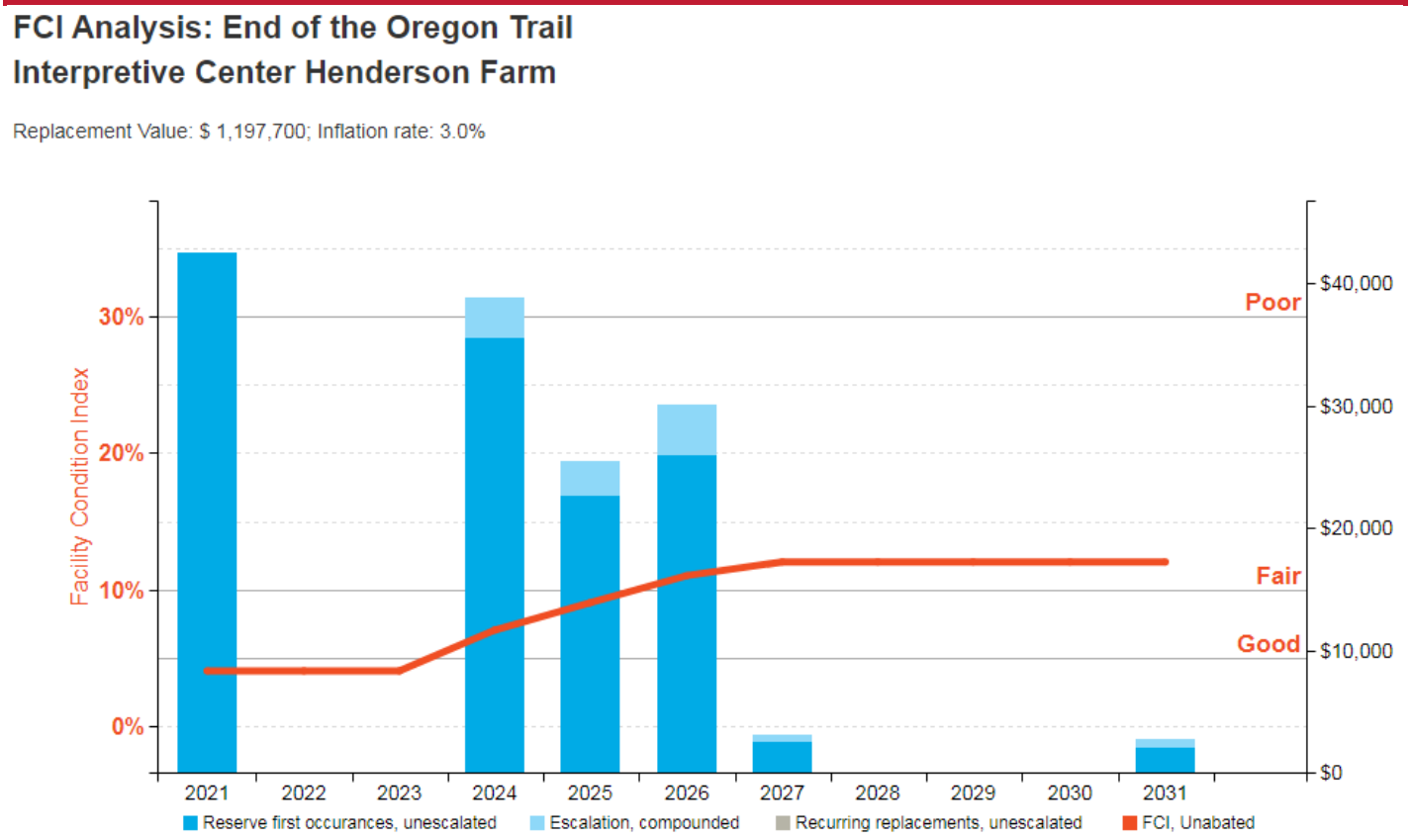
Fire Suppression	Fire extinguishers	Fair
Electrical	Source and Distribution: Main panel Interior Lighting: LED, CFL	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Insect/bird infestation, significant cracks in walls, bulging retaining wall, building lacks fire alarm system, building lacks fire sprinkler suppression system	

Henderson Farm: Systems Summary

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	$862	-	$32,045	-	$25,096	$58,003
Roofing	-	-	$2,712	-	$20,212	$22,924
Interiors	$33,150	-	$21,858	-	$62,793	$117,801
HVAC	-	-	$7,233	-	-	$7,233
Fire Protection	-	-	$12,729	-	-	$12,729
Electrical	-	-	-	$3,104	$56,840	$59,944
Fire Alarm & Electronic Systems	-	-	$12,729	-	-	$12,729
Site Development	-	-	$5,113	-	-	$5,113
Site Utilities	-	-	-	$2,795	-	$2,795
Follow-up Studies	$8,450	-	-	-	-	$8,450
TOTALS	**$42,500**	**-**	**$94,500**	**$5,900**	**$165,000**	**$307,900**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Henderson Farm: Needs by Year with Unaddressed FCI Over Time



5. Restrooms

Restrooms: Systems Summary

Address	1726 Washington Street; Oregon City, Oregon	
Constructed/Renovated	1994	
Building Size	1,000 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Conventional wood frame structure on concrete slab	Good
Façade	Wood, no windows	Fair
Roof	Primary: Gable construction with asphalt shingles	Excellent
Interiors	Walls: Painted gypsum board, ceramic tile Floors: Ceramic tile, vinyl sheeting Ceilings: Painted gypsum board	Fair
Elevators	None	--
Plumbing	Copper supply and cast iron waste & venting Electric water heater Toilets, urinals, and sinks in all restrooms	Fair
HVAC	None	--
Fire Suppression	Dry-pipe sprinkler system; fire extinguishers	Fair

Restrooms: Systems Summary

Electrical	Source and Distribution: Main panel Interior Lighting: LED, CFL	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Building lacks fire alarm system, building lacks fire sprinkler suppression system	

Restrooms: System Expenditure Forecast

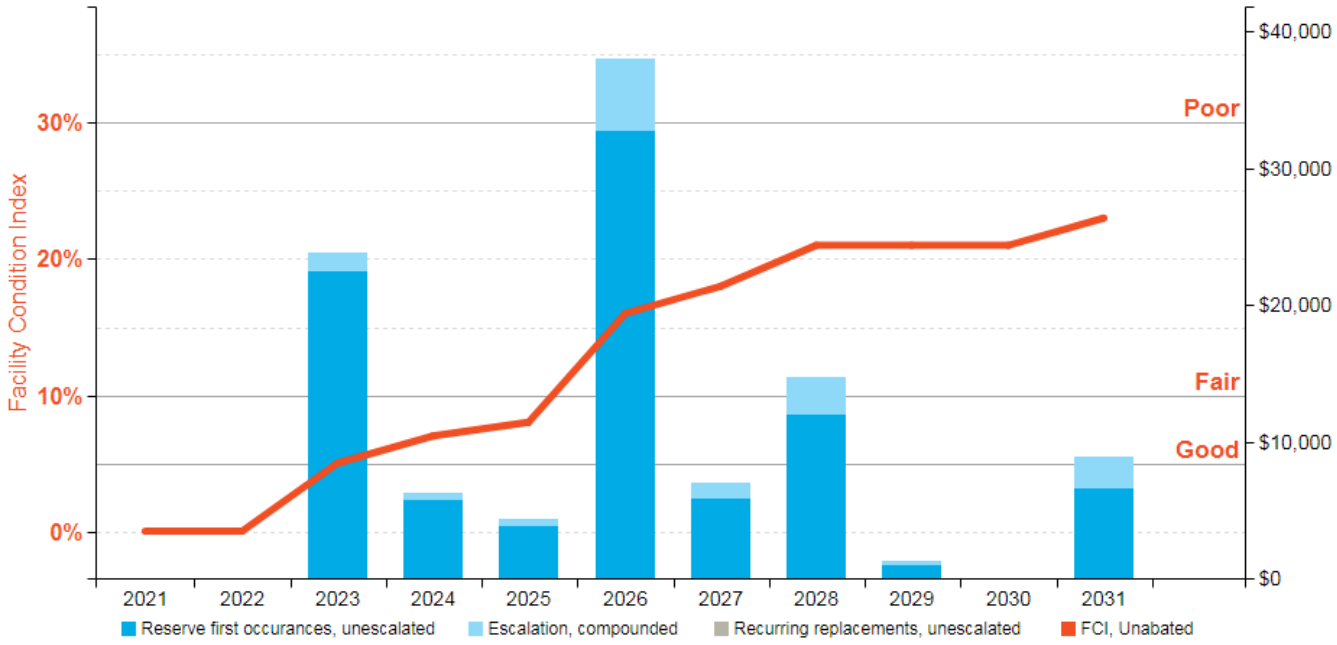
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	$23,790	-	-	$15,457	$39,247
Roofing	-	-	$1,763	-	$13,589	$15,352
Interiors	-	-	$5,274	$15,972	$42,715	$63,961
Plumbing	-	-	$32,039	$3,235	$26,310	$61,584
Fire Protection	-	-	$2,260	-	-	$2,260
Electrical	-	-	$2,841	$12,790	$4,772	$20,403
Fire Alarm & Electronic Systems	-	-	$4,389	-	-	$4,389
TOTALS	**-**	**$23,800**	**$48,600**	**$32,000**	**$102,900**	**$207,300**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restrooms: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: End of the Oregon Trail Interpretive Center Restrooms

Replacement Value: $ 451,000; Inflation rate: 3.0%



6. Site Summary

Site Information

Lot Size	7.3 acres (estimated)	
Parking Spaces	186 total spaces all in open lots; 6 of which are accessible	
System	*Description*	*Condition*
Pavement/Flatwork	Asphalt lots with areas of concrete and asphalt and concrete sidewalks, curbs, ramps, and stairs	Fair
Site Development	Property entrance signage, chain link fencing Park benches, picnic tables, trash receptacles	Fair
Landscaping and Topography	Moderate landscaping features Irrigation present Timber retaining wall Moderate site slopes throughout	Fair
Utilities	Municipal water and sewer Local utility-provided electric and natural gas	Good
Site Lighting	Pole-mounted: LED Building-mounted: LED, CFL Pedestrian walkway lighting	Fair
Ancillary Structures	Pre-fabricated storage sheds, gazebo, outdoor stage	Good
Accessibility	Presently it does not appear an accessibility study is needed for the exterior site areas. See Appendix C.	
Key Issues and Findings	Severe asphalt parking lot alligator cracking, cracked and spalled asphalt walkways, rotting wood deck, tree growing onto building	

Site: System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	$294	-	-	-	$294
Facade	-	-	$210,695	-	$283,156	$493,851
Plumbing	-	-	-	-	$11,173	$11,173
Fire Protection	-	-	-	-	$14,181	$14,181
Special Construction & Demo	-	-	-	-	$124,440	$124,440
Site Development	$1,950	-	-	$96,788	$7,214	$105,952
Site Utilities	-	-	-	$23,023	$163,477	$186,500
Site Pavement	-	$204,985	-	$526,748	$163,347	$895,080
TOTALS	**$2,000**	**$205,300**	**$210,700**	**$646,600**	**$767,000**	**$1,831,600**

7. Property Space Use and Observed Areas

Unit Allocation

All 15,800 square feet of the property are occupied by the City of Oregon City. The spaces are mostly learning and activity areas with supporting restrooms, administrative offices, and mechanical and other utility spaces.

Areas Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, the exterior of the property, and the roofs.

Key Spaces Not Observed

Areas of note that were either inaccessible or not observed for other reasons are listed here:

- Roofs, Main Building (Wagons 1-3), Lack of ladder or other means of egress

8. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not // are included in the dataset
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The campus was originally constructed in 1994. The campus has not since been substantially renovated.

During the interview process with the client representatives, no complaints or pending litigation associated with potential accessibility issues within the campus was reported.

A prior accessibility survey was performed 02/12/2012. From BV's perspective and limited analysis of the documents provided in conjunction with our own site visit, it appears that the recommendations from that study have been partially addressed. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

9. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

10. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

11. Certification

The city of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of End of the Oregon Trail Interpretive Center, 1726 Washington Street, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

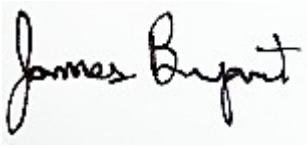
No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Jonathan Levine,
Project Manager

Reviewed by:



James Bryant,
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Jim Cave,
Program Manager
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1	END OF THE OREGON TRAIL INTERPRETIVE CENTER

2	MAIN BUILDING (WAGONS 1-3)

3	VISITOR'S CENTER

4	HENDERSON FARM

5	RESTROOM BUILDING

6	WOOD AND WOOD WINDOW FAÇADE

7	DAMAGED EXTERIOR WOOD WALL

8	CRACKED WALL

9	ROTTING WOOD DECKING

10	EXTERIOR WOOD DOORS

11	EXTERIOR METAL DOOR

12	ASPHALT SHINGLE ROOF

13	TPO/PVC ROOFING

14	GUTTERS AND DOWNSPOUTS

15	WAGON 1

16	THEATER (WAGON 2)

17	WAGON 3

18	VISITORS CENTER

19	HENDERSON FARM

20	INSECT INFESTATION

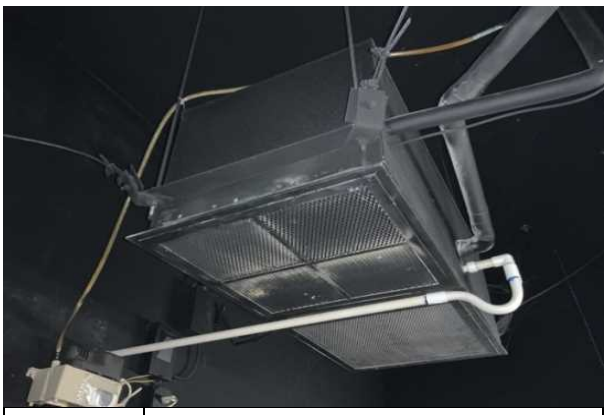
21	RESTROOM

22	BACKFLOW PREVENTER

23	WATER HEATER

24	PACKAGED UNIT

25	SPLIT SYSTEM CONDENSING UNIT



26	FAN COIL UNIT

27	FIRE SPRINKLER SUPPRESSION SYSTEM

28	ELECTRICAL DISTRIBUTION SYSTEM

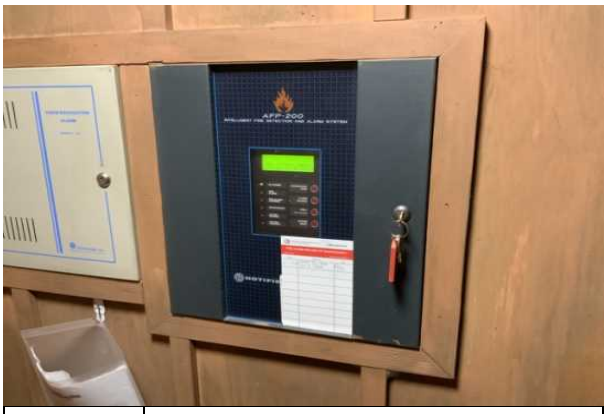
29	MAIN SWITCHBOARD

30	MAIN DISTRIBUTION PANEL

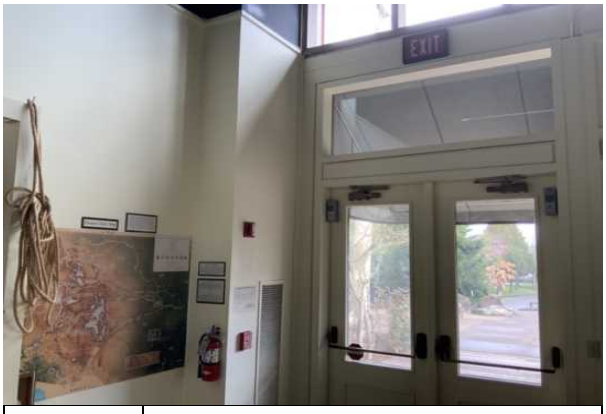
31	EMERGENCY UPS SYSTEM

32	INTERIOR LIGHTING

33	INTERIOR LIGHTING



34	FIRE ALARM CONTROL PANEL



35	FIRE ALARM SYSTEM

36	PARKING LOT

37	ASPHALT ALLIGATOR CRACKING

38	ASPHALT WALKWAY

39	PICNIC SHELTER

40	OUTDOOR STAGE

41	BULGING RETAINING WALL

42	IRRIGATION SYSTEM

43	LANDSCAPING

44	LANDSCAPING

45	TREE GROWING ONTO HENDERSON FARM

46	SITE POLE LIGHT

47	EXTERIOR BUILDING MOUNTED LIGHT

48	WALKWAY BOLLARD LIGHT

Site Plan

Project Number	Project Name
148392.21R000-007.017	End of the Oregon Trail Interpretive Center
Source	**On-Site Date**
Google Earth	March 09, 2021

BUREAU VERITAS FACILITY CONDITION ASSESSMENT:
PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: End of the Trail

Name of person completing form: Anne Crandall

Title / Association with property: Facilities Maintenance Specialist

Length of time associated w/ property: Since 2012

Date Completed: 3/8/2021

Phone Number: 503-422-5226

Method of Completion: PRIOR: fully completed by client in advance

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

DATA OVERVIEW		RESPONSE		
1	Year/s constructed / renovated	1994		
2	Building size in SF	17,900		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Façade		Quotes in 2012 and 2014 to upgrade to Hardy. No budget either year. Lessee replaced the ply and trim in 2015 (?) but the wood under trim was not painted and is rotting. We applied some patches to holes made by birds.
		Roof		The shake roofing for the Visitor Center and picnic pavilion were replaced 4/2016. Partial repair of the roof on Wagon #1 was done 2/2019. The shake roofing for the restrooms and office buildings replaced 2/2021
		Interiors		
		HVAC		The RTU for the Visitor Center was replaced 10/2016. The HP for wagon 3 was replaced fall of 2020 and RTU for wagon 1 replaced 11/2020.
		Electrical		
		Site Pavement		
		Accessibility		
QUESTION		RESPONSE		

4	List other significant capital improvements (focus on recent years; provide approximate date).	Added stage in 2018 (I think).
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	Wagons reroof, Wagons-reside with Hardy, HP for wagon 2 replacement. In budget process. Have asked for funding. The burglar system is antiquated, have not requested replacement with other differed projects more pressing.
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	The hoops are aesthetically non pleasing with moss and bird droppings. Have had them cleaned and re-painted with in the past 10 years.

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates *"Unknown"*)

QUESTION		RESPONSE				COMMENTS
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		X			
8	Are there any wall, window, basement, or roof leaks?		X			
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality or mold related complaints from occupants?		X			
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/back-up problems?		X			
12	Have there been any leaks or pressure problems with natural gas, HVAC supply/return lines, or steam service?		X			
13	Are any areas of the facility inadequately heated, cooled, or ventilated? Any poorly insulated areas?			X		I think many areas are poorly insulated. Further investigation needed.
14	Is the electrical service outdated, undersized, or otherwise problematic?	X				Recent power problems associated with weather event caused several equipment issues. Are panels surge protected adequately? Further investigation needed.
15	Are there any problems or inadequacies with exterior lighting?	X				The exterior lighting is not bright and expensive to maintain labor and materials. LEDs would be an excellent fit here.
16	Is site/parking drainage inadequate, with excessive ponding or other problems?	X				Ponding during heavy rains.
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?			X		

the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	QUESTION	RESPONSE				COMMENTS
		Yes	No	Unk	NA	
18	ADA: Has an accessibility study been performed at the site? If so, indicate when.	x				2/12/2012
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			Signage
20	ADA: Have there been regular complaints about accessibility issues, or associated previous or pending litigation?		X			

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: End of the Oregon Trail Interpretive Center

BV Project Number: 148392.21R000-007.017

Facility History & Interview

	Question	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property? If so, indicate when.	X			2/12/2012
2	Have any ADA improvements been made to the property since original construction? Elaborate, especially if fully or partially addressed as the result of a previous study.	X	X		Partially addressed. Most improvements were made but some still remain to be, specifically pertaining to signage.
3	Has building ownership/management reported any ADA complaints or litigation?		X		

Site: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Campus Parking			ADA Parking Area	☐
General Exterior Route				☒
Site Restrooms		NA		
Playgrounds & Pools		NA		☐
Site Amenities				☒

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Site Accessibility: Photographic Overview

1 - ACCESSIBLE PARKING AREA

2 – MISSING PARKING SIGNAGE

3 – EXTERIOR PATH OF TRAVEL

4 - CURB CUT

5 – PICNIC SHELTER

6 – OUTDOOR STAGE

Main Building (Wagons 1-3): Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Dedicated Parking		NA		
Exterior Route		NA		
Building Entrances				☒
Interior Route				☒
Elevators		NA		
Public Restrooms		NA		
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		
Theater				☒

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

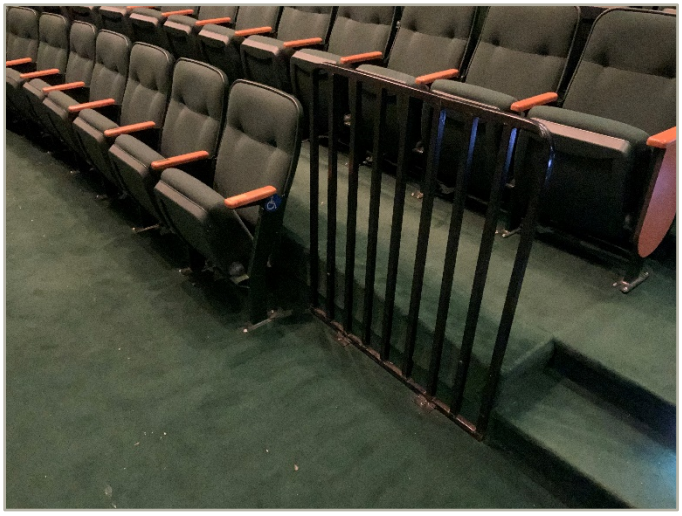
Main Building (Wagons 1-3) Accessibility: Photographic Overview

1 – MAIN ACCESSIBLE ENTRANCE

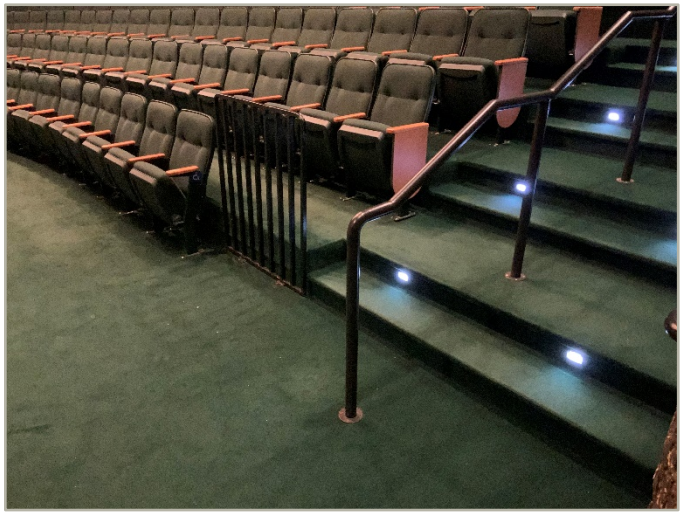
2 – ALTERNATE ENTRANCE

3 – INTEIROR PATH OF TRAVEL

4 – INTERIOR DOOR



5 - ACCESSIBLE THEATER SEATING



6 – THEATER PATH OF TRAVEL

Visitor's Center: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Dedicated Parking		NA		
Exterior Route				☒
Building Entrances				☒
Interior Route				☒
Elevators		NA		
Public Restrooms		NA		
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Visitor's Center Accessibility: Photographic Overview

1 – EXTERIOR ACCESSIBLE PATH

2 – RAMP TO BUILDING ENTRANCE

3 – MAIN ACCESSIBLE ENTRANCE

4 – ALTERNATE ENTRANCE

5 – BUILDING INTERIOR

6 – INTERIOR PATH OF TRAVEL

Henderson Farm: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Dedicated Parking		NA		
Exterior Route		NA		
Building Entrances				☒
Interior Route				☒
Elevators		NA		
Public Restrooms		NA		
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Henderson Farm Accessibility: Photographic Overview

1 – BUILDING EXTERIOR PATH/ENTRANCE

2 – ALTERNATE ENTRANCE

3 – INTERIOR

4 – INTERIOR PATH OF TRAVEL

Restrooms: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Dedicated Parking		NA		
Exterior Route		NA		
Building Entrances				☒
Interior Route		NA		
Elevators		NA		
Public Restrooms			Restrooms	☐
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Restrooms Accessibility: Photographic Overview

1 – BUILDING ENTRANCE

2 – ENTRANCE DOOR HARDWARE

3 - RESTROOM

4 – TOILET STALL

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the data and photos above and/or the *Key Findings* section in the body of the report for visuals and/or more specifics about the particular subject site conditions.

Reference Guide

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues
Parking	- Needs full reconstruction - Excessive slopes over 3% require major re-grading - No level locations to add required spaces	- No or non-compliant curb cuts - Moderate difficulty to add required accessible spaces - Slopes close to compliant	- Painting of markings needed - Signage height non-compliant - Signage missing
Exterior Route	- Large areas of sidewalks with excessive slopes - No ramp when needed - Ramps with excessive slopes	- Ramps need rails - Ramps need rail extensions	- One entrance door exterior maneuvering clearance area with excessive slope - Non-compliant signage
Building Entrances	- No compliant entrance exists - Exterior entry door/s not wide enough - Entrance vestibule requires complete reconstruction / reconfiguration due to clearance	- Need significant # of lever handles - Need to add or modify automatic door opener - Entrance vestibule requires limited reconfigurations - Maneuvering door clearance areas with excessive slopes	- A few door knobs instead of lever handles - Non-compliant door threshold
Interior Route	- All or most interior doors appear less than 32” wide - Corridors less than 36” wide - No ramp when needed - Ramps with excessive slopes - Non-compliant treads/risers at means of egress stairways	- Single height drinking fountains - Drinking fountain too high or protrudes into accessible route - Ramps need rails - Ramps need rail extensions - Need significant # of lever handles - Non-compliant rail extensions at egress stairways - All/most door thresholds high	- One door threshold too high - A few door knobs instead of lever handles - Non-compliant door pressures - Non-compliant signage - Switches not within reach range
Elevators	- No elevator present when required - Elevator cab too small	- Panel control buttons not at compliant height - No hands-free emergency communication system - Elevator only has mechanical stops	- Audible/visual signals at every floor may be lacking - Minor signage / Braille issues
Public Restrooms	- No ADA RR on each accessible floor - Restroom(s) too small - Entire restroom(s) requires renovation - Water closet clearance requires moving walls	- Interior doors appear less than 32” wide - Missing or non-compliant grab bars - Easily fixable clearance issues	- Minor height adjustments required - Non-compliant door pressures - Missing a visual strobe (only required if audible fire alarm already present) - Missing lavatory pipe wraps - Signage not compliant
Kitchens/Kitchenettes	- Clear space for each appliance not present - Clearance between opposing counters too narrow	- Sink and counter too high - Sink knee and toe clearance not provided where required (built-in) - Less than 50% of cabinetry within reach range	- Dispensers not within reach range - Switches not within reach range - Missing sink pipe wraps if knee and toe clearance required
Playgrounds & Pools	- Large areas of surfacing non-compliant - Install compliant play structures - No pool lift provided	- Small area/s of surfacing or equipment non-compliant - Moderate issues with path of travel to playground/pool	- Minor issues with path of travel to playground/pool

Component Condition Report | End of the Oregon Trail Interpretive Center / Site

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1010	Deck	Poor	Structural Flooring/Decking, Wood	20 SF	1	2923979
Facade						
B2080	Site	Fair	Awning, Fabric, per SF of awning	18,000 SF	4	2923957
Plumbing						
D2010	Site	Fair	Backflow Preventer, Domestic Water	1	17	2923973
Fire Protection						
D4010	Site	Fair	Backflow Preventer, Fire Suppression	1	17	2924002
Special Construction & Demo						
F1020	Site	Fair	Ancillary Building, Wood-Framed or CMU, Standard	80 SF	20	2923986
F1020	Site	Good	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard	900 SF	20	2923991
F1020	Site	Good	Ancillary Building, Wood-Framed or CMU, Standard	650 SF	32	2923945
F1020	Site	Good	Ancillary Building, Wood-Framed or CMU, Standard	50 SF	25	2923913
F1020	Site	Good	Ancillary Building, Wood-Framed or CMU, Standard	100 SF	25	2924035
Pedestrian Plazas & Walkways						
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	90,700 SF	2	2923975
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	60,700 SF	10	2923937
G2020	Parking lot	Poor	Parking Lots, Pavement, Asphalt, Mill & Overlay	30,000 SF	1	2923931
G2030	Site	Poor	Sidewalk, Asphalt	1,100 SF	1	2924042
G2030	Site	Fair	Sidewalk, Asphalt	9,400 SF	10	2923994
Sitework						
G2060	Site	Fair	Picnic Table, Wood/Composite/Fiberglass	9	10	2924039
G2060	Site	Good	Signage, Exterior/Site, Guide & Directional Pole-Mounted	2	15	2923914
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	4	12	2923951
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 8'	60 LF	25	2923929
G2080	Site	Fair	Irrigation System, Pop-Up Spray Heads, Commercial	50,000 SF	10	2923998
G2080	Site	Poor	Landscaping, Mature Trees, Removal/Trimming, Repair	1	0	2923983
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement	21	12	2924018
G4050	Site	Fair	Site Walkway Fixture w/ Lamp, Bollard Style	16	7	2924004

Component Condition Report | End of the Oregon Trail Interpretive Center / Henderson Farm

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	2nd floor	NA	Exterior Walls, Vented/Decorative Gable	50 SF	0	2967272
B2020	Building exterior	Fair	Window, Wood, up to 15 SF	10	5	2923997
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core Decorative High-End	1	5	2923990
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	1	13	2923962
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core	1	3	2924027

Component Condition Report | End of the Oregon Trail Interpretive Center / Henderson Farm

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Roofing						
B3010	Roof	Excellent	Roofing, Asphalt Shingle, 20-Year Standard	1,900 SF	20	2924014
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	200 LF	5	2923911
Interiors						
C1010	Throughout building	Poor	Interior Wall Construction, Concrete, Repair	100 SF	0	2948138
C2010	Throughout building	Fair	Wall Finishes, any surface, Prep & Paint	2,200 SF	5	2923933
C2030	Henderson Farm	Fair	Flooring, Wood, Strip	1,100 SF	15	2924047
C2030	Throughout building	Fair	Flooring, Carpet, Commercial Standard	1,500 SF	3	2924003
C2050	Throughout building	Fair	Ceiling Finishes, any flat surface, Prep & Paint	300 SF	5	2923934
C2050	Henderson Farm	NA	Ceiling Finishes, Metal	1,500 SF	0	2923944
HVAC						
D3020	2nd floor	Fair	Unit Heater, Electric	4	5	2924037
D3020	Office	Fair	Baseboard Heater, Electric, 4 LF	1	5	2923941
Fire Protection						
D4010	Throughout building	NA	Fire Suppression System, Full System Install/Retrofit, Low Density/Complexity, Install	2,900 SF	4	2945160
D4030	Throughout building	Fair	Fire Extinguisher, Wet Chemical/CO2	2	5	2923912
Electrical						
D5020	Office	Fair	Distribution Panel, 120/208 V	1	6	2923925
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	2,900 SF	13	2944923
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	2,900 SF	12	2924044
Fire Alarm & Electronic Systems						
D7050	Throughout building	NA	Fire Alarm System, Full System Upgrade, Standard Addressable, Install	2,900 SF	4	2945161
Sitework						
G2060	Site- Henderson Farm	Fair	Retaining Wall, Treated Timber	180 SF	3	2924006
G4050	Building exterior	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	4	10	2923995
Follow-up Studies						
P2030	Throughout building	NA	Engineering Study, Structural, Superstructure, Evaluate/Report	1	0	2923974

Component Condition Report | End of the Oregon Trail Interpretive Center / Main Building (Wagons 1-3)

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Poor	Exterior Walls, Textured Plywood (T1-11)	3,000 SF	2	2923955
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	16,000 SF	6	2924032
B2020	Building exterior	Fair	Window, Wood, 16-25 SF	2	8	2923939
B2020	Building exterior	Fair	Window, Wood, up to 15 SF	13	8	2923985
B2020	Building exterior	Fair	Window, Wood, 28-40 SF	3	8	2924012
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	6	13	2923930
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core Decorative High-End	6	7	2923999
Roofing						

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
B3010	Roof	Good	Roofing, Single-Ply Membrane, TPO/PVC	4,300 SF	19	2923988
B3010	Roof	Fair	Roofing, Single-Ply Membrane, TPO/PVC	5,000 SF	3	2923940
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	800 LF	5	2924009
Interiors						
C1030	Throughout building	Fair	Interior Door, Wood, Solid-Core Decorative High-End	2	13	2924019
C1030	Throughout building	Fair	Interior Door, Wood, Solid-Core	13	13	2924021
C1070	Throughout building	Fair	Suspended Ceilings, Acoustical Tile (ACT)	400 SF	5	2924026
C2010	Throughout building	Good	Wall Finishes, any surface, Prep & Paint	10,200 SF	7	2924017
C2010	Theater	Fair	Wall Finish, Acoustical Carpeting, Sound Dampening	2,700 SF	7	2923993
C2030	Throughout building	Fair	Flooring, Wood, Strip	7,200 SF	15	2923992
C2030	Theater	Fair	Flooring, Carpet, Commercial Standard	1,800 SF	5	2924029
C2030	Theater	Fair	Flooring, Vinyl Tile (VCT)	100 SF	3	2923923
C2030	Throughout building	Fair	Flooring, Vinyl Sheeting	150 SF	5	2924043
C2050	Throughout building	Good	Ceiling Finishes, any flat surface, Prep & Paint	1,600 SF	7	2923987
Plumbing						
D2010	Throughout building	Fair	Plumbing System, Supply & Sanitary, Very Low Density (excludes fixtures)	9,300 SF	13	2946863
D2010	Laundry room	Fair	Water Heater, Electric, Residential	1	8	2924007
HVAC						
D3030	Building exterior	Fair	Split System, Condensing Unit/Heat Pump	2	3	2924028
D3030	Theater	Fair	Split System, Fan Coil Unit, DX	2	3	2923950
D3050	Throughout building	Fair	HVAC System, Ductwork, Medium Density	9,300 SF	12	2923922
D3050	Building exterior	Good	Packaged Unit, RTU, Pad or Roof-Mounted	1	18	2923918
D3050	Roof- wagon 1	Good	Packaged Unit, RTU, Pad or Roof-Mounted	1	19	2924023
D3050	Building exterior	Fair	Packaged Unit, RTU, Pad or Roof-Mounted	1	3	2923956
Fire Protection						
D4010	Throughout building	Fair	Fire Suppression System, Existing Sprinkler Heads, by SF	9,300 SF	5	2923915
D4030	Throughout building	Fair	Fire Extinguisher, Wet Chemical/CO2	14	5	2924024
Electrical						
D5010	Electrical room	Fair	Uninterruptible Power Supply, UPS	1	3	2924008
D5020	Electrical room	Fair	Switchboard, 120/208 V	1	13	2923965
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	9,300 SF	13	2923921
D5040	Throughout building	Good	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	9,300 SF	15	2924016
D5040	Theater	Fair	Lighting Controls, Dimming Panel, Digital Time Control Clock & Photosensor	2	12	2923948
D5040	Throughout building	Fair	Emergency & Exit Lighting, Exit Sign, LED	12	5	2924022
Fire Alarm & Electronic Systems						
D6030	Theater	Fair	Sound System, Theater/Auditorium/Church	1,800 SF	12	2923961
D7050	Wagon 3	Fair	Fire Alarm Panel, Fully Addressable	1	3	2923954
D7050	Throughout building	Fair	Fire Alarm System, Full System Upgrade, Standard Addressable, Upgrade	9,300 SF	5	2923982
D7050	Wagon 3	Fair	Fire Alarm Panel, Fully Addressable	1	3	2923928

Component Condition Report | End of the Oregon Trail Interpretive Center / Main Building (Wagons 1-3)

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D8010	Throughout building	Fair	BAS/HVAC Controls, Basic System or Legacy Upgrades, Upgrade	9,300 SF	5	2924001
Equipment & Furnishings						
E1030	Utility closet	Fair	Foodservice Equipment, Refrigerator, 2-Door Reach-In	2	7	2923926
E1060	Laundry room	Fair	Residential Appliances, Washer/Dryer Combo Unit	2	7	2923968
E2010	Theater	Fair	Fixed Seating, Auditorium/Theater, Metal Cushioned Standard	100	12	2923972

Component Condition Report | End of the Oregon Trail Interpretive Center / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Poor	Exterior Walls, Textured Plywood (T1-11)	40 SF	1	2923977
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	5	13	2923966
Roofing						
B3010	Roof	Excellent	Roofing, Asphalt Shingle, 20-Year Standard	1,100 SF	20	2923947
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	130 LF	5	2924025
Interiors						
C1030	Throughout building	Fair	Interior Door, Wood, Solid-Core	2	13	2924031
C1090	Restrooms	Fair	Toilet Partitions, Metal	6	10	2924041
C2010	Restrooms	Fair	Wall Finishes, Ceramic Tile	150 SF	13	2924000
C2010	Throughout building	Fair	Wall Finishes, any surface, Prep & Paint	1,700 SF	6	2923916
C2030	Restrooms	Fair	Flooring, Ceramic Tile	500 SF	13	2923984
C2030	Throughout building	Fair	Flooring, Vinyl Sheeting	500 SF	5	2924033
C2050	Throughout building	Fair	Ceiling Finishes, any flat surface, Prep & Paint	1,000 SF	6	2923917
Plumbing						
D2010	Staff Room	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	1	7	2923932
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	5	5	2924020
D2010	Throughout building	Fair	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures)	1,000 SF	13	2923989
D2010	Staff restroom	Fair	Sink/Lavatory, Wall-Hung, Vitreous China	1	5	2923967
D2010	Building exterior	Fair	Drinking Fountain, Wall-Mounted, Bi-Level	1	3	2923920
D2010	Water heater closet	Fair	Water Heater, Electric, Residential	1	3	2924015
D2010	Restrooms	Fair	Sink/Lavatory, Wall-Hung, Vitreous China	5	5	2923938
D2010	Utility closet	Fair	Sink/Lavatory, Service Sink, Floor	1	8	2923996
D2010	Staff restroom	Fair	Toilet, Commercial Water Closet	1	5	2924036
D2010	Restrooms	Fair	Urinal, Standard	2	5	2923970
Fire Protection						
D4010	Throughout building	Fair	Fire Suppression System, Existing Sprinkler Heads, by SF	1,000 SF	5	2924011
D4030	Throughout building	Fair	Fire Extinguisher, Wet Chemical/CO2	1	5	2923964
Electrical						
D5020	Staff Room	Fair	Distribution Panel, 120/208 V	1	3	2923980
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	1,000 SF	13	2944924

Component Condition Report | End of the Oregon Trail Interpretive Center / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	1,000 SF	7	2923971
Fire Alarm & Electronic Systems						
D7050	Throughout building	NA	Fire Alarm System, Full System Upgrade, Standard Addressable, Install	1,000 SF	4	2945162

Component Condition Report | End of the Oregon Trail Interpretive Center / Visitor's Center

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2020	Building exterior	Fair	Window, Wood, 16-25 SF	10	8	2924030
B2020	Building exterior	Fair	Window, Wood, up to 15 SF	26	8	2923949
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core Decorative High-End	2	5	2923924
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core	2	5	2923936
Roofing						
B3010	Roof	Fair	Roofing, Single-Ply Membrane, TPO/PVC	370 SF	5	2924045
B3010	Roof	Good	Roofing, Asphalt Shingle, 20-Year Standard	2,275 SF	15	2924005
B3010	Roof	Fair	Roofing, Metal	2,200 SF	20	2945165
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	280 LF	5	2923946
Interiors						
C1030	Throughout building	Fair	Interior Door, Wood, Solid-Core	3	13	2923953
C2010	Throughout building	Good	Wall Finishes, any surface, Prep & Paint	4,600 SF	7	2923958
C2030	Throughout building	Fair	Flooring, Wood, Strip	2,500 SF	15	2924010
C2030	Throughout building	Fair	Flooring, Vinyl Sheeting	100 SF	5	2924038
Plumbing						
D2010	Throughout building	Fair	Plumbing System, Supply & Sanitary, Low Density (excludes fixtures)	2,600 SF	13	2944926
D2010	Restroom	Fair	Water Heater, Electric, Instant Hot	1	5	2924040
D2010	Restroom	Fair	Sink/Lavatory, Wall-Hung, Vitreous China	1	5	2923960
D2010	Backroom	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	1	7	2924013
D2010	Restroom	Fair	Toilet, Residential Water Closet	1	5	2923963
HVAC						
D3050	Roof	Good	Packaged Unit, RTU, Pad or Roof-Mounted	1	15	2923969
D3050	Throughout building	Fair	HVAC System, Ductwork, Low Density	2,600 SF	7	2923952
D3060	Restroom	Fair	Exhaust Fan, Residential Bathroom	1	5	2924034
Fire Protection						
D4010	Throughout building	NA	Fire Suppression System, Full System Install/Retrofit, Low Density/Complexity, Install	2,600 SF	4	2945159
D4030	Throughout building	Fair	Fire Extinguisher, Wet Chemical/CO2	2	5	2924046
Electrical						
D5020	Storage room	Fair	Distribution Panel, 120/208 V	1	11	2923943
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	2,600 SF	13	2944925
D5040	Throughout building	Fair	Emergency & Exit Lighting, Exit Sign/Emergency Combo, LED	3	3	2923919
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	2,600 SF	12	2923978

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Fire Alarm & Electronic Systems						
D7050	Throughout building	NA	Fire Alarm System, Full System Upgrade, Standard Addressable, Install	2,600 SF	4	2945163
D8010	Throughout building	Fair	BAS/HVAC Controls, Basic System or Legacy Upgrades, Upgrade	2,600 SF	5	2923927
Equipment & Furnishings						
E1030	Visitors center	Fair	Foodservice Equipment, Refrigerator, 2-Door Reach-In	1	7	2923935

Replacement Reserves Report
End of the Oregon Trail Interpretive Center

7/16/2021

ID	Building	Cost Description	Location Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
2967272	Henderson Farm	Exterior Walls, Vented/Decorative Gable, Replace	2nd floor	20	20	0	50	SF	$17.25	$863	$863																				$863	$1,725
3147369	Henderson Farm	Exterior Walls, Stained Wood Surfaces, Prep & Stain	Exterior Walls	10	7	3	2800	SF	$5.40	$15,120				$15,120										$15,120								$30,240
2923997	Henderson Farm	Window, Wood, up to 15 SF, Replace	Building exterior	30	25	5	10	EA	$1,040.00	$10,400						$10,400																$10,400
2924027	Henderson Farm	Exterior Door, Wood, Solid-Core, Replace	Building exterior	25	22	3	1	EA	$1,105.00	$1,105				$1,105																		$1,105
2923990	Henderson Farm	Exterior Door, Wood, Solid-Core Decorative High-End, Replace	Building exterior	25	20	5	1	EA	$1,950.00	$1,950						$1,950																$1,950
2923962	Henderson Farm	Exterior Door, Steel, Standard, Replace	Building exterior	40	27	13	1	EA	$910.00	$910														$910								$910
2924014	Henderson Farm	Roofing, Asphalt Shingle, 20-Year Standard, Replace	Roof	20	0	20	1900	SF	$5.89	$11,191																					$11,191	$11,191
2923911	Henderson Farm	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Roof	20	15	5	200	LF	$11.70	$2,340						$2,340																$2,340
2948138	Henderson Farm	Interior Wall Construction, GWB, Repair	Throughout Building	0	0	0	100	SF	$39.00	$3,900	$3,900																					$3,900
2923944	Henderson Farm	Suspended Ceilings, Undefined, Replace	Henderson Farm	25	50	0	1500	SF	$19.50	$29,250	$29,250																					$29,250
2923933	Henderson Farm	Wall Finishes, any surface, Prep & Paint	Throughout building	10	5	5	2200	SF	$1.95	$4,290						$4,290										$4,290						$8,580
2924047	Henderson Farm	Flooring, Wood, Strip, Replace	Henderson Farm	30	15	15	1100	SF	$19.50	$21,450																$21,450						$21,450
2924003	Henderson Farm	Flooring, Carpet, Commercial Standard, Replace	Throughout building	10	7	3	1500	SF	$9.75	$14,625				$14,625										$14,625								$29,250
2923934	Henderson Farm	Ceiling Finishes, any flat surface, Prep & Paint	Throughout building	10	5	5	300	SF	$2.60	$780						$780										$780						$1,560
2924037	Henderson Farm	Unit Heater, Electric, Replace	2nd floor	20	15	5	4	EA	$1,560.00	$6,240						$6,240																$6,240
2945160	Henderson Farm	Fire Suppression System, Full System Install/Retrofit, Low Density/Complexity, Install	Throughout building	40	36	4	2900	SF	$3.90	$11,310					$11,310																	$11,310
2923925	Henderson Farm	Distribution Panel, 120/208 V, Replace	Office	30	24	6	1	EA	$2,600.00	$2,600							$2,600															$2,600
2944923	Henderson Farm	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	Throughout building	40	27	13	2900	SF	$3.25	$9,425														$9,425								$9,425
2924044	Henderson Farm	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	Throughout building	20	8	12	2900	SF	$10.40	$30,160													$30,160									$30,160
2945161	Henderson Farm	Fire Alarm System, Full System Upgrade, Standard Addressable, Install	Throughout building	20	16	4	2900	SF	$3.90	$11,310					$11,310																	$11,310
2924006	Henderson Farm	Retaining Wall, Treated Timber, Replace	Site- Henderson Farm	25	22	3	180	SF	$26.00	$4,680				$4,680																		$4,680
2923995	Henderson Farm	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	Building exterior	20	10	10	4	EA	$520.00	$2,080											$2,080											$2,080
2923974	Henderson Farm	Engineering Study, Structural, Superstructure, Evaluate/Report	Throughout building	0	0	0	1	EA	$8,450.00	$8,450	$8,450																					$8,450
3147461	Interpretive Center (Wagons 1-3)	Architectural Study/Design, Building Envelope, Roof, Evaluate/Report	Exterior Walls	0	0	0	1	EA	$26,000.00	$26,000	$26,000																					$26,000
3147373	Interpretive Center (Wagons 1-3)	Exterior Walls, Plywood/OSB, Replace	Exterior Walls	20	43	0	10750	SF	$9.75	$104,813	$104,813																				$104,813	$209,625
2923955	Interpretive Center (Wagons 1-3)	Exterior Walls, Fiber Cement Siding, Replace	Exterior Walls	45	45	0	10750	SF	$17.05	$183,288	$183,288																					$183,288
2924032	Interpretive Center (Wagons 1-3)	Exterior Walls, Painted surface, 1-2 Story Building, Prep & Paint	Building exterior	10	10	0	16000	SF	$3.90	$62,400	$62,400										$62,400										$62,400	$187,200
2923939	Interpretive Center (Wagons 1-3)	Window, Wood, 16-25 SF, Replace	Building exterior	30	22	8	2	EA	$1,560.00	$3,120									$3,120													$3,120
2923985	Interpretive Center (Wagons 1-3)	Window, Wood, up to 15 SF, Replace	Building exterior	30	22	8	13	EA	$1,040.00	$13,520									$13,520													$13,520
2924012	Interpretive Center (Wagons 1-3)	Window, Wood, 28-40 SF, Replace	Building exterior	30	22	8	3	EA	$2,080.00	$6,240									$6,240													$6,240
2923999	Interpretive Center (Wagons 1-3)	Exterior Door, Wood, Solid-Core Decorative High-End, Replace	Building exterior	25	18	7	6	EA	$1,950.00	$11,700								$11,700														$11,700
2923930	Interpretive Center (Wagons 1-3)	Exterior Door, Steel, Standard, Replace	Building exterior	40	27	13	6	EA	$780.00	$4,680														$4,680								$4,680
2923940	Interpretive Center (Wagons 1-3)	Roofing, Single-Ply Membrane, TPO/PVC, Replace	Roof	20	17	3	5000	SF	$22.10	$110,500				$110,500																		$110,500

2923988	Interpretive Center (Wagons 1-3)	Roofing, Single-Ply Membrane, TPO/PVC, Replace	Roof	20	1	19	4300	SF	$22.10	$95,030																				$95,030		$95,030
2924009	Interpretive Center (Wagons 1-3)	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Roof	20	15	5	800	LF	$11.70	$9,360						$9,360																$9,360
2924019	Interpretive Center (Wagons 1-3)	Interior Door, Wood, Solid-Core Decorative High-End, Replace	Throughout building	40	27	13	2	EA	$1,950.00	$3,900														$3,900								$3,900
2924021	Interpretive Center (Wagons 1-3)	Interior Door, Wood, Solid-Core, Replace	Throughout building	40	27	13	13	EA	$910.00	$11,830														$11,830								$11,830
2924026	Interpretive Center (Wagons 1-3)	Suspended Ceilings, Acoustical Tile (ACT), Replace	Throughout building	25	20	5	400	SF	$4.55	$1,820						$1,820																$1,820
2923993	Interpretive Center (Wagons 1-3)	Wall Finish, Acoustical Carpeting, Sound Dampening, Replace	Theater	15	8	7	2700	SF	$13.13	$35,451								$35,451														$35,451
2924017	Interpretive Center (Wagons 1-3)	Wall Finishes, any surface, Prep & Paint	Throughout building	10	3	7	10200	SF	$1.95	$19,890								$19,890										$19,890				$39,780
2923992	Interpretive Center (Wagons 1-3)	Flooring, Wood, Strip, Replace	Throughout building	30	15	15	7200	SF	$19.50	$140,400																$140,400						$140,400
2924043	Interpretive Center (Wagons 1-3)	Flooring, Vinyl Sheeting, Replace	Throughout building	15	10	5	150	SF	$9.10	$1,365						$1,365															$1,365	$2,730
2924029	Interpretive Center (Wagons 1-3)	Flooring, Carpet, Commercial Standard, Replace	Theater	10	5	5	1800	SF	$9.75	$17,550						$17,550										$17,550						$35,100
2923987	Interpretive Center (Wagons 1-3)	Ceiling Finishes, any flat surface, Prep & Paint	Throughout building	10	3	7	1600	SF	$2.60	$4,160								$4,160										$4,160				$8,320
2924007	Interpretive Center (Wagons 1-3)	Water Heater, Electric, Residential, Replace	Laundry room	15	7	8	1	EA	$845.00	$845									$845													$845
2946863	Interpretive Center (Wagons 1-3)	Plumbing System, Supply & Sanitary, Very Low Density (excludes fixtures), Replace	Throughout building	40	27	13	9300	SF	$1.30	$12,090														$12,090								$12,090
2924028	Interpretive Center (Wagons 1-3)	Split System, Condensing Unit/Heat Pump, Replace	Building exterior	15	12	3	2	EA	$2,990.00	$5,980				$5,980															$5,980			$11,960
2923950	Interpretive Center (Wagons 1-3)	Split System, Fan Coil Unit, DX, Replace	Theater	15	12	3	2	EA	$2,730.00	$5,460				$5,460															$5,460			$10,920
2923956	Interpretive Center (Wagons 1-3)	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	Building exterior	20	17	3	1	EA	$32,500.00	$32,500				$32,500																		$32,500
2923922	Interpretive Center (Wagons 1-3)	HVAC System, Ductwork, Medium Density, Replace	Throughout building	30	18	12	9300	SF	$5.20	$48,360												$48,360										$48,360
2923918	Interpretive Center (Wagons 1-3)	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	Building exterior	20	2	18	1	EA	$39,000.00	$39,000																			$39,000			$39,000
2924023	Interpretive Center (Wagons 1-3)	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	Roof- wagon 1	20	1	19	1	EA	$39,000.00	$39,000																				$39,000		$39,000
2923915	Interpretive Center (Wagons 1-3)	Fire Suppression System, Existing Sprinkler Heads, by SF, Replace	Throughout building	25	20	5	9300	SF	$1.95	$18,135						$18,135																$18,135
2924024	Interpretive Center (Wagons 1-3)	Fire Extinguisher, Wet Chemical/CO2, Replace	Throughout building	10	5	5	14	EA	$390.00	$5,460						$5,460										$5,460						$10,920
2924008	Interpretive Center (Wagons 1-3)	Uninterruptible Power Supply, UPS, Replace	Electrical room	15	12	3	1	EA	$49,400.00	$49,400				$49,400															$49,400			$98,800
2923965	Interpretive Center (Wagons 1-3)	Switchboard, 120/208 V, Replace	Electrical room	40	27	13	1	EA	$85,800.00	$85,800														$85,800								$85,800
2923921	Interpretive Center (Wagons 1-3)	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	Throughout building	40	27	13	9300	SF	$3.25	$30,225														$30,225								$30,225
2923948	Interpretive Center (Wagons 1-3)	Lighting Controls, Dimming Panel, Digital Time Control Clock & Photosensor, Replace	Theater	20	8	12	2	EA	$6,084.00	$12,168													$12,168									$12,168
2924022	Interpretive Center (Wagons 1-3)	Emergency & Exit Lighting, Exit Sign, LED, Replace	Throughout building	10	5	5	12	EA	$286.00	$3,432						$3,432										$3,432						$6,864
2924016	Interpretive Center (Wagons 1-3)	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	Throughout building	20	5	15	9300	SF	$10.40	$96,720																$96,720						$96,720
2923961	Interpretive Center (Wagons 1-3)	Sound System, Theater/Auditorium/Church, Replace	Theater	20	8	12	1800	SF	$1.95	$3,510													$3,510									$3,510
2923954	Interpretive Center (Wagons 1-3)	Fire Alarm Panel, Fully Addressable, Replace	Wagon 3	15	12	3	1	EA	$19,500.00	$19,500				$19,500															$19,500			$39,000
2923928	Interpretive Center (Wagons 1-3)	Fire Alarm Panel, Fully Addressable, Replace	Wagon 3	15	12	3	1	EA	$19,500.00	$19,500				$19,500															$19,500			$39,000
2923982	Interpretive Center (Wagons 1-3)	Fire Alarm System, Full System Upgrade, Standard Addressable, Upgrade	Throughout building	20	15	5	9300	SF	$3.90	$36,270						$36,270																$36,270
2924001	Interpretive Center (Wagons 1-3)	BAS/HVAC Controls, Basic System or Legacy Upgrades, Upgrade	Throughout building	15	10	5	9300	SF	$3.25	$30,225						$30,225															$30,225	$60,450
2923926	Interpretive Center (Wagons 1-3)	Foodservice Equipment, Refrigerator, 2-Door Reach-In, Replace	Utility closet	15	8	7	2	EA	$5,980.00	$11,960								$11,960														$11,960

2923968	Interpretive Center (Wagons 1-3)	Residential Appliances, Washer/Dryer Combo Unit, Replace	Laundry room	15	8	7	2	EA	$1,820.00	$3,640								$3,640													$3,640
2923972	Interpretive Center (Wagons 1-3)	Fixed Seating, Auditorium/Theater, Metal Cushioned Standard, Replace	Theater	20	8	12	100	EA	$455.00	$45,500													$45,500								$45,500
2923977	Restrooms	Exterior Walls, Wood Siding, Replace	Building Exterior	30	28	2	1200	SF	$13.00	$15,600			$15,600																		$15,600
3147372	Restrooms	Exterior Walls, Painted surfaces, Prep & Paint	Building Exterior	10	8	2	1750	SF	$3.90	$6,825			$6,825										$6,825								$13,650
2923966	Restrooms	Exterior Door, Steel, Standard, Replace	Building exterior	40	27	13	5	EA	$780.00	$3,900														$3,900							$3,900
2923947	Restrooms	Roofing, Asphalt Shingle, 20-Year Standard, Replace	Roof	20	0	20	1100	SF	$6.84	$7,524																				$7,524	$7,524
2924025	Restrooms	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Roof	20	15	5	130	LF	$11.70	$1,521						$1,521															$1,521
2924031	Restrooms	Interior Door, Wood, Solid-Core, Replace	Throughout building	40	27	13	2	EA	$910.00	$1,820														$1,820							$1,820
2924041	Restrooms	Toilet Partitions, Metal, Replace	Restrooms	20	10	10	6	EA	$1,105.00	$6,630											$6,630										$6,630
2924000	Restrooms	Wall Finishes, Ceramic Tile, Replace	Restrooms	40	27	13	150	SF	$23.40	$3,510														$3,510							$3,510
2923916	Restrooms	Wall Finishes, any surface, Prep & Paint	Throughout building	10	4	6	1700	SF	$1.95	$3,315							$3,315										$3,315				$6,630
2923984	Restrooms	Flooring, Ceramic Tile, Replace	Restrooms	40	27	13	500	SF	$23.40	$11,700														$11,700							$11,700
2924033	Restrooms	Flooring, Vinyl Sheeting, Replace	Throughout building	15	10	5	500	SF	$9.10	$4,550						$4,550														$4,550	$9,100
2923917	Restrooms	Ceiling Finishes, any flat surface, Prep & Paint	Throughout building	10	4	6	1000	SF	$2.60	$2,600							$2,600										$2,600				$5,200
2924015	Restrooms	Water Heater, Electric, Residential, Replace	Water heater closet	15	12	3	1	EA	$1,170.00	$1,170				$1,170														$1,170			$2,340
2923989	Restrooms	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures), Replace	Throughout building	40	27	13	1000	SF	$14.30	$14,300														$14,300							$14,300
2923920	Restrooms	Drinking Fountain, Wall-Mounted, Bi-Level, Replace	Building exterior	15	12	3	1	EA	$1,950.00	$1,950				$1,950														$1,950			$3,900
2924020	Restrooms	Toilet, Commercial Water Closet, Replace	Restrooms	30	25	5	5	EA	$1,690.00	$8,450						$8,450															$8,450
2923967	Restrooms	Sink/Lavatory, Wall-Hung, Vitreous China, Replace	Staff restroom	30	25	5	1	EA	$1,950.00	$1,950						$1,950															$1,950
2923938	Restrooms	Sink/Lavatory, Wall-Hung, Vitreous China, Replace	Restrooms	30	25	5	5	EA	$1,950.00	$9,750						$9,750															$9,750
2924036	Restrooms	Toilet, Commercial Water Closet, Replace	Staff restroom	30	25	5	1	EA	$1,690.00	$1,690						$1,690															$1,690
2923970	Restrooms	Urinal, Standard, Replace	Restrooms	30	25	5	2	EA	$1,430.00	$2,860						$2,860															$2,860
2923932	Restrooms	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	Staff Room	30	23	7	1	EA	$1,560.00	$1,560								$1,560													$1,560
2923996	Restrooms	Sink/Lavatory, Service Sink, Floor, Replace	Utility closet	35	27	8	1	EA	$1,040.00	$1,040									$1,040												$1,040
2924011	Restrooms	Fire Suppression System, Existing Sprinkler Heads, by SF, Replace	Throughout building	25	20	5	1000	SF	$1.95	$1,950						$1,950															$1,950
2923980	Restrooms	Distribution Panel, 120/208 V, Replace	Staff Room	30	27	3	1	EA	$2,600.00	$2,600				$2,600																	$2,600
2944924	Restrooms	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	Throughout building	40	27	13	1000	SF	$3.25	$3,250														$3,250							$3,250
2923971	Restrooms	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	Throughout building	20	13	7	1000	SF	$10.40	$10,400								$10,400													$10,400
2945162	Restrooms	Fire Alarm System, Full System Upgrade, Standard Addressable, Install	Throughout building	20	16	4	1000	SF	$3.90	$3,900					$3,900																$3,900
2923979	Site	Structural Flooring/Decking, Wood, Replace	Deck	75	74	1	20	SF	$14.30	$286		$286																			$286
2923957	Site	Awning, Fabric, per SF of awning, Replace	Site	10	6	4	18000	SF	$10.40	$187,200					$187,200										$187,200						$374,400
2923973	Site	Backflow Preventer, Domestic Water, Replace	Site	30	13	17	1	EA	$6,760.00	$6,760																		$6,760			$6,760
2924002	Site	Backflow Preventer, Fire Suppression, Replace	Site	30	13	17	1	EA	$8,580.00	$8,580																		$8,580			$8,580
2923986	Site	Ancillary Building, Wood-Framed or CMU, Standard, Replace	Site	35	15	20	80	SF	$130.00	$10,400																				$10,400	$10,400
2923991	Site	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard, Replace	Site	30	10	20	900	SF	$65.00	$58,500																				$58,500	$58,500
2923931	Site	Parking Lots, Pavement, Asphalt, Mill & Overlay	Parking lot	25	24	1	30000	SF	$4.55	$136,500		$136,500																			$136,500
2923975	Site	Parking Lots, Pavement, Asphalt, Seal & Stripe	Parking lot	5	3	2	90700	SF	$0.59	$53,060			$53,060					$53,060					$53,060					$53,060			$212,238
2923937	Site	Parking Lots, Pavement, Asphalt, Mill & Overlay	Parking lot	25	15	10	60700	SF	$4.55	$276,185											$276,185										$276,185

2924042	Site	Sidewalk, Asphalt, Replace	Site	25	24	1	1100	SF	$7.15	$7,865		$7,865																			$7,865
2923994	Site	Sidewalk, Asphalt, Replace	Site	25	15	10	9400	SF	$7.15	$67,210											$67,210										$67,210
2924039	Site	Picnic Table, Wood/Composite/Fiberglass, Replace	Site	20	10	10	9	EA	$780.00	$7,020											$7,020										$7,020
2923951	Site	Trash Receptacle, Medium-Duty Metal or Precast, Replace	Site	20	8	12	4	EA	$910.00	$3,640													$3,640								$3,640
2923914	Site	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace	Site	20	5	15	2	EA	$650.00	$1,300															$1,300						$1,300
2923998	Site	Irrigation System, Pop-Up Spray Heads, Commercial, Replace	Site	20	10	10	50000	SF	$1.30	$65,000											$65,000										$65,000
2923983	Site	Landscaping, Mature Trees, Removal/Trimming, Repair	Site	0	0	0	1	EA	$1,950.00	$1,950	$1,950																				$1,950
2924004	Site	Site Walkway Fixture w/ Lamp, Bollard Style, Replace	Site	20	13	7	16	EA	$1,170.00	$18,720								$18,720													$18,720
2924018	Site	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace	Site	20	8	12	21	EA	$5,460.00	$114,660													$114,660								$114,660
3147371	Visitor's Center	Exterior Walls, Stained Wood Surfaces, Prep & Stain	Exterior Walls	10	7	3	3950	SF	$5.40	$21,330				$21,330										$21,330								$42,660
2924030	Visitor's Center	Window, Wood, 16-25 SF, Replace	Building exterior	30	22	8	10	EA	$1,560.00	$15,600									$15,600												$15,600
2923949	Visitor's Center	Window, Wood, up to 15 SF, Replace	Building exterior	30	22	8	26	EA	$1,040.00	$27,040									$27,040												$27,040
2923924	Visitor's Center	Exterior Door, Wood, Solid-Core Decorative High-End, Replace	Building exterior	25	20	5	2	EA	$1,950.00	$3,900						$3,900															$3,900
2923936	Visitor's Center	Exterior Door, Wood, Solid-Core, Replace	Building exterior	25	20	5	2	EA	$1,430.00	$2,860						$2,860															$2,860
2924005	Visitor's Center	Roofing, Asphalt Shingle, 20-Year Standard, Replace	Roof	20	5	15	2275	SF	$5.89	$13,400															$13,400						$13,400
2945165	Visitor's Center	Roofing, Metal, Replace	Roof	40	20	20	2200	SF	$20.15	$44,330																				$44,330	$44,330
2924045	Visitor's Center	Roofing, Single-Ply Membrane, TPO/PVC, Replace	Roof	20	15	5	370	SF	$39.10	$14,467						$14,467															$14,467
2923946	Visitor's Center	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Roof	20	15	5	280	LF	$11.70	$3,276						$3,276															$3,276
2923953	Visitor's Center	Interior Door, Wood, Solid-Core, Replace	Throughout building	40	27	13	3	EA	$910.00	$2,730														$2,730							$2,730
2923958	Visitor's Center	Wall Finishes, any surface, Prep & Paint	Throughout building	10	3	7	4600	SF	$1.95	$8,970								$8,970										$8,970			$17,940
2924010	Visitor's Center	Flooring, Wood, Strip, Replace	Throughout building	30	15	15	2500	SF	$19.50	$48,750															$48,750						$48,750
2944926	Visitor's Center	Plumbing System, Supply & Sanitary, Low Density (excludes fixtures), Replace	Throughout building	40	27	13	2600	SF	$6.50	$16,900														$16,900							$16,900
2923960	Visitor's Center	Sink/Lavatory, Wall-Hung, Vitreous China, Replace	Restroom	30	25	5	1	EA	$1,950.00	$1,950						$1,950															$1,950
2924013	Visitor's Center	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	Backroom	30	23	7	1	EA	$1,560.00	$1,560								$1,560													$1,560
2923952	Visitor's Center	HVAC System, Ductwork, Low Density, Replace	Throughout building	30	23	7	2600	SF	$2.60	$6,760								$6,760													$6,760
2923969	Visitor's Center	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	Roof	20	5	15	1	EA	$19,500.00	$19,500															$19,500						$19,500
2945159	Visitor's Center	Fire Suppression System, Full System Install/Retrofit, Low Density/Complexity, Install	Throughout building	40	36	4	2600	SF	$3.90	$10,140					$10,140																$10,140
2923943	Visitor's Center	Distribution Panel, 120/208 V, Replace	Storage room	30	19	11	1	EA	$2,600.00	$2,600												$2,600									$2,600
2944925	Visitor's Center	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	Throughout building	40	27	13	2600	SF	$3.25	$8,450														$8,450							$8,450
2923919	Visitor's Center	Emergency & Exit Lighting, Exit Sign/Emergency Combo, LED, Replace	Throughout building	10	7	3	3	EA	$390.00	$1,170				$1,170										$1,170							$2,340
2923978	Visitor's Center	Interior Lighting System, Full Upgrade, Medium Density, LED replacements, Replace	Throughout building	20	8	12	2600	SF	$10.40	$27,040													$27,040								$27,040
2945163	Visitor's Center	Fire Alarm System, Full System Upgrade, Standard Addressable, Install	Throughout building	20	16	4	2600	SF	$3.90	$10,140					$10,140																$10,140
2923927	Visitor's Center	BAS/HVAC Controls, Basic System or Legacy	Throughout building	15	10	5	2600	SF	$3.25	$8,450						$8,450														$8,450	$16,900
2923935	Visitor's Center	Foodservice Equipment, Refrigerator, 2-Door Reach-In, Replace	Visitors center	15	8	7	1	EA	$5,980.00	$5,980								$5,980													$5,980
Totals, Escalated (3.0% inflation, compounded annually)											$420,913	$148,991	$80,082	$335,019	$263,369	$251,842	$10,167	$238,362	$85,387	$0	$653,849	$3,599	$491,777	$407,760	$283,157	$581,171	$9,492	$167,631	$241,677	$235,022	$622,404	$5,531,671
Totals, Unescalated											$420,913	$144,651	$75,485	$306,590	$234,000	$217,241	$8,515	$193,811	$67,405	$0	$486,525	$2,600	$344,923	$277,665	$187,200	$373,032	$5,915	$101,420	$141,960	$134,030	$344,610	$4,068,488

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Ermatinger House
619 6th Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-012.017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 22, 2021

1. Executive Summary

Property Overview and Assessment Details

General Information	
Property Type	Museum
Main Address	619 6th Street, Oregon City, Oregon 97045
Site Developed	1843 Renovated 2016-2017
Site Area	0.12 acres (estimated)
Parking Spaces	NA parking space is shared with library
Building Area	3,300 SF
Number of Stories	Two plus basement
Outside Occupants / Leased Spaces	None
Date(s) of Visit	March 22, 2021
Management Point of Contact	Denise Conrad Asst. Parks & Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Emily Tierney Recreation programmer/ Tour Guide
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	James Bryant Project Manager Jamie.Bryant@bvna.com 800.733.0660 6233
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Significant/Systemic Findings and Deficiencies

Historical Summary

The Francis Ermatinger House was built in 1843 and is one of the oldest houses in Clackamas County, Oregon City. The house was renovated from 2011 to 2017 and it was opened to the public in 2018.

Architectural

The building is composed of wood board and all the interior finishes were installed recently, so there were no issues observed. The roof is a combination of TPO/PVC on the center area and the sides of the building are asphalt shingles. The roof seems to be in good condition and no leaks has been reported.

Mechanical, Electrical, Plumbing and Fire (MEPF)

Air conditioning is provided by a split system comprised of a furnace and a heat pump unit. Electricity is fed from outside to the panels inside the property, Hot water is supplied by a gas 50 gallon water heater. The water heater is large considering that the water fixtures are limited to one bathroom and a small kitchenette. In the future it is recommended to install a tankless water heater as they more energy efficient and will be more suitable for the property. Overall, all the MEPF components appear to be in a fair condition.

Site

Site amenities consists of an asphalt parking lot, site lighting, bench, green landscape, and concrete pavement. The site amenities in general are in good condition and convey the impression of being well maintained.

Recommended Additional Studies

No additional studies recommended at this time.

Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

FCI Ranges and Description	
0 – 5%	In new or well-maintained condition, with little or no visual evidence of wear or deficiencies.
5 – 10%	Subjected to wear but is still in a serviceable and functioning condition.
10 – 30%	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
30% and above	Has reached the end of its useful or serviceable life. Renewal is now necessary.

The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

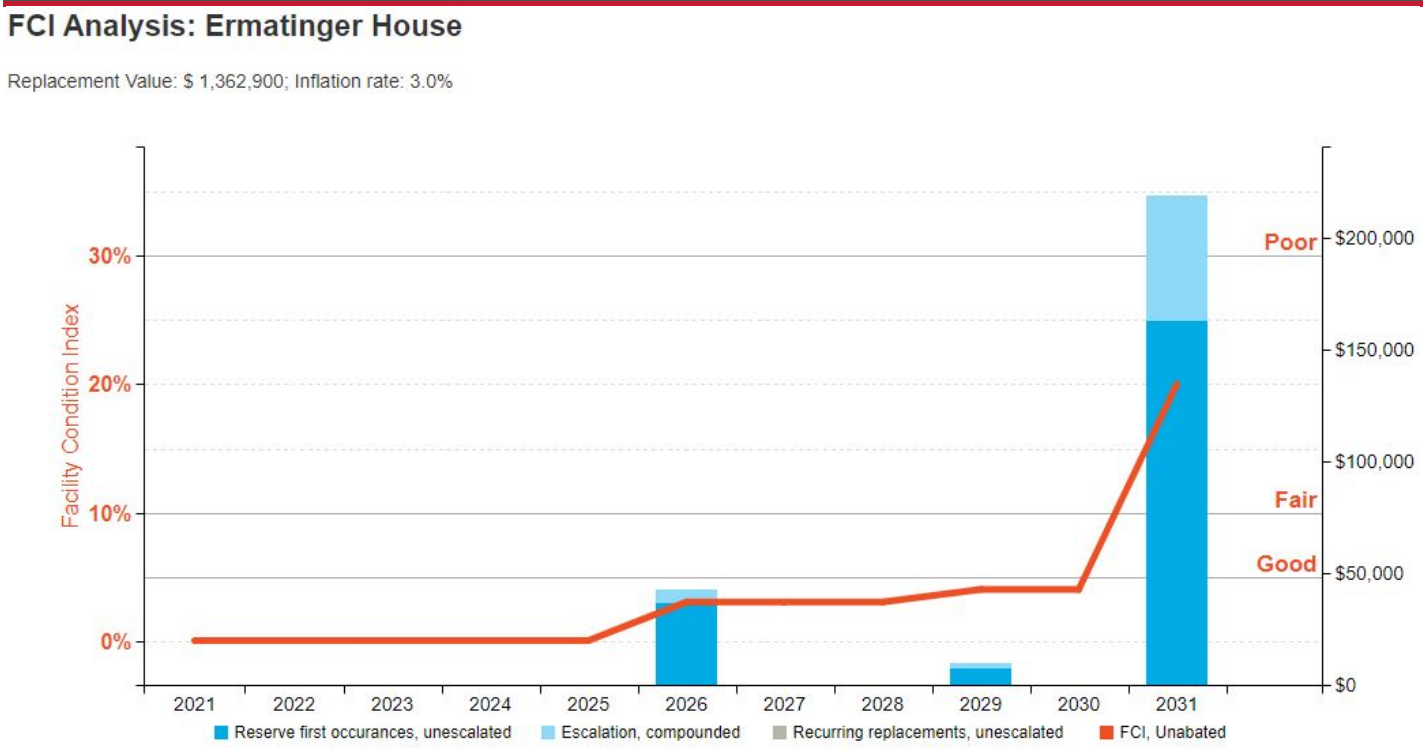
FCI Analysis | Ermatinger House

Replacement Value	*Total SF*	*Cost/SF*
$ 1,362,900	*3,300*	*$ 413*

Current FCI	$ 0	**0.0 %**
3-Year	$ 0	0.0 %
5-Year	$ 42,800	3.1 %
10-Year	$ 271,500	19.9 %

The orange line in the graph below forecasts what would happen to the FCI (left Y axis) over time, assuming zero capital expenditures. The capital expenditures allocated for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Needs by Year with Unaddressed FCI Over Time



Immediate Needs

No Immediate Needs were observed at this time.

Key Findings

No Key Findings were observed at this time.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the "why" part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the "best" fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety	■	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	■	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.

Plan Type Descriptions

Accessibility	■	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	■	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Retrofit/Adaptation	■	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	■	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)

10-YEAR TOTAL: $271,500

2. Building and Site Information

Systems Summary

System	Description	Condition
Structure	Conventional wood frame structure on concrete slab	Fair
Façade	Wood siding with wood windows	Good
Roof	Primary: Flat construction with single-ply TPO/PVC membrane Secondary: Gable construction with asphalt shingles	Fair
Interiors	Walls: Painted surface Floors: Carpet and wood Ceilings: Painted surface	Fair
Elevators	None	--
Plumbing	Copper supply and PVC waste & venting Gas water heater Toilet, and sink in restroom and sink in kitchenette	Fair
HVAC	Heat pump & furnace	Fair
Fire Suppression	fire extinguishers	Fair
Electrical	Source and Distribution: Main panel with copper wiring with copper wiring Interior Lighting: CFL & incandescent Emergency: None	Good

Systems Summary

Fire Alarm	Alarm panel, smoke detectors, alarms, pull stations, and exit signs	Good
Equipment/Special	None	--
Site Pavement	Asphalt lots with areas of concrete and concrete sidewalks, curbs, ramps, and stairs	Fair
Site Development	Building-mounted signage Limited park benches and trash receptacles	Good
Landscaping and Topography	Limited landscaping features Irrigation present Low to moderate site slopes throughout	Fair
Utilities	Municipal water and sewer Local utility-provided electric and natural gas	Fair
Site Lighting	Building-mounted: CFL and incandescent	Fair
Ancillary Structures	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	No key issues were found	

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	-	-	-	$5,635	$5,635
Facade	-	-	$20,797	$156,189	$135,954	$312,940
Roofing	-	-	-	$3,930	$48,573	$52,503
Interiors	-	-	$21,248	$23,157	$129,882	$174,287
Plumbing	-	-	-	$2,271	-	$2,271
HVAC	-	-	-	$12,404	$12,557	$24,961
Fire Protection	-	-	-	-	-	-
Electrical	-	-	$663	-	$54,360	$55,023
Fire Alarm & Electronic Systems	-	-	-	$26,206	-	$26,206
Equipment & Furnishings	-	-	-	-	$4,860	$4,860
Site Development	-	-	-	$4,540	-	$4,540
TOTALS	**-**	**-**	**$42,800**	**$228,700**	**$391,900**	**$663,400**

3. Property Space Use and Observed Areas

Unit Allocation

All 3,300 square feet of the property are occupied by the city of Oregon City. The spaces are a historical museum with supporting restroom, mechanical and other utility spaces.

Areas Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, the exterior of the property, and the roof.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The facility was originally constructed in 1843. The facility was substantially renovated in 2016-2017 and widespread accessibility improvements appear to have been implemented at that time.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility study is currently recommended since no major or moderate issues were identified at the subject site. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The city of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Ermatinger House, 619 6th Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

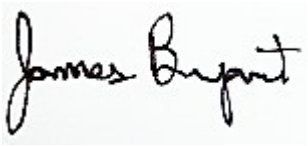
No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:



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1	FRONT ELEVATION

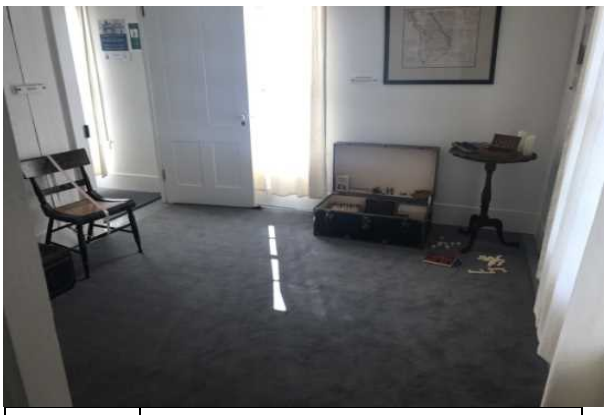
2	LEFT ELEVATION

3	RIGHT ELEVATION

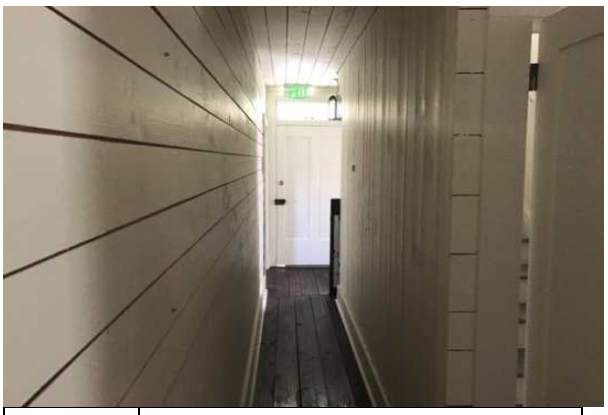
4	REAR ELEVATION

5	HALLWAY

6	BEDRROM



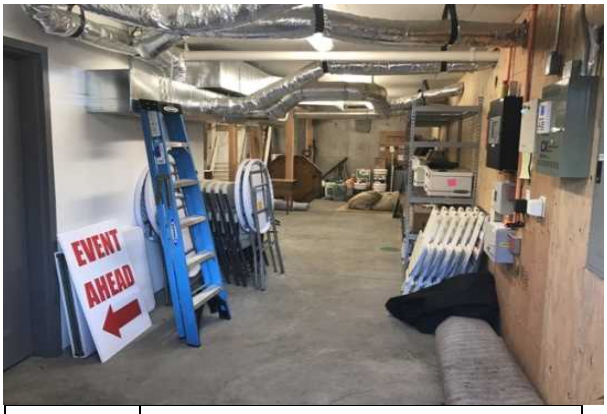
7	ROOM



8	HALLWAY

9	STAIRS

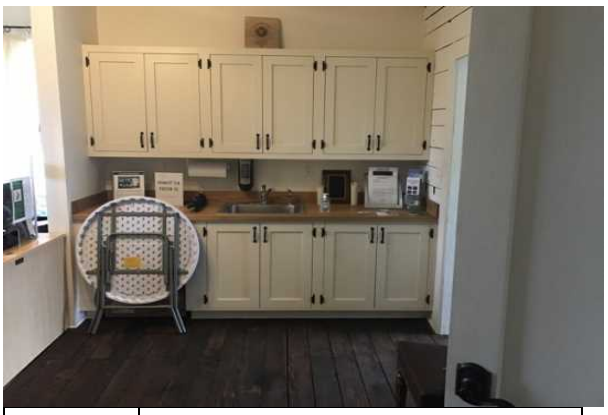
10	DINNING ROOM



11	BASEMENT

12	BASEMENT

13	RESTROOM



14	KITCHENETTE

15	HEAT PUMP

16	DUCT WORK

17	WATER HEATER

18	FIRE ALARM SYSTEM AND DISTRIBUTION PANEL

19	PROPERTY MAP

20	PATIO

21	ACCESSIBLE ENTRANCE

22	PARKING AREA

23	PARK BENCH

24	WOOD FENCES

Site Plan

Project Number	Project Name
148392.21R000-012.017	Ermatinger House
Source	**On-Site Date**
Google	March 22, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Ermatinger House

BV Project Number: 148392.21R000-012.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?	X			
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?	X			

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?	✕			
8	Do ramps on an accessible route appear to have compliant handrails ?	✕			

Abbreviated Accessibility Checklist

Building Entrances

Main/accessible entrance

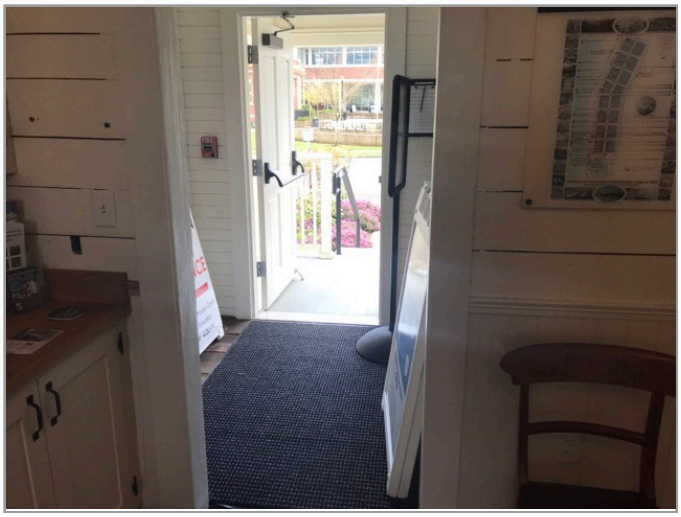
Additional entrance or signage/hardware

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?	X			
2	If the main entrance is not accessible, is an alternate accessible entrance provided?	X			
3	Is signage provided indicating the location of alternate accessible entrances ?	X			
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?	X			
5	Do doors at accessible entrances appear to have compliant hardware ?	X			
6	Do doors at accessible entrances appear to have a compliant clear opening width ?	X			

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?	✕			
8	Do thresholds at accessible entrances appear to have a compliant height ?	✕			

Abbreviated Accessibility Checklist

Interior Accessible Route



Accessible interior path (ramp/lift)

Door hardware, stair rails, or self-service area

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?	X			
2	Do accessible routes appear free of obstructions and/or protruding objects ?	X			
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			X	
8	Do public transaction areas have an accessible, lowered service counter section ?	X			
9	Do public telephones appear mounted with an accessible height and location ?			X	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?	X			
11	Do doors at interior accessible routes appear to have compliant hardware ?	X			
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?	X			
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?	X			

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

Kitchen cabinets/sink clearance

Oven with controls

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?	X			
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?	X			
3	Is there an accessible countertop/preparation space of proper width and height ?	X			
4	Is there an accessible sink space of proper width and height ?	X			
5	Does the sink faucet have compliant handles ?	X			
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA	**NA**

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	Throughout building	Fair	Stairs, Wood, Interior [No tag/plate found]	60 SF	20	2945143
B1080	Site	Fair	Stairs, Concrete, Exterior	20 SF	30	2945156
Facade						
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	4,600 SF	5	2945135
B2010	Building exterior	Fair	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building	4,600 SF	20	2945146
B2020	Building exterior	Fair	Window, Wood Historical, 16-25 SF, Restore	24	10	2945129
B2050	Building exterior	Fair	Exterior Door, Wood, French Residential [No tag/plate found]	3	10	2945136
Roofing						
B3010	Roof	Fair	Roofing, Single-Ply Membrane, TPO/PVC [No tag/plate found]	1,240 SF	15	2945158
B3010	Roof	Good	Roofing, Asphalt Shingle, 20-Year Standard [No tag/plate found]	764 SF	15	2945153
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings [No tag/plate found]	250 LF	10	2945140
Interiors						
C1030	Basement	Good	Interior Door, Steel, Standard [No tag/plate found]	2	35	2945138
C1030	Throughout building	Fair	Interior Door, Wood, Hollow-Core Residential [No tag/plate found]	19	10	2945148
C2010	Throughout building	Fair	Wall Finishes, any surface, Prep & Paint	5,000 SF	5	2945145
C2030	Throughout building	Good	Flooring, Carpet, Commercial Standard	800 SF	8	2945139
C2030	Throughout building	Fair	Flooring, Wood, Strip	2,500 SF	20	2945155
C2050	Roof	Fair	Ceiling Finishes, any flat surface, Prep & Paint	3,300 SF	5	2945149
Plumbing						
D2010	Restrooms	Good	Toilet, Commercial Water Closet [No tag/plate found]	1	25	2945157
D2010	Throughout building	Good	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures) [No tag/plate found]	3,300 SF	35	2945131
D2010	Basement	Fair	Water Heater, Gas, Residential	1	10	2945130
D2010	Kitchenette	Good	Sink/Lavatory, Vanity Top, Stainless Steel [No tag/plate found]	1	25	2945137
D2010	Restrooms	Good	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China [No tag/plate found]	1	25	2945141
HVAC						
D3020		Fair	Furnace, Gas, 101 to 150 MBH	1	15	2946754
D3030	Building exterior	Fair	Split System, Condensing Unit/Heat Pump [No tag/plate found]	1	10	2945134
Fire Protection						
D4010	Basement	Good	Fire Suppression System, Full System Install/Retrofit, Medium Density/Complexity, Renovate [No tag/plate found]	3,300 SF	35	2945152
Electrical						
D5020	Basement	Good	Distribution Panel, 120/208 V [No tag/plate found]	1	25	2945142
D5030	Throughout building	Good	Electrical System, Wiring & Switches, Average or Low Density/Complexity [No tag/plate found]	3,300 SF	35	2945132
D5040	Throughout building	Fair	Emergency & Exit Lighting, Exit Sign, LED [No tag/plate found]	2	5	2945133
D5040	Basement	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures [No tag/plate found]	3,300 SF	15	2945150
Fire Alarm & Electronic Systems						
D7050	Basement	Fair	Fire Alarm Panel, Fully Addressable [No tag/plate found]	1	10	2945144
Equipment & Furnishings						

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
E2010	Kitchenette	Fair	Casework, Cabinetry, Hardwood Standard [No tag/plate found]	8 LF	15	2945147
Sitework						
G2060	Parking lot	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install [No tag/plate found]	1	10	2945128
G2060	Site	Fair	Park Bench, Metal Powder-Coated [No tag/plate found]	1	10	2945154
G2060	Site	Fair	Fences & Gates, Fence, Wood Board 6' [No tag/plate found]	50 LF	10	2945151

Replacement Reserves Report
Ermatinger House

7/19/2021

ID	Cost Description	Location Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
2945143	Stairs, Wood, Interior, Replace	Throughout building	30	10	20	60	SF	$52.00	$3,120																					$3,120	$3,120
2945135	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	Building exterior	10	5	5	4600	SF	$3.90	$17,940						$17,940										$17,940						$35,880
2945146	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building, Replace	Building exterior	30	10	20	4600	SF	$13.00	$59,800																					$59,800	$59,800
2945129	Window, Wood Historical, 16-25 SF, Restore	Building exterior	30	20	10	24	EA	$4,680.00	$112,320											$112,320											$112,320
2945136	Exterior Door, Wood, French Residential, Replace	Building exterior	25	15	10	3	EA	$1,300.00	$3,900											$3,900											$3,900
2945153	Roofing, Asphalt Shingle, 20-Year Standard, Replace	Roof	20	5	15	764	SF	$4.94	$3,774																$3,774						$3,774
2945158	Roofing, Single-Ply Membrane, TPO/PVC, Replace	Roof	20	5	15	1240	SF	$22.10	$27,404																$27,404						$27,404
2945140	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Roof	20	10	10	250	LF	$11.70	$2,925											$2,925											$2,925
2945148	Interior Door, Wood, Hollow-Core Residential, Replace	Throughout building	20	10	10	19	EA	$520.00	$9,880											$9,880											$9,880
2945145	Wall Finishes, any surface, Prep & Paint	Throughout building	10	5	5	5000	SF	$1.95	$9,750						$9,750										$9,750						$19,500
2945155	Flooring, Wood, Strip, Replace	Throughout building	30	10	20	2500	SF	$19.50	$48,750																					$48,750	$48,750
2945139	Flooring, Carpet, Commercial Standard, Replace	Throughout building	10	2	8	800	SF	$9.75	$7,800									$7,800										$7,800			$15,600
2945149	Ceiling Finishes, any flat surface, Prep & Paint	Roof	10	5	5	3300	SF	$2.60	$8,580						$8,580										$8,580						$17,160
2945130	Water Heater, Gas, Residential, Replace	Basement	15	5	10	1	EA	$1,690.00	$1,690											$1,690											$1,690
2946754	Furnace, Gas, 101 to 150 MBH, Replace	Ermatinger House	20	5	15	1	EA	$8,060.00	$8,060																$8,060						$8,060
2945134	Split System, Condensing Unit/Heat Pump, Replace	Building exterior	15	5	10	1	EA	$9,230.00	$9,230											$9,230											$9,230
2945133	Emergency & Exit Lighting, Exit Sign, LED, Replace	Throughout building	10	5	5	2	EA	$286.00	$572						$572										$572						$1,144
2945150	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	Basement	20	5	15	3300	SF	$10.40	$34,320																$34,320						$34,320
2945144	Fire Alarm Panel, Fully Addressable, Replace	Basement	15	5	10	1	EA	$19,500.00	$19,500											$19,500											$19,500
2945147	Casework, Cabinetry, Hardwood Standard, Replace	Kitchenette	20	5	15	8	LF	$390.00	$3,120																$3,120						$3,120
2945154	Park Bench, Metal Powder-Coated, Replace	Site	20	10	10	1	EA	$910.00	$910											$910											$910

2945151	Fences & Gates, Fence, Wood Board 6', Replace	Site	20	10	10	50	LF	$36.40	$1,820										$1,820									$1,820
2945128	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	Parking lot	20	10	10	1	EA	$650.00	$650										$650									$650
Totals, Unescalated										$0	$0	$0	$0	$0	$36,842	$0	$0	$7,800	$0	$162,825	$0	$0	$0	$0	$113,520	$0	$0	$7,800	$0	$111,670	$440,457
Totals, Escalated (3.0% inflation, compounded annually)										$0	$0	$0	$0	$0	$42,710	$0	$0	$9,881	$0	$218,823	$0	$0	$0	$0	$176,861	$0	$0	$13,279	$0	$201,688	$663,242

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Hartke Park
556 Hartke Loop
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-025.0017

DATE OF REPORT:
July 12, 2021

ON SITE DATE:
March 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community Park
Main Address	556 Hartke Loop, Oregon City, Oregon 97045
Site Developed	1996 Renovated 2021-Signage
Lot Size	1.00 acres (estimated)
Number of Substantial Buildings	0
Parking Spaces	N/A
Date(s) of Visit	March 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly
Assessment and Report Prepared By	Jonathan Levine Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The Park was constructed around 1996 and renovated in 2021. The renovation in 2021 was the property signage. The Park is open to the community.

Site and Amenities

There is a basketball court that is in poor condition, there are major cracks throughout the site, and it needs to be seal and striped and milled over. There is a tennis fence, drinking fountains, chain link fencing, and trash receptacles throughout in fair condition. There is no irrigation system for the site, and it is recommended to be installed.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Plumbing	-	-	$5,113	-	$7,967	$13,080
Site Development	$24,440	$84,624	$32,853	$12,535	$106,118	$260,570
TOTALS	**$24,500**	**$84,700**	**$38,000**	**$12,600**	**$114,100**	**$273,900**

Immediate Needs

Facility/Building	Total Items	Total Cost
Hartke Park	1	$24,400
Total	**1**	**$24,400**

Hartke Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2925486	Hartke Park	Site	G2080	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	NA	Modernization/Adaptation	$24,400
Total (1 items)							**$24,400**

Key Findings

Athletic Surfaces and Courts in Poor condition.

Basketball/General, Asphalt Pavement
Hartke Park Site

Uniformat Code: G2051
Recommendation: **Seal and Stripe in 2022**

Priority Score: **82.8**

Plan Type: Performance/Integrity

Cost Estimate: $9,400

**$**$$$

Sealing and striping is mostly worn and faded - AssetCALC ID: 2925494

Athletic Surfaces and Courts in Poor condition.

Basketball/General, Asphalt Pavement
Hartke Park Site

Uniformat Code: G2051
Recommendation: **Mill and Overlay in 2022**

Priority Score: **82.8**

Plan Type: Performance/Integrity

Cost Estimate: $72,800

**$$$**$

Asphalt pavement throughout site is cracked, spalled, and has potholes - AssetCALC ID: 2925487

Irrigation System

Pop-Up Spray Heads, Commercial
Hartke Park Site

Uniformat Code: G2081
Recommendation: **Replace/Install in 2021**

Priority Score: **54.9**

Plan Type: Modernization/Adaptation

Cost Estimate: $24,400

**$$**$$

No irrigation system exists on site - AssetCALC ID: 2925486

Plan Types

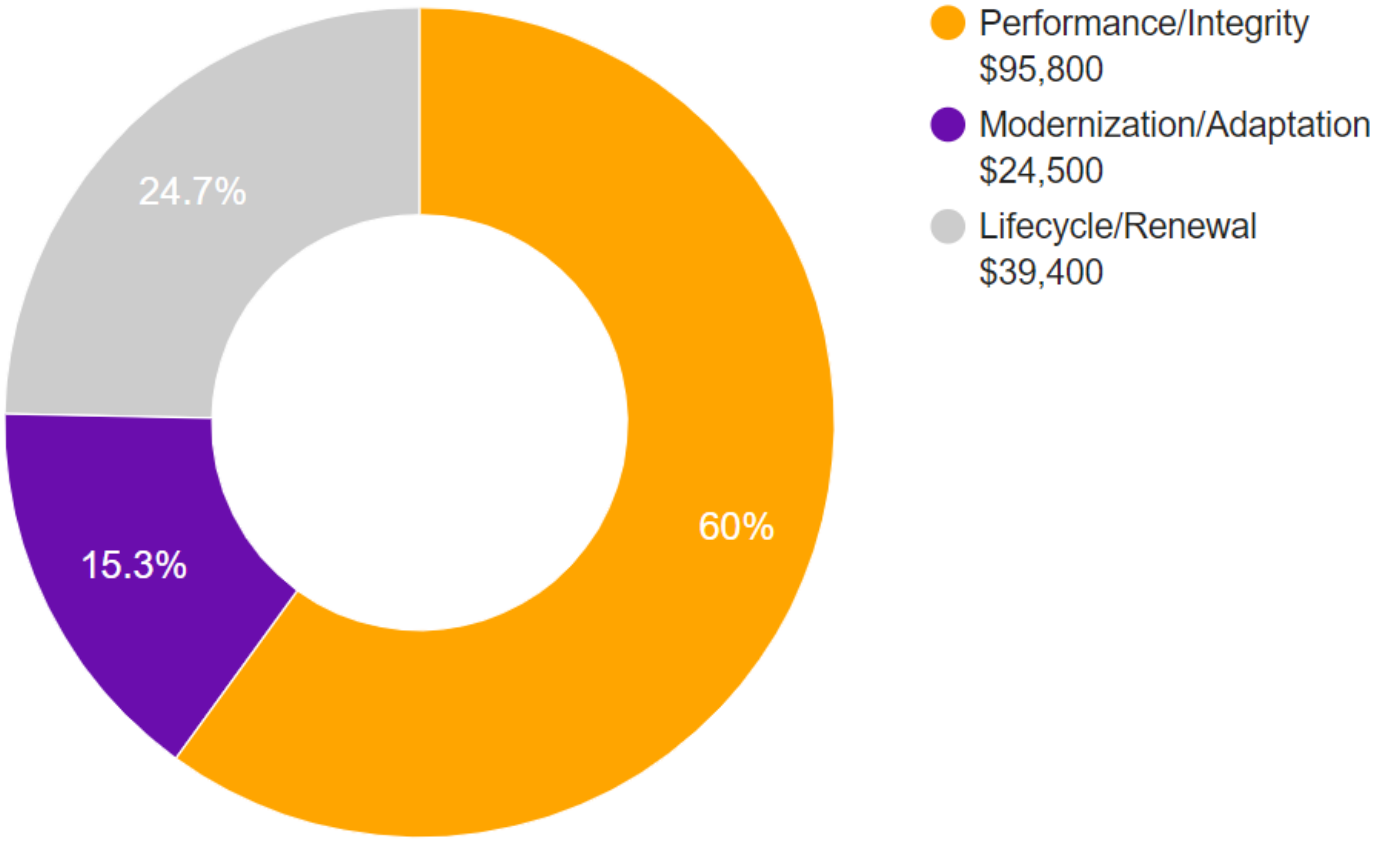
Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.

Plan Type Descriptions

Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $159,700

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Sports Apparatus	Backstops	2 EA	Fair
Drinking Fountain	Exterior Site	1 EA	Fair
Fences	Chain Link 4’	100 LF	Fair
Athletic Surface	Basketball Court	16,000 SF	Poor
Irrigation System	Pop-Up Spray Heads, Install	18,800 SF	N/A
Fences	Chain Link 8’	530 LF	Fair
Trash Receptacles	Light Duty	1 EA	Fair
Sports Apparatus	Tennis Post and Anchors	2 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation not present Low to moderate site slopes throughout		

General Site Information

On-Site Vehicular Paving	N/A
Pedestrian paving and Trails	Concrete sidewalks
On-Site Amenities	Chain link fencing, trash receptacles
Ancillary Buildings	N/A
Fields and Lots	Basketball court, backstops
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	The basketball court needs to be replaced as there is cracking and needs to be sealed and striped. An irrigation system is recommended to be installed.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

The park was originally constructed in 1996 and substantially renovated in 2021.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Hartke Park, 556 Hartke Loop, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
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1	PARK OVERVIEW

2	LANDSCAPING

3	DRINKING FOUNTAIN

4	ATHLETIC COURT, BASKETBALL

5	ATHLETIC COURT, BASKETBALL, SEAL AND STRIPE

6	SPORT APPARATUS, BASKETBALL

7	SPORT APPARATUS, TENNIS

8	FENCE, CHAIN LINK

9	FENCE, CHAIN LINK

10	TRASH RECEPTACLE

11	ATHLETIC SURFACE, ASPHALT

12	ATHLETIC SURFACE, ASPHLAT

13	BASKETBALL COURT, MOSS GROWTH

14	ATHLETIC SURFACE, ASPHALT

Site Plan

Project Number	Project Name
148392.21R000-025.017	Hartke Park
Source	**On-Site Date**
Google	March 7, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Hartke Park

BV Project Number: 148392.21R000-025.017

Facility History & Interview

	Question	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property? If so, indicate when.			X	No PSQ received
2	Have any ADA improvements been made to the property since original construction? Elaborate, especially if fully or partially addressed as the result of a previous study.		X		
3	Has building ownership/management reported any ADA complaints or litigation?			X	No PSQ received

Hartke Park: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Parking		NA		
Exterior Route		Ramp		
Building Entrances		NA		
Interior Route		NA		
Elevators		NA		
Public Restrooms		NA		
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Hartke Park Accessibility: Photographic Overview

1 – PARK ENTRANCE/CURB CUT

2 – PARK RAMP

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the data and photos above and/or the *Key Findings* section in the body of the report for visuals and/or more specifics about the particular subject site conditions.

Reference Guide

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues
Parking	- Needs full reconstruction - Excessive slopes over 3% require major re-grading - No level locations to add required spaces	- No or non-compliant curb cuts - Moderate difficulty to add required accessible spaces - Slopes close to compliant	- Painting of markings needed - Signage height non-compliant - Signage missing
Exterior Route	- Large areas of sidewalks with excessive slopes - No ramp when needed - Ramps with excessive slopes	- Ramps need rails - Ramps need rail extensions - All or most entrance door exterior maneuvering clearance areas with excessive slopes	- One entrance door exterior maneuvering clearance area with excessive slope - Non-compliant signage
Building Entrances	- No compliant entrance exists - Exterior entry door/s not wide enough - Entrance vestibule requires complete reconstruction / reconfiguration due to clearance	- Need significant # of lever handles - Need to add or modify automatic door opener - Entrance vestibule requires limited reconfigurations	- A few door knobs instead of lever handles - Non-compliant door threshold
Interior Route	- All or most interior doors appear less than 32” wide - Corridors less than 36” wide - No ramp when needed - Ramps with excessive slopes - Non-compliant treads/risers at means of egress stairways	- Single height drinking fountains - Drinking fountain too high or protrudes into accessible route - Ramps need rails - Ramps need rail extensions - Need significant # of lever handles - Non-compliant rail extensions at egress stairways - All/most door thresholds high	- One door threshold too high - A few door knobs instead of lever handles - Non-compliant door pressures - Non-compliant signage - Switches not within reach range
Elevators	- No elevator present when required - Elevator cab too small	- Panel control buttons not at compliant height - No hands-free emergency communication system - Elevator only has mechanical stops	- Audible/visual signals at every floor may be lacking - Minor signage / Braille issues
Public Restrooms	- No ADA RR on each accessible floor - Restroom(s) too small - Entire restroom(s) requires renovation - Water closet clearance requires moving walls	- Interior doors appear less than 32” wide - Missing or non-compliant grab bars - Easily fixable clearance issues	- Minor height adjustments required - Non-compliant door pressures - Missing a visual strobe (only required if audible fire alarm already present) - Missing lavatory pipe wraps - Signage not compliant
Kitchens/Kitchenettes	- Clear space for each appliance not present - Clearance between opposing counters too narrow	- Sink and counter too high - Sink knee and toe clearance not provided where required (built-in) - Less than 50% of cabinetry within reach range	- Dispensers not within reach range - Switches not within reach range - Missing sink pipe wraps if knee and toe clearance required
Playgrounds & Pools	- Large areas of surfacing non-compliant - Install compliant play structures - No pool lift provided	- Small area/s of surfacing or equipment non-compliant - Moderate issues with path of travel to playground/pool	- Minor issues with path of travel to playground/pool

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	Site	Fair	Drinking Fountain, Exterior/Site, Precast Pedestal	1	3	2925493
Athletic, Recreational & Playfield Areas						
G2050	Tennis courts	Fair	Sports Apparatus, Tennis/Volleyball, Net w/ Posts & Anchors	2	5	2925488
G2050	Site	Poor	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Mill & Overlay	16,000 SF	1	2925487
G2050	Site	Poor	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Seal & Stripe	16,000 SF	1	2925494
G2050	Basketball court	Fair	Sports Apparatus, Basketball, Backboard/Rim/Pole	2	5	2925495
Sitework						
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 4'	100 LF	15	2925490
G2060	Site	Excellent	Signage, Property, Building or Pole-Mounted, Replace/Install	1	20	2925492
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 8'	530 LF	15	2925491
G2060	Site	Fair	Trash Receptacle, Portable/Light-Duty	1	7	2925489
G2080	Site	NA	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	18,800 SF	0	2925486

Replacement Reserves Report

Hartke Park

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Hartke Park	$24,440	$84,625	$0	$5,114	$0	$32,854	$11,176	$1,359	$0	$0	$0	$12,956	$0	$0	$0	$30,482	$15,020	$0	$7,967	$0	$47,663	**$273,657**
Grand Total	**$24,440**	**$84,625**	**$0**	**$5,114**	**$0**	**$32,854**	**$11,176**	**$1,359**	**$0**	**$0**	**$0**	**$12,956**	**$0**	**$0**	**$0**	**$30,482**	**$15,020**	**$0**	**$7,967**	**$0**	**$47,663**	**$273,657**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2925493	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	12	3	1	EA	$4,680.00	$4,680				$4,680															$4,680			**$9,360**
G2050	2925487	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Mill & Overlay	25	24	1	16000	SF	$4.55	$72,800		$72,800																				**$72,800**
G2050	2925494	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Seal & Stripe	5	4	1	16000	SF	$0.59	$9,360		$9,360					$9,360					$9,360					$9,360					**$37,440**
G2050	2925488	Sports Apparatus, Tennis/Volleyball, Net w/ Posts & Anchors, Replace	20	15	5	2	EA	$1,820.00	$3,640						$3,640																	**$3,640**
G2050	2925495	Sports Apparatus, Basketball, Backboard/Rim/Pole, Replace	25	20	5	2	EA	$12,350.00	$24,700						$24,700																	**$24,700**
G2060	2925489	Trash Receptacle, Portable/Light-Duty, Replace	15	8	7	1	EA	$1,105.00	$1,105								$1,105															**$1,105**
G2060	2925490	Fences & Gates, Fence, Chain Link 4', Replace	40	25	15	100	LF	$23.40	$2,340																$2,340							**$2,340**
G2060	2925491	Fences & Gates, Fence, Chain Link 8', Replace	40	25	15	530	LF	$32.50	$17,225																$17,225							**$17,225**
G2060	2925492	Signage, Property, Building or Pole-Mounted, Replace/Install	20	0	20	1	EA	$1,950.00	$1,950																					$1,950		**$1,950**
G2080	2925486	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	20	20	0	18800	SF	$1.30	$24,440	$24,440																				$24,440		**$48,880**
Totals, Unescalated										**$24,440**	**$82,160**	**$0**	**$4,680**	**$0**	**$28,340**	**$9,360**	**$1,105**	**$0**	**$0**	**$0**	**$9,360**	**$0**	**$0**	**$0**	**$19,565**	**$9,360**	**$0**	**$4,680**	**$0**	**$26,390**	**$219,440**
Totals, Escalated (3.0% inflation, compounded annually)										**$24,440**	**$84,625**	**$0**	**$5,114**	**$0**	**$32,854**	**$11,176**	**$1,359**	**$0**	**$0**	**$0**	**$12,956**	**$0**	**$0**	**$0**	**$30,482**	**$15,020**	**$0**	**$7,967**	**$0**	**$47,663**	**$273,657**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Hazelwood Park
920 Laurelwood Drive
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-026.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood park
Main Address	920 Laurelwood Drive, Oregon City, Oregon 97045
Site Developed	2005 (estimated) Renovated 2016
Lot Size	0.54 acres (estimated)
Number of Substantial Buildings	0
Parking Spaces	N/A
Date(s) of Visit	March 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly
Assessment and Report Prepared By	Jonathan Levine Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The park was constructed around 2005. The play structure was added in 2016. The park is located within a small community and is open to the public.

Site and Amenities

The park is lightly furnished with a drinking fountain and a bike rack that is in fair condition. There is a small play structure that has wood chips. There is no irrigation system at the site, it is recommended to be installed.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Plumbing	-	-	$5,425	-	$8,452	$13,877
Site Development	$30,550	$4,413	$5,575	$5,269	$102,782	$148,589
TOTALS	**$30,600**	**$4,500**	**$11,000**	**$5,300**	**$111,300**	**$162,700**

Immediate Needs

Facility/Building	Total Items	Total Cost
Hazelwood Park	1	$30,600
Total	**1**	**$30,600**

Hazelwood Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2925500	Hazelwood Park	Site	G2080	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	NA	Modernization/Adaptation	$30,600
Total (1 items)							**$30,600**

Key Findings

Include/Exclude

No photo

Modernization recommendation
Item does not currently exist at site

No irrigation system on site
AssetCalc ID: 2925500

Irrigation System

Pop-Up Spray Heads, Commercial (Uniformat Code: G2080)

Hazelwood Park Site

Recommendation: **Replace/Install** in 2021.

Priority Score **54.9**

Plan Type:
Modernization/Adaptation

Cost Estimate: $ 30,600

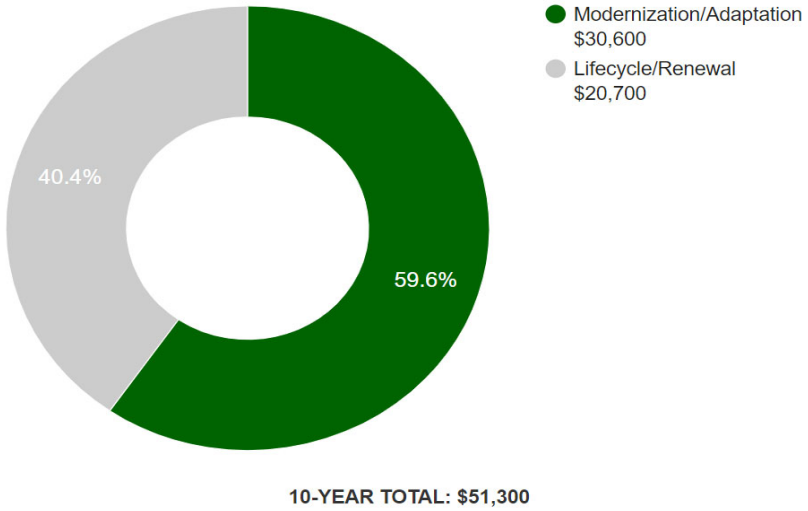
$$$$

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $51,300

2. General Park Summary

General Site Information

Asset	Description	Quantity	Condition
Bike Rack	6-10 Bikes	1 EA	Fair
Play Structure	Multipurpose, Small	1 EA	Good
Play Structure	Swing Set, 4 Seats	1 EA	Good
Playfield Surface	Wood Chips 6”	1,600 SF	Good
Drinking Fountain	Exterior	1 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	N/A		
Pedestrian paving and Trails	N/A		
On-Site Amenities	Bike rack, drinking fountain		
Ancillary Buildings	N/A		
Fields and Lots	Play surfaces, play structure		

General Site Information

Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	An irrigation system is recommended to be installed.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

The park was originally constructed in 2005 (estimated) and substantially renovated around 2016.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Hazelwood Park, 920 Laurelwood Drive, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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Reviewed by:

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1	PARK OVERVIEW

2	SIGNAGE

3	DRINKING FOUNTAIN

4	PLAY STRUCTURE

5	SWING SET

6	BIKE RACK

Site Plan

Project Number	Project Name
148392.21R000-026.017	Hazelwood Park
Source	**On-Site Date**
Google	March 7, 2021

THE PRE-SURVEY QUESTIONNAIRE
WAS NOT RETURNED TO BV

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Hazelwood Park

BV Project Number: 148392.21R000-026.017

Facility History and Interview

	Question	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property? If so, indicate when.			X	No PSQ received
2	Have any ADA improvements been made to the property since original construction? Elaborate, especially if fully or partially addressed as the result of a previous study.		X		
3	Has building ownership/management reported any ADA complaints or litigation?			X	No PSQ received

Hazelwood Park: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Parking		NA		
Exterior Route		Throughout Site		
Building Entrances		NA		
Interior Route		NA		
Elevators		NA		
Public Restrooms		NA		
Kitchens/Kitchenettes		NA		
Playgrounds and Pools		Play Structures		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Hazelwood Park Accessibility: Photographic Overview

1 – PARK PATH OF TRAVEL

2 – PARK PATH OF TRAVEL

3 – NO ACCESSIBLE PATH TO PLAY STRUCTURE

4 - NO ACCESSIBLE PATH TO PLAY STRUCTURE

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the data and photos above and/or the *Key Findings* section in the body of the report for visuals and/or more specifics about the particular subject site conditions.

Reference Guide

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues
Parking	- Needs full reconstruction - Excessive slopes over 3% require major re-grading - No level locations to add required spaces	- No or non-compliant curb cuts - Moderate difficulty to add required accessible spaces - Slopes close to compliant	- Painting of markings needed - Signage height non-compliant - Signage missing
Exterior Route	- Large areas of sidewalks with excessive slopes - No ramp when needed - Ramps with excessive slopes	- Ramps need rails - Ramps need rail extensions - All or most entrance door exterior maneuvering clearance areas with excessive slopes	- One entrance door exterior maneuvering clearance area with excessive slope - Non-compliant signage
Building Entrances	- No compliant entrance exists - Exterior entry door/s not wide enough - Entrance vestibule requires complete reconstruction / reconfiguration due to clearance	- Need significant # of lever handles - Need to add or modify automatic door opener - Entrance vestibule requires limited reconfigurations	- A few doorknobs instead of lever handles - Non-compliant door threshold
Interior Route	- All or most interior doors appear less than 32” wide - Corridors less than 36” wide - No ramp when needed - Ramps with excessive slopes - Non-compliant treads/risers at means of egress stairways	- Single height drinking fountains - Drinking fountain too high or protrudes into accessible route - Ramps need rails - Ramps need rail extensions - Need significant # of lever handles - Non-compliant rail extensions at egress stairways - All/most door thresholds high	- One door threshold too high - A few doorknobs instead of lever handles - Non-compliant door pressures - Non-compliant signage - Switches not within reach range
Elevators	- No elevator present when required - Elevator cab too small	- Panel control buttons not at compliant height - No hands-free emergency communication system - Elevator only has mechanical stops	- Audible/visual signals at every floor may be lacking - Minor signage / Braille issues
Public Restrooms	- No ADA RR on each accessible floor - Restroom(s) too small - Entire restroom(s) requires renovation - Water closet clearance requires moving walls	- Interior doors appear less than 32” wide - Missing or non-compliant grab bars - Easily fixable clearance issues	- Minor height adjustments required - Non-compliant door pressures - Missing a visual strobe (only required if audible fire alarm already present) - Missing lavatory pipe wraps - Signage not compliant
Kitchens/Kitchenettes	- Clear space for each appliance not present - Clearance between opposing counters too narrow	- Sink and counter too high - Sink knee and toe clearance not provided where required (built-in) - Less than 50% of cabinetry within reach range	- Dispensers not within reach range - Switches not within reach range - Missing sink pipe wraps if knee and toe clearance required
Playgrounds and Pools	- Large areas of surfacing non-compliant - Install compliant play structures - No pool lift provided	- Small area/s of surfacing or equipment non-compliant - Moderate issues with path of travel to playground/pool	- Minor issues with path of travel to playground/pool

Component Condition Report | Hazelwood Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	Site	Fair	Drinking Fountain, Exterior/Site, Precast Pedestal	1	5	2925497
Athletic, Recreational & Playfield Areas						
G2050	Site	Good	Play Structure, Multipurpose, Very Small	1	15	2925501
G2050	Site	Good	Play Structure, Swing Set, 4 Seats	1	15	2925499
G2050	Site	Good	Playfield Surfaces, Chips Wood, 6" Depth	1,600 SF	2	2925498
Sitework						
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	3	2925496
G2060	Site	Fair	Bike Rack, Portable 6-10 Bikes	1	5	2925502
G2080	Site	NA	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	23,500 SF	0	2925500

Replacement Reserves Report

Hazelwood Park

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Hazelwood Park	$30,550	$0	$4,413	$4,262	$0	$12,509	$0	$0	$5,270	$0	$0	$5,758	$0	$0	$6,292	$17,216	$0	$6,876	$0	$0	$74,665	**$167,810**
Grand Total	**$30,550**	**$0**	**$4,413**	**$4,262**	**$0**	**$12,509**	**$0**	**$0**	**$5,270**	**$0**	**$0**	**$5,758**	**$0**	**$0**	**$6,292**	**$17,216**	**$0**	**$6,876**	**$0**	**$0**	**$74,665**	**$167,810**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2925497	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	10	5	1	EA	$4,680.00	$4,680						$4,680															$4,680	**$9,360**
G2050	2925498	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	1600	SF	$2.60	$4,160			$4,160			$4,160			$4,160			$4,160			$4,160			$4,160			$4,160	**$29,120**
G2050	2925501	Play Structure, Multipurpose, Very Small, Replace	20	5	15	1	EA	$7,800.00	$7,800																$7,800						**$7,800**
G2050	2925499	Play Structure, Swing Set, 4 Seats, Replace	20	5	15	1	EA	$3,250.00	$3,250																$3,250						**$3,250**
G2060	2925502	Bike Rack, Portable 6-10 Bikes, Replace	15	10	5	1	EA	$1,950.00	$1,950						$1,950															$1,950	**$3,900**
G2060	2925496	Signage, Property, Building or Pole-Mounted, Replace/Install	20	17	3	1	EA	$3,900.00	$3,900				$3,900																		**$3,900**
G2080	2925500	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	20	20	0	23500	SF	$1.30	$30,550	$30,550																				$30,550	**$61,100**
Totals, Unescalated										**$30,550**	**$0**	**$4,160**	**$3,900**	**$0**	**$10,790**	**$0**	**$0**	**$4,160**	**$0**	**$0**	**$4,160**	**$0**	**$0**	**$4,160**	**$11,050**	**$0**	**$4,160**	**$0**	**$0**	**$41,340**	**$118,430**
Totals, Escalated (3.0% inflation, compounded annually)										**$30,550**	**$0**	**$4,413**	**$4,262**	**$0**	**$12,509**	**$0**	**$0**	**$5,270**	**$0**	**$0**	**$5,758**	**$0**	**$0**	**$6,292**	**$17,216**	**$0**	**$6,876**	**$0**	**$0**	**$74,665**	**$167,810**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Hillendale Park
19260 Clairmont Way
Oregon City, Oregon 97045

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BV PROJECT #:
148392.21R000-027.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
April 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	19260 Clairmont Way, Oregon City, Oregon 97045
Site Developed	Unknown but more than 20 years old
Lot Size	14.79 acres (from Property Record)
Number of Substantial Buildings	1
Parking Spaces	55 total spaces all in open lots; 2 of which are accessible
Date(s) of Visit	April 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks & Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial and Ethan Abeles
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Hillendale Park is located in the Hillendale neighborhood of Oregon City directly to the east of Clackamas County Jail. The original construction date of the park is unknown, but it appears to have been established for quite some time. The park consists of two parking lots, playground areas, a picnic area, walking trails, soccer fields, softball/baseball diamonds, combination tennis/basketball courts, a sand volleyball court, and seasonal restrooms.

Architectural

The only buildings in the park are a simple restroom structure, a maintenance shed, and a picnic shelter. The restroom building is a CMU structure with a metal roof and steel doors. The maintenance shed has a similar construction but is considerably smaller. The picnic shelter is an open-air, wood-framed structure with a metal roof. There are also 7 simple wood-framed shade structures partially enclosing some of the park benches located throughout the park. All the structures appear to be well-maintained, and no deficiencies were identified.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is very little in the way of MEPF equipment in the park. The restroom building contains the plumbing fixtures and infrastructure consistent with seasonal use where no hot water is present. The building also has both interior and exterior lighting. No fire alarm or suppression elements or HVAC equipment was observed.

Site & Amenities

Hillendale Park has a significant number of site assets and amenities spread throughout the entirety of the park. Typical park elements such as benches and trash receptacles are present in all areas of the park while other elements such as playground equipment and picnic tables/camping grills are concentrated in particular areas like playgrounds and picnic shelters. While most of the site assets were observed to be in satisfactory condition, a limited number of park benches, picnic tables, and signage was deemed to be deficient and recommended for replacement. Similarly, the asphalt pavement covering the pedestrian bridge adjacent to the playground is badly degraded. Property management also reported that certain areas of the park have drainage issues during periods of heavy rains and require drainage improvements.

Recommended Additional Studies

Some areas of the park were identified as having major or moderate accessibility issues. Bureau Veritas recommends a study be performed to take measurements, provide additional itemized details, research local requirements, and, if necessary, estimate the scope and cost of any required improvements. The cost of this study is included in the cost tables. Due to the lack of measurements and itemized findings at this point in time, the costs for any possible subsequent repairs or improvements are not currently included.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	$4,747	$26,206	$10,605	$41,558
Roofing	-	-	-	$4,542	$29,759	$34,301
Interiors	-	-	$3,864	-	$5,193	$9,057
Plumbing	-	-	-	$11,510	$17,821	$29,331
Electrical	-	-	-	$1,728	-	$1,728
Equipment & Furnishings	-	-	-	-	$14,582	$14,582
Special Construction & Demo	-	-	-	-	$76,433	$76,433
Site Development	-	$37,924	$47,582	$72,469	$500,088	$658,063
Site Utilities	-	-	-	$27,953	-	$27,953
Site Pavement	-	$154	-	$148,691	$244,561	$393,406
Accessibility	$15,843	-	-	-	-	$15,843
TOTALS	**$15,900**	**$38,100**	**$56,200**	**$293,100**	**$899,100**	**$1,302,400**

Immediate Needs

Facility/Building	Total Items	Total Cost
Hillendale Park	4	$15,900
Total	**4**	**$15,900**

Hillendale Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2967413	Hillendale Park	General Park	Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
2963317	Hillendale Park	Baseball Field	Y1080	ADA Site & Recreational, Benches/Bleachers/Seating, Compliant Seats/Area, Replace/Install	NA	Accessibility	$5,200
2963284	Hillendale Park	Parking lot South	Y1020	ADA Paths of Travel, Walkways, Asphalt Pathway, Install	NA	Accessibility	$200
2963280	Hillendale Park	Playground south	Y1020	ADA Paths of Travel, Walkways, Asphalt Pathway, Install	NA	Accessibility	$700
Total (4 items)							**$15,900**

Key Findings

Include/Exclude

Park Bench in **Poor** condition.

Wood/Composite/Fiberglass (Uniformat Code: G2060)

Hillendale Park Site

Recommendation: **Replace** in 2023.

Benches showing signs of deterioration.
AssetCalc ID: 2963303

Priority Score **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $ 2,300

$$

Include/Exclude

Signage in **Poor** condition.

Exterior/Site, Guide & Directional Pole-Mounted (Uniformat Code: G2060)

Hillendale Park Parking lot South

Recommendation: **Replace/Install** in 2023.

Sign is tilted.
AssetCalc ID: 2963290

Priority Score **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $ 700

$$

Include/Exclude

Picnic Table in **Poor** condition.

Wood/Composite/Fiberglass (Uniformat Code: G2060)

Hillendale Park Site

Recommendation: **Replace** in 2023.

Picnic table showing signs of deterioration.
AssetCalc ID: 2963245

Priority Score **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $ 800

$$

Include/Exclude

Park Bench in **Poor** condition.

Wood/Composite/Fiberglass (Uniformat Code: G2060)

Hillendale Park Open fields

Recommendation: **Replace** in 2023.

Bench showing signs of deterioration.
AssetCalc ID: 2963277

Priority Score **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $ 2,300

$$

Include/Exclude

Sidewalk in **Poor** condition.

Asphalt (Uniformat Code: G2030)

Hillendale Park Bridge near Playground

Recommendation: **Overlay** in 2023.

Asphalt is in poor condition and needs to be repaved to make path more accessible.
AssetCalc ID: 2963302

Priority Score **67.7**

Plan Type: Accessibility

Cost Estimate: $ 100

$$

Include/Exclude

ADA Site & Recreational

Benches/Bleachers/Seating, Compliant Seats/Area (Uniformat Code: Y1080)

Hillendale Park Baseball Field

Recommendation: **Replace/Install** in 2021.

No ADA seating provided.
AssetCalc ID: 2963317

Priority Score **63.9**

Plan Type: Accessibility

Cost Estimate: $ 5,200

$$

Include/Exclude

ADA Paths of Travel

Walkways, Asphalt Pathway (Uniformat Code: Y1020)

Hillendale Park Playground south

Recommendation: **Install** in 2021.

No accessible pathway provided to the two playgrounds in the south side of the park.
AssetCalc ID: 2963280

Priority Score **63.9**

Plan Type: Accessibility

Cost Estimate: $ 700

$$

Include/Exclude

ADA Miscellaneous

Level III Study, Includes Measurements (Uniformat Code: Y1090)

Hillendale Park General Park

Recommendation: **Evaluate/Report** in 2021.

A number of potential accessibility issues were identified during the assessment.
AssetCalc ID: 2967413

Priority Score **63.9**

Plan Type: Accessibility

Cost Estimate: $ 9,800

$$

Include/Exclude

ADA Paths of Travel

Walkways, Asphalt Pathway (Uniformat Code: Y1020)

Hillendale Park Parking lot South

Recommendation: **Install** in 2021.

Ramp from parking space to asphalt sidewalk is not compliant.
AssetCalc ID: 2963284

Priority Score **63.9**

Plan Type: Accessibility

Cost Estimate: $ 200

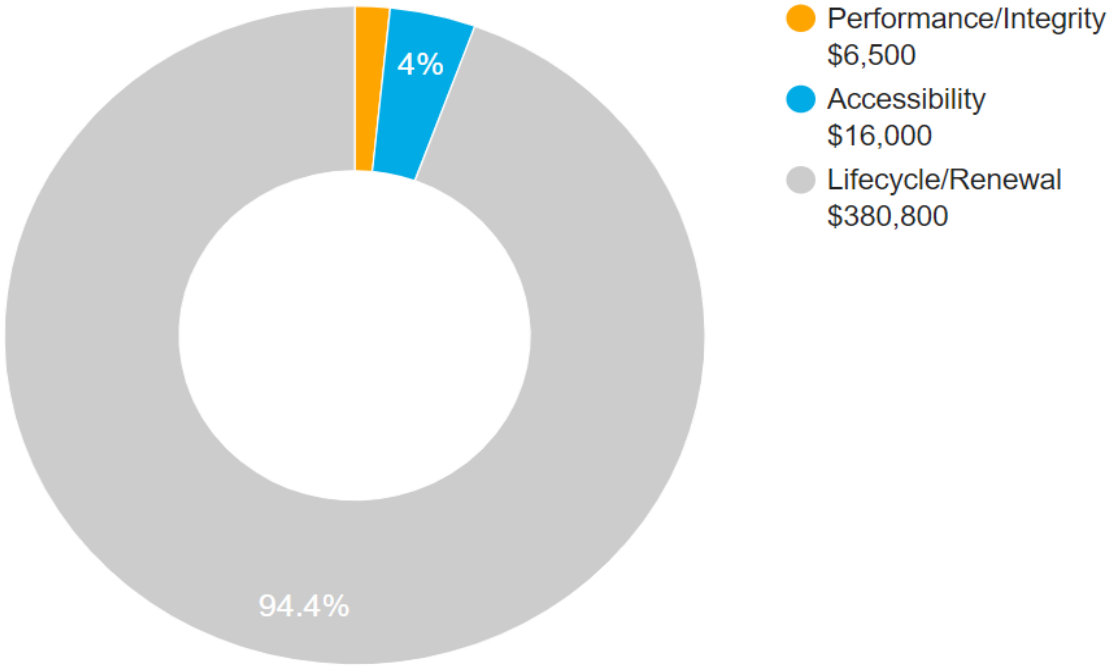
$$

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $403,300

2. Restroom Building

Restroom Building: Systems Summary

Address	19260 Clairmont Way, Oregon City, Oregon	
Constructed/Renovated	Unknown	
Building Size	700 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Masonry bearing walls and wood-framed roofs	Good
Façade	Painted CMU with steel doors	Fair
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted CMU Floors: Painted concrete Ceilings: Painted gypsum board	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste & venting No hot water Stainless toilets and sinks in all restrooms; Urinal in men’s room	Fair

Restroom Building: Systems Summary

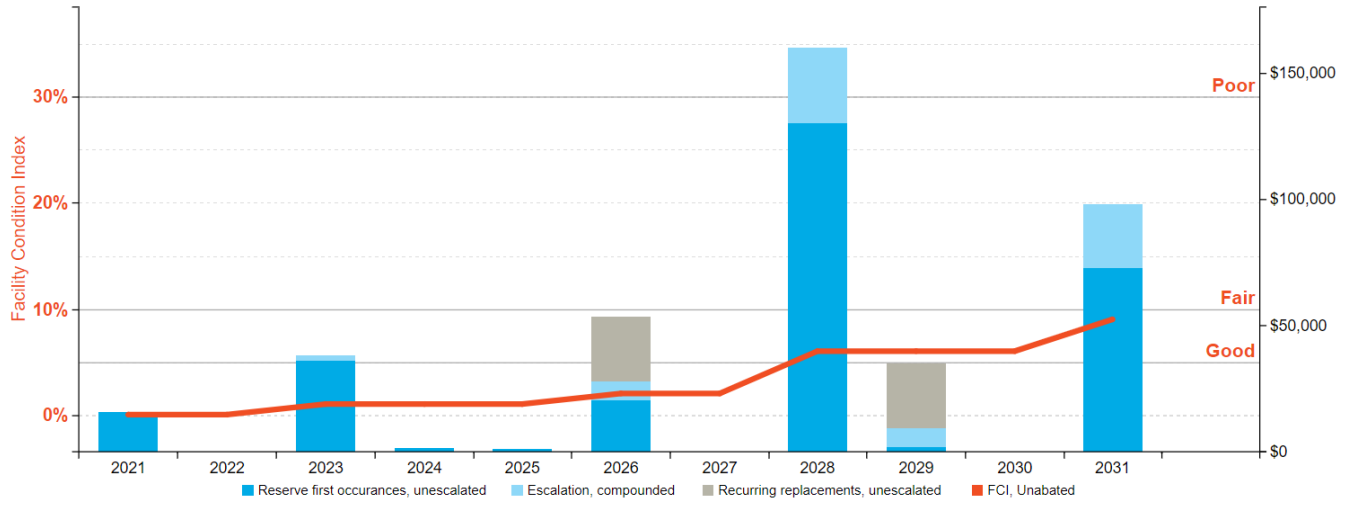
HVAC	None	--
Fire Suppression	Hydrants	Good
Electrical	Source & Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: None	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	Simple restroom structure is generally in fair condition with no immediate needs or deficiencies identified during the assessment.	

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Hillendale Park

⚠ Replacement Value: $ 3,820,000; Inflation rate: 3.0%



3. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structures	Swing sets and multi-purpose	5 EA	Fair
Gazebos	Metal and wood framed	710 SF	Fair
Signage	Property Sign	4 EA	Fair
Sports Apparatus	Basketball pole and rim, dugout, soccer goal and soccer goal	6 EA	Fair
Trash Receptacle	Medium-Duty, Metal	7 EA	Fair
Bike Rack	6-10 Rack	1 EA	Fair
Drinking Fountain	Metal Pedestal	2 EA	Fair
Bleachers	Metal	2 EA	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		

General Site Information

On-Site Vehicular Paving	Two asphalt parking areas with concrete curbs
Pedestrian paving and Trails	Asphalt and concrete pathways
On-Site Amenities	Chain link fencing, pedestrian bridges, picnic tables, benches, grills, bleachers, playground equipment, trash receptacles
Ancillary Buildings	Picnic Shelter, maintenance shed, shade structures
Fields and Lots	Unimproved play fields; Softball fields with natural turf, backstops, dugouts and fencing; Soccer fields with natural turf and movable goals; Combination tennis/basketball courts with painted asphalt surface with tennis nets and backboards/rims; Volleyball court with sand and nets; Playgrounds with wood chips play surfaces, play structures, and other play elements
Storm Water Management	Surface drainage to developed and undeveloped surroundings and to water features in the park
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.
Key Issues and Findings	Degraded asphalt pavement on pedestrian bridge, limited number of excessively worn benches and picnic tables, damaged sign.

4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The park original construction is unknown.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	UNKNOWN	No	No
General Park	UNKNOWN	No	Yes

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Hillendale Park, 19260 Clairmont Way, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial and Ethan Abeles,
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Reviewed by:

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Program Manager
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1	RESTROOM FRONT ELEVATION

2	RESTROOM LEFT ELEVATION

3	RESTROOM REAR ELEVATION

4	RESTROOM RIGHT ELEVATION

5	EAST PARKING LOT

6	ACCESSIBLE PARKING AND PATH OF TRAVEL

7	PLAYGROUND AREA

8	BASKETBALL/TENNIS COURT

9	OPEN FIELD

10	VOLLEYBALL FIELD

11	SOCCER FIELD

12	BASEBALL FIELD NORTH

13	BASEBALL FIELD SOUTH

14	STREAM

15	PICNIC SHELTER

16	STORAGE SHED

17	ASPHALT SIDEWALK

18	SITE FENCING

19	RETAINING WALL

20	PEDESTRIAN BRIDGE

21	PICNIC TABLE

22	PARK BENCHES

23	SHADE STRUCTURE AND PARK BENCH

24	TRASH RECEPTACLE

25	TRASH RECEPTACLE

26	PICNIC GRILL

27	BIKE RACK

28	DRINKING FOUNTAIN

29	BLEACHERS

30	PLAY STRUCTURE

31	PLAY STRUCTURE

32	POLE LIGHT

Site Plan

Project Number	Project Name
148392.21R000-027.017	Hillendale Park City of Oregon City
Source	**On-Site Date**
Google Earth	April 7, 2021

Site Plan

Project Number	Project Name
148392.21R000-027.017	Hillendale Park City of Oregon City
Source	**On-Site Date**
Client	April 7, 2021

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Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Hillendale Park

BV Project Number: 148392.21R-00 - 027.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?		X		
5	Do ramp runs on an accessible route appear to have compliant slopes ?		X		
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?		X		

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?		✕		
8	Do ramps on an accessible route appear to have compliant handrails ?		✕		

Abbreviated Accessibility Checklist

Building Entrances

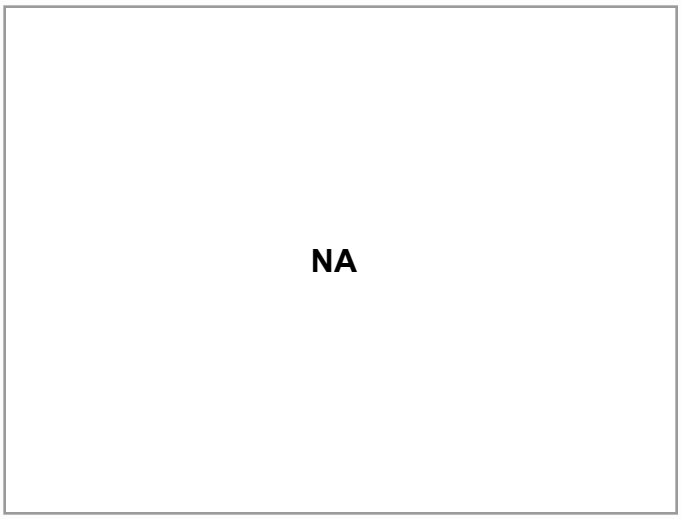
NA	**NA**

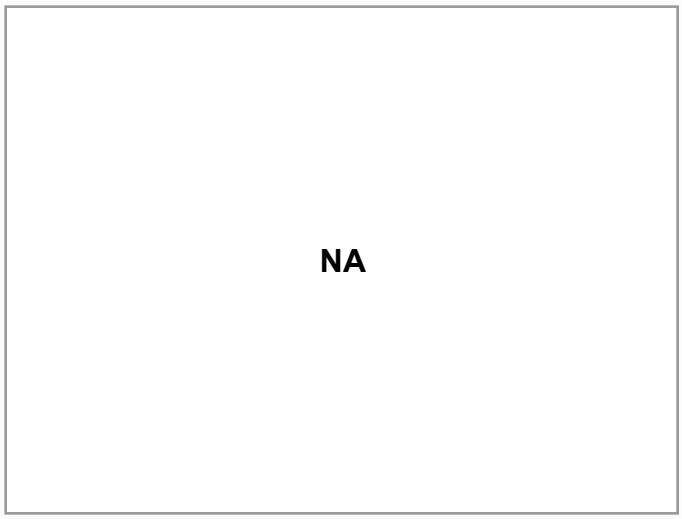
	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route





	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?		✕		
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

Component Condition Report | Hillendale Park / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restrooms	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	1,050 SF	5	2963278
B2010	Restrooms	Fair	Exterior Walls, Concrete Block (CMU), 1-2 Story Building	900 SF	30	2963250
B2050	Restrooms	Fair	Exterior Door, Steel, Standard	3	20	2963262
Roofing						
B3010	Restrooms	Excellent	Roofing, Metal	800 SF	5	3142988
B3060	Restrooms	Fair	Roof Skylight, per unit, up to 20 SF	2	10	2963263
Interiors						
C2010	Restrooms	Fair	Wall Finishes, any surface, Prep & Paint	1,050 SF	5	2963274
C2030	Restrooms	Fair	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	700 SF	3	2963257
Plumbing						
D2010	Restrooms	Fair	Sink/Lavatory, Wall-Hung, Enameled Steel	3	15	2963312
D2010	Restrooms	Fair	Urinal, Standard	1	15	2963324
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	2	15	2963249
Electrical						
D5040	Restrooms	Fair	Standard Fixture w/ Lamp, any type, w/ LED Replacement [No tag/plate found]	3	10	2963298

Component Condition Report | Hillendale Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2050	Shed	Fair	Exterior Door, Steel, Standard	25	10	2963260
Plumbing						
D2010	Parking lot east	Fair	Drinking Fountain, Exterior/Site, Precast Pedestal	1	7	2963315
D2010	Site	Fair	Drinking Fountain, Exterior/Site, Precast Pedestal	1	7	2963267
Equipment & Furnishings						
E2010	Baseball Fields	Fair	Bleachers, Fixed Steel Frame, Aluminum Benches (per Seat)	60	15	2963266
Special Construction & Demo						
F1020	Throughout Site	Fair	Trellis Structures, Wood-Framed	120 SF	15	2963311
F1020	Parking Lot East	Fair	Ancillary Building, CMU	60 SF	21	2963247
F1020	Site	Fair	Picnic Structure, Wood-Framed	600 SF	15	2963322
Pedestrian Plazas & Walkways						
G2020	Parking Lots	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	34,500 SF	15	2963289
G2020	Parking lot South	Good	Parking Lots, Pavement, Asphalt, Seal & Stripe	34,500 SF	4	2963295
G2020	Bridge near Playground	Poor	Pedestrian paving, Pavement, Asphalt, Overlay	250 SF	0	2963302
G2030	Site	Fair	Sidewalk, Asphalt, Overlay	62,000 SF	7	2963272
G2030	Basketball/Tennis Court	Good	Sidewalk, Concrete, Small Areas/Sections	250 SF	40	2963273
G2030	Parking lot South	Fair	Sidewalk, Concrete, Small Areas/Sections [No tag/plate found]	1,500 SF	30	2963297
Athletic, Recreational & Playfield Areas						

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
G2050	Playground east	Good	Playfield Surfaces, Chips Wood, 6" Depth	7,500 SF	2	2963261
G2050	Playground east	Good	Play Structure, Swing Set, 4 Seats	1	19	2963268
G2050	Shed	Good	Campground Accessories, Grill, Pedestal-Style	8	14	2963286
G2050	Playground south	Good	Play Structure, Multipurpose, Large	1	15	2963285
G2050	Baseball Fields	Fair	Sports Apparatus, Player Benches, 12' Length	4	5	2963253
G2050	Playground east	Good	Play Structure, Swing Set, 4 Seats	2	19	2963270
G2050	Volleyball field	Fair	Playfield Surfaces, Sand, 6" Depth	3,000 SF	5	2963276
G2050	Basketball/Tennis Court	Good	Sports Apparatus, Basketball, Backboard/Rim/Pole	2	24	2963282
G2050	Playground south	Good	Play Structure, Multipurpose, Large	1	19	2963275
G2050	Basketball/Tennis Court	Good	Athletic Surfaces & Courts, Skate Park, Concrete Pavement, Replace/Install	14,000 SF	25	2963279
G2050	Baseball field north	Good	Sports Apparatus, Baseball, Backstop Chain-Link	1	15	2963251
G2050	Volleyball field	Fair	Sports Apparatus, Tennis/Volleyball, Net w/ Posts & Anchors	1	10	2963292
G2050	Dock	Fair	Lake Dock/Pier, Decking & Structure, Wood Floating	45 SF	13	2963288
G2050	Playground south	Good	Playfield Surfaces, Chips Wood, 6" Depth	2,400 SF	2	2963306
G2050	Soccer fields	Fair	Sports Apparatus, Soccer, Movable Practice Goal	2	5	2963254
G2050	Playground east	Good	Play Structure, Multipurpose, Large	1	15	2963316
Sitework						
G2060	Site	Fair	Pedestrian Bridge, Wood Construction	36 SF	10	2963246
G2060	Throughout Site	Poor	Park Bench, Wood/Composite/Fiberglass	5	2	2963277
G2060	Site	Fair	Trash Receptacle, Heavy-Duty Fixed Concrete	1	8	2963314
G2060	Throughout Site	Fair	Park Bench, Wood/Composite/Fiberglass	14	5	2963259
G2060	Baseball Field	Fair	Fences & Gates, Fence, Chain Link 8'	200 LF	15	2963296
G2060	Basketball/Tennis Court	Good	Fences & Gates, Fence, Chain Link 8'	500 LF	39	2963271
G2060	Baseball field north	Fair	Retaining Wall, Brick/Stone	125 SF	20	2963258
G2060	Site	Poor	Picnic Table, Wood/Composite/Fiberglass	1	2	2963245
G2060	Parking lot South	Good	Fences & Gates, Pedestrian Gate, Aluminized Steel	2	20	2963256
G2060	Bridge near Playground	Fair	Pedestrian Bridge, Steel or Concrete Construction, 60' Span	48 SF	20	2963305
G2060	Basketball/Tennis Court	Fair	Bike Rack, Fixed 6-10 Bikes	1	4	2963238
G2060	Volleyball field	Good	Fences & Gates, Fence, Chain Link 6'	40 LF	30	2963293
G2060	Throughout Site	Good	Trash Receptacle, Medium-Duty Metal or Precast	8	15	2963299
G2060	Site	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	2	10	2963321
G2060	Playground east	Good	Picnic Table, Wood/Composite/Fiberglass	3	19	2963307
G2060	Site	Fair	Pedestrian Bridge, Wood Construction	60 SF	10	2963309
G2060	Parking lot east	Good	Bollard, Concrete or Metal	3	25	2963304
G2060	Shed	Good	Picnic Table, Wood/Composite/Fiberglass	8	19	2963301
G2060	Baseball field north	Good	Fences & Gates, Fence, Chain Link 8'	175 LF	39	2963240
G2060	Basketball/Tennis Court	Fair	Fences & Gates, Fence, Chain Link 4'	75 LF	20	2963241
G4050	Roof	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	1	10	2963265
G4050	Parking lot east	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	3	10	2963248

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Utilities						
G3030	Sportfields	Poor	Storm Drainage Components, Underground	1	2	3142980
G3030	Park	Poor	Storm Drainage Components, Underground	1	2	3142981
Accessibility						
Y1020	Parking lot South	NA	ADA Paths of Travel, Walkways, Curb Cut Ramp, Install [No tag/plate found]	25	0	2963284
Y1020	Playground south	NA	ADA Paths of Travel, Walkways, Asphalt Pathway, Install [No tag/plate found]	100 SF	0	2963280
Y1080	Baseball Field	NA	ADA Site & Recreational, Benches/Bleachers/Seating, Compliant Seats/Area, Replace/Install	2	0	2963317
Y1090	General Park	NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2967413

Replacement Reserves Report

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Hillendale Park	$85,203	$0	$142,951	$0	$23,886	$59,830	$0	$160,203	$34,006	$26,334	$94,430	$35,630	$0	$3,866	$78,900	$594,014	$0	$42,544	$0	$153,585	$118,689	**$1,654,072**
Hillendale Park / Restrooms	$0	$0	$0	$1,492	$0	$25,808	$0	$0	$0	$0	$5,538	$0	$0	$2,005	$0	$27,393	$0	$0	$0	$0	$4,226	**$66,462**
Grand Total	**$85,203**	**$0**	**$142,951**	**$1,492**	**$23,886**	**$85,638**	**$0**	**$160,203**	**$34,006**	**$26,334**	**$99,969**	**$35,630**	**$0**	**$5,870**	**$78,900**	**$621,407**	**$0**	**$42,544**	**$0**	**$153,585**	**$122,915**	**$1,720,534**

Hillendale Park

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2050	2963260	Exterior Door, Steel, Standard, Replace	40	30	10	25	EA	$1,105.00	$27,625											$27,625											**$27,625**
D2010	2963315	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	8	7	1	EA	$4,680.00	$4,680								$4,680															**$4,680**
D2010	2963267	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	8	7	1	EA	$4,680.00	$4,680								$4,680															**$4,680**
E2010	2963266	Bleachers, Fixed Steel Frame, Aluminum Benches (per Seat), Replace	25	10	15	60	EA	$156.00	$9,360																$9,360							**$9,360**
F1020	2963311	Trellis Structures, Wood-Framed, Replace	30	15	15	120	SF	$130.00	$15,600																$15,600							**$15,600**
F1020	2963322	Picnic Structure, Wood-Framed, Replace	30	15	15	600	SF	$115.00	$69,000																$69,000							**$69,000**
G2020	2963302	Pedestrian paving, Pavement, Asphalt, Overlay	0	0	0	250	SF	$18.15	$4,538	$4,538																						**$4,538**
G2020	2963295	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	1	4	34500	SF	$0.59	$20,183					$20,183					$20,183					$20,183					$20,183			**$80,730**
G2020	2963289	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	34500	SF	$4.55	$156,975																$156,975							**$156,975**
G2030	2963272	Sidewalk, Asphalt, Overlay	25	18	7	62000	SF	$1.95	$120,900								$120,900															**$120,900**
G2050	2963253	Sports Apparatus, Player Benches, 12' Length, Replace	15	10	5	4	EA	$585.00	$2,340						$2,340																$2,340	**$4,680**
G2050	2963254	Sports Apparatus, Soccer, Movable Practice Goal, Replace	15	10	5	2	EA	$910.00	$1,820						$1,820																$1,820	**$3,640**
G2050	2963292	Sports Apparatus, Tennis/Volleyball, Net w/ Posts & Anchors, Replace	20	10	10	1	EA	$1,820.00	$1,820											$1,820												**$1,820**
G2050	2963251	Sports Apparatus, Baseball, Backstop Chain-Link, Replace	20	5	15	1	EA	$6,500.00	$6,500																$6,500							**$6,500**
G2050	2963288	Lake Dock/Pier, Decking & Structure, Wood Floating, Replace	25	12	13	45	SF	$58.50	$2,633														$2,633									**$2,633**
G2050	2963286	Campground Accessories, Grill, Pedestal-Style, Replace	15	1	14	8	EA	$780.00	$6,240															$6,240								**$6,240**
G2050	2963261	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	7500	SF	$2.60	$19,500			$19,500			$19,500			$19,500			$19,500			$19,500			$19,500			$19,500		**$136,500**
G2050	2963306	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	2400	SF	$2.60	$6,240			$6,240			$6,240			$6,240			$6,240			$6,240			$6,240			$6,240		**$43,680**
G2050	2963276	Playfield Surfaces, Sand, 6" Depth, Replace	20	15	5	3000	SF	$2.08	$6,240						$6,240																	**$6,240**
G2050	2963285	Play Structure, Multipurpose, Large, Replace	20	5	15	1	EA	$45,500.00	$45,500																$45,500							**$45,500**
G2050	2963316	Play Structure, Multipurpose, Large, Replace	20	5	15	1	EA	$63,000.00	$63,000																$63,000							**$63,000**
G2050	2963268	Play Structure, Swing Set, 4 Seats, Replace	20	1	19	1	EA	$3,250.00	$3,250																				$3,250			**$3,250**
G2050	2963270	Play Structure, Swing Set, 4 Seats, Replace	20	1	19	2	EA	$3,250.00	$6,500																				$6,500			**$6,500**
G2050	2963275	Play Structure, Multipurpose, Large, Replace	20	1	19	1	EA	$45,500.00	$45,500																				$45,500			**$45,500**
G2060	2963277	Park Bench, Wood/Composite/Fiberglass, Replace	20	18	2	5	EA	$780.00	$3,900			$3,900																				**$3,900**
G2060	2963245	Picnic Table, Wood/Composite/Fiberglass, Replace	20	18	2	1	EA	$1,105.00	$1,105			$1,105																				**$1,105**
G2060	2963238	Bike Rack, Fixed 6-10 Bikes, Replace	20	16	4	1	EA	$1,040.00	$1,040					$1,040																		**$1,040**
G2060	2963259	Park Bench, Wood/Composite/Fiberglass, Replace	20	15	5	14	EA	$1,105.00	$15,470						$15,470																	**$15,470**
G2060	2963314	Trash Receptacle, Heavy-Duty Fixed Concrete, Replace	25	17	8	1	EA	$1,105.00	$1,105									$1,105														**$1,105**
G2060	2963296	Fences & Gates, Fence, Chain Link 8', Replace	40	25	15	200	LF	$32.50	$6,500																$6,500							**$6,500**
G2060	2963299	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	5	15	8	EA	$1,105.00	$8,840																$8,840							**$8,840**
G2060	2963307	Picnic Table, Wood/Composite/Fiberglass, Replace	20	1	19	3	EA	$1,105.00	$3,315																				$3,315			**$3,315**
G2060	2963301	Picnic Table, Wood/Composite/Fiberglass, Replace	20	1	19	8	EA	$1,105.00	$8,840																				$8,840			**$8,840**
G2060	2963256	Fences & Gates, Pedestrian Gate, Aluminized Steel, Replace	25	5	20	2	EA	$975.00	$1,950																					$1,950		**$1,950**
G2060	2963241	Fences & Gates, Fence, Chain Link 4', Replace	40	20	20	75	LF	$23.40	$1,755																					$1,755		**$1,755**
G2060	2963321	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	20	10	10	2	EA	$650.00	$1,300											$1,300												**$1,300**
G2060	2963258	Retaining Wall, Brick/Stone, Replace	40	20	20	125	SF	$182.00	$22,750																					$22,750		**$22,750**
G2060	2963246	Pedestrian Bridge, Wood Construction, Replace	25	15	10	36	SF	$195.00	$7,020											$7,020												**$7,020**
G2060	2963309	Pedestrian Bridge, Wood Construction, Replace	25	15	10	60	SF	$195.00	$11,700											$11,700												**$11,700**
G2060	2963305	Pedestrian Bridge, Steel or Concrete Construction, 60' Span, Replace	50	30	20	48	SF	$195.00	$9,360																					$9,360		**$9,360**
G3030	3142980	Storm Drainage Components, Underground, Replace	40	38	2	1	EA	$52,000.00	$52,000			$52,000																				**$52,000**
G3030	3142981	Storm Drainage Components, Underground, Replace	40	38	2	1	EA	$52,000.00	$52,000			$52,000																				**$52,000**
G4050	2963265	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	1	EA	$5,200.00	$5,200											$5,200												**$5,200**
G4050	2963248	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	3	EA	$5,200.00	$15,600											$15,600												**$15,600**
Y1020	2963284	ADA Paths of Travel, Walkways, Curb Cut Ramp, Install	0	0	0	25	EA	$2,600.00	$65,000	$65,000																						**$65,000**
Y1020	2963280	ADA Paths of Travel, Walkways, Asphalt Pathway, Install	0	0	0	100	SF	$7.15	$715	$715																						**$715**
Y1080	2963317	ADA Site & Recreational, Benches/Bleachers/Seating, Compliant Seats/Area, Replace/Install	0	0	0	2	EA	$2,600.00	$5,200	$5,200																						**$5,200**
Y1090	2967413	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	0	0	0	1	EA	$9,750.00	$9,750	$9,750																						**$9,750**
Totals, Unescalated										**$85,203**	**$0**	**$134,745**	**$0**	**$21,223**	**$51,610**	**$0**	**$130,260**	**$26,845**	**$20,183**	**$70,265**	**$25,740**	**$0**	**$2,633**	**$52,163**	**$381,275**	**$0**	**$25,740**	**$0**	**$87,588**	**$65,715**	**$1,181,185**
Totals, Escalated (3.0% inflation, compounded annually)										**$85,203**	**$0**	**$142,951**	**$0**	**$23,886**	**$59,830**	**$0**	**$160,203**	**$34,006**	**$26,334**	**$94,430**	**$35,630**	**$0**	**$3,866**	**$78,900**	**$594,014**	**$0**	**$42,544**	**$0**	**$153,585**	**$118,689**	**$1,654,072**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Hillendale Park / Restrooms

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2963278	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	5	5	1050	SF	$3.90	$4,095						$4,095										$4,095						**$8,190**
B2050	2963262	Exterior Door, Steel, Standard, Replace	40	20	20	3	EA	$780.00	$2,340																					$2,340	**$2,340**
B3010	3142988	Roofing, Metal, Replace	40	35	5	800	SF	$20.15	$16,120						$16,120																**$16,120**
B3060	2963263	Roof Skylight, per unit, up to 20 SF, Replace	30	20	10	2	EA	$1,690.00	$3,380											$3,380											**$3,380**
C2010	2963274	Wall Finishes, any surface, Prep & Paint	10	5	5	1050	SF	$1.95	$2,048						$2,048										$2,048						**$4,095**
C2030	2963257	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	10	7	3	700	SF	$1.95	$1,365				$1,365										$1,365								**$2,730**
D2010	2963312	Sink/Lavatory, Wall-Hung, Enameled Steel, Replace	30	15	15	3	EA	$2,210.00	$6,630																$6,630						**$6,630**
D2010	2963324	Urinal, Standard, Replace	30	15	15	1	EA	$1,430.00	$1,430																$1,430						**$1,430**
D2010	2963249	Toilet, Commercial Water Closet, Replace	30	15	15	2	EA	$1,690.00	$3,380																$3,380						**$3,380**
D5040	2963298	Standard Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	10	10	3	EA	$247.00	$741											$741											**$741**
Totals, Unescalated										**$0**	**$0**	**$0**	**$1,365**	**$0**	**$22,263**	**$0**	**$0**	**$0**	**$0**	**$4,121**	**$0**	**$0**	**$1,365**	**$0**	**$17,583**	**$0**	**$0**	**$0**	**$0**	**$2,340**	**$49,036**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$1,492**	**$0**	**$25,808**	**$0**	**$0**	**$0**	**$0**	**$5,538**	**$0**	**$0**	**$2,005**	**$0**	**$27,393**	**$0**	**$0**	**$0**	**$0**	**$4,226**	**$66,462**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Jon Storm Park
1801 Clackamette Drive
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-028.017

DATE OF REPORT:
July16, 2021

ON SITE DATE:
March 18, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community Park
Main Address	1801 Clackamette Drive, Oregon City, Oregon 97045
Site Developed	2006
Lot Size	1.45 acres (estimated)
Number of Substantial Buildings	1
Parking Spaces	23 total spaces all in open lots; 1 of which are accessible.
Date(s) of Visit	March 18, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly Facilities Maintenance Manager 503.519.0377
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The site was constructed in 2006. There have been no major renovations to the park. The park is open to the community with a restroom building located at the center.

Architectural

The restroom building is comprised of CMU and a metal roof. There are 4 skylights on the restroom building roof. There are no windows just openings between the CMU blocks for air to pass through. The interiors are in fair condition and consist of unfinished flooring, painted CMU walls, and wood paneling for the roof.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is a main electrical panel for the Restroom Building located at the rear. There is a water heater for the restroom building in fair condition. There is no fire suppression system for the building.

Site and Amenities

The parking lot for the park is in fair condition, the seal and stripe for the parking lot is also in fair condition. There is a shaded gazebo next to the parking lot. There are picnic tables, trash receptacles, a bike rack, fencing, and a drinking fountain throughout the property. There is a wood pier, concrete stairs and a metal ramp that is in fair condition. The lighting throughout the property is adequate.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Immediate Needs

Facility/Building	Total Items	Total Cost
Jon Storm Park	3	$12,600
Total	**3**	**$12,600**

Jon Storm Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2938932	Jon Storm Park	Box near Restroom	D2010	Backflow Preventer, Domestic Water, 2 IN, Replace	NA	Performance/Integrity	$4,200
2938931	Jon Storm Park	Box near Restroom	D2010	Backflow Preventer, Domestic Water,1.5 IN, Replace	NA	Performance/Integrity	$4,200
2938930	Jon Storm Park	Floating Dock	D2010	Backflow Preventer, Domestic Water, 1.5 IN, Replace	NA	Performance/Integrity	$4,200
Total (3 items)							**$12,600**

Key Findings

Backflow Preventer

Domestic Water, 1.5 IN
Jon Storm Park Floating Dock

Uniformat Code: D2014
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $4,200

**$**$$$

Recommended to be replaced - AssetCALC ID: 2938930

Backflow Preventer

Domestic Water,1.5 IN
Jon Storm Park Box near Restroom

Uniformat Code: D2014
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $4,200

**$**$$$

Irrigation backflow is recommended to be replaced. - AssetCALC ID: 2938931

Backflow Preventer

Domestic Water, 2 IN
Jon Storm Park Box near Restroom

Uniformat Code: D2014
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $4,200

**$**$$$

Recommended to be replaced. - AssetCALC ID: 2938932

River Bank in Poor condition.

Natural, Soil Stabilization
Jon Storm Park River Bank

Uniformat Code: G2053
Recommendation: **Allowance in 2022**

Priority Score: **83.8**

Plan Type:
Performance/Integrity

Cost Estimate: $113,800

$$$$

- AssetCALC ID: 3143165

Plan Types

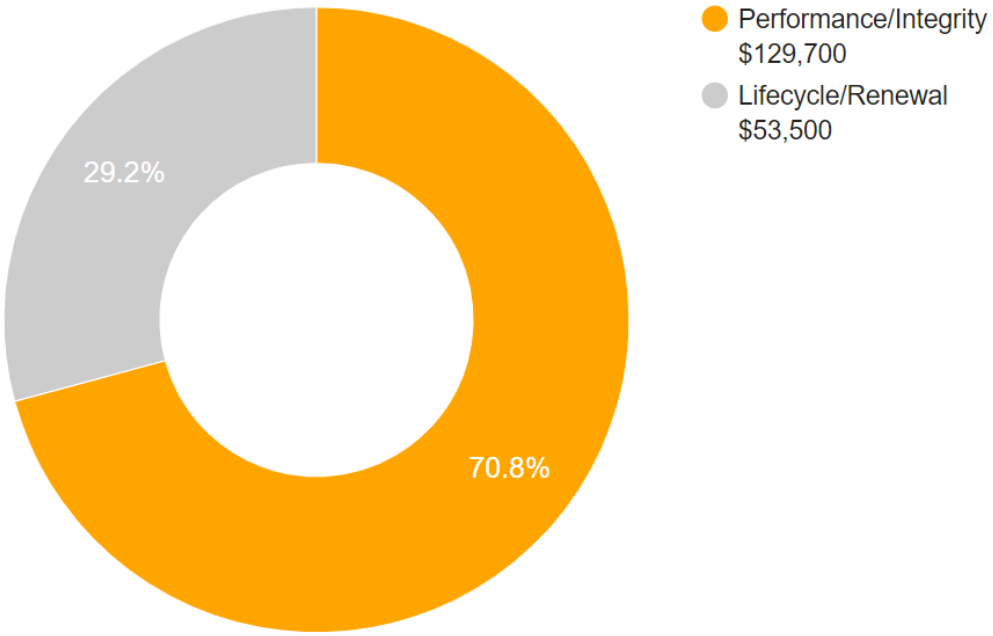
Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.

Plan Type Descriptions

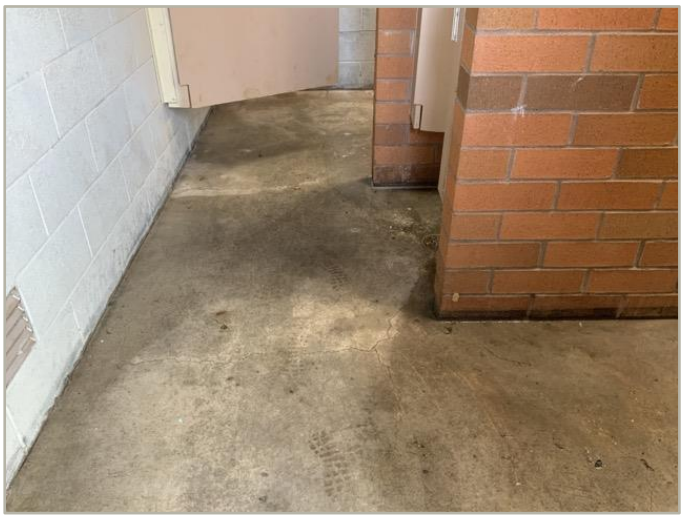
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $183,200

2. Restroom Building



Building 1: Systems Summary

Address	1801 Clackamette Drive, Oregon City, Oregon 97045	
Constructed/Renovated	2006	
Building Size	600 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Steel frame with concrete-topped metal decks	Fair
Façade	Painted CMU with no windows	Fair
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted CMU Floors: Unfinished Ceilings: Wood paneling	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste and venting Electric water heaters Toilets, urinals, and sinks in all restrooms	Fair
HVAC	N/A	--
Fire Suppression	N/A	--

Building 1: Systems Summary

Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: N/A	Fair
Fire Alarm	N/A	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	No key issues found	

Restroom Building: Systems Expenditure Forecast

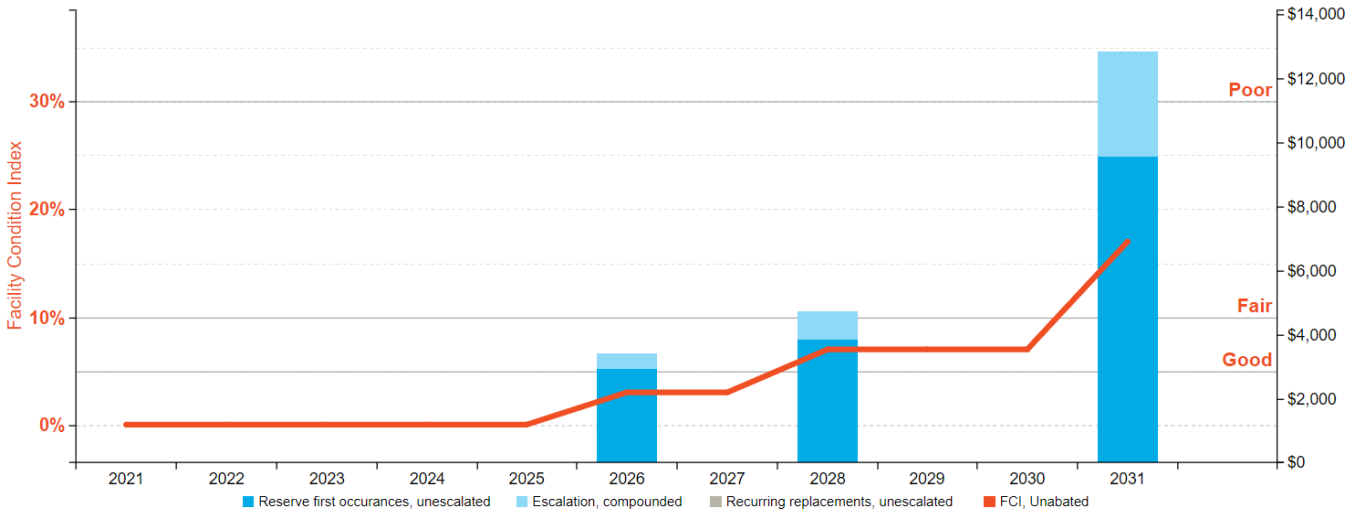
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Roofing	-	-	-	-	$31,897	$31,897
Interiors	-	-	$3,390	$5,644	$21,569	$30,603
Plumbing	-	-	-	$2,797	$22,230	$25,027
Electrical	-	-	-	$7,180	$3,706	$10,886
Fire Alarm & Electronic Systems	-	-	-	$1,918	-	$1,918
TOTALS	**-**	**-**	**$3,400**	**$17,600**	**$79,500**	**$100,500**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Jon Storm Park Restroom Building

Replacement Value: $ 124,125; Inflation rate: 3.0%



3. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Stairs	Concrete	200 SF	Fair
Stairs	Metal/Pan filled	100 SF	Fair
Parking Lot	Asphalt	10,000 SF	Fair
Shed/Gazebo	Wood or Metal Frame	480 SF	Fair
Sidewalk	Concrete	4,000 SF	Fair
Lake Dock/Pier	Wood	4,000 SF	Fair
Bike Rack	Fixed Metal Loop	6 EA	Fair
Picnic Table	Metal Powder Coated	6 EA	Fair
Trash Receptacle	Medium Duty	3 EA	Fair
Fences	Metal Tube	200 LF	Fair

General Site Information

Site Lighting	Bollard Style	6 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas and drive lanes with		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	Metal Tube fencing, picnic tables, trash receptacles, drinking fountains		
Ancillary Buildings	Gazebo/Shaded Structure		
Fields and Lots	N/A		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.		
Key Issues and Findings	No key issues were found at this time.		

Systems Expenditure Forecast

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	-	-	-	-	-
Facade	-	-	-	-	$7,748	$7,748
Plumbing	$12,480	-	-	-	-	$12,480
Special Construction & Demo	-	-	-	-	$24,304	$24,304
Site Development	-	$117,162	-	$11,792	$659,507	$788,461
Site Pavement	-	$6,206	-	$7,194	$173,422	$186,822
Site Utilities	-	-	-	$7,337	-	$7,337
TOTALS	**$12,500**	**$123,400**	**-**	**$26,400**	**$865,000**	**$1,027,300**

4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e., city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The park was originally constructed in 2006. The park has not since been substantially renovated.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	2006	No	No
General Park	2006	No	No

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed, or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct, and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Jon Storm Park, 1801 Clackamette Drive, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling, or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

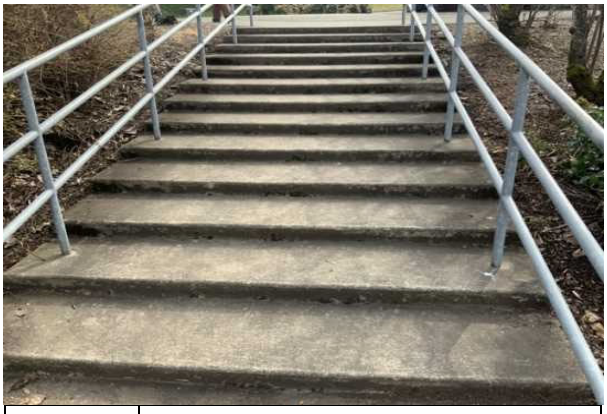
Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
800.733.0660 x6554

1	FRONT ELEVATION

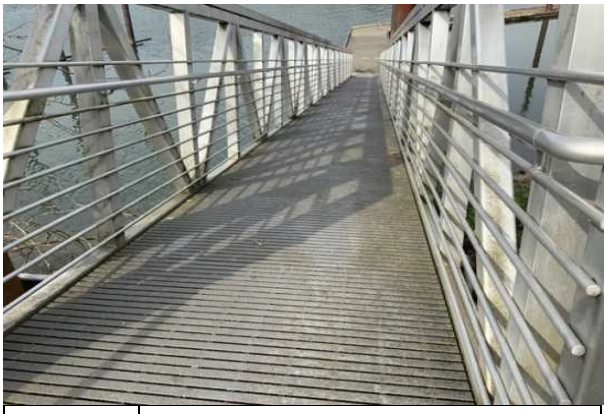
2	LEFT ELEVATION

3	REAR ELEVATION

4	RIGHT ELEVATION

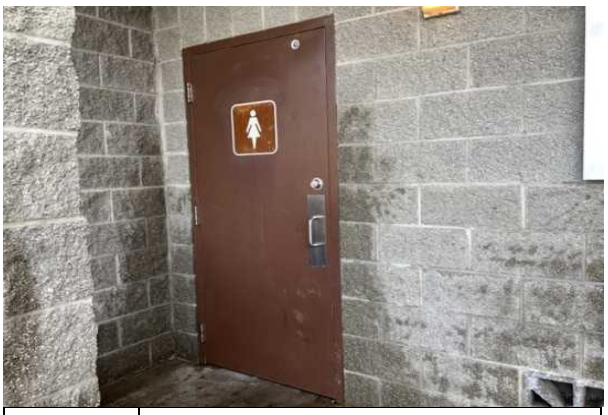


5	STAIRS, CONCRETE



6	SITE STAIRS AND RAMPS, METAL

7	EXTERIOR WALLS, CONCRETE BLOCK (CMU)



8	EXTERIOR DOOR, STEEL

9	ROOFING, METAL

10	TOILET PARTITIONS, BRICK

11	WALL FINISHES, PAINTED

12	FLOORING, UNFINISHED

13	CEILING FINISHES, WOOD PANELING

14	WATER HEATER, ELECTRIC

15	SINK/LAVATORY

16	DRINKING FOUNTAIN

17	TOILET

18	URINAL

19	MAIN ELECTRICAL PANEL

20	SPECIAL FIXTURE WITH LAMP, METAL HALIDE

21	GAZEBO/SHADE STRUCTURE, WOOD OR METAL-FRAMED

22	PARKING LOTS, PAVEMENT

23	SIDEWALK, CONCRETE

24	LAKE DOCK/PIER, WOOD

25	FENCE

26	BIKE RACK, FIXED SINGLE LOOP

27	PICNIC TABLE, METAL POWDER-COATED

28	TRASH RECEPTACLE, MEDIUM-DUTY

Site Plan

Project Number	Project Name
148392.21R000-028.017	Jon Storm Park
Source	**On-Site Date**
Google	March 18, 2021

N

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Jon Storm

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 15 years

Date Completed: 3/18/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed: 2006	Renovated:	
2	Building size in SF	600 **SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		X			
8	Are there any wall, window, basement or roof leaks?		X			
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?		X			
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?		X			
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?		X			
15	Are there any problems or inadequacies with exterior lighting?		X			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konnye Zavala

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Jon Storm Park

BV Project Number: 148392.21R000-028.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Jon Storm: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking				X
Exterior Accessible Route				X
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms				X
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools	**NA**			
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Jon Storm: Photographic Overview

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

Accessible ramp or path

Curb cut or 2nd pathway

Toilet stall overview

Sink, faucet handles and/or accessories

Component Condition Report | Jon Storm Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	Site	Fair	Stairs, Concrete, Exterior	200 SF	30	2931758
B1080	Site	Fair	Stairs, Metal or Pan-Filled, Exterior	100 SF	23	2931765
Facade						
B2010	Building exterior	Fair	Exterior Walls, Concrete Block (CMU), 1-2 Story Building	900 SF	30	2931773
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	3	20	2931745
Plumbing						
D2010	Box near Restroom	NA	Backflow Preventer, Domestic Water, 2 IN [No tag/plate found]	1	0	2938932
D2010	Box near Restroom	NA	Backflow Preventer, Domestic Water,1.5 IN [No tag/plate found]	1	0	2938931
D2010	Floating Dock	NA	Backflow Preventer, Domestic Water, 1.5 IN [No tag/plate found]	1	0	2938930
Special Construction & Demo						
F1020	Site	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	480 SF	15	2931766
Pedestrian Plazas & Walkways						
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	10,000 SF	2	2931768
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	10,000 SF	15	2931748
G2030	Site	Fair	Sidewalk, Concrete, Large Areas	4,000 SF	20	2931761
Athletic, Recreational & Playfield Areas						
G2050	Site	Good	Lake Dock/Pier, Decking & Structure, Wood Pile-Supported	4,000 SF	15	2931751
G2050	River Bank	Poor	River Bank, Natural, Soil Stabilization, Allowance	25,000 SF	1	3143165
Sitework						
G2060	Site	Fair	Picnic Table, Metal Powder-Coated	6	10	2931750
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	3	10	2931747
G2060	Site	Fair	Fences & Gates, Fence, Metal Tube 4'	200 LF	20	2931769
G4050	Site	Fair	Site Walkway Fixture w/ Lamp, Bollard Style, Replace/Install	6	10	2931762

Component Condition Report | Jon Storm Park / Restroom Building

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Roofing						
B3010	Restrooms	Fair	Roofing, Metal	700 SF	20	2931936
B3060	Restrooms	Fair	Roof Skylight, per unit, up to 20 SF	4	15	2931774
Interiors						
C1090	Restrooms	Fair	Toilet Partitions, Plastic/Laminate	4	10	2931767
C2010	Restrooms	Fair	Wall Finishes, any surface, Prep & Paint	900 SF	5	2931754

Component Condition Report | Jon Storm Park / Restroom Building

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
C2030	Restrooms	Fair	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	600 SF	5	2931775
C2050	Restrooms	Fair	Ceiling Finishes, Wood Paneling	600 SF	15	2931753
Plumbing						
D2010	Restrooms	Fair	Sink/Lavatory, Vanity Top, Enameled Steel	1	15	2931760
D2010	Restrooms	Fair	Plumbing System, Supply & Sanitary, Low Density (excludes fixtures)	600 SF	20	2931763
D2010	Restrooms	Fair	Drinking Fountain, Wall-Mounted, Single-Level	1	7	2931759
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	3	15	2931764
D2010	Restrooms	Fair	Water Heater, Electric, Residential [No tag/plate found]	1	7	2931771
D2010	Restrooms	Fair	Urinal, Standard	1	15	2931772
D2010	Restrooms	Fair	Sink/Lavatory, Service Sink, Wall-Hung	1	15	2931752
Electrical						
D5020	Restrooms	Fair	Distribution Panel, 120/208 V [No tag/plate found]	1	12	2931757
D5040	Restrooms	Fair	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures	600 SF	10	2931756
D5040	Restrooms	Fair	Special Fixture w/ Lamp, Metal Halide	3	10	2931746
Fire Alarm & Electronic Systems						
D7030	Restrooms	Fair	Security/Surveillance System, Full System Upgrade, Average Density	600 SF	7	2931755

Replacement Reserves Report

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Jon Storm Park	$12,480	$117,163	$6,206	$0	$0	$0	$0	$7,195	$0	$0	$19,131	$157,457	$8,341	$0	$0	$581,278	$0	$9,669	$0	$0	$108,240	**$1,027,159**
Jon Storm Park / Restroom Building	$0	$0	$0	$0	$0	$3,391	$0	$4,717	$0	$0	$12,825	$0	$3,707	$0	$0	$47,292	$0	$0	$0	$0	$28,410	**$100,342**
Grand Total	**$12,480**	**$117,163**	**$6,206**	**$0**	**$0**	**$3,391**	**$0**	**$11,911**	**$0**	**$0**	**$31,956**	**$157,457**	**$12,048**	**$0**	**$0**	**$628,570**	**$0**	**$9,669**	**$0**	**$0**	**$136,650**	**$1,127,500**

Jon Storm Park

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2050	2931745	Exterior Door, Steel, Standard, Replace	40	20	20	3	EA	$1,430.00	$4,290																					$4,290	**$4,290**
D2010	2938932	Backflow Preventer, Domestic Water, 2 IN, Replace	30	30	0	1	EA	$4,160.00	$4,160	$4,160																					**$4,160**
D2010	2938931	Backflow Preventer, Domestic Water,1.5 IN, Replace	30	30	0	1	EA	$4,160.00	$4,160	$4,160																					**$4,160**
D2010	2938930	Backflow Preventer, Domestic Water, 1.5 IN, Replace	30	30	0	1	EA	$4,160.00	$4,160	$4,160																					**$4,160**
F1020	2931766	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	30	15	15	480	SF	$32.50	$15,600																$15,600						**$15,600**
G2020	2931768	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	10000	SF	$0.59	$5,850			$5,850					$5,850					$5,850					$5,850				**$23,400**
G2020	2931748	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	10000	SF	$4.55	$45,500																$45,500						**$45,500**
G2030	2931761	Sidewalk, Concrete, Large Areas, Replace	50	30	20	4000	SF	$11.70	$46,800																					$46,800	**$46,800**
G2050	3143165	River Bank, Natural, Soil Stabilization, Allowance	10	9	1	25000	SF	$4.55	$113,750		$113,750										$113,750										**$227,500**
G2050	2931751	Lake Dock/Pier, Decking & Structure, Wood Pile-Supported, Replace	25	10	15	4000	SF	$78.00	$312,000																$312,000						**$312,000**
G2060	2931750	Picnic Table, Metal Powder-Coated, Replace	20	10	10	6	EA	$910.00	$5,460											$5,460											**$5,460**
G2060	2931747	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	3	EA	$1,105.00	$3,315											$3,315											**$3,315**
G2060	2931769	Fences & Gates, Fence, Metal Tube 4', Replace	40	20	20	200	LF	$44.20	$8,840																					$8,840	**$8,840**
G4050	2931762	Site Walkway Fixture w/ Lamp, Bollard Style, Replace/Install	20	10	10	6	EA	$910.00	$5,460											$5,460											**$5,460**
Totals, Unescalated										**$12,480**	**$113,750**	**$5,850**	**$0**	**$0**	**$0**	**$0**	**$5,850**	**$0**	**$0**	**$14,235**	**$113,750**	**$5,850**	**$0**	**$0**	**$373,100**	**$0**	**$5,850**	**$0**	**$0**	**$59,930**	**$710,645**
Totals, Escalated (3.0% inflation, compounded annually)										**$12,480**	**$117,163**	**$6,206**	**$0**	**$0**	**$0**	**$0**	**$7,195**	**$0**	**$0**	**$19,131**	**$157,457**	**$8,341**	**$0**	**$0**	**$581,278**	**$0**	**$9,669**	**$0**	**$0**	**$108,240**	**$1,027,159**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Jon Storm Park / Restroom Building

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B3010	2931936	Roofing, Metal, Replace	40	20	20	700	SF	$16.90	$11,830																					$11,830	**$11,830**
B3060	2931774	Roof Skylight, per unit, up to 20 SF, Replace	30	15	15	4	EA	$1,690.00	$6,760																$6,760						**$6,760**
C1090	2931767	Toilet Partitions, Plastic/Laminate, Replace	20	10	10	4	EA	$1,050.00	$4,200											$4,200											**$4,200**
C2010	2931754	Wall Finishes, any surface, Prep & Paint	10	5	5	900	SF	$1.95	$1,755						$1,755										$1,755						**$3,510**
C2030	2931775	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	10	5	5	600	SF	$1.95	$1,170						$1,170										$1,170						**$2,340**
C2050	2931753	Ceiling Finishes, Wood Paneling, Replace	30	15	15	600	SF	$18.20	$10,920																$10,920						**$10,920**
D2010	2931771	Water Heater, Electric, Residential, Replace	15	8	7	1	EA	$715.00	$715								$715														**$715**
D2010	2931763	Plumbing System, Supply & Sanitary, Low Density (excludes fixtures), Replace	40	20	20	600	SF	$6.50	$3,900																					$3,900	**$3,900**
D2010	2931759	Drinking Fountain, Wall-Mounted, Single-Level, Replace	15	8	7	1	EA	$1,560.00	$1,560								$1,560														**$1,560**
D2010	2931760	Sink/Lavatory, Vanity Top, Enameled Steel, Replace	30	15	15	1	EA	$1,430.00	$1,430																$1,430						**$1,430**
D2010	2931764	Toilet, Commercial Water Closet, Replace	30	15	15	3	EA	$1,690.00	$5,070																$5,070						**$5,070**
D2010	2931772	Urinal, Standard, Replace	30	15	15	1	EA	$1,430.00	$1,430																$1,430						**$1,430**
D2010	2931752	Sink/Lavatory, Service Sink, Wall-Hung, Replace	35	20	15	1	EA	$1,820.00	$1,820																$1,820						**$1,820**
D5020	2931757	Distribution Panel, 120/208 V, Replace	30	18	12	1	EA	$2,600.00	$2,600													$2,600									**$2,600**
D5040	2931756	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures, Replace	20	10	10	600	SF	$7.80	$4,680											$4,680											**$4,680**
D5040	2931746	Special Fixture w/ Lamp, Metal Halide, Replace	20	10	10	3	EA	$221.00	$663											$663											**$663**
D7030	2931755	Security/Surveillance System, Full System Upgrade, Average Density, Replace	15	8	7	600	SF	$2.60	$1,560								$1,560														**$1,560**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$2,925**	**$0**	**$3,835**	**$0**	**$0**	**$9,543**	**$0**	**$2,600**	**$0**	**$0**	**$30,355**	**$0**	**$0**	**$0**	**$0**	**$15,730**	**$64,988**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$3,391**	**$0**	**$4,717**	**$0**	**$0**	**$12,825**	**$0**	**$3,707**	**$0**	**$0**	**$47,292**	**$0**	**$0**	**$0**	**$0**	**$28,410**	**$100,342**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Library Park
606 John Adams Street
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.us.bureauveritas.com

BV CONTACT:
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Program Manager
800.733.0660 x6554
Jim.cave@bvna.com

BV PROJECT #:
148392.21R000-019.017

DATE OF REPORT:
July 13, 2021

ON SITE DATE:
April 6, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Neighborhood park
Main Address	606 John Adams Street, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	1.32 acres (Per County GIS database)
Number of Substantial Buildings	None
Parking Spaces	Fifteen total spaces all in open lots; five of which are accessible.
Date(s) of Visit	April 6, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 Phone dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Library Park is located at 606 John Adams Street and has a spray area that is temporally closed due to Covid-19. The spray park was redesigned and open in 2011, the rest of the park amenities were installed throughout different periods.

Site & Amenities

Site amenities consists of an asphalt parking lot, concrete sidewalk, playground area, spray area, site lighting, stone retaining wall, benches, trash receptacles and a shed. The site amenities appear to be in good condition and conveys the impression of being well maintained.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Plumbing	-	-	$2,260	-	$3,521	$5,781
Site Development	-	-	$110,958	$77,654	$139,386	$327,998
Site Utilities	-	-	-	$37,736	-	$37,736
Site Pavement	-	-	-	-	-	-
TOTALS	**-**	**-**	**$113,300**	**$115,400**	**$143,000**	**$371,700**

Immediate Needs

Not applicable, no immediate needs were identified.

Key Findings

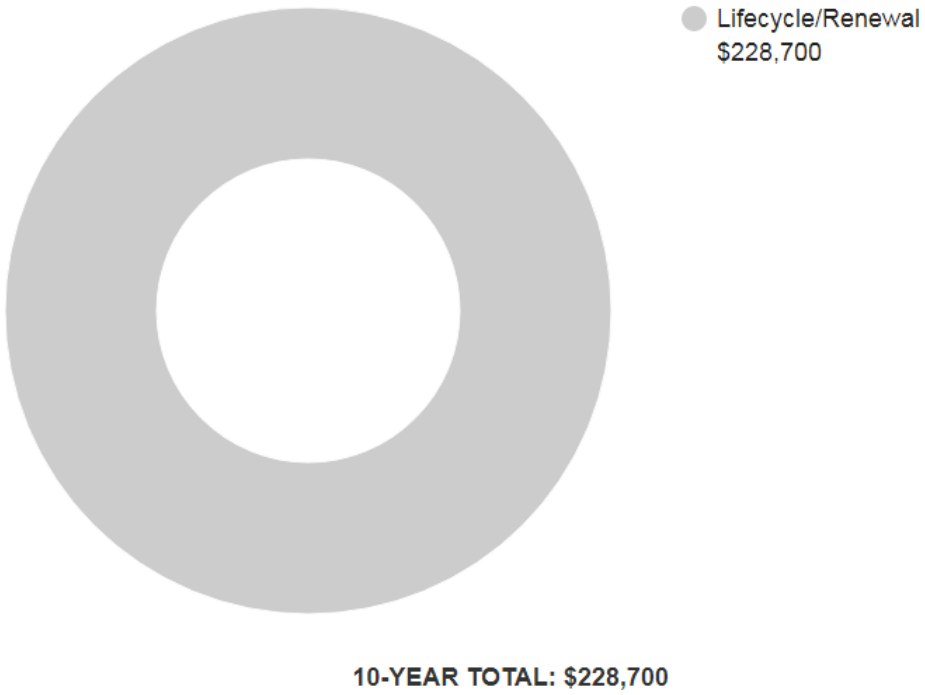
Not applicable, key findings were identified.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



2. General Park Summary

General Site Information

Asset	Description	Quantity	Condition
Signage	Property Sign	2 EA	Fair
Signage	Directional Sign	10 EA	Fair
Bollard	Metal	1 EA	Good
Play Structures	Very small	1 EA	Fair
Play Structures	Swing set	1 EA	Fair
Play Field Surfaces	Rubber	2,100 SF	Fair
Park Bench	Wood	24 EA	Fair
Bike Rack	Single loop	8 EA	Good
Trash Receptacle	Medium-Duty, Metal	5 EA	Fair

General Site Information

Drinking Fountain	Metal Pedestal	1 EA	Fair
Book Box	Metal	5 EA	Fair
Plumbing System	Spray Area	2,800 SF	Fair
Landscaping and Topography	Moderate landscaping features Irrigation present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas and drive lanes with concrete parking curbs		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	Spray area, playground, benches, retaining walls and site lighting		
Ancillary Buildings	Shed		
Fields and Lots	None		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.		
Key Issues and Findings	No key issuers were found.		

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Library Park, 606 John Adams Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	PROPERTY SIGN

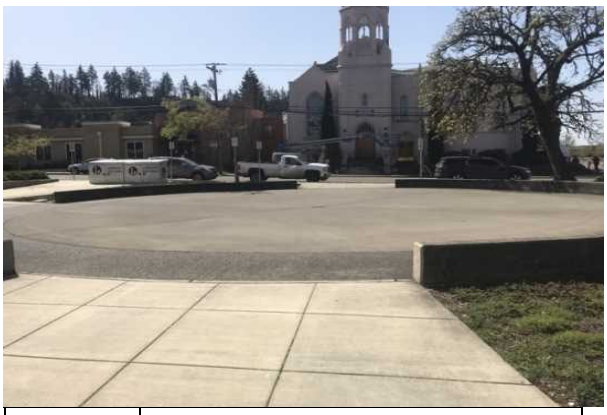
2	OVERVIEW OF PARK

3	NORTHERN ENTRANCE

4	EASTERN ENTRANCE

5	WESTERN ENTRANCE

6	PLAYGROUND AREA



7	SPRAY AREA

8	PARKING AREA

9	PARK BENCH

10	SWING SET

11	OPEN FIELD

12	SIDEWALK

Site Plan

Project Number	Project Name
148392.21R000-019.017	Library Park
Source	**On-Site Date**
Orcity.org	April 6, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Library Park

BV Project Number: 148392.21R000-019.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?	X			
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

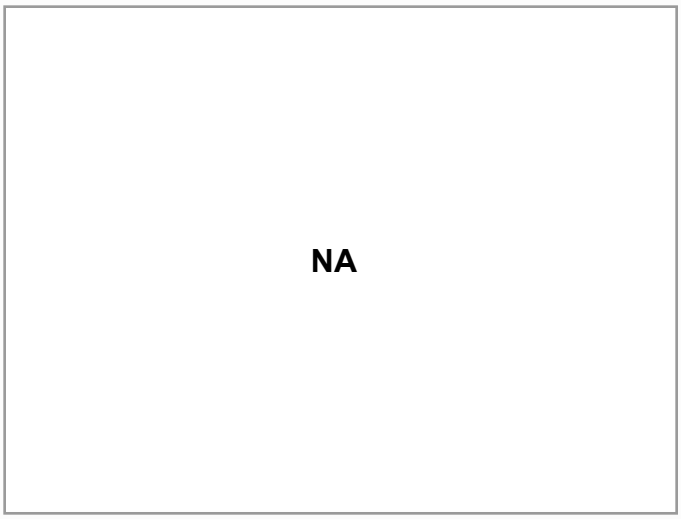
NA	**NA**

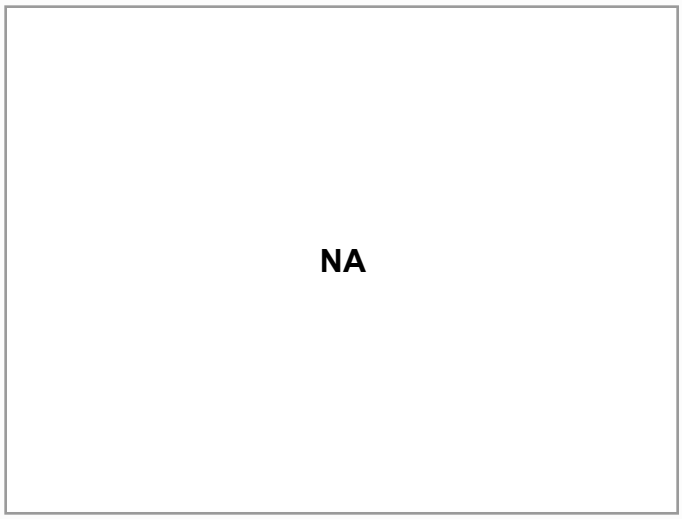
	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route





	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	✕			
2	Has the play area been reviewed for accessibility ?		✕		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	Site	Fair	Drinking Fountain, Exterior/Site, Metal Pedestal	1	5	2968768
Pedestrian Plazas & Walkways						
G2030	Site	Good	Sidewalk, Concrete, Large Areas	36,000 SF	30	2968772
Athletic, Recreational & Playfield Areas						
G2050	Site	Fair	Play Structure, Swing Set, 4 Seats	1	10	2968766
G2050	Site	Fair	Playground Surfaces, Rubber, Interlocking Tiles	2,100 SF	5	2968761
G2050	Site	Fair	Play Structure, Slide	1	10	2968765
Sitework						
G2060	Building exterior	Fair	Park Bench, Basic, Wood	1	3	2968773
G2060	Site	Fair	Park Bench, Round, Wood	1	10	2968759
G2060	Site	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	10	10	2968769
G2060	Site	Fair	Park Bench, High End, Wood	3	10	2968762
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	10	10	2968763
G2060	Site	Good	Bike Rack, Fixed Single Loop	8	15	2968754
G2060	Site	Good	Bollard, Concrete or Metal	1	20	2968760
G2060	Site	Fair	Retaining Wall, Concrete Cast-in-Place	30 SF	35	2968774
G2060	Site	Fair	Park Bench, Mid Scale, Wood	3	5	2968771
G2060	Site	Fair	Signage, Property, Monument, Replace/Install	2	10	2968753
G2060	Site	Fair	Park Bench, Built-In, Wood	5	10	2968758
G2060	Spray Area	Fair	Decorative Fountains, Commercial, Repair Allowance/ Pumps and Accessories	1	5	2968756
G2060	Site	Fair	Park Bench, Basic, Wood	3	4	2968767
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	5	10	2968764
G4050	Site	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	4	10	2968775

Replacement Reserves Report

Library Park

7/13/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Library Park	$0	$0	$0	$1,207	$3,731	$108,282	$0	$0	$0	$0	$115,395	$0	$0	$0	$0	$13,772	$0	$0	$0	$0	$129,137	**$371,525**
Grand Total	**$0**	**$0**	**$0**	**$1,207**	**$3,731**	**$108,282**	**$0**	**$0**	**$0**	**$0**	**$115,395**	**$0**	**$0**	**$0**	**$0**	**$13,772**	**$0**	**$0**	**$0**	**$0**	**$129,137**	**$371,525**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2968768	Drinking Fountain, Exterior/Site, Metal Pedestal, Replace	15	10	5	1	EA	$1,950.00	$1,950						$1,950															$1,950	**$3,900**
G2050	2968761	Playground Surfaces, Rubber, Interlocking Tiles, Replace	15	10	5	2100	SF	$32.50	$68,250						$68,250															$68,250	**$136,500**
G2050	2968766	Play Structure, Swing Set, 4 Seats, Replace	20	10	10	1	EA	$3,250.00	$3,250											$3,250											**$3,250**
G2050	2968765	Play Structure, Slide, Replace	20	10	10	1	EA	$7,800.00	$7,800											$7,800											**$7,800**
G2060	2968756	Decorative Fountains, Commercial, Repair Allowance/ Pumps and Accessories	25	20	5	1	EA	$19,500.00	$19,500						$19,500																**$19,500**
G2060	2968773	Park Bench, Basic, Wood, Replace	20	17	3	1	EA	$1,105.00	$1,105				$1,105																		**$1,105**
G2060	2968767	Park Bench, Basic, Wood, Replace	20	16	4	3	EA	$1,105.00	$3,315					$3,315																	**$3,315**
G2060	2968771	Park Bench, Mid Scale, Wood, Replace	20	15	5	3	EA	$1,235.00	$3,705						$3,705																**$3,705**
G2060	2968759	Park Bench, Round, Wood, Replace	20	10	10	1	EA	$7,020.00	$7,020											$7,020											**$7,020**
G2060	2968762	Park Bench, High End, Wood, Replace	20	10	10	3	EA	$2,730.00	$8,190											$8,190											**$8,190**
G2060	2968763	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	10	EA	$1,105.00	$11,050											$11,050											**$11,050**
G2060	2968758	Park Bench, Built-In, Wood, Replace	20	10	10	5	EA	$1,235.00	$6,175											$6,175											**$6,175**
G2060	2968754	Bike Rack, Fixed Single Loop, Replace	20	5	15	8	EA	$1,105.00	$8,840																$8,840						**$8,840**
G2060	2968769	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	20	10	10	10	EA	$650.00	$6,500											$6,500											**$6,500**
G2060	2968753	Signage, Property, Monument, Replace/Install	20	10	10	2	EA	$3,900.00	$7,800											$7,800											**$7,800**
G2060	2968760	Bollard, Concrete or Metal, Replace	30	10	20	1	EA	$1,300.00	$1,300																					$1,300	**$1,300**
G4050	2968764	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	5	EA	$5,200.00	$26,000											$26,000											**$26,000**
G4050	2968775	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	10	10	4	EA	$520.00	$2,080											$2,080											**$2,080**
Totals, Unescalated										**$0**	**$0**	**$0**	**$1,105**	**$3,315**	**$93,405**	**$0**	**$0**	**$0**	**$0**	**$85,865**	**$0**	**$0**	**$0**	**$0**	**$8,840**	**$0**	**$0**	**$0**	**$0**	**$71,500**	**$264,030**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$1,207**	**$3,731**	**$108,282**	**$0**	**$0**	**$0**	**$0**	**$115,395**	**$0**	**$0**	**$0**	**$0**	**$13,772**	**$0**	**$0**	**$0**	**$0**	**$129,137**	**$371,525**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

McLoughlin Promenade
Walkway along the bluff of the elevator
Oregon City, Oregon 97045

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BV PROJECT #:
148392.21R000-029.017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 23, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Linear Park
Main Address	Walkway along the bluff of the elevator, Oregon City, Oregon 97045
Site Developed	1937
Lot Size	7.8 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	36 (estimated) with no accessible space
Date(s) of Visit	March 23, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The McLoughlin Promenade is a 7.8-acre linear park on the bluff above downtown, which provides spectacular views of the Willamette River, Willamette Falls, and downtown Oregon City. It also provides a connection to the Oregon City Municipal Elevator.

Site & Amenities

Amenities are limited in the park to concrete sidewalk, site lighting, benches, concrete walls, metal fencing, flagpole, and trash receptacles. The major key issue found that there is no accessible space is provided and a worn-out bench in front of the Mcloughlin house and that property management reported that significant landscaping, irrigation and exterior lighting improvements are necessary. Vegetation along the concrete walls/fencing appears to be as a major issue and needs to be addressed as soon as possible.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	-	-	$87,354	-	$87,354
Plumbing	-	-	$5,425	-	$8,452	$13,877
Electrical	-	-	$52,673	-	-	$52,673
Fire Alarm & Electronic Systems	-	-	$3,616	-	$4,860	$8,476
Site Development	$195,000	$1,172	-	$240,486	$279,167	$715,825
Site Pavement	-	$11,171	-	$123,016	$497,310	$631,497
Site Utilities	-	-	-	$120,898	-	$120,898
Accessibility	$31,200	-	-	-	-	$31,200
TOTALS	**$226,200**	**$12,400**	**$61,800**	**$571,800**	**$789,800**	**$1,662,000**

Immediate Needs

Facility/Building	Total Items	Total Cost
McLoughlin Promenade	2	$226,200
Total	**2**	**$226,200**

McLoughlin Promenade

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2955379	McLoughlin Promenade	Site	Y1010	ADA Parking, Designated Stall, Regraded & Leveled, Install	NA	Accessibility	$31,200
3144115	McLoughlin Promenade	Throughout Site	G2080	Landscaping, Repair, Repair	Poor	Performance/Integrity	$195,000
Total (2 items)							**$226,200**

Key Findings

Landscaping in Poor condition.

Repair
McLoughlin Promenade Throughout Site

Uniformat Code: G2083
Recommendation: **Repair in 2021**

Priority Score: **81.9**

Plan Type:
Performance/Integrity

Cost Estimate: $195,000

$$$$

Property management reported that significant landscaping and irrigation repairs required. - AssetCALC ID: 3144115

Park Bench in Poor condition.

Wood/Composite/Fiberglass
McLoughlin Promenade Site

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type:
Performance/Integrity

Cost Estimate: $1,100

**$**$$$

Bench showing signs of deterioration. - AssetCALC ID: 2955371

ADA Parking

Designated Stall, Regraded and Leveled
McLoughlin Promenade Site

Uniformat Code: Y1011
Recommendation: **Install in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: $31,200

**$$**$$

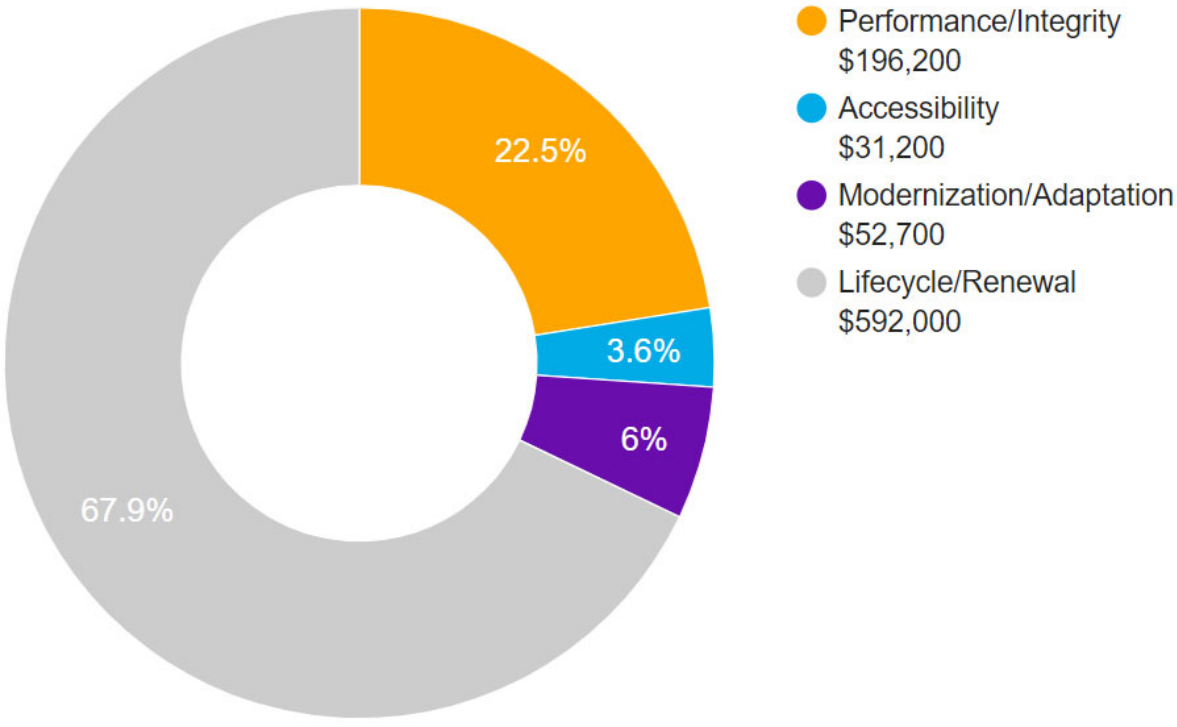
No ADA parking space is provided. - AssetCALC ID: 2955379

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $872,100

2. General Park Summary

General Site Information

Asset	Description	Quantity	Condition
Signage	Guide and directional pole mounted	2 EA	Fair
Signage	Property	5 EA	Fair
Trash Receptacle	Medium-Duty, Metal	9 EA	Fair
Park Bench	Wood	1 EA	Poor
Park Bench	Metal	6 EA	Good
Flagpole	Metal	1 EA	Fair
Security Camera	Typical	1 EA	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking area		

General Site Information

Pedestrian paving and Trails	Concrete sidewalk
On-Site Amenities	Benches, concrete walls, metal fencing and site lighting
Ancillary Buildings	None
Fields and Lots	None
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.
Key Issues and Findings	No accessible space is provided in parking lot, major vegetation found along the concrete walls and wood park bench is worn out.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of McLoughlin Promenade, Walkway along the bluff of the elevator, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
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1	OVERVIEW OF THE SIDEWALK

2	FLAGPOLE AND SITE LIGHTING

3	ELEVATOR

4	PROPERTY AND DIRECTIONAL SIGNS

5	METAL FENCING

6	OVERVIEW OF PARKING AREA

Site Plan

Project Number	Project Name
148392.21R000-029.017	McLoughlin Promenade
Source	**On-Site Date**
Orcity.org	March 23, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: McLoughlin Promenade BV

Project Number: 148392.21R000-029.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?		X		
2	Does the required number of van-accessible designated spaces appear to be provided ?		X		
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?		X		
4	Does parking signage include the International Symbol of Accessibility ?		X		
5	Does each accessible space have an adjacent access aisle ?		X		
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?		X		

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA

NA

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	site	Fair	Stairs/Retaining Walls, Concrete, Exterior, Repair Allowance	1,000 SF	10	2955376
Plumbing						
D2010	Throughout Site	Fair	Drinking Fountain, Exterior/Site, Precast Pedestal	1	5	2948575
Electrical						
D5040	Throughout Site	Fair	Standard Fixtures, LED, Basic	120	4	2955377
Fire Alarm & Electronic Systems						
D7030	Site	Fair	Security Camera, Typical	1	5	2955372
Pedestrian Plazas & Walkways						
G2020	Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	18,000 SF	2	2955426
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	18,000 SF	10	2955378
G2030	Site	Fair	Sidewalk, Concrete, Large Areas	22,000 SF	20	2948565
Sitework						
G2060	Site	Poor	Park Bench, Wood/Composite/Fiberglass	1	2	2955371
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	9	10	2955374
G2060	Site	Fair	Retaining Wall, Brick/Stone	800 SF	20	2948574
G2060	Throughout Site	Fair	Retaining Wall, Masonry, Concrete, Repair Allowance	1,000 SF	10	2948572
G2060	Site	Good	Flagpole, Metal	1	20	2948573
G2060	Site	Good	Fences & Gates, Fence, Wrought Iron 4'	400 LF	40	2948570
G2060	Throughout Site	Good	Park Bench, Metal Powder-Coated	6	15	2948566
G2080	Throughout Site	Poor	Landscaping, Repair, Repair	150,000 SF	0	3144115
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	17	10	2955369
G4050	Flag Pole	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	2	10	2948571
Accessibility						
Y1010	Site	NA	ADA Parking, Designated Stall, Regraded & Leveled, Install	2	0	2955379

Replacement Reserves Report

McLoughlin Promenade

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
McLoughlin Promenade	$226,200	$0	$12,344	$0	$52,674	$9,042	$0	$12,951	$0	$0	$558,807	$0	$15,013	$0	$0	$15,190	$0	$17,404	$0	$0	$742,185	**$1,661,811**
Grand Total	**$226,200**	**$0**	**$12,344**	**$0**	**$52,674**	**$9,042**	**$0**	**$12,951**	**$0**	**$0**	**$558,807**	**$0**	**$15,013**	**$0**	**$0**	**$15,190**	**$0**	**$17,404**	**$0**	**$0**	**$742,185**	**$1,661,811**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B1080	2955376	Stairs/Retaining Walls, Concrete, Exterior, Repair Allowance	50	40	10	1000	SF	$65.00	$65,000											$65,000											**$65,000**
D2010	2948575	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	10	5	1	EA	$4,680.00	$4,680						$4,680															$4,680	**$9,360**
D5040	2955377	Standard Fixtures, LED, Basic, Replace	20	16	4	120	EA	$390.00	$46,800					$46,800																	**$46,800**
D7030	2955372	Security Camera, Typical, Replace	10	5	5	1	EA	$3,120.00	$3,120						$3,120										$3,120						**$6,240**
G2020	2955426	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	18000	SF	$0.59	$10,530			$10,530					$10,530					$10,530				$10,530					**$42,120**
G2020	2955378	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	15	10	18000	SF	$4.55	$81,900											$81,900											**$81,900**
G2030	2948565	Sidewalk, Concrete, Large Areas, Replace	50	30	20	22000	SF	$11.70	$257,400																					$257,400	**$257,400**
G2060	2955371	Park Bench, Wood/Composite/Fiberglass, Replace	20	18	2	1	EA	$1,105.00	$1,105			$1,105																			**$1,105**
G2060	2955374	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	9	EA	$1,105.00	$9,945											$9,945											**$9,945**
G2060	2948566	Park Bench, Metal Powder-Coated, Replace	20	5	15	6	EA	$1,105.00	$6,630																$6,630						**$6,630**
G2060	2948573	Flagpole, Metal, Replace	30	10	20	1	EA	$3,250.00	$3,250																					$3,250	**$3,250**
G2060	2948572	Retaining Wall, Masonry, Concrete, Repair Allowance	50	40	10	1000	SF	$169.00	$169,000											$169,000											**$169,000**
G2060	2948574	Retaining Wall, Brick/Stone, Replace	40	20	20	800	SF	$182.00	$145,600																					$145,600	**$145,600**
G2080	3144115	Landscaping, Repair, Repair	0	0	0	150000	SF	$1.30	$195,000	$195,000																					**$195,000**
G4050	2955369	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	17	EA	$5,200.00	$88,400											$88,400											**$88,400**
G4050	2948571	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	10	10	2	EA	$780.00	$1,560											$1,560											**$1,560**
Y1010	2955379	ADA Parking, Designated Stall, Regraded & Leveled, Install	0	0	0	2	EA	$15,600.00	$31,200	$31,200																					**$31,200**
Totals, Unescalated										**$226,200**	**$0**	**$11,635**	**$0**	**$46,800**	**$7,800**	**$0**	**$10,530**	**$0**	**$0**	**$415,805**	**$0**	**$10,530**	**$0**	**$0**	**$9,750**	**$0**	**$10,530**	**$0**	**$0**	**$410,930**	**$1,160,510**
Totals, Escalated (3.0% inflation, compounded annually)										**$226,200**	**$0**	**$12,344**	**$0**	**$52,674**	**$9,042**	**$0**	**$12,951**	**$0**	**$0**	**$558,807**	**$0**	**$15,013**	**$0**	**$0**	**$15,190**	**$0**	**$17,404**	**$0**	**$0**	**$742,185**	**$1,661,811**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Mt. View Cemetery
500 Hilda Street
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.us.bureauveritas.com

BV CONTACT:
James A. Cave, RA
Program Manager
800.733.0660 x6554
Jim.cave@bvna.com

BV PROJECT #:
148392.21R000-009.017

DATE OF REPORT:
July 10, 2021
ON SITE DATE:
March 8, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Cemetery
Main Address	500 Hilda Street, Oregon City, Oregon 97045
Site Developed	Unknown 1854 (first established) Renovated 2012 and 2014
Lot Size	55 acres (estimated)
Number of Substantial Buildings	10 including mausoleums
Parking Spaces	Eight total spaces all in open lots; one of which is accessible
Date(s) of Visit	March 8, 2021
Management Point of Contact	Oregon City, Denise Conrad 503.657.0891 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly
Assessment and Report Prepared By	Jonathan Levine
Reviewed By	James Bryant Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The cemetery was first established in 1854. Since then, land expansions, an office house, restrooms, maintenance shop, and mausoleums were constructed and developed.

Architectural

The office house consists of a wooden structure on a concrete slab. The exterior support beams and soffits were repaired/replaced in 2014. The façade consists of painted wood siding with wood and vinyl framed windows. Exterior doors consist of a decorative wood entry door and wood and metal service doors. The south door is weathered, aged, and the door seal/weatherstripping is loose and damaged. There are also cracked bricks on the exterior portion of the fireplace chimney. The roof consists of a gable construction with asphalt shingle roofing that was replaced in 2020. Roof drainage consists of gutters and downspouts. There is a small area of damaged ceiling in the lunch room due to a previous mold issue that has since been mitigated. The VCT flooring in the lunch room is worn and aged. The wood strip flooring in the rear/south offices is worn. Typical lifecycle-based interior and exterior finish replacements are budgeted and anticipated.

The restroom facility consists of a concrete masonry unit structure with a wood framed roof. The façade consists of painted CMU with aluminum windows. Exterior doors consist of metal entry doors. The roof consists of a flat construction with an asphalt compound. The interior floor coating/paint is worn and faded. The interior wall paint is chipped and peeling.

The maintenance shop consists of a steel structure with metal siding. The exterior siding has dents and damaged segments. The roof consists of a gable construction with a metal finish. Exterior doors consist of three overhead doors.

The mausoleums are concrete structures on concrete slabs with Modified bituminous membranes covering concrete roofs.

Mechanical, Electrical, Plumbing and Fire (MEPF)

The office house is heated and cooled by a split system furnace, replaced in 1991, and condensing unit, likely of similar age. The restrooms are heated by two wall-mounted electric heaters. No heating or cooling is provided to the maintenance shop.

The plumbing systems are adequate for the facilities and no major piping issues were found. Domestic hot water is provided to the office house by a gas-fired water heater replaced in 1995 located in the lunch room. No hot water is provided to the restrooms. No plumbing is provided to the maintenance shop. There was no evidence suggesting any problems with the general plumbing and sewage systems.

The office house is served by a main distribution panel located in the lunch room. Electrical service equipment and systems are anticipated for lifecycle replacement. Electric service to the restrooms and maintenance shop is minimal, only providing lighting to the spaces.

Mausoleum building 1 has a sink only

None of the buildings are protected by a fire alarm nor sprinkler suppression system. Due to their size and purpose, installing such systems is not necessary and the existing smoke detectors are adequate for the spaces.

Site & Amenities

The site consists of the office house, the restroom structure, the maintenance shop/garage, seven mausoleums, site pavement, and the cemetery landscaping/burial grounds. There is also a decommissioned structure that was the previous maintenance shop. It was condemned in 2014. A budgetary cost has been included for the demolition of this structure. Site pavement includes an asphalt parking lot, asphalt streets, and concrete sidewalks. The asphalt parking lot and parts of the streets have severe alligator cracking and potholes. The parking lot sealing and striping is worn and cracked. Multiple sidewalk tripping hazards were observed due to cracked and spalled concrete in/near the Veterans Memorial and in between Mausoleums 2 & 4. The site irrigation system is outdated. The ground/soil at the south drainage point is eroded due to the heavy water flow it experiences and should be repaired. Site furnishings include benches, trash receptacles, and decorative fountains. Site lighting consists of pole lights and building mounted lights in the mausoleums. Site fencing consists of chain link and metal tube fencing. There is a damaged segment of metal tube fencing at the northeast corner of the site due to a fallen tree.

Recommended Additional Studies

Some areas of the facility were identified as having major or moderate accessibility issues. Bureau Veritas recommends a study be performed to take measurements, provide additional itemized details, research local requirements, and, if necessary, estimate the scope and cost of any required improvements. The cost of this study is included in the cost tables. Due to the lack of measurements and itemized findings at this point in time, the costs for any possible subsequent repairs or improvements are not currently included.

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	$140,675	$59,663	-	$42,427	$242,765
Roofing	-	$259,431	$1,718	$48,158	$77,557	$386,864
Interiors	-	$11,634	$20,051	-	$22,029	$53,714
Plumbing	-	-	$17,419	$31,819	$29,611	$78,849
HVAC	-	-	$29,271	$3,837	$28,328	$61,436
Fire Protection	-	-	$1,755	-	$2,359	$4,114
Electrical	-	-	$19,901	$16,308	-	$36,209
Fire Alarm & Electronic Systems	-	-	-	$5,940	-	$5,940
Equipment & Furnishings	-	-	$20,344	-	$3,521	$23,865
Special Construction & Demo	$37,440	-	-	-	-	$37,440
Site Development	$11,440	-	$2,287,503	$16,308	$78,951	$2,394,202
Site Utilities	-	-	$10,247	-	$159,449	$169,696
Site Pavement	$40,950	$200,380	-	$387,222	$123,067	$751,619
Accessibility	$9,750	-	-	-	-	$9,750
TOTALS	**$99,600**	**$612,200**	**$2,467,900**	**$509,600**	**$567,300**	**$4,256,600**

Immediate Needs

Immediate Needs Report

Facility/Building	Total Items	Total Cost
Mt. View Cemetery	1	$9,800
Total	**1**	**$9,800**

Mt. View Cemetery

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2930318	Mt. View Cemetery	Throughout	Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
Total (1 items)							**$9,800**

Key Findings

No Key Findings were observed at this time.

Plan Types

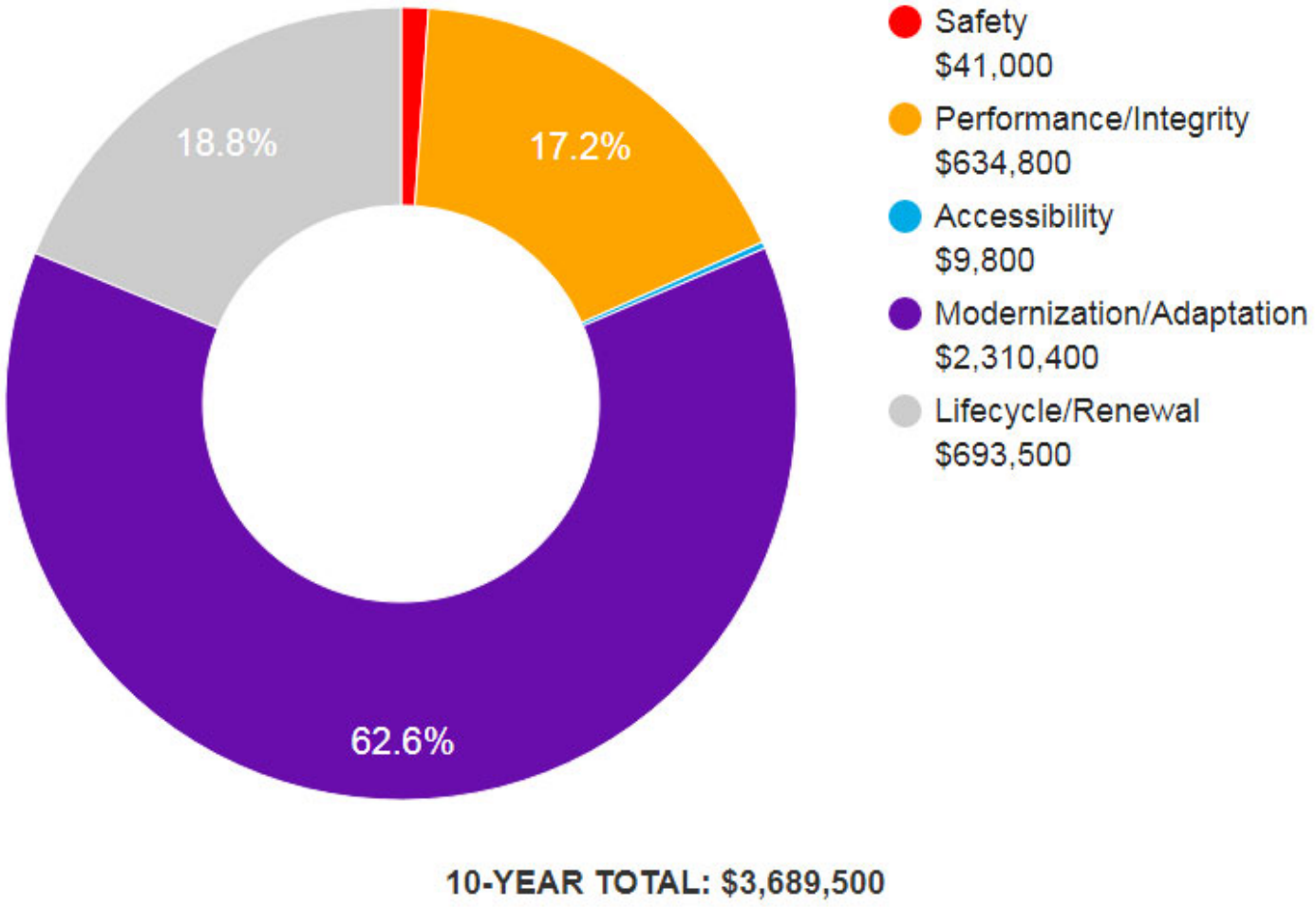
Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.

Plan Type Descriptions

Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $3,689,500

2. Office House

Office House: Systems Summary

Address	500 Hilda Street; Oregon City, Oregon	
Constructed/Renovated	Unknown / 2012, 2014	
Building Size	1,700 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Conventional wood frame structure on concrete slab	Good
Façade	Wood siding with wood and vinyl windows	Fair
Roof	Gable construction with asphalt shingles	Good
Interiors	Walls: Painted gypsum board Floors: Wood strip, VCT, vinyl sheeting Ceilings: Painted gypsum board	Fair
Elevators	None	--
Plumbing	Copper supply and cast iron waste & venting Gas-fired water heater Toilet and sinks in restroom	Fair
HVAC	Split-system	Fair
Fire Suppression	Fire extinguishers	Fair

Office House: Systems Summary

Electrical	Source & Distribution: Main panel with copper wiring Interior Lighting: T-8, CFL	Fair
Fire Alarm	Smoke detectors	Fair
Equipment/Special	None	--
Accessibility	Potential moderate/major issues have been identified at this building and a detailed accessibility study is recommended.	
Key Issues and Findings	Cracked brick chimney, weathered exterior door and weatherstripping/seals, damaged ceiling, worn and faded wood flooring, worn and aged VCT, building lacks exterior lighting.	

System Expenditure Forecast

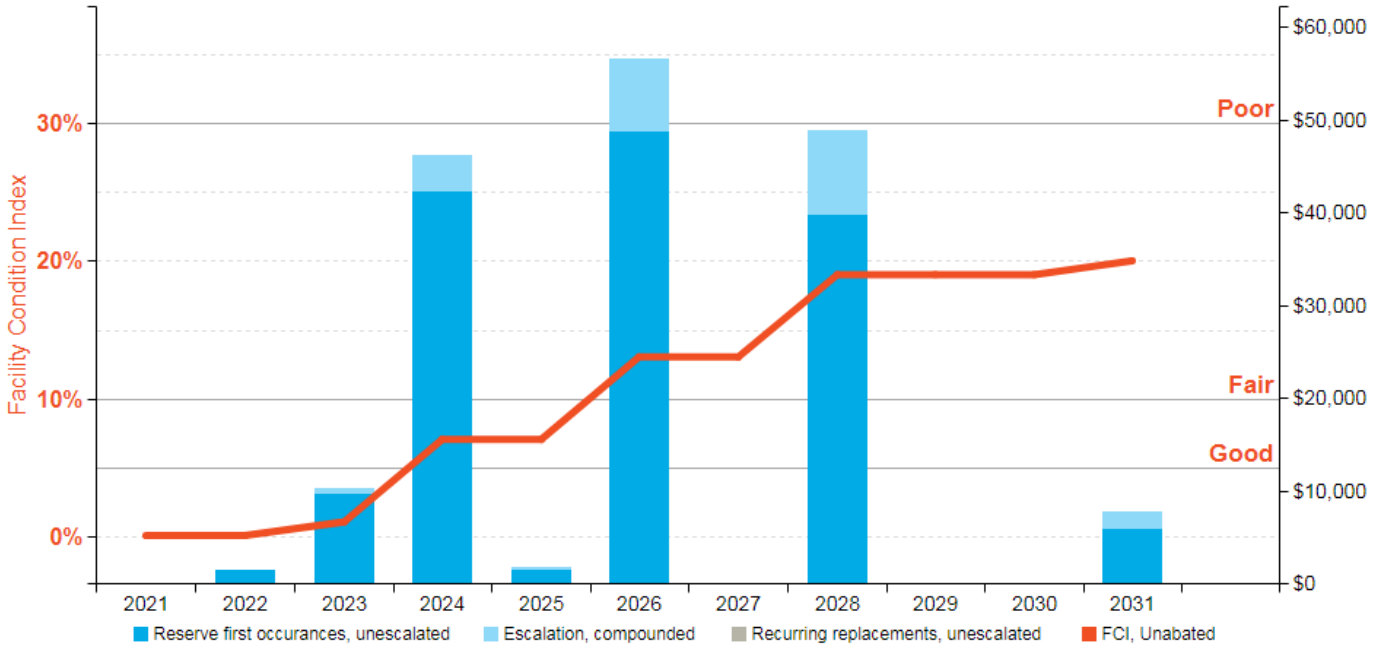
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	$1,419	$19,294	-	$39,678	$60,391
Roofing	-	-	-	$2,734	$18,190	$20,924
Interiors	-	$10,450	$17,921	-	$20,438	$48,809
Plumbing	-	-	$5,914	$31,819	$2,877	$40,610
HVAC	-	-	$29,271	-	$28,328	$57,599
Fire Protection	-	-	$1,755	-	$2,359	$4,114
Electrical	-	-	$9,955	$16,308	-	$26,263
Fire Alarm & Electronic Systems	-	-	-	$5,940	-	$5,940
Equipment & Furnishings	-	-	$20,344	-	$3,521	$23,865
Site Utilities	-	-	-	-	$3,756	$3,756
TOTALS	**-**	**$11,900**	**$104,500**	**$56,900**	**$119,200**	**$292,500**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

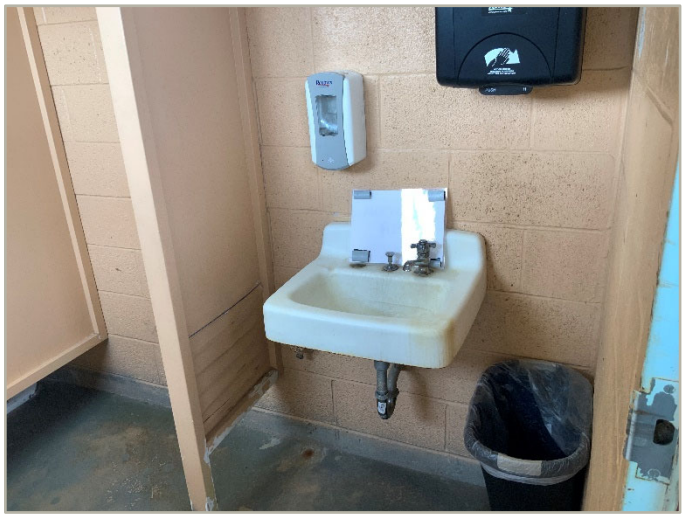
Office House: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Mt. View Cemetery Office House

Replacement Value: $ 880,000; Inflation rate: 3.0%



3. Restrooms



Restrooms: Systems Summary

Address	500 Hilda Street; Oregon City, Oregon	
Constructed/Renovated	Unknown	
Building Size	230 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Masonry bearing walls and wood-framed roof	Good
Façade	Painted CMU with aluminum windows	Fair
Roof	Flat construction with asphalt compound	Fair
Interiors	Walls: Painted CMU Floors: Painted/coated Ceilings: Painted wood	Poor
Elevators	None	--
Plumbing	Copper supply and cast iron waste & venting No hot water Toilets, urinals, and sinks in all restrooms	Fair
HVAC	Supplemental components: Wall-mounted electric heaters	Fair
Fire Suppression	None	--

Restrooms: Systems Summary

Electrical	Source & Distribution: Fed from office house Interior Lighting: T-8	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Potential moderate/major issues have been identified at this building and a detailed accessibility study is recommended.	
Key Issues and Findings	Chipped and peeling interior wall paint, worn and faded interior floor coating	

System Expenditure Forecast

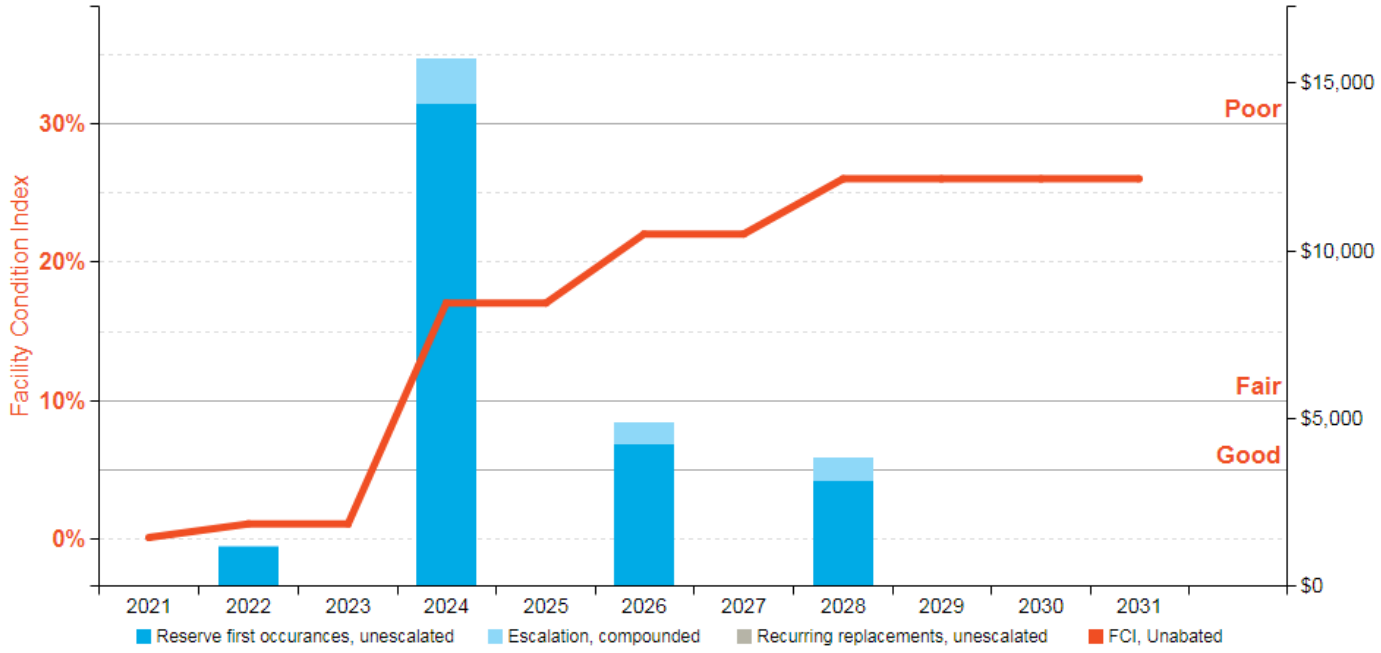
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	$5,708	-	$2,749	$8,457
Roofing	-	-	$1,718	-	-	$1,718
Interiors	-	$1,184	$2,130	-	$1,591	$4,905
Plumbing	-	-	$9,801	-	-	$9,801
HVAC	-	-	-	$3,837	-	$3,837
Site Utilities	-	-	$1,205	-	-	$1,205
TOTALS	**-**	**$1,200**	**$20,600**	**$3,900**	**$4,400**	**$30,100**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restrooms: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Mt. View Cemetery Restrooms

Replacement Value: $ 100,000; Inflation rate: 3.0%



4. Maintenance Shop

Maintenance Shop: Systems Summary		
Address	500 Hilda Street; Oregon City, Oregon	
Constructed/Renovated	Unknown	
Building Size	1,100 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Steel frame	Good
Façade	Metal siding with overhead doors	Fair
Roof	Gable construction with metal finish	Fair
Interiors	Walls: Unfinished Floors: Unfinished Ceilings: Unfinished/exposed	--
Elevators	None	--
Plumbing	None	--
HVAC	None	--
Fire Suppression	None	--
Electrical	Source & Distribution: Fed from office house Interior Lighting: T-8	Fair

Maintenance Shop: Systems Summary

Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	NA	
Key Issues and Findings	Dented and damaged segments of exterior metal siding	

System Expenditure Forecast

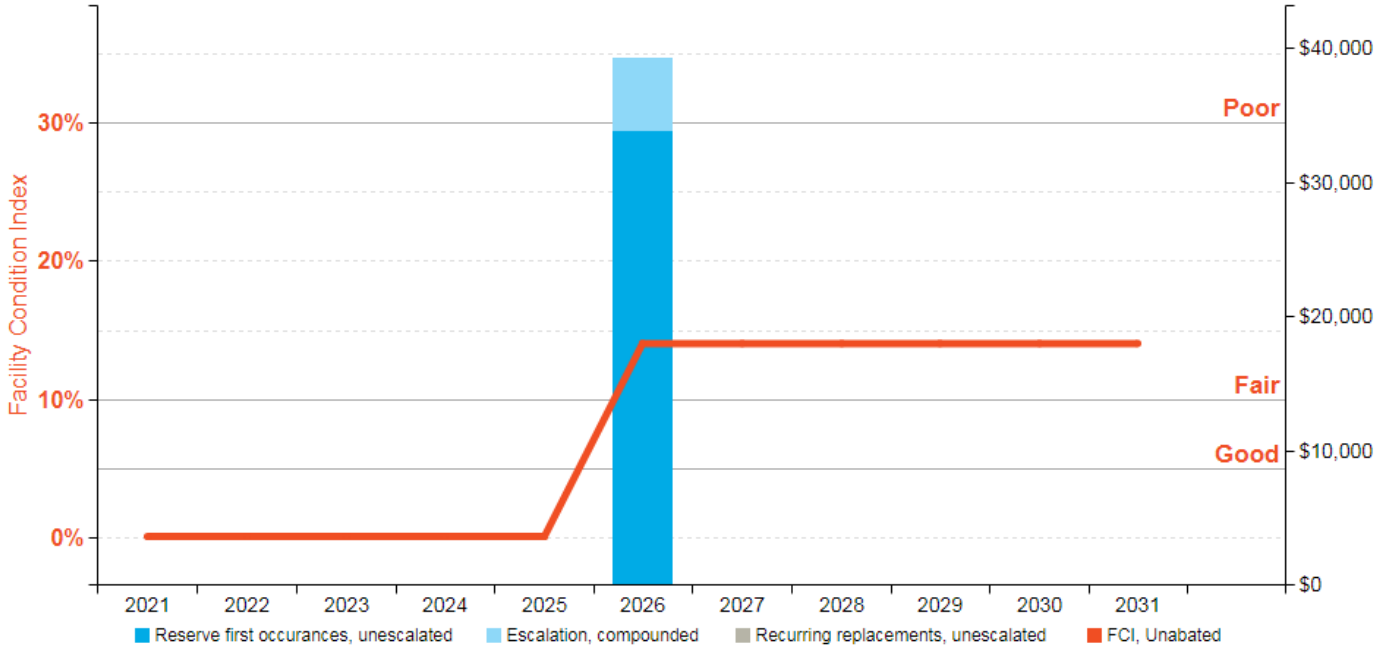
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	$29,236	-	-	$29,236
Roofing	-	-	-	-	$34,228	$34,228
Electrical	-	-	$9,946	-	-	$9,946
TOTALS	**-**	**-**	**$39,200**	**-**	**$34,300**	**$73,500**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Maintenance Shop: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Mt. View Cemetery Maintenance Shop

⚠ Replacement Value: $ 290,000; Inflation rate: 3.0%



5. Mausoleums

Mausoleums: Systems Summary		
Address	500 Hilda Street; Oregon City, Oregon - (Southern portion of site)	
Constructed/Renovated	Unknown, Various dates	
Building Size	Mausoleums 1-7: 1 - 2.400 SF, 2 – 2,440 SF, 3 – 2,400 SF, 4 – 3,280 SF, 5 – 2,040 SF, 6 – 1,650 SF, 7 - 1,900 - SF	
Number of Stories	One on each building	
System	*Description*	*Condition*
Structure(s)	Concrete supporting walls	Good
Façade(s)	Decorative Concrete, marble panels	Fair
Roof	Flat concrete construction with modified bituminous finish, portions of sloped metal between the connection of mausoleums 6 and 7	Fair
Interiors	Walls: Painted concrete, marble Floors: Concrete Ceilings: Painted concrete	--
Elevators	None	--
Plumbing	Sink in Mausoleum 1	Poor
HVAC	None	--
Fire Suppression	None	--
Electrical	Exterior Lighting: Minimal	Fair

Mausoleums: Systems Summary

Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	NA	
Key Issues and Findings	Cleaning and re-parging of concrete in some areas. Concrete sidewalk tripping hazard observed between mausoleums 2 & 4.	

System Expenditure Forecast

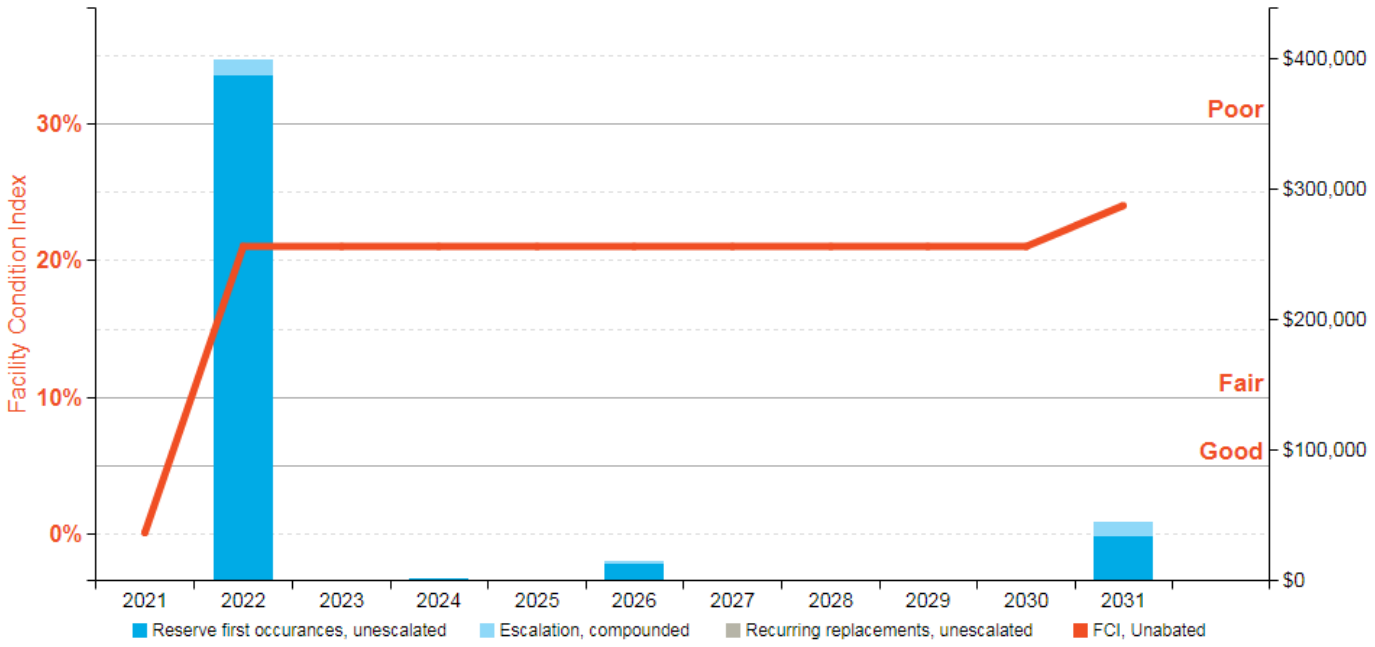
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	$139,256	$5,425	-	-	$144,681
Roofing	-	$259,431	-	$45,424	$25,139	$329,994
Plumbing	-	-	$1,704	-	-	$1,704
Site Utilities	-	-	$9,042	-	-	$9,042
TOTALS	**-**	**$398,700**	**$16,200**	**$45,500**	**$25,200**	**$485,600**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Mausoleums: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Mt. View Cemetery Mausoleums

Replacement Value: $ 1,940,000; Inflation rate: 3.0%



6. General Site Summary

General Site Information	
Landscaping and Topography	Heavy landscaping features Irrigation present Low to moderate site slopes throughout, Severe site slopes along southwest boundary
On-Site Vehicular Paving	Asphalt parking areas and drive lanes with traffic markings
Pedestrian paving and Trails	Concrete sidewalks/walkways
On-Site Amenities	Chain link fencing, metal tube fencing, benches, trash receptacles, decorative fountains
Ancillary Buildings	Mausoleums, decommissioned shop building
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.
Key Issues and Findings	Severe alligator cracking and potholes, significant sidewalk trip hazards, outdated irrigation system, soil erosion, damaged metal tube fencing. Around Mausoleum buildings - Cracked concrete stairs, some areas of concrete sidewalk also need to be repaired/replaced due to cracking,

System Expenditure Forecast						
System	**Immediate**	**Short Term (1-2 yr)**	**Near Term (3-5 yr)**	**Med Term (6-10 yr)**	**Long Term (11-20 yr)**	**TOTAL**
Plumbing	-	-	-	-	$26,734	$26,734
Special Construction & Demo	$37,440	-	-	-	-	$37,440
Site Development	$11,440	-	$2,287,503	$16,308	$78,951	$2,394,202
Site Utilities	-	-	-	-	$155,693	$155,693
Site Pavement	$40,950	$200,380	-	$387,222	$123,067	$751,619
TOTALS	**$89,900**	**$200,400**	**$2,287,600**	**$403,600**	**$384,500**	**$3,366,000**

7. Property Space Use and Observed Areas

Areas Observed

Most of the cemetery areas were observed in order to gain a clear understanding of the condition of the cemetery and related amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

Areas of note that were either inaccessible or not observed for other reasons are listed here:

- Northeast section, closed off due to storm debris

8. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The cemetery was first developed in 1854 with additional buildings and amenities added over time. No widespread accessibility renovations have occurred.

Complaints about accessibility issues have been sporadically received by property management at the restroom facility although no prior or pending litigation was reported.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

9. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Review maintenance records and procedures with the in-place maintenance personnel.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

10. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

11. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Mt. View Cemetery, 500 Hilda Street, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

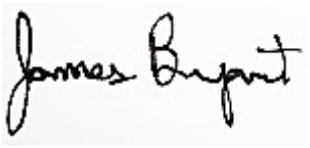
No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Jonathan Levine,
Project Manager

Reviewed by:



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1	MT. VIEW CEMETERY

2	OFFICE HOUSE FRONT ELEVATION

3	OFFICE HOUSE LEFT ELEVATION

4	OFFICE HOUSE REAR ELEVATION

5	OFFICE HOUSE RIGHT ELEVATION

6	RESTROOMS

7	MAINTENANCE SHOP

8	DECOMMISSIONED SHOP BUILDING

9	PAINTED WOOD SIDING AND WOOD WINDOW FAÇADE

10	CRACKED EXTERIOR BRICKS

11	VINYL WINDOWS

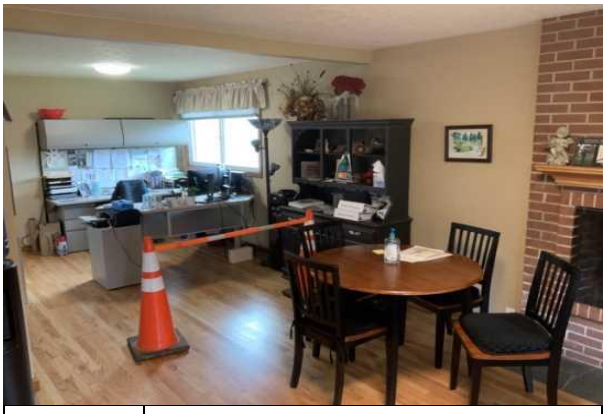
12	ALUMINUM WINDOW

13	EXTERIOR WOOD DOOR

14	WEATHERED EXTERIOR METAL DOOR

15	ASPHALT SHINGLE ROOFING

16	GUTTERS & DOWNSPOUTS



17	OFFICE HOUSE

18	SHOP

19	WORN OFFICE WOOD FLOORING

20	AGED VCT FLOORING

21	DAMAGED CEILING

22	WORN AND FADED RESTROOM FLOOR PAINT/COATING

23	CHIPPED AND PEELING INTERIOR WALL PAINT

24	GAS WATER HEATER

25	FURNACE

26	CONDENSING UNIT

27	ELECTRIC HEATER

28	FIRE EXTINGUISHER

29	MAIN DISTRIBUTION PANEL

30	INTERIOR LIGHTING

31	CCTV SYSTEM

32	PARKING LOT

33	ASPHALT PAVEMENT ALLIGATOR CRACKING

34	CONCRETE SIDEWALK TRIPPING HAZARDS

35	SITE OVERVIEW

36	MAUSOLEUM

37	SITE FOUNTAIN

38	SITE CHAIN LINK FENCING

39	DAMAGED SITE METAL TUBE FENCING

40	MOTORIZED SLIDING VEHICLE GATE

41	SITE BENCH

42	SITE TRASH RECEPTACLE

43	IRRIGATION SYSTEM

44	SOIL EROSION AT SOUTH DRAINAGE POINT

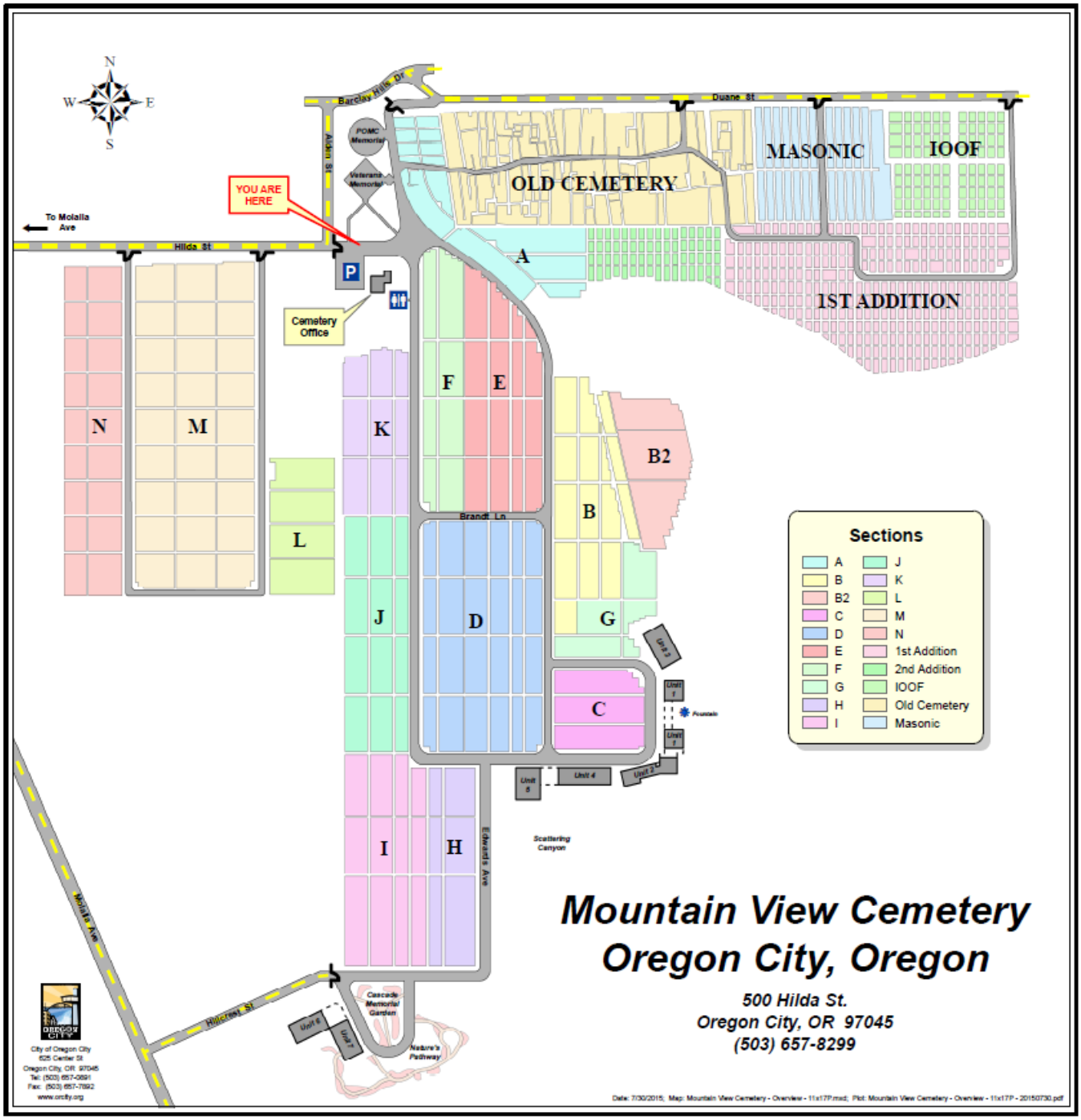
45	EXTERIOR BUILDING MOUNTED LIGHT FIXTURE

46	SITE POLE LIGHT

Aerial Site Plan

Project Number	Project Name
148392.21R000-009.017	Mt. View Cemetery Oregon City
Source	**On-Site Date**
Google Earth	March 08, 2021

Site Plan



Project Number	Project Name
148392.21R000-009.017	Mt. View Cemetery Oregon City
Source	**On-Site Date**
City of Oregon City	March 08, 2021

Site Plan

Project Number	Project Name
148392.21R000-009.017	Mt. View Cemetery, Mausoleums Oregon City
Source	**On-Site Date**
City of Oregon City	March 08, 2021

BUREAU VERITAS FACILITY CONDITION ASSESSMENT:
PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Mt. View Cemetery
Name of person completing form: Jonathan Waverly
Title / Association with property: Parks + Cemetery Maintenance Manager
Length of time associated w/ property: 11 years
Date Completed: 3-8-2021
Phone Number: 503-519-0377
Method of Completion: Choose an item.

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

	DATA OVERVIEW	RESPONSE		
1	Year/s constructed / renovated	Structural 2014, Remodel 2012		
2	Building size in SF	Multiple		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Façade		Due
		Roof	2020	Leaked
		Interiors		Paint budgeted
		HVAC		
		Electrical		
		Site Pavement		Patches annually
		Accessibility		

	QUESTION	RESPONSE
4	List other significant capital improvements (focus on recent years; provide approximate date).	New shops
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	Veterans Memorial Mausoleum Roofs Parents of Murdered Children
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	ADA, Drafty, Condemed

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	QUESTION	RESPONSE				COMMENTS
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		✓			
8	Are there any wall, window, basement or roof leaks?		✓			Not currently but there was Gutters
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality or mold related complaints from occupants?	✓				Kitchen area
10	Are your elevators unreliable, with frequent service calls?		✓			
11	Are there any plumbing leaks, water pressure, or clogging/back-up problems?	✓				Unknown, PW/Leak detection Old Pipe
12	Have there been any leaks or pressure problems with natural gas, HVAC supply/return lines, or steam service?		✓			
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?	✓				Cold air Weather strip - Front door
14	Is the electrical service outdated, undersized, or otherwise problematic?		✓			
15	Are there any problems or inadequacies with exterior lighting?	✓				Age
16	Is site/parking drainage inadequate, with excessive ponding or other problems?	✓				Cracks, potholes
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?			✓		Mausoleums Pioneer Section
18	ADA: Has an accessibility study been performed at the site? If so, indicate when.		✓			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?				✓	
20	ADA: Have there been regular complaints about accessibility issues, or associated previous or pending litigation?		✓			Outside restroom

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Mt. View Cemetery

BV Project Number: 148392.21R000-009.017

Facility History & Interview

	Question	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property? If so, indicate when.		X		
2	Have any ADA improvements been made to the property since original construction? Elaborate, especially if fully or partially addressed as the result of a previous study.		X		
3	Has building ownership/management reported any ADA complaints or litigation?	X			Outside restrooms

Site: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Campus Parking			Parking lot	
General Exterior Route		Mausoleum 2		
Site Restrooms		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Site Accessibility: Photographic Overview

1 - ACCESSIBLE PARKING STALL

2 – MISSING ADJACENT AISLE STRIPING

3 – EXTERIOR RAMP MISSING RAILINGS

4 - CURB CUT

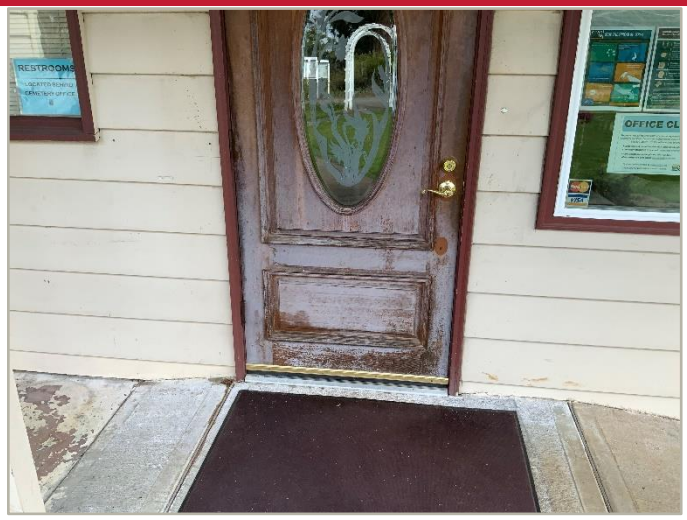
Office House: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Dedicated Parking		NA		
Exterior Route				☒
Building Entrances				☒
Interior Route				☒
Elevators		NA		
Public Restrooms		NA		
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

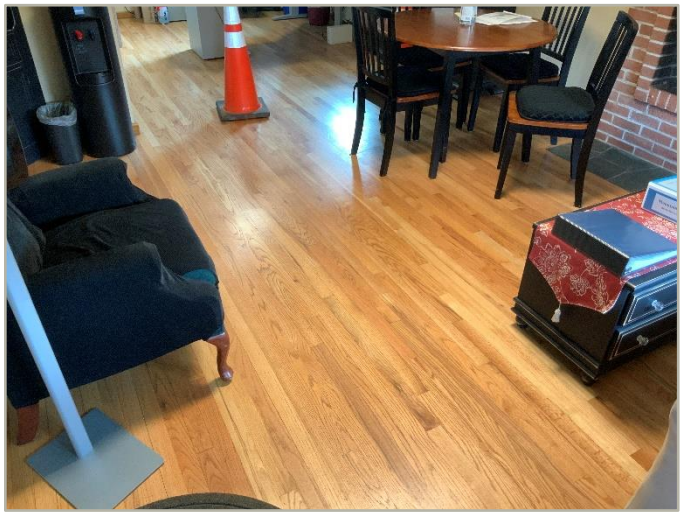
Office House: Photographic Overview

1 – EXTERIOR PATH OF TRAVEL TO BUILDING ENTRANCE



2 – BUILDING ENTRANCE

3 – ENTRANCE DOOR HARDWARE



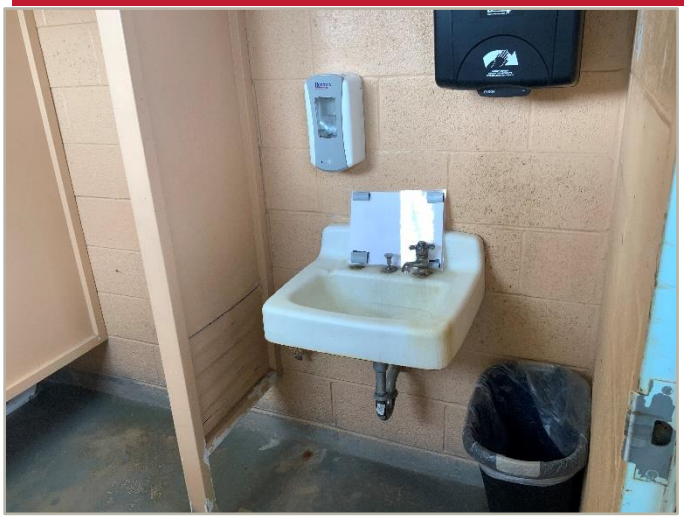
4 – INTERIOR PATH OF TRAVEL

Restrooms: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Dedicated Parking		NA		
Exterior Route				☒
Building Entrances		Restrooms		
Interior Route		NA		
Elevators		NA		
Public Restrooms	Restrooms			
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Restrooms: Photographic Overview



1 – RESTROOM SINK

2 – RESTROOM STALL

3 – EXTERIOR PATH OF TRAVEL TO BUILDING ENTRANCE

4 – BUILDING ENTRANCE

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the data and photos above and/or the *Key Findings* section in the body of the report for visuals and/or more specifics about the particular subject site conditions.

Reference Guide

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues
Parking	- Needs full reconstruction - Excessive slopes over 3% require major re-grading - No level locations to add required spaces	- No or non-compliant curb cuts - Moderate difficulty to add required accessible spaces - Slopes close to compliant	- Painting of markings needed - Signage height non-compliant - Signage missing
Exterior Route	- Large areas of sidewalks with excessive slopes - No ramp when needed - Ramps with excessive slopes	- Ramps need rails - Ramps need rail extensions	- One entrance door exterior maneuvering clearance area with excessive slope - Non-compliant signage
Building Entrances	- No compliant entrance exists - Exterior entry door/s not wide enough - Entrance vestibule requires complete reconstruction / reconfiguration due to clearance	- Need significant # of lever handles - Need to add or modify automatic door opener - Entrance vestibule requires limited reconfigurations - Maneuvering door clearance areas with excessive slopes	- A few door knobs instead of lever handles - Non-compliant door threshold
Interior Route	- All or most interior doors appear less than 32” wide - Corridors less than 36” wide - No ramp when needed - Ramps with excessive slopes - Non-compliant treads/risers at means of egress stairways	- Single height drinking fountains - Drinking fountain too high or protrudes into accessible route - Ramps need rails - Ramps need rail extensions - Need significant # of lever handles - Non-compliant rail extensions at egress stairways - All/most door thresholds high	- One door threshold too high - A few door knobs instead of lever handles - Non-compliant door pressures - Non-compliant signage - Switches not within reach range
Elevators	- No elevator present when required - Elevator cab too small	- Panel control buttons not at compliant height - No hands-free emergency communication system - Elevator only has mechanical stops	- Audible/visual signals at every floor may be lacking - Minor signage / Braille issues
Public Restrooms	- No ADA RR on each accessible floor - Restroom(s) too small - Entire restroom(s) requires renovation - Water closet clearance requires moving walls	- Interior doors appear less than 32” wide - Missing or non-compliant grab bars - Easily fixable clearance issues	- Minor height adjustments required - Non-compliant door pressures - Missing a visual strobe (only required if audible fire alarm already present) - Missing lavatory pipe wraps - Signage not compliant
Kitchens/Kitchenettes	- Clear space for each appliance not present - Clearance between opposing counters too narrow	- Sink and counter too high - Sink knee and toe clearance not provided where required (built-in) - Less than 50% of cabinetry within reach range	- Dispensers not within reach range - Switches not within reach range - Missing sink pipe wraps if knee and toe clearance required
Playgrounds & Pools	- Large areas of surfacing non-compliant - Install compliant play structures - No pool lift provided	- Small area/s of surfacing or equipment non-compliant - Moderate issues with path of travel to playground/pool	- Minor issues with path of travel to playground/pool

Component Condition Report | Mt. View Cemetery / Maintenance Shop

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Fair	Exterior Walls, Aluminum Siding, 1-2 Story Building	1,400 SF	5	2922688
B2050	Building exterior	Fair	Overhead/Dock Door, Steel, 12'x12' (144 SF)	3	5	2922687
Roofing						
B3010	Roof	Fair	Roofing, Metal	1,300 SF	15	2922690
Electrical						
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures	1,100 SF	5	2922689

Component Condition Report | Mt. View Cemetery / Mausoleums

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Throughout exteriors in various locations	Poor	Exterior Walls, Stucco, 1-2 Story Building, Replace Stucco Coating over concrete	5,200 SF	1	2973402
B2050	Mausoleums	Fair	Exterior Door, Steel, Standard	6	5	2922647
Roofing						
B3010	Mausoleums 6 & 7	Fair	Roofing, Modified Bitumen	2,600 SF	10	2925671
B3010	Mausoleums 6 & 7	Fair	Roofing, Metal	900 SF	17	2922645
B3010	Mausoleums 1-5	Poor	Roofing, Modified Bitumen	15,500 SF	1	2922674
Plumbing						
D2010	Mausoleum 1	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	1	3	2922656
Sitework						
G4050	Mausoleums	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	15	5	2922611

Component Condition Report | Mt. View Cemetery / Office House

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						

Component Condition Report | Mt. View Cemetery / Office House

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
B2010	Building exterior	Fair	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building	1,400 SF	15	2922638
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	1,400 SF	5	2922625
B2010	Building exterior	Poor	Exterior Walls, Brick, 1-2 Story Building	20 SF	1	2922666
B2020	Building exterior	Fair	Window, Wood, up to 15 SF	6	3	2922626
B2020	Building exterior	Good	Window, Vinyl-Clad Double-Glazed, up to 15 SF	6	23	2929997
B2020	Building exterior	Fair	Window, Wood, 16-25 SF	1	3	2922665
B2020	Building exterior	Good	Window, Vinyl-Clad Double-Glazed, 28-40 SF	2	23	2922657
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core Decorative High-End w/ Glazing	1	3	2922619
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	2	20	2922617
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core	1	5	2922648
Roofing						
B3010	Roof	Good	Roofing, Asphalt Shingle, 20-Year Standard	2,100 SF	19	2922671
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	190 LF	7	2922620
Interiors						
C1030	Throughout building	Fair	Interior Door, Wood, Hollow-Core Residential	9	3	2922643
C2010	Throughout building	Fair	Wall Finishes, any surface, Prep & Paint	3,400 SF	5	2922669
C2030	Lunch room	Poor	Flooring, Vinyl Tile (VCT)	300 SF	2	2922621
C2030	Throughout building	Poor	Flooring, Wood, Strip	400 SF	2	2922642
C2030	Throughout building	Good	Flooring, Wood, Strip	900 SF	23	2922613
C2050	Lunch room	Poor	Ceiling Finishes, Gypsum Board/Plaster	10 SF	1	2922654
C2050	Throughout building	Fair	Ceiling Finishes, any flat surface, Prep & Paint	1,700 SF	5	2922653
Plumbing						
D2010	Lunch room	Fair	Water Heater, Gas, Residential [No tag/plate found]	1	3	2922629
D2010	Kitchen	Fair	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China	1	10	2922618
D2010	Throughout building	Fair	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures)	1,700 SF	7	2922644

Component Condition Report | Mt. View Cemetery / Office House

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D2010	Lunch room	Fair	Shower, Fiberglass	1	5	2922622
D2010	Office restroom	Fair	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China	1	5	2922614
HVAC						
D3020	Lunch room	Fair	Furnace, Gas [No tag/plate found]	1	3	2922633
D3030	Building exterior	Fair	Split System, Condensing Unit/Heat Pump [No tag/plate found]	1	3	2922640
D3050	Throughout building	Fair	HVAC System, Ductwork, Low Density	1,700 SF	5	2922652
Fire Protection						
D4030	Throughout building	Fair	Fire Extinguisher, Wet Chemical/CO2	4	4	2922661
Electrical						
D5020	Lunch room	Fair	Distribution Panel, 120/240 V	1	3	2922651
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	1,700 SF	5	2922634
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures	1,700 SF	7	2922650
Fire Alarm & Electronic Systems						
D7030	Building exterior	Good	Security/Surveillance System, Full System Upgrade, Average Density	1,700 SF	10	2922623
Equipment & Furnishings						
E2010	Throughout building	Fair	Casework, Countertop, Plastic Laminate	30 LF	5	2922635
E2010	Throughout building	Fair	Casework, Cabinetry, Hardwood Standard	40 LF	5	2922668
Sitework						
G4050	Building exterior	NA	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	4	20	2922667

Component Condition Report | Mt. View Cemetery / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	480 SF	3	2922677
B2020	Building exterior	Fair	Window, Aluminum Double-Glazed, up to 15 SF	2	5	2922680
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	2	3	2922686

Component Condition Report | Mt. View Cemetery / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Roofing						
B3010	Roof	Fair	Roofing, Asphalt Compound, 20-Year Standard	300 SF	5	2922682
Interiors						
C1090	Restrooms	Fair	Toilet Partitions, Wood	3	3	2922681
C2010	Restrooms	Poor	Wall Finishes, any surface, Prep & Paint	360 SF	1	2922675
C2030	Restrooms	Poor	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	230 SF	1	2922676
Plumbing						
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	3	3	2922683
D2010	Restrooms	Fair	Sink/Lavatory, Wall-Hung, Vitreous China	2	3	2922684
HVAC						
D3020	Restrooms	Fair	Unit Heater, Electric	2	7	2922685
Sitework						
G4050	Restrooms	Fair	Fixture w/ Lamp, any type, w/ LED Replacement	2	5	2922679

Component Condition Report | Mt. View Cemetery / Site

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	Site	Fair	Backflow Preventer, Domestic Water	2	15	2922662
Special Construction & Demo						
F3010	Site	NA	Demolition & Disposal, any Structure/Building, Budgetary (per SF), Demolition & Disposal	1,200 SF	0	2922691
Pedestrian Plazas & Walkways						
G2020	Site	Poor	Parking Lots, Pavement, Asphalt, Seal & Stripe	16,000 SF	1	2922660
G2020	Site	Poor	Parking Lots, Pavement, Asphalt, Mill & Overlay	35,900 SF	1	2922612
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	67,200 SF	7	2922615
G2030	Mausoleums between buildings	Failed	Sidewalk, Concrete, Large Areas	3,500 SF	0	2973800
G2030	Throughout Site	Fair	Sidewalk, Concrete, Large Areas	4,500 SF	20	2922649

Component Condition Report | Mt. View Cemetery / Site

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity		RUL	ID
G2030	At Mausoleums	Poor	Site Stairs & Ramps, Steps, Concrete (per LF of nosing)	400	LF	1	2973801
Sitework							
G2060	Main gate	Fair	Fences & Gates, Vehicle Gate, Chain Link Sliding Electric	2		4	2922637
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 6'	2,500	LF	25	2922663
G2060	Site	Fair	Decorative Fountains, Circulation Pump [Inaccessible]	2		7	2922672
G2060	Site	Fair	Trash Receptacle, Heavy-Duty Fixed Concrete	20		15	2922624
G2060	Site	Poor	Fences & Gates, Fence, Metal Tube 6'	20	LF	0	2922659
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	20		12	2922628
G2060	Site	Fair	Fences & Gates, Fence, Metal Tube 6'	1,500	LF	25	2922627
G2080	Site	Poor	Landscaping, Ground Cover, Repair	2,000	SF	0	2922641
G2080	Site	Fair	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	1,600,000	SF	3	2922670
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20		12	2922632

Component Condition Report | Mt. View Cemetery

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Accessibility						
Y1090	Throughout	NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2930318

Replacement Reserves Report

7/10/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Mt. View Cemetery	$9,750	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$9,750**
Mt. View Cemetery / Maintenance Shop	$0	$0	$0	$0	$0	$39,183	$0	$0	$0	$0	$0	$0	$0	$0	$0	$34,229	$0	$0	$0	$0	$0	**$73,412**
Mt. View Cemetery / Mausoleums	$0	$398,687	$0	$1,705	$0	$14,468	$0	$0	$0	$0	$45,424	$0	$0	$0	$0	$0	$0	$25,140	$0	$0	$0	**$485,424**
Mt. View Cemetery / Office House	$0	$1,526	$10,344	$46,168	$1,756	$56,544	$0	$48,940	$0	$0	$7,862	$0	$0	$0	$2,360	$54,077	$0	$3,223	$31,206	$18,191	$10,096	**$292,292**
Mt. View Cemetery / Restrooms	$0	$1,185	$0	$15,683	$0	$4,883	$0	$3,837	$0	$0	$0	$1,593	$0	$2,749	$0	$0	$0	$0	$0	$0	$0	**$29,930**
Mt. View Cemetery / Site	$89,830	$200,381	$0	$2,272,872	$14,632	$0	$11,176	$392,354	$0	$0	$0	$12,956	$177,935	$0	$0	$83,445	$15,020	$0	$0	$0	$95,092	**$3,365,694**
Grand Total	**$99,580**	**$601,780**	**$10,344**	**$2,336,427**	**$16,387**	**$115,078**	**$11,176**	**$445,132**	**$0**	**$0**	**$53,286**	**$14,549**	**$177,935**	**$2,749**	**$2,360**	**$171,750**	**$15,020**	**$28,363**	**$31,206**	**$18,191**	**$105,188**	**$4,256,501**

Mt. View Cemetery

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
Y1090	2930318	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	0	0	0	1	EA	$9,750.00	$9,750	$9,750																					**$9,750**
Totals, Unescalated										**$9,750**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$9,750**
Totals, Escalated (3.0% inflation, compounded annually)										**$9,750**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$9,750**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Mt. View Cemetery / Maintenance Shop

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2922688	Exterior Walls, Aluminum Siding, 1-2 Story Building, Replace	40	35	5	1400	SF	$9.10	$12,740						$12,740																**$12,740**
B2050	2922687	Overhead/Dock Door, Steel, 12'x12' (144 SF), Replace	30	25	5	3	EA	$4,160.00	$12,480						$12,480																**$12,480**
B3010	2922690	Roofing, Metal, Replace	40	25	15	1300	SF	$16.90	$21,970																$21,970						**$21,970**
D5040	2922689	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures, Replace	20	15	5	1100	SF	$7.80	$8,580						$8,580																**$8,580**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$33,800**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$21,970**	**$0**	**$0**	**$0**	**$0**	**$0**	**$55,770**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$39,183**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$34,229**	**$0**	**$0**	**$0**	**$0**	**$0**	**$73,412**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Mt. View Cemetery / Mausoleums

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2973402	Exterior Walls, Stucco, 1-2 Story Building, Replace Stucco Coating over concrete	50	49	1	5200	SF	$26.00	$135,200		$135,200																				**$135,200**
B2050	2922647	Exterior Door, Steel, Standard, Replace	40	35	5	6	EA	$780.00	$4,680						$4,680																**$4,680**
B3010	2922645	Roofing, Metal, Replace	40	23	17	900	SF	$16.90	$15,210																		$15,210				**$15,210**
B3010	2922674	Roofing, Modified Bitumen, Replace	20	19	1	15500	SF	$16.25	$251,875		$251,875																				**$251,875**
B3010	2925671	Roofing, Modified Bitumen, Replace	20	10	10	2600	SF	$13.00	$33,800											$33,800											**$33,800**
D2010	2922656	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	30	27	3	1	EA	$1,560.00	$1,560				$1,560																		**$1,560**
G4050	2922611	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	15	5	15	EA	$520.00	$7,800						$7,800																**$7,800**
Totals, Unescalated										**$0**	**$387,075**	**$0**	**$1,560**	**$0**	**$12,480**	**$0**	**$0**	**$0**	**$0**	**$33,800**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$15,210**	**$0**	**$0**	**$0**	**$450,125**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$398,687**	**$0**	**$1,705**	**$0**	**$14,468**	**$0**	**$0**	**$0**	**$0**	**$45,424**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$25,140**	**$0**	**$0**	**$0**	**$485,424**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Mt. View Cemetery / Office House

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2922625	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	5	5	1400	SF	$3.90	$5,460						$5,460										$5,460						**$10,920**
B2010	2922638	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building, Replace	30	15	15	1400	SF	$13.00	$18,200																$18,200						**$18,200**
B2010	2922666	Exterior Walls, Brick, 1-2 Story Building, Replace	50	49	1	20	SF	$68.90	$1,378		$1,378																				**$1,378**
B2020	2922626	Window, Wood, up to 15 SF, Replace	30	27	3	6	EA	$1,040.00	$6,240				$6,240																		**$6,240**
B2020	2922665	Window, Wood, 16-25 SF, Replace	30	27	3	1	EA	$1,560.00	$1,560				$1,560																		**$1,560**
B2050	2922619	Exterior Door, Wood, Solid-Core Decorative High-End w/ Glazing, Replace	25	22	3	1	EA	$2,730.00	$2,730				$2,730																		**$2,730**
B2050	2922648	Exterior Door, Wood, Solid-Core, Replace	25	20	5	1	EA	$1,260.00	$1,260						$1,260																**$1,260**
B2050	2922617	Exterior Door, Steel, Standard, Replace	40	20	20	2	EA	$780.00	$1,560																				$1,560		**$1,560**
B3010	2922671	Roofing, Asphalt Shingle, 20-Year Standard, Replace	20	1	19	2100	SF	$4.94	$10,374																			$10,374			**$10,374**
B3020	2922620	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	20	13	7	190	LF	$11.70	$2,223								$2,223														**$2,223**
C1030	2922643	Interior Door, Wood, Hollow-Core Residential, Replace	20	17	3	9	EA	$520.00	$4,680				$4,680																		**$4,680**
C2010	2922669	Wall Finishes, any surface, Prep & Paint	10	5	5	3400	SF	$1.95	$6,630						$6,630										$6,630						**$13,260**
C2030	2922642	Flooring, Wood, Strip, Replace	30	28	2	400	SF	$19.50	$7,800			$7,800																			**$7,800**
C2030	2922621	Flooring, Vinyl Tile (VCT), Replace	15	13	2	300	SF	$6.50	$1,950			$1,950															$1,950				**$3,900**
C2050	2922654	Ceiling Finishes, Gypsum Board/Plaster, Replace	50	49	1	10	SF	$10.40	$104		$104																				**$104**
C2050	2922653	Ceiling Finishes, any flat surface, Prep & Paint	10	5	5	1700	SF	$2.60	$4,420						$4,420										$4,420						**$8,840**
D2010	2922629	Water Heater, Gas, Residential, Replace	15	12	3	1	EA	$1,690.00	$1,690				$1,690															$1,690			**$3,380**
D2010	2922644	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures), Replace	40	33	7	1700	SF	$14.30	$24,310								$24,310														**$24,310**
D2010	2922622	Shower, Fiberglass, Replace	20	15	5	1	EA	$2,080.00	$2,080						$2,080																**$2,080**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2922614	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China, Replace	30	25	5	1	EA	$1,430.00	$1,430						$1,430																	**$1,430**
D2010	2922618	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China, Replace	30	20	10	1	EA	$1,430.00	$1,430											$1,430											**$1,430**
D3020	2922633	Furnace, Gas, Replace	20	17	3	1	EA	$5,460.00	$5,460				$5,460																		**$5,460**
D3030	2922640	Split System, Condensing Unit/Heat Pump, Replace	15	12	3	1	EA	$16,640.00	$16,640				$16,640															$16,640			**$33,280**
D3050	2922652	HVAC System, Ductwork, Low Density, Replace	30	25	5	1700	SF	$2.60	$4,420						$4,420																**$4,420**
D4030	2922661	Fire Extinguisher, Wet Chemical/CO2, Replace	10	6	4	4	EA	$390.00	$1,560					$1,560										$1,560							**$3,120**
D5020	2922651	Distribution Panel, 120/240 V, Replace	30	27	3	1	EA	$3,250.00	$3,250				$3,250																		**$3,250**
D5030	2922634	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	40	35	5	1700	SF	$3.25	$5,525						$5,525																**$5,525**
D5040	2922650	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures, Replace	20	13	7	1700	SF	$7.80	$13,260								$13,260														**$13,260**
D7030	2922623	Security/Surveillance System, Full System Upgrade, Average Density, Replace	15	5	10	1700	SF	$2.60	$4,420											$4,420											**$4,420**
E2010	2922635	Casework, Countertop, Plastic Laminate, Replace	15	10	5	30	LF	$65.00	$1,950						$1,950															$1,950	**$3,900**
E2010	2922668	Casework, Cabinetry, Hardwood Standard, Replace	20	15	5	40	LF	$390.00	$15,600						$15,600																**$15,600**
G4050	2922667	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	0	20	4	EA	$520.00	$2,080																					$2,080	**$2,080**
Totals, Unescalated										**$0**	**$1,482**	**$9,750**	**$42,250**	**$1,560**	**$48,775**	**$0**	**$39,793**	**$0**	**$0**	**$5,850**	**$0**	**$0**	**$0**	**$1,560**	**$34,710**	**$0**	**$1,950**	**$18,330**	**$10,374**	**$5,590**	**$221,974**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$1,526**	**$10,344**	**$46,168**	**$1,756**	**$56,544**	**$0**	**$48,940**	**$0**	**$0**	**$7,862**	**$0**	**$0**	**$0**	**$2,360**	**$54,077**	**$0**	**$3,223**	**$31,206**	**$18,191**	**$10,096**	**$292,292**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Mt. View Cemetery / Restrooms

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2922677	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	7	3	480	SF	$3.90	$1,872				$1,872										$1,872								**$3,744**
B2020	2922680	Window, Aluminum Double-Glazed, up to 15 SF, Replace	30	25	5	2	EA	$845.00	$1,690						$1,690																**$1,690**
B2050	2922686	Exterior Door, Steel, Standard, Replace	40	37	3	2	EA	$780.00	$1,560				$1,560																		**$1,560**
B3010	2922682	Roofing, Asphalt Compound, 20-Year Standard, Replace	20	15	5	300	SF	$4.94	$1,482						$1,482																**$1,482**
C1090	2922681	Toilet Partitions, Wood, Replace	20	17	3	3	EA	$650.00	$1,950				$1,950																		**$1,950**
C2010	2922675	Wall Finishes, any surface, Prep & Paint	10	9	1	360	SF	$1.95	$702		$702										$702										**$1,404**
C2030	2922676	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	10	9	1	230	SF	$1.95	$449		$449										$449										**$897**
D2010	2922683	Toilet, Commercial Water Closet, Replace	30	27	3	3	EA	$1,690.00	$5,070				$5,070																		**$5,070**
D2010	2922684	Sink/Lavatory, Wall-Hung, Vitreous China, Replace	30	27	3	2	EA	$1,950.00	$3,900				$3,900																		**$3,900**
D3020	2922685	Unit Heater, Electric, Replace	20	13	7	2	EA	$1,560.00	$3,120								$3,120														**$3,120**
G4050	2922679	Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	15	5	2	EA	$520.00	$1,040						$1,040																**$1,040**
Totals, Unescalated										**$0**	**$1,151**	**$0**	**$14,352**	**$0**	**$4,212**	**$0**	**$3,120**	**$0**	**$0**	**$0**	**$1,151**	**$0**	**$1,872**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$25,857**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$1,185**	**$0**	**$15,683**	**$0**	**$4,883**	**$0**	**$3,837**	**$0**	**$0**	**$0**	**$1,593**	**$0**	**$2,749**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$29,930**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Mt. View Cemetery / Site

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2922662	Backflow Preventer, Domestic Water, Replace	30	15	15	2	EA	$8,580.00	$17,160																$17,160						**$17,160**
F3010	2922691	Demolition & Disposal, any Structure/Building, Budgetary (per SF), Demolition & Disposal	0	0	0	1200	SF	$31.20	$37,440	$37,440																					**$37,440**
G2020	2922660	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	4	1	16000	SF	$0.59	$9,360		$9,360						$9,360					$9,360					$9,360				**$37,440**
G2020	2922612	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	24	1	35900	SF	$4.55	$163,345		$163,345																				**$163,345**
G2020	2922615	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	18	7	67200	SF	$4.55	$305,760									$305,760													**$305,760**
G2030	2973800	Sidewalk, Concrete, Large Areas, Replace	50	50	0	3500	SF	$11.70	$40,950	$40,950																					**$40,950**
G2030	2922649	Sidewalk, Concrete, Large Areas, Replace	50	30	20	4500	SF	$11.70	$52,650																					$52,650	**$52,650**
G2030	2973801	Site Stairs & Ramps, Steps, Concrete (per LF of nosing), Replace	50	49	1	400	LF	$54.60	$21,840		$21,840																				**$21,840**
G2060	2922672	Decorative Fountains, Circulation Pump, Replace	15	8	7	2	EA	$6,630.00	$13,260									$13,260													**$13,260**
G2060	2922659	Fences & Gates, Fence, Metal Tube 6', Replace	40	40	0	20	LF	$52.00	$1,040	$1,040																					**$1,040**
G2060	2922637	Fences & Gates, Vehicle Gate, Chain Link Sliding Electric, Replace	20	16	4	2	EA	$6,500.00	$13,000					$13,000																	**$13,000**
G2060	2922628	Park Bench, Wood/Composite/Fiberglass, Replace	20	8	12	20	EA	$780.00	$15,600														$15,600								**$15,600**
G2060	2922624	Trash Receptacle, Heavy-Duty Fixed Concrete, Replace	25	10	15	20	EA	$1,820.00	$36,400																$36,400						**$36,400**
G2080	2922670	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	20	17	3	1600000	SF	$1.30	$2,080,000				$2,080,000																		**$2,080,000**
G2080	2922641	Landscaping, Ground Cover, Repair	0	0	0	2000	SF	$5.20	$10,400	$10,400																					**$10,400**
G4050	2922632	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	8	12	20	EA	$5,460.00	$109,200														$109,200								**$109,200**
Totals, Unescalated										**$89,830**	**$194,545**	**$0**	**$2,080,000**	**$13,000**	**$0**	**$9,360**	**$319,020**	**$0**	**$0**	**$0**	**$9,360**	**$124,800**	**$0**	**$0**	**$53,560**	**$9,360**	**$0**	**$0**	**$0**	**$52,650**	**$2,955,485**
Totals, Escalated (3.0% inflation, compounded annually)										**$89,830**	**$200,381**	**$0**	**$2,272,872**	**$14,632**	**$0**	**$11,176**	**$392,354**	**$0**	**$0**	**$0**	**$12,956**	**$177,935**	**$0**	**$0**	**$83,445**	**$15,020**	**$0**	**$0**	**$0**	**$95,092**	**$3,365,694**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Old Canemah Park
300 3rd Avenue
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
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BV CONTACT:
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800.733.0660 x6554
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BV PROJECT #:
148392.21R000-031.0017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 24, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Naturally vegetated habitat
Main Address	300 3rd Avenue, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	8.11 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Open space with no accessible stalls
Date(s) of Visit	March 24, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 Phone dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Old Canemah Park is located at 150 3rd Avenue, the park is a naturally vegetated habitat with walking trails, picnic areas and a beautiful view of the Willamette river.

Site & Amenities

Significant allegator cracks and depressions can be found in the asphalt sidewalk and parking areas, there is no accessible parking provided.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Special Construction & Demo	-	-	-	$1,091	-	$1,091
Site Development	-	-	$2,633	$15,809	$8,911	$27,353
Site Pavement	$89,375	-	$111,181	-	-	$200,556
Accessibility	$15,600	-	-	-	-	$15,600
TOTALS	**$105,000**	**-**	**$113,900**	**$16,900**	**$9,000**	**$244,800**

Immediate Needs

Facility/Building	Total Items	Total Cost
Old Canemah Park	2	$105,000
Total	**2**	**$105,000**

Old Canemah Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2946891	Old Canemah Park	Parking	Y1010	ADA Parking, Designated Stall, Regraded & Leveled, Install	NA	Accessibility	$15,600
2946861	Old Canemah Park	Parking Area	G2020	Parking Lots, Pavement, Asphalt, Path and Overlay	Poor	Performance/Integrity	$89,400
Total (2 items)							**$105,000**

Key Findings

Parking Lots in Poor condition.

Pavement, Asphalt
Old Canemah Park Parking Area

Uniformat Code: G2021
Recommendation: **Path and Overlay in 2021**

Priority Score: **84.9**

Plan Type: Performance/Integrity

Cost Estimate: $89,400

$$$$

Many asphalt patches are showing signs of depression and alligator cracking. - AssetCALC ID: 2946861

ADA Parking

Designated Stall, Regraded and Leveled
Old Canemah Park Parking

Uniformat Code: Y1011
Recommendation: **Install in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: $15,600

$$$$

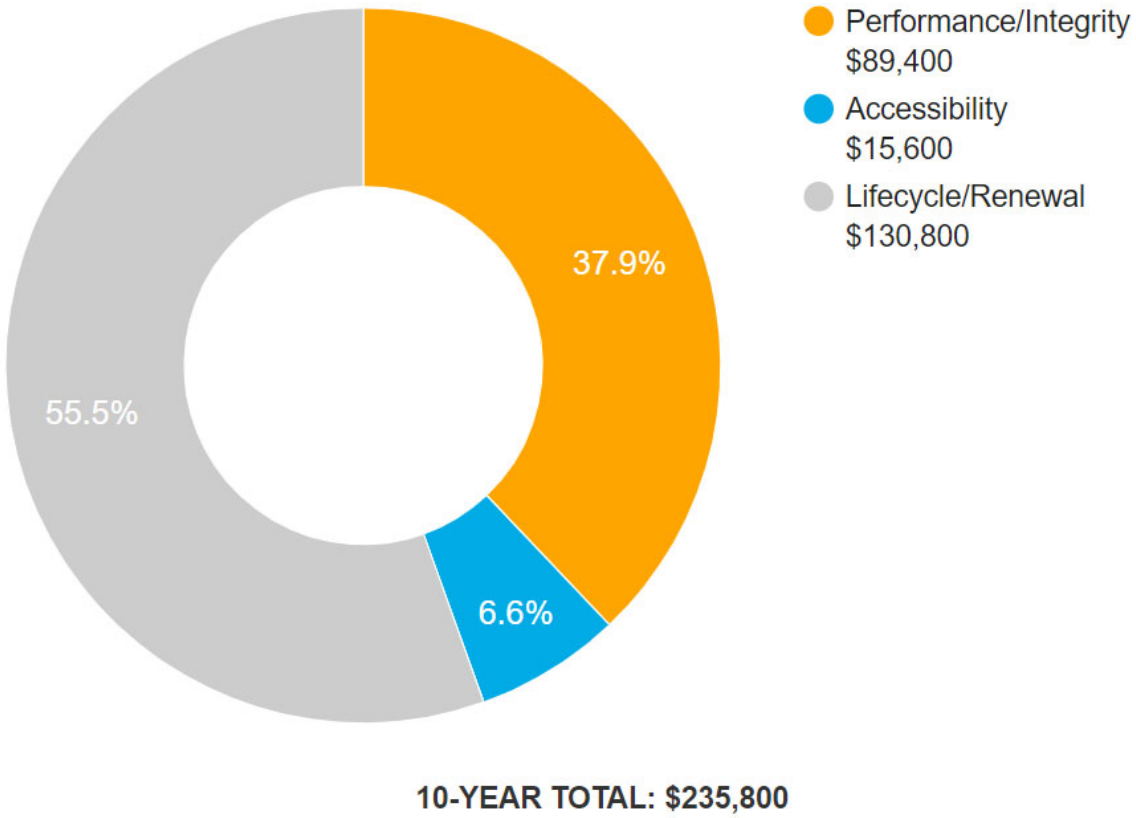
No ADA accessible stall is provided in parking lot. - AssetCALC ID: 2946891

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $235,800

2. General Park Summary

General Site Information

Asset	Description	Quantity	Condition
Signage	Property Sign	1 EA	Good
Trash Receptacle	Heavy-Duty Fixed Concrete	1 EA	Fair
Landscaping and Topography	Heavy landscaping features Irrigation not present Severe site slopes throughout the park		Fair
On-Site Vehicular Paving	Asphalt parking open area		Poor
Pedestrian paving and Trails	asphalt pathways		Poor
On-Site Amenities	Wood fencing		Fair
Ancillary Buildings	Shelter		Fair
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.		
Key Issues and Findings	Severe alligator cracking and depression found in the side-walk asphalt pavement. No ADA accessible stall is provided. Metal pole needs to be removed at the entrance to make the pathway accessible.		

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Old Canemah Park, 300 3rd Avenue, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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Reviewed by:

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Technical Report Reviewer for
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1	PROPERTY SIGN

2	OVERVIEW OF ENTRANCE

3	TRAIL

4	TRAIL

5	SHED

6	ASPHALT SIDEWALK

Site Plan

Project Number	Project Name
148392.21R000-031.017	Old Canemah Park
Source	**On-Site Date**
Orcity.org	March 24, 2021

THE PRE-SURVEY QUESTIONNAIRE WAS NOT RETURNED TO BV

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Old Canemah Park

BV Project Number: 148392.21R000-031.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

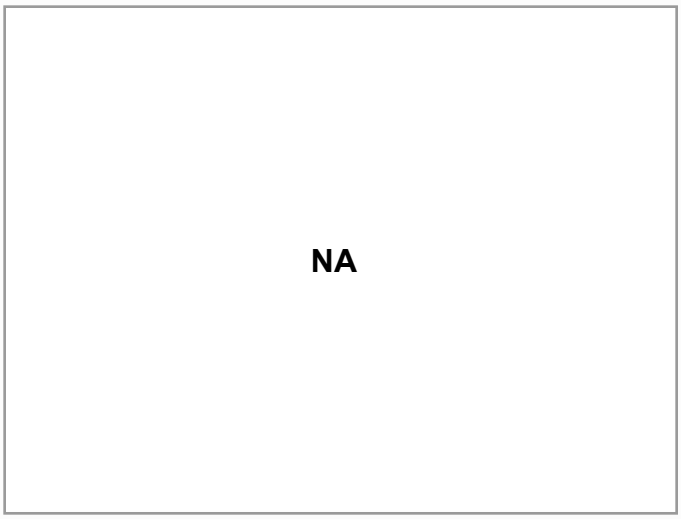
NA	**NA**

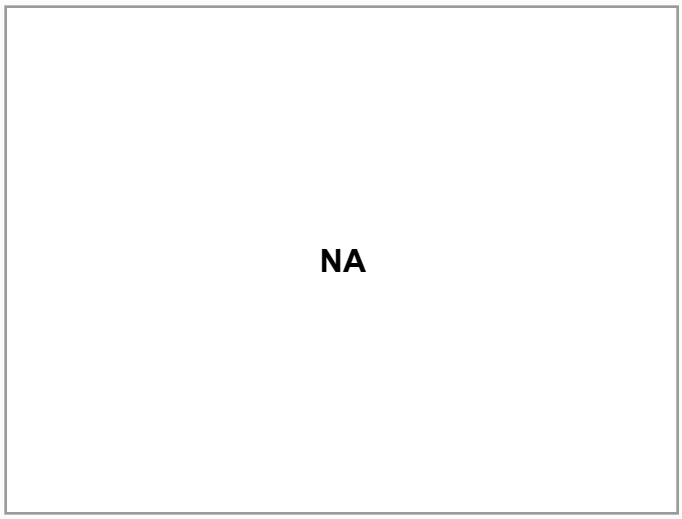
	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route





	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA

NA

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

Component Condition Report | Old Canemah Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Special Construction & Demo						
F1020	Site	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	25 SF	10	2946855
Pedestrian Plazas & Walkways						
G2020	Parking Area	Poor	Parking Lots, Pavement, Asphalt, Path and Overlay	12,500 SF	0	2946861
G2030	Walking Trails	Fair	Sidewalk, Asphalt	11,250 SF	5	2946858
Sitework						
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	3	4	2946859
G2060	Site	Fair	Fences & Gates, Fence, Wood Board 4'	400 LF	8	2946860
G2060	Front entrance	Good	Signage, Property, Monument	1	15	2946887
G2060	Site	Fair	Trash Receptacle, Heavy-Duty Fixed Concrete	1	15	2946856
Accessibility						
Y1010	Parking	NA	ADA Parking, Designated Stall, Regraded & Leveled, Install	1	0	2946891

Replacement Reserves Report

Old Canemah Park

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Old Canemah Park	$104,975	$0	$0	$0	$2,634	$111,182	$0	$0	$15,809	$0	$1,092	$0	$0	$0	$0	$8,912	$0	$0	$0	$0	$0	**$244,603**
Grand Total	**$104,975**	**$0**	**$0**	**$0**	**$2,634**	**$111,182**	**$0**	**$0**	**$15,809**	**$0**	**$1,092**	**$0**	**$0**	**$0**	**$0**	**$8,912**	**$0**	**$0**	**$0**	**$0**	**$0**	**$244,603**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
F1020	2946855	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	30	20	10	25	SF	$32.50	$813											$813											**$813**
G2020	2946861	Parking Lots, Pavement, Asphalt, Path and Overlay	0	24	0	12500	SF	$7.15	$89,375	$89,375																					**$89,375**
G2030	2946858	Sidewalk, Asphalt, Replace	25	20	5	11250	SF	$8.53	$95,906						$95,906																**$95,906**
G2060	2946859	Park Bench, Wood/Composite/Fiberglass, Replace	20	16	4	3	EA	$780.00	$2,340					$2,340																	**$2,340**
G2060	2946860	Fences & Gates, Fence, Wood Board 4', Replace	20	12	8	400	LF	$31.20	$12,480									$12,480													**$12,480**
G2060	2946856	Trash Receptacle, Heavy-Duty Fixed Concrete, Replace	25	10	15	1	EA	$1,820.00	$1,820															$1,820							**$1,820**
G2060	2946887	Signage, Property, Monument, Replace	20	5	15	1	EA	$3,900.00	$3,900															$3,900							**$3,900**
Y1010	2946891	ADA Parking, Designated Stall, Regraded & Leveled, Install	0	0	0	1	EA	$15,600.00	$15,600	$15,600																					**$15,600**
Totals, Unescalated										**$104,975**	**$0**	**$0**	**$0**	**$2,340**	**$95,906**	**$0**	**$0**	**$12,480**	**$0**	**$813**	**$0**	**$0**	**$0**	**$0**	**$5,720**	**$0**	**$0**	**$0**	**$0**	**$0**	**$222,234**
Totals, Escalated (3.0% inflation, compounded annually)										**$104,975**	**$0**	**$0**	**$0**	**$2,634**	**$111,182**	**$0**	**$0**	**$15,809**	**$0**	**$1,092**	**$0**	**$0**	**$0**	**$0**	**$8,912**	**$0**	**$0**	**$0**	**$0**	**$0**	**$244,603**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Park Place Park
16180 Front Avenue
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-032.017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 16, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	16180 Front Avenue, Oregon City, Oregon 97045
Site Developed	1996 Playground renovated 2020
Lot Size	6.3 acres (estimated)
Number of Substantial Buildings	One
Parking Spaces	11 total spaces all in open lots; One of which is accessible.
Date(s) of Visit	March 16, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly, Facilities Maintenance Specialist 503.519.0377 jwaverly@orcity.org
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The site was originally constructed in 1996. There were renovations made in 2020 which included the playground and installation of the play surface area.

Architectural

The restroom building is made of CMU block. The exterior doors and windows are in fair condition and are made of steel and aluminum, respectively. The interior flooring is made of ceramic tile and coated floors. The ceiling is made of wood and has two skylights per restroom side. The interior walls for the restroom building are made of ceramic tiles and painted surfaces. There is a major issue on the right side of the restroom building with the gutter and downspouts, it is in failed condition and it is recommended to repair immediately.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is no main HVAC for the restroom building besides exhaust fans. There is a main distribution panel for the restroom building. There is an electric water heater in fair condition that provides service to the restroom building. The toilet, sink, and urinals are in fair condition. There is a drinking fountain for public use found in the front of the restroom building.

Site and Amenities

There is no ADA access to the playgrounds, the asphalt trail needs to be cut and repatched. There are park benches, trash receptacles, and bike racks. There is a major crack in the concrete stairs located at the left side of the park. There is a public restroom located at the rear of the park. Lighting is LED and adequate for the park.

Recommended Additional Studies

Some areas of the facility were identified as having major or moderate accessibility issues. Bureau Veritas recommends a study be performed to take measurements, provide additional itemized details, research local requirements, and, if necessary, estimate the scope and cost of any required improvements. The cost of this study is included in the cost tables. Due to the lack of measurements and itemized findings at this point in time, the costs for any possible subsequent repairs or improvements are not currently included.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Immediate Needs

Facility/Building	Total Items	Total Cost
Park Place Park	3	$18,200
Restroom Building	1	$600
Total	**4**	**$18,800**

Park Place Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2937741	Park Place Park		Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
2938928	Park Place Park		D2010	Backflow Preventer, Domestic Water, 2 IN, Replace	NA	Performance/Integrity	$4,200
2938927	Park Place Park	Irrigation	D2010	Backflow Preventer, Domestic Water, 2 IN, Replace	NA	Performance/Integrity	$4,200
Total (3 items)							**$18,200**

Restroom Building

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2929996	Park Place Park / Restroom Building	Restrooms	B3020	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Poor	Performance/Integrity	$600
Total (1 items)							**$600**

Key Findings

Storm Drainage Components in Poor condition.

Commercial
Park Place Park Field

Uniformat Code: G3034
Recommendation: **Install in 2023**

Priority Score: **86.7**

Plan Type:
Performance/Integrity

Cost Estimate: $13,000

**$$**$$

POC reports that field unusable during periods of rain and drainage improvements required - AssetCALC ID: 3144911

Sidewalk in Poor condition.

Asphalt
Park Place Park Walking Trail

Uniformat Code: G2031
Recommendation: **Replace in 2023**

Priority Score: **85.7**

Plan Type:
Performance/Integrity

Cost Estimate: $28,600

**$$**$$

Severe alligator Cracking throughout trail. Recommended to replace. - AssetCALC ID: 2929994

Backflow Preventer

Domestic Water, 2 IN
Park Place Park Irrigation

Uniformat Code: D2014
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $4,200

**$**$$$

Irrigation backflow is recommended to be replaced. - AssetCALC ID: 2938927

Backflow Preventer

Domestic Water, 2 IN
Park Place Park

Uniformat Code: D2014
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $4,200

**$**$$$

Backflow is recommended to be replaced - AssetCALC ID: 2938928

Roof Appurtenances in Poor condition.

Gutters and Downspouts, Aluminum with Fittings
Restroom Building Park Place Park Restrooms

Uniformat Code: B3027
Recommendation: **Replace in 2021**

Priority Score: **81.9**

Plan Type: Performance/Integrity

Cost Estimate: $600

**$**$$$

Gutters are falling off on the front to right side of the building. - AssetCALC ID: 2929996

Stairs in Poor condition.

Concrete, Exterior
Park Place Park Site

Uniformat Code: B1081
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $2,100

**$**$$$

There is cracking on the left side. - AssetCALC ID: 2929963

ADA Miscellaneous

Level III Study, Includes Measurements
Park Place Park

Uniformat Code: Y1091
Recommendation: **Evaluate/Report in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: $9,800

**$**$$$

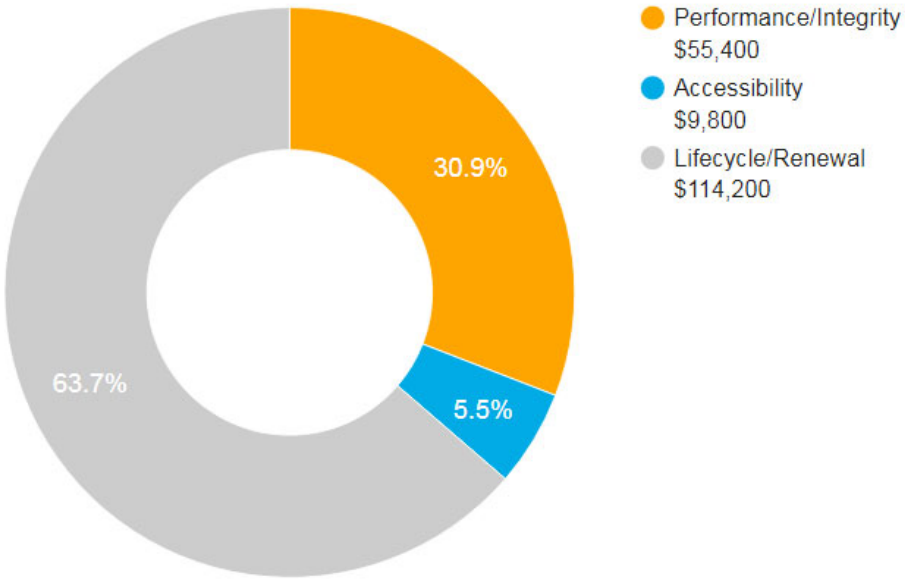
Recommended to do a study for pathway throughout the park. - AssetCALC ID: 2937741

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $179,400

2. Restroom Building

Restroom Building: Systems Summary

Address	16180 Front Ave	
Constructed/Renovated	1996	
Building Size	750 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Steel frame with concrete-topped metal decks	Fair
Façade	Painted CMU with aluminum windows	Fair
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted gypsum board, ceramic tile Floors: Ceramic tile, Unfinished Ceilings: Wood panel	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste and venting Electric water heaters Toilets, urinals, and sinks in all restrooms	Fair

Restroom Building: Systems Summary

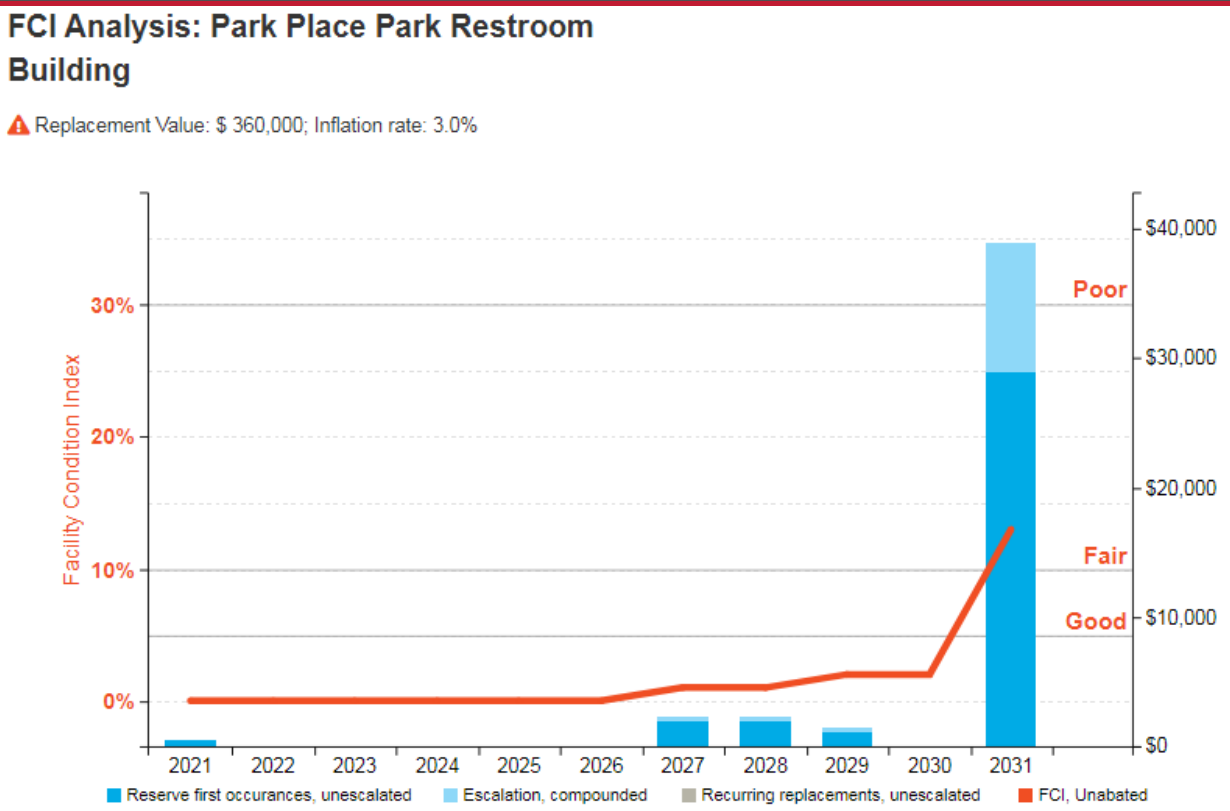
HVAC	N/A	--
Fire Suppression	N/A	--
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: N/A	Fair
Fire Alarm	N/A	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	The gutters are in failed condition and it is recommended to be replaced immediately.	

Restroom Building: Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	-	$68,298	$68,298
Roofing	$585	-	-	$20,440	$11,587	$32,612
Interiors	-	-	-	$9,575	$65,346	$74,921
Plumbing	-	-	-	$3,880	$30,634	$34,514
HVAC	-	-	-	$799	-	$799
Electrical	-	-	-	$9,783	$4,050	$13,833
Site Utilities	-	-	-	$2,096	-	$2,096
TOTALS	**$600**	**-**	**-**	**$46,600**	**$180,000**	**$227,200**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time



3. Park Place Park

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Stairs	Concrete	30 SF	Poor
Parking Lot	Pavement	3500 SF	Fair
Trail	Asphalt	4000 SF	Poor
Playfield Surface	Chips Wood	1500 SF	Good
Play Structure	Multipurpose, large	1 EA	Good
Play Structure	Multipurpose, large	1 EA	Good
Trash Receptacle	Medium-Duty Metal or Precast	1 EA	Fair
Park Bench	Wood/composite/fiberglass	2 EA	Fair
Bike Rack	Fixed 6-10 Bikes	1 EA	Fair

General Site Information

Signage	Building or Pole Mounted	1 EA	Fair
Pole Light Fixture	LED replacement	3 EA	Fair
ADA Miscellaneous	Level 3 Study	1 EA	N/A
Landscaping and Topography	Limited landscaping features Irrigation present Low to moderate site slopes throughout		Poor
On-Site Vehicular Paving	Asphalt parking areas and drive lanes		Fair
Pedestrian paving and Trails	asphalt pathways		Poor
On-Site Amenities	Playgrounds, park benches ad bike racks.		Fair
Ancillary Buildings	N/A		
Fields and Lots	Wood chip play surface, two large play structures		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.		
Key Issues and Findings	Severe alligator cracking and potholes, significant sidewalk trip hazards		

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	-	$68,298	$68,298
Roofing	$585	-	-	$20,440	$11,587	$32,612
Interiors	-	-	-	$8,879	$64,410	$73,289
Plumbing	-	-	-	$3,880	$30,634	$34,514
Electrical	-	-	-	$9,783	$4,050	$13,833
Site Utilities	-	-	-	$2,096	-	$2,096
TOTALS	**$600**	**-**	**-**	**$45,100**	**$179,000**	**$224,700**

4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e., city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The park was originally constructed in 1996 and substantially renovated in 2020.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	1996	No	No
General Park	1996 / 2020	No	Yes

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed, or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct, and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Park Place Park, 16180 Front Avenue, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling, or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
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1	FRONT ELEVATION

2	LEFT ELEVATION

3	REAR ELEVATION

4	RIGHT ELEVATION

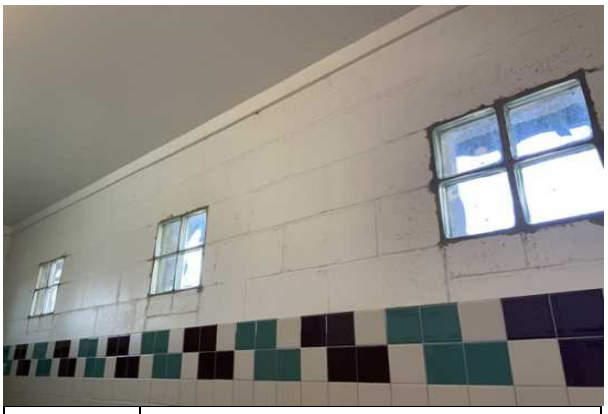
5	RESTROOM BUILDING FRONT

6	RESTROOM BUILDING LEFT

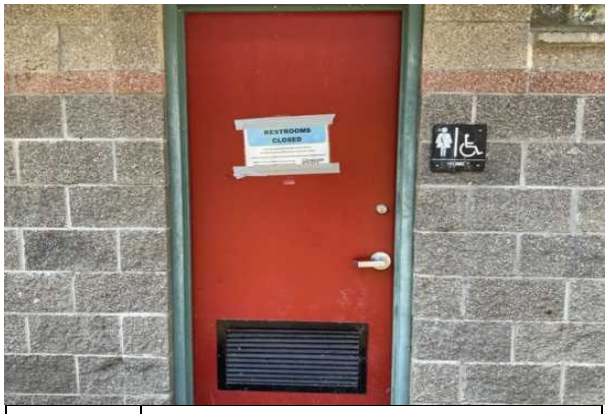
7	RESTROOM BUILDING REAR

8	RESTROOM BUILDING RIGHT

9	STAIRS, CONCRETE



10	WINDOW, ALUMINUM DOUBLE-GLAZED



11	EXTERIOR DOOR, STEEL

12	WATER HEATER, ELECTRIC

13	URINAL

14	TOILET

15	DISTRIBUTION PANEL

16	PARKING LOT, PAVEMENT

17	PARKING LOT, PAVEMENT

18	TRAIL SURFACE, ASPHALT

19	PLAY STRUCTURE

20	PLAY STRUCTURE

21	PARK BENCH

22	BIKE RACK

23	GUTTERS

24	RESTROOM OVERVIEW

Site Plan

Project Number	Project Name
148392.21R000-032.017	Park Place Park
Source	**On-Site Date**
Google	March 16, 2021

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name:	Park Place Park
Name of person completing form:	Jon Waverly
Title / Association w/ property:	Facilities Maintenance Manager
Length of time associated w/ property:	25
Date Completed:	3/16/2021
Phone Number:	503.519.0377
Method of Completion:	INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

	Data Overview	Response		
1	Year(s) constructed	Constructed: 1996	Renovated: 2020	
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		X			
8	Are there any wall, window, basement or roof leaks?		X			
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?		X			
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?		X			
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?		X			
15	Are there any problems or inadequacies with exterior lighting?		X			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konnye Yawal

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Park Place Park

BV Project Number: 148392.21R000-032.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Park Place Park: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking				X
Exterior Accessible Route		The only		
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms				X
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools		The trail to get		
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Park Place Park: Photographic Overview

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

Accessible ramp or path

Curb cut or 2nd pathway

Toilet stall overview

Sink, faucet handles and/or accessories

Park Place Park: Photographic Overview

Accessible route to playground/pool

Overview of playground/pool

Component Condition Report | Park Place Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	Site	Poor	Stairs, Concrete, Exterior	30 SF	2	2929963
Plumbing						
D2010		NA	Backflow Preventer, Domestic Water, 2 IN [No tag/plate found]	1	0	2938928
D2010	Irrigation	NA	Backflow Preventer, Domestic Water, 2 IN [No tag/plate found]	1	0	2938927
Pedestrian Plazas & Walkways						
G2020	Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	3,500 SF	3	2929970
G2020	Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	3,500 SF	8	2929988
G2030	Walking Trail	Poor	Sidewalk, Asphalt	4,000 SF	2	2929994
Athletic, Recreational & Playfield Areas						
G2050	Site	Good	Playfield Surfaces, Chips Wood, 6" Depth [No tag/plate found]	1,500 SF	2	2929964
G2050	Site	Good	Play Structure, Multipurpose, Large	1	19	2929971
G2050	Site	Good	Play Structure, Multipurpose, Large	1	19	2929991
Sitework						
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	1	10	2929984
G2060	Site	Fair	Park Bench, Metal	2	10	2929987
G2060	Site	Fair	Bike Rack, Fixed 6-10 Bikes	1	10	2929993
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	10	2929981
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	3	10	2929995
Utilities						
G3030	Field	Poor	Storm Drainage Components, Commercial, Install	1	2	3144911
Accessibility						
Y1090		NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2937741

Component Condition Report | Park Place Park / Restroom Building

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restrooms	Fair	Exterior Walls, Concrete Block (CMU), 1-2 Story Building	1,000 SF	20	2929986
B2020	Restrooms	Fair	Window, Aluminum Double-Glazed, up to 15 SF	13	15	2929989
B2050	Restrooms	Fair	Exterior Door, Steel, Standard	3	20	2929976
Roofing						
B3010	Restrooms	Fair	Roofing, Metal	900 SF	10	2929975
B3020	Restrooms	Poor	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	50 LF	0	2929996
B3060	Exterior wall	Fair	Roof Skylight, per unit, up to 20 SF	4	15	2944333
Interiors						
C1090	Restrooms	Fair	Toilet Partitions, Plastic/Laminate	5	10	2929983
C2010	Restrooms	Fair	Wall Finishes, Ceramic Tile	750 SF	20	2929978
C2030	Restrooms	Fair	Flooring, Ceramic Tile	700 SF	20	2929968
C2050	Restrooms	Fair	Ceiling Finishes, any flat surface, Prep & Paint	750 SF	6	2929979
Plumbing						

Component Condition Report | Park Place Park / Restroom Building

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D2010	Restrooms	Fair	Sink/Lavatory, Wall-hung, Stainless Steel	1	15	2929990
D2010	Restrooms	Fair	Urinal, Standard	1	15	2929982
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	3	15	2929992
D2010	Restrooms	Fair	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures)	700 SF	20	2929973
D2010	Restrooms	Fair	Drinking Fountain, Wall-Mounted, Bi-Level	1	7	2929985
D2010	Restrooms	Fair	Water Heater, Electric, Residential [No tag/plate found]	1	8	2929967
Electrical						
D5020	Restrooms	Fair	Distribution Panel, 120/208 V	1	15	2929966
D5040	Restrooms	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	700 SF	10	2929980
Sitework						
G4050	Restrooms	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	3	10	2929972

Replacement Reserves Report

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Park Place Park	$18,070	$0	$50,547	$2,237	$0	$4,521	$0	$0	$27,707	$0	$30,487	$5,399	$0	$3,007	$5,899	$0	$0	$6,446	$3,486	$159,569	$7,044	**$324,418**
Park Place Park / Restroom Building	$585	$0	$0	$0	$0	$0	$2,328	$2,398	$1,482	$0	$38,873	$0	$0	$0	$0	$44,254	$3,129	$0	$0	$0	$131,602	**$224,652**
Grand Total	**$18,655**	**$0**	**$50,547**	**$2,237**	**$0**	**$4,521**	**$2,328**	**$2,398**	**$29,190**	**$0**	**$69,360**	**$5,399**	**$0**	**$3,007**	**$5,899**	**$44,254**	**$3,129**	**$6,446**	**$3,486**	**$159,569**	**$138,646**	**$549,071**

Park Place Park

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B1080	2929963	Stairs, Concrete, Exterior, Replace	50	48	2	30	SF	$71.50	$2,145			$2,145																			**$2,145**
D2010	2938928	Backflow Preventer, Domestic Water, 2 IN, Replace	30	30	0	1	EA	$4,160.00	$4,160	$4,160																					**$4,160**
D2010	2938927	Backflow Preventer, Domestic Water, 2 IN, Replace	30	30	0	1	EA	$4,160.00	$4,160	$4,160																					**$4,160**
G2020	2929970	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	2	3	3500	SF	$0.59	$2,048				$2,048					$2,048					$2,048								**$8,190**
G2020	2929988	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	17	8	3500	SF	$4.55	$15,925									$15,925													**$15,925**
G2030	2929994	Sidewalk, Asphalt, Replace	25	23	2	4000	SF	$7.15	$28,600			$28,600																			**$28,600**
G2050	2929964	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	1500	SF	$2.60	$3,900			$3,900			$3,900			$3,900			$3,900			$3,900			$3,900			$3,900	**$27,300**
G2050	2929971	Play Structure, Multipurpose, Large, Replace	20	1	19	1	EA	$45,500.00	$45,500																			$45,500			**$45,500**
G2050	2929991	Play Structure, Multipurpose, Large, Replace	20	1	19	1	EA	$45,500.00	$45,500																			$45,500			**$45,500**
G2060	2929984	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2929987	Park Bench, Metal, Replace	20	10	10	2	EA	$1,105.00	$2,210											$2,210											**$2,210**
G2060	2929993	Bike Rack, Fixed 6-10 Bikes, Replace	20	10	10	1	EA	$1,040.00	$1,040											$1,040											**$1,040**
G2060	2929981	Signage, Property, Building or Pole-Mounted, Replace/Install	20	10	10	1	EA	$1,950.00	$1,950											$1,950											**$1,950**
G3030	3144911	Storm Drainage Components, Commercial, Install	40	38	2	1	EA	$13,000.00	$13,000			$13,000																			**$13,000**
G4050	2929995	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	3	EA	$5,460.00	$16,380											$16,380											**$16,380**
Y1090	2937741	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	0	0	0	1	EA	$9,750.00	$9,750	$9,750																					**$9,750**
Totals, Unescalated										**$18,070**	**$0**	**$47,645**	**$2,048**	**$0**	**$3,900**	**$0**	**$0**	**$21,873**	**$0**	**$22,685**	**$3,900**	**$0**	**$2,048**	**$3,900**	**$0**	**$0**	**$3,900**	**$2,048**	**$91,000**	**$3,900**	**$226,915**
Totals, Escalated (3.0% inflation, compounded annually)										**$18,070**	**$0**	**$50,547**	**$2,237**	**$0**	**$4,521**	**$0**	**$0**	**$27,707**	**$0**	**$30,487**	**$5,399**	**$0**	**$3,007**	**$5,899**	**$0**	**$0**	**$6,446**	**$3,486**	**$159,569**	**$7,044**	**$324,418**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Park Place Park / Restroom Building

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2929986	Exterior Walls, Concrete Block (CMU), 1-2 Story Building, Replace	50	30	20	1000	SF	$26.00	$26,000																					$26,000	**$26,000**
B2020	2929989	Window, Aluminum Double-Glazed, up to 15 SF, Replace	30	15	15	13	EA	$845.00	$10,985																$10,985						**$10,985**
B2050	2929976	Exterior Door, Steel, Standard, Replace	40	20	20	3	EA	$780.00	$2,340																					$2,340	**$2,340**
B3010	2929975	Roofing, Metal, Replace	40	30	10	900	SF	$16.90	$15,210											$15,210											**$15,210**
B3020	2929996	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	20	20	0	50	LF	$11.70	$585	$585																				$585	**$1,170**
B3060	2944333	Roof Skylight, per unit, up to 20 SF, Replace	30	15	15	4	EA	$1,690.00	$6,760																$6,760						**$6,760**
C1090	2929983	Toilet Partitions, Plastic/Laminate, Replace	20	10	10	5	EA	$975.00	$4,875											$4,875											**$4,875**
C2010	2929978	Wall Finishes, Ceramic Tile, Replace	40	20	20	750	SF	$23.40	$17,550																					$17,550	**$17,550**
C2030	2929968	Flooring, Ceramic Tile, Replace	40	20	20	700	SF	$23.40	$16,380																					$16,380	**$16,380**
C2050	2929979	Ceiling Finishes, any flat surface, Prep & Paint	10	4	6	750	SF	$2.60	$1,950							$1,950										$1,950					**$3,900**
D2010	2929967	Water Heater, Electric, Residential, Replace	15	7	8	1	EA	$1,170.00	$1,170									$1,170													**$1,170**
D2010	2929973	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures), Replace	40	20	20	700	SF	$14.30	$10,010																					$10,010	**$10,010**
D2010	2929985	Drinking Fountain, Wall-Mounted, Bi-Level, Replace	15	8	7	1	EA	$1,950.00	$1,950								$1,950														**$1,950**
D2010	2929990	Sink/Lavatory, Wall-hung, Stainless Steel, Replace	30	15	15	1	EA	$1,560.00	$1,560																$1,560						**$1,560**
D2010	2929982	Urinal, Standard, Replace	30	15	15	1	EA	$1,430.00	$1,430																$1,430						**$1,430**
D2010	2929992	Toilet, Commercial Water Closet, Replace	30	15	15	3	EA	$1,690.00	$5,070																$5,070						**$5,070**
D5020	2929966	Distribution Panel, 120/208 V, Replace	30	15	15	1	EA	$2,600.00	$2,600																$2,600						**$2,600**
D5040	2929980	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	20	10	10	700	SF	$10.40	$7,280											$7,280											**$7,280**
G4050	2929972	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	10	10	3	EA	$520.00	$1,560											$1,560											**$1,560**
Totals, Unescalated										**$585**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,950**	**$1,950**	**$1,170**	**$0**	**$28,925**	**$0**	**$0**	**$0**	**$0**	**$28,405**	**$1,950**	**$0**	**$0**	**$0**	**$72,865**	**$137,800**
Totals, Escalated (3.0% inflation, compounded annually)										**$585**	**$0**	**$0**	**$0**	**$0**	**$0**	**$2,328**	**$2,398**	**$1,482**	**$0**	**$38,873**	**$0**	**$0**	**$0**	**$0**	**$44,254**	**$3,129**	**$0**	**$0**	**$0**	**$131,602**	**$224,652**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Pioneer Center
615 5th Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-002.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 12, 2021

1. Executive Summary

Property Overview and Assessment Details

General Information	
Property Type	Community Center
Main Address	615 5th Street, Oregon City, Oregon 97045
Site Developed	1976 Renovated 2019/20 (partial)
Site Area	1.73 acres (estimated)
Parking Spaces	65 total spaces all in open lots; four of which are accessible
Building Area	16,000 SF
Number of Stories	One, (main Floor) with partial basement
Outside Occupants / Leased Spaces	None
Date(s) of Visit	March 12, 2021
Management Point of Contact	Oregon City, Denise Conrad, Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Anne Crandall
Assessment and Report Prepared By	Jonathan Levine
Reviewed By	James Bryant Project Manager Jamie.Bryant@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Significant/Systemic Findings and Deficiencies

Historical Summary

Pioneer Center was originally constructed in 1978-79. It has two stories and was partially renovated in 2019/20.

Architectural

The building consists of masonry bearing walls and wood framing on a concrete foundation and there were no indications with any of the building structural systems or façade. There are two roofing systems a flat roofing system and a sloped metal roofing. The flat roofing appears to be functioning normally as is the sloped roofing, however, the metal roofing consists of metal panels of different colors and should be replaced. The ceiling in the lobby area is sagging and should be replaced. It was observed that the ceiling appears to be held up by improper thin metal wiring which is likely contributing to its sag. Typical lifecycle-based interior and exterior finish replacements are budgeted and anticipated.

Mechanical, Electrical, Plumbing and Fire (MEPF)

The building is heated and cooled by six rooftop packaged units replaced in 2006 and two split-systems consisting of condensing units and furnaces, replaced in 2017. Two of the units are reportedly in poor condition requiring short term replacements.

The plumbing systems are adequate for the facility. Domestic hot water is provided by a gas-fired water heater replaced in 1993 located in the boiler room. The pipes feeding some of the kitchen sinks were observed to be wrapped in concrete, which appeared to be bulging outward. The concrete around the pipes should be removed and as a result the pipes will likely need to be replaced along with any wall or floor finishes in the process.

The building is served by a main switchboard, installed in 1979, located in the electrical room. Interior lighting primarily consists of linear fluorescent fixtures. Electrical service equipment and systems are anticipated for lifecycle replacement.

The building is protected by a fire alarm system and only the downstairs is protected fire sprinkler suppression system. It is recommended the remainder of the building be retrofit with sprinklers for safety systems modernization.

Site

The site improvements all appear to be in good to fair condition with no deficiencies noted.

Recommended Additional Studies

No additional studies recommended at this time.

Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

FCI Ranges and Description	
0 – 5%	In new or well-maintained condition, with little or no visual evidence of wear or deficiencies.
5 – 10%	Subjected to wear but is still in a serviceable and functioning condition.
10 – 30%	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
30% and above	Has reached the end of its useful or serviceable life. Renewal is now necessary.

The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

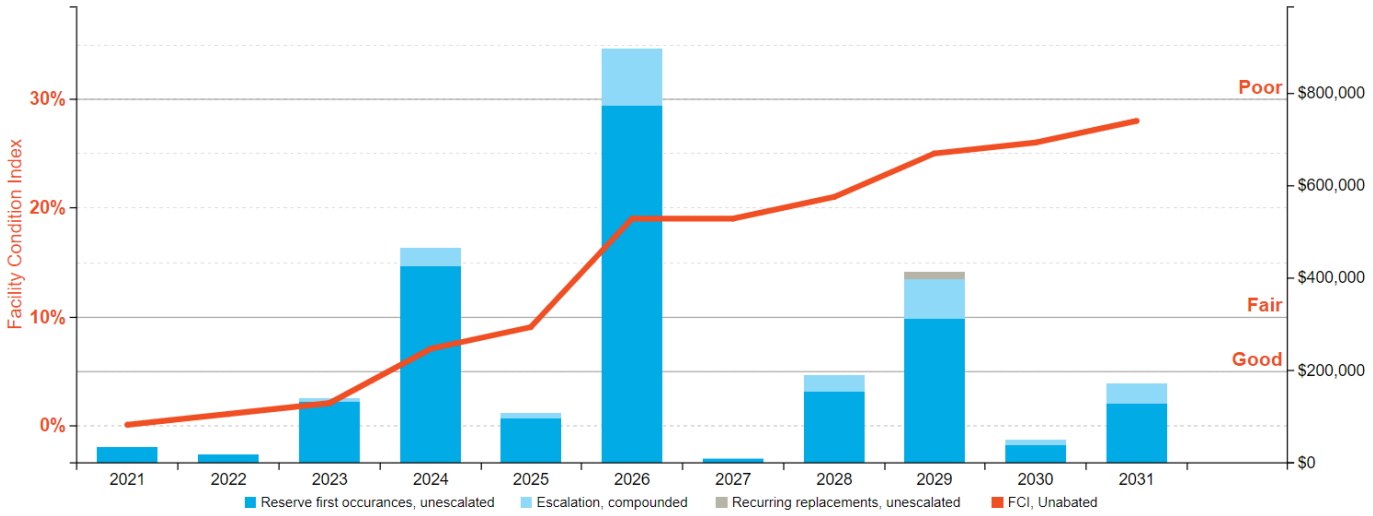
FCI Analysis | Pioneer Community Center (1979)		
Replacement Value *$ 8,928,000*	*Total SF* *16,000*	*Cost/SF* *$ 558*
Current FCI	$ 33,800	**0.4 %**
3-Year	$ 657,300	7.4 %
5-Year	$ 1,659,500	18.6 %
10-Year	$ 2,493,600	27.9 %

The orange line in the graph below forecasts what would happen to the FCI (left Y axis) over time, assuming zero capital expenditures. The capital expenditures allocated for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Pioneer Community Center

Replacement Value: $ 8,928,000; Inflation rate: 3.0%



Immediate Needs

Not applicable, no Immediate Needs identified.

Key Findings

Roofing in Poor condition.

Metal
Pioneer Center Roof

Uniformat Code: B3011
Recommendation: **Replace in 2023**

Priority Score: **89.7**

Plan Type:
Performance/Integrity

Cost Estimate: $131,800

$$$$

The roofing system appear that it may be original, severely discolored and is nearing the end of its useful life - AssetCALC ID: 2927907

Plumbing System in Poor condition.

Supply and Sanitary, Medium Density (excludes fixtures)
Pioneer Center Kitchen

Uniformat Code: D2014
Recommendation: **Replace in 2022**

Priority Score: **84.8**

Plan Type:
Performance/Integrity

Cost Estimate: $2,500

**$**$$$

Some of the pipes in the kitchen are wrapped in concrete that appears to be bulging outward. - AssetCALC ID: 2950511

Packaged Unit in Poor condition.

RTU, Pad or Roof-Mounted
Pioneer Center Roof

Uniformat Code: D3055
Recommendation: **Replace in 2021**

Priority Score: **81.9**

Plan Type:
Performance/Integrity

Cost Estimate: $14,300

**$$**$$

Staff reportedly mentioned unit has possibility of imminent failure and should be replaced immediately. - AssetCALC ID: 2927963

Packaged Unit in Poor condition.

RTU, Pad or Roof-Mounted
Pioneer Center Roof

Uniformat Code: D3055
Recommendation: **Replace in 2021**

Priority Score: **81.9**

Plan Type:
Performance/Integrity

Cost Estimate: $19,500

**$$**$$

Staff reportedly mentioned unit has possibility of imminent failure and should be replaced immediately. - AssetCALC ID: 2927901

Ceiling Finishes in Poor condition.

Gypsum Board/Plaster
Pioneer Center Throughout building

Uniformat Code: C2051
Recommendation: **Replace in 2022**

Priority Score: **81.8**

Plan Type:
Performance/Integrity

Cost Estimate: $15,600

**$$**$$

Primarily in lobby area. Ceiling is sagging, installed using thin metal wire (act type) according to POC - AssetCALC ID: 2927913

Fire Suppression System

Full System Install/Retrofit, Medium Density/Complexity
Pioneer Center Throughout building

Uniformat Code: D4011
Recommendation: **Install in 2025**

Priority Score: **60.6**

Plan Type:
Modernization/Adaptation

Cost Estimate: $91,000

**$$$**$

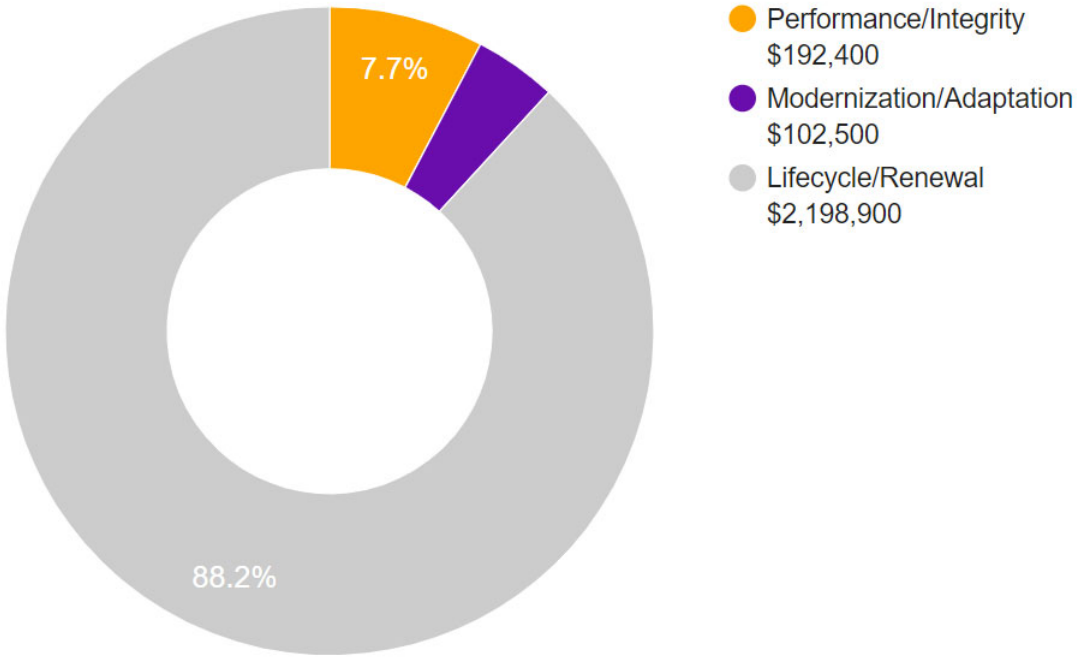
Only the downstairs is protected by a sprinkler suppression system. - AssetCALC ID: 2949007

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the "why" part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the "best" fit, typically the one with the greatest significance.

Plan Type Descriptions		
Safety	■	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	■	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	■	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	■	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Retrofit/Adaptation	■	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	■	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $2,493,800

2. Building and Site Information

Systems Summary

System	Description	Condition
Structure	Masonry bearing walls and wood framed structure in a concrete foundation	Good
Façade	Brick and stucco with aluminum windows	Fair
Roof	Primary: Flat construction with single-ply TPO/PVC membrane Secondary: Shed construction with metal finish	Poor
Interiors	Walls: Painted gypsum board, FRP, unfinished Floors: Carpet, faux-wood, rubber compound, vinyl sheeting, ceramic tile Ceilings: Painted gypsum board, ACT, unfinished/exposed	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste and venting Gas-fired water heater Toilets, urinals, and sinks in all restrooms	Fair
HVAC	Individual packaged units, split systems Supplemental components: make-up air unit, suspended electric unit heater	Fair
Fire Suppression	Dry-pipe sprinkler system; hydrants, fire extinguishers, kitchen hood system	Fair
Electrical	Source and Distribution: Main switchboard Interior Lighting: T-8, T-12, CFL	Fair

Systems Summary

Fire Alarm	Alarm panel, smoke detectors, alarms, pull stations, and exit signs	Fair
Equipment/Special	Commercial kitchen equipment	Fair
Site Pavement	Asphalt lots with areas of concrete and concrete sidewalks, curbs, ramps, and stairs	Fair
Site Development	Building-mounted signage Limited park benches, picnic tables, trash receptacles	Fair
Landscaping and Topography	Moderate landscaping features Irrigation present Brick retaining walls Low site slopes throughout	Fair
Utilities	Municipal water and sewer Local utility-provided electric and natural gas	Fair
Site Lighting	Pole-mounted: LED Building-mounted: LED	Good
Ancillary Structures	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Sagging ceiling, First Floor lacks fire sprinkler suppression system, bulging concrete around pipes	

System Expenditure Forecast						
System	**Immediate**	**Short Term (1-2 yr)**	**Near Term (3-5 yr)**	**Med Term (6-10 yr)**	**Long Term (11-20 yr)**	**TOTAL**
Facade	-	-	-	$101,550	$89,432	$190,982
Roofing	-	$139,847	-	-	$214,263	$354,110
Interiors	-	$16,068	$377,816	$124,640	$333,461	$851,985
Plumbing	-	$2,605	$71,593	$348,778	$6,104	$429,080
HVAC	$33,800	-	$115,915	$111,813	$93,455	$354,983
Fire Protection	-	-	$115,701	$9,593	$5,468	$130,762
Electrical	-	-	$458,605	-	$6,300	$464,905
Fire Alarm & Electronic Systems	-	-	$68,186	$87,935	-	$156,121
Equipment & Furnishings	-	-	$242,787	$30,705	$203,163	$476,655
Site Pavement	-	-	$16,492	$19,119	$47,858	$83,469
Site Utilities	-	-	-	-	$44,427	$44,427
Site Development	-	-	-	-	$55,564	$55,564
TOTALS	**$33,800**	**$158,600**	**$1,467,100**	**$834,200**	**$1,099,500**	**$3,593,200**

3. Property Space Use and Observed Areas

Unit Allocation

All 16,000 square feet of the property are occupied by the City of Oregon City. The spaces are a combination of offices, classrooms, and a multipurpose room, with supporting restrooms and mechanical and other utility spaces.

Areas Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, the exterior of the property, and the roofs.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e., city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The facility was originally constructed in 1976. The facility was renovated over time, most recently in 2019/20.

During the interview process with the client representatives, no complaints or pending litigation associated with potential accessibility issues was reported.

A prior accessibility survey was performed in 2012. From BV's perspective and limited analysis of the documents provided in conjunction with our own site visit, it appears that the recommendations from that study have been addressed in full. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct, and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The city of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Pioneer Center, 615 5th Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

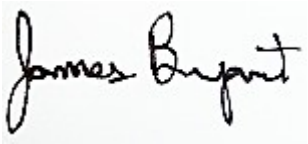
No testing, exploratory probing, dismantling, or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Jonathan Levine,
Project Manager

Reviewed by:



James Bryant,
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James A. Cave,
Program Manager
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1	PIONEER COMMUNITY CENTER

2	FRONT ELEVATION

3	LEFT ELEVATION

4	REAR ELEVATION

5	RIGHT ELEVATION

6	BRICK AND ALUMINUM WINDOW FAÇADE

7	STUCCO AND ALUMINUM WINDOW FAÇADE

8	EXTERIOR FULLY-GLAZED DOORS

9	MOTORIZED EXTERIOR FULLY-GLAZED DOORS

10	EXTERIOR METAL DOOR

11	TPO/PVC ROOF MEMBRANE

12	METAL ROOF

13	ROOF DRAINAGE

14	LOBBY

15	HALLWAY

16	CLASSROOM

17	MULTI PURPOSE ROOM

18	DOWNSTAIRS

19	KITCHEN

20	SAGGING CEILING

21	WATER HEATER

22	BULGING CONCRETE AROUND PIPES

23	ROOF MOUNTED PACKAGED UNIT

24	SPLIT SYSTEM CONDENSING UNITS

25	FURNACE

26	MAKE-UP AIR UNIT

27	ROOF-MOUNTED EXHAUST FAN

28	ELECTRIC UNIT HEATER

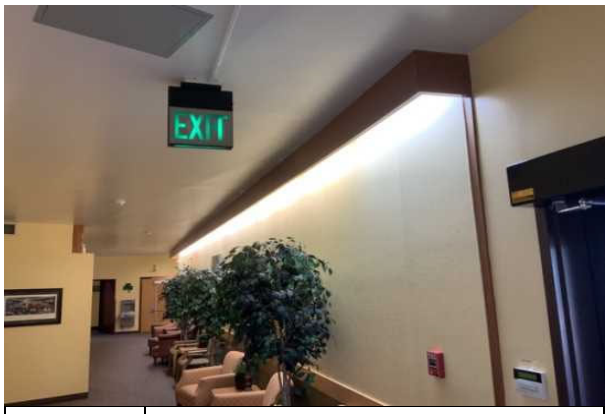
29	FIRE SPRINKLER SUPPRESSION SYSTEM

30	MAIN SWITCHBOARD

31	MAIN DISTRIBUTION PANEL

32	INTERIOR LIGHTING

33	FIRE ALARM CONTROL PANEL



34	FIRE ALARM SYSTEM

35	PARKING LOT

36	SITE BENCH

37	SITE TRASH RECEPTACLE

38	SITE PICNIC TABLES

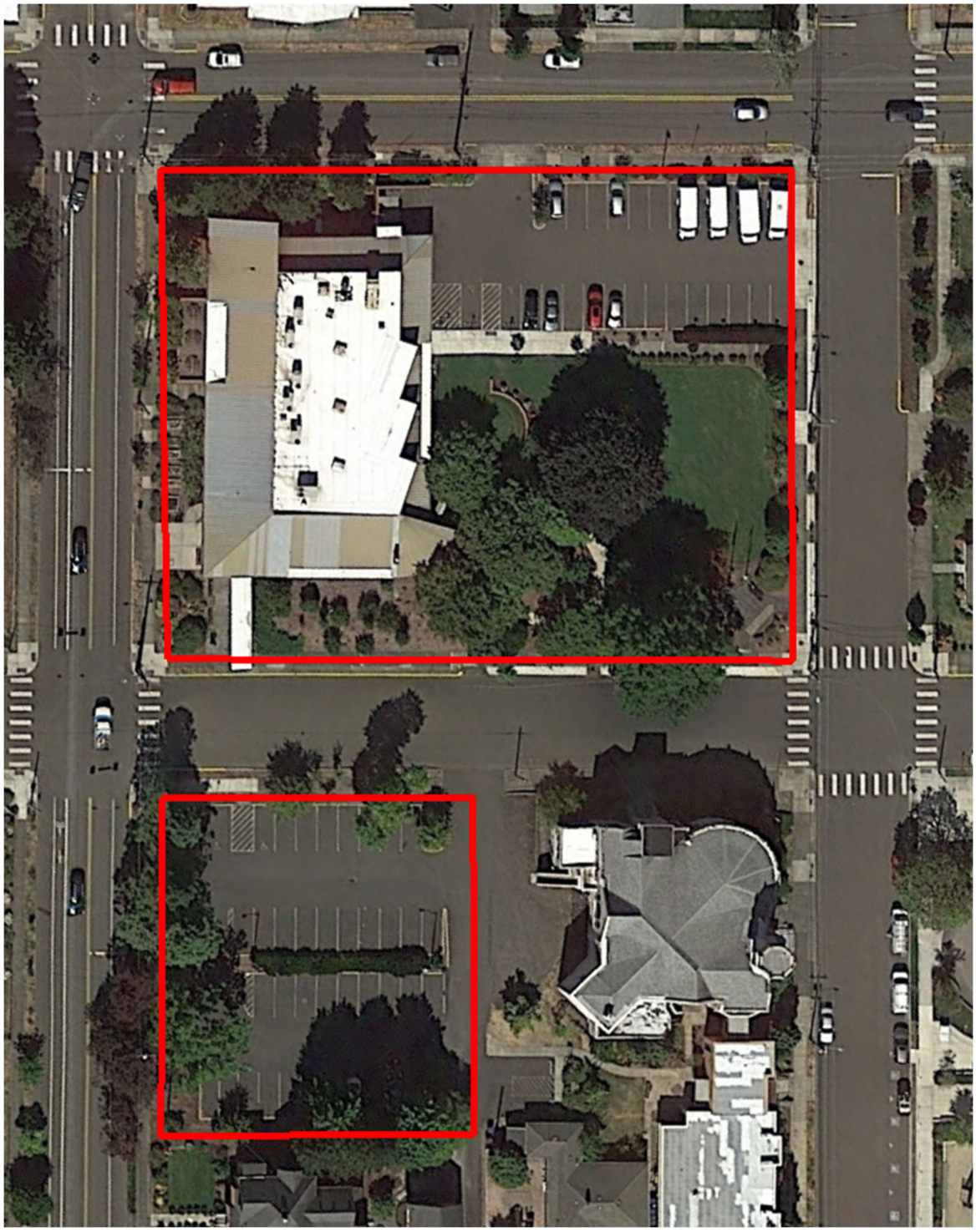
39	IRRIGATION SYSTEM

40	LANDSCAPING

41	SITE POLE LIGHT

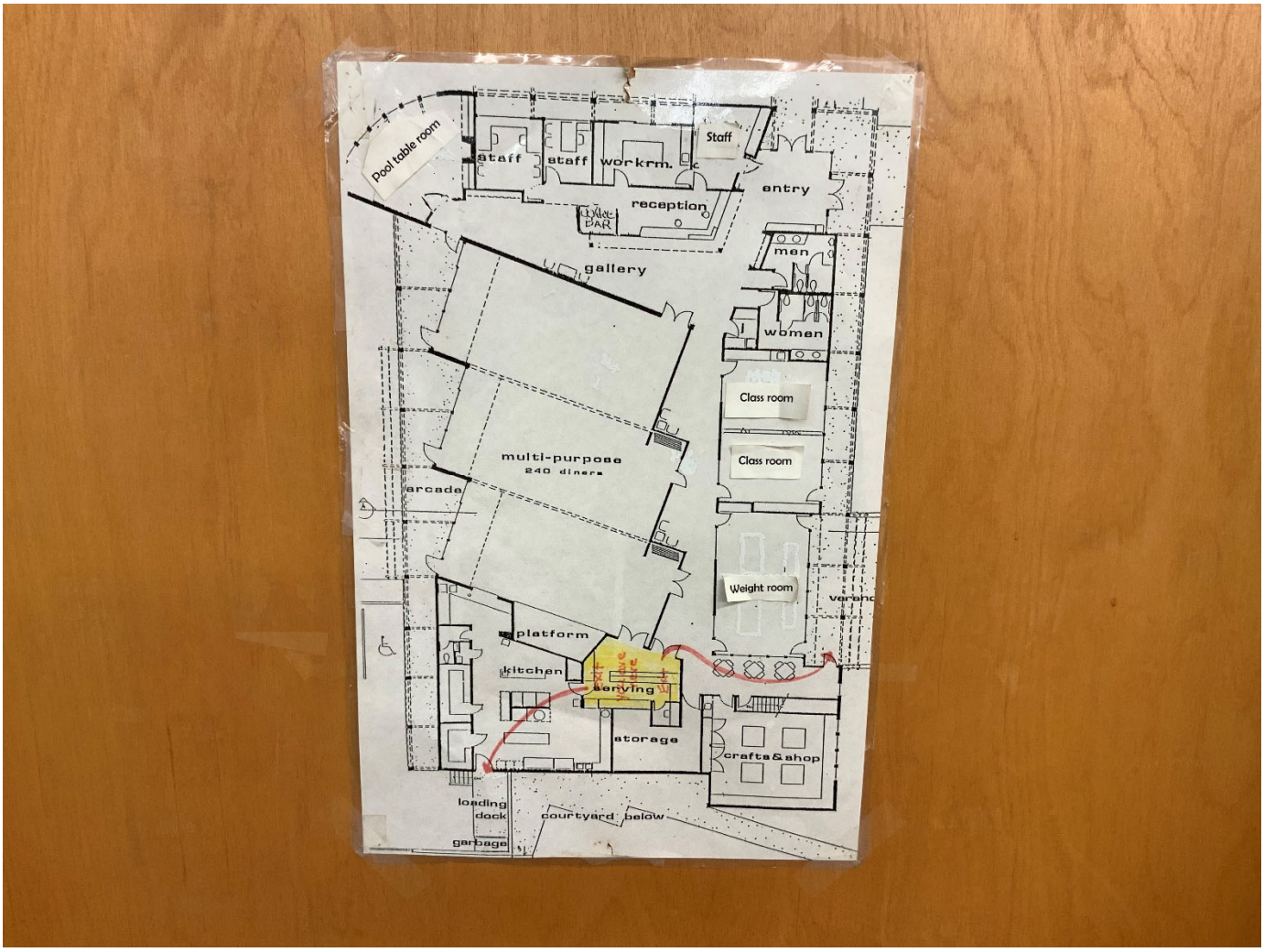
42	EXTERIOR BUILDING MOUNTED LIGHT

Site Plan



Project Number	Project Name
148392.21R000-002.017	Pioneer Center
Source	**On-Site Date**
Google Earth	March 12, 2021

Floor Plan



Project Number	Project Name
148392.21R000-002.017	Pioneer Center
Source	**On-Site Date**
Pioneer Community Center	March 12, 2021

BUREAU VERITAS FACILITY CONDITION ASSESSMENT:
PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Pioneer Center
Name of person completing form: Anne Crandall
Title / Association with property: Facility Maintenance Specialist
Length of time associated w/ property: 13 + years
Date Completed: 3/8/2021
Phone Number: 503-866-9997
Method of Completion: PRIOR: fully completed by client in advance

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

	DATA OVERVIEW	RESPONSE		
1	Year/s constructed / renovated	1976		
2	Building size in SF	16,000		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Façade		The beams and trim were replaced at the entrace on John Adams in 2017 and by workout room 2019
		Roof		
		Interiors		New carpet 2019. New flooring in multipurpose room 2020.
		HVAC		HVAC 1 and 1A replaced 2017
		Electrical		
		Site Pavement		Done in 2019
		Accessibility		
	QUESTION	**RESPONSE**		
4	List other significant capital improvements (focus on recent years; provide approximate date).	Kitchen equipment, new freezer 6/2020		
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	Replace HVAC #5 and #7. Replace windows with broken sealsReplace water heater. Replace chairs in dining room. I budget process now.		

...be any on-going extremely ...ematic, historically chronic, or ...iediate facility needs.	

...ark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates *"Unknown"*)

	QUESTION	RESPONSE				COMMENTS
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		x			
8	Are there any wall, window, basement or roof leaks?		x			
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality or mold related complaints from occupants?		x			
10	Are your elevators unreliable, with frequent service calls?				NA	
11	Are there any plumbing leaks, water pressure, or clogging/back-up problems?		X			Have had drainage problems in thepast
12	Have there been any leaks or pressure problems with natural gas, HVAC supply/return lines, or steam service?		X			
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?		X			
14	Is the electrical service outdated, undersized, or otherwise problematic?	X				Please investigate surge protection
15	Are there any problems or inadequacies with exterior lighting?	X				In adaquate
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, indicate when.		X			2012
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?	X				In full

column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates *"Unknown"*)

QUESTION	RESPONSE				COMMENTS
	Yes	No	Unk	NA	
ADA: Have there been regular complaints about accessibility issues, or associated previous or pending litigation?		X			

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Pioneer Center

BV Project Number: 148392.21R000-002.017

Facility History & Interview

	Question	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property? If so, indicate when.	X			2012, Unknown company
2	Have any ADA improvements been made to the property since original construction? Elaborate, especially if fully or partially addressed as the result of a previous study.	X			
3	Has building ownership/management reported any ADA complaints or litigation?		X		

Pioneer Community Center: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Parking				☒
Exterior Route				☒
Building Entrances				☒
Interior Route				☒
Elevators		NA		
Public Restrooms			Restrooms	☐
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Pioneer Community Center Accessibility: Photographic Overview

1 - ACCESSIBLE PARKING AREA

2 - ACCESSIBLE PARKING AREA

3 – EXTERIOR RAMP

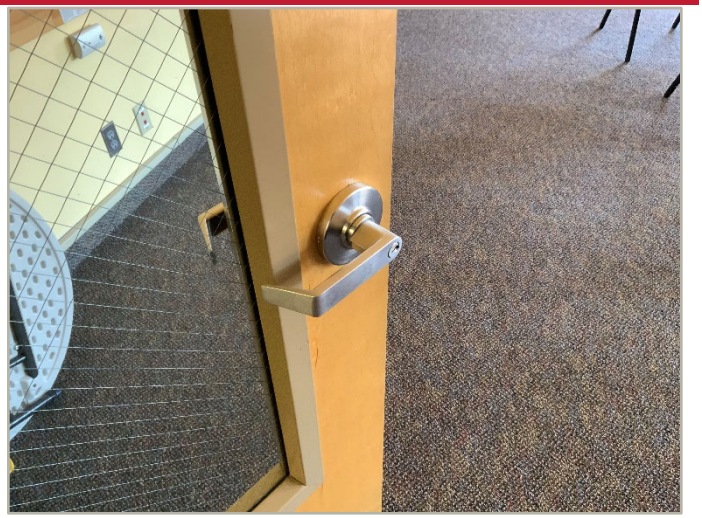
4 - CURB CUT

5 - MAIN ACCESSIBLE ENTRANCE

6 – ALTERNATE ACCESSIBLE ENTRANCE

Pioneer Community Center Accessibility: Photographic Overview

7 - INTERIOR PATH OF TRAVEL



8 – INTERIOR DOOR HARDWARE

11 - RESTROOM

12 – SINKS AND ACCESSORIES

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the data and photos above and/or the *Key Findings* section in the body of the report for visuals and/or more specifics about the particular subject site conditions.

Reference Guide

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues
Parking	- Needs full reconstruction - Excessive slopes over 3% require major re-grading - No level locations to add required spaces	- No or non-compliant curb cuts - Moderate difficulty to add required accessible spaces - Slopes close to compliant	- Painting of markings needed - Signage height non-compliant - Signage missing
Exterior Route	- Large areas of sidewalks with excessive slopes - No ramp when needed - Ramps with excessive slopes	- Ramps need rails - Ramps need rail extensions - All or most entrance door exterior maneuvering clearance areas with excessive slopes	- One entrance door exterior maneuvering clearance area with excessive slope - Non-compliant signage
Building Entrances	- No compliant entrance exists - Exterior entry door/s not wide enough - Entrance vestibule requires complete reconstruction / reconfiguration due to clearance	- Need significant # of lever handles - Need to add or modify automatic door opener - Entrance vestibule requires limited reconfigurations	- A few door knobs instead of lever handles - Non-compliant door threshold
Interior Route	- All or most interior doors appear less than 32” wide - Corridors less than 36” wide - No ramp when needed - Ramps with excessive slopes - Non-compliant treads/risers at means of egress stairways	- Single height drinking fountains - Drinking fountain too high or protrudes into accessible route - Ramps need rails - Ramps need rail extensions - Need significant # of lever handles - Non-compliant rail extensions at egress stairways - All/most door thresholds high	- One door threshold too high - A few door knobs instead of lever handles - Non-compliant door pressures - Non-compliant signage - Switches not within reach range
Elevators	- No elevator present when required - Elevator cab too small	- Panel control buttons not at compliant height - No hands-free emergency communication system - Elevator only has mechanical stops	- Audible/visual signals at every floor may be lacking - Minor signage / Braille issues
Public Restrooms	- No ADA RR on each accessible floor - Restroom(s) too small - Entire restroom(s) requires renovation - Water closet clearance requires moving walls	- Interior doors appear less than 32” wide - Missing or non-compliant grab bars - Easily fixable clearance issues	- Minor height adjustments required - Non-compliant door pressures - Missing a visual strobe (only required if audible fire alarm already present) - Missing lavatory pipe wraps - Signage not compliant
Kitchens/Kitchenettes	- Clear space for each appliance not present - Clearance between opposing counters too narrow	- Sink and counter too high - Sink knee and toe clearance not provided where required (built-in) - Less than 50% of cabinetry within reach range	- Dispensers not within reach range - Switches not within reach range - Missing sink pipe wraps if knee and toe clearance required
Playgrounds & Pools	- Large areas of surfacing non-compliant - Install compliant play structures - No pool lift provided	- Small area/s of surfacing or equipment non-compliant - Moderate issues with path of travel to playground/pool	- Minor issues with path of travel to playground/pool

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	2,100 SF	6	2927994
B2020	Building exterior	Fair	Window, Aluminum Double-Glazed, up to 15 SF	20	15	2927928
B2020	Building exterior	Fair	Storefront, Glazing & Framing	400 SF	7	2927992
B2020	Building exterior	Fair	Window, Aluminum Double-Glazed, 16-25 SF	25	15	2927908
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	1	15	2927906
B2050	Building exterior	Fair	Exterior Door, Aluminum-Framed & Glazed, Swinging or Sliding w/ Motor	1	7	2927918
B2050	Building exterior	Good	Exterior Door, Screened Aluminum, Residential	1	7	2927909
B2050	Building exterior	Fair	Exterior Door, Aluminum-Framed & Glazed, Residential Slider	10	7	2927971
B2050	Building exterior	Fair	Exterior Door, Aluminum-Framed & Glazed, Standard Swing	12	7	2927899
Roofing						
B3010	Roof	Fair	Roofing, Single-Ply Membrane, TPO/PVC	6,800 SF	12	2927949
B3010	Roof	Poor	Roofing, Metal	7,800 SF	2	2927907
Interiors						
C1010	Multipurpose room	Fair	Interior Wall Construction, Movable Partitions, Fabric 6' Height	80 LF	5	2927917
C1030	Throughout building	Fair	Interior Door, Aluminum-Framed & Glazed, Standard Swing	2	5	2927987
C1030	Throughout building	Fair	Interior Door, Aluminum-Framed & Glazed, Residential Slider	2	5	2927920
C1030	Throughout building	Fair	Interior Door, Wood, Solid-Core	32	5	2927916
C1030	Throughout building	Fair	Interior Door, Steel, Standard	5	10	2927898
C1070	Throughout building	Fair	Suspended Ceilings, Acoustical Tile (ACT)	8,000 SF	5	2927941
C1090	Restrooms	Fair	Toilet Partitions, Metal	2	5	2927990
C1090	Restrooms	Fair	Toilet Partitions, Plastic/Laminate	2	5	2927956
C2010	Throughout building	Fair	Wall Finishes, Laminated Paneling (FRP)	9,000 SF	5	2927972
C2010	Throughout building	Fair	Wall Finishes, any surface, Prep & Paint	21,000 SF	5	2927948
C2030	Throughout building	Fair	Flooring, Vinyl Sheeting	370 SF	3	2927969
C2030	Throughout building	Good	Flooring, Laminate Faux Wood	5,000 SF	14	2927934
C2030	Kitchen	Good	Flooring, Rubber Compound	300 SF	10	2927922
C2030	Throughout building	Good	Flooring, Carpet, Commercial Tile	2,000 SF	9	2927943
C2030	Men's restroom	Fair	Flooring, Ceramic Tile	30 SF	3	2927984
C2030	Kitchen	Fair	Flooring, Ceramic Tile	500 SF	12	2927910
C2030	Throughout building	Good	Flooring, Carpet, Commercial Standard	7,500 SF	8	2927931
C2050	Throughout building	Fair	Ceiling Finishes, any flat surface, Prep & Paint	6,000 SF	5	2927935
C2050	Throughout building	Poor	Ceiling Finishes, Gypsum Board/Plaster	1,500 SF	1	2927913
Plumbing						
D2010	Boiler room	Fair	Water Heater, Gas, Commercial (200 MBH)	1	5	2927967
D2010	Throughout building	Fair	Sink/Lavatory, Wall-Hung, Vitreous China	4	3	2927921
D2010	Throughout building	Fair	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures)	16,000 SF	8	2927933
D2010	Restrooms	Fair	Urinal, Standard	2	3	2927946
D2010	Restrooms	Fair	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China	4	5	2927954
D2010	Boiler room	Fair	Pump, Circulation, Domestic Water	1	5	2927962

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D2010	Kitchen	Fair	Water Heater, Electric, Commercial (12 kW), 30 to 80 GAL	1	9	2927958
D2010	Kitchen	Fair	Sink/Lavatory, Commercial Kitchen, 1-Bowl	3	10	2927911
D2010	Kitchen	Fair	Sink/Lavatory, Commercial Kitchen, 2-Bowl	1	10	2927912
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	7	3	2927951
D2010	Restrooms	Good	Drinking Fountain, Wall-Mounted, Single-Level	2	10	2928000
D2010	Kitchen	Poor	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures)	100 SF	1	2950511
D2010	Kitchen	Fair	Water Heater, Electric, Commercial (12 kW), 30 to 80 GAL	1	10	2927903
D2010	Restrooms	Good	Toilet, Commercial Water Closet	1	25	2927993
D2010	Throughout building	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	5	5	2927952
D2010	Utility closet	Fair	Sink/Lavatory, Service Sink, Floor	2	5	2927999
HVAC						
D3020	Kitchen	Fair	Unit Heater, Electric	2	3	2927926
D3020	Utility closet	Good	Furnace, Gas	2	16	2927961
D3020	Boiler room	Fair	Boiler Supplemental Components, Expansion Tank	1	25	2927940
D3030	Roof	Good	Split System, Condensing Unit/Heat Pump	2	11	2927915
D3050	Roof	Fair	Make-Up Air Unit, MUA or MAU	1	3	2927989
D3050	Roof	Poor	Packaged Unit, RTU, Pad or Roof-Mounted	1	0	2927901
D3050	Roof	Poor	Packaged Unit, RTU, Pad or Roof-Mounted	1	0	2927963
D3050	Throughout building	Fair	HVAC System, Ductwork, Medium Density	16,000 SF	10	2927976
D3050	Roof	Fair	Packaged Unit, RTU, Pad or Roof-Mounted	4	3	2927950
D3060	Roof	Good	Exhaust Fan, Roof or Wall-Mounted, 10" Damper	1	15	2927936
Fire Protection						
D4010	Downstairs	Fair	Fire Suppression System, Existing Sprinkler Heads, by SF	2,000 SF	4	2927966
D4010	Basement	Fair	Backflow Preventer, Fire Suppression	1	5	2927942
D4010	Throughout building	NA	Fire Suppression System, Full System Install/Retrofit, Medium Density/Complexity, Install	14,000 SF	4	2949007
D4010	Kitchen	Fair	Fire Suppression System, Commercial Kitchen, per LF of Hood	15 LF	7	2927904
D4030	Throughout building	Fair	Fire Extinguisher, Wet Chemical/CO2	9	5	2927959
Electrical						
D5020	Kitchen	Fair	Distribution Panel, 120/208 V	2	3	2927964
D5020	Electrical room	Fair	Switchboard, 120/208 V	1	5	2927927
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	16,000 SF	5	2927981
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	16,000 SF	5	2927968
D5040	Throughout building	Fair	Emergency & Exit Lighting, Exit Sign, LED	15	3	2927945
Fire Alarm & Electronic Systems						
D7050	Electrical room	Fair	Fire Alarm Panel, Fully Addressable	1	7	2927997
D7050	Throughout building	Fair	Fire Alarm System, Full System Upgrade, Standard Addressable, Upgrade	16,000 SF	3	2927988
D8010	Throughout building	Fair	BAS/HVAC Controls, Basic System or Legacy Upgrades, Upgrade	16,000 SF	7	2927938
Equipment & Furnishings						
E1030	Kitchen	Fair	Foodservice Equipment, Walk-In, Refrigerator	1	12	2927986
E1030	Kitchen	Good	Foodservice Equipment, Food Warmer, Proofing Cabinet on Wheels	1	11	2927937
E1030	Kitchen	Fair	Foodservice Equipment, Steamer, Tabletop	1	5	2927914

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
E1030	Kitchen	Fair	Foodservice Equipment, Prep Table Refrigerated, Salad/Sandwich	1	3	2927955
E1030	Kitchen	Fair	Foodservice Equipment, Coffee Machine	1	3	2927923
E1030	Kitchen	Fair	Foodservice Equipment, Steam Kettle	1	3	2927975
E1030	Kitchen	Fair	Foodservice Equipment, Refrigerator, 1-Door Reach-In	1	5	2927985
E1030	Kitchen	Fair	Foodservice Equipment, Dishwasher Commercial	1	3	2927924
E1030	Kitchen	Fair	Foodservice Equipment, Convection Oven, Double	1	3	2927905
E1030	Kitchen	Fair	Foodservice Equipment, Steamer, Tabletop	1	5	2927979
E1030	Kitchen	Good	Foodservice Equipment, Icemaker, Freestanding	1	10	2927930
E1030	Kitchen	Fair	Foodservice Equipment, Freezer, 3-Door Reach-In	1	8	2927957
E1030	Kitchen	Fair	Foodservice Equipment, Exhaust Hood, 3 to 6 LF	1	3	2927973
E1030	Kitchen	Fair	Foodservice Equipment, Exhaust Hood, 8 to 10 LF	1	3	2927980
E1030	Kitchen	Fair	Foodservice Equipment, Refrigerator, 2-Door Reach-In	1	5	2927983
E1030	Kitchen	Fair	Foodservice Equipment, Tilting Skillet	1	3	2927939
E1030	Kitchen	Fair	Foodservice Equipment, Garbage Disposal, 1 to 3 HP	1	3	2927965
E1030	Kitchen	Good	Foodservice Equipment, Freezer, 3-Door Reach-In	1	14	2927977
E1030	Kitchen	Fair	Foodservice Equipment, Walk-In, Evaporator for Refigerator/Freezer	1	9	2927925
E1030	Kitchen	Fair	Foodservice Equipment, Range, 2-Burner	1	3	2927970
E1030	Kitchen	Fair	Foodservice Equipment, Mixer, Freestanding	1	3	2927974
E1060	Boiler room	Fair	Residential Appliances, Clothes Dryer	1	3	2927960
E1060	Class 1	Fair	Residential Appliances, Range, Electric	1	3	2927953
E1060	Boiler room	Fair	Residential Appliances, Washer	1	3	2927982
E1060	Class 1	Fair	Residential Appliances, Refrigerator Mini, 3 to 5 CF	1	3	2927998
E2010	Throughout building	Fair	Casework, Cabinetry, Hardwood Standard	80 LF	3	2927947
E2010	Throughout building	Fair	Casework, Countertop, Plastic Laminate	50 LF	3	2927902
Pedestrian Plazas & Walkways						
G2020	Site	Good	Parking Lots, Pavement, Asphalt, Mill & Overlay	25,800 SF	23	2927900
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	25,800 SF	3	2927919
Sitework						
G2060	Site	Good	Park Bench, Metal Powder-Coated	6	15	2927978
G2060	Site	Good	Trash Receptacle, Medium-Duty Metal or Precast	3	15	2927995
G2060	Site	Good	Picnic Table, Metal Powder-Coated	3	15	2927929
G2080	Site	Fair	Irrigation System, Pop-Up Spray Heads, Commercial	20,800 SF	12	2927991
G4050	Site	Good	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement	3	15	2927996
G4050	Building exterior	Good	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	22	17	2927944

Replacement Reserves Report

Pioneer Community Center

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Pioneer Community Center	$33,800	$18,674	$139,848	$464,888	$106,811	$895,421	$9,779	$189,302	$412,787	$50,886	$171,390	$21,774	$297,300	$91,847	$82,194	$242,537	$24,408	$19,553	$205,979	$29,634	$84,291	**$3,593,101**
Grand Total	**$33,800**	**$18,674**	**$139,848**	**$464,888**	**$106,811**	**$895,421**	**$9,779**	**$189,302**	**$412,787**	**$50,886**	**$171,390**	**$21,774**	**$297,300**	**$91,847**	**$82,194**	**$242,537**	**$24,408**	**$19,553**	**$205,979**	**$29,634**	**$84,291**	**$3,593,101**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2927994	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	4	6	2100	SF	$3.90	$8,190							$8,190										$8,190						**$16,380**
B2020	2927928	Window, Aluminum Double-Glazed, up to 15 SF, Replace	30	15	15	20	EA	$845.00	$16,900																$16,900							**$16,900**
B2020	2927908	Window, Aluminum Double-Glazed, 16-25 SF, Replace	30	15	15	25	EA	$1,235.00	$30,875																$30,875							**$30,875**
B2020	2927992	Storefront, Glazing & Framing, Replace	30	23	7	400	SF	$71.50	$28,600								$28,600															**$28,600**
B2050	2927918	Exterior Door, Aluminum-Framed & Glazed, Swinging or Sliding w/ Motor, Replace	30	23	7	1	EA	$14,300.00	$14,300								$14,300															**$14,300**
B2050	2927971	Exterior Door, Aluminum-Framed & Glazed, Residential Slider, Replace	25	18	7	10	EA	$1,105.00	$11,050								$11,050															**$11,050**
B2050	2927899	Exterior Door, Aluminum-Framed & Glazed, Standard Swing, Replace	30	23	7	12	EA	$1,690.00	$20,280								$20,280															**$20,280**
B2050	2927906	Exterior Door, Steel, Standard, Replace	40	25	15	1	EA	$780.00	$780																$780							**$780**
B2050	2927909	Exterior Door, Screened Aluminum, Residential, Replace	10	3	7	1	EA	$390.00	$390								$390										$390					**$780**
B3010	2927907	Roofing, Metal, Replace	40	38	2	7800	SF	$16.90	$131,820			$131,820																				**$131,820**
B3010	2927949	Roofing, Single-Ply Membrane, TPO/PVC, Replace	20	8	12	6800	SF	$22.10	$150,280													$150,280										**$150,280**
C1010	2927917	Interior Wall Construction, Movable Partitions, Fabric 6' Height, Replace	25	20	5	80	LF	$38.22	$3,058						$3,058																	**$3,058**
C1030	2927987	Interior Door, Aluminum-Framed & Glazed, Standard Swing, Replace	40	35	5	2	EA	$1,690.00	$3,380						$3,380																	**$3,380**
C1030	2927916	Interior Door, Wood, Solid-Core, Replace	40	35	5	32	EA	$910.00	$29,120						$29,120																	**$29,120**
C1030	2927898	Interior Door, Steel, Standard, Replace	40	30	10	5	EA	$780.00	$3,900											$3,900												**$3,900**
C1030	2927920	Interior Door, Aluminum-Framed & Glazed, Residential Slider, Replace	25	20	5	2	EA	$1,105.00	$2,210						$2,210																	**$2,210**
C1070	2927941	Suspended Ceilings, Acoustical Tile (ACT), Replace	25	20	5	8000	SF	$4.55	$36,400						$36,400																	**$36,400**
C1090	2927990	Toilet Partitions, Metal, Replace	20	15	5	2	EA	$1,105.00	$2,210						$2,210																	**$2,210**
C1090	2927956	Toilet Partitions, Plastic/Laminate, Replace	20	15	5	2	EA	$975.00	$1,950						$1,950																	**$1,950**
C2010	2927972	Wall Finishes, Laminated Paneling (FRP), Replace	30	25	5	9000	SF	$20.80	$187,200						$187,200																	**$187,200**
C2010	2927948	Wall Finishes, any surface, Prep & Paint	10	5	5	21000	SF	$1.95	$40,950						$40,950										$40,950							**$81,900**
C2030	2927984	Flooring, Ceramic Tile, Replace	40	37	3	30	SF	$23.40	$702				$702																			**$702**
C2030	2927910	Flooring, Ceramic Tile, Replace	40	28	12	500	SF	$23.40	$11,700													$11,700										**$11,700**
C2030	2927969	Flooring, Vinyl Sheeting, Replace	15	12	3	370	SF	$9.10	$3,367				$3,367																$3,367			**$6,734**
C2030	2927922	Flooring, Rubber Compound, Replace	15	5	10	300	SF	$11.70	$3,510											$3,510												**$3,510**
C2030	2927934	Flooring, Laminate Faux Wood, Replace	15	1	14	5000	SF	$9.10	$45,500																$45,500							**$45,500**
C2030	2927931	Flooring, Carpet, Commercial Standard, Replace	10	2	8	7500	SF	$9.75	$73,125								$73,125												$73,125			**$146,250**
C2030	2927943	Flooring, Carpet, Commercial Tile, Replace	10	1	9	2000	SF	$8.45	$16,900										$16,900											$16,900		**$33,800**
C2050	2927913	Ceiling Finishes, Gypsum Board/Plaster, Replace	50	49	1	1500	SF	$10.40	$15,600		$15,600																					**$15,600**
C2050	2927935	Ceiling Finishes, any flat surface, Prep & Paint	10	5	5	6000	SF	$2.60	$15,600						$15,600										$15,600							**$31,200**
D2010	2927967	Water Heater, Gas, Commercial (200 MBH), Replace	20	15	5	1	EA	$21,580.00	$21,580						$21,580																	**$21,580**
D2010	2927962	Pump, Circulation, Domestic Water, Replace	15	10	5	1	EA	$3,380.00	$3,380						$3,380																$3,380	**$6,760**
D2010	2927958	Water Heater, Electric, Commercial (12 kW), 30 to 80 GAL, Replace	20	11	9	1	EA	$16,120.00	$16,120										$16,120													**$16,120**
D2010	2927903	Water Heater, Electric, Commercial (12 kW), 30 to 80 GAL, Replace	20	10	10	1	EA	$16,120.00	$16,120											$16,120												**$16,120**
D2010	2950511	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures), Replace	40	39	1	100	SF	$25.30	$2,530		$2,530																					**$2,530**
D2010	2927933	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures), Replace	40	32	8	16000	SF	$14.30	$228,800								$228,800															**$228,800**
D2010	2927921	Sink/Lavatory, Wall-Hung, Vitreous China, Replace	30	27	3	4	EA	$1,950.00	$7,800				$7,800																			**$7,800**
D2010	2927946	Urinal, Standard, Replace	30	27	3	2	EA	$1,430.00	$2,860				$2,860																			**$2,860**
D2010	2927951	Toilet, Commercial Water Closet, Replace	30	27	3	7	EA	$1,690.00	$11,830				$11,830																			**$11,830**
D2010	2927954	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China, Replace	30	25	5	4	EA	$1,430.00	$5,720						$5,720																	**$5,720**
D2010	2927952	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	30	25	5	5	EA	$1,560.00	$7,800						$7,800																	**$7,800**
D2010	2927999	Sink/Lavatory, Service Sink, Floor, Replace	35	30	5	2	EA	$1,040.00	$2,080						$2,080																	**$2,080**
D2010	2927911	Sink/Lavatory, Commercial Kitchen, 1-Bowl, Replace	30	20	10	3	EA	$2,080.00	$6,240											$6,240												**$6,240**
D2010	2927912	Sink/Lavatory, Commercial Kitchen, 2-Bowl, Replace	30	20	10	1	EA	$2,730.00	$2,730											$2,730												**$2,730**
D2010	2928000	Drinking Fountain, Wall-Mounted, Single-Level, Replace	15	5	10	2	EA	$1,560.00	$3,120											$3,120												**$3,120**
D3020	2927961	Furnace, Gas, Replace	20	4	16	2	EA	$3,510.00	$7,020																	$7,020						**$7,020**
D3020	2927926	Unit Heater, Electric, Replace	20	17	3	2	EA	$2,340.00	$4,680				$4,680																			**$4,680**
D3030	2927915	Split System, Condensing Unit/Heat Pump, Replace	15	4	11	2	EA	$6,760.00	$13,520												$13,520											**$13,520**
D3050	2927901	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	20	20	0	1	EA	$19,500.00	$19,500	$19,500																				$19,500		**$39,000**
D3050	2927963	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	20	20	0	1	EA	$14,300.00	$14,300	$14,300																				$14,300		**$28,600**
D3050	2927989	Make-Up Air Unit, MUA or MAU, Replace	20	17	3	1	EA	$62,400.00	$62,400				$62,400																			**$62,400**
D3050	2927950	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	20	17	3	4	EA	$9,750.00	$39,000				$39,000																			**$39,000**
D3050	2927976	HVAC System, Ductwork, Medium Density, Replace	30	20	10	16000	SF	$5.20	$83,200											$83,200												**$83,200**
D3060	2927936	Exhaust Fan, Roof or Wall-Mounted, 10" Damper, Replace	20	5	15	1	EA	$1,560.00	$1,560																$1,560							**$1,560**
D4010	2927966	Fire Suppression System, Existing Sprinkler Heads, by SF, Replace	25	21	4	2000	SF	$1.95	$3,900					$3,900																		**$3,900**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	Age	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D4010	2949007	Fire Suppression System, Full System Install/Retrofit, Medium Density/Complexity, Install	40	36	4	14000	SF	$6.50	$91,000					$91,000																		**$91,000**
D4010	2927942	Backflow Preventer, Fire Suppression, Replace	30	25	5	1	EA	$4,160.00	$4,160						$4,160																	**$4,160**
D4010	2927904	Fire Suppression System, Commercial Kitchen, per LF of Hood, Replace	20	13	7	15	LF	$520.00	$7,800								$7,800															**$7,800**
D4030	2927959	Fire Extinguisher, Wet Chemical/CO2, Replace	10	5	5	9	EA	$390.00	$3,510						$3,510									$3,510								**$7,020**
D5020	2927927	Switchboard, 120/208 V, Replace	40	35	5	1	EA	$156,000.00	$156,000						$156,000																	**$156,000**
D5020	2927964	Distribution Panel, 120/208 V, Replace	30	27	3	2	EA	$9,100.00	$18,200				$18,200																			**$18,200**
D5030	2927981	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	40	35	5	16000	SF	$3.25	$52,000						$52,000																	**$52,000**
D5040	2927945	Emergency & Exit Lighting, Exit Sign, LED, Replace	10	7	3	15	EA	$286.00	$4,290				$4,290										$4,290									**$8,580**
D5040	2927968	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	20	15	5	16000	SF	$10.40	$166,400						$166,400																	**$166,400**
D7050	2927988	Fire Alarm System, Full System Upgrade, Standard Addressable, Upgrade	20	17	3	16000	SF	$3.90	$62,400				$62,400																			**$62,400**
D7050	2927997	Fire Alarm Panel, Fully Addressable, Replace	15	8	7	1	EA	$19,500.00	$19,500								$19,500															**$19,500**
D8010	2927938	BAS/HVAC Controls, Basic System or Legacy Upgrades, Upgrade	15	8	7	16000	SF	$3.25	$52,000								$52,000															**$52,000**
E1030	2927955	Foodservice Equipment, Prep Table Refrigerated, Salad/Sandwich, Replace	15	12	3	1	EA	$6,110.00	$6,110				$6,110																$6,110			**$12,220**
E1030	2927923	Foodservice Equipment, Coffee Machine, Replace	10	7	3	1	EA	$2,600.00	$2,600				$2,600										$2,600									**$5,200**
E1030	2927975	Foodservice Equipment, Steam Kettle, Replace	20	17	3	1	EA	$39,000.00	$39,000				$39,000																			**$39,000**
E1030	2927924	Foodservice Equipment, Dishwasher Commercial, Replace	10	7	3	1	EA	$27,950.00	$27,950				$27,950										$27,950									**$55,900**
E1030	2927905	Foodservice Equipment, Convection Oven, Double, Replace	10	7	3	1	EA	$12,350.00	$12,350				$12,350										$12,350									**$24,700**
E1030	2927973	Foodservice Equipment, Exhaust Hood, 3 to 6 LF, Replace	15	12	3	1	EA	$4,290.00	$4,290				$4,290																$4,290			**$8,580**
E1030	2927980	Foodservice Equipment, Exhaust Hood, 8 to 10 LF, Replace	15	12	3	1	EA	$5,850.00	$5,850				$5,850																$5,850			**$11,700**
E1030	2927939	Foodservice Equipment, Tilting Skillet, Replace	20	17	3	1	EA	$31,850.00	$31,850				$31,850																			**$31,850**
E1030	2927965	Foodservice Equipment, Garbage Disposal, 1 to 3 HP, Replace	15	12	3	1	EA	$4,940.00	$4,940				$4,940																$4,940			**$9,880**
E1030	2927970	Foodservice Equipment, Range, 2-Burner, Replace	15	12	3	1	EA	$2,210.00	$2,210				$2,210																$2,210			**$4,420**
E1030	2927974	Foodservice Equipment, Mixer, Freestanding, Replace	25	22	3	1	EA	$18,200.00	$18,200				$18,200																			**$18,200**
E1030	2927914	Foodservice Equipment, Steamer, Tabletop, Replace	10	5	5	1	EA	$9,100.00	$9,100						$9,100										$9,100							**$18,200**
E1030	2927985	Foodservice Equipment, Refrigerator, 1-Door Reach-In, Replace	15	10	5	1	EA	$3,510.00	$3,510						$3,510																$3,510	**$7,020**
E1030	2927979	Foodservice Equipment, Steamer, Tabletop, Replace	10	5	5	1	EA	$9,100.00	$9,100						$9,100										$9,100							**$18,200**
E1030	2927983	Foodservice Equipment, Refrigerator, 2-Door Reach-In, Replace	15	10	5	1	EA	$5,980.00	$5,980						$5,980																$5,980	**$11,960**
E1030	2927957	Foodservice Equipment, Freezer, 3-Door Reach-In, Replace	15	7	8	1	EA	$8,840.00	$8,840									$8,840														**$8,840**
E1030	2927925	Foodservice Equipment, Walk-In, Evaporator for Refigerator/Freezer, Replace	15	6	9	1	EA	$5,980.00	$5,980										$5,980													**$5,980**
E1030	2927930	Foodservice Equipment, Icemaker, Freestanding, Replace	15	5	10	1	EA	$8,710.00	$8,710											$8,710												**$8,710**
E1030	2927937	Foodservice Equipment, Food Warmer, Proofing Cabinet on Wheels, Replace	15	4	11	1	EA	$2,210.00	$2,210												$2,210											**$2,210**
E1030	2927986	Foodservice Equipment, Walk-In, Refrigerator, Replace	20	8	12	1	EA	$19,500.00	$19,500													$19,500										**$19,500**
E1030	2927977	Foodservice Equipment, Freezer, 3-Door Reach-In, Replace	15	1	14	1	EA	$8,840.00	$8,840															$8,840								**$8,840**
E1060	2927960	Residential Appliances, Clothes Dryer, Replace	15	12	3	1	EA	$845.00	$845				$845																$845			**$1,690**
E1060	2927953	Residential Appliances, Range, Electric, Replace	15	12	3	1	EA	$806.00	$806				$806																$806			**$1,612**
E1060	2927982	Residential Appliances, Washer, Replace	15	12	3	1	EA	$1,105.00	$1,105				$1,105																$1,105			**$2,210**
E1060	2927998	Residential Appliances, Refrigerator Mini, 3 to 5 CF, Replace	10	7	3	1	EA	$260.00	$260				$260										$260									**$520**
E2010	2927947	Casework, Cabinetry, Hardwood Standard, Replace	20	17	3	80	LF	$390.00	$31,200				$31,200																			**$31,200**
E2010	2927902	Casework, Countertop, Plastic Laminate, Replace	15	12	3	50	LF	$65.00	$3,250				$3,250																$3,250			**$6,500**
G2020	2927919	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	2	3	25800	SF	$0.59	$15,093				$15,093					$15,093					$15,093						$15,093			**$60,372**
G2060	2927978	Park Bench, Metal Powder-Coated, Replace	20	5	15	6	EA	$910.00	$5,460																$5,460							**$5,460**
G2060	2927995	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	5	15	3	EA	$910.00	$2,730																$2,730							**$2,730**
G2060	2927929	Picnic Table, Metal Powder-Coated, Replace	20	5	15	3	EA	$910.00	$2,730																$2,730							**$2,730**
G2080	2927991	Irrigation System, Pop-Up Spray Heads, Commercial, Replace	20	8	12	20800	SF	$1.30	$27,040													$27,040										**$27,040**
G4050	2927996	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace	20	5	15	3	EA	$5,460.00	$16,380																$16,380							**$16,380**
G4050	2927944	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	3	17	22	EA	$520.00	$11,440																		$11,440					**$11,440**
Totals, Unescalated										**$33,800**	**$18,130**	**$131,820**	**$425,438**	**$94,900**	**$772,398**	**$8,190**	**$153,920**	**$325,858**	**$39,000**	**$127,530**	**$15,730**	**$208,520**	**$62,543**	**$54,340**	**$155,675**	**$15,210**	**$11,830**	**$120,991**	**$16,900**	**$46,670**	**$2,839,393**
Totals, Escalated (3.0% inflation, compounded annually)										**$33,800**	**$18,674**	**$139,848**	**$464,888**	**$106,811**	**$895,421**	**$9,779**	**$189,302**	**$412,787**	**$50,886**	**$171,390**	**$21,774**	**$297,300**	**$91,847**	**$82,194**	**$242,537**	**$24,408**	**$19,553**	**$205,979**	**$29,634**	**$84,291**	**$3,593,101**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Richard Bloom Tots' Park
802 6th Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-033.017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 23, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood park
Main Address	802 6th Street, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	0.19 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	N/A street parking
Date(s) of Visit	March 25, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Richard Bloom Tots' Park is located at 802 6th Street. Richard Bloom Tots' Park is located across from the Carnegie Center and very close to the library. The park consists of a playground and a small restroom structure.

Site & Amenities

The restroom structure is completely abandoned and has not been used for a while, the door handle is broken at the west side restroom. Otherwise, the site amenities appear to be in good condition and conveys the impression of being well maintained.

Recommended Additional Studies

No additional studies recommended at this time.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	$7,525	-	$10,113	$17,638
Roofing	-	-	$3,849	-	-	$3,849
Interiors	$520	-	-	-	-	$520
Plumbing	-	-	-	$8,385	-	$8,385
Site Development	-	$2,758	$5,575	$10,214	$62,482	$81,029
Site Pavement	-	-	-	-	-	-
TOTALS	**$600**	**$2,800**	**$17,000**	**$18,600**	**$72,600**	**$111,600**

Immediate Needs

Facility/Building	Total Items	Total Cost
Restroom Building	1	$500
Total	**1**	**$500**

Restroom Building

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2946852	Richard Bloom Tots' Park / Restroom Building	Restroom	C1030	Door Hardware, School, per Door, Replace	Poor	Performance/Integrity	$500
Total (1 items)							**$500**

Key Findings

Door Hardware in Poor condition.

School, per Door
Restroom Building Richard Bloom Tots' Park Restroom

Uniformat Code: C1039
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type: Performance/Integrity

Cost Estimate: $500

**$**$$$

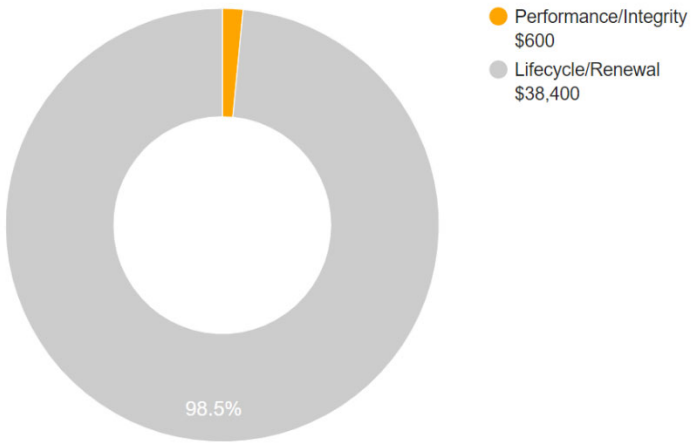
Door hardware broken - AssetCALC ID: 2946852

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $39,000

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structures	Multi-Purpose, Medium	1 EA	Good
Play Structures	Swing set, 2 seats	1 EA	Good
Trash Receptacle	Portable, Light-Duty	3 EA	Fair
Trash Receptacle	Heavy-Duty	1 EA	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	Wood Board fencing and a bench		
Ancillary Buildings	Restroom structure		

General Site Information

Fields and Lots	Play surfaces and play structures
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Abandoned restroom and broken door handle.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility study is currently recommended since no major or moderate issues were identified at the subject site. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Richard Bloom Tots' Park, 802 6th Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:

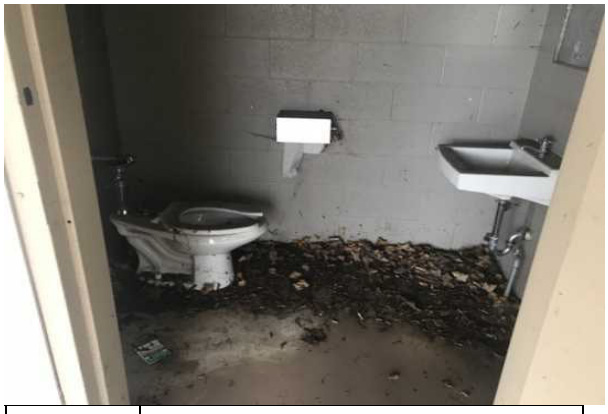
Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
800.733.0660 x6554

1	OVERVIEW

2	PLAYGROUND

3	RESTROOM STRUCTURE

4	ROOF



5	EAST RESTROOM

6	WEST RESTROOM

7	PLAYGROUND

8	SWING SET

9	PARK BENCH

10	OVERVIEW OF PARKING AREA

11	WOOD BOARD FENCING

12	DOOR HARDWARE

Site Plan

Project Number	Project Name
148392.21R000-033.017	Richard Bloom Tots' Park
Source	**On-Site Date**
Orcity.org	March 23, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Richard Bloom Tots' Park

BV Project Number: 148392.21R000-033.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?			X	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	X			
2	Has the play area been reviewed for accessibility ?		X		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			X	

Component Condition Report | Richard Bloom Tots' Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	675 SF	5	2946873
Pedestrian Plazas & Walkways						
G2030	Site	Fair	Sidewalk, Concrete, Small Areas/Sections	750 SF	25	2946886
Athletic, Recreational & Playfield Areas						
G2050	Playground	Good	Play Structure, Multipurpose, Medium	1	15	2946851
G2050	Playground	Fair	Playfield Surfaces, Chips Wood, 6" Depth	1,000 SF	2	2946854
G2050	Site	Good	Play Structure, Swing Set, 4 Seats	1	15	2946846
Sitework						
G2060	Site	Fair	Fences & Gates, Fence, Wood Board 6'	100 LF	7	2946848
G2060	Site	Fair	Park Bench, Wood	2	5	2946853
G2060	Site	Fair	Trash Receptacle, Heavy-Duty Fixed Concrete	1	10	2946850

Component Condition Report | Richard Bloom Tots' Park / Restroom Building

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restroom	Fair	Exterior Walls, Walls and soffit, Prep & Paint	1,050 SF	3	2946847
Roofing						
B3010	Restroom	Fair	Roofing, Asphalt Shingle, 20-Year Standard	500 SF	4	2946875
Interiors						
C1030	Restroom	Poor	Door Hardware, School, per Door	1	0	2946852
Plumbing						
D2010	Restroom	Fair	Toilet, Commercial Water Closet	2	10	2946872
D2010	Restroom	Fair	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China	2	10	2946874

Replacement Reserves Report

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Richard Bloom Tots' Park	$0	$0	$2,758	$0	$0	$8,628	$0	$4,477	$3,294	$0	$2,446	$3,599	$0	$0	$3,933	$50,061	$0	$4,297	$0	$0	$4,696	**$88,189**
Richard Bloom Tots' Park / Restroom Building	$520	$0	$0	$4,475	$3,849	$0	$0	$0	$0	$0	$8,386	$0	$0	$6,014	$0	$0	$0	$0	$0	$0	$0	**$23,244**
Grand Total	**$520**	**$0**	**$2,758**	**$4,475**	**$3,849**	**$8,628**	**$0**	**$4,477**	**$3,294**	**$0**	**$10,832**	**$3,599**	**$0**	**$6,014**	**$3,933**	**$50,061**	**$0**	**$4,297**	**$0**	**$0**	**$4,696**	**$111,433**

Richard Bloom Tots' Park

Uniformat CodeID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010 2946873	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	5	5	675	SF	$3.90	$2,633						$2,633										$2,633						**$5,265**
G2050 2946854	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	1000	SF	$2.60	$2,600			$2,600			$2,600			$2,600			$2,600			$2,600		$2,600			$2,600	**$18,200**
G2050 2946851	Play Structure, Multipurpose, Medium, Replace	20	5	15	1	EA	$26,000.00	$26,000																$26,000						**$26,000**
G2050 2946846	Play Structure, Swing Set, 4 Seats, Replace	20	5	15	1	EA	$3,500.00	$3,500																$3,500						**$3,500**
G2060 2946853	Park Bench, Wood, Replace	20	15	5	2	EA	$1,105.00	$2,210						$2,210																**$2,210**
G2060 2946848	Fences & Gates, Fence, Wood Board 6', Replace	20	13	7	100	LF	$36.40	$3,640								$3,640														**$3,640**
G2060 2946850	Trash Receptacle, Heavy-Duty Fixed Concrete, Replace	25	15	10	1	EA	$1,820.00	$1,820											$1,820											**$1,820**
Totals, Unescalated									**$0**	**$0**	**$2,600**	**$0**	**$0**	**$7,443**	**$0**	**$3,640**	**$2,600**	**$0**	**$1,820**	**$2,600**	**$0**	**$0**	**$2,600**	**$32,133**	**$0**	**$2,600**	**$0**	**$0**	**$2,600**	**$60,635**
Totals, Escalated (3.0% inflation, compounded annually)									**$0**	**$0**	**$2,758**	**$0**	**$0**	**$8,628**	**$0**	**$4,477**	**$3,294**	**$0**	**$2,446**	**$3,599**	**$0**	**$0**	**$3,933**	**$50,061**	**$0**	**$4,297**	**$0**	**$0**	**$4,696**	**$88,189**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Richard Bloom Tots' Park / Restroom Building

Uniformat CodeID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010 2946847	Exterior Walls, Walls and soffit, Prep & Paint	10	7	3	1050	SF	$3.90	$4,095				$4,095										$4,095								**$8,190**
B3010 2946875	Roofing, Asphalt Shingle, 20-Year Standard, Replace	20	16	4	500	SF	$6.84	$3,420					$3,420																	**$3,420**
C1030 2946852	Door Hardware, School, per Door, Replace	30	30	0	1	EA	$520.00	$520	$520																					**$520**
D2010 2946872	Toilet, Commercial Water Closet, Replace	30	20	10	2	EA	$1,690.00	$3,380											$3,380											**$3,380**
D2010 2946874	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China, Replace	30	20	10	2	EA	$1,430.00	$2,860											$2,860											**$2,860**
Totals, Unescalated									**$520**	**$0**	**$0**	**$4,095**	**$3,420**	**$0**	**$0**	**$0**	**$0**	**$0**	**$6,240**	**$0**	**$0**	**$4,095**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$18,370**
Totals, Escalated (3.0% inflation, compounded annually)									**$520**	**$0**	**$0**	**$4,475**	**$3,849**	**$0**	**$0**	**$0**	**$0**	**$0**	**$8,386**	**$0**	**$0**	**$6,014**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$23,244**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Rivercrest Park
131 Park Drive,
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
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BV PROJECT #:
148392.21R000-034.021

DATE OF REPORT:
April 7, 2021

ON SITE DATE:
March 25, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	131 Park Drive, Oregon City, Oregon 97045
Site Developed	Unknown but more than 10 years old
Lot Size	6.5 acres (estimated)
Number of Substantial Buildings	1
Parking Spaces	26 total street parking spaces around the perimeter or parks; 4 of which are accessible.
Date(s) of Visit	March 25, 2021
Management Point of Contact	Oregon City, Denise Conrad, Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial and Bhaskar Ale
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Draft - For Discussion Purposes Only

Park Findings and Deficiencies

Historical Summary

Rivercrest Park is located in the city of Oregon City at the intersection of Park Avenue and Harding Boulevard. The park includes a spray park, tennis courts, basketball courts, softball diamonds, playgrounds, picnic shelters, picnic tables, and restroom building.

Architectural

The only building onsite was a CMU framed restroom building. No issues were observed with the metal roof.

No issues were observed with the picnic shelters either.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There was no heating or cooling onsite at the restroom building. The only ventilation was provided by wall mounted exhaust fans.

There was hot water provided to the restrooms by electric water heater located in the restroom storage. No issues were observed with the spray park equipment and controls inside the building.

Site and Amenities

There were two picnic tables that were showing significant wearing and deterioration. The park benches were also worn out and will need replacement.

A significant concrete crack was observed near the bench on the tennis court. It will need to be sealed and regraded to prevent trip hazards on the playing surface.

Recommended Additional Studies

Some areas of the facility were identified as having major or moderate accessibility issues. Bureau Veritas recommends a study be performed to take measurements, provide additional itemized details, research local requirements, and, if necessary, estimate the scope and cost of any required improvements. The cost of this study is included in the cost tables. Due to the lack of measurements and itemized findings at this point in time, the costs for any possible subsequent repairs or improvements are not currently included.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	-	$44,282	$44,282
Roofing	-	-	-	$2,358	$113,554	$115,912
Interiors	-	-	$1,316	-	$1,769	$3,085
Plumbing	-	-	$1,356	$95,510	$47,614	$144,480
HVAC	-	-	-	$5,763	-	$5,763
Electrical	-	-	-	$12,579	$4,050	$16,629
Special Construction & Demo	-	-	-	-	$43,037	$43,037
Site Development	-	$6,370	$9,283	$49,088	$340,767	$405,508
Site Pavement	-	-	-	-	$85,065	$85,065
Site Utilities	-	-	$2,411	-	-	$2,411
Accessibility	$9,750	-	-	-	-	$9,750
TOTALS	**$9,800**	**$6,400**	**$14,400**	**$165,300**	**$680,200**	**$876,100**

Draft - For Discussion Purposes Only

Immediate Needs

Facility/Building	Total Items	Total Cost
Rivercrest Park	1	$9,800
Total	**1**	**$9,800**

Rivercrest Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2944920	Rivercrest Park	Playground	Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
Total (1 items)							**$9,800**

Key Findings

Include/Exclude

Athletic Surfaces & Courts in **Poor** condition.

Tennis court, Concrete Pavement (Uniformat Code: G2050)

Rivercrest Park Tennis Court

Recommendation: **Replace/Install** in 2023.

Small area in tennis court showing signs of cracks and failure.
AssetCalc ID: 2942450

Priority Score **82.7**

Plan Type: Performance/Integrity

Cost Estimate: $ 1,500

$$

Include/Exclude

Park Bench in **Poor** condition.

Wood (Uniformat Code: G2060)

Rivercrest Park Site

Recommendation: **Replace** in 2022.

Benches are worn out and needs to be replaced in the near future.
AssetCalc ID: 2942459

Priority Score **81.8**

Plan Type: Performance/Integrity

Cost Estimate: $ 3,100

$$

Include/Exclude

Picnic Table in **Poor** condition.

Wood (Uniformat Code: G2060)

Rivercrest Park Site

Recommendation: **Replace** in 2022.

Picnic tables showing signs of wearing and deterioration.
AssetCalc ID: 2942480

Priority Score **81.8**

Plan Type: Performance/Integrity

Cost Estimate: $ 1,600

$$

Include/Exclude

ADA Miscellaneous

Level III Study, Includes Measurements (Uniformat Code: Y1090)

Rivercrest Park Playground

Recommendation: **Evaluate/Report** in 2021.

ADA Study recommended for access to the playground.
AssetCalc ID: 2944920

Priority Score **63.9**

Plan Type: Accessibility

Cost Estimate: $ 9,800

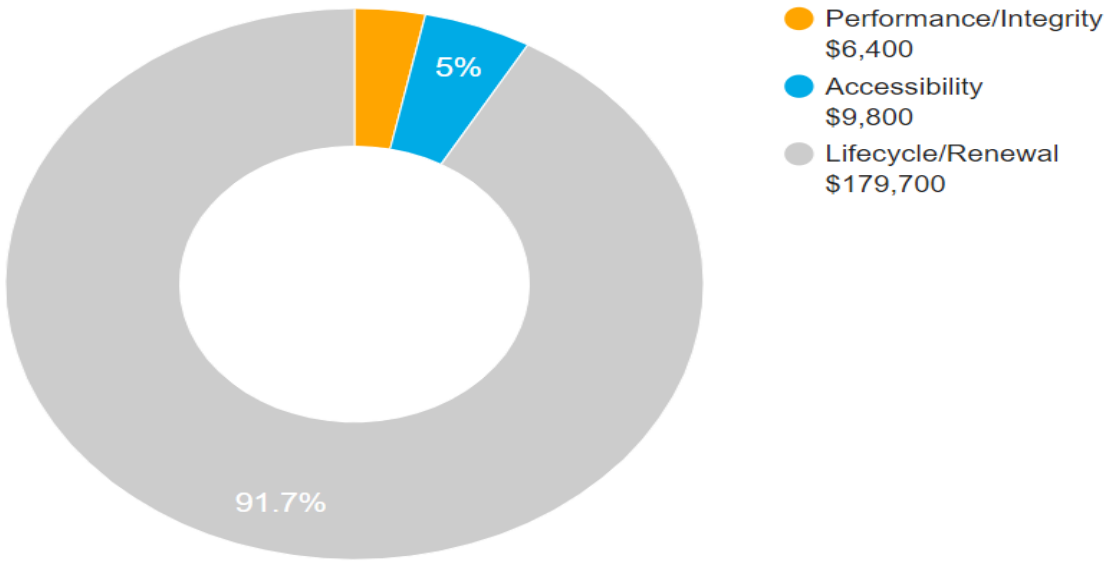
$$

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $195,900

2. Restroom Building

Restroom Building: Systems Summary

Address	131 Park Drive, Oregon City, Oregon 97045	
Constructed/Renovated	Unknown	
Building Size	1,200 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Masonry bearing walls and wood-framed roofs	Good
Façade	Wood siding with no windows	Fair
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted CMU, ceramic Floors: Concrete Ceilings: Unfinished/exposed	Fair
Elevators	None	--
Plumbing	Copper supply and cast iron waste and venting Electric water heater Drinking fountain Toilets, urinals, and sinks in all restrooms	Fair

Restroom Building: Systems Summary

HVAC	Bathroom exhaust fans	Fair
Fire Suppression	None	--
Electrical	Source & Distribution: Main panel with copper wiring Interior Lighting: T-8, Emergency: None	Fair
Fire Alarm	None	--
Equipment/Special	Spray park equipment	Fair
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	No major issues	

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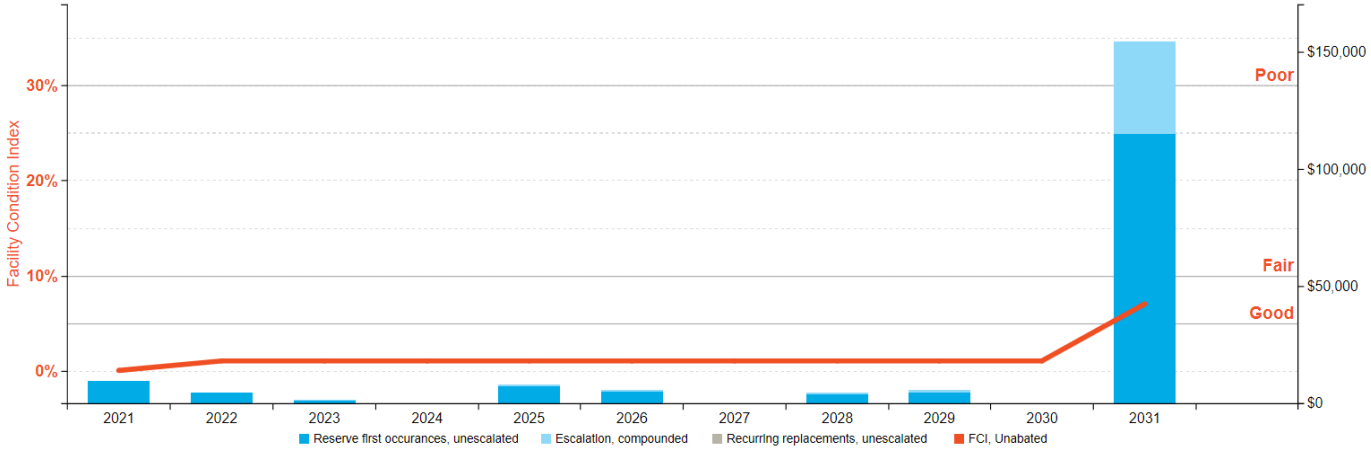
The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Rivercrest Park

Replacement Value: $ 2,910,000; Inflation rate: 3.0%



3. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structures	Swing sets and multi-purpose	4 EA	Fair
Basketball Court and Tennis Courts	Concrete pavement	1,800 SF	Fair
Gazebos	Metal and wood framed	850 SF	Fair
Softball field	Dugout benches	2 EA	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt street parking areas with concrete parking curbs		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	Chain link fencing, picnic tables, benches		
Ancillary Buildings	Gazebos Shelters		

General Site Information

Fields and Lots	Unimproved play fields, Baseball fields, dugouts and fencing, , play structure and other play elements
Storm Water Management	Surface drainage to developed surroundings
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended. .
Key Issues and Findings	ADA paths of travel to playground, worn out bench and picnic table, cracked concrete on tennis court.

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4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

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5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables // checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The park original construction is UNKNOWN.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	UNKNOWN	No	No
General Park	UNKNOWN	No	Yes

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No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

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6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

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Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Review maintenance records and procedures with the in-place maintenance personnel.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

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7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

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Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

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8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Rivercrest Park, 131 Park Drive, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	OVERALL

2	FRONT ELEVATION

3	LEFT ELEVATION

4	REAR ELEVATION

5	RIGHT ELEVATION

6	GAZEBO STRUCTURE

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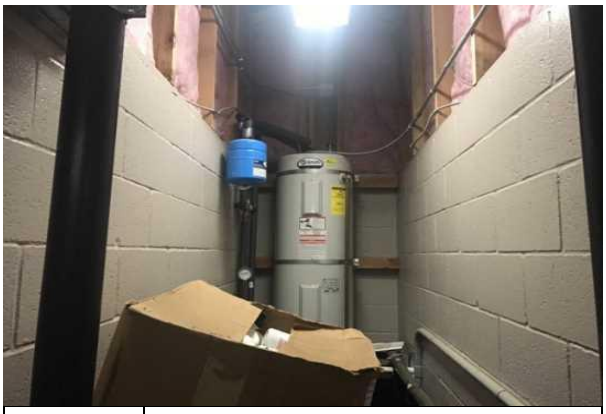
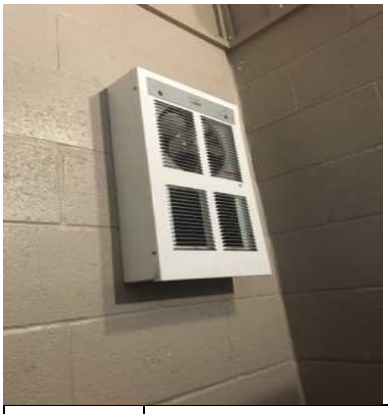
7	METAL ROOF

8	RESTROOM



9	WATER HEATER, ELECTRIC

10	SPRAY PARK EQUIPMENT



11	EXHAUST FAN

12	PANEL

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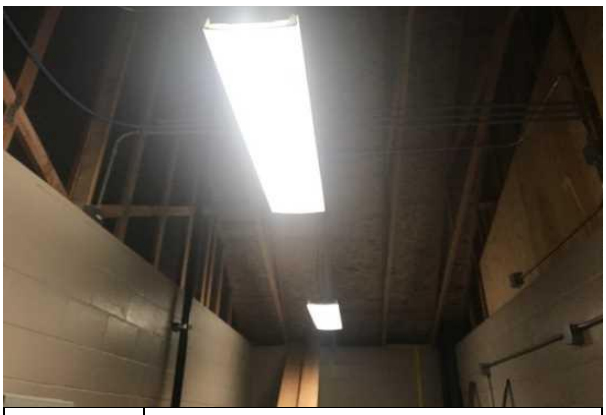

13	INTERIOR LIGHTING

14	EXTERIOR LIGHT

15	BASKETBALL COURT

16	TENNIS COURT

17	PLAY STRUCTURE

18	SPRAY PARK

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19	FENCES

20	PICNIC TABLE

21	TRASH RECEPTACLE

22	FLAGPOLE

23	SOFTBALL AREA

24	LANDSCAPING

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25	STREET PARKING

26	TRASH

Aerial Site Plan

Project Number	Project Name
148392.21R000-034.017	Rivercrest Park City of Oregon City
Source	**On-Site Date**
Google	March 25, 2021

Site Plan

Project Number	Project Name
148392.21R000-034.017	Rivercrest Park City of Oregon City
Source	**On-Site Date**
Client	March 25, 2021

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Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Rivercrest Park

BV Project Number: 148392.21R-00 - 034.017

Abbreviated Accessibility Checklist

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

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Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

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7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

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Abbreviated Accessibility Checklist

Building Entrances

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

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7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

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Abbreviated Accessibility Checklist

Interior Accessible Route

NA

NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

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7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			X	
8	Do public transaction areas have an accessible, lowered service counter section ?			X	
9	Do public telephones appear mounted with an accessible height and location ?			X	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			X	
11	Do doors at interior accessible routes appear to have compliant hardware ?			X	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			X	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			X	

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Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

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7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

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Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

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7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	X			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	X			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	X			

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Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

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7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

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Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?		✕		No accessible route provided from parking lot to playground area.
2	Has the play area been reviewed for accessibility ?		✕		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

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Component Condition Report | Rivercrest Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restrooms	Good	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building	1,250 SF	20	2942440
B2050	Restrooms	Fair	Overhead/Dock Door, Steel, 12'x12' (144 SF)	1	15	2942444
B2050	Restrooms	Fair	Exterior Door, Steel, Standard	6	20	2942458
Roofing						
B3010	Restrooms	Fair	Roofing, Metal	1,650 SF	20	2942456
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	150 LF	10	2942439
B3060	Roof	Fair	Roof Skylight, per unit, up to 20 SF	24	15	2942472
Interiors						
C2010	Restrooms	Good	Wall Finishes, Ceramic Tile	550 SF	30	2942464
C2010	Building interior	Good	Wall Finishes, Ceramic Tile	550 SF	29	2945468
C2010	Building interior	Fair	Wall Finishes, any surface, Prep & Paint	600 SF	4	2945469
Plumbing						
D2010	Restrooms	Fair	Plumbing System, Supply & Sanitary, Medium Density (includes fixtures)	1,200 SF	25	2942455
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	5	15	2942479
D2010	Vault on Park Dr	Fair	Backflow Preventer, Domestic Water, 4 IN	1	14	2944921
D2010	Restroom exterior	Fair	Backflow Preventer, Domestic Water, 1.5 IN	1	14	2944922
D2010	Restrooms	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	5	15	2942483
D2010	Restrooms	Fair	Drinking Fountain, Exterior/Site, Metal Pedestal	2	7	2942476
D2010	Restrooms	Fair	Urinal, Standard	2	15	2942447
D2010	Water Spray Area	Fair	Plumbing System, Supply & Sanitary, Medium Density (includes fixtures)	2,500 SF	10	2944508
D2010	Restrooms	Fair	Water Heater, Electric, Residential [No tag/plate found]	1	5	2942462
HVAC						
D3060	Restrooms	Fair	Exhaust Fan, Propeller, 0.25 HP Motor	5	8	2942465
Electrical						
D5020	Restrooms	Fair	Electrical System, Full System Renovation/Upgrade, Low Density/Complexity	1,200 SF	25	2942445
D5020	Restrooms	Fair	Distribution Panel, 120/208 V	1	15	2942482
D5040	Restrooms	Fair	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures	1,200 SF	10	2942448
Special Construction & Demo						
F1020	Gazebo (east)	Fair	Shed/Gazebo/Shade Structure, Metal-Framed, Basic/Minimal	500 SF	15	2942481
F1020	Gazebo (West)	Fair	Shed/Gazebo/Shade Structure, Wood Framed, Basic/Minimal	350 SF	15	2942478
Pedestrian Plazas & Walkways						
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	12,000 SF	15	2942452
G2030	Site	Good	Sidewalk, Concrete, Large Areas	9,500 SF	30	2942451

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UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Athletic, Recreational & Playfield Areas						
G2050	Playing Area	Good	Play Structure, Swing Set, 4 Seats	1	19	2942457
G2050	Gazebo (east)	Fair	Campground Accessories, Grill, Pedestal-Style	1	5	2942475
G2050	Tennis Court	Poor	Athletic Surfaces & Courts, Tennis court, Concrete Pavement, Replace/Install	25 SF	2	2942450
G2050	Softball Field	Fair	Sports Apparatus, Player/Dugout Benches, 12' Length	2	5	2942438
G2050	Playing Area	Good	Play Structure, Swing Set, 4 Seats	1	15	2942443
G2050	Basketball Court	Fair	Sports Apparatus, Basketball, Backboard/Rim/Pole	2	15	2942467
G2050	Site	Good	Play Structure, Multipurpose, Very Small	2	15	2942469
G2050	Basketball and Tennis Court	Fair	Athletic Surfaces & Courts, Concrete Pavement, Replace/Install	1,800 SF	15	2942461
G2050	Playing Area	Good	Play Structure, Multipurpose, Medium	1	15	2942484
G2050	Playing Area	Fair	Play Structure, Multipurpose, Small	1	10	2942463
Sitework						
G2060	Site	Fair	Signage, Property, Monument, Replace/Install	1	10	2942474
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	10	2942471
G2060	Basketball and Tennis Court	Fair	Park Bench, Metal Powder-Coated	4	10	2942470
G2060	Site	Fair	Bike Rack, Fixed Single Loop	1	10	2942449
G2060	Site	Poor	Picnic Table, Wood	2	1	2942480
G2060	Site	Fair	Picnic Table, Metal Powder-Coated	2	10	2942454
G2060	Site	Fair	Retaining Wall, Brick/Stone	25 SF	15	2942468
G2060	Site	Poor	Park Bench, Wood	4	1	2942459
G2060	Basketball and Tennis Court	Fair	Fences & Gates, Fence, Chain Link 8'	650 LF	20	2942446
G2060	Site	Good	Flagpole, Metal	1	20	2942441
G2060	Softball Field	Fair	Fences & Gates, Fence, Chain Link 6'	120 LF	20	2942477
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	9	10	2942473
G2060	Skateboarding Area	Fair	Fences & Gates, Fence, Chain Link 4'	50 LF	20	2942442
G2060	Site	Fair	Park Bench, Metal Powder-Coated	4	10	2942485
G2060	Gazebo (east)	Fair	Picnic Table, Wood/Composite/Fiberglass	8	4	2942466
G4050	Restrooms	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	4	5	2942453
Accessibility						
Y1090	Playground	NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2944920

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Replacement Reserves Report

Rivercrest Park

4/7/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Rivercrest Park	$9,750	$4,820	$1,552	$0	$8,340	$6,028	$0	$4,797	$5,764	$0	$154,745	$0	$0	$0	$17,501	$511,099	$0	$0	$0	$5,699	$145,854	**$875,949**
Grand Total	**$9,750**	**$4,820**	**$1,552**	**$0**	**$8,340**	**$6,028**	**$0**	**$4,797**	**$5,764**	**$0**	**$154,745**	**$0**	**$0**	**$0**	**$17,501**	**$511,099**	**$0**	**$0**	**$0**	**$5,699**	**$145,854**	**$875,949**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2942440	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building, Replace	30	10	20	1250	SF	$13.00	$16,250																					$16,250	**$16,250**
B2050	2942458	Exterior Door, Steel, Standard, Replace	40	20	20	6	EA	$780.00	$4,680																					$4,680	**$4,680**
B2050	2942444	Overhead/Dock Door, Steel, 12'x12' (144 SF), Replace	30	15	15	1	EA	$4,160.00	$4,160																$4,160						**$4,160**
B3010	2942456	Roofing, Metal, Replace	40	20	20	1650	SF	$16.90	$27,885																					$27,885	**$27,885**
B3020	2942439	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	20	10	10	150	LF	$11.70	$1,755											$1,755											**$1,755**
B3060	2942472	Roof Skylight, per unit, up to 20 SF, Replace	30	15	15	24	EA	$1,690.00	$40,560																$40,560						**$40,560**
C2010	2945469	Wall Finishes, any surface, Prep & Paint	10	6	4	600	SF	$1.95	$1,170					$1,170										$1,170							**$2,340**
D2010	2942462	Water Heater, Electric, Residential, Replace	15	10	5	1	EA	$1,170.00	$1,170						$1,170															$1,170	**$2,340**
D2010	2944508	Plumbing System, Supply & Sanitary, Medium Density (includes fixtures), Replace	40	30	10	2500	SF	$27.00	$67,500											$67,500											**$67,500**
D2010	2944921	Backflow Preventer, Domestic Water, 4 IN, Replace	30	16	14	1	EA	$8,580.00	$8,580															$8,580							**$8,580**
D2010	2944922	Backflow Preventer, Domestic Water, 1.5 IN, Replace	30	16	14	1	EA	$1,820.00	$1,820															$1,820							**$1,820**
D2010	2942476	Drinking Fountain, Exterior/Site, Metal Pedestal, Replace	15	8	7	2	EA	$1,950.00	$3,900								$3,900														**$3,900**
D2010	2942479	Toilet, Commercial Water Closet, Replace	30	15	15	5	EA	$1,690.00	$8,450																$8,450						**$8,450**
D2010	2942483	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	30	15	15	5	EA	$1,560.00	$7,800																$7,800						**$7,800**
D2010	2942447	Urinal, Standard, Replace	30	15	15	2	EA	$1,430.00	$2,860																$2,860						**$2,860**
D3060	2942465	Exhaust Fan, Propeller, 0.25 HP Motor, Replace	20	12	8	5	EA	$910.00	$4,550									$4,550													**$4,550**
D5020	2942482	Distribution Panel, 120/208 V, Replace	30	15	15	1	EA	$2,600.00	$2,600																$2,600						**$2,600**
D5040	2942448	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures, Replace	20	10	10	1200	SF	$7.80	$9,360											$9,360											**$9,360**
F1020	2942481	Shed/Gazebo/Shade Structure, Metal-Framed, Basic/Minimal, Replace	30	15	15	500	SF	$32.50	$16,250																$16,250						**$16,250**
F1020	2942478	Shed/Gazebo/Shade Structure, Wood Framed, Basic/Minimal, Replace	30	15	15	350	SF	$32.50	$11,375																$11,375						**$11,375**
G2020	2942452	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	12000	SF	$4.55	$54,600																$54,600						**$54,600**
G2050	2942450	Athletic Surfaces & Courts, Tennis court, Concrete Pavement, Replace/Install	30	28	2	25	SF	$58.50	$1,463			$1,463																			**$1,463**
G2050	2942438	Sports Apparatus, Player/Dugout Benches, 12' Length, Replace	15	10	5	2	EA	$585.00	$1,170						$1,170															$1,170	**$2,340**
G2050	2942467	Sports Apparatus, Basketball, Backboard/Rim/Pole, Replace	25	10	15	2	EA	$12,350.00	$24,700																$24,700						**$24,700**
G2050	2942461	Athletic Surfaces & Courts, Concrete Pavement, Replace/Install	30	15	15	1800	SF	$58.50	$105,300																$105,300						**$105,300**
G2050	2942475	Campground Accessories, Grill, Pedestal-Style, Replace	15	10	5	1	EA	$780.00	$780						$780															$780	**$1,560**
G2050	2942463	Play Structure, Multipurpose, Small, Replace	20	10	10	1	EA	$13,000.00	$13,000											$13,000											**$13,000**
G2050	2942443	Play Structure, Swing Set, 4 Seats, Replace	20	5	15	1	EA	$3,250.00	$3,250																$3,250						**$3,250**
G2050	2942469	Play Structure, Multipurpose, Very Small, Replace	20	5	15	2	EA	$7,800.00	$15,600																$15,600						**$15,600**
G2050	2942484	Play Structure, Multipurpose, Medium, Replace	20	5	15	1	EA	$26,000.00	$26,000																$26,000						**$26,000**
G2050	2942457	Play Structure, Swing Set, 4 Seats, Replace	20	1	19	1	EA	$3,250.00	$3,250																				$3,250		**$3,250**
G2060	2942480	Picnic Table, Wood, Replace	20	19	1	2	EA	$780.00	$1,560		$1,560																				**$1,560**
G2060	2942459	Park Bench, Wood, Replace	20	19	1	4	EA	$780.00	$3,120		$3,120																				**$3,120**
G2060	2942466	Picnic Table, Wood/Composite/Fiberglass, Replace	20	16	4	8	EA	$780.00	$6,240					$6,240																	**$6,240**
G2060	2942470	Park Bench, Metal Powder-Coated, Replace	20	10	10	4	EA	$910.00	$3,640											$3,640											**$3,640**
G2060	2942449	Bike Rack, Fixed Single Loop, Replace	20	10	10	1	EA	$390.00	$390											$390											**$390**
G2060	2942454	Picnic Table, Metal Powder-Coated, Replace	20	10	10	2	EA	$910.00	$1,820											$1,820											**$1,820**
G2060	2942473	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	9	EA	$910.00	$8,190											$8,190											**$8,190**
G2060	2942485	Park Bench, Metal Powder-Coated, Replace	20	10	10	4	EA	$910.00	$3,640											$3,640											**$3,640**
G2060	2942446	Fences & Gates, Fence, Chain Link 8', Replace	40	20	20	650	LF	$32.50	$21,125																					$21,125	**$21,125**
G2060	2942477	Fences & Gates, Fence, Chain Link 6', Replace	40	20	20	120	LF	$27.30	$3,276																					$3,276	**$3,276**
G2060	2942442	Fences & Gates, Fence, Chain Link 4', Replace	40	20	20	50	LF	$23.40	$1,170																					$1,170	**$1,170**
G2060	2942474	Signage, Property, Monument, Replace/Install	20	10	10	1	EA	$3,900.00	$3,900											$3,900											**$3,900**
G2060	2942471	Signage, Property, Building or Pole-Mounted, Replace/Install	20	10	10	1	EA	$1,950.00	$1,950											$1,950											**$1,950**
G2060	2942441	Flagpole, Metal, Replace	30	10	20	1	EA	$3,250.00	$3,250																					$3,250	**$3,250**
G2060	2942468	Retaining Wall, Brick/Stone, Replace	40	25	15	25	SF	$182.00	$4,550																$4,550						**$4,550**
G4050	2942453	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	15	5	4	EA	$520.00	$2,080						$2,080																**$2,080**

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Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
Y1090	2944920	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	0	0	0	1	EA	$9,750.00	$9,750	$9,750																					**$9,750**
Totals, Unescalated										**$9,750**	**$4,680**	**$1,463**	**$0**	**$7,410**	**$5,200**	**$0**	**$3,900**	**$4,550**	**$0**	**$115,145**	**$0**	**$0**	**$0**	**$11,570**	**$328,055**	**$0**	**$0**	**$0**	**$3,250**	**$80,756**	**$575,729**
Totals, Escalated (3.0% inflation, compounded annually)										**$9,750**	**$4,820**	**$1,552**	**$0**	**$8,340**	**$6,028**	**$0**	**$4,797**	**$5,764**	**$0**	**$154,745**	**$0**	**$0**	**$0**	**$17,501**	**$511,099**	**$0**	**$0**	**$0**	**$5,699**	**$145,854**	**$875,949**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Singer Creek Park
130 Linn Avenue
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-035.0017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 24, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Naturally vegetated habitat
Main Address	130 Linn Avenue, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	18 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Open lot
Date(s) of Visit	March 24, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Singer Creek is an 18-acre natural habitat, the park consists of a disc golf course with 8 stations, asphalt sidewalk and a park bench.

Site & Amenities

The open fields seem to be not well-drained requiring storm drainage improvements. The on-site amenities are limited to a park bench, asphalt sidewalk, gravel parking, disc golf course and the property sign. Overall, all site components appear to be in fair condition.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Utilities	$5,850	-	-	-	-	$5,850
Site Development	-	-	$1,207	$56,605	-	$57,812
Site Pavement	-	-	$2,386	$183,103	$3,609	$189,098
TOTALS	**$5,900**	**-**	**$3,600**	**$239,800**	**$3,700**	**$253,000**

Immediate Needs

Immediate Needs Report

Facility/Building	Total Items	Total Cost
Singer Creek Park	1	$5,900
Total	**1**	**$5,900**

Singer Creek Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
3145261	Singer Creek Park	Field	G3030	Storm Drainage Components, Catch Basin, Raise Frame & Cover, Modify	Poor	Performance/Integrity	$5,900
Total (1 items)							**$5,900**

Key Findings

Key Findings 1

☑ Include/Exclude

Storm Drainage Components in **Poor** condition.

Catch Basin, Raise Frame & Cover (Uniformat Code: G3030)

Singer Creek Park Field

Recommendation: **Modify** in 2021.

POC reports that the field is unusable during wet weather and storm improvements required

AssetCalc ID: 3145261

Priority Score **86.9**

Plan Type: Performance/Integrity

Cost Estimate: $ 5,900

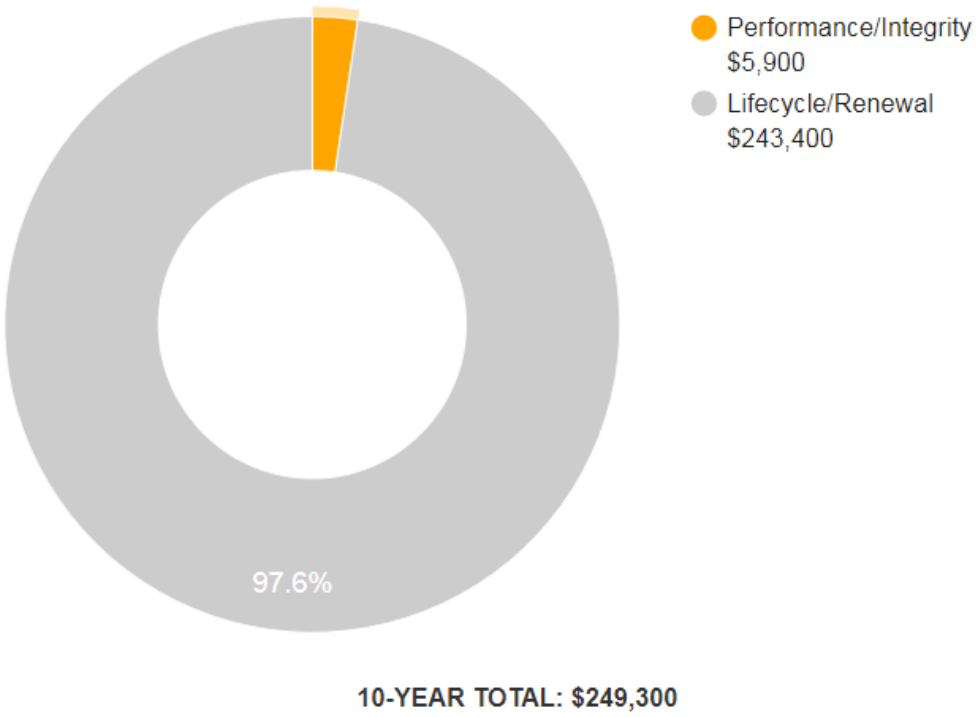
$$$$

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $249,300

2. General Park Summary

General Site Information

Asset	Description	Quantity	Condition
Signage	Property sign	1 EA	Fair
Park Bench	Wood	1 EA	Fair
Sports Apparatus	Disc Pole	8 EA	Fair
Retaining Wall	Wood	120 SF	Fair
Landscaping and Topography	Heavy landscaping features Irrigation not present Severe site slopes throughout		Fair
On-Site Vehicular Paving	Gravel Parking lot		Fair
Pedestrian paving and Trails	asphalt pathways		Poor
On-Site Amenities	Benches and retaining wall		Fair
Ancillary Buildings	None		

General Site Information

Fields and Lots	Unimproved play fields
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	No key issues were found.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Singer Creek Park, 130 Linn Avenue, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	PROPERTY SIGN

2	SIDEWALK

3	OVERVIEW OF ENTRANCE AND PARKING AREA

4	OVERVIEW OF PARK

5	DISC GOLF COURSE

6	PARK BENCH

Site Plan

Project Number	Project Name
148392.21R000-035.017	Singer Creek Park
Source	**On-Site Date**
Orcity.org	March 24, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Singer Creek Park

BV Project Number: 148392.21R000-035.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA	**NA**

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

Component Condition Report | Singer Creek Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2020		Fair	Parking Lots, Aggregate/Stone, Surface Gravel	1,200 SF	3	2951159
G2030	Walking Trails	Fair	Sidewalk, Asphalt	18,750 SF	10	2948552
Athletic, Recreational & Playfield Areas						
G2050	Site	Fair	Sports Apparatus, Baseball, Foul Pole	18	10	2948553
Sitework						
G2060	Site	Fair	Retaining Wall, Treated Timber	120 SF	10	2948554
G2060		Fair	Signage, Property, Monument	1	10	2951160
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	1	3	2948555
Utilities						
G3030	Field	Poor	Storm Drainage Components, Catch Basin, Raise Frame & Cover, Modify	1	0	3145261

Replacement Reserves Report

Singer Creek Park

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Singer Creek Park	$5,850	$0	$0	$3,594	$0	$0	$0	$0	$0	$0	$239,710	$0	$0	$0	$0	$0	$0	$3,610	$0	$0	$0	**$252,763**
Grand Total	**$5,850**	**$0**	**$0**	**$3,594**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$239,710**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,610**	**$0**	**$0**	**$0**	**$252,763**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2020	2951159	Parking Lots, Aggregate/Stone, Surface Gravel	7	4	3	1200	SF	$1.82	$2,184				$2,184							$2,184							$2,184				**$6,552**
G2030	2948552	Sidewalk, Asphalt, Replace	25	15	10	18750	SF	$7.15	$134,063											$134,063											**$134,063**
G2050	2948553	Sports Apparatus, Baseball, Foul Pole, Replace	25	15	10	18	EA	$1,950.00	$35,100											$35,100											**$35,100**
G2060	2948555	Park Bench, Wood/Composite/Fiberglass, Replace	20	17	3	1	EA	$1,105.00	$1,105				$1,105																		**$1,105**
G2060	2951160	Signage, Property, Monument, Replace	20	10	10	1	EA	$3,900.00	$3,900											$3,900											**$3,900**
G2060	2948554	Retaining Wall, Treated Timber, Replace	25	15	10	120	SF	$26.00	$3,120											$3,120											**$3,120**
G3030	3145261	Storm Drainage Components, Catch Basin, Raise Frame & Cover, Modify	0	0	0	1	EA	$5,850.00	$5,850	$5,850																					**$5,850**
Totals, Unescalated										**$5,850**	**$0**	**$0**	**$3,289**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$178,367**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$2,184**	**$0**	**$0**	**$0**	**$189,690**
Totals, Escalated (3.0% inflation, compounded annually)										**$5,850**	**$0**	**$0**	**$3,594**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$239,710**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,610**	**$0**	**$0**	**$0**	**$252,763**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

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Kendall Reid

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BV PROJECT #:
148392.21R000-036.017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 18, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Public Boat Launch
Main Address	1701 Clackamette Drive, Oregon City, Oregon 97045
Site Developed	2008 (Renovated 2019)
Lot Size	1.5 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	38 total spaces all in open lots, 38 trailer parking spaces; 1 of which are accessible.
Date(s) of Visit	March 18, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The site was constructed in 2008. There was a renovation in 2019 due to flooding at the pier. The dock is open to the community. There are no major buildings at the site.

Site and Amenities

There are two main asphalt parking lots located at the lower and upper section of the boating dock. The seal and stripe at the bottom parking lot is recommended to be replaced. There is a trash receptable, a parking bench, and an ancillary building.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Special Construction & Demo	-	-	-	-	$12,152	$12,152
Site Pavement	-	$251,146	$56,331	$28,869	$131,433	$467,779
Site Development	-	-	-	$5,590	$97,217	$102,807
TOTALS	**-**	**$251,200**	**$56,400**	**$34,500**	**$240,900**	**$583,000**

Immediate Needs

Not applicable, no immediate repairs identified

Key Findings

Sidewalk in Poor condition.

Asphalt
Sportcraft Landing Site

Uniformat Code: G2031
Recommendation: **Replace in 2023**

Priority Score: **85.7**

Plan Type:
Performance/Integrity

Cost Estimate: $5,000

**$**$$$

Root and other damage observed - AssetCALC ID: 2931789

Parking Lots in Poor condition.

Pavement, Asphalt
Sportcraft Landing Lower Parking Lot

Uniformat Code: G2021
Recommendation: **Replace in 2022**

Priority Score: **84.8**

Plan Type:
Performance/Integrity

Cost Estimate: $214,500

$$$$

Significant alligator cracking and flood damage reported - AssetCALC ID: 2931792

Parking Lots in Poor condition.

Pavement, Asphalt
Sportcraft Landing Lower Parking Lot

Uniformat Code: G2021
Recommendation: **Seal & Stripe in 2022**

Priority Score: **84.8**

Plan Type:
Performance/Integrity

Cost Estimate: $17,600

**$$**$$

Striping for the parking lot is coming off. - AssetCALC ID: 2931795

Plan Types

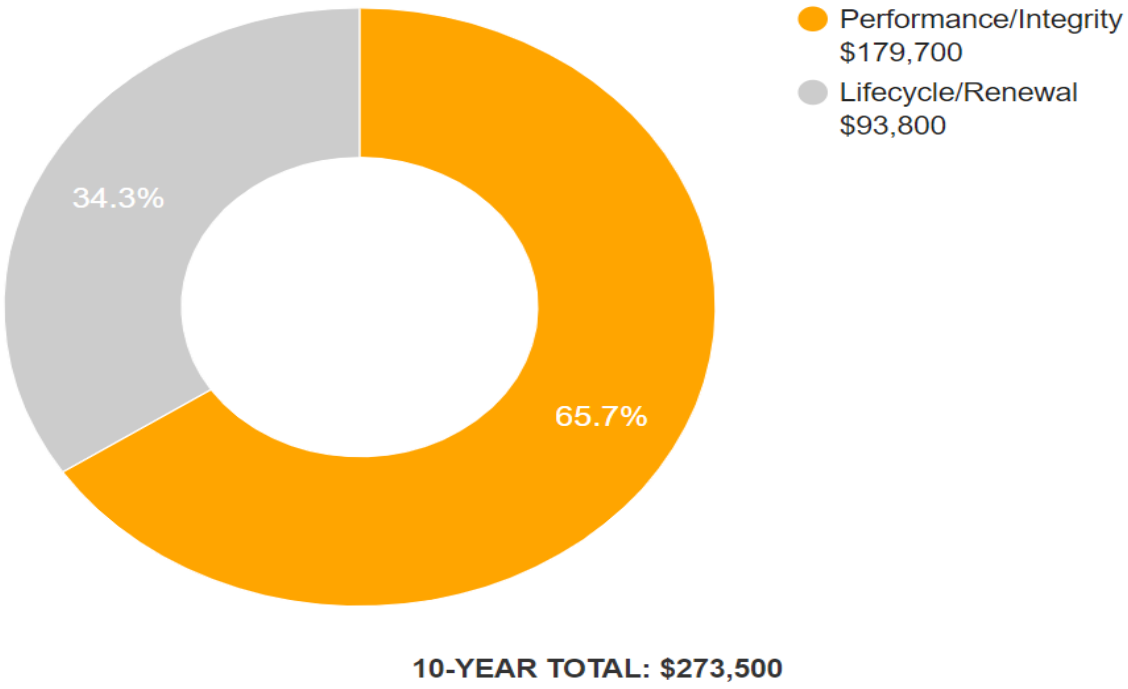
Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.

Plan Type Descriptions

Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $273,500

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Parking Lot-Upper	Asphalt	11,000 SF	Fair
Parking Lot-Lower	Asphalt	30,000 SF	Poor
Ancillary	Wood-Framed	100 SF	Fair
Ramp	Concrete	11,000 SF	Fair
Trail	Asphalt	700 Sf	Fair
Dock/Pier	Wood	800 SF	Fair
Park Bench	Metal-Powder	1 EA	Fair
Trash Receptacle	Medium Duty	1 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation present Low to moderate site slopes throughout		

General Site Information

On-Site Vehicular Paving	Asphalt parking areas and drive lanes with upper and lower sections.
Pedestrian paving and Trails	Asphalt trail
On-Site Amenities	Park bench, trash receptacles, pier
Ancillary Buildings	Shelters
Fields and Lots	N/A
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Severe alligator cracking in the lower parking lot.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The park was originally constructed in 2008 and substantially renovated in 2019.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Sportcraft Landing, 1701 Clackamette Drive, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
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1	FRONT ELEVATION

2	LEFT ELEVATION

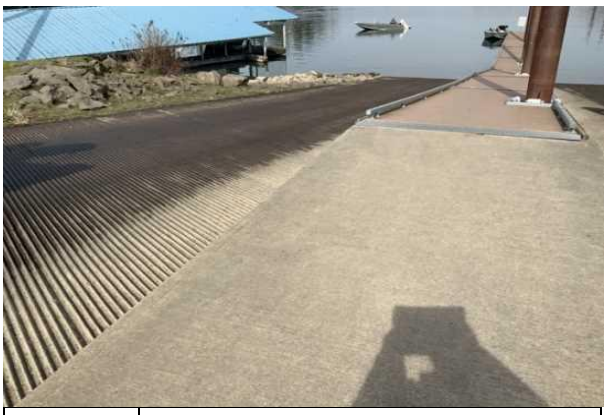
3	REAR ELEVATION

4	RIGHT ELEVATION

5	ANCILLARY BUILDING

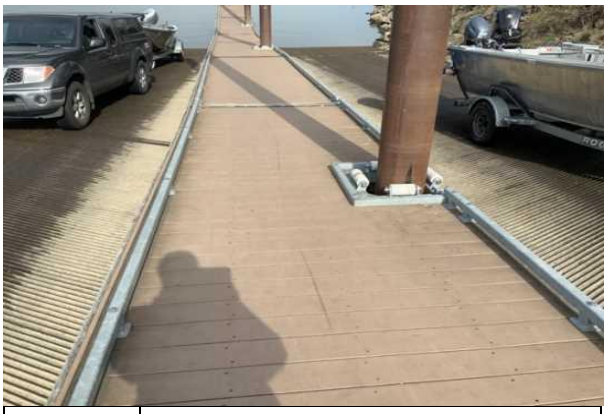
6	UPPER PARKING LOT, PAVEMENT, ASPHALT

7	LOWER PARKING LOT, PAVEMENT, ASPHALT



8	SITE RAMP, CONCRETE

9	TRAIL SURFACE, ASPHALT, OVERLAY



10	LAKE DOCK/PIER

11	PARK BENCH, METAL POWDER-COATED

12	TRASH RECEPTACLE, MEDIUM-DUTY METAL

Site Plan

Project Number	Project Name
148392.21R000-036.017	Sportcraft Landing The City of Oregon City
Source	**On-Site Date**
Google	March 18, 2021

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name:	Sportcraft Landing
Name of person completing form:	Jon Waverly
Title / Association w/ property:	Facilities Maintenance Manager
Length of time associated w/ property:	13 years
Date Completed:	3/18/2021
Phone Number:	503.519.0377
Method of Completion:	INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed: 2008	Renovated: 2019	Boat Ramp was renovated and reopened after the flooding.
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?				X	
8	Are there any wall, window, basement or roof leaks?				X	
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?				X	
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?				X	
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?				X	
15	Are there any problems or inadequacies with exterior lighting?		X			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?			X		
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konnye Zavala

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Sportcraft Landing

BV Project Number: 148392.21R-00 - 036.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Sportcraft Landing: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking				X
Exterior Accessible Route				X
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms	**NA**			
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools	**NA**			
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Sportcraft Landing: Photographic Overview

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

Accessible ramp or path

Curb cut or 2nd pathway

Component Condition Report | Sportcraft Landing

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Special Construction & Demo						
F1020	Site	Fair	Ancillary Building, Wood-Framed or CMU, Basic/Minimal	100 SF	15	2931790
Pedestrian Plazas & Walkways						
G2020	Upper Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	11,000 SF	2	2931788
G2020	Lower Parking Lot	Poor	Parking Lots, Pavement, Asphalt, Seal & Stripe	30,000 SF	1	2931795
G2020	Lower Parking Lot	Poor	Parking Lots, Pavement, Asphalt	30,000 SF	1	2931792
G2020	Upper Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	11,000 SF	4	2931791
G2030	Site	Poor	Sidewalk, Asphalt	700 SF	2	2931789
G2030	Site	Fair	Site Stairs & Ramps, Steps, Concrete (per LF of nosing)	600 LF	20	2931796
Athletic, Recreational & Playfield Areas						
G2050	Boat Launch	Fair	Lake Dock/Pier, Decking & Structure, Wood Pile-Supported	800 SF	15	2931793
Sitework						
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	10	2931797
G2060	Site	Fair	Park Bench, Metal Powder-Coated	1	10	2931798
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	1	10	2931794

Replacement Reserves Report

Sportcraft Landing

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Sportcraft Landing	$0	$239,012	$12,137	$0	$56,332	$0	$20,956	$7,914	$0	$0	$5,591	$24,293	$9,175	$0	$0	$109,369	$28,163	$10,636	$0	$0	$59,168	**$582,745**
Grand Total	**$0**	**$239,012**	**$12,137**	**$0**	**$56,332**	**$0**	**$20,956**	**$7,914**	**$0**	**$0**	**$5,591**	**$24,293**	**$9,175**	**$0**	**$0**	**$109,369**	**$28,163**	**$10,636**	**$0**	**$0**	**$59,168**	**$582,745**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
F1020	2931790	Ancillary Building, Wood-Framed or CMU, Basic/Minimal, Replace	35	20	15	100	SF	$78.00	$7,800																$7,800						**$7,800**
G2020	2931795	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	4	1	30000	SF	$0.59	$17,550		$17,550					$17,550					$17,550					$17,550					**$70,200**
G2020	2931792	Parking Lots, Pavement, Asphalt, Replace	25	24	1	30000	SF	$7.15	$214,500		$214,500																				**$214,500**
G2020	2931788	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	11000	SF	$0.59	$6,435			$6,435					$6,435					$6,435					$6,435				**$25,740**
G2020	2931791	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	21	4	11000	SF	$4.55	$50,050					$50,050																	**$50,050**
G2030	2931789	Sidewalk, Asphalt, Replace	25	23	2	700	SF	$7.15	$5,005			$5,005																			**$5,005**
G2030	2931796	Site Stairs & Ramps, Steps, Concrete (per LF of nosing), Replace	50	30	20	600	LF	$54.60	$32,760																					$32,760	**$32,760**
G2050	2931793	Lake Dock/Pier, Decking & Structure, Wood Pile-Supported, Replace	25	10	15	800	SF	$78.00	$62,400																$62,400						**$62,400**
G2060	2931798	Park Bench, Metal Powder-Coated, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2931794	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2931797	Signage, Property, Building or Pole-Mounted, Replace/Install	20	10	10	1	EA	$1,950.00	$1,950											$1,950											**$1,950**
Totals, Unescalated										**$0**	**$232,050**	**$11,440**	**$0**	**$50,050**	**$0**	**$17,550**	**$6,435**	**$0**	**$0**	**$4,160**	**$17,550**	**$6,435**	**$0**	**$0**	**$70,200**	**$17,550**	**$6,435**	**$0**	**$0**	**$32,760**	**$472,615**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$239,012**	**$12,137**	**$0**	**$56,332**	**$0**	**$20,956**	**$7,914**	**$0**	**$0**	**$5,591**	**$24,293**	**$9,175**	**$0**	**$0**	**$109,369**	**$28,163**	**$10,636**	**$0**	**$0**	**$59,168**	**$582,745**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Stafford Park
569 Holmes Lane
Oregon City, Oregon 97045

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BV PROJECT #:
148392.21R000-037.017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 25, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood park
Main Address	569 Holmes Lane, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	1.61 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	N/A, open spaces
Date(s) of Visit	March 25, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Stafford Park is located at 569 Holmes Lane and is a small undeveloped park. The park consists of picnic areas and an open field.

Site and Amenities

Amenities are very limited in the park, the only key issue found was a worn-out picnic table. Accessibility is major issue no accessible space is provided and there is no accessible pathway from the parking to the picnic tables and the bench.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	-	$1,172	-	$2,970	$7,999	$12,141
Site Pavement	$7,150	$1,241	-	$11,047	$17,778	$37,216
Accessibility	$15,600	-	-	-	-	$15,600
TOTALS	**$22,800**	**$2,500**	**-**	**$14,100**	**$25,800**	**$65,200**

Immediate Needs

Facility/Building	Total Items	Total Cost
Stafford Park	2	$22,800
Total	**2**	**$22,800**

Stafford Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2950991	Stafford Park	Site	Y1010	ADA Parking, Designated Stall, Regraded & Leveled, Install	NA	Accessibility	$15,600
2950992	Stafford Park	Site	G2030	Sidewalk, Asphalt, Replace	NA	Accessibility	$7,200
Total (2 items)							**$22,800**

Key Findings

Picnic Table in Poor condition.

Wood
Stafford Park Site

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $1,100

**$**$$$

Table is deteriorated. - AssetCALC ID: 2948550

Sidewalk

Asphalt
Stafford Park Site

Uniformat Code: G2031
Recommendation: **Replace in 2021**

Priority Score: **67.9**

Plan Type: Accessibility

Cost Estimate: $7,200

**$**$$$

Accessible path not provided. - AssetCALC ID: 2950992

ADA Parking

Designated Stall, Regraded and Leveled
Stafford Park Site

Uniformat Code: Y1011
Recommendation: **Install in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: $15,600

**$$**$$

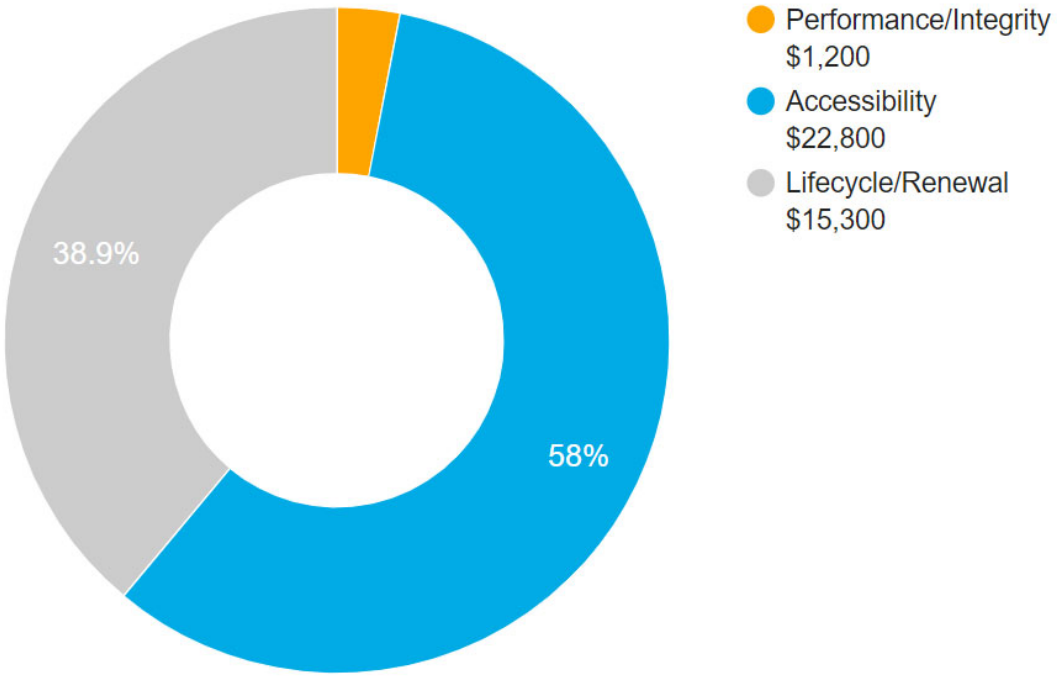
No ADA accessible parking space provided. - AssetCALC ID: 2950991

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $39,300

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Signage	Guide and directional pole mounted	1 EA	Fair
Bollard	Wood	31 EA	Fair
Trash Receptacle	Medium-Duty, Metal	1 EA	Fair
Park Bench	Wood	1 EA	Fair
Picnic Table	Wood	1 EA	Fair
Picnic Table	Wood	1 EA	Poor
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking area		
Pedestrian paving and Trails	Asphalt patches		

General Site Information

On-Site Amenities	Bench, Picnic tables and wood bollards
Ancillary Buildings	None
Fields and Lots	Unimproved play fields
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.
Key Issues and Findings	Worn out picnic table. No accessible parking or paths.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Stafford Park, 569 Holmes Lane, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
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1	PARK OVERVIEW NORTH

2	PARK OVERVIEW SOUTH

3	PARKING AREA

4	TRASH RECEPTACLE

5	PICNIC AREA

6	PICNIC TABLE

Site Plan

Project Number	Project Name
148392.21R000-037.017	Stafford Park
Source	**On-Site Date**
Orcity.org	March 25, 2021

THE PRE-SURVEY QUESTIONNAIRE
WAS NOT RETURNED TO BV

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Stafford Park

BV Project Number: 148392.21R000-037.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?			X	
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?			X	
3	Are curb ramps present at transitions through raised curbs on all accessible routes?			X	
4	Do curb ramps appear to have compliant slopes for all components ?			X	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

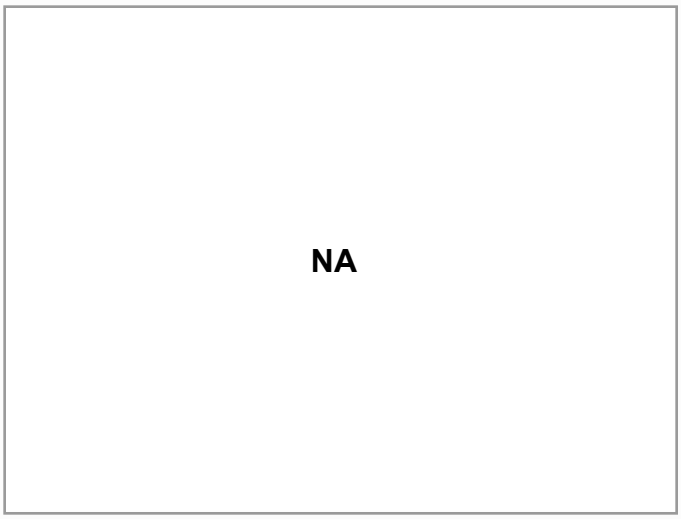
NA	**NA**

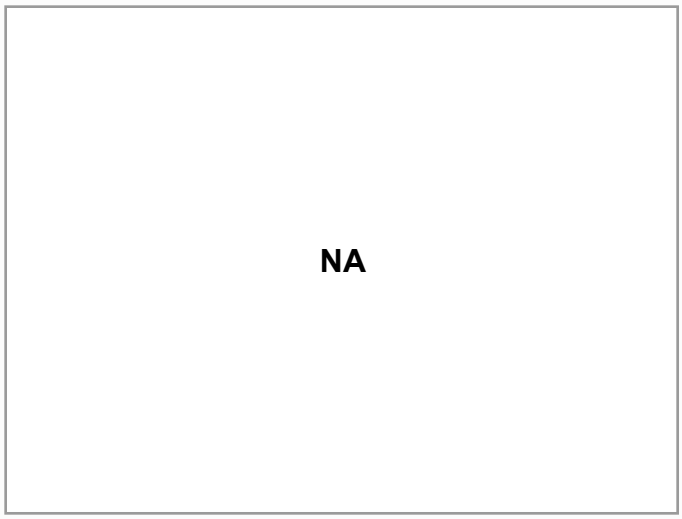
	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route





	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA

NA

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2010	Site	Fair	Roadways, Pavement, Asphalt, Mill & Overlay	2,000 SF	15	2951167
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	2,000 SF	2	3140596
G2030	Site	NA	Sidewalk, Asphalt	1,000 SF	0	2950992
G2030	Site	Fair	Sidewalk, Asphalt	1,000 SF	10	2948547
Sitework						
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	1	10	2948545
G2060	Site	Good	Trash Receptacle, Medium-Duty Metal or Precast	1	15	2948548
G2060	Site	Poor	Picnic Table, Wood	1	2	2948550
G2060	Site	Fair	Bollard, Concrete or Metal	31	15	2948549
G2060	Site	Fair	Picnic Table, Wood	1	10	2948551
Accessibility						
Y1010	Site	NA	ADA Parking, Designated Stall, Regraded & Leveled, Install	1	0	2950991

Replacement Reserves Report

Stafford Park

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Stafford Park	$22,750	$0	$2,414	$0	$0	$0	$0	$1,439	$0	$0	$12,579	$0	$1,668	$0	$0	$22,178	$0	$1,934	$0	$0	$0	**$64,961**
Grand Total	**$22,750**	**$0**	**$2,414**	**$0**	**$0**	**$0**	**$0**	**$1,439**	**$0**	**$0**	**$12,579**	**$0**	**$1,668**	**$0**	**$0**	**$22,178**	**$0**	**$1,934**	**$0**	**$0**	**$0**	**$64,961**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2010	2951167	Roadways, Pavement, Asphalt, Mill & Overlay	25	10	15	2000	SF	$4.55	$9,100																$9,100						**$9,100**
G2020	3140596	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	2000	SF	$0.59	$1,170			$1,170					$1,170					$1,170					$1,170				**$4,680**
G2030	2950992	Sidewalk, Asphalt, Replace	25	25	0	1000	SF	$7.15	$7,150	$7,150																					**$7,150**
G2030	2948547	Sidewalk, Asphalt, Replace	25	15	10	1000	SF	$7.15	$7,150											$7,150											**$7,150**
G2060	2948550	Picnic Table, Wood, Replace	20	18	2	1	EA	$1,105.00	$1,105			$1,105																			**$1,105**
G2060	2948545	Park Bench, Wood/Composite/Fiberglass, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2948551	Picnic Table, Wood, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2948548	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	5	15	1	EA	$1,105.00	$1,105																$1,105						**$1,105**
G2060	2948549	Bollard, Concrete or Metal, Replace	30	15	15	31	EA	$130.00	$4,030																$4,030						**$4,030**
Y1010	2950991	ADA Parking, Designated Stall, Regraded & Leveled, Install	0	0	0	1	EA	$15,600.00	$15,600	$15,600																					**$15,600**
Totals, Unescalated										**$22,750**	**$0**	**$2,275**	**$0**	**$0**	**$0**	**$0**	**$1,170**	**$0**	**$0**	**$9,360**	**$0**	**$1,170**	**$0**	**$0**	**$14,235**	**$0**	**$1,170**	**$0**	**$0**	**$0**	**$52,130**
Totals, Escalated (3.0% inflation, compounded annually)										**$22,750**	**$0**	**$2,414**	**$0**	**$0**	**$0**	**$0**	**$1,439**	**$0**	**$0**	**$12,579**	**$0**	**$1,668**	**$0**	**$0**	**$22,178**	**$0**	**$1,934**	**$0**	**$0**	**$0**	**$64,961**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Straight Cemetery
13014 Clackamas River Drive
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-038.017

DATE OF REPORT:
July 18, 2021

ON SITE DATE:
March 16, 2021

1. Executive Summary

Cemetery Overview and Assessment Details

General Information	
Property Type	Small cemetery
Main Address	13014 Clackamas River Drive, Oregon City, Oregon 97045
Site Developed	1871
Lot Size	0.12 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	On-site Parking not provided
Date(s) of Visit	March 16, 2021
Management Point of Contact	Denise Conrad 503.657.0891 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly, Facilities Maintenance Specialist 503.519.0377 jwaverly@orcity.org
Assessment and Report Prepared By	Konnye Zavala, Project Manager
Reviewed By	James A. Cave Program Manager Jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Cemetery Findings and Deficiencies

Historical Summary

The subject property is an historic cemetery constructed circa 1871. It appears the site has been used solely for this purpose since first developed.

Site & Amenities

The property has minimal improvements, beyond the graves themselves limited to perimeter fencing, signage and a sidewalk. Site lighting and on-site parking is not provided. The site is fair condition with the fencing requiring repainting and minor repairs and the sidewalk relatively free of major cracks and spalls. At the time of the on-site, there were a number of downed limbs and branches resulting from a recent ice storm. Short term fence painting and repairs are required as well as typical life cycle replacements.

Recommended Additional Studies

No additional studies recommended at this time.

Systems Expenditure Forecast

The chart below breaks down the dollars by system type and groups individual years into time ranges.

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	$11,160	-	$2,130	$4,999	$20,155	$38,444
Site Pavement	-	-	-	-	$16,905	$16,905
TOTALS	**$11,200**	**-**	**$2,200**	**$5,000**	**$37,100**	**$55,500**

Immediate Needs

Immediate Needs Report

Facility/Building	Total Items	Total Cost
Straight Cemetery	2	$11,100
Total	**2**	**$11,100**

Straight Cemetery

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2929961	Straight Cemetery	Site	G2060	Fences & Gates, Fence, Wood Board 4', Replace	Poor	Performance/Integrity	$7,400
2943569	Straight Cemetery	Site	G2060	Fences & Gates, Fence, any Painted Surface, Prep & Paint, Minor Repairs	Poor	Performance/Integrity	$3,700
Total (2 items)							**$11,100**

Key Findings

Fences & Gates in Poor condition.

Fence, Wood Board 4'
Straight Cemetery Site

Uniformat Code: G2062
Recommendation: **Replace in 2021**

Priority Score: **81.9**

Plan Type:
Performance/Integrity

Cost Estimate: $6,200

**$**$$$

Fencing in disrepair and being held up by T posts. - AssetCALC ID: 2929961

Fences & Gates in Poor condition.

Fence, any Painted Surface
Straight Cemetery Site

Uniformat Code: G2062
Recommendation: **Prep & Paint, Minor Repairs in 2021**

Priority Score: **81.8**

Plan Type:
Performance/Integrity

Cost Estimate: $3,700

**$**$$$

Paint coating is old and worn and minor areas of damage noted - AssetCALC ID: 2943569

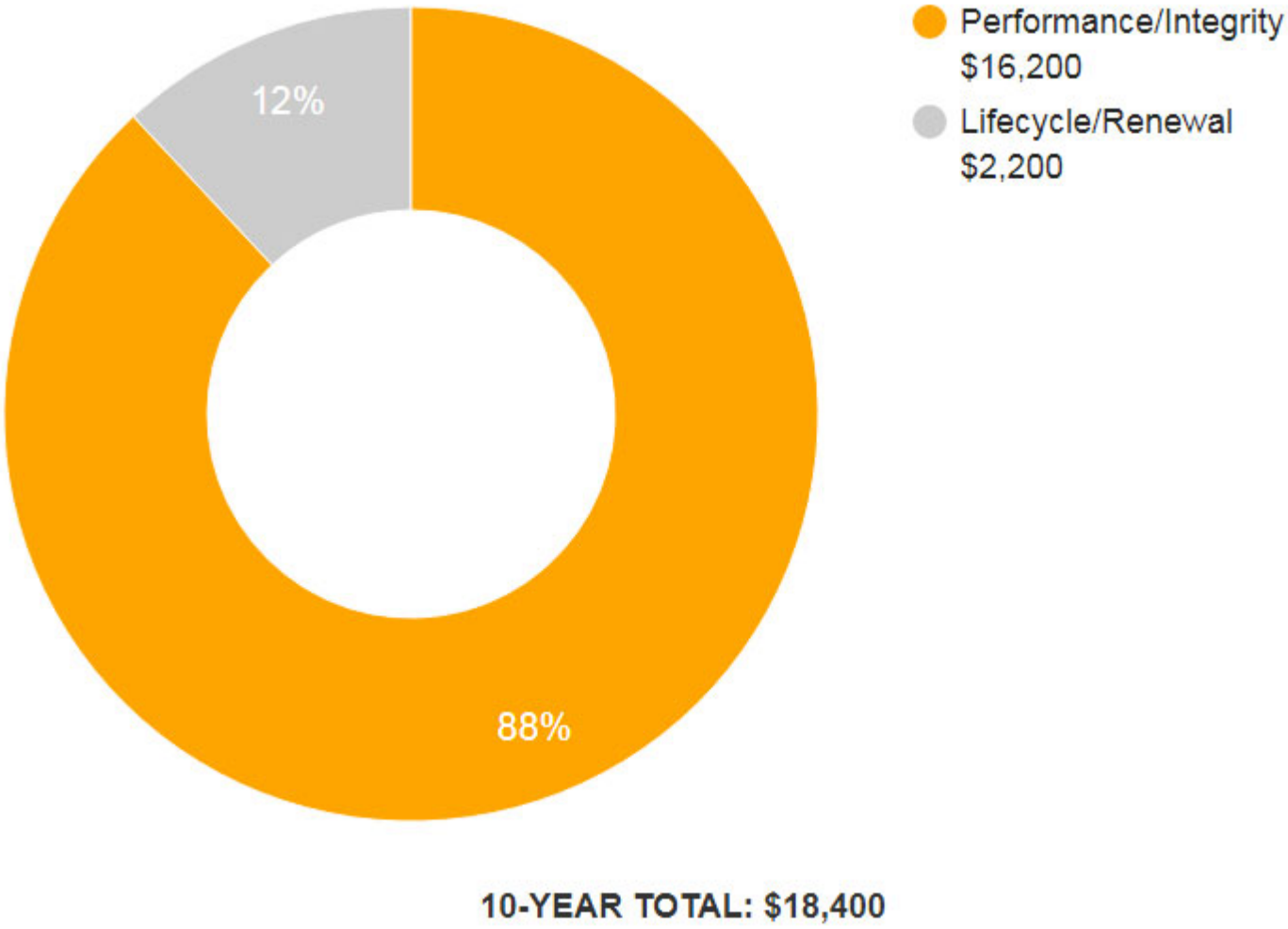
Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.

Plan Type Descriptions

Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.



10-YEAR TOTAL: $18,400

2. Straight Cemetery

General Site Information

Asset	*Description*	*Condition*
Landscaping and Topography	Trees Irrigation not present Low to moderate site slopes throughout	Fair
On-Site Vehicular Paving	No on-site parking provided	NA
Pedestrian paving and Trails	Concrete sidewalks	Fair
On-Site Amenities	Four-foot-high painted wood fencing	Poor
Ancillary Buildings	N/A	NA
Fields and Lots	Dirt cemetery with wood fencing around the property	Fair
Storm Water Management	Surface drainage to developed and undeveloped surroundings	NA
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.	
Key Issues and Findings	Painting and minor repair of the fencing should be completed as well as general clean up of the downed limbs and branches. The fencing work is included in the cost tables, the clean up work is considered to be routine maintenance.	

3. Property Space Use and Observed Areas

Areas Observed

The entire cemetery was observed in order to gain a clear understanding of the condition of the cemetery and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The cemetery was originally constructed in 1871. The cemetery has not since been substantially renovated.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the cemetery facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Straight Cemetery, 13014 Clackamas River Drive, Oregon City, Oregona 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

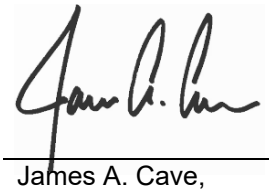
No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:



James A. Cave,
Program Manager
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800.733.0660 x6554

1	FRONT ELEVATION

2	LEFT ELEVATION

3	REAR ELEVATION

4	RIGHT ELEVATION

5	SIDEWALK, CONCRETE

6	SIGNAGE, PROPERTY

Site Plan

Project Number	Project Name
148392.21R000-038.017	Straight Cemetery
Source	**On-Site Date**
Google	March 16, 2021

N

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Straight Cemetery

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 150 years

Date Completed: 3/16/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

	Data Overview	Response		
1	Year(s) constructed	Constructed: 1871	Renovated:	
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		N/A
		Roof		N/A
		Interiors		N/A
		HVAC		N/A
		Electrical		N/A
		Site Pavement		N/A
		Accessibility		N/A
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?				X	
8	Are there any wall, window, basement or roof leaks?				X	
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?				X	
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?				X	
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?				X	
15	Are there any problems or inadequacies with exterior lighting?				X	
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konnyl Zawada

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Straight Cemetery

BV Project Number: 148392.21R000-038.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Straight Cemetery : Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking	**NA**			
Exterior Accessible Route				
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms	**NA**			
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools	**NA**			
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Straight Cemetery : Photographic Overview

Accessible ramp or path

Component Condition Report | Straight Cemetery

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2030	Site	Fair	Sidewalk, Concrete, Large Areas	800 SF	20	2929962
Sitework						
G2060	Site	Poor	Fences & Gates, Fence, Wood Board 4'	200 LF	0	2929961
G2060	Site	Poor	Fences & Gates, Fence, any Painted Surface, Prep & Paint, Minor Repairs	800 SF	0	2943569
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	3	2929960

Replacement Reserves Report

Straight Cemetery

7/18/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Straight Cemetery	$11,160	$0	$0	$2,131	$0	$0	$0	$0	$0	$0	$4,999	$0	$0	$0	$0	$0	$0	$0	$0	$0	$37,061	**$55,352**
Grand Total	**$11,160**	**$0**	**$0**	**$2,131**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$4,999**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$37,061**	**$55,352**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2030	2929962	Sidewalk, Concrete, Large Areas, Replace	50	30	20	800	SF	$11.70	$9,360																					$9,360	**$9,360**
G2060	2929961	Fences & Gates, Fence, Wood Board 4', Replace	20	20	0	200	LF	$37.20	$7,440	$7,440																				$7,440	**$14,880**
G2060	2943569	Fences & Gates, Fence, any Painted Surface, Prep & Paint, Minor Repairs	10	10	0	800	SF	$4.65	$3,720	$3,720										$3,720										$3,720	**$11,160**
G2060	2929960	Signage, Property, Building or Pole-Mounted, Replace/Install	20	17	3	1	EA	$1,950.00	$1,950				$1,950																		**$1,950**
Totals, Unescalated										**$11,160**	**$0**	**$0**	**$1,950**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,720**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$20,520**	**$37,350**
Totals, Escalated (3.0% inflation, compounded annually)										**$11,160**	**$0**	**$0**	**$2,131**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$4,999**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$37,061**	**$55,352**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Swimming Pool
1211 Jackson Street
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
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BV CONTACT:
James A. Cave
Program Manager
800.733.0660 x6554
Jim.cave@bvna.com

BV PROJECT #:
148392.21R000-005.017

DATE OF REPORT:
July 12, 2021

ON SITE DATE:
March 24, 2021

1. Executive Summary

Property Overview and Assessment Details

General Information	
Property Type	Municipal Swimming Pool
Main Address	1211 Jackson Street, Oregon City, Oregon 97045
Site Developed	1965, Phase I / 1978 Phase II
Site Area	1.26 acres (estimated)
Parking Spaces	No parking on site
Building Area	20,572 SF
Number of Stories	One
Outside Occupants / Leased Spaces	None
Date(s) of Visit	March 24, 2021
Management Point of Contact	Oregon City Swimming Pool, Dale Smelser, Facilities Maintenance 503.752.9703 phone dmelser@orcity.org
On-site Point of Contact (POC)	Same as above
Assessment and Report Prepared By	Jim Cave and Ralph Manglass
Reviewed By	Al Diefert Technical Report Reviewer For Jim Cave Program Manager Jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Significant/Systemic Findings and Deficiencies

Historical Summary

The Swimming Pool Was built in two phases, first the Natatorium was constructed in 1965 and then the community center wing in 1978. Renovations to the interior finishes, natatorium glass, ADA improvements, and rebuilding of the pool deck have been performed between 2014 and 2019.

Architectural

The building structure, except for the pool deck is original and in above average condition based on the age of the two phases. The roof was resurfaced with a modified bitumen membrane in 2009. The south wall glass of the natatorium was replaced in 2014. The office interiors were renovated in 2017-2018, including ADA improvements. The overall condition of the architectural components is good. The exterior is in need of painting, there is a louver leak that needs repair, several exterior doors and frames are corroding and budgeted for replacement in the near term. There is older sheet flooring in the storage room that is budgeted for replacement in the near term. Lifecycle-based interior and exterior finish replacements are budgeted and anticipated.

Mechanical, Electrical, Plumbing and Fire (MEPF)

The building is heated by a gas fired steam boiler which also heats the pool water via a heat exchanger. The Natatorium is conditioned by air handlers with steam heat coils in concert with exhaust fans. The pool deck has a radiant heating system fed from a heat exchanger linked to the boiler. The office, community center wing is conditioned by rooftop packed units and small split system units. Replacement of the original air handlers is budgeted for the short term. Replacement of corroding drain piping is budgeted for the short term. The main electrical equipment is original to the two phases of the building and budgeted for upgrades in the short term. Upgrades to some of the pool filter components are budgeted for the short term. Lifecycle-based MEPF component replacements are budgeted and anticipated.

Site

There are near term repairs needed to the concrete retaining walls and stairs. Resurfacing of the basketball court is budgeted for the near term. Recoating of the wading pool is budgeted for the near term. Lifecycle-based site component and finish replacements are budgeted and anticipated.

Recommended Additional Studies

No additional studies recommended at this time.

Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

FCI Ranges and Description	
0 – 5%	In new or well-maintained condition, with little or no visual evidence of wear or deficiencies.
5 – 10%	Subjected to wear but is still in a serviceable and functioning condition.
10 – 30%	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
30% and above	Has reached the end of its useful or serviceable life. Renewal is now necessary.

The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

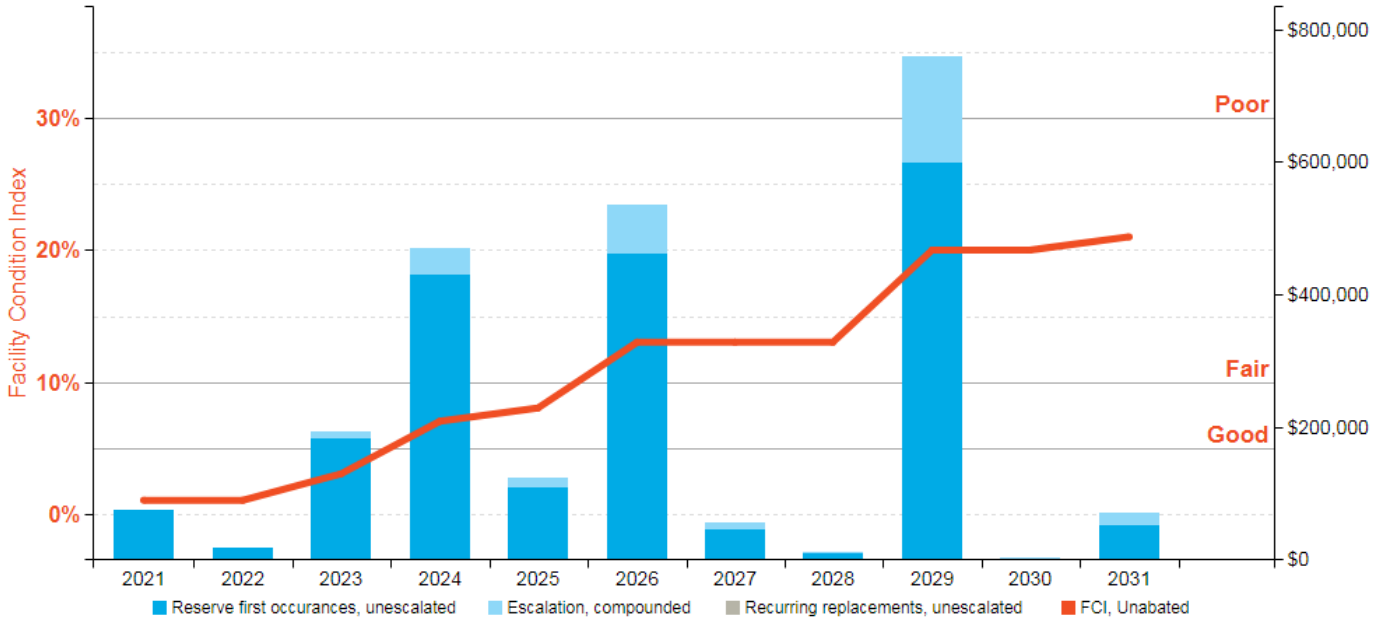
FCI Analysis | Swimming Pool (1800)		
Replacement Value *$ 11,170,600*	*Total SF* *20,572*	*Cost/SF* *$ 543*
Current FCI	$ 75,200	**0.7 %**
3-Year	$ 757,500	6.8 %
5-Year	$ 1,415,400	12.7 %
10-Year	$ 2,313,100	20.7 %

The orange line in the graph below forecasts what would happen to the FCI (left Y axis) over time, assuming zero capital expenditures. The capital expenditures allocated for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Swimming Pool

Replacement Value: $ 11,170,596; Inflation rate: 3.0%



Immediate Needs

Facility/Building	Total Items	Total Cost
Swimming Pool	2	$75,200
Total	**2**	**$75,200**

Swimming Pool

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2954848	Swimming Pool	Site	G2060	Retaining Wall, Concrete Cast-in-Place, Repair/Replace	Poor	Performance/Integrity	$70,200
2959833	Swimming Pool	Retaining Wall Near Pool Equipment Room	B1080	Stair/Ramp Rails, Metal, Install	Poor	Performance/Integrity	$5,000
Total (2 items)							**$75,200**

Key Findings

Exterior Walls in Poor condition.

any painted surface, 1-2 Story Building
Swimming Pool Exterior Wall

Uniformat Code: B2011
Recommendation: **Prep and Paint in 2023**

Priority Score: **89.6**

Plan Type: Performance/Integrity

Cost Estimate: $37,100

**$$**$$

POC reports that the exterior paint is aging and is requesting funds to repaint the exterior - AssetCALC ID: 2959826

Interior Door in Poor condition.

Steel, Standard
Swimming Pool Staff Restroom

Uniformat Code: C1031
Recommendation: **Replace in 2023**

Priority Score: **83.7**

Plan Type: Performance/Integrity

Cost Estimate: $4,300

**$**$$$

POC reports an unusually high replacement cost for HM doors and frames - AssetCALC ID: 2954851

Athletic Surfaces and Courts in Poor condition.

Basketball/General, Concrete Pavement
Swimming Pool Basketball Court

Uniformat Code: G2051
Recommendation: **Mill and Overlay in 2023**

Priority Score: **82.7**

Plan Type: Performance/Integrity

Cost Estimate: $40,500

**$$**$$

Basketball court noted to be spalled and cracked. Recommend replacing with asphalt court - AssetCALC ID: 2954815

Retaining Wall in Poor condition.

Concrete Cast-in-Place
Swimming Pool Site

Uniformat Code: G2066
Recommendation: **Repair/Replace in 2021**

Priority Score: **81.9**

Plan Type: Performance/Integrity

Cost Estimate: $70,200

**$$$**$

The retaining wall near the large Sequoya tree is leaning due to lateral forces from the retained earth. Some stabilization of the wall is recommended - AssetCALC ID: 2954848

Stair/Ramp Rails in Poor condition.

Metal
Swimming Pool Retaining Wall Near Pool Equipment Room

Uniformat Code: B1085
Recommendation: **Install in 2021**

Priority Score: **81.9**

Plan Type: Performance/Integrity

Cost Estimate: $5,000

**$**$$$

Attachments on railing on top of retaining wall near the pool equipment room is damaged and should be repaired. - AssetCALC ID: 2959833

Louvers in Poor condition.

Aluminum
Swimming Pool Building Exterior

Uniformat Code: B2071
Recommendation: **Repair in 2022**

Priority Score: **81.8**

Plan Type: Performance/Integrity

Cost Estimate: $5,900

**$**$$$

There is water leaking into the pool equipment room from a louver on the exterior wall. It is not clear if the water is leaking from the louver itself or at the edge of the louver where connects to the exterior wall. Louver and flashing to wall should be repaired/replaced to eliminate leak - AssetCALC ID: 2954809

Pool Coating in Poor condition.

Elastomeric Coating
Swimming Pool Wading Pool

Uniformat Code: C2031
Recommendation: **Prep and Paint in 2022**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $11,700

**$$**$$

Pool coating is worn - AssetCALC ID: 2967153

Stairs in Poor condition.

Concrete, Exterior
Swimming Pool Site

Uniformat Code: B1081
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type:
Performance/Integrity

Cost Estimate: $8,300

**$**$$$

The exterior stairs adjacent to the basketball court severely spalled. Should be replaced with stairs and railings - AssetCALC ID: 2954874

Flooring in Poor condition.

Vinyl Sheeting
Swimming Pool Storage Areas

Uniformat Code: C2035
Recommendation: **Replace in 2023**

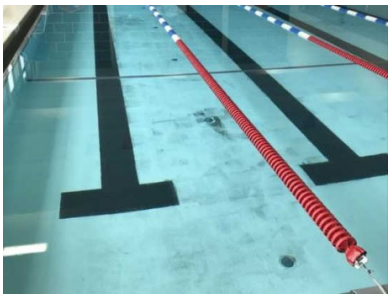
Priority Score: **81.7**

Plan Type:
Performance/Integrity

Cost Estimate: $6,800

**$**$$$

Flooring old and worn with split seams - AssetCALC ID: 2954876



Pool Coating in Poor condition.

Elastomeric Coating
Swimming Pool Pool

Uniformat Code: C2031
Recommendation: **Prep and Paint in 2023**

Priority Score: **81.6**

Plan Type:
Performance/Integrity

Cost Estimate: $61,400

**$$$**$

Pool coating appears to be worn and uneven - AssetCALC ID: 2954845

Exterior Door/Frame in Poor condition.

Steel, Standard
Swimming Pool Building Exterior

Uniformat Code: B2051
Recommendation: **Replace in 2023**

Priority Score: **54.7**

Plan Type:
Modernization/Adaptation

Cost Estimate: $12,500

**$$**$$

POC reports unusually high replacement costs for HM doors and frames. Price shown herein reflects this costing - AssetCALC ID: 2954861

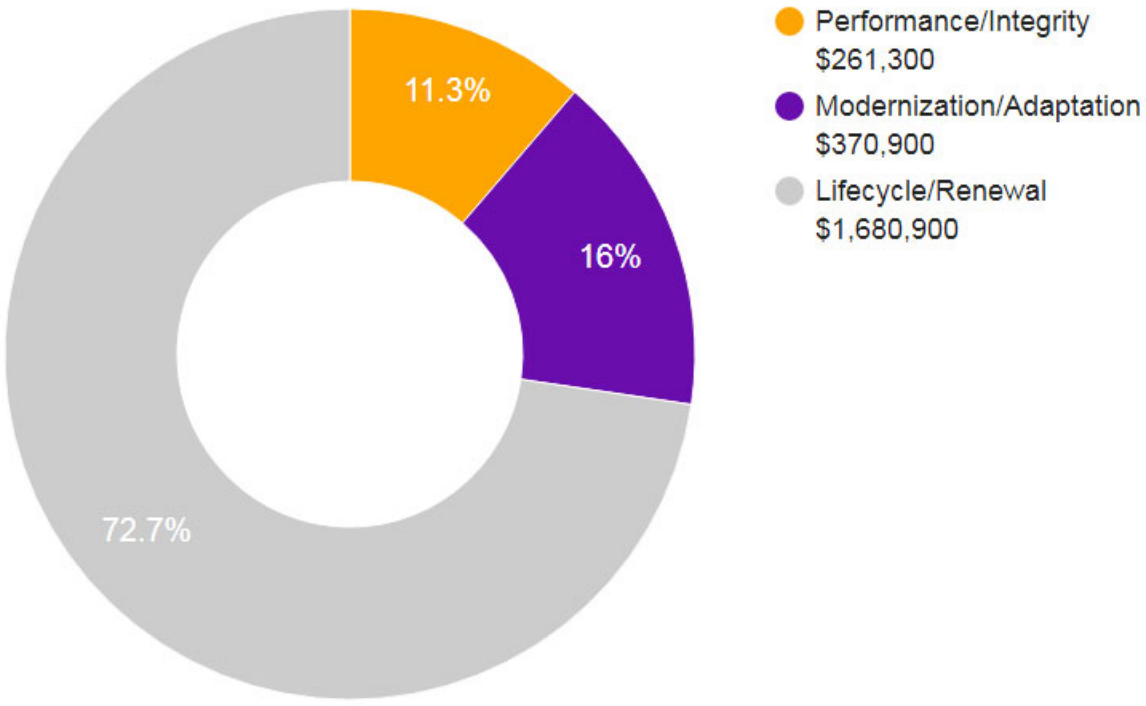
Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the "why" part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the "best" fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety	■	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	■	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	■	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	■	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Retrofit/Adaptation	■	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	■	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $2,313,100

2. Building and Site Information

Systems Summary

System	Description	Condition
Structure	Masonry bearing walls and wood-framed and concrete tee roofs	Good
Façade	Painted CMU with aluminum windows	Fair
Roof	Primary: Flat construction with modified bituminous finish Secondary: Shed construction with metal finish	Fair
Interiors	Walls: Painted gypsum board and CMU Floors: Carpet, VCT, elastomeric coating Ceilings: Painted concrete tees and gypsum board, Exposed laminated wood beams	Good
Elevators	None	--
Plumbing	Galvanized supply and cast iron waste and venting Electric water heaters Toilets, urinals, and sinks in all restrooms, showers in dressing rooms	Fair
HVAC	Central steam heating system with boiler and heat exchangers, feeding air handlers and radiant flooring, and providing pool heating. Individual package units. Supplemental components: ductless split-system, exhaust fans	Fair

Systems Summary

Fire Suppression	Fire extinguishers	Good
Electrical	Source and Distribution: Main switchboard Interior Lighting: T-8 Emergency: None	Fair
Fire Alarm	Gas detection, Back-up emergency lights, and exit signs	Fair
Equipment/Special	Swimming pool	Good
Site Pavement	Concrete sidewalks, pool deck and stairs Concrete basketball court	Fair
Site Development	Building-mounted signage, Chain link fencing Wading pool Basketball Court Metal benches and picnic tables	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Concrete retaining walls Low to moderate site slopes throughout	Fair
Utilities	Municipal water and sewer Local utility-provided electric and natural gas	Fair
Site Lighting	Building-mounted: HPS	Fair
Ancillary Structures	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Repainting of the exterior walls is budgeted for the short term. Several exterior doors and door frames are corroded and budgeted for near term replacement. There is leakage at the exterior louver for the main air handler that is budgeted for repairs in the short term. Some drain piping replacements are budgeted for the near term. Upgrades to the older air handlers and electrical distribution panels is budgeted for the short term. Recoating of the pool is budgeted for the short term. Resurfacing of the basketball court is budgeted for the near term. Recoating of the wading pool is budgeted for the short term. Concrete retaining wall and stair repairs are needed and budgeted for the near term.	

System Expenditure Forecast						
System	**Immediate**	**Short Term (1-2 yr)**	**Near Term (3-5 yr)**	**Med Term (6-10 yr)**	**Long Term (11-20 yr)**	**TOTAL**
Structure	$4,950	$8,781	-	-	-	$13,731
Facade	-	$58,571	$82,036	$8,386	$52,824	$201,817
Roofing	-	-	-	$392,143	$24,479	$416,622
Interiors	-	$89,007	$78,271	$74,028	$469,601	$710,907
Plumbing	-	-	$285,736	$14,553	$43,160	$343,449
HVAC	-	-	$378,418	$70,029	$140,516	$588,963
Electrical	-	-	$269,903	$271,022	-	$540,925
Fire Alarm & Electronic Systems	-	-	-	$6,504	$8,740	$15,244
Equipment & Furnishings	-	-	-	$5,379	$16,532	$21,911
Special Construction & Demo	-	-	$33,922	$43,884	$661,389	$739,195
Site Development	$70,200	$42,966	-	$5,458	-	$118,624
Site Utilities	-	-	-	$6,289	-	$6,289
Site Pavement	-	$12,550	-	-	-	$12,550
TOTALS	**$75,200**	**$211,900**	**$1,128,300**	**$897,700**	**$1,417,300**	**$3,730,400**

3. Property Space Use and Observed Areas

Unit Allocation

All 20,752 square feet of the property are occupied by City of Oregon City. The spaces are a combination of a natatorium, meeting rooms and offices, with supporting restrooms, locker rooms, and mechanical and other utility spaces.

Areas Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, the exterior of the property, and the roof.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title III of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "commercial facilities" on the basis of disability. Regardless of its age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

Buildings completed and occupied after January 26, 1992 are required to comply fully with the ADAAG. Existing facilities constructed prior to this date are held to the lesser standard of compliance to the extent allowed by structural feasibility and the financial resources available. As an alternative, a reasonable accommodation pertaining to barrier removal must be made.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The facility was originally constructed in 1965 and expanded in 1978. The facility was renovated over the last 5 years or so and accessibility improvements were reportedly implemented at that time.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility study is currently recommended since no major or moderate issues were identified at the subject site. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The city of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of the Swimming Pool, 1211 Jackson Street, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Ralph Manglass,
Project Manager

Reviewed by:

Al Diefert,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.cave@bvna.com
800.733.0660 x6554

1	FRONT ELEVATION

2	RIGHT ELEVATION

3	REAR ELEVATION

4	LEFT ELEVATION

5	ROOFING OVERVIEW

6	ROOF OVERVIEW

7	SKYLIGHTS

8	METAL ROOFING

9	FACADE OVERVIEW

10	SERVICE DOORS

11	CORRODED EXTERIOR DOOR

12	NATATORIUM GLASS

13	EXTERIOR LOUVER WITH LEAKAGE

14	LOCKER ROOM WATER HEATER

15	OFFICE WATER HEATER

16	CORRODED POOL DRAIN PIPING

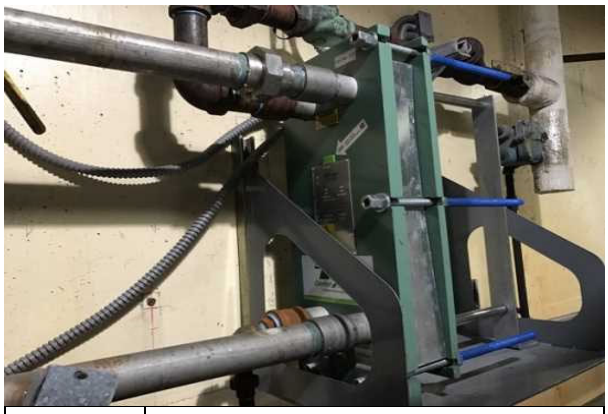
17	RESTROOM FIXTURES

18	BOILER

19	HEAT EXCHANGER, FLOOR HEAT

20	AIR HANDLER

21	PACKAGE UNIT



22	POOL HEAT EXCHANGER

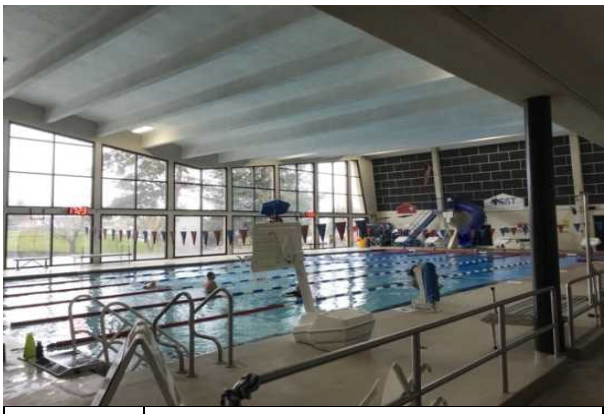
23	DUCT COIL

24	DUCTLESS SPLIT SYSTEM

25	SWITCHBOARD

26	SWITCHGEAR

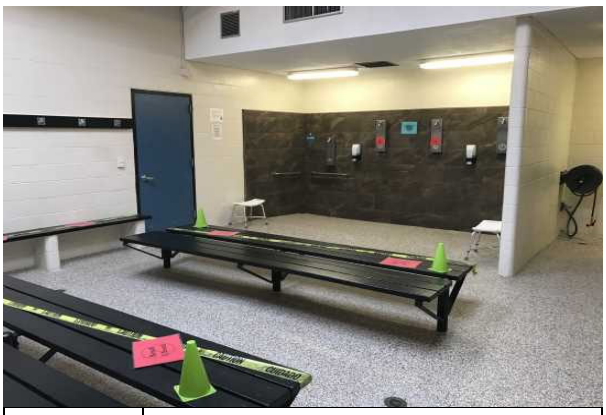
27	LIGHTING



28	NATATORIUM

29	NATATORIUM SEATING

30	BREAK ROOM

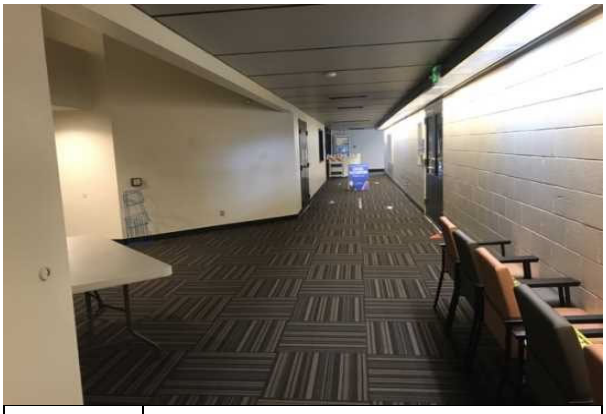


31	SHOWER AREA

32	SHEET FLOORING

33	CORRODED DOOR FRAMES

34	KITCHEN

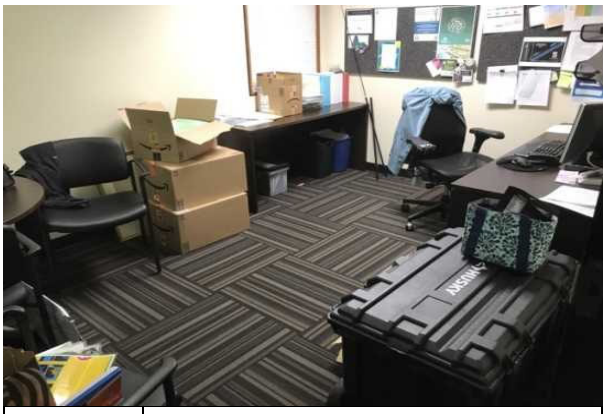


35	HALLWAY

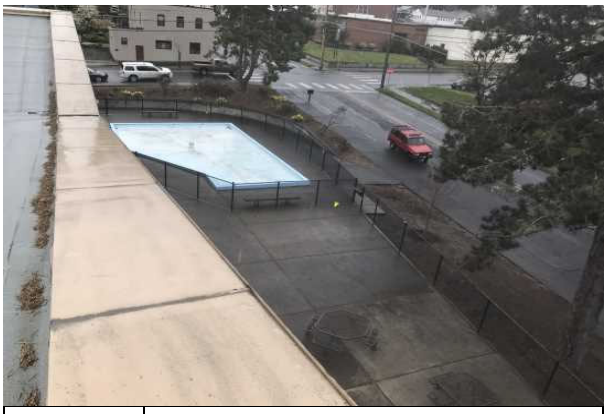
36	BASEMENT EQUIPMENT ROOM

37	COMMUNITY ROOM

38	RESTROOM



39	OFFICE



40	WADING POOL AND PLAY YARD

41	BASKETBALL COURT

42	SITE FENCING

43	LEANING RETAINING WALL

44	SITE STAIRS

45	WALKWAY PAVING

46	RETAINING WALL SPALLING

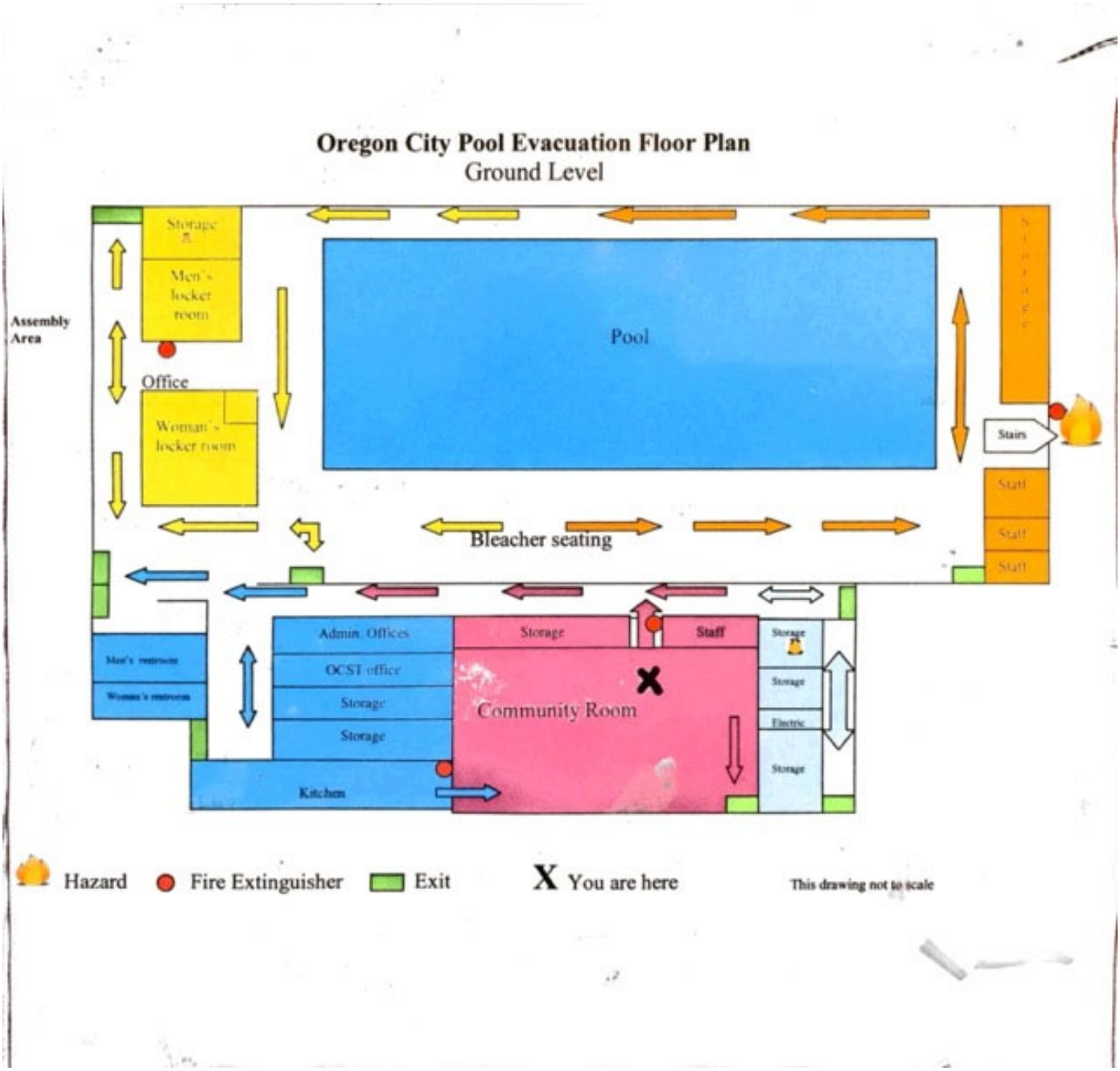
47	DETERIORATED STAIRS

48	LANDSCAPING OVERVIEW

Site Plan

Project Number	Project Name
148392.21R000-005.017	Swimming Pool
Source	**On-Site Date**
Google	March 24, 2021

Floor Plan



Project Number	Project Name
148392.21R000-005.017	Swimming Pool
Source	**On-Site Date**
Google	March 24, 2021

BUREAU VERITAS FACILITY CONDITION ASSESSMENT:
PRE-SURVEY QUESTIONNAIRE

Building / Facility Name:	**Swimming Pool**
Name of person completing form:	**Dale Smelser**
Title / Association with property:	**Facilities Maintenance**
Length of time associated w/ property:	**10 Years**
Date Completed:	**March 10, 2021**
Phone Number:	**503-752-9703**
Method of Completion:	**PRIOR: fully completed by client in advance**

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

<table>
<tr><th colspan="2">DATA OVERVIEW</th><th colspan="3">RESPONSE</th></tr>
<tr><td>1</td><td>Year/s constructed / renovated</td><td colspan="3">Original building constructed in 1965. A major addition was added in 1978</td></tr>
<tr><td>2</td><td>Building size in SF</td><td colspan="3">Approx 27,000 SF</td></tr>
<tr><td rowspan="8">3</td><td rowspan="8">Major Renovation/Rehabilitation</td><td></td><td>Year</td><td>Additional Detail</td></tr>
<tr><td>Façade</td><td>2017</td><td>Added an awning over the secondary front door.</td></tr>
<tr><td>Roof</td><td>2009</td><td>New roof</td></tr>
<tr><td>Interiors</td><td></td><td>See below</td></tr>
<tr><td>HVAC</td><td>2017</td><td>Added a mini-split heat pump to main office, mainly for cooling, since the natatorium and locker rooms tend to make the main office hot.</td></tr>
<tr><td>Electrical</td><td></td><td>Repairs happen as needed</td></tr>
<tr><td>Site Pavement</td><td>2020</td><td>Major sidewalk repairs on 13th St</td></tr>
<tr><td>Accessibility</td><td></td><td>See below</td></tr>
<tr><th colspan="2">QUESTION</th><th colspan="3">RESPONSE</th></tr>
<tr><td>4</td><td>List other significant capital improvements (focus on recent years; provide approximate date).</td><td colspan="3">2014 – New window frame and glass on souyh natatorium wall. 2016 – Convert office space to 2 ADA family changing rooms, renovate front office. 2017- Convert 2 hall restrooms to ADA, remodel hallway ceilings. 2018 – Hall offices remodeled. 2019 – replace a major portion of the pool deck and steel support posts that were deteriorating right before our eyes.</td></tr>
<tr><td>5</td><td>List any major capital expenditures planned/requested for the next few years. Have they been budgeted?</td><td colspan="3">Replace some doors. Paint exterior. Re-surface wading pool. Replace dividing wall in Community Room. New pool slide. Convert much of the facility lighting to LED.</td></tr>
</table>

6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	Many facility doors in need of replacement. Wading pool surface needs re-do.

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates *"Unknown"*)

QUESTION		RESPONSE				COMMENTS
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		X			
8	Are there any wall, window, basement or roof leaks?	X				In boiler room, when it rains really hard, rain comes in through the fresh air vent of the natatorium heat exchanger and leaks through the floor to the basement.
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality or mold related complaints from occupants?		X			
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/back-up problems?	X				Most of the facility plumbing is original steel water lines and cast iron drain lines. Water lines have rusty water coming out if the fixtures go unused for any length of time. Many of the drains are slow and need rooter service faily often.
12	Have there been any leaks or pressure problems with natural gas, HVAC supply/return lines, or steam service?	X				The heat exchangers and steam pipes from the boiler are old. There are no current problems, but with such an old system, it could happen any time.
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?	X				For the most part, the system works pretty good. Since the main office and the locker rooms share the same heat, it can be difficult to maintain a balance. It would be nice if the locker rooms had their own heat systems.
14	Is the electrical service outdated, undersized, or otherwise problematic?	X				The distribution center in the boiler room is outdated and in need of replacement.
15	Are there any problems or inadequacies with exterior lighting?		X			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?	X				Because of the original design, the 2 sidewalk drains in front of the building, on 12th St, are easily clogged by debris. Larger catch basins would solve the problem.
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, indicate when.			X		Our ADA is up to date and exceeds requirements.

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates *"Unknown"*)						
QUESTION		RESPONSE				COMMENTS
		Yes	No	Unk	NA	
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?	X				Our ADA is up to date and exceeds requirements.
20	ADA: Have there been regular complaints about accessibility issues, or associated previous or pending litigation?		X			

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Swimming Pool

BV Project Number: 148392.21R000-005.017

Facility History & Interview

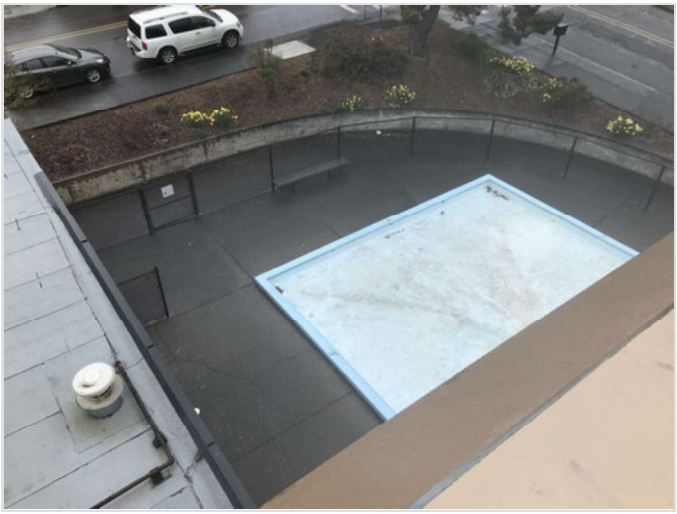
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?	X			
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?	X			
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Swimming pool: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking	**NA**			
Exterior Accessible Route				X
Building Entrances				X
Interior Accessible Route				X
Elevators	**NA**			
Public Restrooms				X
Kitchens/Kitchenettes				X
Playgrounds & Swimming Pools				X
Other	**NA**			

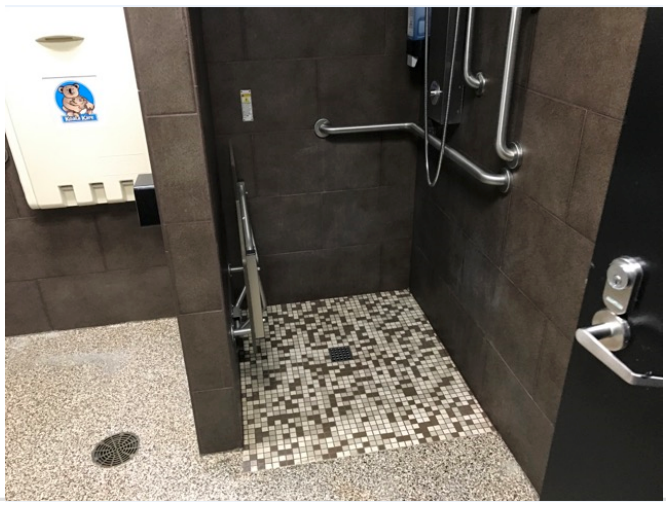
**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Swimming pool: Photographic Overview



Accessible path

Accessible restroom



Accessible shower

Pool lift

Component Condition Report | Swimming Pool

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	Retaining Wall Near Pool Equipment Room	Poor	Stair/Ramp Rails, Metal, Install	50 LF	0	2959833
B1080	Site	Poor	Stairs, Concrete, Exterior	35 SF	2	2954874
Facade						
B2010	Exterior Wall	Poor	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	9,500 SF	2	2959826
B2020	Building Exterior (Excluding Natatorium)	Fair	Storefront, Glazing & Framing	1,050 SF	3	2954822
B2050	Building Exterior	Poor	Exterior Door/Frame, Steel, Standard	3	2	2954861
B2050	Exterior Walls	Fair	Exterior Door, Steel, Standard	8	10	2959829
B2070	Building Exterior	Poor	Louvers, Aluminum, Repair	1	1	2954809
Roofing						
B3010	Roof	Fair	Roofing, Modified Bitumen	19,050 SF	8	2954852
B3010	Roof	Fair	Roofing, Metal	425 SF	20	2954849
B3060	Roof	Good	Roof Skylight, Acrylic	4	18	2954829
Interiors						
C1030	Staff Restroom	Poor	Interior Door, Steel, Standard	1	2	2954851
C1030	Throughout Building	Fair	Interior Door, Steel, Standard	8	15	2954821
C1070	Corridors	Good	Suspended Ceilings, Fiberglass Paneling	2,500 SF	18	2954875
C1090	Restrooms	Good	Toilet Partitions, Metal	5	13	2954813
C1090	Locker Rooms	Good	Lockers, Steel-Baked Enamel, 12" W x 15" D x 72" H	20	13	2954843
C2010	Natatorium	Good	Wall Finishes, Acoustical Tile (ACT)	1,500 SF	18	2954826
C2010	Throughout Building	Fair	Wall Finishes, Any Paintable Surface, Prep & Paint	25,000 SF	3	2954868
C2030	Locker Rooms	Good	Flooring, Elastomeric Coating, Prep & Paint	1,250 SF	6	2954839
C2030	Classroom/ Offices	Good	Flooring, Vinyl Tile, High End	2,500 SF	8	2954837
C2030	Storage Areas	Poor	Flooring, Vinyl Sheeting	750 SF	2	2954876
C2030	Corridors	Good	Flooring, Carpet, Commercial Tile	2,750 SF	6	2954857
C2030	Wading Pool	Poor	Pool Coating, Elastomeric Coating, Prep & Paint	1,000 SF	1	2967153
C2030	Pool	Poor	Pool Coating, Elastomeric Coating, Prep & Paint	5,250 SF	2	2954845
C2050	Throughout Building	Fair	Ceiling Finishes, Any Paintable Surface, Prep & Paint	8,800 SF	3	2954836
Plumbing						
D2010	Wading Pool Restrooms	Fair	Toilet, Commercial Plumbing Fixtures	5	23	2959832
D2010	Restrooms	Good	Sink/Lavatory, Wall-Hung, Vitreous China	4	23	2954858
D2010	Locker Rooms	Good	Sink/Lavatory, Multi-user/Stainless Steel	2	23	2954859
D2010	Throughout Building	Fair	Plumbing System, Supply & Sanitary, High Density (includes fixtures)	8,800 SF	5	2954835
D2010	Restrooms	Fair	Urinal, Standard	2	15	2954855
D2010	Storage, Serving Locker Room	Good	Water Heater, Gas, Commercial 100 GAL	1	16	2954834
D2010	Pool Equipment Room	Fair	Pump, Circulation, Pool Water, 28 HP	1	5	2954863
D2010	Pool Equipment Room	Fair	Supplemental Components, Ultraviolet Disinfection Unit, Pool	1	10	2954844
D2010	Storage	Good	Water Heater, Electric, Residential, 53 to 120 GAL	1	11	2954816
D2060	Chemical Room	Good	Storage Tank, Industrial Gases, 100 GAL	1	18	2954812
HVAC						

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D3020	Storage	Fair	Heat Exchanger, Shell & Tube, HVAC, 21 to 25 GPM	1	5	2954865
D3020		Fair	Boiler Supplemental Components, Chemical Feed System	1	5	2954830
D3020	Pool equipment Room	Fair	Heat Exchanger, Plate & Frame, Pool Water	1	5	2954847
D3020	Pool Equipment Room	Fair	Boiler, Dual Fuel, HVAC, 2001 to 20000 MBH	1	21	2954823
D3030	Lower Roof	Good	Split System Ductless, Multi Zone, per 1 to 2 TON FCU	1	10	2954814
D3050	Storage, Serving Locker Room Area	Fair	Air Handler, Heating and Cooling Coils	1	3	2954825
D3050	Storage, Serving Lockers & Office	Fair	Air Handler, Interior AHU, Easy/Moderate Access, 10001 to 15000 CFM	1	5	2954867
D3050	Lower Roof	Fair	Packaged Unit, Roof-Mounted, 10 TON	1	8	2954838
D3050	Lower Roof	Fair	Packaged Unit, RTU, Pad or Roof-Mounted, 5 TON	1	8	2954873
D3050	Mechanical Room - Natatorium	Fair	Air Handler, Exterior AHU, 10001 to 15000 CFM	1	4	2954819
D3050	Lower Roof	Fair	Packaged Unit, RTU, Pad or Roof-Mounted, 3 TON	1	7	2954818
D3050	Mechanical Room - Natatorium	Fair	Air Handler, Heating and Cooling Coils	1	5	2954862
D3060	Natatorium Roof	Fair	Exhaust Fan, Rooftop	4	5	2954827
D3060	Lower Roof	Fair	Exhaust Fan, Propeller, 10 HP Motor, 50000 CFM	2	5	2954828
Electrical						
D5020	Pool Equipment Room	Fair	Switchgear, 277/480 V, 800 AMP	1	3	2954860
D5020	Pool Equipment Room	Fair	Switchboard, 800 AMP	1	3	2954872
D5040	Throughout Building	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	20,572 SF	8	2954820
Fire Alarm & Electronic Systems						
D7030	Storage	Good	Security Monitor, Closed Circuit, Command	1	6	2954856
Equipment & Furnishings						
E1060	Kitchen	Good	Residential Appliances, Dishwasher, Range, Refrigerator	3	6	2954811
E2010	Kitchen	Good	Casework, Cabinetry, Standard	20 LF	15	2954870
E2010	Kitchen	Good	Casework, Countertop, Plastic Laminate	25 LF	9	2954853
Special Construction & Demo						
F1050	Wading Pool	Fair	Pool Finishes, Basin & Deck Finishes, Epoxy Paint	1,400 SF	3	2954840
F1050	Natatorium	Fair	Pool Accessories, Gutter System	800 LF	15	2954831
F1050	Pool Equipment Room	Fair	Pool Equipment, Horizontal Sand Filter	2	3	2954866
F1050	Natatorium	Good	Pool Equipment, Pool Lift, Accessible Transfer Device	1	13	2959825
F1050	Natatorium	Fair	Pool Accessories, Pool Slide, Carved Plastic	1	15	2959816
F1050	Natatorium	Fair	Pool Accessories, Diving Board	1	10	2954871
F1050	Natatorium	Fair	Pool Accessories, Slide Stair	1	15	2954869
F1050	Natatorium	Good	Pool Finishes, Basin & Deck Finishes, Coating	2,500 SF	8	2954841
Pedestrian Plazas & Walkways						
G2020	Wading Pool Area	Fair	Pedestrian Surfaces, Pavement, Asphalt, Mill & Overlay	2,600 SF	2	2954832
Athletic, Recreational & Playfield Areas						
G2050	Basketball Court	Poor	Athletic Surfaces & Courts, Basketball/General, Concrete Pavement, Mill & Overlay	2,500 SF	2	2954815
Sitework						
G2060	Basketball Court	Fair	Fences & Gates, Fence, Chain Link 8'	125 LF	10	2959831
G2060	Site	Good	Fences & Gates, Fence, Chain Link 6'	250 LF	25	2954850
G2060	Site	Poor	Retaining Wall, Concrete Cast-in-Place, Repair/Replace	1,800 SF	0	2954848

Component Condition Report | Swimming Pool

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
G4050	Exterior Walls	Fair	Exterior Fixture w/ Lamp, Varies, w/ LED Replacement, 250 W	6	10	2954817

Replacement Reserves Report

Swimming Pool

7/12/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Swimming Pool	$75,150	$18,077	$193,803	$470,385	$122,906	$535,005	$54,974	$11,991	$758,271	$2,120	$70,329	$19,075	$140,402	$155,305	$0	$654,089	$99,748	$11,281	$193,607	$0	$143,753	**$3,730,270**
Grand Total	**$75,150**	**$18,077**	**$193,803**	**$470,385**	**$122,906**	**$535,005**	**$54,974**	**$11,991**	**$758,271**	**$2,120**	**$70,329**	**$19,075**	**$140,402**	**$155,305**	**$0**	**$654,089**	**$99,748**	**$11,281**	**$193,607**	**$0**	**$143,753**	**$3,730,270**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B1080	2954874	Stairs, Concrete, Exterior, Replace	50	48	2	35	SF	$236.50	$8,278			$8,278																			**$8,278**
B1080	2959833	Stair/Ramp Rails, Metal, Install	0	0	0	50	LF	$99.00	$4,950	$4,950																					**$4,950**
B2010	2959826	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	8	2	9500	SF	$3.90	$37,050			$37,050									$37,050										**$74,100**
B2020	2954822	Storefront, Glazing & Framing, Replace	30	27	3	1050	SF	$71.50	$75,075				$75,075																		**$75,075**
B2050	2954861	Exterior Door/Frame, Steel, Standard, Replace	40	38	2	3	EA	$4,160.00	$12,480			$12,480																			**$12,480**
B2050	2959829	Exterior Door, Steel, Standard, Replace	40	30	10	8	EA	$780.00	$6,240											$6,240											**$6,240**
B2070	2954809	Louvers, Aluminum, Repair	40	39	1	1	EA	$5,850.00	$5,850		$5,850																				**$5,850**
B3010	2954849	Roofing, Metal, Replace	40	20	20	425	SF	$16.90	$7,183																					$7,183	**$7,183**
B3010	2954852	Roofing, Modified Bitumen, Replace	20	12	8	19050	SF	$16.25	$309,563									$309,563													**$309,563**
B3060	2954829	Roof Skylight, Acrylic, Replace	30	12	18	4	EA	$1,690.00	$6,760																			$6,760			**$6,760**
C1030	2954851	Interior Door, Steel, Standard, Replace	40	38	2	1	EA	$4,290.00	$4,290			$4,290																			**$4,290**
C1030	2954821	Interior Door, Steel, Standard, Replace	40	25	15	8	EA	$4,160.00	$33,280																$33,280						**$33,280**
C1070	2954875	Suspended Ceilings, Fiberglass Paneling, Replace	25	7	18	2500	SF	$19.50	$48,750																			$48,750			**$48,750**
C1090	2954813	Toilet Partitions, Metal, Replace	20	7	13	5	EA	$1,105.00	$5,525														$5,525								**$5,525**
C1090	2954843	Lockers, Steel-Baked Enamel, 12" W x 15" D x 72" H, Replace	20	7	13	20	EA	$650.00	$13,000														$13,000								**$13,000**
C2010	2954868	Wall Finishes, Any Paintable Surface, Prep & Paint	10	7	3	25000	SF	$1.95	$48,750				$48,750										$48,750								**$97,500**
C2010	2954826	Wall Finishes, Acoustical Tile (ACT), Replace	25	7	18	1500	SF	$10.40	$15,600																			$15,600			**$15,600**
C2030	2967153	Pool Coating, Elastomeric Coating, Prep & Paint	10	9	1	1000	SF	$11.70	$11,700		$11,700										$11,700										**$23,400**
C2030	2954845	Pool Coating, Elastomeric Coating, Prep & Paint	10	8	2	5250	SF	$11.70	$61,425			$61,425										$61,425									**$122,850**
C2030	2954839	Flooring, Elastomeric Coating, Prep & Paint	10	4	6	1250	SF	$11.70	$14,625							$14,625										$14,625					**$29,250**
C2030	2954876	Flooring, Vinyl Sheeting, Replace	15	13	2	750	SF	$9.10	$6,825			$6,825															$6,825				**$13,650**
C2030	2954837	Flooring, Vinyl Tile, High End, Replace	15	7	8	2500	SF	$9.10	$22,750									$22,750													**$22,750**
C2030	2954857	Flooring, Carpet, Commercial Tile, Replace	10	4	6	2750	SF	$8.45	$23,238							$23,238										$23,238					**$46,475**
C2050	2954836	Ceiling Finishes, Any Paintable Surface, Prep & Paint	10	7	3	8800	SF	$2.60	$22,880				$22,880										$22,880								**$45,760**
D2010	2954863	Pump, Circulation, Pool Water, 28 HP, Replace	25	20	5	1	EA	$17,680.00	$17,680						$17,680																**$17,680**
D2010	2954816	Water Heater, Electric, Residential, 53 to 120 GAL, Replace	15	4	11	1	EA	$2,080.00	$2,080												$2,080										**$2,080**
D2010	2954834	Water Heater, Gas, Commercial 100 GAL, Replace	20	4	16	1	EA	$16,120.00	$16,120																	$16,120					**$16,120**
D2010	2954835	Plumbing System, Supply & Sanitary, High Density (includes fixtures), Replace	40	35	5	8800	SF	$26.00	$228,800						$228,800																**$228,800**
D2010	2954855	Urinal, Standard, Replace	30	15	15	2	EA	$1,430.00	$2,860																$2,860						**$2,860**
D2010	2954844	Supplemental Components, Ultraviolet Disinfection Unit, Pool, Replace	20	10	10	1	EA	$10,829.00	$10,829											$10,829											**$10,829**
D2060	2954812	Storage Tank, Industrial Gases, 100 GAL, Replace	30	12	18	1	EA	$5,850.00	$5,850																			$5,850			**$5,850**
D3020	2954865	Heat Exchanger, Shell & Tube, HVAC, 21 to 25 GPM, Replace	35	30	5	1	EA	$9,100.00	$9,100						$9,100																**$9,100**
D3020	2954847	Heat Exchanger, Plate & Frame, Pool Water, Replace	35	30	5	1	EA	$9,750.00	$9,750						$9,750																**$9,750**
D3020	2954830	Boiler Supplemental Components, Chemical Feed System, Replace	15	10	5	1	EA	$15,210.00	$15,210						$15,210														$15,210		**$30,420**
D3030	2954814	Split System Ductless, Multi Zone, per 1 to 2 TON FCU, Replace	15	5	10	1	EA	$5,200.00	$5,200											$5,200											**$5,200**
D3050	2954825	Air Handler, Heating and Cooling Coils, Replace	15	12	3	1	EA	$5,720.00	$5,720				$5,720																$5,720			**$11,440**
D3050	2954819	Air Handler, Exterior AHU, 10001 to 15000 CFM, Replace	20	16	4	1	EA	$109,200.00	$109,200					$109,200																	**$109,200**
D3050	2954867	Air Handler, Interior AHU, Easy/Moderate Access, 10001 to 15000 CFM, Replace	30	25	5	1	EA	$91,000.00	$91,000						$91,000																**$91,000**
D3050	2954862	Air Handler, Heating and Cooling Coils, Replace	15	10	5	1	EA	$57,200.00	$57,200						$57,200															$57,200	**$114,400**
D3050	2954818	Packaged Unit, RTU, Pad or Roof-Mounted, 3 TON, Replace	20	13	7	1	EA	$9,750.00	$9,750								$9,750														**$9,750**
D3050	2954838	Packaged Unit, Roof-Mounted, 10 TON, Replace	20	12	8	1	EA	$26,000.00	$26,000									$26,000													**$26,000**
D3050	2954873	Packaged Unit, RTU, Pad or Roof-Mounted, 5 TON, Replace	20	12	8	1	EA	$14,300.00	$14,300									$14,300													**$14,300**
D3060	2954827	Exhaust Fan, Rooftop, Replace	20	15	5	4	EA	$5,460.00	$21,840						$21,840																**$21,840**
D3060	2954828	Exhaust Fan, Propeller, 10 HP Motor, 50000 CFM, Replace	20	15	5	2	EA	$5,460.00	$10,920						$10,920																**$10,920**
D5020	2954860	Switchgear, 277/480 V, 800 AMP, Replace	40	37	3	1	EA	$182,000.00	$182,000				$182,000																		**$182,000**
D5020	2954872	Switchboard, 800 AMP, Replace	40	37	3	1	EA	$65,000.00	$65,000				$65,000																		**$65,000**
D5040	2954820	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	20	12	8	20572	SF	$10.40	$213,949									$213,949													**$213,949**
D7030	2954856	Security Monitor, Closed Circuit, Command, Replace	10	4	6	1	EA	$5,447.00	$5,447							$5,447										$5,447					**$10,894**
E1060	2954811	Residential Appliances, Dishwasher, Range, Refrigerator, Replace	10	4	6	3	EA	$910.00	$2,730							$2,730										$2,730					**$5,460**
E2010	2954853	Casework, Countertop, Plastic Laminate, Replace	15	6	9	25	LF	$65.00	$1,625										$1,625												**$1,625**
E2010	2954870	Casework, Cabinetry, Standard, Replace	20	5	15	20	LF	$390.00	$7,800																$7,800						**$7,800**
F1050	2954840	Pool Finishes, Basin & Deck Finishes, Epoxy Paint, Replace	15	12	3	1400	SF	$4.81	$6,734				$6,734															$6,734			**$13,468**
F1050	2954866	Pool Equipment, Horizontal Sand Filter, Replace	15	12	3	2	EA	$12,155.00	$24,310				$24,310															$24,310			**$48,620**
F1050	2954841	Pool Finishes, Basin & Deck Finishes, Coating, Replace	15	7	8	2500	SF	$4.81	$12,025									$12,025													**$12,025**
F1050	2954871	Pool Accessories, Diving Board, Replace	30	20	10	1	EA	$21,320.00	$21,320											$21,320											**$21,320**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
F1050	2959825	Pool Equipment, Pool Lift, Accessible Transfer Device, Replace	20	7	13	1	EA	$15,600.00	$15,600														$15,600								**$15,600**
F1050	2954831	Pool Accessories, Gutter System, Replace	40	25	15	800	LF	$390.00	$312,000																$312,000						**$312,000**
F1050	2959816	Pool Accessories, Pool Slide, Carved Plastic, Replace	30	15	15	1	EA	$42,575.00	$42,575																$42,575						**$42,575**
F1050	2954869	Pool Accessories, Slide Stair, Replace	30	15	15	1	EA	$21,320.00	$21,320																$21,320						**$21,320**
G2020	2954832	Pedestrian Surfaces, Pavement, Asphalt, Mill & Overlay	25	23	2	2600	SF	$4.55	$11,830			$11,830																			**$11,830**
G2050	2954815	Athletic Surfaces & Courts, Basketball/General, Concrete Pavement, Mill & Overlay	25	23	2	2500	SF	$16.20	$40,500			$40,500																			**$40,500**
G2060	2959831	Fences & Gates, Fence, Chain Link 8', Replace	40	30	10	125	LF	$32.50	$4,063											$4,063											**$4,063**
G2060	2954848	Retaining Wall, Concrete Cast-in-Place, Repair/Replace	0	0	0	1800	SF	$39.00	$70,200	$70,200																					**$70,200**
G4050	2954817	Exterior Fixture w/ Lamp, Varies, w/ LED Replacement, 250 W, Replace	20	10	10	6	EA	$780.00	$4,680											$4,680											**$4,680**
Totals, Unescalated										**$75,150**	**$17,550**	**$182,678**	**$430,469**	**$109,200**	**$461,500**	**$46,040**	**$9,750**	**$598,586**	**$1,625**	**$52,332**	**$13,780**	**$98,475**	**$105,755**	**$0**	**$419,835**	**$62,160**	**$6,825**	**$113,724**	**$0**	**$79,593**	**$2,885,025**
Totals, Escalated (3.0% inflation, compounded annually)										**$75,150**	**$18,077**	**$193,803**	**$470,385**	**$122,906**	**$535,005**	**$54,974**	**$11,991**	**$758,271**	**$2,120**	**$70,329**	**$19,075**	**$140,402**	**$155,305**	**$0**	**$654,089**	**$99,748**	**$11,281**	**$193,607**	**$0**	**$143,753**	**$3,730,270**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Tyrone S. Woods Memorial Park
14511 Glen Oak Road
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-024.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
April 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community Park
Main Address	14511 Glen Oak Road, Oregon City, Oregon 97045
Site Developed	2020
Lot Size	8.21 acres (Per County GIS records)
Number of Substantial Buildings	1
Parking Spaces	24 total spaces all in open lots; Two of which are accessible
Date(s) of Visit	April 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 Phone dconrad@orcity.org
On-site Point of Contact (POC)	NA, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared by	Rashad Alnial and Bhaskar Ale
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Tyrone S. Woods Memorial Park, is located in the city of Oregon City at the intersection of Glen Oak Rd Avenue and High School Ave. The Park includes playgrounds, picnic shelters, picnic tables, and restroom building. The Park was recently built in 2020 and named after Tyrone S. Woods a US Navy seal who served the CIA and died serving the country.

Architectural

The only building onsite was a wood framed restroom building. No issues were observed with the metal roof.

No issues were observed with the picnic shelters either.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There was no heating or cooling onsite at the restroom building. There was security onsite at the park.

Site and Amenities

Majority of the park site amenities are brand new, so no issues were observed.

Recommended Additional Studies

No additional studies recommended at this time.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	$2,096	$2,817	$4,913
Roofing	-	-	-	-	-	-
Plumbing	-	-	-	-	$3,038	$3,038
Fire Alarm & Electronic Systems	-	-	-	$16,772	$22,540	$39,312
Special Construction & Demo	-	-	-	-	-	-
Site Development	-	-	$5,682	$12,993	$156,200	$174,875
Site Utilities	-	-	-	-	$39,445	$39,445
Site Pavement	-	-	$5,267	$6,106	$15,284	$26,657
TOTALS	**-**	**-**	**$11,000**	**$38,000**	**$239,400**	**$288,400**

Immediate Needs

Not applicable, no immediate needs identified.

Key Findings

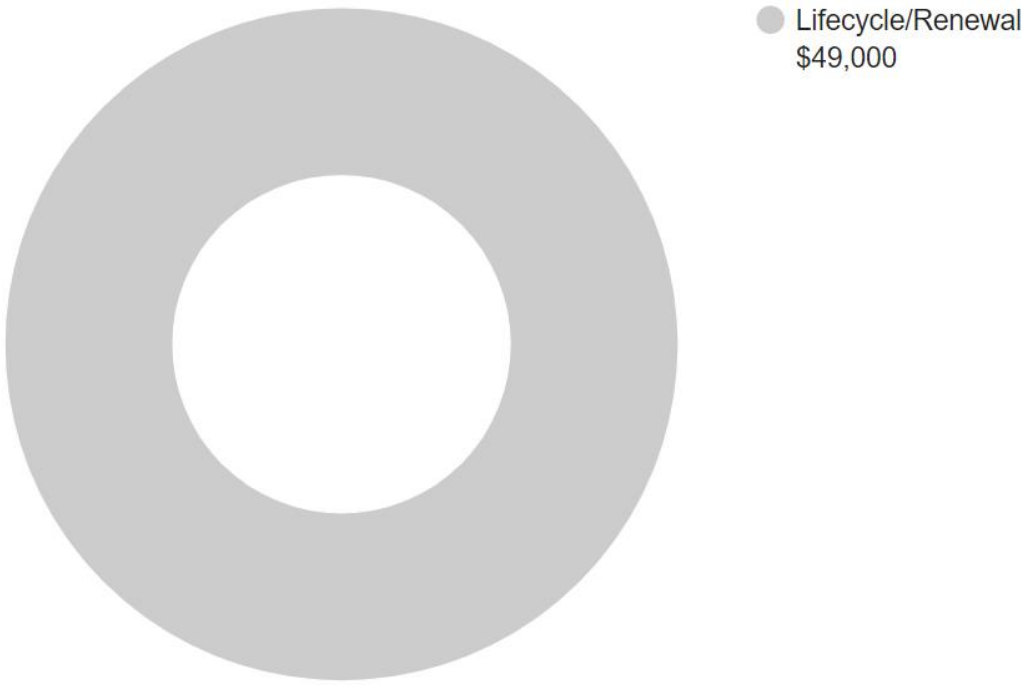
No key findings for this set of locations.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $49,000

2. Restroom Building

Restroom Building: Systems Summary

Address	14511 Glen Oak Road, Oregon City, Oregon 97045	
Constructed/Renovated	2020	
Building Size	200 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Conventional wood frame structure on concrete slab	Excellent
Façade	Wood siding with no windows	Excellent
Roof	Primary: Gable construction with metal finish	Excellent
Interiors	Walls: Painted gypsum board Floors: Concrete Ceilings: Unfinished/exposed	Excellent
Elevators	None	--
Plumbing	Copper supply and cast iron waste & venting No hot water Drinking fountain Toilets, and sinks in all restrooms	Excellent

Restroom Building: Systems Summary

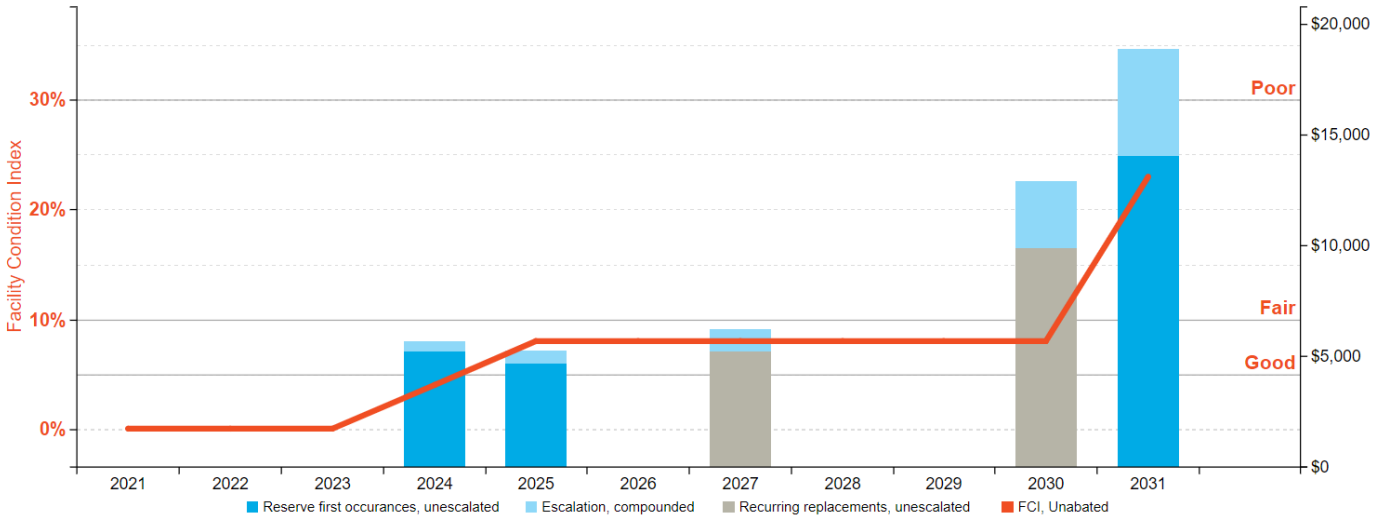
HVAC	NA	--
Fire Suppression	None	--
Electrical	Source & Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: None	Excellent
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	No major issues	

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Building 1: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Tyrone S. Woods Memorial Park

⚠ Replacement Value: $ 130,000; Inflation rate: 3.0%



3. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structures	Swing sets and multi-purpose	2 EA	Excellent
Gazebos	Metal and wood framed	144 SF	Excellent
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas and drive lanes with concrete curbs, traffic markings, signage and concrete parking curbs		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	Chain link fencing, picnic tables, benches		
Ancillary Buildings	Gazebos Shelters		
Fields and Lots	play structure		
Storm Water Management	Surface drainage to developed surroundings and Swales connecting to drain inlets		

General Site Information

Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	No major issues.

4. Property Space Use and Observed Areas

Areas Observed

Most of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The park was originally constructed in 2020. The park has not since been substantially renovated.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	2020	No	No
General Park	2020	No	No

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Tyrone S. Woods Memorial Park, 14511 Glen Oak Road, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Any reuse or distribution of this report without such consent shall be at the Client and the recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial and Bhaskar Ale,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.cave@bvna.com
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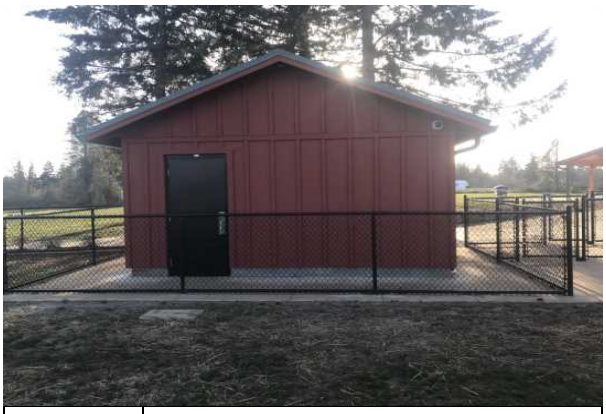
1	FRONT ELEVATION

2	LEFT ELEVATION

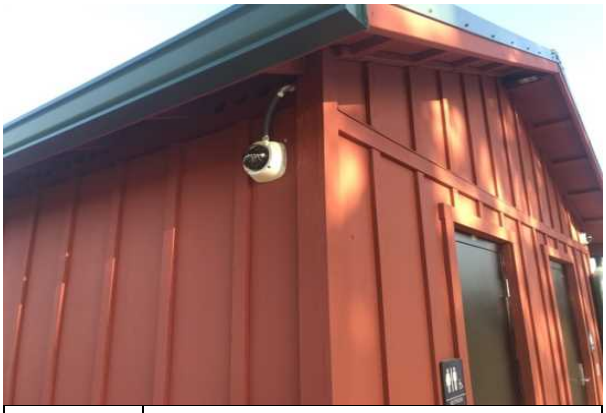


3	REAR ELEVATION

4	RIGHT ELEVATION

5	DRINKING FOUNTAIN

6	PARK SIGNAGE COVERED



7	SECURITY CAMERA

8	ELECTRICAL PANEL

9	PARKING LOTS

10	GAZEBO

11	SIDEWALK

12	BIKE RACK

13	FENCES AND GATES

14	POLE LIGHT FIXTURE WITH LAMPS

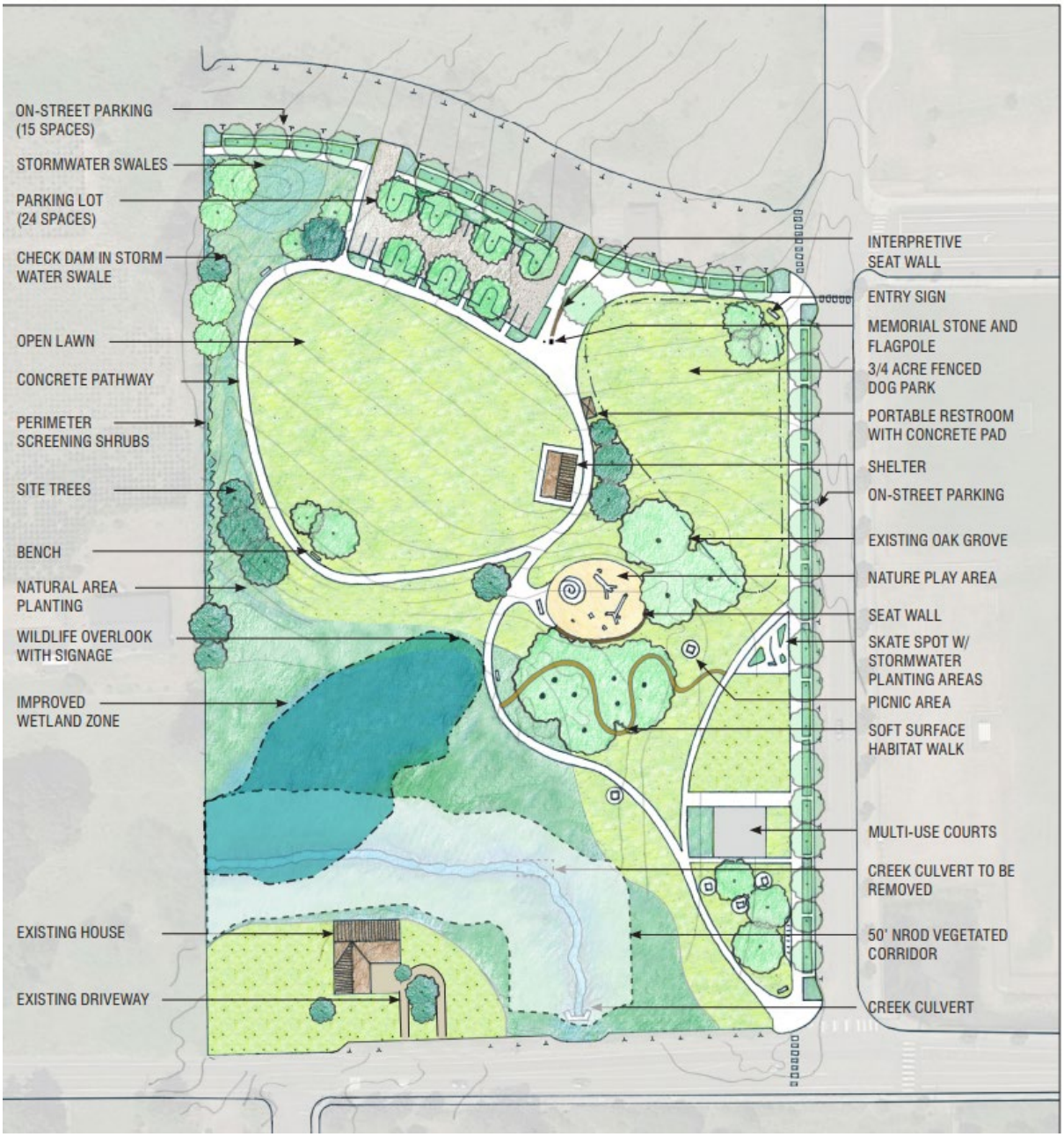
15	ACCESSIBLE RAMP OR PATH

16	ADA PARKING

17	PLAYGROUND

18	BENCH

Site Plan



Project Number	Project Name
148392.21R000-024.017	Tyrone S. Woods Memorial Park City of Oregon City
Source	**On-Site Date**
Google	April 7, 2021

N

Aerial Site Plan

Project Number	Project Name
148392.21R000-024.017	Tyrone S. Woods Memorial Park City of Oregon City
Source	**On-Site Date**
Google	April 7, 2021

THE PRE-SURVEY QUESTIONNAIRE
WAS NOT RETURNED TO BV

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Tyrone S. Woods Memorial Park

BV Project Number: 148392.21R-00 - 024.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?			X	
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

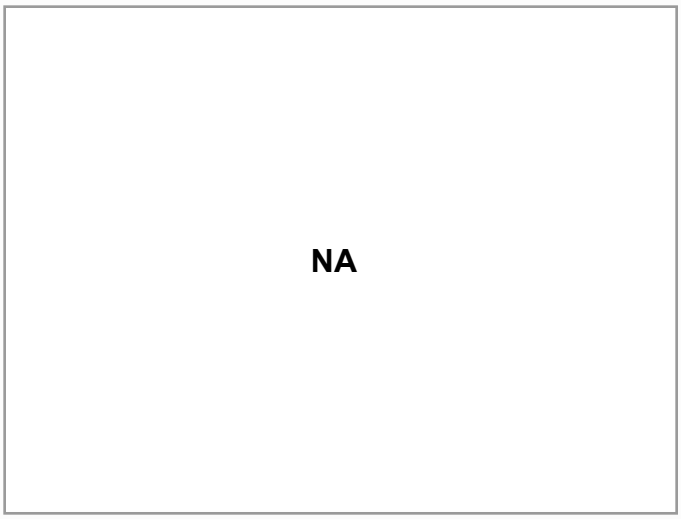
NA	**NA**

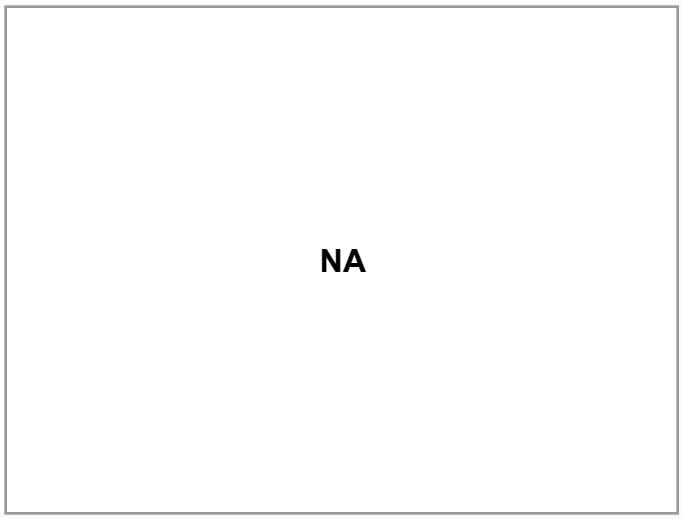
	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route





	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	✕			
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restrooms	Excellent	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building [No tag/plate found]	400 SF	30	2957114
B2010	Restrooms	Excellent	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint [No tag/plate found]	400 SF	10	2957099
B2050	Restrooms	Excellent	Exterior Door, Steel, Standard [No tag/plate found]	3	40	2957090
Roofing						
B3010	Restrooms	Excellent	Roofing, Metal [No tag/plate found]	250 SF	40	2957106
B3060	Restrooms	Excellent	Roof Skylight, per unit, up to 20 SF [No tag/plate found]	2	30	2957107
Plumbing						
D2010	Dog Park	Excellent	Drinking Fountain, Exterior/Site, Metal Pedestal [No tag/plate found]	1	15	2957116
D2010	Restrooms	Excellent	Toilet, Commercial Water Closet [No tag/plate found]	2	30	2957092
D2010	Restrooms	Excellent	Sink/Lavatory, Vanity Top, Stainless Steel [No tag/plate found]	2	30	2957095
Fire Alarm & Electronic Systems						
D7030	Restrooms	Excellent	Security Camera, Typical [No tag/plate found]	4	10	2957109
Special Construction & Demo						
F1020	Shed	Excellent	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard [No tag/plate found]	144 SF	30	2957087
Pedestrian Plazas & Walkways						
G2020	Parking lot	Good	Parking Lots, Pavement, Asphalt, Mill & Overlay [No tag/plate found]	8,000 SF	24	2957098
G2020	Parking lot	Good	Parking Lots, Pavement, Asphalt, Seal & Stripe [No tag/plate found]	8,000 SF	4	3141343
G2030	Site	Excellent	Sidewalk, Concrete, Large Areas [No tag/plate found]	12,000 SF	50	2957089
Athletic, Recreational & Playfield Areas						
G2050	Playground	Excellent	Play Structure, Multipurpose, Large [No tag/plate found]	1	20	2957105
G2050	Playground	Excellent	Playfield Surfaces, Chips Wood, 6" Depth [No tag/plate found]	2,000 SF	3	2957101
G2050	Playground	Excellent	Play Structure, Swing Set, 4 Seats [No tag/plate found]	1	20	2957110
Sitework						
G2060	Site	Excellent	Retaining Wall, Brick/Stone [No tag/plate found]	25 SF	40	2957115
G2060	Site	Excellent	Retaining Wall, Brick/Stone [No tag/plate found]	500 SF	40	2957113
G2060	Parking lot	Excellent	Bollard, Concrete or Metal [No tag/plate found]	2	30	2957100
G2060	Site	Excellent	Park Bench, Precast Concrete [No tag/plate found]	6	25	2957097
G2060	Site	Excellent	Fences & Gates, Fence, Chain Link 4' [No tag/plate found]	400 LF	40	2957104
G2060	Dog Park	Excellent	Park Bench, Metal Powder-Coated [No tag/plate found]	7	20	2957102
G2060	Parking lot	Excellent	Signage, Property, Monument, Replace/Install [No tag/plate found]	1	20	2957091

Component Condition Report | Tyrone S. Woods Memorial Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
G2060	Site	Excellent	Trash Receptacle, Medium-Duty Metal or Precast [No tag/plate found]	4	20	2957112
G2060	Site	Excellent	Flagpole, Metal [No tag/plate found]	1	30	2957094
G2060	Parking lot	Excellent	Bike Rack, Fixed Single Loop [No tag/plate found]	4	20	2957088
G2060	Site	Excellent	Park Bench, Wood/Composite/Fiberglass [No tag/plate found]	6	20	2957111
G4050	Restrooms	Excellent	Exterior Fixture w/ Lamp, any type, w/ LED Replacement [No tag/plate found]	2	20	2957103
G4050	Parking lot	Excellent	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install [No tag/plate found]	4	20	2957093

Appendix F:
Replacement Reserves

Replacement Reserves Report

Tyrone S. Woods Memorial Park

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Tyrone S. Woods Memorial Park	$0	$0	$0	$5,682	$5,267	$0	$6,209	$0	$0	$12,891	$18,869	$0	$7,414	$0	$7,079	$11,139	$0	$0	$8,853	$8,206	$196,640	**$288,250**
Grand Total	**$0**	**$0**	**$0**	**$5,682**	**$5,267**	**$0**	**$6,209**	**$0**	**$0**	**$12,891**	**$18,869**	**$0**	**$7,414**	**$0**	**$7,079**	**$11,139**	**$0**	**$0**	**$8,853**	**$8,206**	**$196,640**	**$288,250**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2957099	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	0	10	400	SF	$3.90	$1,560											$1,560										$1,560	**$3,120**
D2010	2957116	Drinking Fountain, Exterior/Site, Metal Pedestal, Replace	15	0	15	1	EA	$1,950.00	$1,950																$1,950						**$1,950**
D7030	2957109	Security Camera, Typical, Replace	10	0	10	4	EA	$3,120.00	$12,480											$12,480										$12,480	**$24,960**
G2020	3141343	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	1	4	8000	SF	$0.59	$4,680					$4,680					$4,680					$4,680					$4,680		**$18,720**
G2050	2957101	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	0	3	2000	SF	$2.60	$5,200				$5,200			$5,200						$5,200			$5,200			$5,200			**$31,200**
G2050	2957105	Play Structure, Multipurpose, Large, Replace	20	0	20	1	EA	$45,500.00	$45,500																					$45,500	**$45,500**
G2050	2957110	Play Structure, Swing Set, 4 Seats, Replace	20	0	20	1	EA	$3,250.00	$3,250																					$3,250	**$3,250**
G2060	2957102	Park Bench, Metal Powder-Coated, Replace	20	0	20	7	EA	$1,105.00	$7,735																					$7,735	**$7,735**
G2060	2957112	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	0	20	4	EA	$1,105.00	$4,420																					$4,420	**$4,420**
G2060	2957088	Bike Rack, Fixed Single Loop, Replace	20	0	20	4	EA	$390.00	$1,560																					$1,560	**$1,560**
G2060	2957111	Park Bench, Wood/Composite/Fiberglass, Replace	20	0	20	6	EA	$1,105.00	$6,630																					$6,630	**$6,630**
G2060	2957091	Signage, Property, Monument, Replace/Install	20	0	20	1	EA	$3,900.00	$3,900																					$3,900	**$3,900**
G4050	2957093	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	0	20	4	EA	$5,200.00	$20,800																					$20,800	**$20,800**
G4050	2957103	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	0	20	2	EA	$520.00	$1,040																					$1,040	**$1,040**
Totals, Unescalated										**$0**	**$0**	**$0**	**$5,200**	**$4,680**	**$0**	**$5,200**	**$0**	**$0**	**$9,880**	**$14,040**	**$0**	**$5,200**	**$0**	**$4,680**	**$7,150**	**$0**	**$0**	**$5,200**	**$4,680**	**$108,875**	**$174,785**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$5,682**	**$5,267**	**$0**	**$6,209**	**$0**	**$0**	**$12,891**	**$18,869**	**$0**	**$7,414**	**$0**	**$7,079**	**$11,139**	**$0**	**$0**	**$8,853**	**$8,206**	**$196,640**	**$288,250**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Waterboard Park
200 South John Adams Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-039.0017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 24, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Naturally vegetated habitat
Main Address	200 South John Adams Street, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	25 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Open lot with one accessible space
Date(s) of Visit	March 24, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Water Board Park is a natural area park with a beautiful view of Oregon City from the top entrance. The park is mostly undeveloped but does contain walk paths and a small parking area and benches.

Site & Amenities

Significant depressions and other damages in the walking paths requiring replacement. Property management reports that a prior geotechnical investigation performed and a budgetary cost for soil stabilization and path replacement was established. That budgetary cost has been included in the cost tables.

Recommended Additional Studies

The POC report

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	-	$1,034,929	$2,712	$1,485	$133,832	$1,172,958
Site Pavement	-	$60,683	-	-	$42,532	$103,215
TOTALS	**-**	**$1,095,700**	**$2,800**	**$1,500**	**$176,400**	**$1,276,400**

Immediate Needs

Facility/Building	Total Items	Total Cost
Total	0	$0

Key Findings

Walkway Paths in Poor condition.

Asphalt
Waterboard Park Site

Uniformat Code: G2031
Recommendation: **Replace in 2023**

Priority Score: **85.7**

Plan Type:
Performance/Integrity

Cost Estimate: $57,200

$$$$

Cracks and depressions in walking paths noted - AssetCALC ID: 2948563

Trail Surface in Poor condition.

Natural, Soil Stabilization
Waterboard Park Throughout Park

Uniformat Code: G2053
Recommendation: **Replace in 2023**

Priority Score: **83.7**

Plan Type:
Performance/Integrity

Cost Estimate: $975,500

$$$$

POC reports that a prior geotechnical investigation identified an allowance to stabilize soils throughout park - AssetCALC ID: 3147550

Plan Types

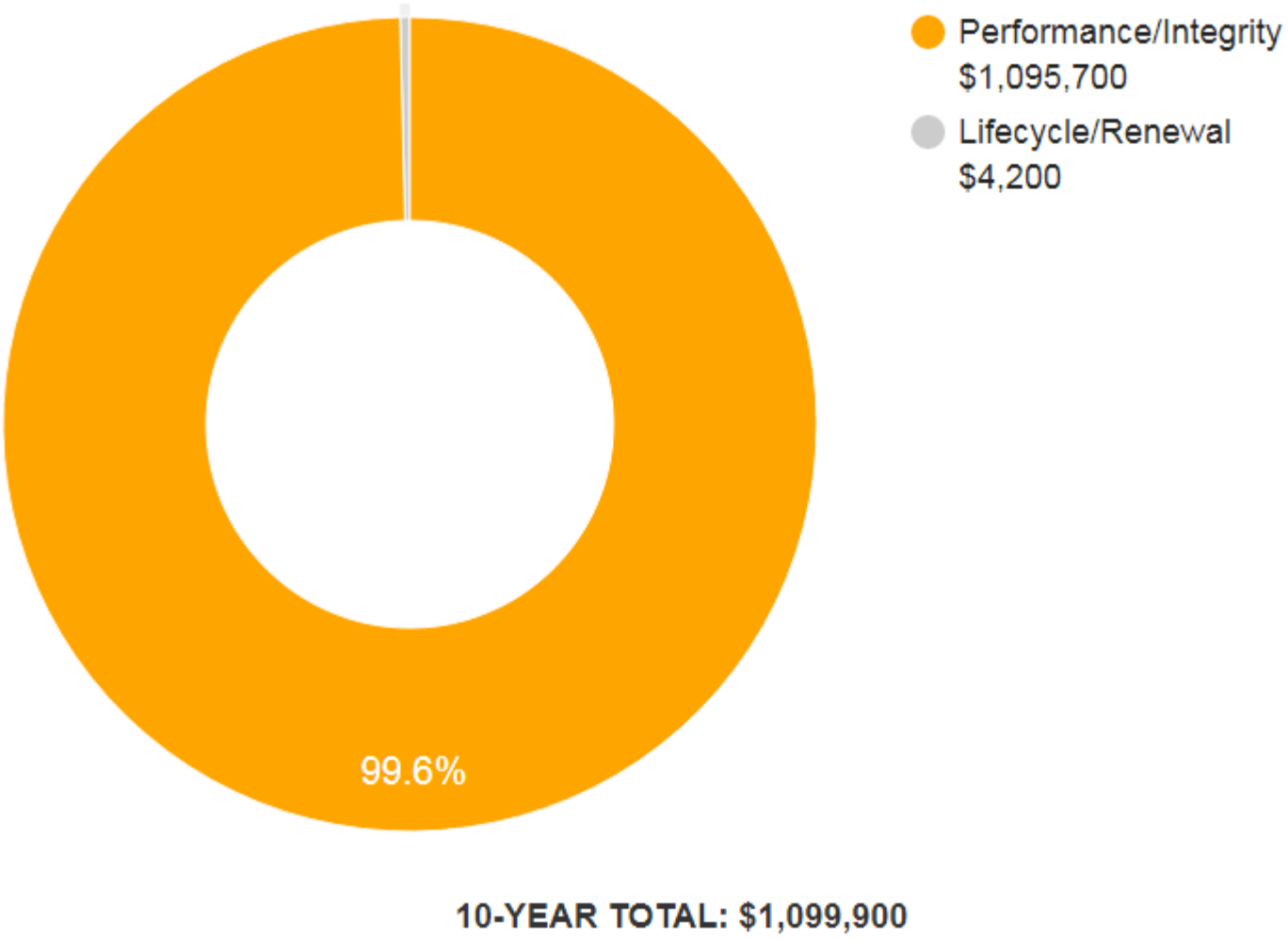
Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.

Plan Type Descriptions

Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $1,099,900

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Signage	Guide and directional pole mounted	2 EA	Fair
Bollard	Metal	15 EA	Fair
Trash Receptacle	Medium-Duty, Metal	1 EA	Fair
Landscaping and Topography	Heavy landscaping features Irrigation not present Severe site slopes throughout		
On-Site Vehicular Paving	Asphalt parking area		
Pedestrian paving and Trails	Asphalt pathways		
On-Site Amenities	Benches and retaining wall		
Ancillary Buildings	None		
Fields and Lots	Unimproved play fields		

General Site Information

Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Major depressions and cracks found throughout the sidewalk and vegetation and algae growth all over the park.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Waterboard Park, 200 South John Adams Street, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
800.733.0660 x6554

1	ENTRANCE (WATERBOARD PARK ROAD)

2	ENTRANCE (JOHN ADAMS STREET)

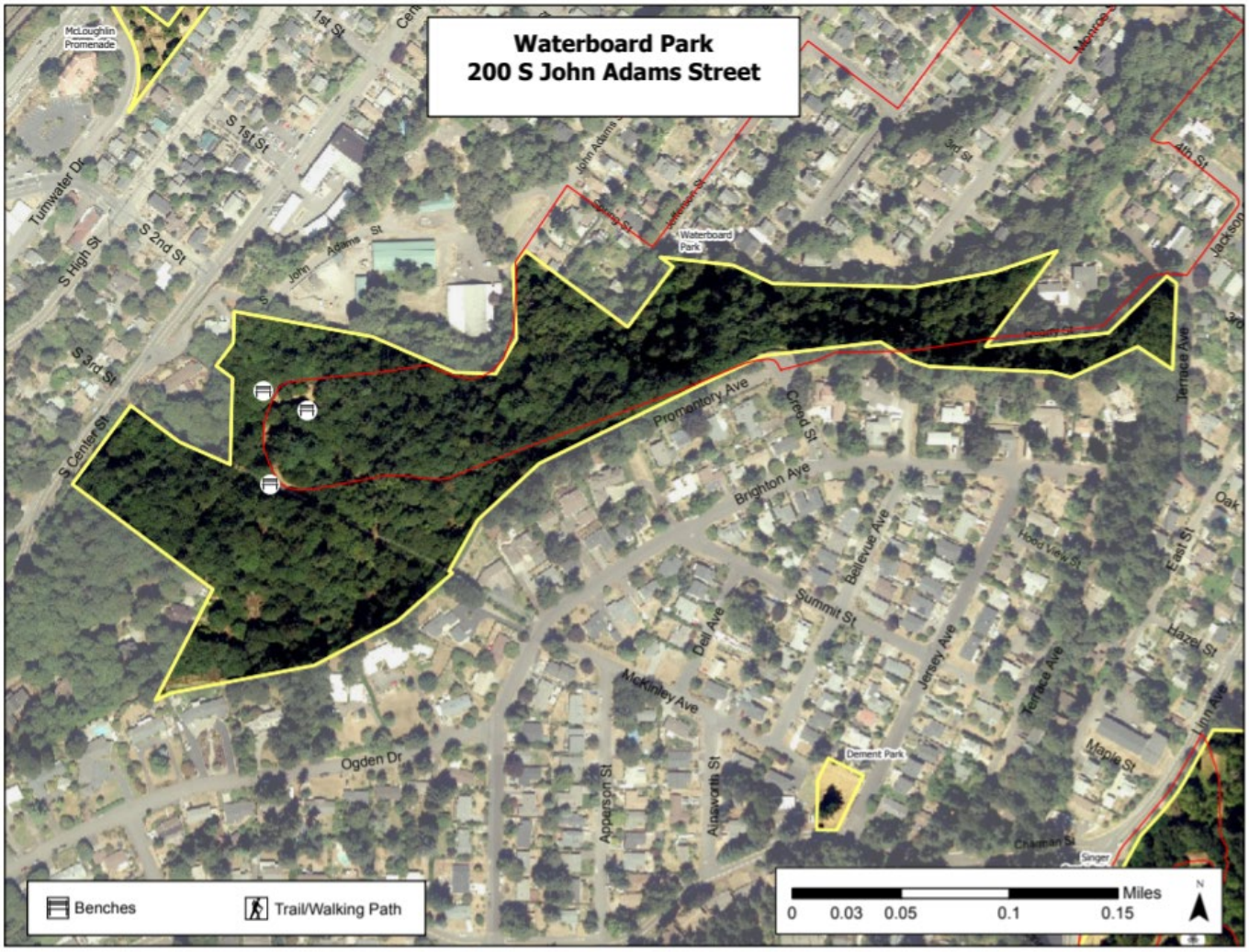
3	TRAIL

4	PARK BENCH

5	OVERVIEW OF ACCESSIBLE PARKING AREA

6	ASPHALT SIDEWALK

Site Plan



Project Number	Project Name
148392.21R000-039.017	Waterboard Park
Source	**On-Site Date**
Orcity.org	March 24, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Waterboard Park

BV Project Number: 148392.21R000-039.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

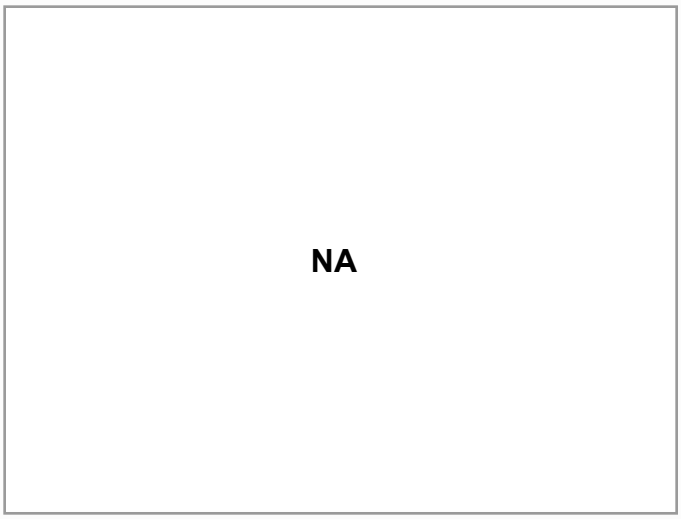
NA	**NA**

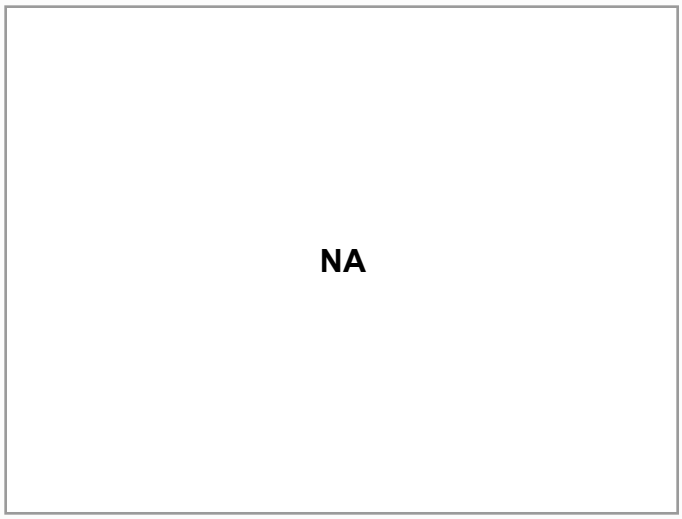
	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route





	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			X	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA	**NA**

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

Component Condition Report | Waterboard Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	6,000 SF	15	2948558
G2030	Site	Fair	Sidewalk, Asphalt	8,000 SF	5	2948563
G2030	Site	Poor	Sidewalk, Asphalt, Overlay	2,000 SF	1	2948562
Sitework						
G2060	Site	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	2	10	2948561
G2060	Site	Fair	Bollard, Concrete or Metal	15	20	2948560
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	1	10	2948559
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	3	5	2948557
G2060	Site	Fair	Retaining Wall, Brick/Stone	300 SF	20	2948556

Replacement Reserves Report

Waterboard Park

7/15/2021

ID	Location Description	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
2948558	Throughout Park	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	6000	SF	$4.55	$27,300																$27,300						$27,300
2948563	Throughout Park	Walkway Paths, Asphalt, Replace	25	23	2	8000	SF	$7.15	$57,200			$57,200																			$57,200
3147550	Throughout Park	Trail Surface, Natural, Soil Stabilization, Replace	10	8	2	6700	SF	$145.60	$975,520			$975,520																			$975,520
2948557	Throughout Park	Park Bench, Wood/Composite/Fiberglass, Replace	20	15	5	3	EA	$780.00	$2,340						$2,340																$2,340
2948559	Throughout Park	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											$1,105
2948556	Throughout Park	Retaining Wall, Brick/Stone, Replace	40	20	20	300	SF	$182.00	$54,600																					$54,600	$54,600
2948560	Throughout Park	Bollard, Concrete or Metal, Replace	30	10	20	15	EA	$1,300.00	$19,500																					$19,500	$19,500
Totals, Unescalated										$0	$0	$1,032,720	$0	$0	$2,340	$0	$0	$0	$0	$1,105	$0	$0	$0	$0	$27,300	$0	$0	$0	$0	$74,100	$1,137,565
Totals, Escalated (3.0% inflation, compounded annually)										$0	$0	$1,095,613	$0	$0	$2,713	$0	$0	$0	$0	$1,485	$0	$0	$0	$0	$42,533	$0	$0	$0	$0	$133,833	$1,276,176

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Wesley Lynn Park
12901 Frontier Parkway
Oregon City, Oregon 97045

PREPARED BY:
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BV CONTACT:
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Program Manager
800.733.0660 x6554
Jim.Cave@bvna.com

BV PROJECT #:
148392.21R000-040.017

DATE OF REPORT:
July 18, 2021

ON SITE DATE:
April 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	12901 Frontier Parkway, Oregon City, Oregon 97045
Site Developed	2005 (Determined from historical Google Earth imagery)
Lot Size	12.61 acres (from Property Record)
Number of Substantial Buildings	1
Parking Spaces	61 total spaces all in open lots; 3 of which are accessible
Date(s) of Visit	April 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial and Ethan Abeles
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

According to Google Earth historical imagery the Park was constructed on a previously undeveloped site in 2005. It has been used as a popular community park since that time.

Architectural

The only buildings in the park are a restroom structure, a simple storage building, and a picnic shelter with an area for food preparation and grilling. The restroom building consists of a wood and stone veneer façade with a metal roof and steel doors. The storage building is a prefabricated structure with ribbed metal siding and roofing. The picnic shelter is an open-air, wood-framed structure with a metal roof. All the structures appear to be well-maintained, and no deficiencies were identified.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is very little in the way of MEPF equipment in the park. The restroom building contains the plumbing fixtures and infrastructure consistent with seasonal use where no hot water is present. The building also has both interior and exterior lighting. No fire alarm or suppression elements or HVAC equipment was observed.

Site & Amenities

Wesley Lynn Park is situated near the Gaffney Lane, Hillendale, and Tower Vista neighborhoods in Oregon City. The park contains softball diamonds, soccer fields, walking paths, a playground, a picnic/BBQ area, and a parking lot. Most of the assets and amenities in the park are approximately 15 years old and were observed to be in satisfactory condition.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	$2,344	$6,329	$5,595	$8,506	$22,774
Roofing	-	-	-	-	$3,098	$3,098
Interiors	-	-	$3,842	-	$5,164	$9,006
Plumbing	-	$9,930	-	-	$34,569	$44,499
Equipment & Furnishings	-	-	-	-	-	-
Special Construction & Demo	-	-	-	-	$120,097	$120,097
Site Pavement	-	$21,721	-	$40,904	$574,355	$636,980
Site Development	-	$19,789	$37,154	$101,332	$244,757	$403,032
Site Utilities	-	-	-	$41,930	$1,620	$43,550
TOTALS	**-**	**$53,800**	**$47,400**	**$189,800**	**$992,200**	**$1,283,200**

Immediate Needs

Not applicable, no immediate needs were identified

Key Findings

Drinking Fountain in Poor condition.

Exterior/Site, Precast Pedestal
Wesley Lynn Park Site

Uniformat Code: D2016
Recommendation: **Replace in 2023**

Priority Score: **83.7**

Plan Type: Performance/Integrity

Cost Estimate: $9,400

**$**$$$

Drinking fountain not operational. - AssetCALC ID: 2967285

Exterior Door in Poor condition.

Wood, Solid-Core
Wesley Lynn Park Storage

Uniformat Code: B2051
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $2,200

**$**$$$

Bottoms of doors water damaged - AssetCALC ID: 2967309

Picnic Table in Poor condition.

Wood
Wesley Lynn Park Dog Park

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $2,200

**$**$$$

Picnic tables are worn out. - AssetCALC ID: 2967291

Park Bench in Poor condition.

Wood/Composite/Fiberglass
Wesley Lynn Park Playground

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $2,300

**$**$$$

Park benches are worn out and needs to replaced in the near future. - AssetCALC ID: 2967292

Park Bench in Poor condition.

Wood
Wesley Lynn Park Dog Park

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type:
Performance/Integrity

Cost Estimate: $1,100

**$**$$$

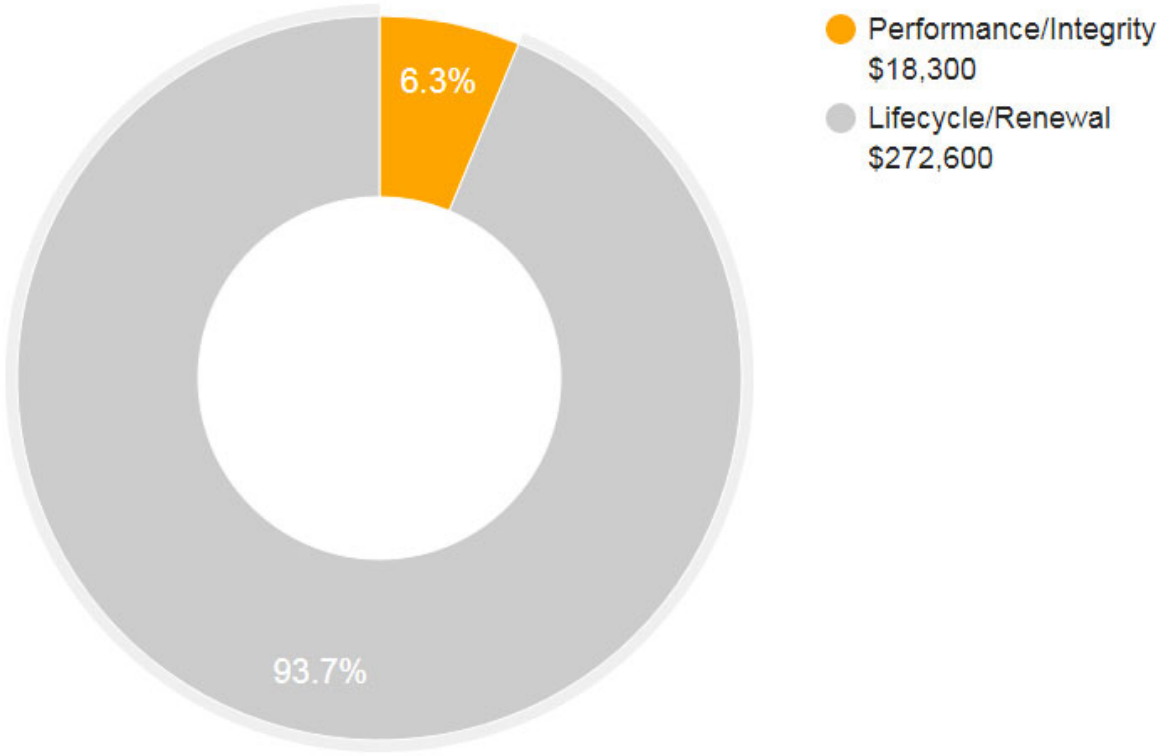
Bench is worn out. - AssetCALC ID: 2967303

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $290,900

2. Restroom Building

Restroom Building: Systems Summary

Address	12901 Frontier Parkway, Oregon City, Oregon
Constructed/Renovated	2005
Building Size	1,700 SF
Number of Stories	1

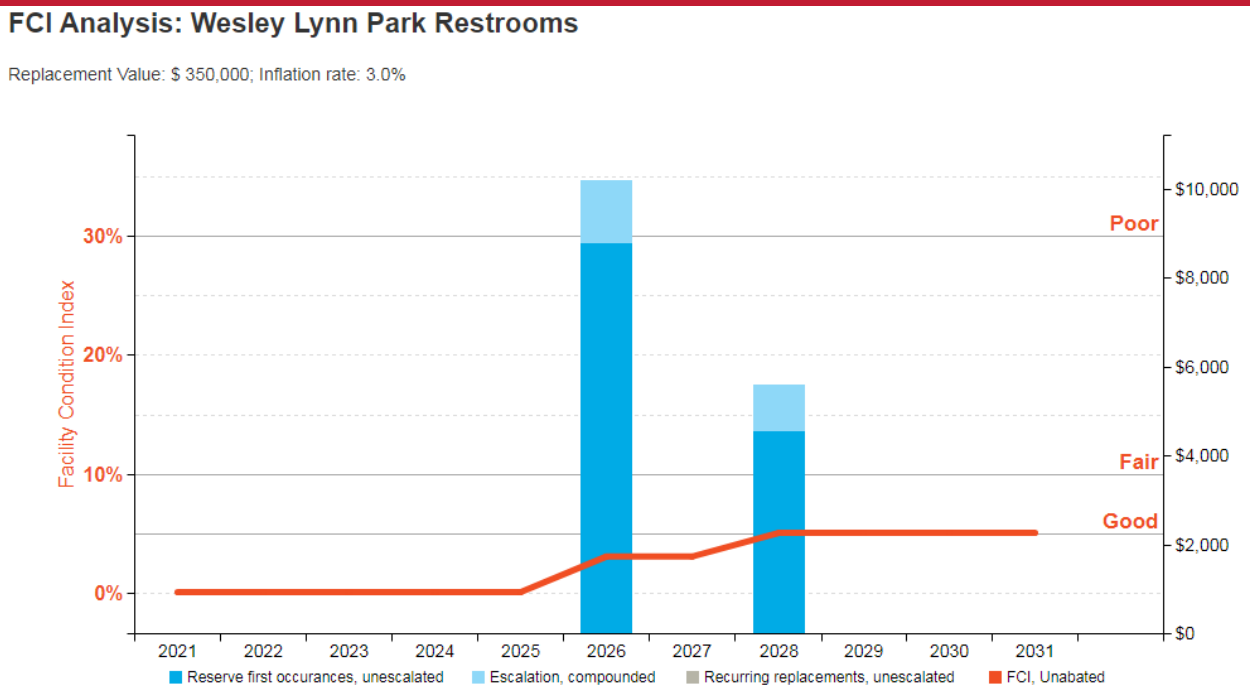
System	*Description*	*Condition*
Structure	Masonry bearing walls and wood-framed roofs	Good
Façade	Stone veneer and stained wood siding with steel doors	Good
Roof	Primary: Gable construction with metal finish	Good
Interiors	Walls: Ceramic tile Floors: Painted concrete Ceilings: Unfinished/exposed	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste & venting No hot water Stainless toilets and sinks in all restrooms; Urinal in men’s room	Fair

Restroom Building: Systems Summary

HVAC	None	--
Fire Suppression	Hydrants	Good
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: None	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	Simple restroom structure is generally in satisfactory condition with no immediate needs or deficiencies identified during the assessment.	

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time



3. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structures	Swing sets and multi-purpose	3 EA	Fair
Gazebos	Metal and wood framed	2,150 SF	Fair
Signage	Property Sign	4 EA	Fair
Sports Apparatus	Basketball pole and rim, dugout, scoreboard, and soccer goal	12 EA	Fair
Trash Receptacle	Medium-Duty, Metal	4 EA	Good
Bike Rack	Singe-loop	5 EA	Good
Drinking Fountain	Metal Pedestal	2 EA	Poor
Bleachers	Metal	2 EA	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		

General Site Information

On-Site Vehicular Paving	Asphalt parking area and drive lanes with concrete curbs and parking curbs
Pedestrian paving and Trails	Concrete sidewalks and asphalt walkways
On-Site Amenities	Chain link fencing, picnic tables, benches, grills, bleachers, playground equipment, trash receptacles
Ancillary Buildings	Picnic shelters, shade shelter, and a storage building
Fields and Lots	Unimproved play fields; Baseball fields with natural turf, backstops, dugouts and fencing; Soccer fields with natural turf and movable goals; Playgrounds with wood chips play surfaces, play structures, and other play elements
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Limited number of degraded benches and picnic tables, aged drinking fountains.

4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

The park was originally constructed in approximately 2005. The park does not appear to have been substantially renovated.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	2005	No	No
General Park	2005	No	No

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Wesley Lynn Park, 12901 Frontier Parkway, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	RESTROOM FRONT ELEVATION

2	RESTROOM LEFT ELEVATION

3	RESTROOM REAR ELEVATION

4	RESTROOM RIGHT ELEVATION

5	PICNIC SHELTER

6	STORAGE BUILDING

7	SHADE STRUCTURE

8	PARKING AREA

9	ACCESSIBLE PARKING STALLS

10	ACCESSIBLE PATH OF TRAVEL

11	WALKWAYS

12	CONCRETE SIDEWALK

13	BASEBALL FIELD NORTH

14	BASEBALL FIELD SOUTH

15	SOCCER FIELD NORTH

16	SOCCER FIELD SOUTH

17	PLAYGROUND

18	DOG PARK

19	PROPERTY SIGNAGE

20	BLEACHERS

21	SCOREBOARD

22	DRINKING FOUNTAIN

23	BIKE RACK

24	PICNIC TABLE

25	PARK BENCH

26	TRASH RECEPTACLE

27	PICNIC GRILL

28	POLE LIGHT

29	RESTROOM INTERIOR

30	ACCESSIBLE TOILET STALL

Site Plan

Project Number	Project Name
148392.21R000-040.017	Wesley Lynn Park
Source	**On-Site Date**
Client	April 7, 2021

Site Plan

Project Number	Project Name
148392.21R000-040.017	Wesley Lynn Park
Source	**On-Site Date**
Google Earth	April 7, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Wesley Lynn Park

BV Project Number: 148392.21R000-040.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
Question		Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?	X			
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?	X			

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?	✕			
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

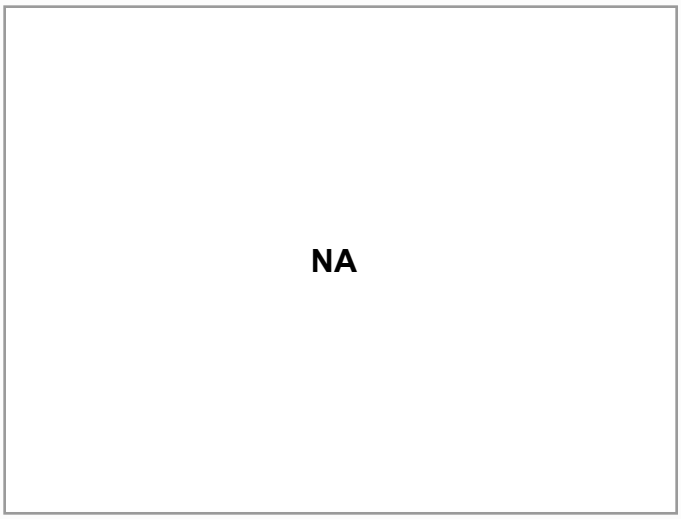
NA	**NA**

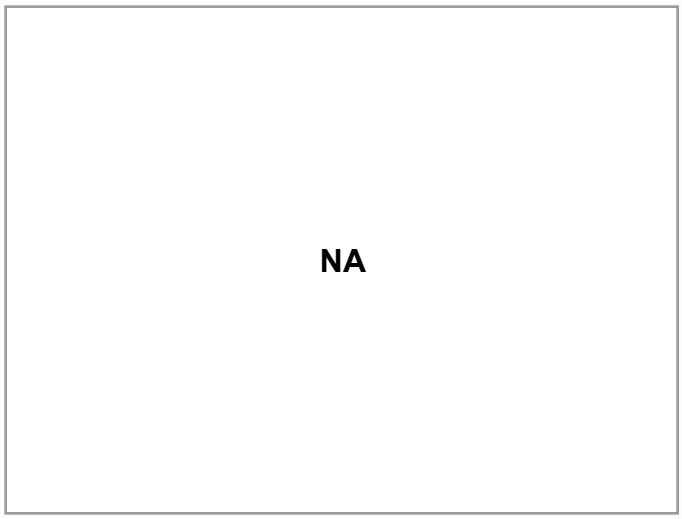
	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route





	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

Kitchen cabinets/sink clearance

Oven with controls

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?	X			
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?	X			
3	Is there an accessible countertop/preparation space of proper width and height ?	X			
4	Is there an accessible sink space of proper width and height ?	X			
5	Does the sink faucet have compliant handles ?	X			
6	Is the plumbing piping under the sink configured to protect against contact ?	X			

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?	X			

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	X			
2	Has the play area been reviewed for accessibility ?		X		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			X	

Component Condition Report | Wesley Lynn Park / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restrooms	Fair	Exterior Walls, painted surface, Prep & Paint	1,400 SF	5	3140589
B2010	Restrooms	Good	Exterior Walls, Wood Siding	1,400 SF	25	2967304
B2050	Restrooms	Good	Exterior Door, Steel, Standard	5	30	2967286
B2050	Restrooms	Fair	Automatic Door Opener, Commercial Overhead/Dock Door	1	7	2967328
Roofing						
B3020	Restrooms	Good	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings [No tag/plate found]	170 LF	15	2967316
Interiors						
C2010	Restrooms	Good	Wall Finishes, Ceramic Tile	1,200 SF	35	2967337
C2010	Restrooms	Good	Wall Finishes, Ceramic Tile	700 SF	35	2967301
C2030	Restrooms	Fair	Flooring, Sealer, Prep and Seal	1,700 SF	5	2967308
Plumbing						
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	5	20	2967335
D2010	Restrooms	Good	Plumbing Fixtures, Stainless Steel	5	25	2967279
D2010	Restrooms	Fair	Urinal, Waterless [No tag/plate found]	1	20	2967278
Sitework						
G2060	Restrooms	Good	Park Bench, Metal Powder-Coated	5	15	2967297
G4050	Restrooms	Good	Exterior Fixture w/ Lamp, any type, w/ LED Replacement [No tag/plate found]	2	15	2967310

Component Condition Report | Wesley Lynn Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2050	Storage	Poor	Exterior Door, Wood, Solid-Core [No tag/plate found]	2	2	2967309
Roofing						
B3010	Roof	Good	Roofing, Metal	2,000 SF	35	2967307
B3060	Roof	Good	Roof Skylight, per unit, up to 20 SF	2	25	2967300
Plumbing						
D2010	Site	Poor	Drinking Fountain, Exterior/Site, Precast Pedestal	2	2	2967285
D2010	Shed	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	1	15	2967294
Equipment & Furnishings						
E2010	Shed	Good	Casework, Countertop, Ceramic Tile	60 LF	25	2967273
Special Construction & Demo						
F1020	Site	Good	Gazebo/Shade Structure, Wood-Framed	1,750 SF	25	2967311
F1020	Baseball Fields	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	240 SF	20	2967313
F1020	Storage	Fair	Ancillary Building, Steel, Pre-Engineered [No tag/plate found]	850 SF	20	2967283
F1020	Site	Fair	Shade Structure/ Trellis, Wood-Framed, Standard	160 SF	15	2967330
Pedestrian Plazas & Walkways						
G2020	Parking lot	Good	Parking Lots, Pavement, Asphalt, Mill & Overlay	35,000 SF	17	3140582

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	35,000 SF	2	3140583
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	35,000 SF	15	2967276
G2030	Site	Fair	Sidewalk, Asphalt, Overlay	6,000 SF	10	2967324
G2030	Site	Good	Sidewalk, Concrete, Large Areas	28,000 SF	35	2967321
Athletic, Recreational & Playfield Areas						
G2050	Playground	Fair	Playfield Surfaces, Chips Wood, 6" Depth	5,000 SF	2	2967287
G2050	Baseball Field South	Fair	Sports Apparatus, Baseball, Backstop Chain-Link	2	10	2967333
G2050	Shed	Fair	Campground Accessories, Grill, Pedestal-Style	2	7	2967331
G2050	Soccer Field South	Fair	Sports Apparatus, Scoreboard, Electronic Standard	1	15	2967320
G2050	Playground	Good	Play Structure, Multipurpose, Small	1	15	2967334
G2050	Playground	Good	Play Structure, Swing Set, 4 Seats	1	15	2967295
G2050	Baseball Field North	Fair	Sports Apparatus, Scoreboard, Electronic Standard	1	15	2967299
G2050	Soccer Field South	Good	Sports Apparatus, Soccer, Movable Practice Goal	2	10	2967305
G2050	Baseball Field North	Good	Sports Apparatus, Player/Dugout Benches, 12' Length	4	10	2967281
G2050	Playground	Good	Play Structure, Multipurpose, Large	1	15	2967280
G2050	Baseball Field North	Fair	Sports Apparatus, Baseball, Backstop Chain-Link	1	10	2967332
G2050	Baseball Fields	Fair	Outdoor Spectator Seating, Bleachers, Aluminum Benches (per Seat)	144	10	2967312
G2050	Soccer Field North	Good	Sports Apparatus, Soccer, Movable Practice Goal	2	10	2967327
Sitework						
G2060	Dog Park	Poor	Park Bench, Wood	1	2	2967303
G2060	Shed	Excellent	Picnic Table, Metal Powder-Coated	3	20	2967314
G2060	Shed	Excellent	Picnic Table, Metal Powder-Coated	7	20	2967322
G2060	Throughout Site	Fair	Park Bench, Wood/Composite/Fiberglass	6	10	2967317
G2060	Site	Fair	Signage, Property, Monument, Replace/Install	1	5	2967274
G2060	Parking lot	Good	Bollard, Concrete or Metal	103	25	2967315
G2060	Throughout Site	Fair	Picnic Table, Wood/Composite/Fiberglass	3	10	2967293
G2060	Shed	Fair	Trash Receptacle, Medium-Duty Metal or Precast	2	10	2967336
G2060	Baseball Field	Fair	Fences & Gates, Fence, Chain Link 6'	500 LF	5	2967288
G2060	Playground	Poor	Park Bench, Wood/Composite/Fiberglass	3	2	2967292
G2060	Dog Park	Poor	Picnic Table, Wood	2	2	2967291
G2060	Site	Good	Bike Rack, Fixed Single Loop	5	15	2967284
G2060	Baseballs	Good	Trash Receptacle, Medium-Duty Metal or Precast	2	15	2967326
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	6	10	2967319

Replacement Reserves Report

7/18/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Wesley Lynn Park	$0	$0	$53,788	$0	$0	$37,155	$0	$27,100	$16,468	$0	$140,606	$17,995	$29,192	$0	$19,664	$401,831	$0	$334,016	$0	$0	$147,334	**$1,225,148**
Wesley Lynn Park / Restrooms	$0	$0	$0	$0	$0	$10,173	$0	$5,596	$0	$0	$0	$0	$0	$0	$0	$25,479	$0	$0	$0	$0	$16,670	**$57,918**
Grand Total	**$0**	**$0**	**$53,788**	**$0**	**$0**	**$47,327**	**$0**	**$32,696**	**$16,468**	**$0**	**$140,606**	**$17,995**	**$29,192**	**$0**	**$19,664**	**$427,310**	**$0**	**$334,016**	**$0**	**$0**	**$164,004**	**$1,283,066**

Wesley Lynn Park

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2050	2967309	Exterior Door, Wood, Solid-Core, Replace	25	23	2	2	EA	$1,105.00	$2,210			$2,210																			**$2,210**
D2010	2967285	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	13	2	2	EA	$4,680.00	$9,360			$9,360															$9,360				**$18,720**
D2010	2967294	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	30	15	15	1	EA	$1,560.00	$1,560																$1,560						**$1,560**
F1020	2967330	Shade Structure/ Trellis, Wood-Framed, Standard, Replace	30	15	15	160	SF	$65.00	$10,400																$10,400						**$10,400**
F1020	2967313	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	30	10	20	240	SF	$32.50	$7,800																					$7,800	**$7,800**
F1020	2967283	Ancillary Building, Steel, Pre-Engineered, Replace	35	15	20	850	SF	$58.50	$49,725																					$49,725	**$49,725**
G2020	3140583	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	35000	SF	$0.59	$20,475			$20,475					$20,475					$20,475					$20,475				**$81,900**
G2020	2967276	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	35000	SF	$4.55	$159,250																$159,250						**$159,250**
G2020	3140582	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	8	17	35000	SF	$4.55	$159,250																		$159,250				**$159,250**
G2030	2967324	Sidewalk, Asphalt, Overlay	25	15	10	6000	SF	$1.95	$11,700											$11,700											**$11,700**
G2050	2967333	Sports Apparatus, Baseball, Backstop Chain-Link, Replace	20	10	10	2	EA	$6,500.00	$13,000											$13,000											**$13,000**
G2050	2967305	Sports Apparatus, Soccer, Movable Practice Goal, Replace	15	5	10	2	EA	$910.00	$1,820											$1,820											**$1,820**
G2050	2967281	Sports Apparatus, Player/Dugout Benches, 12' Length, Replace	15	5	10	4	EA	$1,235.00	$4,940											$4,940											**$4,940**
G2050	2967332	Sports Apparatus, Baseball, Backstop Chain-Link, Replace	20	10	10	1	EA	$6,500.00	$6,500											$6,500											**$6,500**
G2050	2967312	Outdoor Spectator Seating, Bleachers, Aluminum Benches (per Seat), Replace	25	15	10	144	EA	$156.00	$22,464											$22,464											**$22,464**
G2050	2967327	Sports Apparatus, Soccer, Movable Practice Goal, Replace	15	5	10	2	EA	$910.00	$1,820											$1,820											**$1,820**
G2050	2967320	Sports Apparatus, Scoreboard, Electronic Standard, Replace	25	10	15	1	EA	$10,400.00	$10,400																$10,400						**$10,400**
G2050	2967299	Sports Apparatus, Scoreboard, Electronic Standard, Replace	25	10	15	1	EA	$10,400.00	$10,400																$10,400						**$10,400**
G2050	2967331	Campground Accessories, Grill, Pedestal-Style, Replace	15	8	7	2	EA	$780.00	$1,560								$1,560														**$1,560**
G2050	2967287	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	5000	SF	$2.60	$13,000			$13,000			$13,000			$13,000			$13,000			$13,000			$13,000			$13,000	**$91,000**
G2050	2967334	Play Structure, Multipurpose, Small, Replace	20	5	15	1	EA	$13,000.00	$13,000																$13,000						**$13,000**
G2050	2967295	Play Structure, Swing Set, 4 Seats, Replace	20	5	15	1	EA	$3,250.00	$3,250																$3,250						**$3,250**
G2050	2967280	Play Structure, Multipurpose, Large, Replace	20	5	15	1	EA	$45,500.00	$45,500																$45,500						**$45,500**
G2060	2967303	Park Bench, Wood, Replace	20	18	2	1	EA	$1,105.00	$1,105			$1,105																			**$1,105**
G2060	2967292	Park Bench, Wood/Composite/Fiberglass, Replace	20	18	2	3	EA	$780.00	$2,340			$2,340																			**$2,340**
G2060	2967291	Picnic Table, Wood, Replace	20	18	2	2	EA	$1,105.00	$2,210			$2,210																			**$2,210**
G2060	2967288	Fences & Gates, Fence, Chain Link 6', Replace	40	35	5	500	LF	$27.30	$13,650						$13,650																**$13,650**
G2060	2967317	Park Bench, Wood/Composite/Fiberglass, Replace	20	10	10	6	EA	$1,105.00	$6,630											$6,630											**$6,630**
G2060	2967293	Picnic Table, Wood/Composite/Fiberglass, Replace	20	10	10	3	EA	$780.00	$2,340											$2,340											**$2,340**
G2060	2967336	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	2	EA	$1,105.00	$2,210											$2,210											**$2,210**
G2060	2967284	Bike Rack, Fixed Single Loop, Replace	20	5	15	5	EA	$390.00	$1,950																$1,950						**$1,950**
G2060	2967326	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	5	15	2	EA	$1,105.00	$2,210																$2,210						**$2,210**
G2060	2967314	Picnic Table, Metal Powder-Coated, Replace	20	0	20	3	EA	$1,105.00	$3,315																					$3,315	**$3,315**
G2060	2967322	Picnic Table, Metal Powder-Coated, Replace	20	0	20	7	EA	$1,105.00	$7,735																					$7,735	**$7,735**
G2060	2967274	Signage, Property, Monument, Replace/Install	20	15	5	1	EA	$5,400.00	$5,400						$5,400																**$5,400**
G4050	2967319	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	6	EA	$5,200.00	$31,200											$31,200											**$31,200**
Totals, Unescalated										**$0**	**$0**	**$50,700**	**$0**	**$0**	**$32,050**	**$0**	**$22,035**	**$13,000**	**$0**	**$104,624**	**$13,000**	**$20,475**	**$0**	**$13,000**	**$257,920**	**$0**	**$202,085**	**$0**	**$0**	**$81,575**	**$810,464**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$53,788**	**$0**	**$0**	**$37,155**	**$0**	**$27,100**	**$16,468**	**$0**	**$140,606**	**$17,995**	**$29,192**	**$0**	**$19,664**	**$401,831**	**$0**	**$334,016**	**$0**	**$0**	**$147,334**	**$1,225,148**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Wesley Lynn Park / Restrooms

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	3140589	Exterior Walls, painted surface, Prep & Paint	10	5	5	1400	SF	$3.90	$5,460						$5,460										$5,460						**$10,920**
B2050	2967328	Automatic Door Opener, Commercial Overhead/Dock Door, Replace	15	8	7	1	EA	$4,550.00	$4,550								$4,550														**$4,550**
B3020	2967316	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	20	5	15	170	LF	$11.70	$1,989																$1,989						**$1,989**
C2030	2967308	Flooring, Sealer, Prep and Seal	10	5	5	1700	SF	$1.95	$3,315						$3,315										$3,315						**$6,630**
D2010	2967335	Toilet, Commercial Water Closet, Replace	30	10	20	5	EA	$1,690.00	$8,450																					$8,450	**$8,450**
D2010	2967278	Urinal, Waterless, Replace	30	10	20	1	EA	$780.00	$780																					$780	**$780**
G2060	2967297	Park Bench, Metal Powder-Coated, Replace	20	5	15	5	EA	$910.00	$4,550																$4,550						**$4,550**
G4050	2967310	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	5	15	2	EA	$520.00	$1,040																$1,040						**$1,040**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$8,775**	**$0**	**$4,550**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$16,354**	**$0**	**$0**	**$0**	**$0**	**$9,230**	**$38,909**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$10,173**	**$0**	**$5,596**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$25,479**	**$0**	**$0**	**$0**	**$0**	**$16,670**	**$57,918**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Parks Inventory

Types of Park Development

Pocket Park

Pocket Parks are typically defined as park spaces that are less than 3 acres in size, with limited exceptions. These parks typically feature some development or can be fully undeveloped. Typical amenities in Pocket Parks include small play structures, walking paths, seating areas, native gardens, and even sport courts in limited circumstances.

Neighborhood Park

Neighborhood Parks are typically defined as park spaces that are between 3 acres and 8 acres. These parks typically feature a mix of development and natural space. Typical amenities in Neighborhood Parks include play structures, walking paths, seating areas and picnic shelters, sport courts, restrooms, parking areas, dog parks, and even skate parks or ball fields in limited circumstances.

Community Park

Community Parks are typically defined as park spaces that are between 8 acres and 20 acres. These parks are typically highly developed with areas of natural spaces interspersed throughout. Typical amenities in Community Parks include large play structures, walking paths, seating areas, multiple picnic shelters, sport courts, restrooms, parking areas, dog parks, skate parks, and ball fields. In some instances, these parks may include community event spaces that serve a variety of uses. These sites typically serve large segments of the population in a variety of ways and uses.

Regional Park

Regional Parks are typically defined as park spaces that are over 20 acres and provide services or amenities that are utilized by the larger regional population. These parks are typically highly developed with large areas of natural spaces interspersed throughout. In some instances, they may protect or conserve vital habitat areas and provide access to

natural amenities, such as rivers. Typical amenities in Regional Parks include large play structures, walking paths, seating areas, multiple picnic shelters, sport courts, restrooms, parking areas, dog parks, skate parks, boat ramps or launches, docks, habitat conservation areas, amphitheaters and community event spaces that serve a variety of uses. In some instances, these parks may provide camping or RV-ing opportunities and specialty amenities that are unique to the needs of the region.

Specialty Park

Specialty Parks are typically defined as park spaces that provide unique, specialty services or amenities that are utilized by both residents and visitors to the region. These parks can vary in size. Examples include, but are not limited to, boat ramps, docks, interpretive spaces and centers, historical homes, plazas, and cemeteries. Amenities at Specialty Parks typically vary depending on the intended usage of the specific site.

Open Space/Natural Areas

Open Space and Natural Areas are typically defined as minimally developed, conservation-focused parkland that is intended to provide visitors with meaningful opportunities to engage with nature. These parks can vary in size, from small wetlands to large forests. Amenities at these parks typically vary depending on the intended usage of the specific site, but may include amenities such as trailheads, walking paths, interpretive signage, boardwalks, wildlife viewing areas, and habitat conservation areas.

Trails

Trails are typically defined as linear parkland that provide access or connection to nature in a variety of environments. Typically, trails are utilized to connect different sections of the City and provide pedestrian and bike access. Trails can be standalone parkland or part of a developed park. Trails can utilize a variety of surfacing materials, depending on site conditions.

Park Inventory

Abernethy Creek Park
Abernethy Creek Park is a 2.5 acre natural area located on Abernethy Creek at the North end of town. The space is an undeveloped natural area with limited parking, a small trail, and a picnic table. In the future, Parks and Recreation would look to improve the parking area and ensure continued upkeep of the trail system.

Atkinson Park
Atkinson Park is a 5.5 acre neighborhood park located in the mid-level of the City, just 4 blocks north of the swimming pool. This site is currently a mostly natural area with small amounts of development, such as a reservable picnic shelter and associated tables; a playground; and some trails. This park is also the location of the Buena Vista Club, which is discussed in the facility section of this inventory. In the future, Parks and Recreation would look to improve the accessibility of this site with new walking paths, new natural-themed play structures, and potentially a new restroom. A community planning process is recommended for this site to ensure community input on any potential redesigns of the park land.

Barclay Hills Park
Barclay Hills Park is a 5.4 acre neighborhood park located in the eastern portion of town, near Mountain View Cemetery and Newell Creek Canyon. This site is currently a mix of developed park space and natural area, with a basketball court, picnic tables, and larger play structure. Future development opportunities include accessibility improvements to existing amenities and a picnic shelter.

Barclay Park
Barclay Park is a 1.67 acre pocket park located at 711 12th Street. The site is mostly natural area with minimal development consisting of a trash can and dog pot. Currently, the site is utilized as an off-leash dog area. No major development is planned at Barclay park in the future.

Canemah Children's Park

Canemah Children's Park is a 0.34 acre pocket park located directly adjacent to Metro's Canemah Bluff natural area. The site is mostly developed with amenities such as walking trails, benches, basketball courts, picnic shelters and tables, a restroom, and a sizeable play structure. Future development at this site include replacement of the restroom with a more accessible option and replacement of the existing amenities as they age.

Chapin Park

Chapin Park is an 18.5 acre community park located on Warner Parrott Road. Nearby residents can also access the park by walking through entry points located at the end of Glacier Court or Hein Court. This park is host to the majority of the sporting events in the city. A walking/jogging path also surrounds the southern end of the park. The site is mostly developed. Current amenities include:

- 1 reservable shelter with 6 picnic tables
- 4 baseball/softball fields
- 2 soccer fields
- Two play structures
- 1 restroom
- A walking path
- A snack shack and storage area

This site also includes a park host site with utilities located just off the main parking lot. Future developments at this site would include an expanded universally-accessible playground, accessibility improvements to the ball fields and walking paths, and additional irrigation to support year-round sports on ball fields 3 and 4.

Clackamette Cove Trail & River Access Trail

Clackamette Cove Trail & River Access Trail is an approximately 1-mile-long linear trail that can be accessed from Main Street near Clackamette Park or S Washington Street. The site is a minimally developed asphalt and concrete trail through natural areas that border Clackamette Cove and the Clackamas River. Current amenities include benches, picnic tables, and dog pots. Future improvements would include accessibility improvements to the walking path and interpretive signage throughout the trail corridor.

Clackamette Park

Clackamette Park is a 25 acre regional park located at the confluence of the Willamette and Clackamas Rivers, with easy access from I-205 and 99E. It is the only regional park in the Oregon City Parks & Recreation system. Current amenities include:

- A boat launch
- Horseshoe pits
- A swingset
- Beach access to the Willamette and Clackamas Rivers
- A skatepark
- A restroom
- Walking paths
- An RV dump station
- 2 reservable shelters with picnic tables
- A 38-space RV Park

Future developments at this site would include an expanded skatepark; sports courts; a relocated boat ramp; a relocated RV park; accessibility improvements throughout the park; a new community space and amphitheater; a new restroom; and new natural areas with interpretation and artwork opportunities. Further information on these future developments can be found in the approved Clackamette Park Master Plan that was adopted by the Planning Commission in July 2023. If the community desires to construct a new RV Park, it is recommended it be relocated from its current position to a location out of the 2-year floodplain.

D.C. Latourette Park

D.C. Latourette Park is a 0.80 acre pocket park located on the block between 10th and 11th/Madison and Monroe Streets. It is a mostly developed site with a basketball court, a natural play area, accessible pathways, and a lawn area. Future development at this site would focus on replacement of existing amenities as they age.

Dement Park

Dement Park is a 0.29 acre pocket park located in the Rivercrest Neighborhood area. The park is a quiet, undeveloped park location that offers a bench and open space. No future development is planned at Dement Park.

End of the Oregon Trail

The End of the Oregon Trail historic site is a mostly developed 8.04 acre specialty park that includes an outdoor park component and the End of the Oregon Trail Interpretive Center. This section of the inventory focuses on the outdoor park component. The End of the Oregon Trail Interpretive Center is discussed later in the facility inventory. The outdoor component offers many options and accommodations for small gatherings or special events. Current amenities include a picnic shelter with accompanying tables, a large parking lot, a stage, a grassy seating area, walking and interpretive trails, a restroom, and benches. Future development on this site would include accessibility improvements to the walking trails, restrooms, and parking lots, a new stage or amphitheater, shade structures, additional historical interpretation components, and additional seating options. It is recommended this site undergo a community planning process at some point in the future.

Hartke Park

Hartke Park is a 1.03 acre pocket park located a few blocks off Warner Parrot Road. Current amenities consist of a small play area, two tennis courts, and a basketball court. Vegetation and open green space provide the community with spaces to gather or play. Future improvements include accessibility improvements to the courts and play area.

Hazel Grove Park

Hazel Grove Park is a 3.40 acre neighborhood park located a few blocks off Central Point Road. The site currently consists of a natural play structure, a picnic shelter with accompanying tables, benches, and a walking path. There is a mix of mature trees and open space for play. Future improvements include replacement of existing amenities as they age and future plantings to provide additional habitat and shade.

Hazelwood Park

Hazelwood Park is a 0.54 acre pocket park at the corner of Laurelwood Drive and Hartke Loop. The space provides an open, grassy area for play. Current amenities include a swingset and a slide. Future improvements would include additional playground components and plantings to provide shade.

Hillendale Park

Hillendale Park is a 16 acre community park located on Clairmont Way, with parking also available on Rosebery Avenue. The park also connects with Clackamas County's Red Soils Campus via a paved walking path at the end of Red Soils Court. The trails are lined with sitting benches and large grassy areas suitable for lawn games. A small creek runs through the park, with an observation deck overlooking the wetlands. Current amenities include:

- Barbeque grills
- 2 baseball/softball diamonds
- 2 soccer fields
- A mixed use (basketball/pickleball/tennis) sport court
- 1 sand volleyball court
- 1 reservable picnic shelter with accompanying tables
- A preserved wetland with an observation deck and interpretive signage
- Walking paths and bridges
- 2 playgrounds
- Restroom facilities

Future improvements would focus on replacement of outdated play equipment with new, inclusive play structures; a replacement restroom facility; a new single-user restroom facility in the lower section of the park; improvements to the mixed use sport court; and accessibility improvements to the walking paths, bridges, and parking lots. Additionally, this site is recommended for additional plantings throughout the park and wetland preservation along Mud Creek to improve water quality and habitat. This could include areas for interpretation and wildlife viewing.

Jon Storm Park

Jon Storm Park is a 1.5 acre specialty park located on the bank of the Willamette River, just south of Clackamette Park. The park sits on Clackamette Drive just before Sportcraft Landing, overlooking the river with a view of Willamette Falls. Current amenities include a recreational & commercial boat dock, restroom facilities, and a reservable picnic shelter with accompanying tables. Future improvements at the site include accessibility upgrades to walking paths and restrooms, as well as necessary repairs and replacement of the boat dock components as they age. Additionally, there may be future work to improve the capacity of the boat dock in order to receive larger commercial vessels.

Library Park

Library Park is a 1.3 acre pocket park located on the grounds of the Oregon City Public Library. Current amenities include benches, walking paths, a small playground, and a spray park. Future improvements at the site include accessibility upgrades to walking paths and the replacement of existing amenities as they age.

McLoughlin Promenade

McLoughlin Promenade is a 7.8 acre linear trail on the bluff above downtown, which provides spectacular views of the Willamette River, Willamette Falls, and downtown Oregon City. It also provides a connection to the Oregon City Municipal Elevator. Current amenities include benches, dog pots, and walking paths that connect into the McLoughlin Neighborhood. This park is also the site of the Cayuse 5 Memorial, providing historical interpretation and a significant ceremony site for Tribal nations. Future improvements to the site include a second phase of the Cayuse 5 Memorial and accessibility upgrades to walking paths, as well as replacement of amenities as they age.

Oak Tree Park

Oak Tree Park is a 0.39 acre natural area located off South End Road. It is mostly open lawn space with a few mature and young trees. No major development is planned at Oak Tree Park for the future.

Old Canemah Park

Old Canemah Park is a 7.56 acre natural area located in the historic Canemah neighborhood. With walking trails, changing grades, picnic areas, and beautiful views of the Willamette River, Old Canemah Park provides a relaxing escape. Current amenities include picnic areas, walking paths, trails, and a small parking lot. There is also a covered viewpoint that overlooks the Willamette River. Future improvements to Old Canemah Park include a redesigned, accessible pathway to the viewpoint area; environmental and historical interpretation throughout the park; accessibility improvements to the parking area; and native habitat restoration. This site is also intended to become a piece of the McLoughlin-Canemah project that connects downtown Oregon City to the Canemah neighborhood.

Park Place Park

Park Place Park is an 18.5 acre neighborhood park located off Front Avenue in the Park Place Neighborhood. Current amenities include natural areas, open lawn space, walking paths, an off-leash dog area, a playground, and a restroom. Park Place Park has a master plan from 1995 that recommends future Phase II improvements to include a sports court, additional walking paths, and an expanded play area. It is recommended this site undergo a community-based plan update before moving forward with any improvements to ensure the community can provide input on a final design for Phase II improvements.

Richard S. Bloom Tots Park

Richard S. Bloom Tots Park is a 0.18 acre pocket park located across the street from Library Park. Current amenities include a small children's play area, a restroom, and some benches. Future improvements at this site would include replacement of existing amenities as they age and accessibility upgrades as items are replaced.

Rivercrest Park

Rivercrest Park is a 6.5 acre neighborhood park located on Park avenue in the heart of the Rivercrest neighborhood. Current amenities include a spray park, tennis courts, a basketball court, a t-ball field, a playground, 2 reservable picnic shelters with accompanying tables, a restroom, and concrete cornhole pits. Future improvements at this site include accessibility improvements to existing amenities; replacement of the spray park with a larger, more accessible option as it ages; an expansion to the reservable picnic shelter near the spray park; and replacement of the playground equipment with more accessible options as they age.

Shenandoah Park

Shenandoah Park is a 0.55 acre open space located off Central Point Road at the intersection of Allegheny Drive and Shenandoah Drive. The park is mostly open lawn space with mature trees. No major development is planned at Shenandoah Park

Singer Creek Park

Singer Creek Park is an 18 acre community park located adjacent to Linn Avenue along Singer Creek. There are trails that connect the park to Belle Court and Holmes Lane.

Current amenities include walking paths, natural habitat, and a disc golf course. Future improvements would include new trails throughout the forest, an improved walking path that connects Holmes Lane to Linn Avenue, and an off-leash dog area.

Sportcraft Boat Ramp

Sportcraft Boat Ramp is a 3.34 acre specialty park located at the end of Clackamette Drive adjacent to Jon Storm Park. Current amenities include a 2-lane boat dock that provides safe boating access to the Willamette River, as well as a parking lot for boat trailers. Future improvements would include replacement of existing amenities and repaving of the parking lot.

Tyrone S. Woods Park

Tyrone S. Woods park is a 9-acre neighborhood park located off Meyers Road in the south of the City. Current amenities include benches, walking paths, a nature play area, a reservable picnic shelter with accompanying tables, picnic tables disbursed throughout the park, a restroom, and a fenced dog park. This park has a recent master plan that defines Phase II improvements as a skatepark, pickleball courts, and additional open lawn space and walking paths.

Waterboard Park

Waterboard Park is a 21.28 acre natural area located at the end of John Adams Street, near the former armory. Waterboard park is mostly natural habitat with viewpoints, walking paths, a parking lot at the lower and upper entrance. Future improvements at this site would include accessibility improvements to trails, walking paths and parking lots. It is recommended this site undergo a community planning process, especially if the City were to add additional land for development at the lower entrance.

Wesley Lynn Park

Wesley Lynn Park is a 17.5 acre community park located on Frontier Parkway off Meyers Road in the southern end of Oregon City. Current amenities include:

- A large playground
- Walking paths

- 1 reservable picnic area with barbeque grills, a sink, and accompanying picnic tables
- 2 baseball/softball fields (one with synthetic turf infield
- 2 soccer fields
- An off-leash dog area
- A restroom and snack shack

Future improvements at this site would include synthetic turf infield on the other ball field; dugout and bleacher improvements; an expanded, universally accessible play area; a fenced dog park; habitat restoration and shade improvements; additional parking; an additional shelter; and accessibility improvements to walking paths and restroom facilities.

Facility Inventory

End of the Oregon Trail Interpretive Center

The End of the Oregon Trail Interpretive Center consists of four buildings and site amenities/features located at the End of the Oregon Trail historical site. The Main Building (Wagons 1-3) consists of learning and activity rooms and a theater. The Visitor's Center consists of a welcome center and gift shop. Henderson Farm consists of a two-story building with a learning/activity center downstairs and offices. The restroom building consists of restrooms and staff areas. The restroom itself serves the Interpretive Center and the parkland. Future development on this site is currently guided by the previous master plans from the 1990's. It is recommended the City engage in a refinement planning process to engage stakeholders on identifying future development opportunities.

Pioneer Community Center

The Pioneer Community Center is a 16,000 SF building that was originally constructed in 1976. The building underwent partial renovation in 2019/2020. The current purpose of this facility is to provide community space for social services and rentals, as well as staff offices for individuals engaged in providing these services. The facility also includes approximately 1.7 acres of landscaped grounds and parking area that is utilized for a variety of programming. Part of these grounds include the Sister City Peace Garden, with interpretive signage and a small walking path. Future development at this site would

include accessibility improvements to existing amenities and upgrades/renovations as amenities age out.

Oregon City Swimming Pool

The Oregon City Swimming Pool is a 20,572 SF building that was constructed in two phases. The natatorium was constructed in 1965 and the community center wing was constructed in 1978. Renovations to the interior finishes, natatorium glass, ADA improvements, and rebuilding of the pool deck were performed between 2014 and 2019. As an aging facility, the City continues to invest in the facility's upkeep, most recently with a project focused on resurfacing and retiling the pool shell. Future development at this site should be guided by a community planning process that provides a future vision of what the community believes this site should become.

Mountain View Cemetery

Mountain View Cemetery is a 55-acre municipally owned cemetery with a variety of structures and uses. Facilities on site include a small office building, a public restroom, a maintenance shop, and several mausoleums. The cemetery grounds are divided into four main categories:

- The Pioneer Cemetery, which represents 10.52 acres, was first established in 1854 and is primarily a historic cemetery
- The Veterans Memorial and Parents of Murdered Children Memorial, which represents 0.48 acres, primarily serves as a gathering and reflection space for the public to enjoy year-round, with specific events also held in these locations. The Veterans Memorial was recently reconstructed with project completion in 2024.
- The Main Cemetery, which represents 29 acres, primarily serves the community as a final resting place for loved ones. This section includes cremation, ground burial, and mausoleum lots that are available to the public for sale. It also includes various maintenance facilities utilized by the Parks and Cemetery Division.
- The Scattering Canyon, which represents 17 acres, primarily serves as forestland and an option for families interested in scattering cremains. There are some developed trails that allow for public access into the forest.

Future development at this site should be guided by a community planning process that includes a business analysis to provide a community vision for the future of this site. In

lieu of that planning process, the City should prioritize ADA accessibility upgrades and repaving of the Pioneer Cemetery access road.

Ermatinger House

Ermatinger House is a 3,300 SF historic house sitting on approximately 0.12 acres of landscaped grounds in the McLoughlin Historic District of Oregon City. The house was originally constructed in 1843 and is one of the oldest houses in Clackamas County. The house was renovated from 2011 to 2017 and it was opened to the public in 2018 as a museum space. The current use of this facility is to provide historical interpretation for the public on the history of the house and Oregon City as a whole. Future development at this site would include historically appropriate upgrades and repairs as amenities and the building itself ages. There are also opportunities to update and improve the interpretive elements of the facility as time progresses.

Buena Vista Club

Buena Vista Club is a 1,200 SF building located on the Atkinson Park property. The Club was reportedly constructed in 1923 and functioned as a social club until 1987 when the building was donated to the City. The City rented out the facility for events until the building was formally closed in 2013. Due to the site's appearance on the National Register of Historic Places, future developments at this site would be focused on preservation of the existing structure with a goal of providing historical interpretation at a minimum. If enough funding can be secured, the City should pursue a goal of reopening the building for public use.

New Parks/Facilities

Clairmont Way

Clairmont Way is a 2.53 acre open space that is currently owned by Oregon City Parks and Recreation. It is located along Clairmont Way just off Molalla Ave. It is planned for development as a new park by the City sometime in the future. Planned amenities could include a bicycle pump track; a skate park; or a fenced dog park with associated picnic areas, benches, and walking paths.

Park Place Concept Area South Village (Neighborhood Park)

The Park Place Concept Area Master Plan calls for dedication of 3 to 5 acres of land within the Park Place Concept Area to be used as a neighborhood park. This neighborhood park would likely include the following amenities:

- Walking paths
- A playground
- A reservable picnic shelter with accompanying picnic tables
- Open lawn space

It is recommended that a community planning process is completed to ensure community input on any planned amenities, as well as to avoid overlapping in amenities between the planned neighborhood and community parks.

Park Place Concept Area North Village (Community Park)

The Park Place Concept Area Master Plan calls for dedication of 8 to 10 acres of land within the Park Place Concept Area to be used as a community park. This community park may include the following amenities:

- Walking paths
- A playground
- A fenced dog park
- A reservable picnic shelter with accompanying picnic tables
- A multi-use sports court
- A multi-use sports field
- Natural area

It is recommended that a community planning process is completed to ensure community input on any planned amenities, as well as to avoid overlapping in amenities between the planned neighborhood and community parks.

Thimble Creek Concept Area (Neighborhood Parks)

The Thimble Creek Concept Area Master Plan identifies a series of three small neighborhood parks within the Thimble Creek Concept Area. The Master Plan calls for a "Pearl and String" concept that links these three neighborhood parks with a landscaped pathway or streetscape, providing a unique and walkable experience to residents. These smaller parks should be planned through a community planning process to ensure

community input on amenities, as well as to avoid overlapping in amenities between the neighborhood parks.

As development may happen in phases, the approach for the linear-oriented south-central open space park is through a pearl and string approach. The park peals may vary in size but are connected by a 30-foot-wide string which includes a shared-use path. The park includes the following elements:

• 30-foot ped/bikeway string along the east side of Center Parkway to be located in a shared-use path and will not be considered part of a pearl.
• Up to 4 pearls of various sizes spread along the open space network
• Min sizes pearl: 2 acres minimum.
• Maximum size pearl: none
• Min combined size of all pearls: 10 acres
• Min average width of each park pearl: 200 feet
• Min average depth of each park pearl: 200 feet
• At least 5 acres to be developed with active recreation components
• The first park pearl dedicated shall be at least 3 acres in size

East Ridge- Thimble Creek Conservation Area

The East Ridge is a beautiful edge to the Thimble Creek area and should be planned as a publicly accessible amenity and protected resource area. However, this vision could be accomplished as a public park or through a private ownership, construction, and long-term maintenance approach with public access easements. The natural resource inventory identified important resources and opportunities for habitat restoration in the riparian areas of Thimble Creek. The park is identified primarily as an open space area with space for habitat restoration, trails, viewpoints, educational and passive recreational opportunities. The park includes the following elements:

• Minimum of ½ of area between the Thimble Creek stream buffer and the 490-foot elevation
ridgeline to be open space.
• Two public viewpoints separated by at least 400 feet with a minimum size of .35 acre at less than
10% slope for each viewpoint. One of the viewpoints must be visible from a passing vehicle.
• Minimum 700-foot non-interrupted view corridor along open space from east edge of Ridge
Parkway.
• Provide a pedestrian-oriented forest trail from one viewpoint to another along the Ridge Parkway

South End Concept Area

The South End Concept Plan provides access to a network of parks and open space within easy walking distance of residents and offers a variety of opportunities for recreation. The plan utilizes bands of open space consisting of sensitive habitat and drainage areas, park land, and roadways with landscaped central parkways to connect each of the planned neighborhoods to each other and the adjacent regional natural area at Canemah Bluffs. As currently proposed, the South End Concept Plan provides 24 acres of parks and an additional 51 acres of open space.

Meyers Road/Caufield Area (Neighborhood Park)

The park equity maps contained within the Parks Master Plan identify an area in the Meyers Road/Caulfield Neighborhood area as lacking in neighborhood parks. To meet targeted levels of service identified in the City's Parks Master Plan, the City should consider acquiring land in this area for future development as a neighborhood park.

Partlow Road Area (Neighborhood Park)

The park equity maps contained within the Parks Master Plan identify an area in the Partlow Road area as lacking in neighborhood parks. To meet targeted levels of service identified in the City's Parks Master Plan, the City should consider acquiring land in this area for future development as a neighborhood park.

Additional Trails

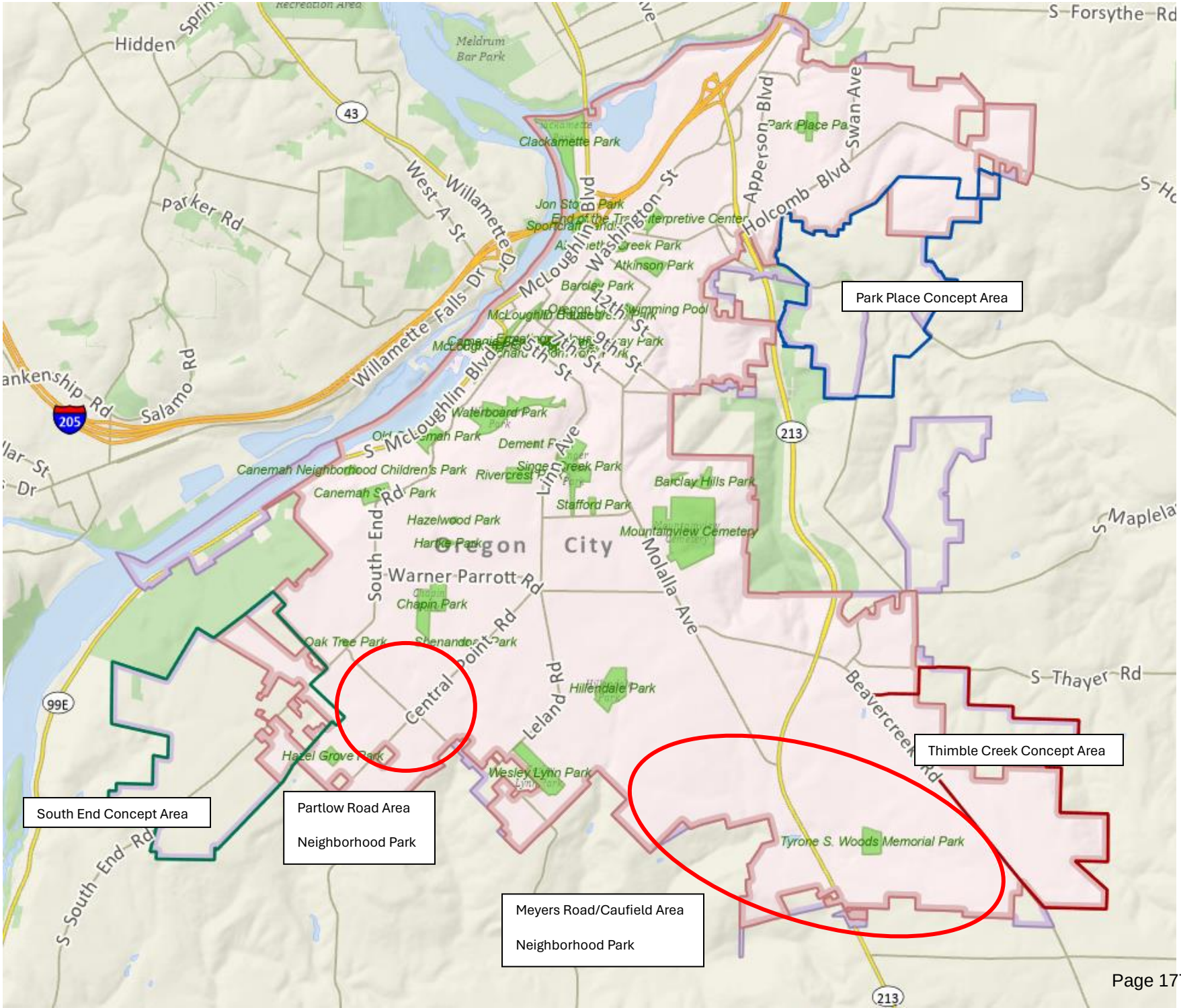
According to the level of service analysis performed in the Parks Master Plan process, the City needs to add 3 miles of trails to meet future levels of service based on projected population growth. The City should prioritize projects that are already identified in the existing Trails Master Plan for potential future development.

Aquatics & Recreation Center

The Parks Master Plan identifies a deficiency in the planned level of service for indoor recreation facilities as Oregon City's population continues to grow. The City should consider planning for a new Aquatics & Recreation Center that will better serve the continuing needs of both residents and non-residents. Additionally, the City should

consider acquiring enough land to construct both a new Aquatics & Recreation Center and a youth sports facility to ensure sufficient community support and consolidate activities to a central location. It is recommended the City engage in a community planning process to determine the appropriate size and location of such a facility.

Figure 1 – Map of Current and Future City Park Land



OREGON CITY

Community Development – Planning

695 Warner Parrott Road | Oregon City OR 97045
Ph (503) 722-3789

LEGISLATIVE STAFF REPORT AND RECOMMENDATION

A preliminary analysis of the applicable approval criteria for a legislative proposal is enclosed within the following report.
May 2, 2025

HEARING DATE: May 12, 2025 **-** Planning Commission

FILE NUMBER: GLUA 25-0002**:** LEG-25-0001

APPLICATION TYPE: Legislative (OCMC 17.50.170)

APPLICANT: City of Oregon City, c/o Parks and Recreation Department, 500 Hilda Street, Oregon City, OR 97045

REQUEST: Legislative. The Parks and Recreation Department proposes an update to the Parks Master Plan, an Ancillary Document to the OC2040 Comprehensive Plan. This proposal amends the Comprehensive Plan.

LOCATION(S): City Wide

17.50.170 - Legislative hearing process.

A. Purpose. Legislative actions involve the adoption or amendment of the city's land-use regulations, comprehensive plan, maps, inventories and other policy documents that affect the entire city or large portions of it. Legislative actions which affect land use must begin with a public hearing before the planning commission.
B. Planning Commission Review.
1. Hearing Required. The planning commission shall hold at least one public hearing before recommending action on a legislative proposal. Any interested person may appear and provide written or oral testimony on the proposal at or prior to the hearing. The community development director shall notify the Oregon Department of Land Conservation and Development (DLCD) as required by the post-acknowledgment procedures of ORS 197.610 to 197.625, as applicable.
2. The community development director's Report. Once the planning commission hearing has been scheduled and noticed in accordance with Section 17.50.090(C) and any other applicable laws, the community development director shall prepare and make available a report on the legislative proposal at least seven days prior to the hearing.
3. Planning Commission Recommendation. At the conclusion of the hearing, the planning commission shall adopt a recommendation on the proposal to the city commission. The planning commission shall make a report and recommendation to the city commission on all legislative proposals. If the planning commission recommends adoption of some form of the proposal, the planning commission shall prepare and forward to the city commission a report and recommendation to that effect.
C. City Commission Review.

1. City Commission Action. Upon a recommendation from the planning commission on a legislative action, the city commission shall hold at least one public hearing on the proposal. Any interested person may provide written or oral testimony on the proposal at or prior to the hearing. At the conclusion of the hearing, the city commission may adopt, modify or reject the legislative proposal, or it may remand the matter to the planning commission for further consideration. If the decision is to adopt at least some form of the proposal, and thereby amend the city's land-use regulations, comprehensive plan, official zoning maps or some component of any of these documents, the city commission decision shall be enacted as an ordinance.
2. Notice of Final Decision. Not later than five days following the city commission final decision, the community development director shall mail notice of the decision to DLCD in accordance with ORS 197.615(2).

IF YOU HAVE ANY QUESTIONS ABOUT THIS APPLICATION, PLEASE CONTACT THE PLANNING DIVISION OFFICE AT (503) 722-3789.

EXECUTIVE SUMMARY

The City Commission adopted the Parks Master Plan (2023) in June 2024 after an extensive public engagement process and City Commission review. The final step in the process is to adopt the document as an ancillary document to the Comprehensive Plan. This step integrates the adopted vision into the City's Comprehensive Plan with the same weight as the master plans of other city assets, such as the Transportation System Plan and Water, Storm, and Sewer Master Plans.

By integrating the Park's Master plan with the Comprehensive Plan, the city establishes a long-term vision for parks and recreation. This ensures that park development aligns with broader community goals, growth patterns, and land-use strategies. A Master Plan adopted through the legislative land use process is also needed to attract funding from grants and other sources, requiring a formal plan to support improvements in parks and recreation, as well as legal support for any future system development fees (SDCs).

The Parks Master Plan document (2023) and the newly created Exhibit A, which identifies and describes existing and proposed parks keyed to a map, will provide the needed legal nexus for implementation.

I. BACKGROUND:

File No. LEG-25-00001 updates the Oregon City Parks Master Plan (2008) by adopting the Oregon City Parks Master Plan (2023). The Oregon City Parks Master Plan is an ancillary document to the Oregon City Comprehensive Plan.

“Ancillary Plans are adopted by the City Commission for such things as parks and recreation, transportation systems, water facilities, and sewer facilities. Usually prepared by City departments through a public process, ancillary plans are approved by the City Planning Commission and adopted by the City Commission to provide operational guidance to city departments in planning for and carrying out city services. These plans are updated more frequently than the Comprehensive Plan.”

The Oregon City Parks Master Plan (2023) is a document that proposes specific programs and projects intended to provide a level of service that meets the needs of the community now and in the future. The document provides operational guidance to the Oregon City Parks & Recreation

Department in planning for and carrying out city services for the foreseeable future. Specific projects include development of more fenced dog parks; purchase and development of more usable outdoor space for programming/events; increase connectivity and accessibility of trails and parks; and install newer, more inclusive play structures in parks.

The Oregon City Parks Master Plan (2023) will create a cohesive Parks & Recreation system that provides an appropriate level of service to the community based on statistically valid surveys, comparable agency benchmarks, and national trends in participation and community needs.

PROCESS

Adoption of the code amendments is a legislative action that requires review and recommendation from the Planning Commission prior to adoption by the City Commission following public hearings.

Public Involvement and Public Comment

To ensure public participation in the development of the Oregon City Parks Master Plan (2023), several avenues for comment were developed.

A specific website (orcityparksandplay.org) was developed and shared with the community. This website served as conduit for information related to the plan development, opportunities for input, and updates on the process.

In June 2022, several key stakeholders and user groups were interviewed to gain insight into the current strengths, opportunities, and priorities for the park system. These groups included:

- The Confederated Tribes of Grand Ronde
- Friends of the Ermatinger House
- Oregon City Soccer
- Oregon City Youth Sports
- Oregon City Swim Club
- Parks and Recreation Advisory Committee
- OCPRD Parks & Cemetery Maintenance Team

Several public input meetings were held during the development and finalization of the Plan. The first public input meeting took place on June 2nd, 2022 in a hybrid format (in-person and online) and provided attendees with a presentation of the project, process, initial demographic findings, as well as an opportunity for residents to offer feedback on the parks system via live polling. There were also public engagement events on the following dates:

- December 5th, 2022 at Robert Libke
- January 23rd, 2023 at City Hall
- July 10th, 2023 at City Hall

The final public input meeting was held just prior to review and approval of the final draft Master Plan by City Commission. This meeting was held on May 6th, 2024 at the Pioneer Community Center and followed a similar format to the first public input meeting.

The plan was also presented to and reviewed by the following committees during the approval process:

- Final draft presented to CIC – June 3rd, 2024
- Final draft presented to YAC – May 13th, 2024
- Joint work session with PRAC and City Commission – May 7th, 2024
- Draft plan presented to PRAC – March 28th, 2024

Feedback from these public input meetings and stakeholder presentations identified the following priorities to enhance the City's parks and recreation system:

- Water activation – activating and improving access to the Willamette River for existing community users to drive tourism and economic development
- Sports complex – a youth sports complex was mentioned as a priority by multiple stakeholders. Key components of the complex include ample parking and synthetic turf for at least four multi-use fields. An attached fieldhouse was also mentioned for indoor soccer and baseball.
- Connectivity and access – improving and expanding trails and paths throughout the City was an often-mentioned priority by stakeholders. They would like to see more access to natural areas and a better utilization of the City's topography and natural areas, with more connectivity throughout the system.
- Historical preservation – Stakeholders would like to see a focus on historical preservation and acknowledgement. Specific priorities were a memorial for Cayuse 5, restoring the End of the Oregon Trail Interpretive Center, and a better-defined purpose and usage of the Ermatinger House.
- Sustainability - A prevalent theme expressed by respondents was the Department's ability to take care of its current assets; sustainability was also an often-mentioned priority. Stakeholders would like to see the plan assist staff in taking total cost of ownership into account when planning new facilities, parks, and amenities. There was also a desire to catch up with deferred maintenance for existing parks before moving forward with new projects.

During the development of this master plan, a statistically valid survey and a general online survey were released for citizens to provide input. The statistically valid survey was targeted at households from all areas of the city, representing the diversity of the city's demographics. 401 survey respondents participated in the statistically valid survey. The online survey was released via SurveyMonkey and had 184 responses. The online survey asked the same questions as the statistically valid survey; however there is no precision rate or level of confidence since there was no selection criteria for respondents.

Feedback from these various surveys identified the following parks and recreation facilities/amenities as high priorities for investment:

- Multi-use paved trails
- Multi-use unpaved trails
- Water access
- Outdoor amphitheater
- Indoor walking/jogging track

- Large community parks
- Open space & conservation areas
- Fenced dog parks
- Small neighborhood parks

The Legislative Process as it relates to the Oregon City Comprehensive Plan

The applicable approval criteria for a Legislative action are the guidance provided in the Oregon City Comprehensive Plan, the applicable goals and policies of the Oregon City Comprehensive Plan, and any applicable statewide planning goals.

Plan implementation process;

The City Commission directed staff to implement the Parks Master Plan at the June 12, 2024, meeting. The plan was approved, and staff were asked to start the Legislative adoption process.

The first evidentiary public hearing for the proposed amendments will be held with the Planning Commission, following the notice procedures for legislative action per OCMC 17.50. The City Commission public hearing will be scheduled once the Planning Commission has completed its review and provided a recommendation on the proposed amendments.

The Department of Land Conservation and Development was notified as required by ORS 197.610 – 197.625. The Staff Report will be made available at least seven days prior to the public hearing and the application was processed according to the Legislative Hearing Process as required under Oregon City Municipal Code 17.50.170. Implementation of the Plan is discussed further in the staff report.

Background on the purpose of plan adoption

The Plan reflects community needs, desires, attitudes and conditions

The community had many opportunities to share their concerns and priorities for the future of the Oregon City Parks & Recreation system during the development of this plan. Please see "Public Involvement and Public Comment" section for a summary of these opportunities and the feedback that was received.

The Plan helps to guide land use actions, including an examination of trends

The 2023 Parks Master Plan is intended to guide land use actions as they relate to parks, open space, and natural areas used for recreation. The plan includes an extensive examination of current trends in recreation to identify current and future needs of the community. These trends will help staff prioritize facilities and amenities to meet these needs as the community continues to grow. The plan also includes a robust examination of trends within the community, including a level of service analysis that identifies whether our current parks, amenities, and facilities are meeting the current and future needs of the community. This level of service analysis will assist staff in identifying future needs for new parks, amenities, and facilities, particularly in areas of new development within the City. According to this level of service analysis, Parks and Recreation should prioritize the following types of parks and amenities to meet the needs of the community now and into the future:

- Community Parks – 23.1 acres needed in 2022; 29 acres needed by 2032
- Trails (paved and unpaved) – 2 miles needed in 2022, 3 miles needed by 2032
- Pickleball courts – 2 courts needed in 2022; 2 courts needed by 2032
- Multi-purpose fields (rectangular) – meets standards in 2022, 0.1 fields needed by 2032
- Fenced dog parks – 0.3 dog parks needed in 2022; 0.4 dog parks needed by 2032
- Indoor aquatic space – 412 square feet needed in 2022; 1,854 square feet needed by 2032
- Indoor recreation space – 38,834 square feet needed in 2022; 44,604 square feet needed by 2032

Public Notice and Comments
This is a legislative action that requires public notice pursuant to OCMC 17.50.090.C. - *Notice of Public Hearing on a Legislative Proposal*. The Community Development Director provided the required Post Acknowledgement Plan Amendment (PAPA) notice to the Oregon Department of Land Conservation and Development on March 20, 2025. Notice of the Planning Commission public hearing was also provided to the Citizen Involvement Committee, Natural Resources Committee, Neighborhood Associations, and affected service districts, agencies and parties by email on April 4, 2025

II. DECISION-MAKING CRITERIA

The remainder of this staff report provides additional findings to demonstrate that the proposed amendments are consistent with applicable approval criteria.

Chapter 17.68 - Zoning Changes and Comprehensive Plan Amendments

17.68.010 - Initiation of the amendment.
A text amendment to the comprehensive plan, or an amendment to the zoning code or map or the Comprehensive Plan map, may be initiated by:
A. A resolution request by the City Commission;
B. An official proposal by the Planning Commission;
C. An application to the Planning Division; or.
D. A Legislative request by the Planning Division.
All requests for amendment or change in this title shall be referred to the Planning Commission.

Response: The proposal qualifies as initiated as a legislative request by the Parks and Recreation department at the direction of the City Commission.

17.68.015 –Procedures.
Applications shall be reviewed pursuant to the procedures set forth in Chapter 17.50.

17.50.170 - Legislative hearing process.
A. Purpose. Legislative actions involve the adoption or amendment of the city's land use regulations, comprehensive plan, maps, inventories and other policy documents that affect the entire city or large portions of it. Legislative actions which affect land use shall begin with a public hearing before the planning commission.

B. Planning Commission Review.
1. Hearing Required. The planning commission shall hold at least one public hearing before recommending action on a legislative proposal. Any interested person may appear and provide written or oral testimony on the proposal at or prior to the hearing. The community development director shall notify the Oregon Department of Land Conservation and Development (DLCD) as required by the post-acknowledgment procedures of ORS 197.610 to 197.625, as applicable.

C. City Commission Review.
1. City Commission Action. Upon a recommendation from the planning commission on a legislative action, the city commission shall hold at least one public hearing on the proposal. Any interested person may provide written or oral testimony on the proposal at or prior to the hearing. At the conclusion of the hearing, the city commission may adopt, modify or reject the legislative proposal, or it may remand the matter to the planning commission for further consideration. If the decision is to adopt at least some form of the proposal, and thereby amend the city's land use regulations, comprehensive plan, official zoning maps or some component of any of these documents, the city commission decision shall be enacted as an ordinance.
2. Notice of Final Decision. Not later than five days following the city commission final decision, the community development director shall mail notice of the decision to DLCD in accordance with ORS 197.615(2).
Response: This legislative action followed the procedures found in OCMC 17.50.170 including meetings with the Citizen Involvement Committee, Natural Resource Committee, Planning Commission, and City Commission where applicable.

17.68.020 - Criteria.
The criteria for comprehensive plan amendment or text or map amendment in the zoning code are set forth as follows:
A. The proposal shall be consistent with the applicable goals and policies of the comprehensive plan;
Response: This legislative action is consistent with the applicable goals and policies of the comprehensive plan as detailed in the responses below. Therefore, the proposed amendments are consistent with Criterion (A).

0C2040 Oregon City Comprehensive Plan

According to the OC2040 Comprehensive Plan (Appendix 3): “Ancillary plans are adopted by the City Commission for such things as parks and recreation, transportation systems, water facilities, and sewer facilities. Usually prepared by City departments through a public process, ancillary plans are approved by the City Planning Commission and adopted by the City Commission to provide operational guidance to city departments in planning for and carrying out city services. These plans are updated more frequently than the comprehensive plan.”

The Oregon City Parks Master Plan will be adopted as an ancillary document to the Oregon City Comprehensive Plan .

Conformity of the proposal with the city's comprehensive plan;

Oregon City has a variety of parks, trails and open space governed by a Parks and Recreation Master Plan (2008). Currently in the process of being updated (2023), the Plan serves as a guide to implementing Oregon City's goal of providing a broad range of parks and recreational spaces, activities, and programs to meet the current and future needs of its residents. The plan emphasizes the unique assets in Oregon City and identifies opportunities to further leverage those assets and build new ones. A set of mission statements provides the framework for the plan and will also serve as a starting point for new OC2040 goals and strategies that are developed for this project. Those mission statements are:

• Strengthen community image and sense of place, promote cultural unity
• Protect and preserve natural and cultural resources
• Foster social, intellectual, physical and emotional development
• Strengthen safety and security in park and recreation spaces
• Support economic development
• Provide educational experiences through recreation
• Promote health, wellbeing, and community problem solving
• Be good stewards of public resources

The OC2040 mission statements outlined herein are reflected in the 2023 Parks Master Plan as follows:

- The investments in cultural programming, taking care of existing assets, and historic preservation will strengthen community image, provide a sense of place that is unique to Oregon City, and promote cultural unity
- Access to open space and natural areas was identified as a top priority during the development of this master plan. Actions taken that are consistent with that priority, such as acquisition of new natural areas and open space, will protect and preserve natural and cultural resources
- The programming plans and recommendations identified throughout this master plan will help foster social, intellectual, physical, and emotional development in our community
- Investments into deferred maintenance and existing assets will strengthen safety and security in park and recreation spaces
- Priorities such as water activation and historic preservation provide opportunities to increase tourism, thereby supporting economic development
- Priorities such as increasing indoor aquatic and recreation space, as well as increasing nature-based programming, provide opportunities for educational experiences through recreation.
- The plan is intended to promote health, wellbeing, and community problem solving by providing guidance on how to best provide parks and recreation opportunities to the community at large.
- The plan calls for specific, targeted investments that rely on a conservative funding strategy, promoting good stewardship of public resources. Additionally, the focus on improving existing assets is itself good stewardship of existing public resources.

CHAPTER 4: PROTECTED ENVIRONMENT

GOAL 1

Provide and maintain a comprehensive system of parks, trails, natural resource areas, and

recreation amenities that is accessible to residents of all ages and abilities, enhances the environmental and aesthetic quality of the community, and encourages healthy living.

The plan is intended to serve as guidance for how to provide and maintain a comprehensive system of parks, trails, natural resource areas, and recreation amenities that is accessible to residents of all ages and abilities, enhances the environmental and aesthetic quality of the community, and encourages healthy living.

POLICY 1.1 Provide additional parklands to adequately serve the City's current and estimated future
population based on adopted service levels and community needs.

The plan identifies specific areas in need of investment, such as community parkland and indoor aquatic/recreation space based on adopted service levels and community needs

STRATEGY 1.1.A When property adjacent to an existing neighborhood or community park becomes available, consider adding property to the park and developing it to meet the current needs of existing neighborhoods.

The plan provides equity mapping that highlights areas with reduced levels of service that should be focus areas for investment, particularly if adjacent property becomes available.

STRATEGY 1.1.B Identify and protect land for parks and recreation within the Urban Growth Boundary.

The plan's equity maps show areas, such as the Park Place Neighborhood and Caulfield Neighborhood, where land available in the Urban Growth Boundary could be obtained to support future growth in those areas.

STRATEGY 1.1.C Require or encourage developers to dedicate park sites as part of the subdivision review process. When possible, require or encourage developers to build parks to City standards and give them to the City to operate and maintain.

Two areas have been identified in addenda to this plan that meet the needs of this strategy; Park Place Concept Area and Thimble Creek Concept Area. Staff recognize that requiring or encouraging developers to build parks to City standards and giving them to the City to operate and maintain is a more cost-effective and advantageous route to acquiring new developed parkland.

POLICY 1.2 Provide equitable distribution of parks and trails across the city.

This master plan includes equity maps that outline the current distribution of parks, trails, and amenities across the city. These maps will be used to identify areas for future investment and development.

STRATEGY 1.2.A Ensure the adequacy of pedestrian and bicycle connections to local, county, and regional trails.

The master plan includes equity maps for trails (paved and unpaved), identifying areas of the city where trails are lacking. These maps will be utilized for planning and investment, in conjunction with the City's Trails Master Plan.

STRATEGY 1.2.B Ensure adequate park and trail development in high density development and neighborhoods lacking access to these amenities.

The master plan's equity maps indicate specific areas where trails and park development are lacking, such as sections of the McLoughlin neighborhood, the Caufield neighborhood, and the Park Place neighborhood. These areas will be prioritized for future investments to ensure adequate park and trail development in neighborhoods lacking access to the amenities.

POLICY 1.3 Provide a network of signage and trails to enhance connections within parks, and between
parks, neighborhoods, and public amenities.

The plan identifies consistent signage as an area of focus for the department and recommends more consistent signage be developed and installed system-wide.

POLICY 1.4 Reduce barriers to park use and improve safety and accessibility of parks resources for all
users, regardless of ability, comfort level, or native language.

Increasing safety and accessibility of parks resources is identified as a priority through many comments regarding improving existing assets and tackling deferred maintenance. As amenities and parks are improved, the department will ensure that safety and accessibility are improved as well. This plan identifies playgrounds specifically as an area needing attention in the coming years.

STRATEGY 1.4.A Manage open space areas for their value in linking citizens and visitors with the natural environment, providing solace, exercise, scenic views and outdoor education. Built features in open space sites should harmonize with natural surroundings.

Access to open space and natural areas was identified as a top priority for park investment. Additionally, nature-based programming was identified as a top priority for future programming needs in the community. Amenities in these areas will be blended with the natural surroundings as much as possible to ensure harmony between the built and natural environment. Parks and Recreation has a duty to ensure adequate conservation of open space and natural areas and this master plan identifies that as a top priority.

Statewide Planning Goals

Response: This proposal makes no changes to the Comprehensive Plan, zoning, or land use designations for lands within the Urban Growth Boundary. Since the City's Comprehensive Plan and its ancillary documents are already acknowledged by the Oregon Department of Land Use and

Conservation (DLCD), no further analysis for consistency with Statewide Planning Goals is required.

Chapter 17.50 Administration and Procedures

17.50.050 – Pre-application conference.

A. Pre-application Conference. Prior to a Type II – IV or Legislative application, excluding Historic Review, being deemed complete, the applicant shall schedule and attend a pre-application conference with City staff to discuss the proposal, unless waived by the Community Development Director. The purpose of the pre-application conference is to provide an opportunity for staff to provide the applicant with information on the likely impacts, limitations, requirements, approval standards, fees and other information that may affect the proposal.

1. To schedule a pre-application conference, the applicant shall contact the Planning Division, submit the required materials, and pay the appropriate conference fee.

2. At a minimum, an applicant should submit a short narrative describing the proposal and a proposed site plan, drawn to a scale acceptable to the City, which identifies the proposed land uses, traffic circulation, and public rights-of-way and all other required plans.

3. The Planning Division shall provide the applicant(s) with the identity and contact persons for all affected neighborhood associations as well as a written summary of the pre-application conference.

B. A pre-application conference shall be valid for a period of six months from the date it is held. If no application is filed within six months of the conference or meeting, the applicant shall schedule and attend another conference before the City will accept a permit application. The Community Development Director may waive the pre-application requirement if, in the Director's opinion, the development has not changed significantly and the applicable municipal code or standards have not been significantly amended. In no case shall a pre-application conference be valid for more than one year.

C. Notwithstanding any representations by City staff at a pre-application conference, staff is not authorized to waive any requirements of this code, and any omission or failure by staff to recite to an applicant all relevant applicable land use requirements shall not constitute a waiver by the City of any standard or requirement.

Response: Staff held the required pre-application conference meeting (File PA-24-00021), on July 30, 2024 The pre-application conference notes are attached to the application.

17.50.055 - Neighborhood association meeting.

Neighborhood Association Meeting. The purpose of the meeting with the recognized neighborhood association is to inform the affected neighborhood association about the proposed development and to receive the preliminary responses and suggestions from the neighborhood association and the member residents.

A. Applicants applying for annexations, zone change, comprehensive plan amendments, conditional use, Planning Commission variances, subdivision, or site plan and design review (excluding minor site plan and design review), general development master plans or detailed development plans applications shall schedule and attend a meeting with the City-recognized neighborhood association in whose territory the application is proposed no earlier than one year prior to the date of application. Although not required for other projects than those identified above, a meeting with the neighborhood association is highly recommended.

B. The applicant shall request via email or regular mail a request to meet with the neighborhood association chair where the proposed development is located. The notice shall describe the proposed project. A copy of this notice shall also be provided to the chair of the Citizen Involvement Committee.

C. A meeting shall be scheduled within thirty days of the date that the notice is sent. A meeting may be scheduled later than thirty days if by mutual agreement of the applicant and the neighborhood association. If the neighborhood association does not want to, or cannot meet within thirty days, the applicant shall host a meeting inviting the neighborhood association, Citizen Involvement Committee, and all property owners within three hundred feet to attend. This meeting shall not begin before six p.m. on a weekday or may be held on a weekend and shall occur within the neighborhood association boundaries or at a City facility.

D. If the neighborhood association is not currently recognized by the City, is inactive, or does not exist, the applicant shall request a meeting with the Citizen Involvement Committee.

E. To show compliance with this section, the applicant shall submit a copy of the email or mail notice to the neighborhood association and CIC chair, a sign-in sheet of meeting attendees, and a summary of issues discussed at the meeting. If the applicant held a separately noticed meeting, the applicant shall submit a copy of the meeting flyer, postcard or other correspondence used, and a summary of issues discussed at the meeting and submittal of these materials shall be required for a complete application.

Response: Staff and our consultants presented the final draft of the master plan to CIC on June 3rd, 2024. A copy of the presentation is attached for the record.

17.50.070 - Completeness review and one hundred twenty-day rule.

C. Once the Community Development Director determines the application is complete enough to process, or the applicant refuses to submit any more information, the City shall declare the application complete. Pursuant to ORS 227.178, the City will reach a final decision on an application within one hundred twenty calendar days from the date that the application is determined to be or deemed complete unless the applicant agrees to suspend the one hundred twenty calendar day time line or unless State law provides otherwise. The one hundred twenty-day period, however, does not apply in the following situations:

1. Any hearing continuance or other process delay requested by the applicant shall be deemed an extension or waiver, as appropriate, of the one hundred twenty-day period.

2. Any delay in the decision-making process necessitated because the applicant provided an incomplete set of mailing labels for the record property owners within three hundred feet of the subject property shall extend the one hundred twenty-day period for the amount of time required to correct the notice defect.

3. The one hundred twenty-day period does not apply to any application for a permit that is not wholly within the City's authority and control.

4. The one hundred twenty-day period does not apply to any application for an amendment to the City's comprehensive plan or land use regulations nor to any application for a permit, the approval of which depends upon a plan amendment.

D. A one-hundred day period applies in place of the one-hundred-twenty day period for affordable housing projects where:

1. The project includes five or more residential units, including assisted living facilities or group homes;

2. At least 50% of the residential units will be sold or rented to households with incomes equal to or less than 60% of the median family income for Clackamas County or for the state, whichever is greater; and

3. Development is subject to a covenant restricting the owner and successive owner from selling or renting any of the affordable units as housing that is not affordable for a period of 60 years from the date of the certificate of occupancy.

E. The one hundred twenty-day period specified in OCMC 17.50.070.C or D may be extended for a specified period of time at the written request of the applicant. The total of all extensions may not exceed two hundred forty-five calendar days.

F. The approval standards that control the City's review and decision on a complete application are those which were in effect on the date the application was first submitted.

Response: Legislative actions are not subject to the 120-day deadline.

III. RECOMMENDATION

Based on the findings in this report, staff recommends approval of Planning file GLUA 25-0002**:** LEG-25-0001. If the Planning Commission recommends approval to the City Commission, staff will prepare an Ordinance for consideration by the City Commission to adopt the proposed plan.

IV. EXHIBITS

1. Parks Master Plan (2023)
   1a.Exhibit A- Park Summary

Comprehensive Plan Amendment Process

Parks Master Plan

Parks Master Plan

- Project began in April 2022
- Extensive public engagement and community input over 2-year period
- Currently being adopted into City's Comprehensive Plan

Parks Master Plan Highlights

- **High priorities for investment**
  - Multi-use paved trails
  - Multi-use unpaved trails
  - Water access
  - Outdoor amphitheater
  - Indoor walking/jogging track
  - Large community parks
  - Open space & conservation areas
  - Fenced dog parks
  - Small neighborhood parks
- **Based on statistically valid survey and community-wide survey**

Level of Service Analysis

PARKS:	2022 Inventory - Developed Facilities									2022 Facility Standards			2032 Facility Standards		
Park Type	Oregon City	Other Service Providers	Total Inventory	Current Service Level based upon population			Recommended Service Levels; Revised for Local Service Area			Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed		Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	
Pocket Parks	19.67	-	19.67	0.52	acres per	1,000	0.25	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Neighborhood Parks	52.86	-	52.86	1.39	acres per	1,000	2.00	acres per	1,000	Need Exists	23.1	Acre(s)	Need Exists	29	Acre(s)
Community Parks	92.29	34.51	126.80	3.34	acres per	1,000	3.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Regional Parks	24.90	568.00	592.90	15.62	acres per	1,000	5.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Total Developed Park Acres	**189.71**	**602.51**	**792.22**	**20.87**	**acres per**	**1,000**	**10.25**	acres per	**1,000**	**Meets Standard**	**-**	**Acre(s)**	**Meets Standard**	**-**	**Acre(s)**
Specialty Parks	64.23	-	64.23	1.69	acres per	1,000	1.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Total Park Acres	**253.95**	**602.51**	**856.46**	**22.56**	**acres per**	**1,000**	**11.25**	acres per	**1,000**	**Meets Standard**	**-**	**Acre(s)**	**Meets Standard**	**-**	**Acre(s)**
TRAILS:															
Trails (paved and unpaved)	7.56	5.65	13.21	0.35	mile per	1,000	0.40	mile per	1,000	Need Exists	2	Mile(s)	Need Exists	3	Mile(s)
OUTDOOR AMENITIES:															
Basketball Courts	10	1	12	1.00	court per	3,301	1.00	court per	4,000	Meets Standard	-	Court(s)	Meets Standard	-	Court(s)
Tennis Courts	8	2	10	1.00	court per	3,928	1.00	court per	6,000	Meets Standard	-	Court(s)	Meets Standard	-	Court(s)
Pickleball Courts	2.67	-	3	1.00	court per	14,238	1.00	court per	9,000	Need Exists	2	Court(s)	Need Exists	2	Court(s)
Ball Fields (Diamond)	11	4	15	1.00	field per	2,531	1.00	field per	6,000	Meets Standard	-	Field(s)	Meets Standard	-	Field(s)
Multi-purpose Fields (Rectangular)	-	7	7	1.00	field per	5,695	1.00	field per	6,000	Meets Standard	-	Field(s)	Need Exists	0.1	Field(s)
Playgrounds	17	2	19	1.00	site per	2,034	1.00	site per	2,500	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Picnic Shelters / Group Rental Pavilions	17	-	17	1.00	site per	2,233	1.00	site per	2,500	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Skate Parks	1	-	1	1.00	site per	37,967	1.00	site per	45,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Splash Pads	2	-	2	1.00	site per	18,984	1.00	site per	25,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Unfenced Dog Parks	3	-	3	1.00	site per	12,656	1.00	site per	30,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Fenced Dog Parks	1	-	1	1.00	site per	37,967	1.00	site per	30,000	Need Exists	0.3	Site(s)	Need Exists	0.4	Site(s)
INDOOR AMENITIES:															
Indoor Aquatic Space	18,572	-	18,572	0.49	SF per	person	0.50	SF per	person	Need Exists	412	Square Feet	Need Exists	1,854	Square Feet
Indoor Recreation Space	37,100	-	37,100	0.98	SF per	person	2.00	SF per	person	Need Exists	38,834	Square Feet	Need Exists	44,604	Square Feet

2022 Estimated Population	37,967
2032 Estimated Population	40,852

Capital Improvement Plan

CIP Project List
Parks and Recreation Department

Project	Type of Project	Park Type	Rationale for Inclusion	Timing	Land Acquisition Cost	Development Cost	Total Cost	% capacity	Capacity Metric (miles, acres, facilities)	Capacity Units
Clairmont Way	New Park Development	Community	Underserved Level of Service	3-5 years	$0	$5,303,949	$5,303,949		Acres	15.97
TSW - Phase 2	New Park Development	Neighborhood	High Priority Ranking	1-2 years	$0	$2,749,950	$2,749,950	100%	Acres	2.60
Wesley Lynn - Phase 2	New Park Development	Community	Underserved Level of Service	3-5 years	$0	$1,283,038	$1,732,101	100%	Acres	4.27
Park Place Park - Phase 2	New Park Development	Neighborhood	Underserved Level of Service	1-2 years	$0	$1,700,000	$1,700,000	100%	Acres	2.05
Waterboard Park New Development	New Park Development	Neighborhood	Community Values	5-7 years	$0	$ 1,660,598	$1,660,598		Acres	5.00
New Pool & Recreation Center	Indoor Recreation / Aquatics Expansion or New		Underserved Level of Service			$ 40,000,000	$40,000,000		SQ FT	62,900.00
Total New Park Development					**$ -**	**$52,697,535**	**$53,146,599**			
Additional Trails (3 miles per LOS needs)	New Trails, Trailheads and Connectors		High Priority Ranking		$2,359,500	$1,963,670	$4,323,170	100%	Miles	3.00
Park Place		Neighborhood			$5,200,000	$2,656,960	$7,856,960	100%	Acres	8.00
Thimble Creek		Neighborhood			$6,500,000	$3,321,200	$9,821,200	100%	Acres	10.00
Meyers Road Area		Neighborhood			$3,900,000	$1,992,720	$5,892,720	100%	Acres	6.00
Partlow Road Area		Neighborhood			$3,250,000	$1,660,600	$4,910,600	100%	Acres	5.00
Total New Trails, Trailheads and Connectors					**$21,209,500**	**$11,595,150**	**$32,804,650**	**Eligible for SDCs**		
Pollinator Gardens	Park Improvements	Pocket	Strategic Priorities			$40,000	$40,000	0%	$0	
Abernathy Creek - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$28,509	$28,509	0%	$0	
Atkinson Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$390,547	$390,547	75%	$292,910	
Barclay Hills Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$59,435	$59,435	0%	$0	
Barclay Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$1,223	$1,223	0%	$0	
Canemah Childrens Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$91,023	$91,023	18%	$16,384	
Chapin Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$477,554	$477,554	36%	$171,919	
Clackamette Cove/River Access Trail - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$259,334	$259,334	59%	$153,007	
DC Latourette Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$50,482	$50,482	0%	$0	

Capital Improvement Plan

Hazelwood Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$57,003	$57,003	0%	$0	
Hillendale Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$659,681	$659,681	75%	$494,761	
Jon Storm Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$183,106	$183,106	0%	$0	
Library Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$228,616	$228,616	75%	$171,462	
McLoughlin Promanade - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$872,017	$872,017	13%	$113,362	
Old Canemah Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$235,692	$235,692	90%	$212,123	
Park Place Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$179,236	$179,236	43%	$77,071	
Richard Bloom Tots Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$38,833	$38,833	0%	$0	
Rivercrest Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$203,931	$203,931	75%	$152,948	
Singer Creek Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$249,154	$249,154	53%	$132,052	
Sportcraft Landing - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$341,940	$341,940	86%	$294,068	
Stafford Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$39,182	$39,182	76%	$29,778	
Tyrone S. Woods Memorial Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$48,918	$48,918	0%	$0	
Waterboard Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$1,099,810	$1,099,810		$0	
Wesley Lynn Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$290,886	$290,886	0%	$0	
			Total Park Improvements		**$ -**	**$ 6,285,680**	**$ 6,285,680**		**$2,421,949**	
ADA Accessibility (multiple parks)	Recreation Amenities		Community Values			TBD	TBD	100%		
Ermatinger House	Recreation Amenities		Community Values			$ 663,226	$663,226	0%		
			Total Recreation Amenities		**$ -**	**$ 663,226**	**$ 663,226**			
EOT Master Plan	Indoor Recreation / Aquatics Expansion or New		Underserved Level of Service				$250,000			
ADA Transition Plan	Park Improvements		Community Values				$250,000			
Atkinson Park / Buena Vista Club Master Plan	Park Improvements		Strategic Priorities				$100,000			
Clairemont Way Master Plan	New Park Development		Community Values				$100,000			
Mt. View Cemetery Master Plan	Indoor Recreation / Aquatics Expansion or New		Strategic Priorities				$100,000			
Waterboard Park Master Plan	New Park Development		Community Values				$100,000			
Aquatics Master Plan	Indoor Recreation / Aquatics Expansion or New		Underserved Level of Service				$150,000			
Parks and Recreation Master Plan Update	Park Improvements		Strategic Priorities				$275,000			
			Total Recreation Center Expansion or New Development				**$1,325,000**			
Clackamette Park Master Plan Implementation	River Access / Recreation	Regional	High Priority Ranking				$14,800,000			
Park development						$ 11,770,000	$11,770,000			2.00
Boat ramp replacement						$ 1,500,000	$1,500,000			

Capital Improvement Plan

Skate Park						$ 200,000	$200,000			
Sports Court						$ 80,000	$80,000			
RV Park Relocation and Development						$ 1,250,000	$1,250,000	0%		
Total River Access / Recreation					**$ -**	**$ 14,800,000**	**$14,800,000**			
Repave Pioneer Cemetery Rd.	Trail Upgrades		High Priority Ranking			$ 100,000	$100,000	0%		
Walking Path Repairs	Trail Upgrades		High Priority Ranking			$ 2,107,628	$2,107,628			
Total Trail Upgrades					**$ -**	**$ 2,207,628**	**$ 2,207,628**			
TOTAL W/O ASPIRATIONAL GOALS					**$ 21,209,500**	**$88,249,220**	**$111,232,783**			
Mountain View Cemetery	Park Improvements	Specialty	Strategic Priorities				$ 1,000,000	100%		
Atkinson Park / Buena Vista Club	Park Improvements	Neighborhood	Future Trends				$ 1,200,000	100%		
End of the Oregon Trail Redevelopment	Recreation Amenities	Specialty	Future Trends				$ 50,000,000			
Total Aspirational Upgrades							**$ 52,200,000**			
TOTAL W/ ASPIRATIONAL GOALS					**$21,209,500**	**$88,249,220**	**$163,432,783**			

Cost per acre for land acquisition (based on 2024 listings in Oregon City)
Residential Zoning: $650,000/AC
Commercial Zoning: $871,200/AC
Industrial Zoning: $544,500/AC

Cost per mile of Trail Development
Parker Knoll Subdivision estimated $3.00 per s.f. for a 4" concrete path
12 foot path (1000ft long) estimated at $65 per lineal foot fo County Building on Beavercreek

Comprehensive Plan Amendment & Parks Inventory

- Parks staff worked with Planning staff to develop applicant narrative and associated documents for an amendment to the OC2040 Comprehensive Plan
- Parks Inventory was created in collaboration with staff and PRAC to implement the ideas outlined in the Parks Master Plan and suggest improvements to current and future parks
- The Parks Inventory represents the narrative of the Capital Improvement Plan that was approved in the Parks Master Plan

Questions?

Ordinance 25-1005
LEG-25-01

Oregon City Parks Master Plan

Oregon City Parks Master Plan

City Commission
Public Hearing
June 3, 2025

Comp Plan Amendment Process

Process

Legislative Type IV Process

Public Hearings

Planning & City Commissions

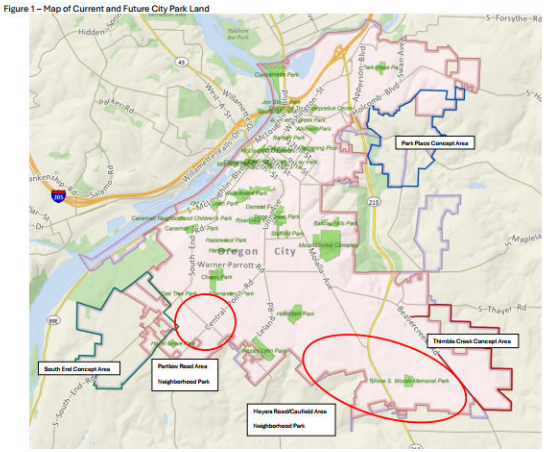
Number of hearings at the discretion of each hearings body

Disclosures of exparte conversations **is not** required in Legislative process; disclosures of conflict of interest **is** required.

Public Comment – *Non received as part of land use notice-project outreach comments incorporated into the final report.*

Proposal

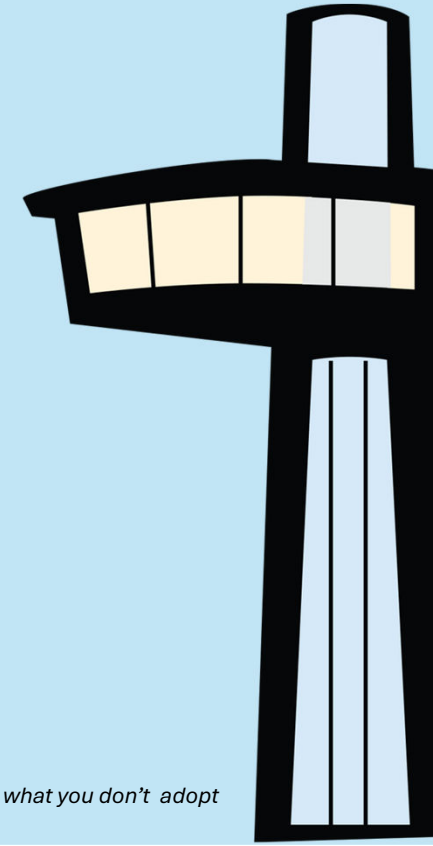
- The City Commission adopted the Parks Master Plan in June 2024.
- The final step in the process is to adopt the document as an ancillary document to the Comprehensive Plan.
- This step integrates the adopted vision into the City's Comprehensive Plan with the same weight as the master plans of other city assets, such as the Transportation System Plan and Water, Storm, and Sewer Master Plans.



Local governments should plan public services in accordance with the community's needs as a whole, rather than be forced to respond to individual developments as they occur

Adoption of the plan

- Establishes a long-term vision for parks and recreation.
- Ensures that park development aligns with broader community goals, growth patterns, and land-use strategies.
- Supports grants and other sources
- Legal support for any future system development fees (SDCs) and Capital Improvement Plan. (Exhibit A)



You can't build what you don't adopt

GLUA 25-0002: LEG-25-0001 PARKS MASTER PLAN

CRITERIA FOR APPROVAL

Chapter 17.68 - Zoning Changes and Comprehensive Plan Amendments

0C2040 Oregon City Comprehensive Plan, Policies, and Strategies

Staff found the application met all criteria and helps to implement the OC 2040 policies

Specific findings can be found in the staff report.

Options

1. Approve the first reading of Ordinance 25-1005, adopting the Parks Master Plan as an Ancillary Document of the Comprehensive Plan
2. Approve the first reading of Ordinance 25-1005, with modifications suggested by the City Commission.
3. Request revisions and modifications, and continue the public hearing to a date certain.

OREGON CITY
THANK YOU
WWW.ORCITY.ORG

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

CITY OF OREGON CITY

Staff Report

To:	City Commission	**Agenda Date:**	June 4, 2025
From:	Pete Walter, Planning Manager		

SUBJECT:
Item 8.d. - First Reading of Ordinance 25-1006, Adopting LEG-25-02 Climate Friendly and Equitable Communities Code Amendments and Declaring an Emergecy

STAFF RECOMMENDATION:
Staff recommends the City Commission hold a Public Hearing to consider legislative file LEG-25-02 and approve the first reading of Ordinance 25-1006.

EXECUTIVE SUMMARY:
Planning Commission recommended approval of the code amendments to implement the Climate Friendly and Equitable Communities (CFEC) rules on April 14, 2025, and recommended the City Commission adopt the 1/2 mile walkshed measurement from the frequent transit corridor bus line 33 as permitted by state law (see map). The OAR provides that "(3) Cities and counties may not enforce parking mandates for developments on a lot or parcel that includes lands within one-half mile of frequent transit corridors * * *.

At the May 21 meeting, City Commission directed staff to request an exception from OAR 660-012-0440(3) to reduce the 1/2-mile measurement distance from the frequent transit corridor to a 1/4 mile due to Oregon City's steep topography. A copy of the City's letter to DLCD requesting the exception is attached. When a response is received we will forward it to the City Commission. Please note that if Oregon City does not adopt the code amendments, Option 1 is the default and the City cannot require any parking minimums city-wide. Therefore, staff is recommending that the Commission adopt the Code Amendments as proposed per Option 3. An emergency ordinance has been proposed to allow the proposed code amendments to take effect on June 30, 2025 after the second reading of the ordinance if approved, rather than taking effect 30 days after the second reading.

Statewide CFEC rules require Oregon Cities and Counties to implement a number of reforms related to parking requirements in an effort to reduce the climate impacts of excessive parking. Many of the changes are prescriptive, and several of them are already in effect. Oregon City chose to selectively adopt many of the requirements but also to retain some minimum parking requirements while conforming substantially to the new State rules, discussed in more detail in the background and attached recommended findings.

BACKGROUND:
The proposed code amendments reflect some minor changes since the Planning Commission's recommendation on April 14 based on comments from DLCD staff for

consistency with state statutes.

Staff has prepared a map of where the amendments will be effective within a 1/2 mile walkshed from bus line 33, the frequent transit corridor as required under OAR 660-012-0440(3). The area affected using this approach is significantly smaller than the 1/2 mile straight line measurement method and is permitted under the CFEC rules. The rules also apply within a 1/4 mile of the adopted regional center based on a straight-line measurement.

The parking-related rules (OAR 660-12-0400 through -0450) generally aim to reduce the amount of unnecessary parking built due to minimum requirements, and to reduce impacts of new parking to the extent possible. There are three broad paths to compliance allowed within the rules ("options," per DLCD's terminology).

- Option 1 is to repeal mandates entirely.
- Options 2 and 3 are to enact either a smaller subset of more significant reforms (Option 2) or a larger subset of less significant reforms (Option 3).

At their meeting in January 2024, the Oregon City Commission directed Staff to proceed with Option 3. Since then, staff has worked with Brian Davis of Studio Davis to conduct public outreach and develop a set of conceptual recommendations which are discussed in the memo titled "Oregon City Conceptual Approach to CFEC Compliance" dated March 1, 2025.

The recommendations discuss and consider feedback received through an extensive outreach process that included presentations to the various boards and commissions serving Oregon City as well as a public workshop that included in-person and online elements. From the City's initial engagement, Option 3 emerged as the preferred compliance alternative. The CFEC Committee supported this alternative and established the general framework for compliance.

While many elements of Option 3 are prescriptive, there are several areas where Oregon City has some discretion regarding how to meet requirements. The project team sought feedback on these areas through subsequent engagement efforts with the CFEC Committee and other standing committees during January and February 2025, including with a public open house held on February 10, 2025. For the Open House, the project team created a number of materials to solicit feedback, including creation of a poster that summarized the feedback received to date.

The following chapters of the OCMC will be amended:
17.04 Definitions
17.08.025 Low Density Residential- Conditional Uses
17.10.025 Medium Density Residential- Conditional Uses
17.12.020 High Density Residential- Permitted Uses
17.29.020 MUC1&MUC2- Permitted Uses
17.34.030 MUD-Permitted Uses
17.35.030 Willamette Falls Downtown District-Conditional Uses

17.52 Off Street Parking and Loading
17.54.115 Supplemental Zoning Regulations and Exceptions- Mobile Food Units
17.56.040 Conditional Uses-Criterial and Standards for conditional uses
17.62 Site Plan and Design Review

Planning Commission Direction

Requiring parking within one-half mile of Tri-Met Bus Line 33 is disallowed per OAR 660-012-0440. However, the rule allows the City to distinguish between a straight-line distance and a walking distance.

> OAR 660-012-0440(*4) Cities and counties may use either walking distance or straight-line distance in measuring distances in this rule.*

The original maps and corridors the City has used to implement this section were based on the straight-line measurements which creates a rather wide transit corridor throughout the City. Since receiving feedback from the City Commission, City staff worked to analyze a half (1/2) mile walking distance buffer based on bus stops along Line 33. This approach reduces the width of the buffer which means there are more areas of the City subject to parking minimums.

The Planning Commission recommended the walking distance method to use when measuring the half (½) mile transit corridor. Based on this direction staff has created a GIS based map that will be used for implementation.

PROCESS

Adoption of the code amendments is a legislative action that requires review and recommendation from the Planning Commission prior to adoption by the City Commission following public hearings.

OPTIONS:

1. Approve the first reading of Ordinance 25-1006, adopting the CFEC code amendments and using the walking distance measurement for the half-mile transit corridor, as recommended by the Planning Commission
2. Approve the first reading of Ordinance 25-1006, with modifications suggested by the City Commission.
3. Request revisions and modifications and continue the public hearing to a date certain.

BUDGET IMPACT:

ORDINANCE NO. 25-1006

AN ORDINANCE OF THE CITY OF OREGON CITY AMENDING TITLE 17 – ZONING OF THE OREGON CITY MUNICIPAL CODE TO IMPLEMENT PARKING REFORMS REQUIRED UNDER THE TRANSPORTATION PLANNING RULE, OREGON ADMINISTRATIVE RULES (OAR) 660-012-0400 – 0450 AND OAR 660-012-0630, AND DECLARING AND EMERGENCY

WHEREAS, it is the city's intent to reduce greenhouse gas emissions, remove regulations that contribute to the overbuilding of off-street parking, create a safe and pleasant pedestrian environment, and mitigate the negative impacts of large surface parking lots; and

WHEREAS, OAR 660-12-0400 through -0450 and OAR 660-012-0630 generally aim to reduce the amount of unnecessary parking built due to minimum requirements, to reduce impacts of new parking to the extent possible, and expand opportunities within parking lots for tree canopy, electric vehicle charging, solar and wind power and bicycle parking; and

WHEREAS, the proposed code amendments comply with OAR 660-012-0400 – 0450 and OAR 660-012-0630 and implement several of the goals and policies of the city's Comprehensive Plan related to climate, economic development, housing affordability, and active transportation; and

WHEREAS, the City conducted an extensive public outreach process to get feedback from Oregon City residents and business to inform the City's preferred approach to implementing state requirements; and

WHEREAS, on April 14, 2025 the Oregon City Planning Commission conducted a public hearing and voted to recommend approval of the proposed amendments to the City Commission; and

WHEREAS, the City Commission finds that the proposed amendments are in the public interest of Oregon City.

NOW, THEREFORE, OREGON CITY ORDAINS AS FOLLOWS:

Section 1. The City Commission hereby amends the chapters of the Oregon City Municipal Code Chapter Title 17; which are attached hereto as Exhibits A and B.

Section 2. The Commission adopts the findings in the "Staff Report and Recommendation for Legislative File LEG-25-02."

Section 3. Severability. If any provision of this Ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable.

Section 4. Declaring an Emergency. This Ordinance shall take effect June 30, 2025, unless the City Commission approval is not unanimous. If the vote is not unanimous, the effective date shall be 30 days after final adoption.

Read for the first time at a regular meeting of the City Commission held on the 21st day of May, 2025, and the City Commission finally enacted the foregoing ordinance this 4th day of June, 2025.

DENYSE C. MCGRIFF
Mayor

Attested to this 4th day of June 2025,

Jakob Wiley, City Recorder

Approved as to legal sufficiency:

City Attorney

Exhibits:
A. Amended sections of the Oregon City Municipal Code – Redline Version
B. Amended sections of the Oregon City Municipal Code – Clean Version

Chapter 17.04 DEFINITIONS

[Note: the following is a list of new or amended definitions intended to implement CFEC code requirements) – these definitions will be numbered in the Municipal Code when codified.]

Change of Use

"Change of Use" means a type of development in which the principal use for an existing site or building is changed to a new different use, but not including a change of ownership, tenancy, or management where the previous nature of the use, line of business, or other function is substantially unchanged. A change of use may or may not require land use approval depending on the scale and type of use proposed. For example, if an existing warehouse in an industrial zone were to be converted to a manufacturing facility, and both the existing and the proposed use are permitted in the zone, a change of use is occurring, however, land use review would be limited to only the aspects of the use that are changing. See also definition for "Development".

Electrical Service Capacity

"Electrical service capacity" means:

(a) Building electrical service, sized for the anticipated load of electric vehicle charging stations, that has overcurrent devices necessary for electric vehicle charging stations or has adequate space to add the overcurrent devices;

(b) Designated space within a building to add electrical service with capacity for electric vehicle charging stations; or

(c) A designated location on building property, in or adjacent to a landscaped area, for installing remote service for electric vehicle charging stations; and

(d) A conduit system installed from building electrical service, or from the dedicated spaces or locations described in subparagraph (A) of this paragraph, to parking spaces that can support, at a minimum, electrical wiring for installation of level 2 electric vehicle charging stations and, if the conduit is for future installation of electric vehicle charging stations, that labels both ends of the conduit to mark the conduit as provided for future electric vehicle charging stations.

Electric vehicle charging station

"Electric vehicle charging station" means a device or facility for delivering electricity for motor vehicles that use electricity for propulsion.

Frequent Transit Corridor

"Frequent Transit Corridor" means:

(a) Priority transit corridors designated under OAR 660-012-0710; or
(b) Corridors with transit service arriving with a scheduled frequency of at least four times an hour during peak service; or
(c) If no corridor qualifying under subsection (b), corridors with the most frequent transit service in the community if the scheduled frequency is at least once per hour during peak service.

Level 2 electric vehicle charging station

"Level 2 electric vehicle charging station" means an electric vehicle charging station that uses 240V AC electricity for charging an EV.

Mixed Use Development

"Mixed Use Development" means

Existing language in code: "more than one type of land use occupies a single structure or parcel of land."

or:

The development of a single property, or contiguous properties under single ownership, with a building or buildings which comprise two or more different land uses including residential, office, retail, recreational, light industrial, institutional, and other listed uses where permitted.

New Parking Lot

"New parking lot" or space means any of the following:

(a) New parking lot area or space where no parking previously existed.

(b) Removal and replacement of pavement and subgrade of existing parking areas greater than six inches deep (6").

(c) The term new parking lot does not apply to crack and chip sealing, patching, repaving over existing subgrade or selective repair of damaged areas less than six inches (6").

New Parking lot area.

"New parking lot area" means all surface area on which a vehicle can drive, including all parking stalls, all drives and drive-through lanes within the property regardless of length, and all maneuvering areas regardless of depth. New parking lot area does not include areas not used by passenger vehicles such as loading areas or outdoor storage.

Oregon City Regional Center

Oregon City Regional Center means the area indicated on the adopted Regional Center Map for downtown and North End Areas of the City that implements the Metro Region 2040 Center Concept for Oregon City. The Regional Center spans the area from the former paper mill to Clackamette Cove and the intersection of OR-213 / I-205 / OR 99E, from the banks of the Willamette and Clackamas Rivers to the bluff, and areas on both sides of McLoughlin Boulevard. The majority of the Oregon City Regional Center is zoned Mixed Use Downtown, although other zone districts are present within the boundary of the Regional Center.

Oregon Residential Reach Code

"Oregon Residential Reach Code" means a statewide optional energy construction standard approved by the Building Codes Division. It is separate from the state building code and applicable at the designer's and contractor's discretion.

Small scale mobility device

"Small scale mobility device" means electric bicycles, electric scooters, and other personal electric assistive mobility devices such as electric wheelchairs.

Surface Parking

"Surface Parking" means the area measured around the perimeter of all new parking spaces, maneuvering areas, and interior landscaping.

Underused parking

"Underused parking" means parking lots or facilities that are below 50% of capacity most or all of the time.

17.04.595 Institutional development.

"Institutional development" includes all public, semi-public and private community facilities and uses, including government office and maintenance facilities, educational facilities, research institutions, correctional institutions, museums, libraries, stadiums, hospitals, residential ~~care~~ facilities, auditoriums and convention or meeting halls, churches, parks and public recreational facilities, automobile parking structures, and other similar facilities and uses.

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019)

17.08.025 Conditional uses.

The following uses are permitted in the R-10, R-8 and R-6 districts when authorized by and in accordance with the standards contained in OCMC 17.56:

A. Golf courses, except miniature golf courses, driving ranges or similar commercial enterprises;

B. Bed and breakfast inns/boarding houses;

C. Cemeteries, crematories, mausoleums and columbariums;

D. Child care centers and nursery schools;

E. Emergency service facilities (police and fire), excluding correctional facilities;

F. Residential ~~care~~ facilities;

G. Private and/or public educational or training facilities;

H. Public utilities, including sub-stations (such as buildings, plants and other structures);

I. Religious institutions;

J. Assisted living facilities; nursing homes and group homes for over fifteen patients.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019)

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

17.10.025 Conditional uses.

The following uses are permitted in the R-5 and R-3.5 districts when authorized by and in accordance with the standards contained in OCMC 17.56:

A. Golf courses, except miniature golf courses, driving ranges or similar commercial enterprises;

B. Bed and breakfast inns/boarding houses;

C. Cemeteries, crematories, mausoleums and columbariums;

D. Child care centers and nursery schools;

E. Emergency service facilities (police and fire), excluding correctional facilities;

F. Residential ~~care~~ facilities;

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

G. Private and/or public educational or training facilities;

H. Public utilities, including sub-stations (such as buildings, plants and other structures);

I. Religious institutions;

J. Assisted living facilities; nursing homes and group homes for over fifteen patients;

K. Live/work dwellings.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019)

17.12.020 Permitted uses.

Permitted uses in the R-2 district are:

A. Accessory dwelling units for existing single-family detached residential units constructed prior to the effective date of the ordinance codified in this chapter;

B. Duplexes;

C. Triplexes;

D. Quadplexes;

E. Townhouses;

F. Multi-family residential;

G. Cottage clusters;

H. Residential ~~care~~ facilities;

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

I. Accessory buildings;

J. Parks, playgrounds, playfields and community or neighborhood centers;

K. Home occupations;

L. Family day care providers;

M. Temporary real estate offices in model homes located on and limited to sales of real estate on a single piece of platted property upon which new residential buildings are being constructed;

N. Management and associated offices and buildings necessary for the operations of a multi-family residential development;

O. Transportation facilities.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.29.020 Permitted uses—MUC-1 and MUC-2.

A. Banquet, conference facilities and meeting rooms.

B. Bed and breakfast/boarding houses, hotels, motels, and other lodging facilities.

C. Child care centers and/or nursery schools.

D. Indoor entertainment centers and arcades.

E. Health and fitness clubs.

F. Medical and dental clinics, outpatient; infirmary services.

G. Museums, libraries and cultural facilities.

H. Offices, including finance, insurance, real estate and government.

I. Outdoor markets, such as produce stands, craft markets and farmers markets that are operated on the weekends and after six p.m. during the weekday.

J. Postal services.

K. Parks, playgrounds, playfields and community or neighborhood centers.

L. Repair shops, for radio and television, office equipment, bicycles, electronic equipment, shoes and small appliances and equipment.

M. Multi-family residential, triplexes and quadplexes.

N. One or two dwelling units in conjunction with a nonresidential use, provided that the residential use occupies no more than fifty percent of the total square footage of the development.

O. Restaurants, eating and drinking establishments without a drive-through.

P. Services, including personal, professional, educational and financial services; laundry and dry-cleaning.

Q. Retail trade, including grocery, hardware and gift shops, bakeries, delicatessens, florists, pharmacies, specialty stores, marijuana, and similar, provided the maximum footprint for a stand-alone building with a single store or multiple buildings with the same business does not exceed sixty thousand square feet.

R. Seasonal sales.

S. Residential ~~care~~ facilities, assisted living facilities; nursing homes and group homes for over fifteen patients licensed by the state.

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

T. Studios and galleries, including dance, art, photography, music and other arts.

U. Utilities: Basic and linear facilities, such as water, sewer, power, telephone, cable, electrical and natural gas lines, not including major facilities such as sewage and water treatment plants, pump stations, water tanks, telephone exchanges and cell towers.

V. Veterinary clinics or pet hospitals, pet day care.

W. Home occupations.

X. Research and development activities.

Y. Temporary real estate offices in model dwellings located on and limited to sales of real estate on a single piece of platted property upon which new residential buildings are being constructed.

Z. Transportation facilities.

AA. Live/work dwellings.

BB. Accessory dwelling unit in conjunction with a legally established non-conforming single-family dwelling.

CC. Duplex.

DD. After-hours public parking.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 13-1003, § 1(Exh. 1), 7-17-2013; Ord. No. 13-1017, § 1(Exh. 1), 4-16-2014; Ord. No. 16-1008, § 1(Exh. A), 10-19-2016, ballot 11-8-2016; Ord. No. 18-1005, § 1(Exh. A), 5-2-2018; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.34.020 Permitted uses.

Permitted uses in the MUD district are defined as:

A. Banquet, conference facilities and meeting rooms;

B. Bed and breakfast/boarding houses, hotels, motels, and other lodging facilities;

C. Child care centers and/or nursery schools;

D. Indoor entertainment centers and arcades;

E. Health and fitness clubs;

F. Medical and dental clinics, outpatient; infirmary services;

G. Museums, libraries and cultural facilities;

H. Offices, including finance, insurance, real estate and government;

I. Outdoor markets, such as produce stands, craft markets and farmers markets that are operated on the weekends and after six p.m. during the weekday;

J. Postal services;

K. Repair shops, for radio and television, office equipment, bicycles, electronic equipment, shoes and small appliances and equipment;

L. Multi-family residential, triplexes and quadplexes;

M. One or two units in conjunction with a nonresidential use provided that the residential use occupies no more than fifty percent of the total square footage of the development;

N. Restaurants, eating and drinking establishments without a drive-through;

O. Services, including personal, professional, educational and financial services; laundry and dry-cleaning;

P. Retail trade, including grocery, hardware and gift shops, bakeries, delicatessens, florists, pharmacies, specialty stores provided the maximum footprint of a freestanding building with a single store does not exceed sixty thousand square feet (a freestanding building over sixty thousand square feet is allowed as long as the building contains multiple stores);

Q. Seasonal sales;

R. Residential ~~care~~ facilities, assisted living facilities; nursing homes and group homes for over fifteen patients licensed by the state;

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

S. Studios and galleries, including dance, art, photography, music and other arts;

T. Utilities: Basic and linear facilities, such as water, sewer, power, telephone, cable, electrical and natural gas lines, not including major facilities such as sewage and water treatment plants, pump stations, water tanks, telephone exchanges and cell towers;

U. Veterinary clinics or pet hospitals, pet day care;

V. Home occupations;

W. Research and development activities;

X. Temporary real estate offices in model dwellings located on and limited to sales of real estate on a single piece of platted property upon which new residential buildings are being constructed;

Y. Transportation facilities;

Z. Live/work dwellings;

AA. After-hours public parking;

BB. Marinas;

CC. Religious institutions;

DD. Mobile food units outside of the downtown design district.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.35.030 Conditional uses.

The following uses are permitted in this district when authorized and in accordance with the process and standards contained in OCMC 17.56:

A. Emergency services;

B. Hospitals;

C. Assisted living facilities; nursing homes, residential ~~care~~ facilities and group homes for over fifteen patients;

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

D. Parking not in conjunction with a primary use on private property, excluding after-hours public parking;

E. Retail trade, including grocery, hardware and gift shops, bakeries, delicatessens, florists, pharmacies and specialty stores in a freestanding building with a single store exceeding forty thousand square feet;

F. Public facilities such as sewage and water treatment plants, water towers and recycling and resource recovery centers;

G. Industrial uses including food and beverage production, design, light manufacturing, processing, assembly, packaging, fabrication and treatment of products made from previously prepared or semi-finished materials that exceed sixty thousand square feet;

H. Public utilities and services such as pump stations and sub-stations;

I. Stadiums and arenas.

(Ord. No. 14-1016, § 1(Att. B), 11-5-2014; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

Chapter 17.52 OFF-STREET PARKING AND LOADING[1]

17.52.005 Purpose

The purpose of this chapter is…

A. To ensure that off-street parking is well-designed, efficiently used and compatible with adjacent land uses and the transportation system, and provides safe internal circulation for temporary parking of vehicles, pedestrians, bicycles, small scale mobility devices and transit needs;

C. To regulate the number of spaces, access, dimensions, tree canopy, landscaping, surfacing and drainage of parking areas;

D. To provide incentives for repurposing, reusing and reducing underused and unneeded parking areas and impervious areas used for parking.

CFEC Requirement N/A Explanation Although not required for CFEC compliance, this adds a purpose statement to clarify the chapter's intent. The "Applicability" section below should remain a distinct section from the "Purpose" section.

17.52.010 Applicability.

The construction of a new structure or parking lot, or alterations to the size or use of an existing structure, parking lot or property use shall require site plan review approval and compliance with this chapter. This chapter does not apply to residential developments including single-family detached residential dwellings, duplexes, townhouses, tri- or 3-plexes, quad- or 4-plexes, and cottage clusters. Multi-family and commercial mixed-use development with five or more units shall demonstrate compliance with these standards through the Site Plan and Design Review process per OCMC 17.62.

[1]Editor's note(s)—Ord. No. 18-1009, § 1(Exh. A), adopted July 3, 2019, amended Chapter 17.52 in its entirety to read as herein set out. Former Chapter 17.52, §§ 17.52.010—17.52.090, pertained to similar subject matter, and derived from Ord. No. 10-1003, adopted July 7, 2010; Ord. No. 13-1003, adopted July 17, 2013; Ord. No. 14-1016, adopted November 5, 2014 and Ord. No. 18-1005, adopted May 2, 2018.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Explanation

Oregon City complies per OCMC 17.52.010 – Applicability, but this addition now expressly mentions triplex and 4-plexes for clarity.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.52.015 Planning commission adjustment of parking standards.

A. Purpose. The purpose of permitting a planning commission adjustment to parking standards is to provide for flexibility in modifying parking standards in all zoning districts, without permitting an adjustment that would adversely impact the surrounding or planned neighborhood. Adjustments provide flexibility to those uses which may be extraordinary, unique, or provide greater flexibility for areas that can accommodate a denser development pattern based on existing infrastructure and ability to access the site by means of walking, biking or transit. An adjustment to a minimum parking standard may be approved based on a determination by the planning commission that the adjustment is consistent with the purpose of this code, and the approval criteria can be met.

B. Procedure. A request for a planning commission parking adjustment shall be initiated by a property owner or authorized agent by filing a land use application. The application shall be accompanied by a site plan, drawn to scale, showing the dimensions and arrangement of the proposed development and parking plan, the extent of the adjustment requested along with findings for each applicable approval criteria. A request for a parking adjustment shall be processed as a Type III application as set forth in Chapter 17.50.

C. Approval criteria for the adjustment are as follows:

1. Documentation. The applicant shall document that the individual project will require an amount of parking that is different from that required after all applicable reductions have been taken.

2. Parking Analysis for Surrounding Uses and On-Street Parking Availability. The applicant shall show that there is a continued fifteen percent parking vacancy in the area adjacent to the use during peak parking periods and that the applicant has permission to occupy this area to serve the use pursuant to the procedures set forth by the community development director.

a. For the purposes of demonstrating the availability of on street parking as defined in OCMC 17.52.020.B.3, the applicant shall undertake a parking study during time periods specified by the community development director. The time periods shall include those during which the highest parking demand is anticipated by the proposed use. Multiple observations during multiple days shall be required. Distances are to be calculated as traversed by a pedestrian that utilizes sidewalks and legal crosswalks or an alternative manner as accepted by the community development director.

b. The on-site parking requirements may be reduced based on the parking vacancy identified in the parking study. The amount of the reduction in on-site parking shall be calculated as follows:

i. Vacant on-street parking spaces within three hundred feet of the site will reduce on-site parking requirements by 0.5 parking spaces; and

ii. Vacant on-street parking spaces between three hundred and six hundred feet of the site will reduce on-site parking requirements by 0.2 parking spaces.

3. Function and Use of Site. The applicant shall demonstrate that modifying the amount of required parking spaces will not significantly impact the use or function of the site and/or adjacent sites.

4. Compatibility. The proposal is compatible with the character, scale and existing or planned uses of the surrounding neighborhood.

5. Safety. The proposal does not significantly impact the safety of adjacent properties and rights-of-way.

6. Services. The proposal will not create a significant impact to public services, including fire and emergency services.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.020 Number of automobile spaces ~~required~~.

A. Exemptions. The City shall not require a minimum number of parking spaces in the following situations.

1. Residential developments with more than one unit on a single Lot of Record as defined by 17.04.695.

2. Developments on a lot or parcel that includes lands within one-half (1/2) mile walking distance of a frequent transit corridor.

3. Per OAR 660-012-0435, no off-street parking is required within the Oregon City Regional Center, and within one-quarter mile of the Oregon City Regional Center.

4. Facilities and homes designed to serve people with psychosocial, physical, intellectual or developmental disabilities, including but not limited to a: residential care facility, residential training facility, residential treatment facility, residential training home, residential treatment home, and conversion facility as defined in ORS 443.400;

5. Child care facility as defined in ORS 329A.250;

~~Single-room occupancy housing;~~

6. Residential units smaller than 750 square feet;

7. Single-room occupancy housing;

8. Affordable housing as defined in OAR 660-039-0010;

9. Publicly supported housing as defined in ORS 456.250;

10. Emergency and transitional shelters for people experiencing homelessness; and

11. Domestic violence shelters.

12. Change of use of or redevelopment of buildings vacant for more than two years provided the applicant provides evidence that the building was vacant for two years prior to the date of application/permit submittal~~of~~.

13. Change of use or redevelopment where at least 50 percent of the building floor area is retained.

14. Expansion of existing businesses provided that the cumulative expansion within one calendar year does not exceed 30 percent of the existing building footprint.

15. Designated historic buildings and landmarks pursuant to OCMC 17.40.030 – Historic Overlay District.

16. Commercial properties with fewer than ten (10) on-site employees or 3,000 square feet of floor space.

17. Developments built under the Oregon Residential Reach Code.

18. Developments seeking certification under any Leadership in Energy and Environmental Design (LEED) rating system.

19. Schools as defined in OCMC 17.04

20. Bars and taverns

21. Mixed-use development.

A change in use within an existing habitable building located in the MUD design district or the Willamette Falls Downtown District is exempt from additional parking requirements.

22. Additions to an existing building and new construction that do not constitute cumulative expansion more than 30% within one calendar year are required to meet the minimum parking requirements for the areas as specified in Table 17.52.020 for the increased square footage.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

Explanation

The new exemption section implements the majority of CFEC requirements in OAR 660-012-0425 and 660-012 0430 into one part of the code, although there is some redundancy with Table 17.52.020 which displays minimum and maximum parking by specific use in a tabular format. References to "minimum" and "required" parking have been removed in accordance with CFEC guidance, where needed.

B. Where new parking is proposed ~~T~~the number of parking spaces shall comply with the minimum and ~~minimum and~~ maximum ~~standards~~ ratio listed in Table 17.52.020. The maximum parking requirements are based on spaces per one thousand square feet net leasable area unless otherwise stated.

Table 17.52.020

Land Use	Minimum and Maximum Parking ~~Requirements~~	
	Minimum	Maximum
Bars and taverns	Not required	
Cottage cluster	Not required	
Multi-family residential ~~-~~(no studio units)	1.00 per unit	2~~.5~~ per unit
Multi-family residential, studio unit or one-bedroom	Not required	1.2 per unit
Triplex and quadplex	~~2.00~~Not required	4
Hotel, motel	1.0 per guest room	1.25 per guest room
Correctional Institution	1 per 7 beds	1 per 5 beds
Senior housing, including congregate care, residential care and assisted living facilities; nursing homes and other types of group homes	~~1 per 7 beds~~Not required	1 per 5 beds
Hospital	2.00	4.00
Preschool nursery/kindergarten	~~2.00~~Not required	3.00
Elementary/middle school	~~1 per classroom~~Not required	1 per classroom + 1 per administrative employee + 0.25 per seat in

		auditorium/assembly room/stadium
High school, college, commercial school for adults	~~0.20 per # staff and students~~ Not required	0.30 per # staff and students
Auditorium, meeting room, stadium, religious assembly building, movie theater	.25 per seat	0.5 per seat
Retail store, shopping center, restaurants	4.10	5.00
Office	2.70	3.33
Medical or dental clinic	2.70	3.33
Sports club, recreation facilities	Case specific	5.40
Storage warehouse, freight terminal	0.30	0.40
Manufacturing, wholesale establishment	1.60	1.67
Light industrial, industrial park	1.3	1.60

1. Mixed ~~ultiple~~ Uses. Unless exempt under (A), ~~I~~in the event several land uses occupy a single structure or parcel of land, the total requirements for off-street parking shall be the sum of the requirements of the several uses computed separately.
2. Requirements for types of buildings and uses not specifically listed herein shall be determined by the community development director, based upon the requirements of comparable uses listed.
3. Where calculation in accordance with the above list results in a fractional space, any fraction less than one-half shall be disregarded and any fraction of one-half or more shall require one space.
4. Fleet vehicle parking shall be accommodated within the maximum parking ratio, except that in GI, CI, and MUE zones, fleet vehicle parking may be included in a parking lot in addition to the maximum number of permitted parking spaces.
5. For land uses with more than 65,000 square feet of floor area, surface parking may not consist of more area than the floor area of the building.
5. ~~A change in use within an existing habitable building located in the MUD design district or the Willamette Falls Downtown District is exempt from additional parking requirements. Additions to an existing building and new construction are required to meet the minimum parking requirements for the areas as specified in Table 17.52.020 for the increased square footage.~~

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

Explanation

Table 17.52.020 displays minimum and maximum parking by specific use in a tabular format. References to "minimum" and "required" parking have been removed in accordance with CFEC guidance, where needed.

~~B~~C. ~~P~~Parking requirements can be met ~~either~~ on-site~~,~~ or off-site ~~by meeting~~through one or ~~multiple~~ more of the following ~~conditions~~options:

1. Parking may be located on the same site as the associated use which it is supporting.
2. Mixed Uses. If more than one type of land use occupies a single structure or parcel of land~~, the total requirements for off-street automobile parking shall be the sum of the requirements for all uses, unless~~

~~it can be shown that the peak parking demands are actually less (e.g.~~ and the uses operate on different days or at different times of the day ~~). In that case,~~ the total requirements ~~shall~~ may be reduced accordingly~~, up to a maximum reduction of fifty percent, as determined by the community development director~~.

3. Shared Parking. Provision of shared parking shall be permitted in order to meet parking requirements. Shared ~~Required p~~parking facilities for two or more uses, structures, or parcels of land ~~may be satisfied by the same parking facilities used jointly, to the extent that the owners or operators show that the need for parking facilities does not materially overlay (e.g., uses primarily of a daytime versus nighttime nature), that the shared parking facility is within one thousand feet of the potential uses, and provided~~shall provide sufficient proof of the right of ~~that the right of~~ joint use in a form acceptable to the Community Development Director ~~use is evidenced by a recorded deed, lease, contract, or similar written instrument authorizing the joint use~~.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Explanation

Shared parking is currently addressed within OCMC 17.52.20(B)(3) as a permissible path to meet parking requirements. This can be kept as-is for the area where parking requirements will be retained. However, more general language will be needed establishing the permissibility of shared parking. Potential language follows.

"Parking facilities for two or more uses, structures, or parcels of land may be shared, provided that the right of joint use is evidenced by a recorded deed, lease, contract, or similar written instrument authorizing the joint use."

4. On-Street Parking. On-street parking may be counted toward ~~the minimum standards~~on-site parking when it is on the street face abutting the subject land use. An on-street parking space shall not obstruct a required clear vision area and it shall not violate any law or street standard. On-street parking for commercial uses requesting this shall conform to the following standards:

   a. Dimensions. The following constitutes one on-street parking space:

      ~~1~~i. Parallel parking: Twenty-two feet of uninterrupted and available curb;

      ~~2~~ii. Forty-five and/or sixty-degree diagonal parking: Fifteen feet of curb;

      ~~3~~iii. Ninety-degree (perpendicular) parking: Twelve feet of curb.

      ~~4~~iv. Public Use Required for Credit. On-street parking spaces counted toward meeting the parking requirements of a specific use ~~may~~ shall not be used exclusively by that use, but shall be available for general public use at all times. Signs or other actions that limit general public use of on-street spaces are prohibited.

   b. The public works director shall allow conversion of on-street parking spaces to other uses including bicycle parking, mini-parks, tree canopy, wind and solar power, transit-oriented facilities and pedestrian enhancement projects when consistent with public works standards and policies and in accordance with OCMC chapters 12.04, 12.08, and 16.12

~~-~~5. Garage parking spaces and driveways at least 20 feet deep shall count towards off-street parking.

6. Off-site parking. Required parking spaces may be provided offsite, within 2,000 feet pedestrian travel of a site. If any non-loading parking is provided on site, all required parking for people with disabilities shall be on site. If all parking is offsite, parking for people with disabilities must be located within the

shortest possible distance of an accessible entrance via an accessible path and no greater than 200 feet from that entrance.

CFEC Requirement *Reducing the Burden of Parking Mandates (OAR 660-012-0425)* Explanation Adds two new prescriptive requirements to comply with CFEC addressing explicitly counting driveway spaces and garages towards parking. Additional revisions were required in response to comments from DLCD to remove language inconsistent with the rule. DLCD considers land use regulations to be compliant with the 'facilitate' provision of this rule if the shared parking process does not involve applicability limitations, approval criteria, or an application process that discourages shared parking through unreasonable cost or delay.

C. Reduction of the Number of the Minimum Automobile Spaces Required. Any combination of the reductions below is permitted unless otherwise noted. The reductions may be cumulative and not capped.

~~1. Downtown Parking Overlay. The minimum required number of parking stalls is reduced within the downtown parking overlay by fifty percent.~~

~~2. Transit Oriented Development. For projects not located within the downtown parking overlay district, the minimum required number of parking stalls is reduced up to twenty-five percent when:~~

~~a. In a commercial center (sixty thousand square feet or greater of retail or office use measured cumulatively within a five hundred foot radius);~~

~~b. When adjacent to multi-family development with over eighty units; or~~

~~c. Within one thousand three hundred twenty feet of an existing or planned public transit street and within one thousand three hundred twenty feet of the opposite use (commercial center or multi-family development with over eighty units).~~

~~3~~1.. Tree Preservation. The community development director may grant an adjustment to any standard of this requirement provided that the adjustment preserves any tree greater than 20 inches in diameter ~~designated heritage tree or grove~~ so that the reduction in the amount of required pavement can help preserve existing healthy trees in an undisturbed, natural condition.

~~4~~2.. Transportation Demand Management. The community development director shall reduce the required number of parking stalls up to twenty-five percent when a parking-traffic study prepared by a traffic engineer demonstrates alternative modes of transportation, including transit, bicycles, and walking, and/or special characteristics of the customer, client, employee or resident population will reduce expected vehicle use and parking space demand for this development, as compared to standard Institute of Transportation Engineers vehicle trip generation rates and further that the transportation demand management program promotes or achieves parking utilization lower than minimum city parking requirements.

A transportation demand management (TDM) program shall be developed to include strategies for reducing vehicle use and parking demand generated by the development and will be measured annually. If, at the annual assessment, the city determines the plan is not successful, the plan may be revised. If the city determines that no good-faith effort has been made to implement the plan, the city may take enforcement actions.

~~5~~3~~.~~. ~~The minimum required number of~~Parking stalls may be reduced by up to ten percent when the subject property is adjacent to an existing or planned fixed public transit route or within one thousand feet of an existing or planned transit stop.

~~6~~4. Parking shall be reduced by one off-street parking space for each three kilowatts of capacity in solar panels or wind power that will be provided in a development.

~~7~~5. Parking shall be reduced by one off-street parking space for each dedicated car sharing parking space in a development. These spaces shall be clearly signed or marked appropriately.

~~8~~6. Parking mandates shall be reduced by two off-street parking spaces for every electric vehicle charging station provided in a development.

~~9~~7. Parking mandates shall be reduced by one off-street parking space for every two units in a development that are fully accessible to people with mobility disabilities.

CFEC Requirement

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

Explanation

This is largely self-explanatory, and the additions are prescriptive. One could use the term "receive credit for" as an alternative to "shall be reduced by" in the context of this section.

Additional revisions were required in response to comments from DLCD for consistency with state rules.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.52.025 Reuse and redevelopment of parking allowed

A. Purpose. The purpose of this section is to encourage other beneficial uses within parking areas, especially in situations where parking is underused as defined in OCMC 17.04.

B. Property owners shall be allowed to redevelop, remove, reuse and repurpose any portion of any existing off-street parking areas for bicycle-oriented, pedestrian-oriented or transit supportive facilities including but not limited to bicycle parking, bus stops and pull-outs, transit shelters, and park and ride stations. These requests may be approved through the Type I Site Plan and Design Review application process in OCMC 17.62.030.

C. In applying (A) and (B) above, property owners shall be permitted to reduce existing mandated minimum parking, access for emergency vehicles must be retained, and adequate parking for loading areas shall be consistent pursuant to OCMC 17.52.090 – Loading Areas.

CFEC Requirement

Allow redevelopment of a portion of a parking lot for bike or transit uses (660-012-0405(1)(b))

Allow and encourage redevelopment of underused parking (660-012-0405(2))

Explanation

This is largely self-explanatory, and the additions are prescriptive. The current code does not clearly articulate redevelopment of parking for bike or transit uses. New language added to the code to explicitly allow for this to allow redevelopment of any portion of any parking area, and to allow redevelopment of underused parking. The City can still require review for new or expanded uses or structures.

A definition of "underused parking" will be added to 17.04 to provide clarity; "parking lots or facilities that are below 50% of capacity most or all of the time."

Additional revisions were required in response to comments from DLCD to clarify that redevelopment of any portion of any parking area is permitted, not just 'underused' parking, and to specifically allow reductions below minimums.

17.52.030 Standards for automobile parking.

A. Access. Ingress and egress locations on public thoroughfares shall be located in the interests of public traffic safety and meet requirements of OCMC 16.12.035. Groups of more than four parking spaces shall be so located and served by driveways so that their use will require no backing movements or other maneuvering within a street right-of-way other than an alley.

B. Surfacing. Required off-street parking spaces and access aisles shall have paved surfaces adequately maintained. The use of pervious asphalt/concrete and alternative designs that reduce stormwater runoff and improve water quality pursuant to the city's stormwater and low impact development design standards are encouraged.

C. Drainage. Drainage shall be designed in accordance with the requirements of OCMC 13.12 and the city public works stormwater and grading design standards.

D. Dimensional Standards.

1. Requirements for parking developed at varying angles are according to the table included in this section. A parking space shall not be less than seven feet in height when within a building or structure, and shall have access by an all-weather surface to a street or alley. Parking stalls in compliance with the American with Disabilities Act may vary in size in order to comply with the building division requirements. Up to thirty-five percent of the ~~minimum required~~ parking ~~may~~ shall be compact, while the remaining required parking stalls ~~are~~ may be designed to standard dimensions. The community development director may approve alternative dimensions for parking stalls ~~in excess of the minimum requirement~~ which comply with the intent of this chapter.

2. Alternative Parking/Plan. Any applicant may propose an alternative parking plan. Such plans are often proposed to address physically constrained or smaller sites, however innovative designs for larger sites may also be considered. In such situations, the community development director may approve an alternative parking lot plan with variations to parking dimensions of this section. The alternative shall be consistent with the intent of this chapter and shall create a safe space for automobiles and pedestrians while providing landscaping ~~to~~ of the quantity and quality found within standard parking lot landscaping requirements.

CFEC Requirement

N/A.

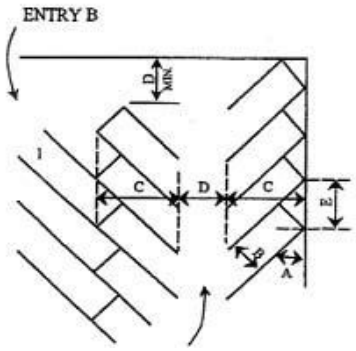
Explanation

Revisions for clarification. Staff will continue to review any parking, if required, for compliance with applicable dimensional standards.

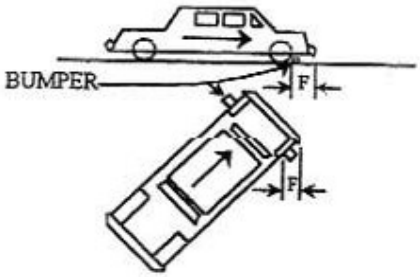
Parking Standard
Parking Angle Space Dimensions

A Parking Angle		B Stall Width	C Stall to Curb	D Aisle Width	E Curb Length	F Overhang
0 degrees		8.5	9.0	12	20	0
30 degrees	Standard Compact	9' 8'	17.3' 14.9'	11' 11'	18' 16'	
45 degrees	Standard Compact	8.5 8.5	19.8' 17.0'	13' 13'	12.7' 11.3'	1.4
60 degrees	Standard Compact	9' 8'	21' 17.9'	18' 16'	10.4' 9.2'	1.7
90 degrees	Standard Compact	9' 8'	19.0' 16.0'	24' 22'	9' 8'	1.5

All dimensions are to the nearest tenth of a foot.



TYPICAL PARKING LAYOUT
ENTRY A



NOTE: SPACE 1 CONTINGENT UPON ENTRY B
OVERHANG

NOTE: Overhang dimensions are intended to indicate possible location from parking area edge for location of bumpers.

E. Carpool and Vanpool Parking.

1. Designated employee parking areas in ~~N~~new developments with ~~seventy-five~~fifty (50) or more parking spaces, ~~excluding projects where seventy-five percent or more of the total floor area is residential,~~ and new hospitals, government offices, group homes, nursing and retirement homes, schools and transit park-and-ride facilities with fifty or more parking spaces, shall ~~identify the spaces available for employee, student and commuter parking and~~ designate at least five percent, but not fewer than two, of those spaces for exclusive carpool and vanpool parking. The required ~~C~~carpool and vanpool parking spaces ~~shall be~~ shall be located closer to the main employee, student or commuter entrance than all other employee, student or commuter parking spaces with the exception of ADA accessible parking spaces. The carpool/vanpool spaces shall be clearly marked or signed "Reserved — Carpool/Vanpool Only."

2. The standards in E(1) shall not apply to projects where seventy-five percent or more of the floor area is residential.

CFEC Requirement *Preferential placement of carpool/vanpool parking (660-012-0405(1)(a)).* Explanation OCMC 17.52.030(E) currently requires preferential parking for carpools/vanpools for many developments. Oregon City's requirements meet or exceed those from the new OAR, which is limited in applicability to only "designated employee areas." However, the threshold for applicability for these new parking areas is 50 spaces, so the OCMC will need to be slightly updated to meet this. Additional revisions were required in response to comments from DLCD to clarify applicability to designated employee parking areas .

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.040 Bicycle parking standards.

A. Purpose—Applicability. To encourage bicycle transportation to help reduce principal reliance on the automobile, and to ensure bicycle safety and security, bicycle parking shall be provided in conjunction with all uses other than exclusively residential use with less than five dwellings on-site (excluding cottage clusters).

B. Number of Bicycle Spaces Required. For any use not specifically mentioned in Table A, the bicycle parking requirements shall be the same as the use which, as determined by the community development director, is most similar to the use not specifically mentioned. Calculation of the number of bicycle parking spaces required shall be determined in the manner established in OCMC 17.52.020 for determining automobile parking space requirements. Modifications to bicycle parking requirements may be made through the site plan and design, conditional use, or master plan review process.

Table A Required Bicycle Parking Spaces*

Where two options for a requirement are provided, the option resulting in more bicycle parking applies. Where a calculation results in a fraction, the result is rounded up to the nearest whole number.

Use	Minimum Bicycle Parking	Minimum Bicycle Parking — Covered — ~~The following percentage of bicycle parking is required to be covered~~
Multi-family (five or more units)	1 per ~~10~~ 2 units (minimum of 2)	~~50%~~ 0.5 spaces per unit (minimum of 1)
Mixed-use with five or more residential units	1 per 2 units (minimum of 2)	0.5 spaces per unit (minimum of 1)
Correctional institution	1 per 15 auto spaces (minimum of 2)	30% (minimum of 1)
Nursing home or care facility	1 per 30 auto spaces (minimum of 2)	30% (minimum of 1)
Hospital	1 per 20 auto spaces (minimum of 2)	30% (minimum of 1)
Park-and-ride lot	1 per 5 auto spaces (minimum of 2)	50% (minimum of 1)
Transit center	1 per 5 auto spaces (minimum of 2)	50% (minimum of 1)
Parks and open space	1 per 10 auto spaces (minimum of 2)	0%
Public parking lots	1 per 10 auto spaces (minimum of 2)	50% (minimum of 1)
Automobile parking structures	1 per 10 auto spaces (minimum of 4)	80% (minimum of 2)
Religious institutions, movie theater, auditorium or meeting room	1 per 10 auto spaces (minimum of 2)	30% (minimum of 1)
Libraries, museums	1 per 5 auto spaces (minimum of 2)	30% (minimum of 1)
Preschool, nursery, kindergarten	2 per classroom (minimum of 2)	50% (minimum of 1)
Elementary	4 per classroom (minimum of 2)	50% (minimum of 1)
Junior high and High school	2 per classroom (minimum of 2)	50% (minimum of 2)
College, business/commercial schools	2 per classroom (minimum of 2)	50% (minimum of 1)
Swimming pools, gymnasiums, ball courts	1 per 10 auto spaces (minimum of 2)	30% (minimum of 1)
Retail stores and shopping centers	1 per 20 auto spaces (minimum of 2)	50% (minimum of 2)
Retail stores handling exclusively bulky merchandise such as automobile, boat or trailer sales or rental	1 per 40 auto spaces (minimum of 2)	0%
Bank, office	1 per 20 auto spaces (minimum of 2)	50% (minimum of 1)
Medical and dental clinic	1 per 20 auto spaces (minimum of 2)	50% (minimum of 1)
Eating and drinking establishment	1 per 20 auto spaces (minimum of 2)	0%

Gasoline service station	1 per 10 auto spaces (minimum of 2)	0%

* Covered bicycle parking is not required for developments with two or fewer parking stalls.

CFEC Requirement

Bicycle Parking Requirements (OAR 660-012-0630)

Minimum bicycle parking requirements for certain uses (660-012-630(2))

Covered bicycle parking required for multifamily and mixed-use residential (660-012-630(3))

Explanation

OCMC 17.52.040 Table A specifies bicycle parking requirements, and includes a minimum requirement for all uses specified by this rule. Cities must require at least 0.5 stalls per unit in covered bicycle parking for multi-family and mixed use residential uses. While Oregon City requires 50% of bike parking stalls to be covered, because it only requires one stall per 10 units it does not meet the letter of this rule. The easiest way to meet the requirement would be to change the covered parking requirement in the first row of Table A to the numerical requirement rather than a percentage, updating the header as needed.

C. Design Standards.

1. Bicycle parking facilities shall be in the form of a lockable enclosure on-site, secure room in a building on-site, a covered or uncovered rack on-site, or within the adjacent right-of-way.

2. Bicycle parking areas shall be clearly marked or visible from on-site buildings or the street. If a bicycle parking area is not plainly visible from the street or main building entrance, a sign shall be posted indicating the location of the bicycle parking area. Indoor bicycle parking areas shall not require stairs to access the space. If sites have more than one building, bicycle parking shall be distributed as appropriate to serve all buildings.

3. Bicycle parking areas shall be illuminated pursuant to OCMC 17.62.065 – Outdoor Lighting.

~~3~~4. All bicycle racks shall be designed so that:

a. The bicycle frame is supported horizontally at two or more places.

b. The frame and at least one wheel of the bicycle can be locked to the rack with a standard U-type lock.

c. The user is not required to lift the bicycle onto the bicycle rack.

d. Each bicycle parking space is accessible without moving another bicycle.

e. It is a minimum of thirty inches tall and eighteen inches wide between the two points of contact.

f. Provides an area of at least six feet by two feet per standard bicycle.

g. Provides an area of at least six feet by three feet for cargo bicycles and large bicycles. Where only one bicycle space is required per Table A, it shall meet the larger space requirement of is standard.

g. All bicycle racks and lockers shall be securely anchored to the ground or to a structure.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

CFEC Requirement

Bike parking must meet certain standards regarding security and accessibility (660-012-630(3))

Provide parking for bikes and other "small-scale mobility devices" at key destinations (660-012-630(4))

Explanation

The design standards specified by OCMC 17.52.040(C) are fairly robust and adequately address most of the requirements regarding the size of spaces, accessibility, and location. It is recommended that the City add language to OCMC 17.52.040(C)(2) to indicate the spaces should also be "well lit." This rule also includes a stipulation that spaces must be included to "accommodate large bicycles, including family and cargo bicycles.", however, it does not stipulate how many of those spaces should be sized this way, so staff has specified a minimum of one space Oregon City's design standards are likely adequate to ensure that these bicycles are accommodated at most or all bike spaces.

17.52.060 Parking lot landscaping.

Purpose. The purpose of this code section includes the following:

1. To enhance and soften the appearance of parking lots;
2. To limit the visual impact of parking lots from sidewalks, streets and particularly from residential areas;
3. To shade and cool parking areas;
4. To reduce air and water pollution;
5. To reduce stormwater impacts and improve water quality; and
6. To establish parking lots that are more inviting to pedestrians and bicyclists.

A. Applicability. Unless otherwise specified, construction of new parking lots and alterations of existing parking lots shall comply with parking lot landscaping standards. Parking lot landscaping requirements within this section do not apply to parking structures or parking garages, except landscaping as required in OCMC 17.62.

B. Development Standards.

1. The landscaping shall be located in defined landscaped areas that are uniformly distributed throughout the parking or loading area.
2. All areas in a parking lot not used for parking, maneuvering, or circulation shall be landscaped.
3. Developments adding off-street parking areas of one-half acre (21,780 square feet) or more shall comply with (a), or (b) ~~or (c)~~ below:

   (a) Provide tree canopy that will cover at least 40 percent of the new parking lot at maturity but no later than 15 years after planting.

   (b) ~~w~~Where an applicant can demonstrate that it is infeasible to meet the 40% canopy requirement in (a) the Community Development Director may approve installation of solar panels with a generation capacity of at least 0.5 kilowatts per parking space. Panels may be located anywhere on the property subject to applicable standards of the OCMC.

   The new surface parking area shall be measured based on the perimeter of all new off-street parking spaces, maneuvering lanes, and maneuvering areas, including driveways and drive aisles.

4. ~~3.~~ Parking lot trees shall be a mix of deciduous shade trees and coniferous trees. The trees shall be evenly distributed throughout the parking lot as both interior and perimeter landscaping.

~~4~~5. Required landscaping trees shall be of a minimum two-inch minimum caliper size for deciduous species or a minimum 8 foot height for evergreen species ~~(though it may not be standard for some tree types to be distinguished by caliper),~~at the time of planting ~~planted according to American Nurseryman Standards,~~ and selected from the Oregon City Street Tree List, Parking Lot Tree list or other approved species recommended by a certified ~~n~~ arborist or registered landscape architect. Trees shall be planted and maintained to maximize their root health and chances for survival, including having ample high-quality soil, space for root growth, and reliable irrigation according to the needs of the species. Trees should be planted in continuous trenches where possible.

~~5~~6. At maturity, all of the landscaped area shall be planted in ground cover plants, which includes grasses. Mulch (as a ground cover) shall only be allowed underneath plants at full growth and within two feet of the base of a tree and is not a substitute for ground cover.

~~6~~7. Landscaped areas shall include irrigation systems unless an alternate plan is submitted, and approved by the community development director, that can demonstrate adequate maintenance.

~~7~~8. All landscaping shall be installed according to accepted planting procedures as recommended by a Landscape Architect~~, according to American Nurseryman Standards~~.

9. Development of a tree canopy plan under this section shall be done in coordination with the local electric utility, including pre-design, design, building and maintenance phases. The minimum standards for tree planting shall be no lower than the 2021 American National Standards Institute A300 standards.

CFEC Requirement

Tree canopy, solar, or fee-in-lieu, for parking more than ½ acre (660-012-0405(4)(a))

Explanation

The rule indicates that Oregon City must require at least one, or any combination, of the following:

A) Require installation of solar panels capable of generating 0.5 kilowatts per new parking space;

B) Require a fee-in-lieu payment of $1,500 per new parking space to be invested in a city, county, or state fund dedicated to renewable energy development; or

C) Require a tree canopy covering 40% of the parking lot.

During the outreach process participants generally indicated support for landscaping, and a plurality felt that there should also be a solar option for parking lot landscaping, which Oregon City does not currently allow for.

Note that a fee-in-lieu program was not widely supported during the outreach process and it is unclear how such a program would be administered, so this is not recommended here.

Additional revisions were required in response to comments from DLCD for consistency with state rules.

C. Perimeter Parking Lot Landscaping and Parking Lot Entryway/Right-of-Way Screening for New Parking Lots and new parking lots over ½ acre. Shall ~~New P~~parking lots ~~and~~ include associated drive aisles ~~shall include a~~ with five-foot wide landscaped buffer where the parking lot abuts the right-of-way and/or adjoining properties. In order to provide connectivity between non-single-family sites, the community development director may approve an interruption in the perimeter parking lot landscaping for a single driveway where

the parking lot abuts property designated as multi-family, commercial or industrial. Shared driveways and parking aisles that straddle a lot line do not need to meet perimeter landscaping requirements.

1. The perimeter parking lot are[a] shall include:

    a. Trees spaced a maximum of thirty feet apart (minimum of one tree on either side of the entryway is required). When the parking lot is adjacent to a public right-of-way, the parking lot trees shall be offset from the street trees;

    b. An evergreen hedge screen of thirty to forty-two inches high or shrubs spaced no more than four feet apart on average. The hedge/shrubs shall be parallel to and not nearer than two feet from the right-of-way line. The required screening shall be designed to allow for free access to the site and sidewalk by pedestrians. Visual breaks, no more than five feet in width, shall be provided every thirty feet within evergreen hedges abutting public right-of-ways.

    c. Developments shall provide either trees along driveways or a minimum of 30 percent tree canopy coverage over new parking areas. Developments are not required to provide trees along drive aisles. The tree spacing and species planted shall be designed to maintain a continuous canopy except when interrupted by driveways, drive aisles, and other site design considerations.

CFEC Requirement

Tree canopy, solar, or fee-in-lieu, for parking more than ½ acre (660-012-0405(4)(a))

Explanation

The 30% perimeter coverage requirement is met prima facie if the overall 40% tree canopy requirement from the previous section is met. Otherwise, 30% tree coverage is required along the perimeter while meeting the previous requirement via the solar option. Additional revisions were required in response to comments from DLCD for consistency with state rules.

D. Parking Area/Building Buffer. Except for parking lots with fewer than five parking stalls, parking areas (excluding drive aisles with no adjacent parking) shall be separated from the exterior wall of a structure, exclusive of pedestrian entranceways or loading areas, by one of the following:

    1. Minimum five-foot wide landscaped planter strip (excluding areas for pedestrian connection) meeting the standards for perimeter parking lot area landscaping; or:

    2. Minimum seven-foot sidewalks with shade trees spaced a maximum of thirty feet apart in three-foot by five-foot tree wells.

E. Interior Parking Lot Landscaping. Surface parking lots with more than five parking stalls shall include at least forty-five square feet of interior parking lot landscaping per parking stall to improve the water quality, reduce stormwater runoff, and provide pavement shade. Pedestrian walkways or any impervious surface in the landscaped areas are not to be counted in the percentage. Fractions shall be rounded up when calculating the required number of plantings. Interior parking lot landscaping shall include:

    a. A minimum of one tree per four parking spaces.

    b. A minimum of 1.5 shrubs per parking space.

    c. No more than eight contiguous parking spaces shall be created without providing an interior landscape strip between them. Landscape strips shall be provided between rows of parking shall be a minimum of six feet in width and a minimum of ten feet in length.

F. Alternative landscaping plan.

Any applicant may propose an alternative landscaping plan. Such plans are often proposed to address physically constrained or smaller sites, however innovative designs for larger sites may also be considered. Alternative plans may include the use of low impact development techniques and minimized landscaping requirements. In such situations, the community development director may approve variations to the landscaping standards of OCMC 17.52.060 in accordance with subsection 1 and/or 2 below.

1. General Review Standard. The alternative shall meet the standards in OCMC 17.62.015, Modifications that will better meet design review requirements.

2. Credit for Pervious/Low Impact Development. The community development director may count up to fifty percent of the square footage of any pervious hardscaped landscape material within a parking lot that is designed and approved pursuant to the city's adopted stormwater and low impact development design standards toward minimum landscaping requirements for the site. (This includes porous pavement detention, open celled block pavers, porous asphalt, porous concrete pavement, porous turf, porous gravel, etc.).

3. Alternative landscaping plans shall not be permitted for any new development that includes more than one-half acre of new off-street surface parking on a lot or parcel. The new surface parking area shall be measured based on the perimeter of all new off-street parking spaces, maneuvering lanes, and maneuvering areas, including driveways and drive aisles.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.070 Electrical ~~Service Capacity~~Vehicle Charging

A. New private multi-family residential or mixed-use developments with five or more residential units shall install electrical service capacity, as defined in OCMC 17.04, to new off-street parking spaces subject to the following standards. ~~Variance requests to these standards are prohibited.~~

1. Non-residential development and residential or mixed-use developments with less than five dwelling units shall provide electrical service capacity to a minimum of 20 percent of all off-street vehicle parking spaces on the site.

2. Residential or mixed-use development with five or more dwelling units shall provide electrical service capacity to a minimum of 40 percent of all off-street vehicle parking spaces on site.

3. The placement of electrical service equipment shall not conflict with, or block access required under the Americans with Disabilities Act. Electrical service equipment shall not displace required pedestrian paths, sidewalks, landscaping, bicycle paths and parking spaces.

4. Parking mandates shall be reduced by two off street parking spaces for every electric vehicle charging station provided in a development.

CFEC Requirement

Electric Vehicle Charging (OAR 660-012-0410)

Explanation

Rule -0410 calls for new private multi-family residential or mixed-use developments with five or more residential dwelling units to install conduits to serve 40% of vehicle parking spaces. Currently, Oregon City's code doesn't address EV charging, so language to meet this requirement will be needed. A potential way to do this would be to add the following language (or similar) to code.

The definition of Electrical Service Capacity will be added as OCMC 17.04.345 -350. Per implementation guidance, potential language is:

"Electrical service capacity" means:

(a) Building electrical service, sized for the anticipated load of electric vehicle charging stations, that has overcurrent devices necessary for electric vehicle charging stations or has adequate space to add the overcurrent devices;

(b) Designated space within a building to add electrical service with capacity for electric vehicle charging stations; or

(c) A designated location on building property, in or adjacent to a landscaped area, for installing remote service for electric vehicle charging stations; and

(d) A conduit system installed from building electrical service, or from the dedicated spaces or locations described in subparagraph (A) of this paragraph, to spaces that can support, at a minimum, electrical wiring for installation of level 2 electric vehicle charging stations and, if the conduit is for future installation of electric vehicle charging stations, that labels both ends of the conduit to mark the conduit as provided for future electric vehicle charging stations.

"Electric vehicle charging station" means a device or facility for delivering electricity for motor vehicles that use electricity for propulsion.

"Level 2 electric vehicle charging station" means an electric vehicle charging station that uses 240V AC electricity for charging an EV.

17.52.080 Maintenance.

The owner, tenant and their agent, if any, shall be jointly and severally responsible for the maintenance of the site including but not limited to the off-street parking and loading spaces, bicycle parking and all landscaping which shall be maintained in good condition so as to present a healthy, neat and orderly appearance and shall be kept free from refuse and debris.

All plant growth in interior landscaped areas shall be controlled by pruning, trimming, or otherwise so that:

A. It will not interfere with the maintenance or repair of any public utility;

B. It will not restrict pedestrian or vehicular access; and

C. It will not constitute a traffic hazard due to reduced visibility.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.090 Loading areas.

A. Purpose. The purpose of this section is to provide adequate loading areas for commercial, office, retail and industrial uses that do not interfere with the operation of adjacent streets.

B. Applicability. OCMC 17.52.090 applies to uses that are expected to have service or delivery truck visits with a forty-foot or longer wheelbase, at a frequency of one or more vehicles per week. The city engineer and decision maker shall determine through site plan and design review the number, size, and location of required loading areas, if any.

C. Standards.

1. The off-street loading space shall be large enough to accommodate the largest vehicle that is expected to serve the use without obstructing vehicles or pedestrian traffic on adjacent streets and driveways. Applicants are advised to provide complete and accurate information about the potential need for loading spaces because the city engineer or decision maker may restrict the use of other public right-of-way to ensure efficient loading areas and reduce interference with other uses.

2. Where parking areas are prohibited between a building and the street, loading areas or drive isles are also prohibited.

3. The city engineer and decision maker, through site plan and design review, may approve a loading area adjacent to or within a street right-of-way when all of the following loading and unloading operations conditions are met:

a. Short in duration (i.e., less than one hour);

b. Infrequent (less than three operations daily between five a.m. and twelve a.m. or all operations between twelve a.m. and five a.m. at a location that is not adjacent to a residential zone);

c. Does not obstruct traffic during peak traffic hours;

d. Does not interfere with emergency response services; and

e. Is acceptable to the applicable roadway authority.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.54.115 Mobile food units.

A. Applicability. The following provisions apply to mobile food units not located within a building. The provisions do not apply to indoor mobile food units or mobile food units allowed pursuant to a special event permit issued by the city.

B. General Requirements.

1. Mobile food units shall primarily sell food items.
2. Mobile food units shall not sell cannabis, in any form.
3. Mobile food units shall have a valid Oregon City business license.
4. Mobile food units shall not be located within the right-of-way, except as approved by the city engineer.
5. Mobile food units shall maintain continuous compliance with applicable federal, state, and city standards.
6. Discharge or leakage draining into the stormwater system is prohibited. Wastewater shall not be dumped onto the ground, onto the streets, or into a storm a drain. All liquid waste from the waste tank or from cleaning activities such as cleaning the mobile food cart shall be captured and properly disposed of in the sanitary sewer.
7. All permanent utility lines shall be placed underground. Temporary utilities, lines and tanks shall be placed underground or otherwise screened, covered, or hidden from view from the right-of-way as to minimize visual impacts and prevent tripping hazards or other unsafe conditions.
8. Power connections may not be connected by overhead wires to the individual mobile food units.
9. Comply with the stormwater and grading design standards for additional impervious surfaces.
10. Mobile food units, equipment, customer service areas, or any associated item may not be located within the right-of-way.
11. Sites with more than ten mobile food units at any time shall have a designated loading area.
12. Parking lots, refuse and recycling areas, outdoor lighting, fencing, and structures (other than the mobile food units) are subject to compliance with site plan and design review standards in OCMC 17.62. Mobile food units are exempt from OCMC 17.52 unless otherwise identified below.
13. Mobile food unit owners are responsible for maintaining the mobile unit and the adjacent site area in a neat and clean condition. This includes but is not limited to regular maintenance and cleaning of the exterior of the mobile food unit to avoid rust and peeling paint, repair of broken or sagging awnings, canopies, platforms, counters, benches, tables, umbrellas, and other structures used by customers adjacent to the mobile food unit.

C. Design Standards.

1. Transitory Mobile Food Units. Mobile food units that remain on a property for five hours or less in a twenty-four-hour period shall comply with the following:
    a. Standards related to the site.
        i. Be limited to three food units on a property at any one time;
        ii. Maintain ~~the minimum number of parking stalls and~~ minimum drive aisle widths and landscaping ~~parking lot~~ requirements for parking lots; and
        iii. Not result in the reduction of landscaping less than the minimum site.

b. Standards related to the mobile food unit.

i. Comply with nuisances regulations in OCMC 8.08.040;

ii. Comply with OCMC 17.62.050.I for all temporary structures associated with the mobile food cart units (except for the unit itself);

iii. Connect to individual wastewater holding tanks at all times; and

iv. Connect to a potable water tank at all times.

2. Non-Transitory Mobile Food Units. All other mobile food units that remain on a property for more than five hours at a time shall comply with the following:

a. Standards related to the site.

i. Maintain ~~the minimum number of parking stalls and~~ minimum drive aisle widths and ~~parking lot~~ landscaping requirements for parking lots;

ii. Not result in the reduction of landscaping less than the minimum site;

b. Standards related to the unit.

i. Fully screen from view any mechanical or power generating equipment that is separated from and external to the mobile food unit with vegetation or screening at a height equal to or greater than the height of the generating unit;

ii. Connect to a permanent water source, unless exempted by the city engineer if utilities are not available;

iii. Connect to public sewer. This may be achieved through a communal system;

iv. Connect to a permanent power source; and

v. Comply with the minimum setbacks and maximum height of the zoning designation.

D. Process.

1. A Type I minor site plan and design review shall be submitted for each property in compliance with the transitory standards in OCMC 17.54.115.C.1 with a wastewater/water operations and maintenance plan.

2. A Type II minor site plan and design review shall be submitted for each property in compliance with the non-transitory standards in OCMC 17.54.115.C with a wastewater/water operations and maintenance plan.

3. Mobile food cart units shall each submit a business license and mobile food cart unit form.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.56.040 Criteria and standards for conditional uses.

In addition to the standards listed herein in OCMC 17.56.010, which are to be considered in the approval of all conditional uses and the standards of the zone in which the conditional use is located, the following additional standards shall be applicable:

A. Building Openings. The city may limit or prohibit building openings within fifty feet of residential property in a residential zone if the openings will cause glare, excessive noise or excessive traffic which would adversely affect adjacent residential property as set forth in the findings of the planning commission.

B. Additional Street Right-of-Way. The dedication of additional right-of-way may be required where the city plan indicates need for increased width and where the street is inadequate for its use; or where the nature of the proposed development warrants increased street width.

C. Public Utility or Communication Facility. Such facilities as a utility substation, water storage tank, radio or television transmitter, tower, tank, power transformer, pumping station and similar structures shall be located, designed and installed with suitable regard for aesthetic values. The base of these facilities shall not be located closer to the property line than a distance equal to the height of the structure. Hydroelectric generation facilities shall not exceed ninety megawatts of generation capacity.

D. Schools. The site shall be located to best serve the intended area, shall be in conformance with the city plan, shall have adequate access, and shall be in accordance with appropriate state standards.

E. Helipad Landing Facility.

1. Size of runways and landing areas;
2. Approaches and obstructions within the runways and landing areas;
3. Fencing and/or screening to provide visual and noise buffering and to deflect winds or blast due to aircraft operation;
4. Fire protection measures and equipment;
5. Night illumination adequate for operations, and its effects upon surrounding property;
6. Landing markers;
7. Structural adequacy of runways, pads and other structures;
8. Paving and ground cover materials in relation to noise and down wash.

F. Residential ~~Care~~ Facilities.

1. In addition to the general provisions of OCMC 17.56.020, any application shall include a description of the proposed use, including the number of residents and the nature of the condition or circumstances for which care, or a planned treatment or training program will be provided, the number of staff and the estimated length of stay per resident and the name of the agency responsible for regulating or sponsoring the use.
2. Approval of a conditional use application for a residential care facility shall include the following minimum standards where applicable:
    a. The proposed facility shall maintain all applicable licenses required by the appropriate agencies for the use described in the application.
    b. All residential ~~care~~ facilities shall be subject to design review. Special considerations for this use are:

i. Compatibility in appearance with the surrounding area;

ii. Provisions of usable on-site open space appropriate to the needs of the residents and the nature of the care, treatment or training provided;

iii. Clearly defined property boundaries.

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

G. Bed and Breakfast Inns.

1. The bed and breakfast inn shall maintain all applicable licenses required by governmental agencies for the use described in the application.

2. All bed and breakfast inns shall be subject to design review. Special considerations for this use are:

a. Compatibility of the structure in appearance with the surrounding area;

b. Compatibility of ~~the~~ any parking facilities in appearance and circulation of traffic with the surrounding area. Parking facilities, if proposed, shall also comply with Chapter 17.52;

Clarifies that if parking is proposed for the development, the applicable standards in the Chapter 17.52 apply, such as landscaping, dimensions, pedestrian circulation, etc.

c. Compatibility of the signage in appearance with the surrounding area. Signage shall also comply with Chapter 15.28;

d. The number of rooms to be used as overnight public accommodations shall not exceed four rooms in an underlying residential zone, or seven rooms in an underlying nonresidential zone;

e. The owner/operators shall reside in the bed and breakfast inn, or in a residence adjacent to the bed and breakfast inn; and

f. The planning commission may allow up to an additional six non-guests to be served along with the guests at a meal.

H. Shelters.

1. Shelters shall be processed as a Type IV review.

2. The shelter shall maintain a written community engagement plan include the following information:

a. Description of purpose and scope of services of the shelter;

b. Population to be housed at the shelter and the process and criteria for the selection of guests;

c. Bed capacity for nightly guests;

d. Hours of operations and curfew, if applicable;

e. Twenty-four-hour contact information; and

f. Explanation of how the shelter will address concerns/complaints.

3. Shelters shall hold a meeting with the community prior to commencing operation, and a minimum of once a year each year thereafter. The purpose of the meeting is to discuss the community engagement plan and provide an opportunity for greater communication. Mailed notice of the meeting shall be provided to property owners within three hundred feet, the neighborhood association, and the city. The meeting shall be open to the public.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008(Exh. A), 12-18-2019)

Chapter 17.62 SITE PLAN AND DESIGN REVIEW[1]

17.62.010 Purpose.

The purposes of site plan and design review are to: Encourage site planning in advance of construction; protect lives and property from potential adverse impacts of development; consider natural or man-made hazards which may impose limitations on development; conserve the city's natural beauty and visual character and minimize adverse impacts of development on the natural environment as much as is reasonably practicable; assure that development is supported with necessary public facilities and services; ensure that structures and other improvements are properly related to their sites and to surrounding sites and structure; and implement the city's comprehensive plan and land use regulations with respect to development standards and policies.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.015 Modifications that will better meet design review requirements.

The review body shall consider modification of certain site related development standards of this chapter specified below. These modifications may be approved as part of a Type II design review process.

A. Applicability.

1. This process shall apply to modifications to:
    a. Landscaping in OCMC 17.62.050.A;
    b. Vehicular connections to adjoining properties in OCMC 17.62.050.B.2;
    c. On-site pedestrian circulation in OCMC 17.62.050.C;
    d. Onsite utility location OCMC 17.62.050.G;
    e. Building location in OCMC 17.62.055.D;
    f. Building details in OCMC 17.62.055.I;
    g. Windows in OCMC 17.62.055.J;
    h. Parking lot landscaping in OCMC 17.52.060.
2. Modifications that are denied through Type II design review may be requested as a variance through the variance process pursuant to OCMC 17.60.020 or master plan adjustment pursuant to OCMC 17.65.070 as applicable.

[1]Editor's note(s)—Ord. No. 18-1009, § 1(Exh. A), adopted July 3, 2019, amended Chapter 17.62 in its entirety to read as herein set out. Former Chapter 17.62, §§ 17.62.010—17.62.100, pertained to similar subject matter, and derived from Ord. No. 08-1014, adopted July 1, 2009; Ord. No. 10-1003, adopted July 7, 2010; Ord. No. 16-1007, adopted August 17, 2016; Ord. No. 13-1003, adopted July 17, 2013; Ord. No. 17-1007, adopted June 21, 2017 and Ord. No. 18-1005, adopted May 2, 2018.

3. Rather than a modification, applicants may choose to apply for a variance through the variance process pursuant to OCMC 17.60.020 or master plan adjustment pursuant to OCMC 17.65.070 as applicable.

B. The review body may approve requested modifications if it finds that the applicant has shown that the following approval criteria are met:

1. The modification will result in a development that better meets the applicable design guidelines; and

2. The modification meets the intent of the standard. On balance, the proposal will be consistent with the purpose of the standard for which a modification is requested.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 21-1007, § 1(Exh. A), 4-21-2021)

17.62.030 When required.

Site plan and design review shall be required for all development of real property in all zones except the low and medium density residential districts, unless otherwise provided for by this title or as a condition of approval of a permit. Site plan and design review shall also apply to all conditional uses, cluster housing developments, multi-family uses, manufactured home parks, and nonresidential uses in all zones. Site plan and design review does not apply to activities occurring within the right-of-way except for communication facilities pursuant to OCMC 17.80.

Site plan and design review is required for a change in use between the uses in Table 17.62.030:

Table 17.62.030

Existing Use	Proposed Use
Residential	Nonresidential use, including but not limited to: commercial, office, industrial, retail, or institutional
Single-family or duplex	3 or more dwellings

Site plan and design review shall not alter the type and category of uses permitted in the underlying zoning districts.

Only the standards of OCMC 17.62.035 apply to duplex, triplex, quadplex, cottage cluster, townhouse, single-family detached residential unit, live/work dwelling and accessory dwelling unit Type I applications.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.62.035 Minor site plan and design review.

This section provides for a minor site plan and design review process. Minor site plan review is a Type I or Type II decision, as described in OCMC 17.62.035.A, subject to administrative proceedings described in OCMC 17.50 and may be utilized as the appropriate review process only when authorized by the community development director. The purpose of this type of review is to expedite design review standards for uses and activities that require only a minimal amount of review, typical of minor modifications and/or changes to existing uses or buildings.

A. Type I Minor Site Plan and Design Review.

1. Applicability. Type I applications involve no discretion and are typically processed concurrently with a building permit application. The Type I process is not applicable for:

    a. Any activity which is included with or initiates actions that require Type II—IV review.

    b. Any increase in square footage of a conditional or nonconforming use (excluding nonconforming structures).

    c. Any proposal in which nonconforming upgrades are required under OCMC 17.58.

    d. Any proposal in which modifications are proposed under OCMC 17.62.015.

2. The following projects may be processed as a Type I application:

    a. Addition of up to two hundred square feet to a commercial, institutional, or multi-family structure in which no increases are required to off-street parking. This includes a new ancillary structure, addition to an existing structure, or new interior space (excluding new drive thru). Increases of more than two hundred square feet in a twelve-month period shall be processed as Type II.

    b. Addition of up to one thousand square feet to an industrial use in which no increases are required to off-street parking. This includes a new ancillary structure, addition to an existing structure, or new interior space (excluding ancillary retail and office). Increases of more than one thousand square feet in a twelve-month period shall be processed as Type II.

    c. Temporary structures, excluding mobile vendors.

    d. Removal, replacement or addition of awnings, or architectural projections to existing structures.

    e. Addition, modification, or relocation of refuse enclosure.

    f. Changes to amount, location, or design of bicycle parking.

    g. Installation of mechanical equipment.

    h. Repaving of previously approved parking lots with no change to striping.

    i. Replacement of exterior building materials.

    j. Addition of windows and doors, relocation of windows and doors in which transparency levels remain unchanged, or removal of windows and doors provided minimum transparency requirements are still met.

    k. Addition or alteration of parapets or rooflines.

    l. Modification of building entrances.

    m. Addition to or alteration of a legal nonconforming single- or two-family dwelling.

    n. Change to parking lot circulation or layout, excluding driveway modifications.

    o. Removal or relocation of existing vehicle parking stalls ~~provided total parking remains between approved minimum and maximum with no new reductions other than through the downtown parking district~~ to ~~accomodate~~accommodate tree planting, landscaping, stormwater facilities, solar and wind power equipment, outdoor seating, parking for bicycles, scooters and other small scale mobility devices, pedestrian improvements and similar purposes.~~.~~

CFEC Requirement

Allow redevelopment of a portion of a parking lot for bike or transit uses (660-012-0405(1)(b))

Allow and encourage redevelopment of underused parking (660-012-0405(2))

Explanation

This addition specifies the review process will be a Type I administrative review process for redevelopment and repurposing of parking lots. Oregon City already has a Type I review of this type for reductions in parking, however, this explicitly states some of the uses that would be permitted in these areas instead of parking for vehicles.

p. Adoption of shared parking agreements.

q. Changes to landscaping ~~that do not require~~ to improve stormwater quality and quantity treatment under OCMC 13.12.

r. New or changes to existing pedestrian accessways, walkways or plazas.

s. Installation of or alterations to ADA accessibility site elements.

t. Modification or installation of a fence, hedge, or wall, or addition of a fence, hedge or wall.

u. Addition of or alterations to outdoor lighting.

v. Demolition of any structure or portion of a structure.

w. Tree removal.

x. Type I master plan amendments under OCMC 17.65.080.

y. Mobile food units in one location for five hours or less as identified in OCMC 17.54.115.

z. Duplex, triplex, quadplex, cottage cluster, townhouse, single-family detached residential unit, live/work dwelling, and accessory dwelling unit.

aa. Placement of a single manufactured home within an existing space or lot in a manufactured home park.

3. Submittal Requirements. A Type I application shall include:

a. A narrative describing the project.

b. Site plan drawings showing existing conditions/uses and proposed conditions/uses.

c. Architectural drawings, including building elevations and envelopes, if architectural work is proposed.

d. A completed application form.

e. Any other information determined necessary by the community development director.

B. Type II Minor Site Plan and Design Review.

1. Type II minor site plan and design review applies to the following uses and activities unless those uses and activities qualify for Type I review per OCMC 17.62.035.A:

a. Modification of an office, commercial, industrial, institutional, public or multi-family structure that does not increase the interior usable space (for example covered walkways or entryways, addition of unoccupied features such as clock tower, etc.).

b. Modification to parking lot layout and landscaping, or the addition of up to five parking spaces.

c. A maximum addition of up to one thousand square feet to a commercial, office, institutional, public, multi-family, or industrial building provided that the addition is not more than thirty-five percent of the original building square footage.

d. Mobile food units in OCMC 17.54.115.

e. Other land uses and activities may be added if the community development director makes written findings that the activity/use will not increase off-site impacts and is consistent with the type and/or scale of activities/uses listed above.

2. Application. The application for the Type II minor site plan and design review shall contain the following elements:

a. The submittal requirements of OCMC 17.50.

b. A narrative explaining all aspects of the proposal in detail and addressing each of the applicable criteria listed in OCMC 17.62.

c. Site plan drawings showing existing conditions/uses and proposed conditions/uses.

d. Architectural drawings, including building elevations and envelopes, if architectural work is proposed.

e. Additional submittal material may be required by the community development director on a case-by-case basis.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.62.040 Items required.

A complete application for site plan and design review shall be submitted. Except as otherwise in subsection I of this section, the application shall include the following:

A. A site plan or plans, to scale, containing the following:

1. Vicinity information showing streets and access points, pedestrian and bicycle pathways, transit stops and utility locations;

2. The site size, dimensions, and zoning, including dimensions and gross area of each lot or parcel and tax lot and assessor map designations for the proposed site and immediately adjoining properties;

3. Contour lines at two-foot contour intervals for grades zero to ten percent, and five-foot intervals for grades over ten percent;

4. The location of natural hazard areas on and within one hundred feet of the boundaries of the site, including:

a. Areas indicated on floodplain maps as being within the one hundred-year floodplain,

b. Unstable slopes, as defined in OCMC 17.44.020,

c. Areas identified on the seismic conditions map in the comprehensive plan as subject to earthquake and seismic conditions;

5. The location of natural resource areas on and within one hundred feet of the boundaries of the site, including fish and wildlife habitat, existing trees (six inches or greater in caliper measured four feet above ground level), wetlands, streams, natural areas, wooded areas, areas of significant trees or vegetation, and areas designated as being within the natural resources overlay district;

6. The location of inventoried historic or cultural resources on and within one hundred feet of the boundaries of the site;

7. The location, dimensions, and setback distances of all existing permanent structures, improvements and utilities on or within twenty five feet of the site, and the current or proposed uses of the structures;

8. The location, dimensions, square footage, building orientation and setback distances of proposed structures, improvements and utilities, and the proposed uses of the structures by square footage;

9. The location, dimension and names, as appropriate, of all existing and platted streets, other public ways, sidewalks, bike routes and bikeways, pedestrian/bicycle accessways and other pedestrian and bicycle ways, transit street and facilities, neighborhood activity centers, and easements on and within two hundred fifty feet of the boundaries of the site;

10. The location, dimension and names, as appropriate, of all proposed streets, other public ways, sidewalks, bike routes and bikeways, pedestrian/bicycle accessways and other pedestrian and bicycle ways, transit streets and facilities, neighborhood activity centers, and easements on and within two hundred feet of the boundaries of the site;

11. All parking, circulation, loading and servicing areas, including the locations of all carpool, vanpool and bicycle parking spaces as required in OCMC 17.52;

12. Site access points for automobiles, pedestrians, bicycles and transit;

13. On-site pedestrian and bicycle circulation;

14. Outdoor common areas proposed as open space;

15. Total impervious surface created (including buildings and hard ground surfaces);

16. The proposed location, dimensions and materials of fences and walls.

B. A landscaping plan, drawn to scale, showing the location and types of existing trees (six inches or greater in caliper measured four feet above ground level) and vegetation proposed to be removed and to be retained on the site, the location and design of landscaped areas, the varieties, sizes and spacings of trees and plant materials to be planted on the site, other pertinent landscape features, and irrigation systems required to maintain plant materials.

C. Architectural drawings or sketches, drawn to scale and showing floor plans, elevations accurately reflected to grade, and exterior materials of all proposed structures and other improvements as they will appear on completion of construction. The name of the adjacent street shall be identified on each applicable building elevation.

D. An electronic materials board clearly depicting all building materials with specifications as to type, color and texture of exterior materials of proposed structures.

E. An erosion/sedimentation control plan, in accordance with the requirements of OCMC 17.47 and the public works erosion and sediment control standards, and a drainage plan developed in accordance with city drainage master plan requirements, OCMC 13.12 and the public works stormwater and grading design standards. The drainage plan shall identify the location of drainage patterns and

drainage courses on and within one hundred feet of the boundaries of the site. Where development is proposed within an identified hazard area, these plans shall reflect concerns identified in the hydrological/geological/geotechnical development impact statement.

F. An exterior lighting plan, drawn to scale, showing type, height, and area of illumination.

G. Archeological Monitoring Recommendation. For all projects that will involve ground disturbance, the applicant shall provide:

1. A letter or email from the Oregon State Historic Preservation Office Archaeological Division indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the Oregon State Historic Preservation Office and that the Oregon State Historic Preservation Office had not commented within forty-five days of notification by the applicant; and

2. A letter or email from the applicable tribal cultural resource representative of the Confederated Tribes of the Grand Ronde, Confederated Tribes of the Siletz, Confederated Tribes of the Umatilla, Confederated Tribes of the Warm Springs and the Confederated Tribes of the Yakama Nation indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the applicable tribal cultural resource representative and that the applicable tribal cultural resource representative had not commented within forty-five days of notification by the applicant.

If, after forty-five days' notice from the applicant, the Oregon State Historic Preservation Office or the applicable tribal cultural resource representative fails to provide comment, the city will not require the letter or email as part of the completeness review. For the purpose of this section, ground disturbance is defined as the movement of native soils.

H. Such special studies or reports as the community development director may require to obtain information to ensure that the proposed development does not adversely affect the surrounding community or identified natural resource areas or create hazardous conditions for persons or improvements on the site. The community development director shall require an applicant to submit one or more development impact evaluations as may be necessary to establish that the city's traffic safety or capacity standards, natural resource, including geologic hazard and flood plain overlay districts, will be satisfied.

I. The community development director may waive the submission of information for specific requirements of this section or may require information in addition to that required by a specific provision of this section, as follows:

1. The community development director may waive the submission of information for a specific requirement upon determination either that specific information is not necessary to evaluate the application properly, or that a specific approval standard is not applicable to the application. If submission of information is waived, the community development director shall, in the decision, identify the waived requirements, explain the reasons for the waiver, and state that the waiver may be challenged on appeal and may be denied by a subsequent review authority. If the matter is forwarded to the planning commission for initial review, the information required by this paragraph shall be included in the staff report;

2. The community development director may require information in addition to that required by a specific provision of this section upon determination that the information is needed to evaluate the application properly and that the need can be justified on the basis of a special or unforeseen circumstance as necessary to comply with the applicable standards. If additional information is required, the community development director shall, in the decision, explain the reasons for requiring the additional information.

J. All new utilities shall be placed underground.

1. Service poles may be allowed on private property when undergrounding service is technically or physically infeasible.

K. One full-sized copy of all architectural and site plans.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 21-1007, § 1(Exh. A), 4-21-2021)

17.62.050 General standards.

All development shall comply with the following standards:

A. Landscaping.

1. Existing native vegetation is encouraged to be retained to the maximum extent practicable. All plants listed on the Oregon City Nuisance Plant List shall be removed from the site prior to issuance of a final occupancy permit for the building.

2. The amount of landscaping required is found in the standards for each underlying zone. Where the underlying zone does not contain and minimum landscaping standard, the minimum site landscaping shall be fifteen percent of the total site area. Except as allowed elsewhere in Title 16 or 17 of this code, all areas to be credited towards landscaping shall be installed with growing plant materials.

3. Pursuant to OCMC 17.49, landscaping requirements within the natural resource overlay district, other than landscaping required for parking lots, may be met by preserving, restoring and permanently protecting native vegetation and habitat on development sites.

4. A landscaping plan shall be prepared by a registered landscape architect for new or revised landscaped areas and parking lots. Landscape architect approval is not required for tree removal and/or installation if the species are chosen from an approved street tree list. A certified landscape designer, arborist, or nurseryman shall be acceptable in lieu of a landscape architect for projects with less than five hundred square feet of landscaping. All landscape plans shall include a mix of vertical (trees and shrubs) and horizontal elements (grass, groundcover, etc.) that within three years will cover one hundred percent of the landscape area. Plant species listed on the Oregon City Nuisance Plant list are prohibited and native species are encouraged. No mulch, bark chips, or similar materials shall be allowed at the time of landscape installation except under the canopy of shrubs and within two feet of the base of trees.

5. Landscaping shall be visible from public thoroughfares to the extent practicable.

6. The landscaping in parking areas shall not obstruct lines of sight for safe traffic operation and shall comply with all requirements of OCMC 10.32, Traffic Sight Obstructions.

B. Vehicular Access and Connectivity.

1. Parking areas shall be located behind the building façade that is closest to the street, below buildings, or on one or both sides of buildings.

2. Existing or future connections to adjacent sites through the use of vehicular and pedestrian access easements which provide connection from the right-of-way to the adjoining property shall be provided.

3. Parcels larger than three acres shall provide streets as required in OCMC 16.12.

4. Parking garage entries shall not be more than half of the streetscape.

C. A well-marked, continuous and protected on-site pedestrian circulation system meeting the following standards shall be provided:

1. Pathways between all building entrances and the street are required. Pathways between the street and buildings fronting on the street shall be as direct as possible and shall not cross a drive aisle. Exceptions may be allowed by the director where steep slopes, a physically constrained site, or protected natural resources prevent a direct connection or where an indirect route would enhance the design and/or use of a common open space.

2. The pedestrian circulation system shall connect all main entrances, transit stops, ADA spaces, parking areas, bicycle parking, recreational areas, common outdoor areas, and any pedestrian amenities on the site. For buildings fronting on the street, the sidewalk may be used to meet this standard.

3. The pedestrian circulation system shall connect the principal building entrance to those of buildings on adjacent sites, except within industrial zoning designations.

4. Elevated external stairways or walkways shall not extend beyond the building facade except for external stairways or walkways located in, or facing interior courtyard areas that are not visible from the street or a public access easement. This standard does not apply to sky-bridges or sky-ways.

5. On-site pedestrian walkways shall be hard surfaced, well drained and at least five feet wide. Surface material shall contrast visually to adjoining surfaces. When bordering parking spaces other than spaces for parallel parking, pedestrian walkways shall be a minimum of seven feet in width unless curb stops are provided. When the pedestrian circulation system is parallel and adjacent to an auto travel lane, the walkway shall be raised or separated from the auto travel lane by a raised curb, bollards, landscaping or other physical barrier.

If a raised walkway is used, the ends of the raised portions shall be equipped with curb ramps for each direction of travel.

6. Pedestrian ~~walkways that cross~~crossings at intersections with drive aisles or other vehicular circulation areas shall be demarcated ~~with striping and, in addition preferably~~ by a raised surface that slows vehicular travel, or ~~utilize a~~other change in textural material or height to alert the driver of the pedestrian crossing area. ~~Crossings demarcated only by striping are discouraged as they are less effective.~~

7. Pedestrian facilities within parking lots shall be illuminated to at least the same level as the on-site driveways pursuant to section 17.62.065.

CFEC Requirement *Implements the requirement for certain designs for Pedestrian connections through large parking lots (660-012-0405(4)(c))* Explanation This addition amendment specifies the type of design to be used for pedestrian crossings in large parking lots. Including the levels of illumination.

D. All development shall maintain continuous compliance with applicable federal, state, and city standards.

E. Adequate public water and sanitary sewer facilities sufficient to serve the proposed or permitted level of development shall be provided pursuant to OCMC 16.12. The applicant shall demonstrate that

adequate facilities and services are presently available or can be made available concurrent with development. Service providers shall be presumed correct in the evidence, which they submit. All facilities shall be designated to city standards as set out in the city's facility master plans and public works design standards. A development may be required to modify or replace existing off-site systems if necessary to provide adequate public facilities. The city may require over sizing of facilities where necessary to meet standards in the city's facility master plan or to allow for the orderly and efficient provision of public facilities and services. Where over sizing is required, the developer may request reimbursement from the city for over sizing based on the city's reimbursement policy and fund availability, or provide for recovery of costs from intervening properties as they develop.

F. If a transit agency, upon review of an application for an industrial, institutional, retail or office development, recommends that a bus stop, bus turnout lane, bus shelter, accessible bus landing pad, lighting, or transit stop connection be constructed, or that an easement or dedication be provided for one of these uses, consistent with an agency adopted or approved plan at the time of development, the review authority shall require such improvement, using designs supportive of transit use. Improvements at a major transit stop may include intersection or mid-block traffic management improvements to allow for crossings at major transit stops, as identified in the city's transportation system plan.

G. Screening of Mechanical Equipment. Commercial, mixed-use, institutional, and multi-family buildings shall include the following measures to screen or block views of mechanical equipment from adjacent streets according to the following requirements:

1. Rooftop mechanical equipment, including HVAC equipment and utility equipment that serves the structure, shall be screened from view from the adjacent street on all new buildings or building additions. Screening shall be accomplished through the use of parapet walls or a sight-obscuring enclosure around the equipment constructed of one of the primary materials used on the primary facades of the structure, and that is an integral part of the building's architectural design. The parapet or screen shall completely surround the rooftop mechanical equipment to an elevation equal to or greater than the highest portion of the rooftop mechanical equipment being screened from adjacent streets, as viewed from the sidewalk or future sidewalk location on the adjacent street at pedestrian level. In the event such parapet wall does not fully screen all rooftop equipment, then the rooftop equipment shall be enclosed by a screen constructed of one of the primary materials used on the primary facade of the building so as to achieve complete screening. Screening requirements do not apply to new or replacement equipment on existing buildings. New or replacement rooftop mechanical equipment on existing buildings shall be painted or powder-coated.

2. Wall-mounted mechanical HVAC and air conditioning equipment, and groups of multiple utility meters shall not be placed on the front facade of a building or on a facade that faces a right-of-way. Wall-mounted mechanical equipment, including-air conditioning and groups of multiple utility meters, that extend six inches or more from the outer building wall shall be screened from view from adjacent streets; from residential, public, and institutional properties; and from public areas of the site or adjacent sites through the use of (a) sight-obscuring enclosures constructed of one of the primary materials used on the primary facade of the structure, (b) sight-obscuring fences, or (c) trees or shrubs that block at least eighty percent of the equipment from view or (d) painting the units to match the building. Wall-mounted mechanical equipment that extends six inches or less from the outer building wall shall be designed to blend in with the color and architectural design of the subject building. Vents which extend six inches or less from the outer building wall shall [be] exempt from this standard if painted.

3. Ground-mounted above-grade mechanical equipment shall be screened by ornamental fences, screening enclosures, trees, or shrubs that block at least eighty percent of the view from the public right-of-way.

4. This section shall not apply to the installation of solar energy panels, photovoltaic equipment, wind power generating equipment, dishes/antennas, pipes, vents, and chimneys.

H. Building Materials.

1. Prohibited Materials. The following materials shall be prohibited in visible locations from the right-of-way or a public access easement unless an exception is granted by the community development director based on the integration of the material into the overall design of the structure:

   a. Vinyl or plywood siding (including T-111 or similar plywood).

   b. Glass block or highly tinted, reflected, translucent or mirrored glass (except stained glass) as more than ten percent of the building facade.

   c. Corrugated fiberglass.

   d. Chain link fencing (except for temporary purposes such as a construction site, gates for a refuse enclosure, stormwater facilities, when excepted by 17.62.050.H.2.g, or when located on properties within the general industrial district).

   e. Crushed colored rock/crushed tumbled glass.

   f. Non-corrugated and highly reflective sheet metal.

   g. Tarps, except for the protection of outside storage.

2. Special Material Standards. The following materials are allowed if they comply with the requirements found below:

   a. Concrete Block. When used for the front façade of any building, concrete blocks shall be split, rock- or ground-faced and shall not be the prominent material of the elevation. Plain concrete block or plain concrete may be used as foundation material if the foundation material is not revealed more than three feet above the finished grade level adjacent to the foundation wall.

   b. Metal Siding. Metal siding shall have visible corner moldings and trim and incorporate masonry or other similar durable/permanent material near the ground level (first two feet above ground level) except when used for a temporary structure.

   c. Exterior insulation and finish system (EIFS) and similar troweled finishes shall be trimmed in wood, masonry, or other approved materials and shall be sheltered from extreme weather by roof overhangs or other methods.

   d. Building surfaces shall be maintained in a clean condition and painted surfaces shall be maintained to prevent or repair peeling, blistered or cracking paint.

   e. Membrane or fabric covered storage areas are permitted as temporary structures, excluding the use of tarps.

   f. Vinyl or powder coated chain link fencing is permitted for city-owned stormwater management facilities, reservoirs, and other public works facilities such as pump stations, maintenance yards, and storage yards not located within the general industrial district.

   g. Chain link fencing is permitted in the following circumstances:

1. Within city-owned parks and recreational facilities.

2. On any property when used for a baseball or softball backstop or dugout, track and field facility, or sports court.

I. Temporary Structures. Temporary structures are permitted pursuant to the following standards:

1. Structures up to two hundred square feet:

a. Shall not be on a property for more than three consecutive days;

b. Shall not be on a property more than six times per year;

c. Shall comply with the minimum dimensional standards of the zoning designation;

d. Shall be sited so as to leave ~~the minimum number of~~adequate parking ~~spaces~~ for the primary uses ~~as~~ if required by OCMC 17.52 or as otherwise specified in a land use approval;

e. Shall not disturb ingress or egress to the site; and

f. Shall be exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.I and J.

2. Temporary structures larger than two hundred square feet may be permitted up to two times per year; and:

a. Structures larger than two hundred square feet up to eight hundred square feet:

i. Shall not be on a property for more than thirty consecutive days;

ii. Shall comply with the minimum dimensional standards of the zoning designation;

iii. Shall be sited so as to leave ~~the minimum number of~~adequate parking ~~spaces~~ for the primary uses ~~as~~ if required by OCMC 17.52 or as otherwise specified in a land use approval;

iv. Shall not disturb ingress or egress to the site; and

v. Shall be exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.I and J.

b. Structures larger than eight hundred square feet:

i. Shall not be on a property for more than seven consecutive days;

ii. Shall comply with the minimum dimensional standards of the zoning designation;

iii. Shall be sited so as to leave ~~the minimum number of~~ adequate parking ~~spaces~~ for the primary uses ~~as~~ if required by OCMC 17.52 or as otherwise specified in a land use approval;

iv. Shall not disturb ingress or egress to the site; and

v. Shall be exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.I and J.

3. Government owned properties are exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.H and I and the dimensional standards of the zoning designation.

J. All new utilities shall be placed underground.

1. Service poles may be allowed on private property when undergrounding service is technically or physically infeasible.

K. Development shall comply with requirements of the following Oregon City Municipal Code chapters, as applicable, including but not limited to:

1. Chapter 12.04, Streets, Sidewalks and Public Places.
2. Chapter 12.08, Public and Street Trees.
3. Chapter 13.04, Water Service System.
4. Chapter 13.08, Sewer Regulations.
5. Chapter 13.12, Stormwater Management.
6. Chapter 16.12, Minimum Improvements and Design Standards for Development.
7. Chapter 17.20, Residential Design Standards for ADU's, Cluster Housing, Internal Conversions, Live/Work Units, and Manufactured Home Parks.
8. Chapter 17.40, Historic Overlay District.
9. Chapter 17.41, Tree Protection Standards.
10. Chapter 17.42, Flood Management Overlay District.
11. Chapter 17.44, Geologic Hazards.
12. Chapter 17.47, Erosion and Sediment Control.
13. Chapter 17.48, Willamette River Greenway.
14. Chapter 17.49, Natural Resource Overlay District.
15. Chapter 17.50, Administration and Procedures.
16. Chapter 17.52, Off-Street Parking and Loading.
17. Chapter 17.54, Supplemental Zoning Regulations and Exceptions.
18. Chapter 17.58, Lawful Nonconforming Uses, Structures, and Lots.
19. Chapter 17.65, Master Plans and Planned Unit Development.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 21-1007, § 1(Exh. A), 4-21-2021)

17.62.055 Institutional, office, multi-family, retail, and commercial building standards.

A. Purpose. The primary objective of the regulations contained in this section is to provide a range of design choices that promote creative, functional, and cohesive development that is compatible with surrounding areas. Buildings approved in compliance with these standards are intended to serve multiple tenants over the life of the building, and are not intended for a one-time occupant. The standards encourage people to spend time in the area, which also provides safety though informal surveillance. Finally, this section is intended to promote the design of an urban environment that is built to human scale by creating buildings and streets that are attractive to pedestrians, create a sense of enclosure, provide activity and interest at the intersection of the public and private spaces, while also accommodating vehicular movement.

B. Applicability. This section applies to institutional, office, multi-family, retail and commercial buildings except accessory structures less than one thousand square feet and temporary structures.

C. Conflicts. With the exception of standards for building orientation and building front setbacks, in the event of a conflict between a design standard in this section and a standard or requirement contained in the underlying zoning district, the standard in the zoning district shall prevail.

D. Siting of Structures. On sites with one hundred feet or more of frontage at least sixty percent of the site frontage width shall be occupied by buildings placed within five feet of the property line. For sites with less than one hundred feet of street frontage, at least fifty percent of the site frontage width shall be occupied by buildings placed within five feet of the property. Multi-family developments shall be placed no farther than twenty feet from the front property line. This section does not apply to properties with less than forty feet of frontage.

A larger front yard setback may be approved through site plan and design review if the setback area incorporates at least one element from the following list for every five feet of increased setback requested:

1. Tables, benches or other approved seating area.
2. Cobbled, patterned or paved stone or enhanced concrete.
3. Pedestrian scale lighting.
4. Sculpture/public art.
5. Fountains/water feature.
6. At least twenty square feet of landscaping or planter boxes for each tenant facade fronting on the activity area.
7. Outdoor café.
8. Enhanced landscaping or additional landscaping.
9. Other elements, as approved by the community development director, that can meet the intent of this section.

E. Building Orientation. All buildings along the street frontage shall face the front most architecturally significant facade toward the street and have a functional primary entrance facing the street. Primary building entrances shall be clearly defined and recessed or framed by a sheltering element such as an awning, arcade or portico in order to provide shelter from the summer sun and winter weather.

F. Entryways. Entrances shall include a doorway and a minimum of four of the following elements:

1. Display windows; recesses or projections; peaked roof or raised parapet over the door; canopy of at least five feet in depth; porch; distinct materials; architectural details such as tile work and moldings; pedestrian amenities such as benches, planters or planter boxes; landscape treatments integrating arbors, low walls, trellis work; or similar elements. Trellises, canopies and fabric awnings may project up to five feet into front setbacks and public rights-of-way, provided that the base is not less than eight feet at the lowest point and no higher than ten feet above the sidewalk.

G. Corner Lots. For buildings located at the corner of intersections, the primary entrance of the building shall be located at the corner of the building or within twenty-five feet of the corner of the building. Additionally, one of the following treatments shall be required:

1. Incorporate prominent architectural elements, such as increased building height or massing, cupola, turrets, or pitched roof, at the corner of the building or within twenty-five feet of the corner of the building.
2. Chamfer the corner of the building (i.e. cut the corner at a forty-five degree angle and a minimum of ten feet from the corner) and incorporate extended weather protection (arcade or awning), special paving materials, street furnishings, or plantings in the chamfered area.

3. Standards 1 and 2 above do not apply to vertically attached 3—4 plexes, multi-family buildings or multi-family portions of residential mixed-use buildings.

H. Variation in Massing. For street facing facades greater than one hundred twenty feet in length a modulation is required which extends through all floors. Decks and roof overhangs may encroach up to three feet per side into the modulation. The modulation shall meet one of the following dimensional requirements:

1. A minimum depth of two percent of the length of the façade and a minimum width of thirty percent of the length of the façade; or

2. A minimum depth of four percent of the length of the façade and a minimum width of twenty percent of the length of the façade.

I. Building Design Elements.

1. All front and side facades shall provide a design element or architectural feature that add interest and detail such that there are no blank walls of thirty feet in length or more, measured horizontally. Features that can meet this requirement include:

   a. Change in building material or texture;

   b. Window or door;

   c. Balcony; or

   d. Pillar or post.

2. Street facing facades shall include additional design features. For every thirty feet of façade length, three of the following elements are required:

   a. Decorative materials on more than ten percent of the total wall area (e.g., brick or stonework, shingles, wainscoting, ornamentation, and similar features);

   b. Decorative cornice and/or roof line (e.g., for flat roofs);

   c. Roof gable;

   d. Recessed entry;

   e. Covered canopy entry;

   f. Cupola or tower;

   g. Dormer;

   h. Balcony;

   i. Pillars or posts;

   j. Repeating pattern of building materials;

   k. A change in plane of at least two feet in width and six inches in depth;

   l. Bay or oriel window; or

   m. An alternative feature providing visual relief and detail as approved by the community development director.

3. Building Detail Variation. Architectural features shall be varied on different buildings within the same development. At least two of the required features on each street-facing elevation shall be distinct from the street-facing elevations of other buildings within the same development.

J. Windows.

1. The minimum windows requirements are set forth in Table 17.62.055.J. Windows are measured in lineal fashion between 3.5 feet and six feet from the ground. For example, a one hundred-foot long building elevation would be required to have at least sixty feet (sixty percent of one hundred feet) of windows in length between the height of 3.5 feet and six feet from the ground.

Table 17.62.055.J
Minimum Windows

Use	Ground Floor: Front and Street Facing Facades	Upper Floor(s): Front and Street Facing Facades	Ground Floor: Side(s) Facades	Upper Floor(s): Side(s) Facades
Non-Multi-Family (or Portions of Buildings Thereof)	60%	10%	30%	10%
Multi-Family (or Portions of Buildings Thereof)	15%	15%	10%	10%

2. Reflective, glazed, mirrored or tinted glass is limited to ten percent of the lineal footage of windows on the street facing facade. Highly reflective or glare-producing glass with a reflective factor of one-quarter or greater is prohibited on all building facades. Any glazing materials shall have a maximum fifteen percent outside visual light reflectivity value. No exception shall be made for reflective glass styles that appear transparent when internally illuminated.

3. Side walls that face walkways may include false windows and door openings only when actual doors and windows are not feasible because of the nature of the use of the interior use of the building. False windows located within twenty feet of a right-of-way shall be utilized as display windows with a minimum display depth of thirty-six inches.

4. Multi-family windows shall incorporate window trim at least four inches in width when surrounded by horizontal or vertical lap siding.

K. Roof Treatments. The maximum length of any continuous roofline on a street-facing façade shall be seventy-five feet without a cross gable or change in height of at least two feet.

L. Drive-through facilities shall:

1. Be located at the side or rear of the building.

2. Be designed to maximize queue storage on-site.

M. Special development standards along transit streets.

1. Purpose. This section is intended to provide direct and convenient pedestrian access to retail, office and institutional buildings from public sidewalks and transit facilities and to promote pedestrian and transit travel to commercial and institutional facilities.

2. Applicability. Except as otherwise provide in this section, the requirements of this section shall apply to the construction of new retail, office and institutional buildings which front on a transit street.

3. Development Standards.

    a. All buildings shall have at least one main building entrance oriented towards the transit street. A main building entrance is oriented toward a transit street if it is directly located on the transit street, or if it is linked to the transit street by an on-site pedestrian walkway that does not cross off-street parking or maneuvering areas.

    i. If the site has frontage on more than one transit street, or on a transit street and a street intersecting a transit street, the building shall provide one main building entrance oriented to the transit street or to the corner where the two streets intersect.

        ii. For building facades over three hundred feet in length on a transit street, two or more main building entrances shall be provided as appropriate and oriented towards the transit street.

    b. In the event a requirement of this section conflicts with other requirements in Title 17, the requirements of this section shall control.

4. Exemptions. The following permitted uses are exempted from meeting the requirements of subsection 3 of this section:

    a. Heavy equipment sales;

    b. Motor vehicle service stations, including convenience stores associated therewith; or

    c. Solid waste transfer stations.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.056 Additional standards for large retail establishments.

Retail building(s) occupying more than ten thousand gross square feet of floor area shall contribute to the establishment or enhancement of community and public spaces by providing at least two of the following:

A. Patio/seating area;

B. Pedestrian plaza with benches;

C. Transportation center;

D. Window shopping walkway;

E. Outdoor playground area;

F. Kiosk area, water feature;

G. Clock tower; or

H. Other such deliberately shaped area and/or a focal feature or amenity that, in the judgment of the appropriate decision maker, adequately enhances such community and public spaces. Any such areas shall have direct access to the public sidewalk network and such features shall not be constructed of materials that are inferior to the principle materials of the building and landscape.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.057 Multi-family usable open space requirements.

A. Intent. Creating areas of usable open space that are easily accessed by residents provides focal points for community recreation and interaction and adds to the overall quality of life for residents. Given the environmental and recreational benefits of common open space, it should be integrated purposefully into the overall design of a development and not merely be residual areas left over after buildings and parking lots are sited.

B. Open Space Required. All new multi-family developments in all zones shall provide usable open space.

1. In residential zones, each development shall provide a minimum of one hundred square feet of open space per dwelling unit.

2. In nonresidential, commercial and mixed-use zones, each development shall provide a minimum of fifty square feet of open space per dwelling unit.

3. Required setback areas shall not count toward the open space requirement unless setback areas are incorporated into spaces that meet all other requirements of this section.

4. Required open space areas may be counted towards both the open space requirements and the minimum landscaping requirements in OCMC 17.62.050.A, if the spaces meet the requirements of both sections.

C. Usable Open Space Types.

1. Common open spaces shall be accessible to all residents of the development and include landscaped courtyards, decks, gardens with pathways, children's play areas, common rooftop decks and terraces, and other multipurpose recreational or green spaces. Common open spaces may be used to meet one hundred percent of the usable open space requirement. Design standards:

a. Minimum dimensions for common open space shall be twelve feet with a minimum size of two hundred square feet for developments with twenty units or less, and twenty feet with a minimum size of four hundred square feet for developments with twenty-one or more units.

b. Common open space shall feature a mix of natural and recreational amenities to make the area more functional and enjoyable for a range of users. Sites with twenty units or less shall provide a minimum of two of the following amenities, and sites with twenty-one units or more shall provide a minimum of three of the following amenities and an additional amenity for every twenty units over forty, rounded up.

1. Landscaping areas.

2. Community gardening areas.

3. Large trees expected to reach over eighteen inches dbh at maturity.

4. Seating.

5. Pedestrian-scaled lighting.

6. Hard-surfaced pedestrian paths in addition to those required for internal pedestrian circulation.

7. Paved courtyard or plaza.

8. Gazebos or other decorative shelters.

9. Play structures for children.

10. Sports courts.

11. An alternative amenity as approved by the community development director.

c. Common open space shall be separated from ground level windows, streets, service areas and parking lots with landscaping, low-level fencing, and/or other treatments as approved by the city that enhance safety and privacy for both the common open space and dwelling units.

d. Common open space shall be accessible from the dwelling units and, as appropriate, from public streets and sidewalks. The space shall be oriented to encourage activity from local residents.

2. Private open space that is not open to all residents includes balconies, patios, and other outdoor multi-purpose recreational or green spaces. It may be used to meet up to fifty percent of the usable open space requirement.

a. Minimum dimensions for private open space shall be five feet with a minimum size of forty square feet.

3. Indoor recreational space may be used to meet up to twenty-five percent of the usable open space requirement provided the space is:

a. Accessible to all dwelling units.

b. Designed for and includes equipment for a recreational use (e.g., exercise, group functions, etc.).

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.058 Additional public park and open space requirements in Thimble Creek Concept Plan Area—Nonresidential development.

A. New non-residential development creating new commercial or industrial space will contribute to the creation of the parks and open space within the Thimble Creek Concept Plan by contributing a fee in lieu to the city to support the acquisition and interim use of needed park and open space land within the concept plan boundary as follows:

1. The fee in lieu will be set by the city commission and adopted yearly in the city's fee schedule. The fee shall only be used by the city for park, trail and open space acquisition and interim site development.

2. The fee-in-lieu or other equivalent monetary contribution, approved by the community development director, must be paid prior to approval of the certificate of occupancy.

(Ord. No. 21-1006, § 1(Exh. A), 7-1-2020)

17.62.059 Additional public park and open space requirements in Thimble Creek Concept Plan Area—Residential development.

A. Each development within the Thimble Creek Concept Plan area that includes residential development must dedicate land for neighborhood parks and open space subject to the location requirement set forth in subsection D as follows:

1. The minimum acreage of land dedicated for the South-Central Open Space-Neighborhood Park as provided in the following calculation: (2.6 persons per dwelling units) × (total number of dwelling units proposed) × (four acres)/(one thousand persons);

2. The minimum amount of land in acres dedicated for the East Ridge-Thimble Creek Conservation Area shall be 7.5 acres; and

3. The entire acreage must be dedicated as part of the final plat or site plan development approval for the first phase of development.

B. If a larger area for a neighborhood park or open space is proposed than is required based on the per-unit calculation described in subsection A, for the south Central Open Space Neighborhood Park, the city must reimburse the applicant for the value of the amount of land that exceeds the required dedication based on the fee-in-lieu formula expressed in subsection C.

C. The city may accept a fee-in-lieu as an alternative to this dedication at its discretion or may require a fee-in-lieu if a suitable site meeting the criteria described in subsection D of these provisions is not available within the development site. The calculation of the fee-in-lieu or other monetary contributions must meet the following standards:

1. The amount of the fee in lieu of other monetary contributions shall be determined by a licensed, city selected appraiser retained by the applicant, who will value the excessive dedication assuming that zoning and other land use entitlement necessary for park and open space development are in place.

2. The fee-in-lieu or other monetary contribution shall be paid current with public dedication.

D. Neighborhood park and open space sites proposed for dedication must be located within the South-Central Open Space Network and East Ridge Thimble Creek Conservation Area Park locations as shown in Figure 17.62.059-1 and meet the following locational and development standards:

1. South Central Open Space-Neighborhood Park.

a. Thirty-foot ped/bikeway string along the east side of Center Parkway to be located in a shared-use path and will not be considered part of a pearl.

b. Up to four pearls of various sizes spread along the open space network.

c. Minimum sizes pearl: Two acres minimum.

d. Maximum size pearl: None.

e. Minimum combined size of all pearls: Ten acres.

f. Minimum average pearl width: Two hundred feet.

g. Minimum average pearl depth: Two hundred feet.

h. At least five acres to be developed with active recreation components.

i. The first pearl dedicated must be at least three acres in size.

2. East Ridge-Thimble Creek Conservation Area shall include:

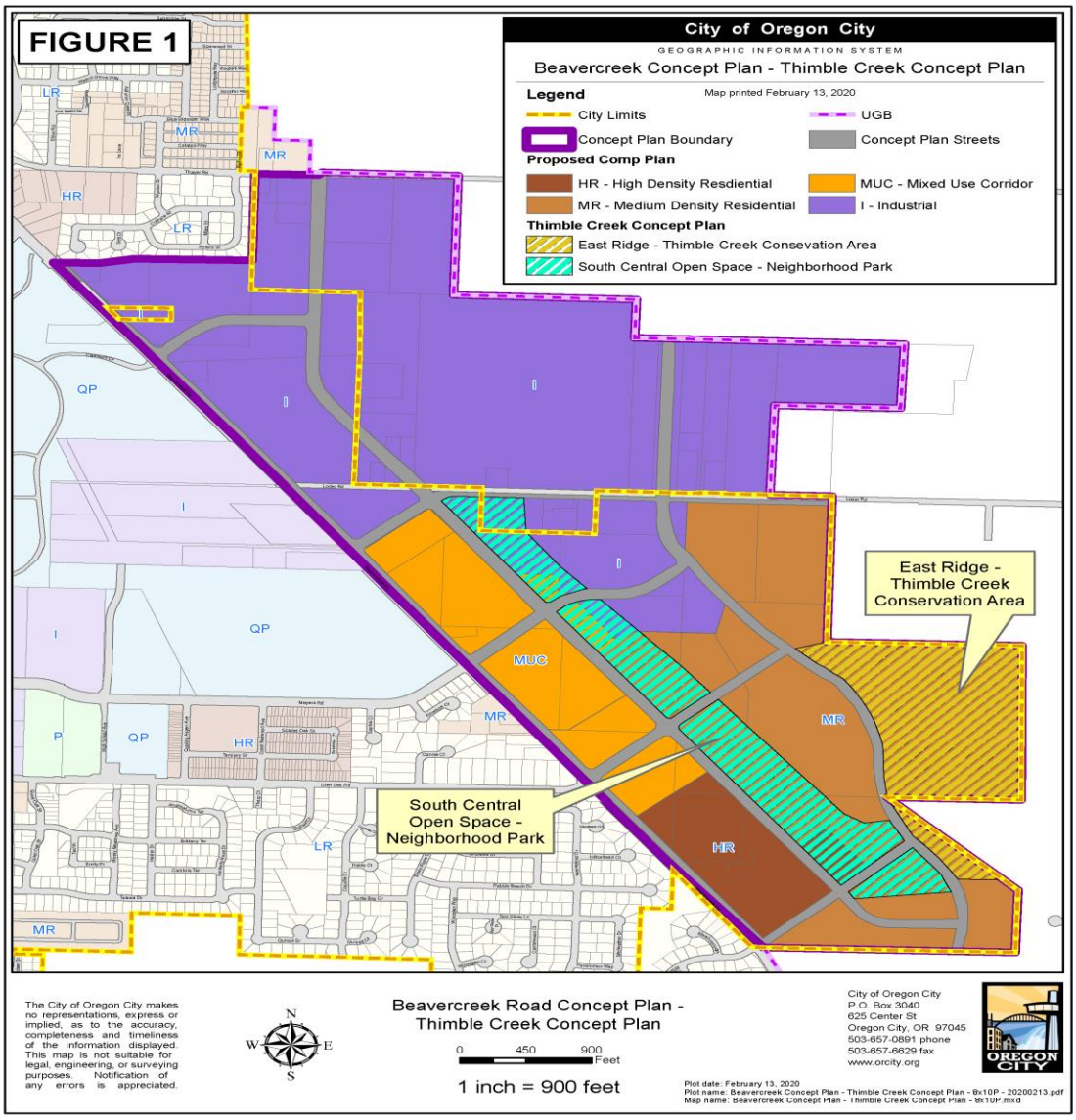
a. One-half of area between the Thimble Creek stream buffer and the four hundred ninety-foot elevation ridgeline to be open space;

b. Two public viewpoints separated by at least four hundred feet with a minimum size of .35 acre at less than ten percent slope for each viewpoint. One of the viewpoints must be visible from a passing vehicle on the Ridge Parkway;

c. Seven hundred-foot non-interrupted view corridor along the open space from the east edge of the Ridge Parkway; and

d. Provide a pedestrian-oriented forest trail from one view-point to another along the Ridge Parkway.

Figure 17.62.059-1



(Ord. No. 21-1006, § 1(Exh. A), 7-1-2020)

17.62.060 Reserved.

Editor's note(s)—Ord. No. 22-1001, § 1(Exh. A), adopted June 1, 2022, repealed § 17.62.060, which pertained to cluster housing and derived from Ord. No. 18-1009, adopted July 3, 2019; Ord. No. 19-1008, adopted December 18, 2019 and Ord. No. 21-1006, adopted July 1, 2020.

17.62.065 Outdoor lighting.

A. Purpose. The general purpose of this section is to require outdoor lighting that is adequate for safety and convenience; in scale with the activity to be illuminated and its surroundings; directed to the surface or activity to be illuminated; and designed to clearly render people and objects and contribute to a pleasant nighttime environment. Additional specific purposes are to:

1. Provide safety and personal security as well as convenience and utility in areas of public use or traverse, for uses where there is outdoor public activity during hours of darkness;

2. Control glare and excessive brightness to improve visual performance, allow better visibility with relatively less light, and protect residents from nuisance and discomfort;

3. Control trespass light onto neighboring properties to protect inhabitants from the consequences of stray light shining in inhabitants' eyes or onto neighboring properties;

4. Result in cost and energy savings to establishments by carefully directing light at the surface area or activity to be illuminated, using only the amount of light necessary; and

5. Control light pollution to minimize the negative effects of misdirected light and recapture views to the night sky.

6. Encourage energy efficient lighting with new technologies such as light emitting diodes (LED) or similar to reduce ongoing electrical demand and operating costs.

B. Applicability.

1. General.

a. All exterior lighting for any type of commercial, mixed-use, industrial, institutional, or multi-family development shall comply with the standards of this section, unless excepted in subsection B.3.

b. The city engineer or public works director shall have the authority to enforce these regulations on private property if any outdoor illumination is determined to present an immediate threat to the public health, safety and welfare.

2. Lighting Plan Requirement. All commercial, industrial, mixed-use, cottage housing and multi-family developments shall submit a proposed exterior lighting plan. The plan shall be submitted concurrently with the site plan. The exterior lighting plan shall include plans and specifications for streetlights, parking lot lights, and exterior building lights. The specifications shall include details of the pole, fixture height and design, lamp type, wattage, and spacing of lights.

3. Excepted Lighting. The following types of lighting are excepted from the requirements of this section:

a. Residential lighting for single-family attached and detached homes, and duplexes.

b. Public street and right-of-way lighting.

c. Temporary decorative seasonal lighting provided that individual lamps have a light output of sixty watts or less.

d. Temporary lighting for emergency or nighttime work and construction.

e. Temporary lighting for theatrical, television, and performance areas, or for special public events.

f. Lighting for a special district, street, or building that, according to an adopted municipal plan or ordinance, is determined to require special lighting aesthetics as part of its physical character.

g. Lighting required and regulated by the Federal Aviation Administration.

C. Design and Illumination Standards.

1. Outdoor lighting, if provided, shall be provided in a manner that enhances security, is appropriate for the use, avoids adverse impacts on surrounding properties, and the night sky through appropriate shielding as defined in this section. Glare shall not cause illumination on other properties in excess of a measurement of 0.5 footcandles of light as measured at the property line.
2. Lighting shall be provided in parking lots, bicycle parking areas, and vehicular circulation areas.
3. Lighting shall be provided in pedestrian walkways, pedestrian plazas, and pedestrian circulation areas.
4. Lighting shall be provided at all building entrances.
5. With the exception of pedestrian scale lighting, all light sources shall be concealed or shielded with a full cut-off style fixture in order to minimize the potential for glare and unnecessary diffusion on adjacent property.
6. The maximum height of any lighting pole serving a multi-family residential use shall be twenty feet. The maximum height serving any other type of use shall be twenty-five feet, except in parking lots larger than five acres, the maximum height shall be thirty-five feet if the pole is located at least one hundred feet from any residential use.
7. Floodlights shall not be utilized to light all or any portion of a building facade between ten p.m. and six a.m.
8. Lighting on outdoor canopies shall be fully recessed into the canopy and shall not protrude downward beyond the ceiling of the canopy.
9. All outdoor light not necessary for security purposes shall be reduced, activated by motion sensor detectors, or turned off during non-operating hours.
10. Light fixtures used to illuminate flags, statues, or any other objects mounted on a pole, pedestal, or platform shall use a narrow cone beam of light that will not extend beyond the illuminated object.
11. For upward-directed architectural, landscape, and decorative lighting, direct light emissions shall not be visible above the building roofline.
12. No flickering or flashing lights shall be permitted, except for temporary decorative seasonal lighting.
13. Lighting for outdoor recreational uses such as ball fields, playing fields, tennis courts, and similar uses, are allowed a light post height up to eighty feet in height.
14. Main building entrances shall be well lighted and visible from any transit street. The minimum lighting level for building entries fronting on a transit street shall be three foot-candles.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.085 Refuse and recycling standards for commercial, industrial, office, institutional, and multi-family developments.

The purpose and intent of these provisions is to provide an efficient, safe and convenient refuse and recycling enclosure for the public as well as the local collection firm. All new development, change in property use, expansions, or exterior alterations to uses, other than single-family detached residential units, duplexes, triplexes, quadplexes, townhouses, cottage clusters or accessory dwelling units (ADUs), shall include a refuse and recycling enclosure. The area(s) shall be:

A. Fully enclosed and visually screened;

B. Located in a manner easily and safely accessible by collection vehicles;

C. Located in a manner so as not to hinder travel lanes, walkways, streets or adjacent properties;

D. On a level, hard surface designed to discharge surface water runoff and avoid ponding;

E. Maintained by the property owner;

F. Used only for purposes of storing solid waste and recyclable materials;

G. Designed in accordance with applicable sections of the Oregon City Municipal Code (including OCMC 8.20, Solid Waste Collection and Disposal) and city adopted policies.

Enclosures are encouraged to be sized appropriately to meet the needs of current and future tenants and designed with sturdy materials which are compatible to the primary structure(s).

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.62.090 Implementation.

A. Applications for site plan and design review shall be reviewed in the manner provided in OCMC 16.12 and 17.50. The building official may issue a certificate of occupancy only after the improvements required by site plan and design review approval have been completed, or a schedule for completion and a bond or other financial guarantee have been accepted by the city.

B. In performing site plan and design review, the review authority shall consider the effect of additional financial burdens imposed by such review on the cost and availability of needed housing types. Consideration of such factors shall not prevent the imposition of conditions of approval found necessary to meet the requirements of this section. The cost of such conditions of approval shall not unduly increase the cost of housing beyond the minimum necessary to achieve the provisions of this title, nor shall such cost prevent the construction of needed housing types.

C. The site plan and design review provisions of this chapter shall not be applied to reduce the density or height of an application for a development project that reserves at least seventy-five percent of the gross floor area for housing where the proposed density or height is at or below what is allowed in the base zone, except in the following situations:

1. Where the reduction in density is required for development subject to historic overlay provision in OCMC 17.40; or

2. Where the reduction in density is necessary to resolve a health, safety or habitability issue, or to comply with the natural resource overlay district regulations of OCMC 17.49, the geologic hazard overlay district regulations of OCMC 17.44, or the floodplain management overlay district regulations of OCMC 17.42 or steep slope regulations.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

Chapter 17.04 DEFINITIONS

[Note: the following is a list of new or amended definitions intended to implement CFEC code requirements) – these definitions will be numbered in the Municipal Code when codified.]

Change of Use

"Change of Use" means a type of development in which the principal use for an existing site or building is changed to a new different use, but not including a change of ownership, tenancy, or management where the previous nature of the use, line of business, or other function is substantially unchanged. A change of use may or may not require land use approval depending on the scale and type of use proposed. For example, if an existing warehouse in an industrial zone were to be converted to a manufacturing facility, and both the existing and the proposed use are permitted in the zone, a change of use is occurring, however, land use review would be limited to only the aspects of the use that are changing. See also definition for "Development".

Electrical Service Capacity

"Electrical service capacity" means:

(a) Building electrical service, sized for the anticipated load of electric vehicle charging stations, that has overcurrent devices necessary for electric vehicle charging stations or has adequate space to add the overcurrent devices;

(b) Designated space within a building to add electrical service with capacity for electric vehicle charging stations; or

(c) A designated location on building property, in or adjacent to a landscaped area, for installing remote service for electric vehicle charging stations; and

(d) A conduit system installed from building electrical service, or from the dedicated spaces or locations described in subparagraph (A) of this paragraph, to parking spaces that can support, at a minimum, electrical wiring for installation of level 2 electric vehicle charging stations and, if the conduit is for future installation of electric vehicle charging stations, that labels both ends of the conduit to mark the conduit as provided for future electric vehicle charging stations.

Electric vehicle charging station

"Electric vehicle charging station" means a device or facility for delivering electricity for motor vehicles that use electricity for propulsion.

Frequent Transit Corridor

"Frequent Transit Corridor" means:

(a) Priority transit corridors designated under OAR 660-012-0710; or
(b) Corridors with transit service arriving with a scheduled frequency of at least four times an hour during peak service; or
(c) If no corridor qualifying under subsection (b), corridors with the most frequent transit service in the community if the scheduled frequency is at least once per hour during peak service.

Level 2 electric vehicle charging station

"Level 2 electric vehicle charging station" means an electric vehicle charging station that uses 240V AC electricity for charging an EV.

Mixed Use Development

"Mixed Use Development" means

Existing language in code: "more than one type of land use occupies a single structure or parcel of land."

or:

The development of a single property, or contiguous properties under single ownership, with a building or buildings which comprise two or more different land uses including residential, office, retail, recreational, light industrial, institutional, and other listed uses where permitted.

New Parking Lot

"New parking lot" or space means any of the following:

(a) New parking lot area or space where no parking previously existed.

(b) Removal and replacement of pavement and subgrade of existing parking areas greater than six inches deep (6").

(c) The term new parking lot does not apply to crack and chip sealing, patching, repaving over existing subgrade or selective repair of damaged areas less than six inches (6").

New Parking lot area.

"New parking lot area" means all surface area on which a vehicle can drive, including all parking stalls, all drives and drive-through lanes within the property regardless of length, and all maneuvering areas regardless of depth. New parking lot area does not include areas not used by passenger vehicles such as loading areas or outdoor storage.

Oregon City Regional Center

Oregon City Regional Center means the area indicated on the adopted Regional Center Map for downtown and North End Areas of the City that implements the Metro Region 2040 Center Concept for Oregon City. The Regional Center spans the area from the former paper mill to Clackamette Cove and the intersection of OR-213 / I-205 / OR 99E, from the banks of the Willamette and Clackamas Rivers to the bluff, and areas on both sides of McLoughlin Boulevard. The majority of the Oregon City Regional Center is zoned Mixed Use Downtown, although other zone districts are present within the boundary of the Regional Center.

Oregon Residential Reach Code

"Oregon Residential Reach Code" means a statewide optional energy construction standard approved by the Building Codes Division. It is separate from the state building code and applicable at the designer's and contractor's discretion.

Small scale mobility device

"Small scale mobility device" means electric bicycles, electric scooters, and other personal electric assistive mobility devices such as electric wheelchairs.

Surface Parking

"Surface Parking" means the area measured around the perimeter of all new parking spaces, maneuvering areas, and interior landscaping.

Underused parking

"Underused parking" means parking lots or facilities that are below 50% of capacity most or all of the time.

17.04.595 Institutional development.

"Institutional development" includes all public, semi-public and private community facilities and uses, including government office and maintenance facilities, educational facilities, research institutions, correctional institutions, museums, libraries, stadiums, hospitals, residential facilities, auditoriums and convention or meeting halls, churches, parks and public recreational facilities, automobile parking structures, and other similar facilities and uses.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019)

17.08.025 Conditional uses.

The following uses are permitted in the R-10, R-8 and R-6 districts when authorized by and in accordance with the standards contained in OCMC 17.56:

A. Golf courses, except miniature golf courses, driving ranges or similar commercial enterprises;

B. Bed and breakfast inns/boarding houses;

C. Cemeteries, crematories, mausoleums and columbariums;

D. Child care centers and nursery schools;

E. Emergency service facilities (police and fire), excluding correctional facilities;

F. Residential facilities;

G. Private and/or public educational or training facilities;

H. Public utilities, including sub-stations (such as buildings, plants and other structures);

I. Religious institutions;

J. Assisted living facilities; nursing homes and group homes for over fifteen patients.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019)

17.10.025 Conditional uses.

The following uses are permitted in the R-5 and R-3.5 districts when authorized by and in accordance with the standards contained in OCMC 17.56:

A. Golf courses, except miniature golf courses, driving ranges or similar commercial enterprises;

B. Bed and breakfast inns/boarding houses;

C. Cemeteries, crematories, mausoleums and columbariums;

D. Child care centers and nursery schools;

E. Emergency service facilities (police and fire), excluding correctional facilities;

F. Residential facilities;

G. Private and/or public educational or training facilities;

H. Public utilities, including sub-stations (such as buildings, plants and other structures);

I. Religious institutions;

J. Assisted living facilities; nursing homes and group homes for over fifteen patients;

K. Live/work dwellings.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019)

17.12.020 Permitted uses.

Permitted uses in the R-2 district are:

A. Accessory dwelling units for existing single-family detached residential units constructed prior to the effective date of the ordinance codified in this chapter;

B. Duplexes;

C. Triplexes;

D. Quadplexes;

E. Townhouses;

F. Multi-family residential;

G. Cottage clusters;

H. Residential facilities;

I. Accessory buildings;

J. Parks, playgrounds, playfields and community or neighborhood centers;

K. Home occupations;

L. Family day care providers;

M. Temporary real estate offices in model homes located on and limited to sales of real estate on a single piece of platted property upon which new residential buildings are being constructed;

N. Management and associated offices and buildings necessary for the operations of a multi-family residential development;

O. Transportation facilities.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.29.020 Permitted uses—MUC-1 and MUC-2.

A. Banquet, conference facilities and meeting rooms.

B. Bed and breakfast/boarding houses, hotels, motels, and other lodging facilities.

C. Child care centers and/or nursery schools.

D. Indoor entertainment centers and arcades.

E. Health and fitness clubs.

F. Medical and dental clinics, outpatient; infirmary services.

G. Museums, libraries and cultural facilities.

H. Offices, including finance, insurance, real estate and government.

I. Outdoor markets, such as produce stands, craft markets and farmers markets that are operated on the weekends and after six p.m. during the weekday.

J. Postal services.

K. Parks, playgrounds, playfields and community or neighborhood centers.

L. Repair shops, for radio and television, office equipment, bicycles, electronic equipment, shoes and small appliances and equipment.

M. Multi-family residential, triplexes and quadplexes.

N. One or two dwelling units in conjunction with a nonresidential use, provided that the residential use occupies no more than fifty percent of the total square footage of the development.

O. Restaurants, eating and drinking establishments without a drive-through.

P. Services, including personal, professional, educational and financial services; laundry and dry-cleaning.

Q. Retail trade, including grocery, hardware and gift shops, bakeries, delicatessens, florists, pharmacies, specialty stores, marijuana, and similar, provided the maximum footprint for a stand-alone building with a single store or multiple buildings with the same business does not exceed sixty thousand square feet.

R. Seasonal sales.

S. Residential facilities, assisted living facilities; nursing homes and group homes for over fifteen patients licensed by the state.

T. Studios and galleries, including dance, art, photography, music and other arts.

U. Utilities: Basic and linear facilities, such as water, sewer, power, telephone, cable, electrical and natural gas lines, not including major facilities such as sewage and water treatment plants, pump stations, water tanks, telephone exchanges and cell towers.

V. Veterinary clinics or pet hospitals, pet day care.

W. Home occupations.

X. Research and development activities.

Y. Temporary real estate offices in model dwellings located on and limited to sales of real estate on a single piece of platted property upon which new residential buildings are being constructed.

Z. Transportation facilities.

AA. Live/work dwellings.

BB. Accessory dwelling unit in conjunction with a legally established non-conforming single-family dwelling.

CC. Duplex.

DD. After-hours public parking.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 13-1003, § 1(Exh. 1), 7-17-2013; Ord. No. 13-1017, § 1(Exh. 1), 4-16-2014; Ord. No. 16-1008, § 1(Exh. A), 10-19-2016, ballot 11-8-2016; Ord. No. 18-1005, § 1(Exh. A), 5-2-2018; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.34.020 Permitted uses.

Permitted uses in the MUD district are defined as:

A. Banquet, conference facilities and meeting rooms;

B. Bed and breakfast/boarding houses, hotels, motels, and other lodging facilities;

C. Child care centers and/or nursery schools;

D. Indoor entertainment centers and arcades;

E. Health and fitness clubs;

F. Medical and dental clinics, outpatient; infirmary services;

G. Museums, libraries and cultural facilities;

H. Offices, including finance, insurance, real estate and government;

I. Outdoor markets, such as produce stands, craft markets and farmers markets that are operated on the weekends and after six p.m. during the weekday;

J. Postal services;

K. Repair shops, for radio and television, office equipment, bicycles, electronic equipment, shoes and small appliances and equipment;

L. Multi-family residential, triplexes and quadplexes;

M. One or two units in conjunction with a nonresidential use provided that the residential use occupies no more than fifty percent of the total square footage of the development;

N. Restaurants, eating and drinking establishments without a drive-through;

O. Services, including personal, professional, educational and financial services; laundry and dry-cleaning;

P. Retail trade, including grocery, hardware and gift shops, bakeries, delicatessens, florists, pharmacies, specialty stores provided the maximum footprint of a freestanding building with a single store does not exceed sixty thousand square feet (a freestanding building over sixty thousand square feet is allowed as long as the building contains multiple stores);

Q. Seasonal sales;

R. Residential facilities, assisted living facilities; nursing homes and group homes for over fifteen patients licensed by the state;

S. Studios and galleries, including dance, art, photography, music and other arts;

T. Utilities: Basic and linear facilities, such as water, sewer, power, telephone, cable, electrical and natural gas lines, not including major facilities such as sewage and water treatment plants, pump stations, water tanks, telephone exchanges and cell towers;

U. Veterinary clinics or pet hospitals, pet day care;

V. Home occupations;

W. Research and development activities;

X. Temporary real estate offices in model dwellings located on and limited to sales of real estate on a single piece of platted property upon which new residential buildings are being constructed;

Y. Transportation facilities;

Z. Live/work dwellings;

AA. After-hours public parking;

BB. Marinas;

CC. Religious institutions;

DD. Mobile food units outside of the downtown design district.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.35.030 Conditional uses.

The following uses are permitted in this district when authorized and in accordance with the process and standards contained in OCMC 17.56:

A. Emergency services;

B. Hospitals;

C. Assisted living facilities; nursing homes, residential facilities and group homes for over fifteen patients;

D. Parking not in conjunction with a primary use on private property, excluding after-hours public parking;

E. Retail trade, including grocery, hardware and gift shops, bakeries, delicatessens, florists, pharmacies and specialty stores in a freestanding building with a single store exceeding forty thousand square feet;

F. Public facilities such as sewage and water treatment plants, water towers and recycling and resource recovery centers;

G. Industrial uses including food and beverage production, design, light manufacturing, processing, assembly, packaging, fabrication and treatment of products made from previously prepared or semi-finished materials that exceed sixty thousand square feet;

H. Public utilities and services such as pump stations and sub-stations;

I. Stadiums and arenas.

(Ord. No. 14-1016, § 1(Att. B), 11-5-2014; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

Chapter 17.52 OFF-STREET PARKING AND LOADING[1]

17.52.005 Purpose

The purpose of this chapter is…

A. To ensure that off-street parking is well-designed, efficiently used and compatible with adjacent land uses and the transportation system, and provides safe internal circulation for temporary parking of vehicles, pedestrians, bicycles, small scale mobility devices and transit needs;

C. To regulate the number of spaces, access, dimensions, tree canopy, landscaping, surfacing and drainage of parking areas;

D. To provide incentives for repurposing, reusing and reducing underused and unneeded parking areas and impervious areas used for parking.

CFEC Requirement

N/A

Explanation

Although not required for CFEC compliance, this adds a purpose statement to clarify the chapter's intent. The "Applicability" section below should remain a distinct section from the "Purpose" section.

17.52.010 Applicability.

The construction of a new structure or parking lot, or alterations to the size or use of an existing structure, parking lot or property use shall require site plan review approval and compliance with this chapter. This chapter does not apply to residential developments including single-family detached residential dwellings, duplexes, townhouses, tri- or 3-plexes, quad- or 4-plexes, and cottage clusters. Multi-family and commercial mixed-use development with five or more units shall demonstrate compliance with these standards through the Site Plan and Design Review process per OCMC 17.62.

[1]Editor's note(s)—Ord. No. 18-1009, § 1(Exh. A), adopted July 3, 2019, amended Chapter 17.52 in its entirety to read as herein set out. Former Chapter 17.52, §§ 17.52.010—17.52.090, pertained to similar subject matter, and derived from Ord. No. 10-1003, adopted July 7, 2010; Ord. No. 13-1003, adopted July 17, 2013; Ord. No. 14-1016, adopted November 5, 2014 and Ord. No. 18-1005, adopted May 2, 2018.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Explanation

Oregon City complies per OCMC 17.52.010 – Applicability, but this addition now expressly mentions triplex and 4-plexes for clarity.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.52.015 Planning commission adjustment of parking standards.

A. Purpose. The purpose of permitting a planning commission adjustment to parking standards is to provide for flexibility in modifying parking standards in all zoning districts, without permitting an adjustment that would adversely impact the surrounding or planned neighborhood. Adjustments provide flexibility to those uses which may be extraordinary, unique, or provide greater flexibility for areas that can accommodate a denser development pattern based on existing infrastructure and ability to access the site by means of walking, biking or transit. An adjustment to a minimum parking standard may be approved based on a determination by the planning commission that the adjustment is consistent with the purpose of this code, and the approval criteria can be met.

B. Procedure. A request for a planning commission parking adjustment shall be initiated by a property owner or authorized agent by filing a land use application. The application shall be accompanied by a site plan, drawn to scale, showing the dimensions and arrangement of the proposed development and parking plan, the extent of the adjustment requested along with findings for each applicable approval criteria. A request for a parking adjustment shall be processed as a Type III application as set forth in Chapter 17.50.

C. Approval criteria for the adjustment are as follows:

1. Documentation. The applicant shall document that the individual project will require an amount of parking that is different from that required after all applicable reductions have been taken.

2. Parking Analysis for Surrounding Uses and On-Street Parking Availability. The applicant shall show that there is a continued fifteen percent parking vacancy in the area adjacent to the use during peak parking periods and that the applicant has permission to occupy this area to serve the use pursuant to the procedures set forth by the community development director.

a. For the purposes of demonstrating the availability of on street parking as defined in OCMC 17.52.020.B.3, the applicant shall undertake a parking study during time periods specified by the community development director. The time periods shall include those during which the highest parking demand is anticipated by the proposed use. Multiple observations during multiple days shall be required. Distances are to be calculated as traversed by a pedestrian that utilizes sidewalks and legal crosswalks or an alternative manner as accepted by the community development director.

b. The on-site parking requirements may be reduced based on the parking vacancy identified in the parking study. The amount of the reduction in on-site parking shall be calculated as follows:

i. Vacant on-street parking spaces within three hundred feet of the site will reduce on-site parking requirements by 0.5 parking spaces; and

ii. Vacant on-street parking spaces between three hundred and six hundred feet of the site will reduce on-site parking requirements by 0.2 parking spaces.

3. Function and Use of Site. The applicant shall demonstrate that modifying the amount of required parking spaces will not significantly impact the use or function of the site and/or adjacent sites.

4. Compatibility. The proposal is compatible with the character, scale and existing or planned uses of the surrounding neighborhood.

5. Safety. The proposal does not significantly impact the safety of adjacent properties and rights-of-way.

6. Services. The proposal will not create a significant impact to public services, including fire and emergency services.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.020 Number of automobile spaces.

A. Exemptions. The City shall not require a minimum number of parking spaces in the following situations.

1. Residential developments with more than one unit on a single Lot of Record as defined by 17.04.695.

2. Developments on a lot or parcel that includes lands within one-half (1/2) mile walking distance of a frequent transit corridor.

3. Per OAR 660-012-0435, no off-street parking is required within the Oregon City Regional Center, and within one-quarter mile of the Oregon City Regional Center.

4. Facilities and homes designed to serve people with psychosocial, physical, intellectual or developmental disabilities, including but not limited to a: residential care facility, residential training facility, residential treatment facility, residential training home, residential treatment home, and conversion facility as defined in ORS 443.400;

5. Child care facility as defined in ORS 329A.250;

6. Residential units smaller than 750 square feet;

7. Single-room occupancy housing;

8. Affordable housing as defined in OAR 660-039-0010;

9. Publicly supported housing as defined in ORS 456.250;

10. Emergency and transitional shelters for people experiencing homelessness; and

11. Domestic violence shelters.

12. Change of use of or redevelopment of buildings vacant for more than two years provided the applicant provides evidence that the building was vacant for two years prior to the date of application/permit submittal.

13. Change of use or redevelopment where at least 50 percent of the building floor area is retained.

14. Expansion of existing businesses provided that the cumulative expansion within one calendar year does not exceed 30 percent of the existing building footprint.

15. Designated historic buildings and landmarks pursuant to OCMC 17.40.030 – Historic Overlay District.

16. Commercial properties with fewer than ten (10) on-site employees or 3,000 square feet of floor space.

17. Developments built under the Oregon Residential Reach Code.

18. Developments seeking certification under any Leadership in Energy and Environmental Design (LEED) rating system.

19. Schools as defined in OCMC 17.04

20. Bars and taverns
21. Mixed-use development.
22. A change in use within an existing habitable building located in the MUD design district or the Willamette Falls Downtown District is exempt from additional parking requirements. Additions to an existing building and new construction that do not constitute cumulative expansion more than 30% within one calendar year are required to meet the minimum parking requirements for the areas as specified in Table 17.52.020 for the increased square footage.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

Explanation

The new exemption section implements the majority of CFEC requirements in OAR 660-012-0425 and 660-012 0430 into one part of the code, although there is some redundancy with Table 17.52.020 which displays minimum and maximum parking by specific use in a tabular format. References to "minimum" and "required" parking have been removed in accordance with CFEC guidance, where needed.

B. Where new parking is proposed the number of parking spaces shall comply with the minimum and maximum ratio listed in Table 17.52.020. The maximum parking requirements are based on spaces per one thousand square feet net leasable area unless otherwise stated.

Table 17.52.020

Land Use	Minimum and Maximum Parking	
	Minimum	Maximum
Bars and taverns	Not required	
Cottage cluster	Not required	
Multi-family residential(no studio units)	1.00 per unit	2 per unit
Multi-family residential, studio unit or one-bedroom	Not required	1.2 per unit
Triplex and quadplex	Not required	4
Hotel, motel	1.0 per guest room	1.25 per guest room
Correctional Institution	1 per 7 beds	1 per 5 beds
Senior housing, including congregate care, residential care and assisted living facilities; nursing homes and other types of group homes	Not required	1 per 5 beds
Hospital	2.00	4.00
Preschool nursery/kindergarten	Not required	3.00
Elementary/middle school	Not required	1 per classroom + 1 per administrative employee + 0.25 per seat in auditorium/assembly room/stadium
High school, college, commercial school for adults	Not required	0.30 per # staff and students
Auditorium, meeting room, stadium, religious assembly building, movie theater	.25 per seat	0.5 per seat

Retail store, shopping center, restaurants	4.10	5.00
Office	2.70	3.33
Medical or dental clinic	2.70	3.33
Sports club, recreation facilities	Case specific	5.40
Storage warehouse, freight terminal	0.30	0.40
Manufacturing, wholesale establishment	1.60	1.67
Light industrial, industrial park	1.3	1.60

1. Mixed Uses. Unless exempt under (A), in the event several land uses occupy a single structure or parcel of land, the total requirements for off-street parking shall be the sum of the requirements of the several uses computed separately.
2. Requirements for types of buildings and uses not specifically listed herein shall be determined by the community development director, based upon the requirements of comparable uses listed.
3. Where calculation in accordance with the above list results in a fractional space, any fraction less than one-half shall be disregarded and any fraction of one-half or more shall require one space.
4. Fleet vehicle parking shall be accommodated within the maximum parking ratio, except that in GI, CI, and MUE zones, fleet vehicle parking may be included in a parking lot in addition to the maximum number of permitted parking spaces.
5. For land uses with more than 65,000 square feet of floor area, surface parking may not consist of more area than the floor area of the building.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

Explanation

Table 17.52.020 displays minimum and maximum parking by specific use in a tabular format. References to "minimum" and "required" parking have been removed in accordance with CFEC guidance, where needed.

C. Parking requirements can be met on-site or off-site through one or more of the following options:

1. Parking may be located on the same site as the associated use which it is supporting.
2. Mixed Uses. If more than one type of land use occupies a single structure or parcel of land and the uses operate on different days or at different times of the day the total requirements may be reduced accordingly.
3. Shared Parking. Provision of shared parking shall be permitted in order to meet parking requirements. Shared parking facilities for two or more uses, structures, or parcels of land shall provide sufficient proof of the right of joint use in a form acceptable to the Community Development Director.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Explanation

Shared parking is currently addressed within OCMC 17.52.20(B)(3) as a permissible path to meet parking requirements. This can be kept as-is for the area where parking requirements will be retained. However, more general language will be needed establishing the permissibility of shared parking. Potential language follows.

"Parking facilities for two or more uses, structures, or parcels of land may be shared, provided that the right of joint use is evidenced by a recorded deed, lease, contract, or similar written instrument authorizing the joint use."

4. On-Street Parking. On-street parking may be counted toward on-site parking when it is on the street face abutting the subject land use. An on-street parking space shall not obstruct a required clear vision area and it shall not violate any law or street standard. On-street parking for commercial uses requesting this shall conform to the following standards:

    a. Dimensions. The following constitutes one on-street parking space:

        i. Parallel parking: Twenty-two feet of uninterrupted and available curb;

        ii. Forty-five and/or sixty-degree diagonal parking: Fifteen feet of curb;

        iii. Ninety-degree (perpendicular) parking: Twelve feet of curb.

    iv. Public Use Required for Credit. On-street parking spaces counted toward meeting the parking requirements of a specific use shall not be used exclusively by that use, but shall be available for general public use at all times. Signs or other actions that limit general public use of on-street spaces are prohibited.

    b. The public works director shall allow conversion of on-street parking spaces to other uses including bicycle parking, mini-parks, tree canopy, wind and solar power, transit-oriented facilities and pedestrian enhancement projects when consistent with public works standards and policies and in accordance with OCMC chapters 12.04, 12.08, and 16.12

5. Garage parking spaces and driveways at least 20 feet deep shall count towards off-street parking.

6. Off-site parking. Required parking spaces may be provided offsite, within 2,000 feet pedestrian travel of a site. If any non-loading parking is provided on site, all required parking for people with disabilities shall be on site. If all parking is offsite, parking for people with disabilities must be located within the shortest possible distance of an accessible entrance via an accessible path and no greater than 200 feet from that entrance.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Explanation

Adds two new prescriptive requirements to comply with CFEC addressing explicitly counting driveway spaces and garages towards parking.

Additional revisions were required in response to comments from DLCD to remove language inconsistent with the rule. DLCD considers land use regulations to be compliant with the 'facilitate' provision of this rule if the shared parking process does not involve applicability limitations, approval criteria, or an application process that discourages shared parking through unreasonable cost or delay.

C. Reduction of the Number of the Minimum Automobile Spaces Required. Any combination of the reductions below is permitted unless otherwise noted. The reductions may be cumulative and not capped.

1.. Tree Preservation. The community development director may grant an adjustment to any standard of this requirement provided that the adjustment preserves any tree greater than 20 inches in diameter so that the reduction in the amount of required pavement can help preserve existing healthy trees in an undisturbed, natural condition.

2.. Transportation Demand Management. The community development director shall reduce the required number of parking stalls up to twenty-five percent when a parking-traffic study prepared by a traffic engineer demonstrates alternative modes of transportation, including transit, bicycles, and walking, and/or special characteristics of the customer, client, employee or resident population will reduce expected vehicle use and parking space demand for this development, as compared to standard Institute of Transportation Engineers vehicle trip generation rates and further that the transportation demand management program promotes or achieves parking utilization lower than minimum city parking requirements.

A transportation demand management (TDM) program shall be developed to include strategies for reducing vehicle use and parking demand generated by the development and will be measured annually. If, at the annual assessment, the city determines the plan is not successful, the plan may be revised. If the city determines that no good-faith effort has been made to implement the plan, the city may take enforcement actions.

3. Parking stalls may be reduced by up to ten percent when the subject property is adjacent to an existing or planned fixed public transit route or within one thousand feet of an existing or planned transit stop.

4. Parking shall be reduced by one off-street parking space for each three kilowatts of capacity in solar panels or wind power that will be provided in a development.

5. Parking shall be reduced by one off-street parking space for each dedicated car sharing parking space in a development. These spaces shall be clearly signed or marked appropriately.

6. Parking mandates shall be reduced by two off-street parking spaces for every electric vehicle charging station provided in a development.

7. Parking mandates shall be reduced by one off-street parking space for every two units in a development that are fully accessible to people with mobility disabilities.

CFEC Requirement

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

Explanation

This is largely self-explanatory, and the additions are prescriptive. One could use the term "receive credit for" as an alternative to "shall be reduced by" in the context of this section.

Additional revisions were required in response to comments from DLCD for consistency with state rules.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.52.025 Reuse and redevelopment of parking allowed

A. Purpose. The purpose of this section is to encourage other beneficial uses within parking areas, especially in situations where parking is underused as defined in OCMC 17.04.

B. Property owners shall be allowed to redevelop, remove, reuse and repurpose any portion of any existing off-street parking areas for bicycle-oriented, pedestrian-oriented or transit supportive facilities including but not limited to bicycle parking, bus stops and pull-outs, transit shelters, and park and ride stations. These requests may be approved through the Type I Site Plan and Design Review application process in OCMC 17.62.030.

C. In applying (A) and (B) above, property owners shall be permitted to reduce existing mandated minimum parking, access for emergency vehicles must be retained, and adequate parking for loading areas shall be consistent pursuant to OCMC 17.52.090 – Loading Areas.

CFEC Requirement

Allow redevelopment of a portion of a parking lot for bike or transit uses (660-012-0405(1)(b))

Allow and encourage redevelopment of underused parking (660-012-0405(2))

Explanation

This is largely self-explanatory, and the additions are prescriptive. The current code does not clearly articulate redevelopment of parking for bike or transit uses. New language added to the code to explicitly allow for this to allow redevelopment of any portion of any parking area, and to allow redevelopment of underused parking. The City can still require review for new or expanded uses or structures.

A definition of "underused parking" will be added to 17.04 to provide clarity; "parking lots or facilities that are below 50% of capacity most or all of the time."

Additional revisions were required in response to comments from DLCD to clarify that redevelopment of any portion of any parking area is permitted, not just 'underused' parking, and to specifically allow reductions below minimums.

17.52.030 Standards for automobile parking.

A. Access. Ingress and egress locations on public thoroughfares shall be located in the interests of public traffic safety and meet requirements of OCMC 16.12.035. Groups of more than four parking spaces shall be so

located and served by driveways so that their use will require no backing movements or other maneuvering within a street right-of-way other than an alley.

B. Surfacing. Required off-street parking spaces and access aisles shall have paved surfaces adequately maintained. The use of pervious asphalt/concrete and alternative designs that reduce stormwater runoff and improve water quality pursuant to the city's stormwater and low impact development design standards are encouraged.

C. Drainage. Drainage shall be designed in accordance with the requirements of OCMC 13.12 and the city public works stormwater and grading design standards.

D. Dimensional Standards.

1. Requirements for parking developed at varying angles are according to the table included in this section. A parking space shall not be less than seven feet in height when within a building or structure, and shall have access by an all-weather surface to a street or alley. Parking stalls in compliance with the American with Disabilities Act may vary in size in order to comply with the building division requirements. Up to thirty-five percent of the parking shall be compact, while the remaining required parking stalls may be designed to standard dimensions. The community development director may approve alternative dimensions for parking stalls which comply with the intent of this chapter.

2. Alternative Parking/Plan. Any applicant may propose an alternative parking plan. Such plans are often proposed to address physically constrained or smaller sites, however innovative designs for larger sites may also be considered. In such situations, the community development director may approve an alternative parking lot plan with variations to parking dimensions of this section. The alternative shall be consistent with the intent of this chapter and shall create a safe space for automobiles and pedestrians while providing landscaping of the quantity and quality found within standard parking lot landscaping requirements.

CFEC Requirement

N/A.

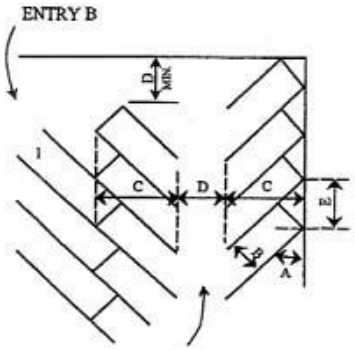
Explanation

Revisions for clarification. Staff will continue to review any parking, if required, for compliance with applicable dimensional standards.

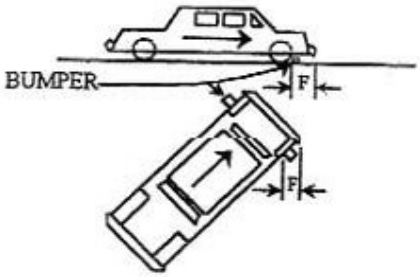
Parking Standard
Parking Angle Space Dimensions

A Parking Angle		B Stall Width	C Stall to Curb	D Aisle Width	E Curb Length	F Overhang
0 degrees		8.5	9.0	12	20	0
30 degrees	Standard Compact	9' 8'	17.3' 14.9'	11' 11'	18' 16'	
45 degrees	Standard Compact	8.5 8.5	19.8' 17.0'	13' 13'	12.7' 11.3'	1.4
60 degrees	Standard Compact	9' 8'	21' 17.9'	18' 16'	10.4' 9.2'	1.7
90 degrees	Standard Compact	9' 8'	19.0' 16.0'	24' 22'	9' 8'	1.5

All dimensions are to the nearest tenth of a foot.



TYPICAL PARKING LAYOUT
ENTRY A



NOTE: SPACE 1 CONTINGENT UPON ENTRY B
OVERHANG

NOTE: Overhang dimensions are intended to indicate possible location from parking area edge for location of bumpers.

E. Carpool and Vanpool Parking.

1. Designated employee parking areas in new developments with fifty (50) or more parking spaces, and new hospitals, government offices, group homes, nursing and retirement homes, schools and transit park-and-ride facilities with fifty or more parking spaces, shall designate at least five percent, but not fewer than two, of those spaces for exclusive carpool and vanpool parking. The required carpool and vanpool parking spaces shall be located closer to the main employee, student or commuter entrance than all other employee, student or commuter parking spaces with the exception of ADA accessible parking spaces. The carpool/vanpool spaces shall be clearly marked or signed "Reserved — Carpool/Vanpool Only."

2. The standards in E(1) shall not apply to projects where seventy-five percent or more of the floor area is residential.

CFEC Requirement

Preferential placement of carpool/vanpool parking (660-012-0405(1)(a)).

Explanation

OCMC 17.52.030(E) currently requires preferential parking for carpools/vanpools for many developments. Oregon City's requirements meet or exceed those from the new OAR, which is limited in applicability to only "designated employee areas." However, the threshold for applicability for these new parking areas is 50 spaces, so the OCMC will need to be slightly updated to meet this.

Additional revisions were required in response to comments from DLCD to clarify applicability to designated employee parking areas .

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.040 Bicycle parking standards.

A. Purpose—Applicability. To encourage bicycle transportation to help reduce principal reliance on the automobile, and to ensure bicycle safety and security, bicycle parking shall be provided in conjunction with all uses other than exclusively residential use with less than five dwellings on-site (excluding cottage clusters).

B. Number of Bicycle Spaces Required. For any use not specifically mentioned in Table A, the bicycle parking requirements shall be the same as the use which, as determined by the community development director, is most similar to the use not specifically mentioned. Calculation of the number of bicycle parking spaces required shall be determined in the manner established in OCMC 17.52.020 for determining automobile parking space requirements. Modifications to bicycle parking requirements may be made through the site plan and design, conditional use, or master plan review process.

Table A Required Bicycle Parking Spaces*

Where two options for a requirement are provided, the option resulting in more bicycle parking applies. Where a calculation results in a fraction, the result is rounded up to the nearest whole number.

Use	Minimum Bicycle Parking	Minimum Bicycle Parking — Covered —
Multi-family (five or more units)	1 per 2 units (minimum of 2)	0.5 spaces per unit (minimum of 1)
Mixed-use with five or more residential units	1 per 2 units (minimum of 2)	0.5 spaces per unit (minimum of 1)
Correctional institution	1 per 15 auto spaces (minimum of 2)	30% (minimum of 1)
Nursing home or care facility	1 per 30 auto spaces (minimum of 2)	30% (minimum of 1)
Hospital	1 per 20 auto spaces (minimum of 2)	30% (minimum of 1)
Park-and-ride lot	1 per 5 auto spaces (minimum of 2)	50% (minimum of 1)
Transit center	1 per 5 auto spaces (minimum of 2)	50% (minimum of 1)
Parks and open space	1 per 10 auto spaces (minimum of 2)	0%
Public parking lots	1 per 10 auto spaces (minimum of 2)	50% (minimum of 1)

Automobile parking structures	1 per 10 auto spaces (minimum of 4)	80% (minimum of 2)
Religious institutions, movie theater, auditorium or meeting room	1 per 10 auto spaces (minimum of 2)	30% (minimum of 1)
Libraries, museums	1 per 5 auto spaces (minimum of 2)	30% (minimum of 1)
Preschool, nursery, kindergarten	2 per classroom (minimum of 2)	50% (minimum of 1)
Elementary	4 per classroom (minimum of 2)	50% (minimum of 1)
Junior high and High school	2 per classroom (minimum of 2)	50% (minimum of 2)
College, business/commercial schools	2 per classroom (minimum of 2)	50% (minimum of 1)
Swimming pools, gymnasiums, ball courts	1 per 10 auto spaces (minimum of 2)	30% (minimum of 1)
Retail stores and shopping centers	1 per 20 auto spaces (minimum of 2)	50% (minimum of 2)
Retail stores handling exclusively bulky merchandise such as automobile, boat or trailer sales or rental	1 per 40 auto spaces (minimum of 2)	0%
Bank, office	1 per 20 auto spaces (minimum of 2)	50% (minimum of 1)
Medical and dental clinic	1 per 20 auto spaces (minimum of 2)	50% (minimum of 1)
Eating and drinking establishment	1 per 20 auto spaces (minimum of 2)	0%
Gasoline service station	1 per 10 auto spaces (minimum of 2)	0%

[*] Covered bicycle parking is not required for developments with two or fewer parking stalls.

CFEC Requirement

Bicycle Parking Requirements (OAR 660-012-0630)

Minimum bicycle parking requirements for certain uses (660-012-630(2))

Covered bicycle parking required for multifamily and mixed-use residential (660-012-630(3))

Explanation

OCMC 17.52.040 Table A specifies bicycle parking requirements, and includes a minimum requirement for all uses specified by this rule. Cities must require at least 0.5 stalls per unit in covered bicycle parking for multi-family and mixed use residential uses. While Oregon City requires 50% of bike parking stalls to be covered, because it only requires one stall per 10 units it does not meet the letter of this rule. The easiest way to meet the requirement would be to change the covered parking requirement in the first row of Table A to the numerical requirement rather than a percentage, updating the header as needed.

C. Design Standards.

1. Bicycle parking facilities shall be in the form of a lockable enclosure on-site, secure room in a building on-site, a covered or uncovered rack on-site, or within the adjacent right-of-way.

2. Bicycle parking areas shall be clearly marked or visible from on-site buildings or the street. If a bicycle parking area is not plainly visible from the street or main building entrance, a sign shall be posted indicating the location of the bicycle parking area. Indoor bicycle parking areas shall not require stairs to access the space. If sites have more than one building, bicycle parking shall be distributed as appropriate to serve all buildings.
3. Bicycle parking areas shall be illuminated pursuant to OCMC 17.62.065 – Outdoor Lighting.
4. All bicycle racks shall be designed so that:
    a. The bicycle frame is supported horizontally at two or more places.
    b. The frame and at least one wheel of the bicycle can be locked to the rack with a standard U-type lock.
    c. The user is not required to lift the bicycle onto the bicycle rack.
    d. Each bicycle parking space is accessible without moving another bicycle.
    e. It is a minimum of thirty inches tall and eighteen inches wide between the two points of contact.
    f. Provides an area of at least six feet by two feet per standard bicycle.
    g. Provides an area of at least six feet by three feet for cargo bicycles and large bicycles. Where only one bicycle space is required per Table A, it shall meet the larger space requirement of is standard.
    g. All bicycle racks and lockers shall be securely anchored to the ground or to a structure.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

CFEC Requirement

Bike parking must meet certain standards regarding security and accessibility (660-012-630(3))

Provide parking for bikes and other "small-scale mobility devices" at key destinations (660-012-630(4))

Explanation

The design standards specified by OCMC 17.52.040(C) are fairly robust and adequately address most of the requirements regarding the size of spaces, accessibility, and location. It is recommended that the City add language to OCMC 17.52.040(C)(2) to indicate the spaces should also be "well lit." This rule also includes a stipulation that spaces must be included to "accommodate large bicycles, including family and cargo bicycles.", however, it does not stipulate how many of those spaces should be sized this way, so staff has specified a minimum of one space Oregon City's design standards are likely adequate to ensure that these bicycles are accommodated at most or all bike spaces.

17.52.060 Parking lot landscaping.

Purpose. The purpose of this code section includes the following:

1. To enhance and soften the appearance of parking lots;
2. To limit the visual impact of parking lots from sidewalks, streets and particularly from residential areas;
3. To shade and cool parking areas;

4. To reduce air and water pollution;

5. To reduce stormwater impacts and improve water quality; and

6. To establish parking lots that are more inviting to pedestrians and bicyclists.

A. Applicability. Unless otherwise specified, construction of new parking lots and alterations of existing parking lots shall comply with parking lot landscaping standards. Parking lot landscaping requirements within this section do not apply to parking structures or parking garages, except landscaping as required in OCMC 17.62.

B. Development Standards.

1. The landscaping shall be located in defined landscaped areas that are uniformly distributed throughout the parking or loading area.

2. All areas in a parking lot not used for parking, maneuvering, or circulation shall be landscaped.

3. Developments adding off-street parking areas of one-half acre (21,780 square feet) or more shall comply with (a)or (b) below:

(a) Provide tree canopy that will cover at least 40 percent of the new parking lot at maturity but no later than 15 years after planting.

(b) Where an applicant can demonstrate that it is infeasible to meet the 40% canopy requirement in (a) the Community Development Director may approve installation of solar panels with a generation capacity of at least 0.5 kilowatts per parking space. Panels may be located anywhere on the property subject to applicable standards of the OCMC.

The new surface parking area shall be measured based on the perimeter of all new off-street parking spaces, maneuvering lanes, and maneuvering areas, including driveways and drive aisles.

4. Parking lot trees shall be a mix of deciduous shade trees and coniferous trees. The trees shall be evenly distributed throughout the parking lot as both interior and perimeter landscaping.

5. Required landscaping trees shall be of a minimum two-inch minimum caliper size for deciduous species or a minimum 8 foot height for evergreen species at the time of planting and selected from the Oregon City Street Tree List, Parking Lot Tree list or other approved species recommended by a certified arborist or registered landscape architect. Trees shall be planted and maintained to maximize their root health and chances for survival, including having ample high-quality soil, space for root growth, and reliable irrigation according to the needs of the species. Trees should be planted in continuous trenches where possible.

6. At maturity, all of the landscaped area shall be planted in ground cover plants, which includes grasses. Mulch (as a ground cover) shall only be allowed underneath plants at full growth and within two feet of the base of a tree and is not a substitute for ground cover.

7. Landscaped areas shall include irrigation systems unless an alternate plan is submitted, and approved by the community development director, that can demonstrate adequate maintenance.

8. All landscaping shall be installed according to accepted planting procedures as recommended by a Landscape Architect.

9. Development of a tree canopy plan under this section shall be done in coordination with the local electric utility, including pre-design, design, building and maintenance phases. The minimum standards for tree planting shall be no lower than the 2021 American National Standards Institute A300 standards.

CFEC Requirement

Tree canopy, solar, or fee-in-lieu, for parking more than ½ acre (660-012-0405(4)(a))

Explanation

The rule indicates that Oregon City must require at least one, or any combination, of the following:

A) Require installation of solar panels capable of generating 0.5 kilowatts per new parking space;

B) Require a fee-in-lieu payment of $1,500 per new parking space to be invested in a city, county, or state fund dedicated to renewable energy development; or

C) Require a tree canopy covering 40% of the parking lot.

During the outreach process participants generally indicated support for landscaping, and a plurality felt that there should also be a solar option for parking lot landscaping, which Oregon City does not currently allow for.

Note that a fee-in-lieu program was not widely supported during the outreach process and it is unclear how such a program would be administered, so this is not recommended here.

Additional revisions were required in response to comments from DLCD for consistency with state rules.

C. Perimeter Parking Lot Landscaping and Parking Lot Entryway/Right-of-Way Screening for New Parking Lots and new parking lots over ½ acre. Shall include associated drive aisles with five-foot wide landscaped buffer where the parking lot abuts the right-of-way and/or adjoining properties. In order to provide connectivity between non-single-family sites, the community development director may approve an interruption in the perimeter parking lot landscaping for a single driveway where the parking lot abuts property designated as multi-family, commercial or industrial. Shared driveways and parking aisles that straddle a lot line do not need to meet perimeter landscaping requirements.

1. The perimeter parking lot are[a] shall include:

    a. Trees spaced a maximum of thirty feet apart (minimum of one tree on either side of the entryway is required). When the parking lot is adjacent to a public right-of-way, the parking lot trees shall be offset from the street trees;

    b. An evergreen hedge screen of thirty to forty-two inches high or shrubs spaced no more than four feet apart on average. The hedge/shrubs shall be parallel to and not nearer than two feet from the right-of-way line. The required screening shall be designed to allow for free access to the site and sidewalk by pedestrians. Visual breaks, no more than five feet in width, shall be provided every thirty feet within evergreen hedges abutting public right-of-ways.

    c. Developments shall provide either trees along driveways or a minimum of 30 percent tree canopy coverage over new parking areas. Developments are not required to provide trees along drive aisles. The tree spacing and species planted shall be designed to maintain a continuous canopy except when interrupted by driveways, drive aisles, and other site design considerations.

CFEC Requirement

Tree canopy, solar, or fee-in-lieu, for parking more than ½ acre (660-012-0405(4)(a))

Explanation

The 30% perimeter coverage requirement is met prima facie if the overall 40% tree canopy requirement from the previous section is met. Otherwise, 30% tree coverage is required along the perimeter while meeting the previous requirement via the solar option. Additional revisions were required in response to comments from DLCD for consistency with state rules.

D. Parking Area/Building Buffer. Except for parking lots with fewer than five parking stalls, parking areas (excluding drive aisles with no adjacent parking) shall be separated from the exterior wall of a structure, exclusive of pedestrian entranceways or loading areas, by one of the following:

1. Minimum five-foot wide landscaped planter strip (excluding areas for pedestrian connection) meeting the standards for perimeter parking lot area landscaping; or:

2. Minimum seven-foot sidewalks with shade trees spaced a maximum of thirty feet apart in three-foot by five-foot tree wells.

E. Interior Parking Lot Landscaping. Surface parking lots with more than five parking stalls shall include at least forty-five square feet of interior parking lot landscaping per parking stall to improve the water quality, reduce stormwater runoff, and provide pavement shade. Pedestrian walkways or any impervious surface in the landscaped areas are not to be counted in the percentage. Fractions shall be rounded up when calculating the required number of plantings. Interior parking lot landscaping shall include:

a. A minimum of one tree per four parking spaces.

b. A minimum of 1.5 shrubs per parking space.

c. No more than eight contiguous parking spaces shall be created without providing an interior landscape strip between them. Landscape strips shall be provided between rows of parking shall be a minimum of six feet in width and a minimum of ten feet in length.

F. Alternative landscaping plan.

Any applicant may propose an alternative landscaping plan. Such plans are often proposed to address physically constrained or smaller sites, however innovative designs for larger sites may also be considered. Alternative plans may include the use of low impact development techniques and minimized landscaping requirements. In such situations, the community development director may approve variations to the landscaping standards of OCMC 17.52.060 in accordance with subsection 1 and/or 2 below.

1. General Review Standard. The alternative shall meet the standards in OCMC 17.62.015, Modifications that will better meet design review requirements.

2. Credit for Pervious/Low Impact Development. The community development director may count up to fifty percent of the square footage of any pervious hardscaped landscape material within a parking lot that is designed and approved pursuant to the city's adopted stormwater and low impact development design standards toward minimum landscaping requirements for the site. (This includes porous pavement detention, open celled block pavers, porous asphalt, porous concrete pavement, porous turf, porous gravel, etc.).

3. Alternative landscaping plans shall not be permitted for any new development that includes more than one-half acre of new off-street surface parking on a lot or parcel. The new surface parking area shall be measured based on the perimeter of all new off-street parking spaces, maneuvering lanes, and maneuvering areas, including driveways and drive aisles.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.070 ElectricalVehicle Charging

A. New private multi-family residential or mixed-use developments with five or more residential units shall install electrical service capacity, as defined in OCMC 17.04, to new off-street parking spaces subject to the following standards.

1. Non-residential development and residential or mixed-use developments with less than five dwelling units shall provide electrical service capacity to a minimum of 20 percent of all off-street vehicle parking spaces on the site.

2. Residential or mixed-use development with five or more dwelling units shall provide electrical service capacity to a minimum of 40 percent of all off-street vehicle parking spaces on site.

3. The placement of electrical service equipment shall not conflict with, or block access required under the Americans with Disabilities Act. Electrical service equipment shall not displace required pedestrian paths, sidewalks, landscaping, bicycle paths and parking spaces.

4. Parking mandates shall be reduced by two off street parking spaces for every electric vehicle charging station provided in a development.

CFEC Requirement

Electric Vehicle Charging (OAR 660-012-0410)

Explanation

Rule -0410 calls for new private multi-family residential or mixed-use developments with five or more residential dwelling units to install conduits to serve 40% of vehicle parking spaces. Currently, Oregon City's code doesn't address EV charging, so language to meet this requirement will be needed. A potential way to do this would be to add the following language (or similar) to code.

The definition of Electrical Service Capacity will be added as OCMC 17.04.345 -350. Per implementation guidance, potential language is:

"Electrical service capacity" means:

(a) Building electrical service, sized for the anticipated load of electric vehicle charging stations, that has overcurrent devices necessary for electric vehicle charging stations or has adequate space to add the overcurrent devices;

(b) Designated space within a building to add electrical service with capacity for electric vehicle charging stations; or

(c) A designated location on building property, in or adjacent to a landscaped area, for installing remote service for electric vehicle charging stations; and

(d) A conduit system installed from building electrical service, or from the dedicated spaces or locations described in subparagraph (A) of this paragraph, to spaces that can support, at a minimum, electrical wiring for installation of level 2 electric vehicle charging stations and, if the conduit is for future installation of electric vehicle charging stations, that labels both ends of the conduit to mark the conduit as provided for future electric vehicle charging stations.

"Electric vehicle charging station" means a device or facility for delivering electricity for motor vehicles that use electricity for propulsion.

"Level 2 electric vehicle charging station" means an electric vehicle charging station that uses 240V AC electricity for charging an EV.

17.52.080 Maintenance.

The owner, tenant and their agent, if any, shall be jointly and severally responsible for the maintenance of the site including but not limited to the off-street parking and loading spaces, bicycle parking and all landscaping which shall be maintained in good condition so as to present a healthy, neat and orderly appearance and shall be kept free from refuse and debris.

All plant growth in interior landscaped areas shall be controlled by pruning, trimming, or otherwise so that:

A. It will not interfere with the maintenance or repair of any public utility;

B. It will not restrict pedestrian or vehicular access; and

C. It will not constitute a traffic hazard due to reduced visibility.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.090 Loading areas.

A. Purpose. The purpose of this section is to provide adequate loading areas for commercial, office, retail and industrial uses that do not interfere with the operation of adjacent streets.

B. Applicability. OCMC 17.52.090 applies to uses that are expected to have service or delivery truck visits with a forty-foot or longer wheelbase, at a frequency of one or more vehicles per week. The city engineer and decision maker shall determine through site plan and design review the number, size, and location of required loading areas, if any.

C. Standards.

1. The off-street loading space shall be large enough to accommodate the largest vehicle that is expected to serve the use without obstructing vehicles or pedestrian traffic on adjacent streets and driveways. Applicants are advised to provide complete and accurate information about the potential need for loading spaces because the city engineer or decision maker may restrict the use of other public right-of-way to ensure efficient loading areas and reduce interference with other uses.

2. Where parking areas are prohibited between a building and the street, loading areas or drive isles are also prohibited.

3. The city engineer and decision maker, through site plan and design review, may approve a loading area adjacent to or within a street right-of-way when all of the following loading and unloading operations conditions are met:

a. Short in duration (i.e., less than one hour);

b. Infrequent (less than three operations daily between five a.m. and twelve a.m. or all operations between twelve a.m. and five a.m. at a location that is not adjacent to a residential zone);

c. Does not obstruct traffic during peak traffic hours;

d. Does not interfere with emergency response services; and

e. Is acceptable to the applicable roadway authority.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.54.115 Mobile food units.

A. Applicability. The following provisions apply to mobile food units not located within a building. The provisions do not apply to indoor mobile food units or mobile food units allowed pursuant to a special event permit issued by the city.

B. General Requirements.

1. Mobile food units shall primarily sell food items.
2. Mobile food units shall not sell cannabis, in any form.
3. Mobile food units shall have a valid Oregon City business license.
4. Mobile food units shall not be located within the right-of-way, except as approved by the city engineer.
5. Mobile food units shall maintain continuous compliance with applicable federal, state, and city standards.
6. Discharge or leakage draining into the stormwater system is prohibited. Wastewater shall not be dumped onto the ground, onto the streets, or into a storm a drain. All liquid waste from the waste tank or from cleaning activities such as cleaning the mobile food cart shall be captured and properly disposed of in the sanitary sewer.
7. All permanent utility lines shall be placed underground. Temporary utilities, lines and tanks shall be placed underground or otherwise screened, covered, or hidden from view from the right-of-way as to minimize visual impacts and prevent tripping hazards or other unsafe conditions.
8. Power connections may not be connected by overhead wires to the individual mobile food units.
9. Comply with the stormwater and grading design standards for additional impervious surfaces.
10. Mobile food units, equipment, customer service areas, or any associated item may not be located within the right-of-way.
11. Sites with more than ten mobile food units at any time shall have a designated loading area.
12. Parking lots, refuse and recycling areas, outdoor lighting, fencing, and structures (other than the mobile food units) are subject to compliance with site plan and design review standards in OCMC 17.62. Mobile food units are exempt from OCMC 17.52 unless otherwise identified below.
13. Mobile food unit owners are responsible for maintaining the mobile unit and the adjacent site area in a neat and clean condition. This includes but is not limited to regular maintenance and cleaning of the exterior of the mobile food unit to avoid rust and peeling paint, repair of broken or sagging awnings, canopies, platforms, counters, benches, tables, umbrellas, and other structures used by customers adjacent to the mobile food unit.

C. Design Standards.

1. Transitory Mobile Food Units. Mobile food units that remain on a property for five hours or less in a twenty-four-hour period shall comply with the following:
    a. Standards related to the site.
        i. Be limited to three food units on a property at any one time;
        ii. Maintain minimum drive aisle widths and landscaping requirements for parking lots; and
        iii. Not result in the reduction of landscaping less than the minimum site.
    b. Standards related to the mobile food unit.

i. Comply with nuisances regulations in OCMC 8.08.040;

ii. Comply with OCMC 17.62.050.I for all temporary structures associated with the mobile food cart units (except for the unit itself);

iii. Connect to individual wastewater holding tanks at all times; and

iv. Connect to a potable water tank at all times.

2. Non-Transitory Mobile Food Units. All other mobile food units that remain on a property for more than five hours at a time shall comply with the following:

a. Standards related to the site.

i. Maintain minimum drive aisle widths and landscaping requirements for parking lots;

ii. Not result in the reduction of landscaping less than the minimum site;

b. Standards related to the unit.

i. Fully screen from view any mechanical or power generating equipment that is separated from and external to the mobile food unit with vegetation or screening at a height equal to or greater than the height of the generating unit;

ii. Connect to a permanent water source, unless exempted by the city engineer if utilities are not available;

iii. Connect to public sewer. This may be achieved through a communal system;

iv. Connect to a permanent power source; and

v. Comply with the minimum setbacks and maximum height of the zoning designation.

D. Process.

1. A Type I minor site plan and design review shall be submitted for each property in compliance with the transitory standards in OCMC 17.54.115.C.1 with a wastewater/water operations and maintenance plan.

2. A Type II minor site plan and design review shall be submitted for each property in compliance with the non-transitory standards in OCMC 17.54.115.C with a wastewater/water operations and maintenance plan.

3. Mobile food cart units shall each submit a business license and mobile food cart unit form.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.56.040 Criteria and standards for conditional uses.

In addition to the standards listed herein in OCMC 17.56.010, which are to be considered in the approval of all conditional uses and the standards of the zone in which the conditional use is located, the following additional standards shall be applicable:

A. Building Openings. The city may limit or prohibit building openings within fifty feet of residential property in a residential zone if the openings will cause glare, excessive noise or excessive traffic which would adversely affect adjacent residential property as set forth in the findings of the planning commission.

B. Additional Street Right-of-Way. The dedication of additional right-of-way may be required where the city plan indicates need for increased width and where the street is inadequate for its use; or where the nature of the proposed development warrants increased street width.

C. Public Utility or Communication Facility. Such facilities as a utility substation, water storage tank, radio or television transmitter, tower, tank, power transformer, pumping station and similar structures shall be located, designed and installed with suitable regard for aesthetic values. The base of these facilities shall not be located closer to the property line than a distance equal to the height of the structure. Hydroelectric generation facilities shall not exceed ninety megawatts of generation capacity.

D. Schools. The site shall be located to best serve the intended area, shall be in conformance with the city plan, shall have adequate access, and shall be in accordance with appropriate state standards.

E. Helipad Landing Facility.

1. Size of runways and landing areas;
2. Approaches and obstructions within the runways and landing areas;
3. Fencing and/or screening to provide visual and noise buffering and to deflect winds or blast due to aircraft operation;
4. Fire protection measures and equipment;
5. Night illumination adequate for operations, and its effects upon surrounding property;
6. Landing markers;
7. Structural adequacy of runways, pads and other structures;
8. Paving and ground cover materials in relation to noise and down wash.

F. Residential Facilities.

1. In addition to the general provisions of OCMC 17.56.020, any application shall include a description of the proposed use, including the number of residents and the nature of the condition or circumstances for which care, or a planned treatment or training program will be provided, the number of staff and the estimated length of stay per resident and the name of the agency responsible for regulating or sponsoring the use.
2. Approval of a conditional use application for a residential care facility shall include the following minimum standards where applicable:
    a. The proposed facility shall maintain all applicable licenses required by the appropriate agencies for the use described in the application.
    b. All residential facilities shall be subject to design review. Special considerations for this use are:

i. Compatibility in appearance with the surrounding area;

ii. Provisions of usable on-site open space appropriate to the needs of the residents and the nature of the care, treatment or training provided;

iii. Clearly defined property boundaries.

G. Bed and Breakfast Inns.

1. The bed and breakfast inn shall maintain all applicable licenses required by governmental agencies for the use described in the application.

2. All bed and breakfast inns shall be subject to design review. Special considerations for this use are:

a. Compatibility of the structure in appearance with the surrounding area;

b. Compatibility of any parking facilities in appearance and circulation of traffic with the surrounding area. Parking facilities, if proposed, shall also comply with Chapter 17.52;

c. Compatibility of the signage in appearance with the surrounding area. Signage shall also comply with Chapter 15.28;

d. The number of rooms to be used as overnight public accommodations shall not exceed four rooms in an underlying residential zone, or seven rooms in an underlying nonresidential zone;

e. The owner/operators shall reside in the bed and breakfast inn, or in a residence adjacent to the bed and breakfast inn; and

f. The planning commission may allow up to an additional six non-guests to be served along with the guests at a meal.

H. Shelters.

1. Shelters shall be processed as a Type IV review.

2. The shelter shall maintain a written community engagement plan include the following information:

a. Description of purpose and scope of services of the shelter;

b. Population to be housed at the shelter and the process and criteria for the selection of guests;

c. Bed capacity for nightly guests;

d. Hours of operations and curfew, if applicable;

e. Twenty-four-hour contact information; and

f. Explanation of how the shelter will address concerns/complaints.

3. Shelters shall hold a meeting with the community prior to commencing operation, and a minimum of once a year each year thereafter. The purpose of the meeting is to discuss the community engagement plan and provide an opportunity for greater communication. Mailed notice of the meeting shall be provided to property owners within three hundred feet, the neighborhood association, and the city. The meeting shall be open to the public.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008(Exh. A), 12-18-2019)

Chapter 17.62 SITE PLAN AND DESIGN REVIEW[1]

17.62.010 Purpose.

The purposes of site plan and design review are to: Encourage site planning in advance of construction; protect lives and property from potential adverse impacts of development; consider natural or man-made hazards which may impose limitations on development; conserve the city's natural beauty and visual character and minimize adverse impacts of development on the natural environment as much as is reasonably practicable; assure that development is supported with necessary public facilities and services; ensure that structures and other improvements are properly related to their sites and to surrounding sites and structure; and implement the city's comprehensive plan and land use regulations with respect to development standards and policies.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.015 Modifications that will better meet design review requirements.

The review body shall consider modification of certain site related development standards of this chapter specified below. These modifications may be approved as part of a Type II design review process.

A. Applicability.

1. This process shall apply to modifications to:
    a. Landscaping in OCMC 17.62.050.A;
    b. Vehicular connections to adjoining properties in OCMC 17.62.050.B.2;
    c. On-site pedestrian circulation in OCMC 17.62.050.C;
    d. Onsite utility location OCMC 17.62.050.G;
    e. Building location in OCMC 17.62.055.D;
    f. Building details in OCMC 17.62.055.I;
    g. Windows in OCMC 17.62.055.J;
    h. Parking lot landscaping in OCMC 17.52.060.
2. Modifications that are denied through Type II design review may be requested as a variance through the variance process pursuant to OCMC 17.60.020 or master plan adjustment pursuant to OCMC 17.65.070 as applicable.

[1]Editor's note(s)—Ord. No. 18-1009, § 1(Exh. A), adopted July 3, 2019, amended Chapter 17.62 in its entirety to read as herein set out. Former Chapter 17.62, §§ 17.62.010—17.62.100, pertained to similar subject matter, and derived from Ord. No. 08-1014, adopted July 1, 2009; Ord. No. 10-1003, adopted July 7, 2010; Ord. No. 16-1007, adopted August 17, 2016; Ord. No. 13-1003, adopted July 17, 2013; Ord. No. 17-1007, adopted June 21, 2017 and Ord. No. 18-1005, adopted May 2, 2018.

3. Rather than a modification, applicants may choose to apply for a variance through the variance process pursuant to OCMC 17.60.020 or master plan adjustment pursuant to OCMC 17.65.070 as applicable.

B. The review body may approve requested modifications if it finds that the applicant has shown that the following approval criteria are met:

1. The modification will result in a development that better meets the applicable design guidelines; and

2. The modification meets the intent of the standard. On balance, the proposal will be consistent with the purpose of the standard for which a modification is requested.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 21-1007, § 1(Exh. A), 4-21-2021)

17.62.030 When required.

Site plan and design review shall be required for all development of real property in all zones except the low and medium density residential districts, unless otherwise provided for by this title or as a condition of approval of a permit. Site plan and design review shall also apply to all conditional uses, cluster housing developments, multi-family uses, manufactured home parks, and nonresidential uses in all zones. Site plan and design review does not apply to activities occurring within the right-of-way except for communication facilities pursuant to OCMC 17.80.

Site plan and design review is required for a change in use between the uses in Table 17.62.030:

Table 17.62.030

Existing Use	Proposed Use
Residential	Nonresidential use, including but not limited to: commercial, office, industrial, retail, or institutional
Single-family or duplex	3 or more dwellings

Site plan and design review shall not alter the type and category of uses permitted in the underlying zoning districts.

Only the standards of OCMC 17.62.035 apply to duplex, triplex, quadplex, cottage cluster, townhouse, single-family detached residential unit, live/work dwelling and accessory dwelling unit Type I applications.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.62.035 Minor site plan and design review.

This section provides for a minor site plan and design review process. Minor site plan review is a Type I or Type II decision, as described in OCMC 17.62.035.A, subject to administrative proceedings described in OCMC 17.50 and may be utilized as the appropriate review process only when authorized by the community development director. The purpose of this type of review is to expedite design review standards for uses and activities that require only a minimal amount of review, typical of minor modifications and/or changes to existing uses or buildings.

A. Type I Minor Site Plan and Design Review.

1. Applicability. Type I applications involve no discretion and are typically processed concurrently with a building permit application. The Type I process is not applicable for:

    a. Any activity which is included with or initiates actions that require Type II—IV review.

    b. Any increase in square footage of a conditional or nonconforming use (excluding nonconforming structures).

    c. Any proposal in which nonconforming upgrades are required under OCMC 17.58.

    d. Any proposal in which modifications are proposed under OCMC 17.62.015.

2. The following projects may be processed as a Type I application:

    a. Addition of up to two hundred square feet to a commercial, institutional, or multi-family structure in which no increases are required to off-street parking. This includes a new ancillary structure, addition to an existing structure, or new interior space (excluding new drive thru). Increases of more than two hundred square feet in a twelve-month period shall be processed as Type II.

    b. Addition of up to one thousand square feet to an industrial use in which no increases are required to off-street parking. This includes a new ancillary structure, addition to an existing structure, or new interior space (excluding ancillary retail and office). Increases of more than one thousand square feet in a twelve-month period shall be processed as Type II.

    c. Temporary structures, excluding mobile vendors.

    d. Removal, replacement or addition of awnings, or architectural projections to existing structures.

    e. Addition, modification, or relocation of refuse enclosure.

    f. Changes to amount, location, or design of bicycle parking.

    g. Installation of mechanical equipment.

    h. Repaving of previously approved parking lots with no change to striping.

    i. Replacement of exterior building materials.

    j. Addition of windows and doors, relocation of windows and doors in which transparency levels remain unchanged, or removal of windows and doors provided minimum transparency requirements are still met.

    k. Addition or alteration of parapets or rooflines.

    l. Modification of building entrances.

    m. Addition to or alteration of a legal nonconforming single- or two-family dwelling.

    n. Change to parking lot circulation or layout, excluding driveway modifications.

    o. Removal or relocation of existing vehicle parking stalls to accommodate tree planting, landscaping, stormwater facilities, solar and wind power equipment, outdoor seating, parking for bicycles, scooters and other small scale mobility devices, pedestrian improvements and similar purposes.

    p. Adoption of shared parking agreements.

q. Changes to landscaping to improve stormwater quality and quantity treatment under OCMC 13.12.

r. New or changes to existing pedestrian accessways, walkways or plazas.

s. Installation of or alterations to ADA accessibility site elements.

t. Modification or installation of a fence, hedge, or wall, or addition of a fence, hedge or wall.

u. Addition of or alterations to outdoor lighting.

v. Demolition of any structure or portion of a structure.

w. Tree removal.

x. Type I master plan amendments under OCMC 17.65.080.

y. Mobile food units in one location for five hours or less as identified in OCMC 17.54.115.

z. Duplex, triplex, quadplex, cottage cluster, townhouse, single-family detached residential unit, live/work dwelling, and accessory dwelling unit.

aa. Placement of a single manufactured home within an existing space or lot in a manufactured home park.

3. Submittal Requirements. A Type I application shall include:

a. A narrative describing the project.

b. Site plan drawings showing existing conditions/uses and proposed conditions/uses.

c. Architectural drawings, including building elevations and envelopes, if architectural work is proposed.

d. A completed application form.

e. Any other information determined necessary by the community development director.

B. Type II Minor Site Plan and Design Review.

1. Type II minor site plan and design review applies to the following uses and activities unless those uses and activities qualify for Type I review per OCMC 17.62.035.A:

a. Modification of an office, commercial, industrial, institutional, public or multi-family structure that does not increase the interior usable space (for example covered walkways or entryways, addition of unoccupied features such as clock tower, etc.).

b. Modification to parking lot layout and landscaping, or the addition of up to five parking spaces.

c. A maximum addition of up to one thousand square feet to a commercial, office, institutional, public, multi-family, or industrial building provided that the addition is not more than thirty-five percent of the original building square footage.

d. Mobile food units in OCMC 17.54.115.

e. Other land uses and activities may be added if the community development director makes written findings that the activity/use will not increase off-site impacts and is consistent with the type and/or scale of activities/uses listed above.

2. Application. The application for the Type II minor site plan and design review shall contain the following elements:

a. The submittal requirements of OCMC 17.50.

b. A narrative explaining all aspects of the proposal in detail and addressing each of the applicable criteria listed in OCMC 17.62.

c. Site plan drawings showing existing conditions/uses and proposed conditions/uses.

d. Architectural drawings, including building elevations and envelopes, if architectural work is proposed.

e. Additional submittal material may be required by the community development director on a case-by-case basis.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.62.040 Items required.

A complete application for site plan and design review shall be submitted. Except as otherwise in subsection I of this section, the application shall include the following:

A. A site plan or plans, to scale, containing the following:

1. Vicinity information showing streets and access points, pedestrian and bicycle pathways, transit stops and utility locations;

2. The site size, dimensions, and zoning, including dimensions and gross area of each lot or parcel and tax lot and assessor map designations for the proposed site and immediately adjoining properties;

3. Contour lines at two-foot contour intervals for grades zero to ten percent, and five-foot intervals for grades over ten percent;

4. The location of natural hazard areas on and within one hundred feet of the boundaries of the site, including:

a. Areas indicated on floodplain maps as being within the one hundred-year floodplain,

b. Unstable slopes, as defined in OCMC 17.44.020,

c. Areas identified on the seismic conditions map in the comprehensive plan as subject to earthquake and seismic conditions;

5. The location of natural resource areas on and within one hundred feet of the boundaries of the site, including fish and wildlife habitat, existing trees (six inches or greater in caliper measured four feet above ground level), wetlands, streams, natural areas, wooded areas, areas of significant trees or vegetation, and areas designated as being within the natural resources overlay district;

6. The location of inventoried historic or cultural resources on and within one hundred feet of the boundaries of the site;

7. The location, dimensions, and setback distances of all existing permanent structures, improvements and utilities on or within twenty five feet of the site, and the current or proposed uses of the structures;

8. The location, dimensions, square footage, building orientation and setback distances of proposed structures, improvements and utilities, and the proposed uses of the structures by square footage;

9. The location, dimension and names, as appropriate, of all existing and platted streets, other public ways, sidewalks, bike routes and bikeways, pedestrian/bicycle accessways and other pedestrian and bicycle ways, transit street and facilities, neighborhood activity centers, and easements on and within two hundred fifty feet of the boundaries of the site;

10. The location, dimension and names, as appropriate, of all proposed streets, other public ways, sidewalks, bike routes and bikeways, pedestrian/bicycle accessways and other pedestrian and bicycle ways, transit streets and facilities, neighborhood activity centers, and easements on and within two hundred feet of the boundaries of the site;

11. All parking, circulation, loading and servicing areas, including the locations of all carpool, vanpool and bicycle parking spaces as required in OCMC 17.52;

12. Site access points for automobiles, pedestrians, bicycles and transit;

13. On-site pedestrian and bicycle circulation;

14. Outdoor common areas proposed as open space;

15. Total impervious surface created (including buildings and hard ground surfaces);

16. The proposed location, dimensions and materials of fences and walls.

B. A landscaping plan, drawn to scale, showing the location and types of existing trees (six inches or greater in caliper measured four feet above ground level) and vegetation proposed to be removed and to be retained on the site, the location and design of landscaped areas, the varieties, sizes and spacings of trees and plant materials to be planted on the site, other pertinent landscape features, and irrigation systems required to maintain plant materials.

C. Architectural drawings or sketches, drawn to scale and showing floor plans, elevations accurately reflected to grade, and exterior materials of all proposed structures and other improvements as they will appear on completion of construction. The name of the adjacent street shall be identified on each applicable building elevation.

D. An electronic materials board clearly depicting all building materials with specifications as to type, color and texture of exterior materials of proposed structures.

E. An erosion/sedimentation control plan, in accordance with the requirements of OCMC 17.47 and the public works erosion and sediment control standards, and a drainage plan developed in accordance with city drainage master plan requirements, OCMC 13.12 and the public works stormwater and grading design standards. The drainage plan shall identify the location of drainage patterns and drainage courses on and within one hundred feet of the boundaries of the site. Where development is proposed within an identified hazard area, these plans shall reflect concerns identified in the hydrological/geological/geotechnical development impact statement.

F. An exterior lighting plan, drawn to scale, showing type, height, and area of illumination.

G. Archeological Monitoring Recommendation. For all projects that will involve ground disturbance, the applicant shall provide:

1. A letter or email from the Oregon State Historic Preservation Office Archaeological Division indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the Oregon State Historic Preservation Office and that the Oregon State Historic Preservation Office had not commented within forty-five days of notification by the applicant; and

2. A letter or email from the applicable tribal cultural resource representative of the Confederated Tribes of the Grand Ronde, Confederated Tribes of the Siletz, Confederated Tribes of the

Umatilla, Confederated Tribes of the Warm Springs and the Confederated Tribes of the Yakama Nation indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the applicable tribal cultural resource representative and that the applicable tribal cultural resource representative had not commented within forty-five days of notification by the applicant.

If, after forty-five days' notice from the applicant, the Oregon State Historic Preservation Office or the applicable tribal cultural resource representative fails to provide comment, the city will not require the letter or email as part of the completeness review. For the purpose of this section, ground disturbance is defined as the movement of native soils.

H. Such special studies or reports as the community development director may require to obtain information to ensure that the proposed development does not adversely affect the surrounding community or identified natural resource areas or create hazardous conditions for persons or improvements on the site. The community development director shall require an applicant to submit one or more development impact evaluations as may be necessary to establish that the city's traffic safety or capacity standards, natural resource, including geologic hazard and flood plain overlay districts, will be satisfied.

I. The community development director may waive the submission of information for specific requirements of this section or may require information in addition to that required by a specific provision of this section, as follows:

1. The community development director may waive the submission of information for a specific requirement upon determination either that specific information is not necessary to evaluate the application properly, or that a specific approval standard is not applicable to the application. If submission of information is waived, the community development director shall, in the decision, identify the waived requirements, explain the reasons for the waiver, and state that the waiver may be challenged on appeal and may be denied by a subsequent review authority. If the matter is forwarded to the planning commission for initial review, the information required by this paragraph shall be included in the staff report;

2. The community development director may require information in addition to that required by a specific provision of this section upon determination that the information is needed to evaluate the application properly and that the need can be justified on the basis of a special or unforeseen circumstance as necessary to comply with the applicable standards. If additional information is required, the community development director shall, in the decision, explain the reasons for requiring the additional information.

J. All new utilities shall be placed underground.

1. Service poles may be allowed on private property when undergrounding service is technically or physically infeasible.

K. One full-sized copy of all architectural and site plans.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 21-1007, § 1(Exh. A), 4-21-2021)

17.62.050 General standards.

All development shall comply with the following standards:

A. Landscaping.

1. Existing native vegetation is encouraged to be retained to the maximum extent practicable. All plants listed on the Oregon City Nuisance Plant List shall be removed from the site prior to issuance of a final occupancy permit for the building.

2. The amount of landscaping required is found in the standards for each underlying zone. Where the underlying zone does not contain and minimum landscaping standard, the minimum site landscaping shall be fifteen percent of the total site area. Except as allowed elsewhere in Title 16 or 17 of this code, all areas to be credited towards landscaping shall be installed with growing plant materials.

3. Pursuant to OCMC 17.49, landscaping requirements within the natural resource overlay district, other than landscaping required for parking lots, may be met by preserving, restoring and permanently protecting native vegetation and habitat on development sites.

4. A landscaping plan shall be prepared by a registered landscape architect for new or revised landscaped areas and parking lots. Landscape architect approval is not required for tree removal and/or installation if the species are chosen from an approved street tree list. A certified landscape designer, arborist, or nurseryman shall be acceptable in lieu of a landscape architect for projects with less than five hundred square feet of landscaping. All landscape plans shall include a mix of vertical (trees and shrubs) and horizontal elements (grass, groundcover, etc.) that within three years will cover one hundred percent of the landscape area. Plant species listed on the Oregon City Nuisance Plant list are prohibited and native species are encouraged. No mulch, bark chips, or similar materials shall be allowed at the time of landscape installation except under the canopy of shrubs and within two feet of the base of trees.

5. Landscaping shall be visible from public thoroughfares to the extent practicable.

6. The landscaping in parking areas shall not obstruct lines of sight for safe traffic operation and shall comply with all requirements of OCMC 10.32, Traffic Sight Obstructions.

B. Vehicular Access and Connectivity.

1. Parking areas shall be located behind the building façade that is closest to the street, below buildings, or on one or both sides of buildings.

2. Existing or future connections to adjacent sites through the use of vehicular and pedestrian access easements which provide connection from the right-of-way to the adjoining property shall be provided.

3. Parcels larger than three acres shall provide streets as required in OCMC 16.12.

4. Parking garage entries shall not be more than half of the streetscape.

C. A well-marked, continuous and protected on-site pedestrian circulation system meeting the following standards shall be provided:

1. Pathways between all building entrances and the street are required. Pathways between the street and buildings fronting on the street shall be as direct as possible and shall not cross a drive aisle. Exceptions may be allowed by the director where steep slopes, a physically constrained site, or protected natural resources prevent a direct connection or where an indirect route would enhance the design and/or use of a common open space.

2. The pedestrian circulation system shall connect all main entrances, transit stops, ADA spaces, parking areas, bicycle parking, recreational areas, common outdoor areas, and any pedestrian amenities on the site. For buildings fronting on the street, the sidewalk may be used to meet this standard.

3. The pedestrian circulation system shall connect the principal building entrance to those of buildings on adjacent sites, except within industrial zoning designations.

4. Elevated external stairways or walkways shall not extend beyond the building facade except for external stairways or walkways located in, or facing interior courtyard areas that are not visible from the street or a public access easement. This standard does not apply to sky-bridges or sky-ways.

5. On-site pedestrian walkways shall be hard surfaced, well drained and at least five feet wide. Surface material shall contrast visually to adjoining surfaces. When bordering parking spaces other than spaces for parallel parking, pedestrian walkways shall be a minimum of seven feet in width unless curb stops are provided. When the pedestrian circulation system is parallel and adjacent to an auto travel lane, the walkway shall be raised or separated from the auto travel lane by a raised curb, bollards, landscaping or other physical barrier. If a raised walkway is used, the ends of the raised portions shall be equipped with curb ramps for each direction of travel.

6. Pedestrian crossings at intersections with drive aisles or other vehicular circulation areas shall be demarcated by a raised surface that slows vehicular travel, or other change in textural material or height to alert the driver of the pedestrian crossing area.

7. Pedestrian facilities within parking lots shall be illuminated to at least the same level as the on-site driveways pursuant to section 17.62.065.

D. All development shall maintain continuous compliance with applicable federal, state, and city standards.

E. Adequate public water and sanitary sewer facilities sufficient to serve the proposed or permitted level of development shall be provided pursuant to OCMC 16.12. The applicant shall demonstrate that adequate facilities and services are presently available or can be made available concurrent with development. Service providers shall be presumed correct in the evidence, which they submit. All facilities shall be designated to city standards as set out in the city's facility master plans and public works design standards. A development may be required to modify or replace existing off-site systems if necessary to provide adequate public facilities. The city may require over sizing of facilities where necessary to meet standards in the city's facility master plan or to allow for the orderly and efficient provision of public facilities and services. Where over sizing is required, the developer may request reimbursement from the city for over sizing based on the city's reimbursement policy and fund availability, or provide for recovery of costs from intervening properties as they develop.

F. If a transit agency, upon review of an application for an industrial, institutional, retail or office development, recommends that a bus stop, bus turnout lane, bus shelter, accessible bus landing pad, lighting, or transit stop connection be constructed, or that an easement or dedication be provided for one of these uses, consistent with an agency adopted or approved plan at the time of development, the review authority shall require such improvement, using designs supportive of transit use. Improvements at a major transit stop may include intersection or mid-block traffic management improvements to allow for crossings at major transit stops, as identified in the city's transportation system plan.

G. Screening of Mechanical Equipment. Commercial, mixed-use, institutional, and multi-family buildings shall include the following measures to screen or block views of mechanical equipment from adjacent streets according to the following requirements:

1. Rooftop mechanical equipment, including HVAC equipment and utility equipment that serves the structure, shall be screened from view from the adjacent street on all new buildings or building additions. Screening shall be accomplished through the use of parapet walls or a sight-obscuring

enclosure around the equipment constructed of one of the primary materials used on the primary facades of the structure, and that is an integral part of the building's architectural design. The parapet or screen shall completely surround the rooftop mechanical equipment to an elevation equal to or greater than the highest portion of the rooftop mechanical equipment being screened from adjacent streets, as viewed from the sidewalk or future sidewalk location on the adjacent street at pedestrian level. In the event such parapet wall does not fully screen all rooftop equipment, then the rooftop equipment shall be enclosed by a screen constructed of one of the primary materials used on the primary facade of the building so as to achieve complete screening. Screening requirements do not apply to new or replacement equipment on existing buildings. New or replacement rooftop mechanical equipment on existing buildings shall be painted or powder-coated.

2. Wall-mounted mechanical HVAC and air conditioning equipment, and groups of multiple utility meters shall not be placed on the front facade of a building or on a facade that faces a right-of-way. Wall-mounted mechanical equipment, including-air conditioning and groups of multiple utility meters, that extend six inches or more from the outer building wall shall be screened from view from adjacent streets; from residential, public, and institutional properties; and from public areas of the site or adjacent sites through the use of (a) sight-obscuring enclosures constructed of one of the primary materials used on the primary facade of the structure, (b) sight-obscuring fences, or (c) trees or shrubs that block at least eighty percent of the equipment from view or (d) painting the units to match the building. Wall-mounted mechanical equipment that extends six inches or less from the outer building wall shall be designed to blend in with the color and architectural design of the subject building. Vents which extend six inches or less from the outer building wall shall [be] exempt from this standard if painted.

3. Ground-mounted above-grade mechanical equipment shall be screened by ornamental fences, screening enclosures, trees, or shrubs that block at least eighty percent of the view from the public right-of-way.

4. This section shall not apply to the installation of solar energy panels, photovoltaic equipment, wind power generating equipment, dishes/antennas, pipes, vents, and chimneys.

H. Building Materials.

1. Prohibited Materials. The following materials shall be prohibited in visible locations from the right-of-way or a public access easement unless an exception is granted by the community development director based on the integration of the material into the overall design of the structure:

   a. Vinyl or plywood siding (including T-111 or similar plywood).

   b. Glass block or highly tinted, reflected, translucent or mirrored glass (except stained glass) as more than ten percent of the building facade.

   c. Corrugated fiberglass.

   d. Chain link fencing (except for temporary purposes such as a construction site, gates for a refuse enclosure, stormwater facilities, when excepted by 17.62.050.H.2.g, or when located on properties within the general industrial district).

   e. Crushed colored rock/crushed tumbled glass.

   f. Non-corrugated and highly reflective sheet metal.

   g. Tarps, except for the protection of outside storage.

2. Special Material Standards. The following materials are allowed if they comply with the requirements found below:

    a. Concrete Block. When used for the front façade of any building, concrete blocks shall be split, rock- or ground-faced and shall not be the prominent material of the elevation. Plain concrete block or plain concrete may be used as foundation material if the foundation material is not revealed more than three feet above the finished grade level adjacent to the foundation wall.

    b. Metal Siding. Metal siding shall have visible corner moldings and trim and incorporate masonry or other similar durable/permanent material near the ground level (first two feet above ground level) except when used for a temporary structure.

    c. Exterior insulation and finish system (EIFS) and similar troweled finishes shall be trimmed in wood, masonry, or other approved materials and shall be sheltered from extreme weather by roof overhangs or other methods.

    d. Building surfaces shall be maintained in a clean condition and painted surfaces shall be maintained to prevent or repair peeling, blistered or cracking paint.

    e. Membrane or fabric covered storage areas are permitted as temporary structures, excluding the use of tarps.

    f. Vinyl or powder coated chain link fencing is permitted for city-owned stormwater management facilities, reservoirs, and other public works facilities such as pump stations, maintenance yards, and storage yards not located within the general industrial district.

    g. Chain link fencing is permitted in the following circumstances:

1. Within city-owned parks and recreational facilities.

2. On any property when used for a baseball or softball backstop or dugout, track and field facility, or sports court.

I. Temporary Structures. Temporary structures are permitted pursuant to the following standards:

1. Structures up to two hundred square feet:

    a. Shall not be on a property for more than three consecutive days;

    b. Shall not be on a property more than six times per year;

    c. Shall comply with the minimum dimensional standards of the zoning designation;

    d. Shall be sited so as to leave adequate parking for the primary uses if required by OCMC 17.52 or as otherwise specified in a land use approval;

    e. Shall not disturb ingress or egress to the site; and

    f. Shall be exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.I and J.

2. Temporary structures larger than two hundred square feet may be permitted up to two times per year; and:

    a. Structures larger than two hundred square feet up to eight hundred square feet:

        i. Shall not be on a property for more than thirty consecutive days;

        ii. Shall comply with the minimum dimensional standards of the zoning designation;

iii. Shall be sited so as to leave adequate parking for the primary uses if required by OCMC 17.52 or as otherwise specified in a land use approval;

iv. Shall not disturb ingress or egress to the site; and

v. Shall be exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.I and J.

b. Structures larger than eight hundred square feet:

i. Shall not be on a property for more than seven consecutive days;

ii. Shall comply with the minimum dimensional standards of the zoning designation;

iii. Shall be sited so as to leave adequate parking for the primary uses if required by OCMC 17.52 or as otherwise specified in a land use approval;

iv. Shall not disturb ingress or egress to the site; and

v. Shall be exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.I and J.

3. Government owned properties are exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.H and I and the dimensional standards of the zoning designation.

J. All new utilities shall be placed underground.

1. Service poles may be allowed on private property when undergrounding service is technically or physically infeasible.

K. Development shall comply with requirements of the following Oregon City Municipal Code chapters, as applicable, including but not limited to:

1. Chapter 12.04, Streets, Sidewalks and Public Places.

2. Chapter 12.08, Public and Street Trees.

3. Chapter 13.04, Water Service System.

4. Chapter 13.08, Sewer Regulations.

5. Chapter 13.12, Stormwater Management.

6. Chapter 16.12, Minimum Improvements and Design Standards for Development.

7. Chapter 17.20, Residential Design Standards for ADU's, Cluster Housing, Internal Conversions, Live/Work Units, and Manufactured Home Parks.

8. Chapter 17.40, Historic Overlay District.

9. Chapter 17.41, Tree Protection Standards.

10. Chapter 17.42, Flood Management Overlay District.

11. Chapter 17.44, Geologic Hazards.

12. Chapter 17.47, Erosion and Sediment Control.

13. Chapter 17.48, Willamette River Greenway.

14. Chapter 17.49, Natural Resource Overlay District.

15. Chapter 17.50, Administration and Procedures.
16. Chapter 17.52, Off-Street Parking and Loading.
17. Chapter 17.54, Supplemental Zoning Regulations and Exceptions.
18. Chapter 17.58, Lawful Nonconforming Uses, Structures, and Lots.
19. Chapter 17.65, Master Plans and Planned Unit Development.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 21-1007, § 1(Exh. A), 4-21-2021)

17.62.055 Institutional, office, multi-family, retail, and commercial building standards.

A. Purpose. The primary objective of the regulations contained in this section is to provide a range of design choices that promote creative, functional, and cohesive development that is compatible with surrounding areas. Buildings approved in compliance with these standards are intended to serve multiple tenants over the life of the building, and are not intended for a one-time occupant. The standards encourage people to spend time in the area, which also provides safety though informal surveillance. Finally, this section is intended to promote the design of an urban environment that is built to human scale by creating buildings and streets that are attractive to pedestrians, create a sense of enclosure, provide activity and interest at the intersection of the public and private spaces, while also accommodating vehicular movement.

B. Applicability. This section applies to institutional, office, multi-family, retail and commercial buildings except accessory structures less than one thousand square feet and temporary structures.

C. Conflicts. With the exception of standards for building orientation and building front setbacks, in the event of a conflict between a design standard in this section and a standard or requirement contained in the underlying zoning district, the standard in the zoning district shall prevail.

D. Siting of Structures. On sites with one hundred feet or more of frontage at least sixty percent of the site frontage width shall be occupied by buildings placed within five feet of the property line. For sites with less than one hundred feet of street frontage, at least fifty percent of the site frontage width shall be occupied by buildings placed within five feet of the property. Multi-family developments shall be placed no farther than twenty feet from the front property line. This section does not apply to properties with less than forty feet of frontage.

A larger front yard setback may be approved through site plan and design review if the setback area incorporates at least one element from the following list for every five feet of increased setback requested:

1. Tables, benches or other approved seating area.
2. Cobbled, patterned or paved stone or enhanced concrete.
3. Pedestrian scale lighting.
4. Sculpture/public art.
5. Fountains/water feature.
6. At least twenty square feet of landscaping or planter boxes for each tenant facade fronting on the activity area.
7. Outdoor café.
8. Enhanced landscaping or additional landscaping.

9. Other elements, as approved by the community development director, that can meet the intent of this section.

E. Building Orientation. All buildings along the street frontage shall face the front most architecturally significant facade toward the street and have a functional primary entrance facing the street. Primary building entrances shall be clearly defined and recessed or framed by a sheltering element such as an awning, arcade or portico in order to provide shelter from the summer sun and winter weather.

F. Entryways. Entrances shall include a doorway and a minimum of four of the following elements:

1. Display windows; recesses or projections; peaked roof or raised parapet over the door; canopy of at least five feet in depth; porch; distinct materials; architectural details such as tile work and moldings; pedestrian amenities such as benches, planters or planter boxes; landscape treatments integrating arbors, low walls, trellis work; or similar elements. Trellises, canopies and fabric awnings may project up to five feet into front setbacks and public rights-of-way, provided that the base is not less than eight feet at the lowest point and no higher than ten feet above the sidewalk.

G. Corner Lots. For buildings located at the corner of intersections, the primary entrance of the building shall be located at the corner of the building or within twenty-five feet of the corner of the building. Additionally, one of the following treatments shall be required:

1. Incorporate prominent architectural elements, such as increased building height or massing, cupola, turrets, or pitched roof, at the corner of the building or within twenty-five feet of the corner of the building.

2. Chamfer the corner of the building (i.e. cut the corner at a forty-five degree angle and a minimum of ten feet from the corner) and incorporate extended weather protection (arcade or awning), special paving materials, street furnishings, or plantings in the chamfered area.

3. Standards 1 and 2 above do not apply to vertically attached 3—4 plexes, multi-family buildings or multi-family portions of residential mixed-use buildings.

H. Variation in Massing. For street facing facades greater than one hundred twenty feet in length a modulation is required which extends through all floors. Decks and roof overhangs may encroach up to three feet per side into the modulation. The modulation shall meet one of the following dimensional requirements:

1. A minimum depth of two percent of the length of the façade and a minimum width of thirty percent of the length of the façade; or

2. A minimum depth of four percent of the length of the façade and a minimum width of twenty percent of the length of the façade.

I. Building Design Elements.

1. All front and side facades shall provide a design element or architectural feature that add interest and detail such that there are no blank walls of thirty feet in length or more, measured horizontally. Features that can meet this requirement include:

a. Change in building material or texture;

b. Window or door;

c. Balcony; or

d. Pillar or post.

2. Street facing facades shall include additional design features. For every thirty feet of façade length, three of the following elements are required:

a. Decorative materials on more than ten percent of the total wall area (e.g., brick or stonework, shingles, wainscoting, ornamentation, and similar features);

b. Decorative cornice and/or roof line (e.g., for flat roofs);

c. Roof gable;

d. Recessed entry;

e. Covered canopy entry;

f. Cupola or tower;

g. Dormer;

h. Balcony;

i. Pillars or posts;

j. Repeating pattern of building materials;

k. A change in plane of at least two feet in width and six inches in depth;

l. Bay or oriel window; or

m. An alternative feature providing visual relief and detail as approved by the community development director.

3. Building Detail Variation. Architectural features shall be varied on different buildings within the same development. At least two of the required features on each street-facing elevation shall be distinct from the street-facing elevations of other buildings within the same development.

J. Windows.

1. The minimum windows requirements are set forth in Table 17.62.055.J. Windows are measured in lineal fashion between 3.5 feet and six feet from the ground. For example, a one hundred-foot long building elevation would be required to have at least sixty feet (sixty percent of one hundred feet) of windows in length between the height of 3.5 feet and six feet from the ground.

Table 17.62.055.J
Minimum Windows

Use	Ground Floor: Front and Street Facing Facades	Upper Floor(s): Front and Street Facing Facades	Ground Floor: Side(s) Facades	Upper Floor(s): Side(s) Facades
Non-Multi-Family (or Portions of Buildings Thereof)	60%	10%	30%	10%
Multi-Family (or Portions of	15%	15%	10%	10%

Buildings Thereof)				

2. Reflective, glazed, mirrored or tinted glass is limited to ten percent of the lineal footage of windows on the street facing facade. Highly reflective or glare-producing glass with a reflective factor of one-quarter or greater is prohibited on all building facades. Any glazing materials shall have a maximum fifteen percent outside visual light reflectivity value. No exception shall be made for reflective glass styles that appear transparent when internally illuminated.

3. Side walls that face walkways may include false windows and door openings only when actual doors and windows are not feasible because of the nature of the use of the interior use of the building. False windows located within twenty feet of a right-of-way shall be utilized as display windows with a minimum display depth of thirty-six inches.

4. Multi-family windows shall incorporate window trim at least four inches in width when surrounded by horizontal or vertical lap siding.

K. Roof Treatments. The maximum length of any continuous roofline on a street-facing façade shall be seventy-five feet without a cross gable or change in height of at least two feet.

L. Drive-through facilities shall:

1. Be located at the side or rear of the building.

2. Be designed to maximize queue storage on-site.

M. Special development standards along transit streets.

1. Purpose. This section is intended to provide direct and convenient pedestrian access to retail, office and institutional buildings from public sidewalks and transit facilities and to promote pedestrian and transit travel to commercial and institutional facilities.

2. Applicability. Except as otherwise provide in this section, the requirements of this section shall apply to the construction of new retail, office and institutional buildings which front on a transit street.

3. Development Standards.

a. All buildings shall have at least one main building entrance oriented towards the transit street. A main building entrance is oriented toward a transit street if it is directly located on the transit street, or if it is linked to the transit street by an on-site pedestrian walkway that does not cross off-street parking or maneuvering areas.

i. If the site has frontage on more than one transit street, or on a transit street and a street intersecting a transit street, the building shall provide one main building entrance oriented to the transit street or to the corner where the two streets intersect.

ii. For building facades over three hundred feet in length on a transit street, two or more main building entrances shall be provided as appropriate and oriented towards the transit street.

b. In the event a requirement of this section conflicts with other requirements in Title 17, the requirements of this section shall control.

4. Exemptions. The following permitted uses are exempted from meeting the requirements of subsection 3 of this section:

a. Heavy equipment sales;

b. Motor vehicle service stations, including convenience stores associated therewith; or

c. Solid waste transfer stations.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.056 Additional standards for large retail establishments.

Retail building(s) occupying more than ten thousand gross square feet of floor area shall contribute to the establishment or enhancement of community and public spaces by providing at least two of the following:

A. Patio/seating area;

B. Pedestrian plaza with benches;

C. Transportation center;

D. Window shopping walkway;

E. Outdoor playground area;

F. Kiosk area, water feature;

G. Clock tower; or

H. Other such deliberately shaped area and/or a focal feature or amenity that, in the judgment of the appropriate decision maker, adequately enhances such community and public spaces. Any such areas shall have direct access to the public sidewalk network and such features shall not be constructed of materials that are inferior to the principle materials of the building and landscape.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.057 Multi-family usable open space requirements.

A. Intent. Creating areas of usable open space that are easily accessed by residents provides focal points for community recreation and interaction and adds to the overall quality of life for residents. Given the environmental and recreational benefits of common open space, it should be integrated purposefully into the overall design of a development and not merely be residual areas left over after buildings and parking lots are sited.

B. Open Space Required. All new multi-family developments in all zones shall provide usable open space.

1. In residential zones, each development shall provide a minimum of one hundred square feet of open space per dwelling unit.

2. In nonresidential, commercial and mixed-use zones, each development shall provide a minimum of fifty square feet of open space per dwelling unit.

3. Required setback areas shall not count toward the open space requirement unless setback areas are incorporated into spaces that meet all other requirements of this section.

4. Required open space areas may be counted towards both the open space requirements and the minimum landscaping requirements in OCMC 17.62.050.A, if the spaces meet the requirements of both sections.

C. Usable Open Space Types.

1. Common open spaces shall be accessible to all residents of the development and include landscaped courtyards, decks, gardens with pathways, children's play areas, common rooftop decks and terraces, and other multipurpose recreational or green spaces. Common open spaces may be used to meet one hundred percent of the usable open space requirement. Design standards:

    a. Minimum dimensions for common open space shall be twelve feet with a minimum size of two hundred square feet for developments with twenty units or less, and twenty feet with a minimum size of four hundred square feet for developments with twenty-one or more units.

    b. Common open space shall feature a mix of natural and recreational amenities to make the area more functional and enjoyable for a range of users. Sites with twenty units or less shall provide a minimum of two of the following amenities, and sites with twenty-one units or more shall provide a minimum of three of the following amenities and an additional amenity for every twenty units over forty, rounded up.

1. Landscaping areas.
2. Community gardening areas.
3. Large trees expected to reach over eighteen inches dbh at maturity.
4. Seating.
5. Pedestrian-scaled lighting.
6. Hard-surfaced pedestrian paths in addition to those required for internal pedestrian circulation.
7. Paved courtyard or plaza.
8. Gazebos or other decorative shelters.
9. Play structures for children.
10. Sports courts.
11. An alternative amenity as approved by the community development director.

    c. Common open space shall be separated from ground level windows, streets, service areas and parking lots with landscaping, low-level fencing, and/or other treatments as approved by the city that enhance safety and privacy for both the common open space and dwelling units.

    d. Common open space shall be accessible from the dwelling units and, as appropriate, from public streets and sidewalks. The space shall be oriented to encourage activity from local residents.

2. Private open space that is not open to all residents includes balconies, patios, and other outdoor multi-purpose recreational or green spaces. It may be used to meet up to fifty percent of the usable open space requirement.

    a. Minimum dimensions for private open space shall be five feet with a minimum size of forty square feet.

3. Indoor recreational space may be used to meet up to twenty-five percent of the usable open space requirement provided the space is:

    a. Accessible to all dwelling units.

    b. Designed for and includes equipment for a recreational use (e.g., exercise, group functions, etc.).

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.058 Additional public park and open space requirements in Thimble Creek Concept Plan Area—Nonresidential development.

A. New non-residential development creating new commercial or industrial space will contribute to the creation of the parks and open space within the Thimble Creek Concept Plan by contributing a fee in lieu to the city to support the acquisition and interim use of needed park and open space land within the concept plan boundary as follows:

1. The fee in lieu will be set by the city commission and adopted yearly in the city's fee schedule. The fee shall only be used by the city for park, trail and open space acquisition and interim site development.

2. The fee-in-lieu or other equivalent monetary contribution, approved by the community development director, must be paid prior to approval of the certificate of occupancy.

(Ord. No. 21-1006, § 1(Exh. A), 7-1-2020)

17.62.059 Additional public park and open space requirements in Thimble Creek Concept Plan Area—Residential development.

A. Each development within the Thimble Creek Concept Plan area that includes residential development must dedicate land for neighborhood parks and open space subject to the location requirement set forth in subsection D as follows:

1. The minimum acreage of land dedicated for the South-Central Open Space-Neighborhood Park as provided in the following calculation: (2.6 persons per dwelling units) × (total number of dwelling units proposed) × (four acres)/(one thousand persons);

2. The minimum amount of land in acres dedicated for the East Ridge-Thimble Creek Conservation Area shall be 7.5 acres; and

3. The entire acreage must be dedicated as part of the final plat or site plan development approval for the first phase of development.

B. If a larger area for a neighborhood park or open space is proposed than is required based on the per-unit calculation described in subsection A, for the south Central Open Space Neighborhood Park, the city must reimburse the applicant for the value of the amount of land that exceeds the required dedication based on the fee-in-lieu formula expressed in subsection C.

C. The city may accept a fee-in-lieu as an alternative to this dedication at its discretion or may require a fee-in-lieu if a suitable site meeting the criteria described in subsection D of these provisions is not available within the development site. The calculation of the fee-in-lieu or other monetary contributions must meet the following standards:

1. The amount of the fee in lieu of other monetary contributions shall be determined by a licensed, city selected appraiser retained by the applicant, who will value the excessive dedication assuming that zoning and other land use entitlement necessary for park and open space development are in place.

2. The fee-in-lieu or other monetary contribution shall be paid current with public dedication.

D. Neighborhood park and open space sites proposed for dedication must be located within the South-Central Open Space Network and East Ridge Thimble Creek Conservation Area Park locations as shown in Figure 17.62.059-1 and meet the following locational and development standards:

1. South Central Open Space-Neighborhood Park.

a. Thirty-foot ped/bikeway string along the east side of Center Parkway to be located in a shared-use path and will not be considered part of a pearl.

b. Up to four pearls of various sizes spread along the open space network.

c. Minimum sizes pearl: Two acres minimum.

d. Maximum size pearl: None.

e. Minimum combined size of all pearls: Ten acres.

f. Minimum average pearl width: Two hundred feet.

g. Minimum average pearl depth: Two hundred feet.

h. At least five acres to be developed with active recreation components.

i. The first pearl dedicated must be at least three acres in size.

2. East Ridge-Thimble Creek Conservation Area shall include:

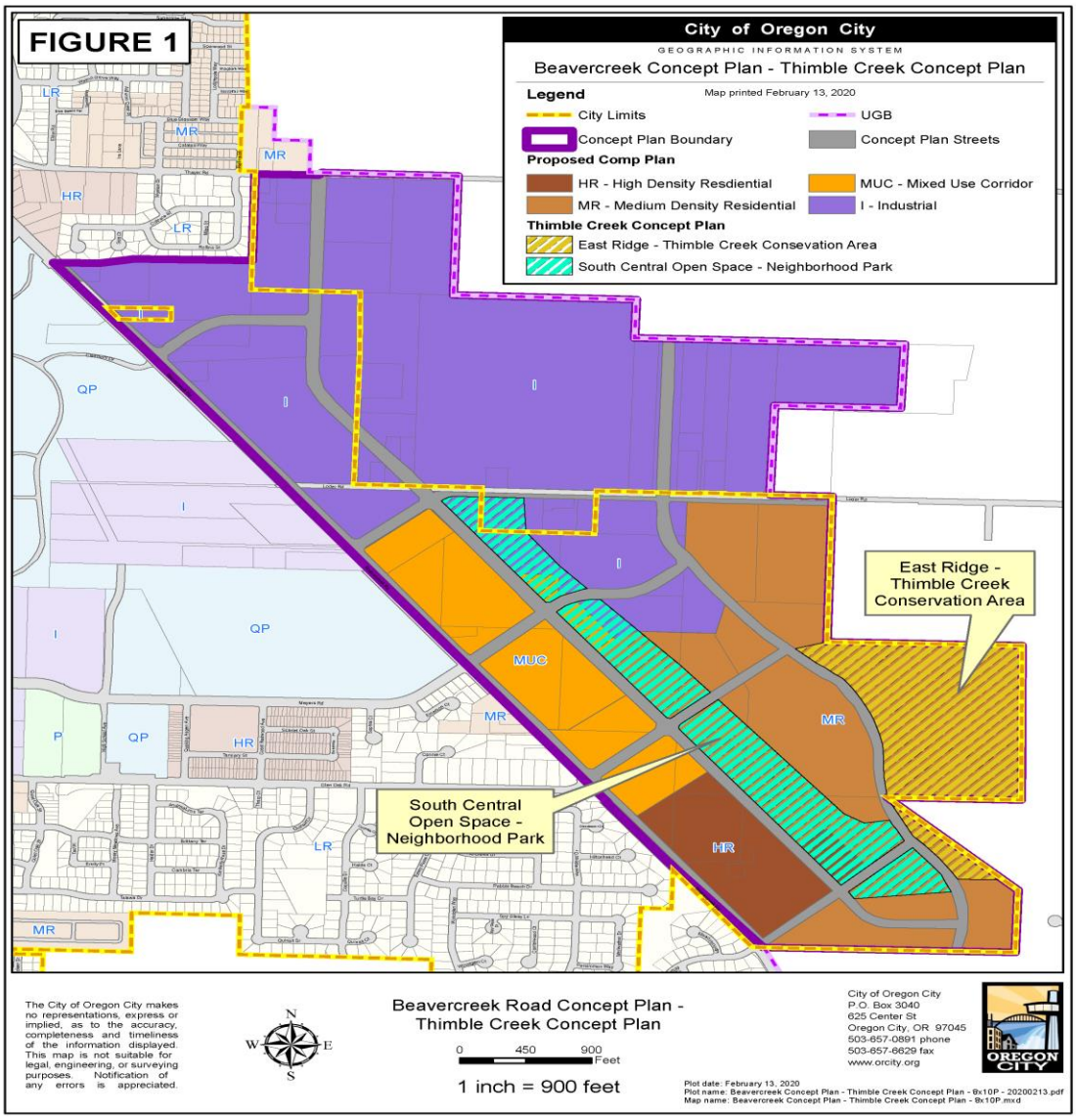
a. One-half of area between the Thimble Creek stream buffer and the four hundred ninety-foot elevation ridgeline to be open space;

b. Two public viewpoints separated by at least four hundred feet with a minimum size of .35 acre at less than ten percent slope for each viewpoint. One of the viewpoints must be visible from a passing vehicle on the Ridge Parkway;

c. Seven hundred-foot non-interrupted view corridor along the open space from the east edge of the Ridge Parkway; and

d. Provide a pedestrian-oriented forest trail from one view-point to another along the Ridge Parkway.

Figure 17.62.059-1



(Ord. No. 21-1006, § 1(Exh. A), 7-1-2020)

17.62.060 Reserved.

Editor's note(s)—Ord. No. 22-1001, § 1(Exh. A), adopted June 1, 2022, repealed § 17.62.060, which pertained to cluster housing and derived from Ord. No. 18-1009, adopted July 3, 2019; Ord. No. 19-1008, adopted December 18, 2019 and Ord. No. 21-1006, adopted July 1, 2020.

17.62.065 Outdoor lighting.

A. Purpose. The general purpose of this section is to require outdoor lighting that is adequate for safety and convenience; in scale with the activity to be illuminated and its surroundings; directed to the surface or activity to be illuminated; and designed to clearly render people and objects and contribute to a pleasant nighttime environment. Additional specific purposes are to:

1. Provide safety and personal security as well as convenience and utility in areas of public use or traverse, for uses where there is outdoor public activity during hours of darkness;

2. Control glare and excessive brightness to improve visual performance, allow better visibility with relatively less light, and protect residents from nuisance and discomfort;

3. Control trespass light onto neighboring properties to protect inhabitants from the consequences of stray light shining in inhabitants' eyes or onto neighboring properties;

4. Result in cost and energy savings to establishments by carefully directing light at the surface area or activity to be illuminated, using only the amount of light necessary; and

5. Control light pollution to minimize the negative effects of misdirected light and recapture views to the night sky.

6. Encourage energy efficient lighting with new technologies such as light emitting diodes (LED) or similar to reduce ongoing electrical demand and operating costs.

B. Applicability.

1. General.

a. All exterior lighting for any type of commercial, mixed-use, industrial, institutional, or multi-family development shall comply with the standards of this section, unless excepted in subsection B.3.

b. The city engineer or public works director shall have the authority to enforce these regulations on private property if any outdoor illumination is determined to present an immediate threat to the public health, safety and welfare.

2. Lighting Plan Requirement. All commercial, industrial, mixed-use, cottage housing and multi-family developments shall submit a proposed exterior lighting plan. The plan shall be submitted concurrently with the site plan. The exterior lighting plan shall include plans and specifications for streetlights, parking lot lights, and exterior building lights. The specifications shall include details of the pole, fixture height and design, lamp type, wattage, and spacing of lights.

3. Excepted Lighting. The following types of lighting are excepted from the requirements of this section:

a. Residential lighting for single-family attached and detached homes, and duplexes.

b. Public street and right-of-way lighting.

c. Temporary decorative seasonal lighting provided that individual lamps have a light output of sixty watts or less.

d. Temporary lighting for emergency or nighttime work and construction.

e. Temporary lighting for theatrical, television, and performance areas, or for special public events.

f. Lighting for a special district, street, or building that, according to an adopted municipal plan or ordinance, is determined to require special lighting aesthetics as part of its physical character.

g. Lighting required and regulated by the Federal Aviation Administration.

C. Design and Illumination Standards.

1. Outdoor lighting, if provided, shall be provided in a manner that enhances security, is appropriate for the use, avoids adverse impacts on surrounding properties, and the night sky through appropriate shielding as defined in this section. Glare shall not cause illumination on other properties in excess of a measurement of 0.5 footcandles of light as measured at the property line.
2. Lighting shall be provided in parking lots, bicycle parking areas, and vehicular circulation areas.
3. Lighting shall be provided in pedestrian walkways, pedestrian plazas, and pedestrian circulation areas.
4. Lighting shall be provided at all building entrances.
5. With the exception of pedestrian scale lighting, all light sources shall be concealed or shielded with a full cut-off style fixture in order to minimize the potential for glare and unnecessary diffusion on adjacent property.
6. The maximum height of any lighting pole serving a multi-family residential use shall be twenty feet. The maximum height serving any other type of use shall be twenty-five feet, except in parking lots larger than five acres, the maximum height shall be thirty-five feet if the pole is located at least one hundred feet from any residential use.
7. Floodlights shall not be utilized to light all or any portion of a building facade between ten p.m. and six a.m.
8. Lighting on outdoor canopies shall be fully recessed into the canopy and shall not protrude downward beyond the ceiling of the canopy.
9. All outdoor light not necessary for security purposes shall be reduced, activated by motion sensor detectors, or turned off during non-operating hours.
10. Light fixtures used to illuminate flags, statues, or any other objects mounted on a pole, pedestal, or platform shall use a narrow cone beam of light that will not extend beyond the illuminated object.
11. For upward-directed architectural, landscape, and decorative lighting, direct light emissions shall not be visible above the building roofline.
12. No flickering or flashing lights shall be permitted, except for temporary decorative seasonal lighting.
13. Lighting for outdoor recreational uses such as ball fields, playing fields, tennis courts, and similar uses, are allowed a light post height up to eighty feet in height.
14. Main building entrances shall be well lighted and visible from any transit street. The minimum lighting level for building entries fronting on a transit street shall be three foot-candles.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.085 Refuse and recycling standards for commercial, industrial, office, institutional, and multi-family developments.

The purpose and intent of these provisions is to provide an efficient, safe and convenient refuse and recycling enclosure for the public as well as the local collection firm. All new development, change in property use, expansions, or exterior alterations to uses, other than single-family detached residential units, duplexes, triplexes, quadplexes, townhouses, cottage clusters or accessory dwelling units (ADUs), shall include a refuse and recycling enclosure. The area(s) shall be:

A. Fully enclosed and visually screened;

B. Located in a manner easily and safely accessible by collection vehicles;

C. Located in a manner so as not to hinder travel lanes, walkways, streets or adjacent properties;

D. On a level, hard surface designed to discharge surface water runoff and avoid ponding;

E. Maintained by the property owner;

F. Used only for purposes of storing solid waste and recyclable materials;

G. Designed in accordance with applicable sections of the Oregon City Municipal Code (including OCMC 8.20, Solid Waste Collection and Disposal) and city adopted policies.

Enclosures are encouraged to be sized appropriately to meet the needs of current and future tenants and designed with sturdy materials which are compatible to the primary structure(s).

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.62.090 Implementation.

A. Applications for site plan and design review shall be reviewed in the manner provided in OCMC 16.12 and 17.50. The building official may issue a certificate of occupancy only after the improvements required by site plan and design review approval have been completed, or a schedule for completion and a bond or other financial guarantee have been accepted by the city.

B. In performing site plan and design review, the review authority shall consider the effect of additional financial burdens imposed by such review on the cost and availability of needed housing types. Consideration of such factors shall not prevent the imposition of conditions of approval found necessary to meet the requirements of this section. The cost of such conditions of approval shall not unduly increase the cost of housing beyond the minimum necessary to achieve the provisions of this title, nor shall such cost prevent the construction of needed housing types.

C. The site plan and design review provisions of this chapter shall not be applied to reduce the density or height of an application for a development project that reserves at least seventy-five percent of the gross floor area for housing where the proposed density or height is at or below what is allowed in the base zone, except in the following situations:

1. Where the reduction in density is required for development subject to historic overlay provision in OCMC 17.40; or

2. Where the reduction in density is necessary to resolve a health, safety or habitability issue, or to comply with the natural resource overlay district regulations of OCMC 17.49, the geologic hazard overlay district regulations of OCMC 17.44, or the floodplain management overlay district regulations of OCMC 17.42 or steep slope regulations.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

Bateman Seidel

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May 27, 2025

Via Email and Regular Mail:
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kirstin.greene@dlcd.oregon.gov

Dr. Brenda Ortigoza Bateman, Director
Kirstin Greene, Deputy Director
Oregon Department of Land Conservation and Development
635 Capitol Street, NE, Suite150
Salem, Oregon 97301-2540

Re: CFEC Rule at OAR 660-012-0440(3) - Exception Request

Dear Director Bateman and Deputy Director Greene:

Please accept this letter as the City of Oregon City's (City's) request to allow the City to adopt zoning code amendments that vary slightly from the Climate Friendly and Equitable Communities (CFEC) rule at OAR 660-012-0440(3) and (4), which provide:

> "(3) Cities and counties may not enforce parking mandates for developments on a lot or parcel that includes lands within one-half mile of frequent transit corridors * * *.
>
> "(4) Cities and counties may use either walking distance or straight-line distance in measuring distances in this rule."

The City is requesting that DLCD allow it to require minimal off-street parking for development on lots within *one-quarter mile* rather than one-half mile walking distance of the Tri Met bus line 33 (Line 33) frequent transit corridor (Line 33 Corridor). Although the City does not technically qualify for the exemption process set out in OAR 660-012-100(4) because the City's population is greater than 10,000, the City wishes to point out several factors that are unique to the City that support an exception to the strict requirement of the rule.

First, unlike other cities within the Portland Metropolitan Area with more transit routes, the Line 33 Corridor is the City's only transit corridor. Because of the City's small geographic area, the one-half mile area mandated by the rule comprises a significant portion of the City that will be ineligible for minimal off-street parking for new development.

Second, the request is supported by the City's unique topography that includes slopes of more than 25 percent in areas that are less than one-half mile walking distance from Line 33 (Transit Gap Area). No other public transit services exist in the Transit Gap Area to provide those living or doing business within the Transit Gap Area with a way to travel on those steep slopes.

The City believes this request is supported by the City's unique topography, small geographic size, and lack of additional public transit services within the Transit Gap Area. The City appreciates your consideration of this request and looks forward to hearing from you.

Please contact me with any questions or if you would like further information.

Very truly yours,

Melissa Ryan

cc: Tony Konkol, City Manager
Pete Walter, Interim Director - Community Development Department

LEGISLATIVE STAFF REPORT AND RECOMMENDATION

A preliminary analysis of the applicable approval criteria for a legislative proposal is enclosed within the following report.

April 7, 2025

HEARING DATE: **April 14, 2025 -** Planning Commission
7:00 pm, Commission Chambers, Robert Libke Public Safety Building
1234 Linn Ave, Oregon City, OR 97045

FILE NUMBER: LEG-25-02

APPLICATION TYPE: Legislative (OCMC 17.50.170)

APPLICANT: City of Oregon City - Planning Division,
PO Box 3040, Oregon City, OR 97045

Aquilla Hurd-Ravich, AICP, Community Development Director
Pete Walter, Planning Manager

REQUEST: Amendments to the Oregon City Municipal Code to implement Parking Reforms for compliance with Climate Friendly and Equitable Communities rules

LOCATION(S): City Wide

I. BACKGROUND:

File No. LEG-25-02 amends various Chapters of the Oregon City Municipal Code to implement Oregon's new administrative rules (OAR) pertaining to parking that were recently enacted as part of the Climate Friendly and Equitable Communities (CFEC) program and provides recommended findings for legislative adoption of code updates that Oregon City will need to implement to comply with the new rules.

The parking-related rules (OAR 660-12-0400 through -0450) generally aim to reduce the amount of unnecessary parking built due to minimum requirements, and to reduce impacts of new parking to the extent possible. There are three broad paths to compliance allowed within the rules ("options," per DLCD's terminology).

- Option 1 is to repeal mandates entirely.

- Options 2 and 3 are to enact either a smaller subset of more significant reforms (Option 2) or a larger subset of less significant reforms (Option 3).

The Oregon City Commission directed Staff to proceed with Option 3.

Additionally, there are several requirements regarding newly developed or redeveloped parking specified by OARs 660-012-0405 (Parking Regulation Improvements) and 660-012-0410 (Electric Vehicle Charging) that necessitate updates to Oregon City's code, and additional rules addressing the maximum amount of parking that can be developed specified by OAR 660-012-0415.

The memo titled "Oregon City Conceptual Approach to CFEC Compliance" dated March 1, 2025, by the City's consultant Studio Davis discusses the preferred avenue to compliance for Oregon City. This avenue was developed beginning with an initial code audit conducted in 2023 by Jet Planning and refined through ongoing analysis and outreach conducted by Studio Davis and the City in tandem. The recommendations herein discuss and consider feedback received through an extensive outreach process that included presentations to the various boards and commissions serving Oregon City as well as a public workshop that included in-person and online elements.

PROCESS

Adoption of the code amendments is a legislative action that requires review and recommendation from the Planning Commission prior to adoption by the City Commission following public hearings.

Engagement & Outreach

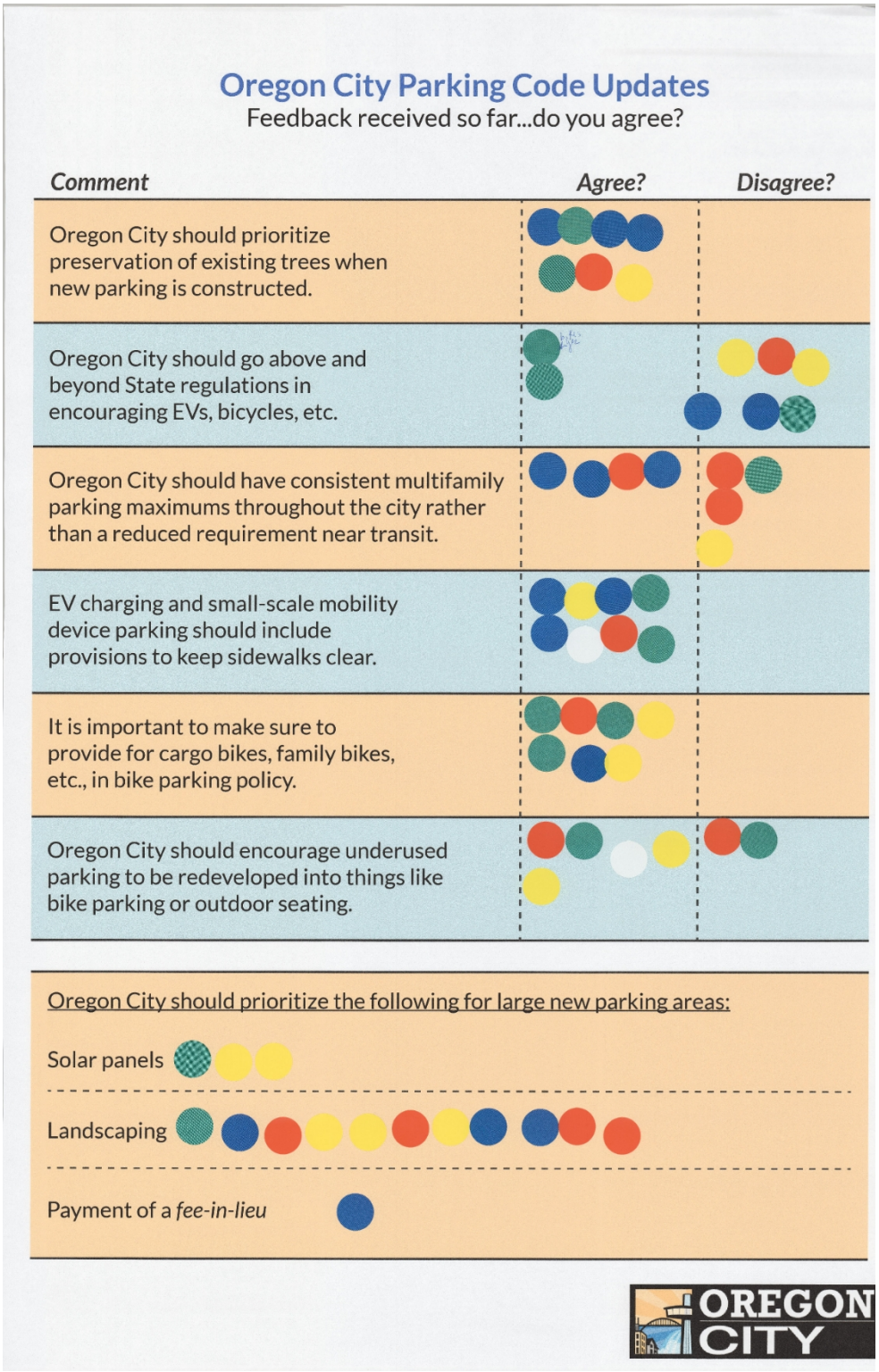
The approach to compliance detailed below was developed through a robust and inclusive outreach process that sought to obtain feedback from Oregon City residents, employees, and community leaders.

The initial round of engagement prior to October 2024 was conducted directly by City staff. In late 2024, an ad-hoc CFEC Committee was formed to advise the project team on implementing the necessary changes. From the City's initial engagement, Option 3 emerged as the preferred compliance alternative. The CFEC Committee supported this alternative and established the general framework for compliance.

While many elements of Option 3 are prescriptive, there are several areas where Oregon City has some discretion regarding how to meet requirements. The project team sought feedback on these areas through subsequent engagement efforts with the CFEC Committee and other standing committees during January and February 2025, including with a public open house held on February 10, 2025. For the Open House, the project team created a number of materials to solicit feedback, including creation of a poster that summarized the feedback received to date. That poster is shown below in Figure 1, and represents a good synopsis of feedback received, showing both the key points from the various commissions as well as the workshop's participants' dots indicating agreement or disagreement.

Figure 1

Again, many of the requirements Oregon City needs to update are strictly prescribed by the CFEC



rules. However, the engagement process generated detailed and thoughtful feedback on a number of areas where the City does have latitude. To the extent possible, that feedback has been incorporated into the recommended updates.

CFEC Advisory Committee

City Staff

Aquilla Hurd-Ravich, Community Development Director
Pete Walter, Planning Manager
Dayna Webb, Public Works Director
Ryan Kersey, Manager, Code and Parking Enforcement
Vance Walker, Manager, OCPW Operations
James Graham, Economic Development Manager
Ann Griffin, Economic Development Coordinator

Community Members

Juliana Allen, Downtown Oregon City Association (DOCA)
Andrew Crampton, Housing Authority of Clackamas County (HACC)
Dorothy Dahlsrud, Oregon City Citizen Involvement Committee (CIC)
Karla Laws, Community Member
Devin Ellen, Housing Authority of Clackamas County (HACC)
Dan Fowler, Downtown business owner
Gloria LaFleur, Housing Authority of Clackamas County (HACC)
Raymond Rendlemann, Transportation Advisory Committee (TAC)
Kristen Svicarovich, Confederated Tribes of the Grand Ronde
Tim Wuest, Oregon City Business Alliance, Parks and Recreation Advisory Committee (PRAC)
Vicki Yates, Resident / Mid-Town Business Owner
Ryan Webb, Confederated Tribes of the Grand Ronde
Samantha Wolf, Chair, Oregon City Natural Resources Committee (NRC)

Meetings / Outreach Dates

2024

January 9	City Commission work session
January 17	City Commission presentation
October 30	CFEC Advisory Committee Meeting #1
November 14	CFEC Advisory Committee Meeting #2

2025

January 9	Development Stakeholders Group
January 13	Planning Commission
February 3	Citizen Involvement Committee
February 10	Public Open House
February 10-17	On-Line Virtual Public Open House
February 12	Natural Resources Committee
February 26	Library Board
March 10	Planning Commission
March 11	City Commission

March 13	CFEC Advisory Committee meeting #3
March 18	Gaffney Lane Neighborhood Association
April 14	Planning Commission Public Hearing #1
May 7	City Commission Public Hearing #1
May 21	City Commission Public Hearing #2 (if needed)
June 4	City Commission 2nd Reading of Ordinance No. 25-1006

Public Notice and Comments
This is a legislative action that requires public notice pursuant to OCMC 17.50.090.C. - *Notice of Public Hearing on a Legislative Proposal*. The Community Development Director provided the required Post Acknowledgement Plan Amendment (PAPA) notice of the proposed changes to Land Use Regulations to the Oregon Department of Land Conservation and Development on March 7, 2025. Notice of the April 14, 2025 Planning Commission public hearing was also provided to the Citizen Involvement Committee, Natural Resources Committee, Neighborhood Associations, and affected service districts, agencies and parties by email on March 26, 2025.

Following the public notice, as of the date of this report, no public comments have been received.

Project Webpages
Prior to the legislative adoption process, staff created a webpage to inform the public about the CFEC regulations at **https://orcity.org/1553/Climate-Friendly-Equitable-Communities-C**.

At the start of the legislative adoption process, staff created a project webpage for the legislative file at **https://orcity.org/3367/LEG-25-02-Climate-Friendly-Equitable-Com**.

II. DECISION-MAKING CRITERIA
The remainder of this staff report provides additional findings to demonstrate that the proposed parking code amendments are consistent with applicable approval criteria.

Chapter 17.68 - Zoning Changes and Comprehensive Plan Amendments

17.68.010 - Initiation of the amendment.
A text amendment to the comprehensive plan, or an amendment to the zoning code or map or the Comprehensive Plan map, may be initiated by:
A. A resolution request by the City Commission;
B. An official proposal by the Planning Commission;
C. An application to the Planning Division; or.
D. A Legislative request by the Planning Division.
All requests for amendment or change in this title shall be referred to the Planning Commission.
Finding: The proposal qualifies as initiated as a legislative request by the Planning Division at the direction of the City Commission.

17.68.015 –Procedures.
Applications shall be reviewed pursuant to the procedures set forth in Chapter 17.50.

17.50.170 - Legislative hearing process.
A. Purpose. Legislative actions involve the adoption or amendment of the city's land use regulations, comprehensive plan, maps, inventories and other policy documents that affect the entire city or large portions of it. Legislative actions which affect land use shall begin with a public hearing before the planning commission.

B. Planning Commission Review.
1. Hearing Required. The planning commission shall hold at least one public hearing before recommending action on a legislative proposal. Any interested person may appear and provide written or oral testimony on the proposal at or prior to the hearing. The community development director shall notify the Oregon Department of Land Conservation and Development (DLCD) as required by the post-acknowledgment procedures of ORS 197.610 to 197.625, as applicable.

C. City Commission Review.
1. City Commission Action. Upon a recommendation from the planning commission on a legislative action, the city commission shall hold at least one public hearing on the proposal. Any interested person may provide written or oral testimony on the proposal at or prior to the hearing. At the conclusion of the hearing, the city commission may adopt, modify or reject the legislative proposal, or it may remand the matter to the planning commission for further consideration. If the decision is to adopt at least some form of the proposal, and thereby amend the city's land use regulations, comprehensive plan, official zoning maps or some component of any of these documents, the city commission decision shall be enacted as an ordinance.

2. Notice of Final Decision. Not later than five days following the city commission final decision, the community development director shall mail notice of the decision to DLCD in accordance with ORS 197.615(2).

Finding: This legislative action followed the procedures found in OCMC 17.50.170 including meetings with the Citizen Involvement Committee, Natural Resource Committee, Planning Commission, and City Commission where applicable. A complete timeline of the meeting is provided on Page 3 of this report. Ordinance No. 25-1006 has been drafted for enactment by the City Commission.

17.68.020 - Criteria.
The criteria for comprehensive plan amendment or text or map amendment in the zoning code are set forth as follows:
A. The proposal shall be consistent with the applicable goals and policies of the comprehensive plan;

Finding: This legislative action is consistent with the applicable goals and policies of the comprehensive plan as detailed in the responses below. Therefore, the proposed amendments are consistent with Criterion (A).

OC2040 Comprehensive Plan
CHAPTER 1 - HEALTHY AND WELCOMING COMMUNITIES

GOAL 1 Implement and maintain a community engagement program that provides broad and inclusive opportunities for all Oregon City community members to learn about and understand city government processes, including land use planning, and participate meaningfully in decisions that impact their communities.

POLICY 1.3 Seek opportunities to develop and enhance relationships with community-based organizations (CBOs) who are working in Oregon City and the larger region.

POLICY 1.4 Utilize innovative forms of communication technology to enhance the City's public engagement efforts.

POLICY 1.5 Provide on-going education to the community regarding land use projects and processes and ensure clear communication about when and how to be involved at key points in the process.

Finding: the proposal is consistent with these applicable goals and policies of the OC2040 Comprehensive Plan. Additionally, as required under OAR 660-12 Development of the CFEC implementation included a robust public outreach and engagement process, summarized on pages 2-4 of this report. The public process that led to the legislative file included a presentation to the Citizen Involvement Committee and numerous other boards and committees. A virtual open house was held online to allow the public to participate remotely. All the meetings allowed for both in-person and virtual participation.

OC2040 Comprehensive Plan
CHAPTER 2: DIVERSE ECONOMY

GOAL 3 Guide growth and development in a manner that implements the City's 2040 Vision and maintains an urban growth boundary that supports and accommodates projected population and employment during the 20-year planning period.

POLICY 3.1 Promote efficient use of land and public infrastructure and plan for appropriate infill development, redevelopment, and new development.

STRATEGY 3.1.A Create incentives for new development to use land more efficiently, such as by having minimum floor area ratios and maximums for parking and setbacks.

STRATEGY 3.1.B Encourage the vertical and horizontal mixing of different land-use types in selected areas of the city where compatible uses can be designed to reduce the overall need for parking, create vibrant urban areas, reduce reliance on private automobiles, create more business opportunities and achieve better places to live.

GOAL 4 Encourage and support new development that incorporates supportive community features and sustainability principles in site design and building construction.

STRATEGY 4.2.A Encourage designs that achieve a minimum "Certified" level of LEED (Leadership in Energy and Environmental Design) certification.

STRATEGY 4.2.B Encourage commercial and industrial development that enhances livability of neighborhoods through the design of attractive LEED certified buildings and environmentally responsible landscaping that uses native vegetation wherever possible, and by ensuring that development is screened and buffered from adjoining residential neighborhoods and access is provided by a variety of transportation modes.

STRATEGY 4.2.C Encourage siting and construction of new development to take advantage of solar energy, minimize energy usage, and maximize opportunities for public transit.

POLICY 4.3 Utilize urban design principles that create comfortable and attractive public spaces that are reflective of Oregon City's community vision.

Finding: the proposal is consistent with these applicable goals and policies of the OC2040 Comprehensive Plan. Implementing parking reforms where land uses are supported by frequent transit and encouraging the reuse of underutilized parking areas will support community features and sustainability principles in site design and building construction and reduce barriers to redevelopment.

OC2040 Comprehensive Plan
CHAPTER 3 – CONNECTED INFRASTRUCTURE

GOAL 1 Provide a safe, comfortable, and accessible transportation network that serves all modes of travel, including non-motorized modes.

POLICY 1.2 Reduce Oregon City's carbon footprint by supporting and emphasizing non-motorized modes.

GOAL 4 Promote and support energy conservation, sustainability, and resiliency through best practices in infrastructure planning, operations, and management.

POLICY 2.4 Increase resiliency to climate change, natural hazard events, and cyber intrusions in public utility infrastructure.

POLICY 4.2 Continue to implement green, sustainable, and low-impact approaches to stormwater management.

STRATEGY 4.2.A Ensure parking lot designs that mitigate stormwater impacts. Take measures to reduce waterflow and increase water absorption using bioswales, vegetated landscaped islands with curb cuts to allow water inflow, and increase tree planting.

Finding: the proposal is consistent with these applicable goals and policies of the OC2040 Comprehensive Plan. The code amendments are intended to increase resiliency to climate change and will augment regulations already implemented by Oregon State Building Codes and used by City staff in the Building, Planning, and Engineering Divisions to promote more sustainable development. The zoning code already supports significant reductions in parking minimums to support land uses like restaurants and housing. CFEC rules include encouraging reuse of underutilized parking areas for purposes like outdoor seating areas, a policy the city already supports, and for electric vehicle charging, solar panels, and pedestrian and bicycle parking spaces.

OC2040 Comprehensive Plan
CHAPTER 4 – PROTECTED ENVIRONMENT

GOAL 2 Conserve, protect, and enhance the function, health, and diversity of the City's natural resources and ecosystems.

POLICY 2.1 Develop and adopt a Climate Action Plan for Oregon City.

POLICY 2.2 Implement site development and design practices that incorporate natural ecosystem enhancement, minimize impacts on natural resources, and avoid degradation or loss of wetlands, watershed, and habitat.

STRATEGY 2.2.A Adopt and/or establish standards for all new development that promote the use of pervious surfaces and prevent negative ecological effects of urban stormwater runoff on streams, creeks and rivers.

STRATEGY 2.2.B Encourage use of native and hardy plants such as trees, shrubs and groundcovers to maintain ecological function and reduce maintenance costs and chemical use.

POLICY 2.4 Protect and enhance the urban forest tree canopy.

STRATEGY 2.4.A Encourage the maintenance and improvement of the city's tree canopy to improve air quality.

POLICY 2.7 Support programs and methods that will improve air quality in Oregon City.

STRATEGY 2.7.A Promote land-use patterns that reduce the need for distance travel by single-occupancy vehicles and increase opportunities for

walking, biking and/or transit to destinations such as places of employment, shopping and education.

Finding: the proposal is consistent with these applicable goals and policies of the OC2040 Comprehensive Plan. Adoption of these code amendments will augment the protection of natural resources already protected by the Oregon City Comprehensive Plan and its implementing ordinances.

Requiring parking within one-half mile of Tri-Met Bus Line 33 is disallowed per OAR 660-012-0440. However, the rule allows the City to distinguish between a straight-line distance and a walking distance.

> OAR 660-012-0440(*4) Cities and counties may use either walking distance or straight-line distance in measuring distances in this rule.*

The original maps and corridors the City has used to implement this section were based on the straight-line measurements which creates a rather wide transit corridor throughout the City. Since receiving feedback from the City Commission, City staff worked to analyze a half (1/2) mile walking distance buffer based on bus stops along Line 33. This approach reduces the width of the buffer which means there are more areas of the City subject to parking minimums. Staff is requesting direction on which method to use when measuring the half (½) mile transit corridor. Based on this direction staff will create a map that can be referenced upon implementation.

Chapter 17.50 Administration and Procedures

17.50.050 – Pre-application conference.
A. Pre-application Conference. Prior to a Type II – IV or Legislative application, excluding Historic Review, being deemed complete, the applicant shall schedule and attend a pre-application conference with City staff to discuss the proposal, unless waived by the Community Development Director. The purpose of the pre-application conference is to provide an opportunity for staff to provide the applicant with information on the likely impacts, limitations, requirements, approval standards, fees and other information that may affect the proposal.

1. *To schedule a pre-application conference, the applicant shall contact the Planning Division, submit the required materials, and pay the appropriate conference fee.*
2. *At a minimum, an applicant should submit a short narrative describing the proposal and a proposed site plan, drawn to a scale acceptable to the City, which identifies the proposed land uses, traffic circulation, and public rights-of-way and all other required plans.*
3. *The Planning Division shall provide the applicant(s) with the identity and contact persons for all affected neighborhood associations as well as a written summary of the pre-application conference.*
4. *A pre-application conference shall be valid for a period of six months from the date it is held. If no application is filed within six months of the conference or meeting, the applicant shall schedule and attend another conference before the City will accept a permit application. The Community Development Director may waive the pre-application requirement if, in the Director's opinion, the development has not changed significantly and the applicable municipal code or standards have not been significantly amended. In no case shall a pre-application conference be valid for more than one year.*

5. C. Notwithstanding any representations by City staff at a pre-application conference, staff is not authorized to waive any requirements of this code, and any omission or failure by staff to recite to an applicant all relevant applicable land use requirements shall not constitute a waiver by the City of any standard or requirement.

Finding: this application is filed by the Planning Division who is responsible for administering the legislative review process. The pre-application was waived by the Community Development Director.

17.50.055 - Neighborhood association meeting.

Neighborhood Association Meeting. The purpose of the meeting with the recognized neighborhood association is to inform the affected neighborhood association about the proposed development and to receive the preliminary responses and suggestions from the neighborhood association and the member residents.

A. Applicants applying for annexations, zone change, comprehensive plan amendments, conditional use, Planning Commission variances, subdivision, or site plan and design review (excluding minor site plan and design review), general development master plans or detailed development plans applications shall schedule and attend a meeting with the City-recognized neighborhood association in whose territory the application is proposed no earlier than one year prior to the date of application. Although not required for other projects than those identified above, a meeting with the neighborhood association is highly recommended.

B. The applicant shall request via email or regular mail a request to meet with the neighborhood association chair where the proposed development is located. The notice shall describe the proposed project. A copy of this notice shall also be provided to the chair of the Citizen Involvement Committee.

C. A meeting shall be scheduled within thirty days of the date that the notice is sent. A meeting may be scheduled later than thirty days if by mutual agreement of the applicant and the neighborhood association. If the neighborhood association does not want to, or cannot meet within thirty days, the applicant shall host a meeting inviting the neighborhood association, Citizen Involvement Committee, and all property owners within three hundred feet to attend. This meeting shall not begin before six p.m. on a weekday or may be held on a weekend and shall occur within the neighborhood association boundaries or at a City facility.

D. If the neighborhood association is not currently recognized by the City, is inactive, or does not exist, the applicant shall request a meeting with the Citizen Involvement Committee.

E. To show compliance with this section, the applicant shall submit a copy of the email or mail notice to the neighborhood association and CIC chair, a sign-in sheet of meeting attendees, and a summary of issues discussed at the meeting. If the applicant held a separately noticed meeting, the applicant shall submit a copy of the meeting flyer, postcard or other correspondence used, and a summary of issues discussed at the meeting and submittal of these materials shall be required for a complete application.

Finding: legislative applications are not a listed land use review type that requires a neighborhood association meeting. Staff presented the proposal to the Citizen Involvement Committee on

February 3, 2025. A copy of the PowerPoint presentation is attached to the application by reference.

17.50.070 - Completeness review and one hundred twenty-day rule.

C. Once the Community Development Director determines the application is complete enough to process, or the applicant refuses to submit any more information, the City shall declare the application complete. Pursuant to ORS 227.178, the City will reach a final decision on an application within one hundred twenty calendar days from the date that the application is determined to be or deemed complete unless the applicant agrees to suspend the one hundred twenty calendar day time line or unless State law provides otherwise. The one hundred twenty-day period, however, does not apply in the following situations:

1. Any hearing continuance or other process delay requested by the applicant shall be deemed an extension or waiver, as appropriate, of the one hundred twenty-day period.

2. Any delay in the decision-making process necessitated because the applicant provided an incomplete set of mailing labels for the record property owners within three hundred feet of the subject property shall extend the one hundred twenty-day period for the amount of time required to correct the notice defect.

3. The one hundred twenty-day period does not apply to any application for a permit that is not wholly within the City's authority and control.

4. The one hundred twenty-day period does not apply to any application for an amendment to the City's comprehensive plan or land use regulations nor to any application for a permit, the approval of which depends upon a plan amendment.

D. A one-hundred day period applies in place of the one-hundred-twenty day period for affordable housing projects where:

1. The project includes five or more residential units, including assisted living facilities or group homes;

2. At least 50% of the residential units will be sold or rented to households with incomes equal to or less than 60% of the median family income for Clackamas County or for the state, whichever is greater; and

3. Development is subject to a covenant restricting the owner and successive owner from selling or renting any of the affordable units as housing that is not affordable for a period of 60 years from the date of the certificate of occupancy.

E. The one hundred twenty-day period specified in OCMC 17.50.070.C or D may be extended for a specified period of time at the written request of the applicant. The total of all extensions may not exceed two hundred forty-five calendar days.

F. The approval standards that control the City's review and decision on a complete application are those which were in effect on the date the application was first submitted.

Finding: Legislative actions are not subject to the 120-day deadline.

III. RECOMMENDATION

Based on the findings in this report, staff recommends approval of file LEG-25-02. If the Planning Commission recommends approval to the City Commission, staff will prepare an Ordinance for consideration by the City Commission to adopt the proposed code amendments.

IV. EXHIBITS

1) Proposed Amendments to the Oregon City Municipal Code
   a) Redline version
   b) Clean version
2) Meeting materials and PowerPoint presentations for all meetings attended for the public engagement process are part of the record by reference. All the meeting dates are listed on pages 3-4 of this report. Minutes for these meetings may be available from the respective body.
3) Memorandum "RE: Oregon City Conceptual Approach to CFEC Compliance", Brian Davis, AICP, March 1, 2025.
4) Oregon City Frequent Transit Corridor Map – ½ Mile Buffer
   a) Buffer based on straight line measurement from corridor
   b) Walkshed based on ½ mile walkshed from Bus Stops w/ zoning
   c) Walkshed/Buffer comparison
   d) Walkshed/Buffer comparison – w/ zoning in between the two areas
5) DLCD Summary of Parking Reforms for Oregon City
6) ORS 197.646 DLCD Notice to Metro Area Local Governments, Sept. 19, 2022

Memorandum

To: Aquilla Hurd-Ravich & Pete Walter, City of Oregon City

CC: Evan Manvel, DLCD

From: Brian Davis, AICP

Date: March 1, 2025

Re: Oregon City Conceptual Approach to CFEC Compliance

Introduction

This memo summarizes Oregon's new administrative rules (OAR) pertaining to parking that were recently enacted as part of the Climate Friendly and Equitable Communities (CFEC) program and examines the nature and extent of code updates that Oregon City will need to implement to comply with the new rules.

The parking-related rules (OAR 660-12-0400 through -0450) generally aim to reduce the amount of unnecessary parking built due to minimum requirements, and to reduce impacts of new parking to the extent possible. There are three broad paths to compliance allowed within the rules ("options," per DLCD's terminology).

- Option 1 is to repeal mandates entirely;
- Options 2 and 3 are to enact either a smaller subset of more significant reforms (Option 2) or a larger subset of less significant reforms (Option 3).

Additionally, there are several requirements regarding newly developed or redeveloped parking specified by OARs 660-012-0405 (Parking Regulation Improvements) and 660-012-0410 (Electric Vehicle Charging) that necessitate updates to Oregon City's code, and additional rules regulations addressing the maximum amount of parking that can be developed specified by OAR 660-012-0415.

This memo discusses the preferred avenue to compliance for Oregon City. This avenue was developed beginning with an initial code audit conducted in 2023 by Jet Planning, and refined through ongoing analysis and outreach conducted by Studio Davis and the City in tandem. The recommendations herein discuss and consider feedback received through an extensive outreach process that included presentations to the various boards and commissions serving Oregon City as well as a public workshop that included in-person and online elements.

Engagement & Outreach

The approach to compliance detailed below was developed through a robust and inclusive outreach process that sought to obtain feedback from the gamut of Oregon City residents, employees, and community leaders.

The initial round of engagement prior to October 2024 was conducted directly by the City. In late 2024, an ad-hoc CFEC Committee was formed to advise the project team on implementing the necessary changes. From the City's initial engagement, Option 3 emerged as the preferred compliance alternative. The CFEC Committee supported this alternative and established the general framework for compliance.

While many elements of Option 3 are prescriptive, there are several areas where Oregon City has some discretion regarding how to meet requirements. The project team sought feedback on these areas through subsequent engagement efforts with the CFEC Committee and other standing committees during January and February, 2025, including with a public open house held on February 10, 2025. For the Open House, the project team created a number of materials to solicit feedback, including creation of a poster that summarized the feedback received to date. That poster is shown below in Figure 1, and represents a good synopsis of feedback received, showing both the key points from the various commissions as well as the workshop's participants' dots indicating agreement or disagreement.

Again, many of the requirements Oregon City needs to update are strictly prescribed by the CFEC rules. However, the engagement process generated detailed and thoughtful feedback on a number of areas where the City does have latitude. To the extent possible, that feedback has been incorporated into the recommended updates described below.

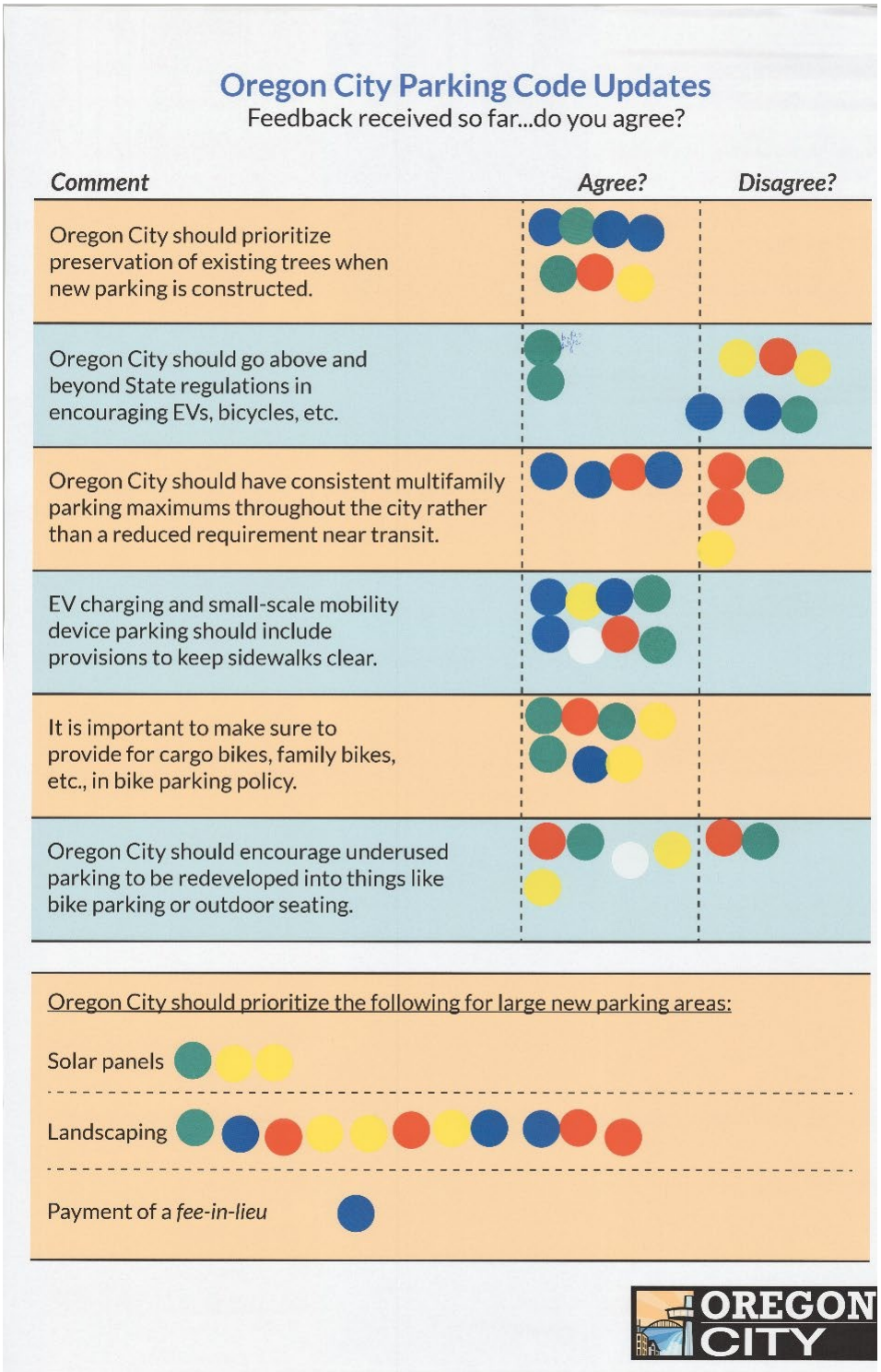


Figure 1: Poster from the *dot exercise* conducted for the public workshop, showing points of feedback received prior to the workshop and agreement or disagreement indicated by workshop attendees

Preferred Approach and Necessary Code Changes

Early in the engagement processes, it became evident that there was a lack of political support for Option 1. Further, both city staff and board/commission members expressed concerns about the implementation of unbundled parking, which is required by Option 2. Option 3 thus emerged as the preferred option, particularly given the fact that Oregon City already manages parking with meters and permits, which is a key requirement of Option 3. The conceptual approach detailed below presents a path to compliance following Option 3.

Parking Management (OAR 660-012-0400)

OAR 660-012-0400 establishes that Oregon City is required to comply with the parking-related CFEC regulations (OAR 660-012-0400 through -0450) and details the parameters of the three compliance options described above. The rule indicates that in lieu of removing parking requirements per OAR 660-012-0420, Oregon City can instead implement the provisions of OAR 660-012-0425, -0430 -0435, -0440, -0445, and -0450.

No code changes are directly required to meet this rule.

Parking Regulation Improvements (OAR 660-012-0405)

New requirements under rule -0405 address any new parking that is developed or redeveloped, and fall under eight broad categories. These are cited below along with code updates needed to meet these rules.

Preferential placement of carpool/vanpool parking (660-012-0405(1)(a))

OCMC 17.52.030(E) currently requires preferential parking for carpools/vanpools for many developments. Generally Oregon City's requirements meet or exceed those from the new OAR, which is limited in applicability to only "designated employee areas." However, the threshold for applicability for these new parking areas is 50 spaces, so OCMC will need to be slightly updated to meet this. The easiest path to compliance will be to update the applicability statement of OCMC 17.52.030(E) to read:

"New developments with seventy-five or more parking spaces, excluding projects where seventy-five percent or more of the total floor area is residential, and new hospitals, government offices, group homes, nursing and retirement homes, schools, *designated employee parking areas,* and transit park-and-ride facilities with fifty or more parking spaces…"

Per feedback from DLCD, this code may be confusing in its present form, particularly after adding an additional use, so the City should consider rewriting this as a bullet-pointed list.

Allow redevelopment of a portion of a parking lot for bike or transit uses (660-012-0405(1)(b))

The current code does not contemplate redevelopment of parking for bike or transit uses. New language will need to be added to the code to allow for this.

Allow and encourage redevelopment of underused parking (660-012-0405(2))

Likewise, the current code does not currently address potential redevelopment of underused parking, so language will need to be added to allow for this possibility. Note that the City can still require review for new or expanded uses or structures. Potential language for this regulation that could address both this rule and the previous one based upon implementation guidance follows. The City also may want add a definition of "underused parking" to 17.04 to provide clarity; a potential definition largely consistent with best practices might be, "parking lots or facilities that are below 50% of capacity most or all of the time."

"(A) Purpose. To minimize the opportunity cost of parking by encouraging other beneficial uses to take its place, especially in situations where parking is underused.

(B) Property owners may choose to redevelop underused off-street parking, pursuant to OCMC 17.52.

(C) Redevelopment of existing off-street parking areas as a bicycle-oriented or transit-oriented facility including bicycle parking, bus stops and pullouts, bus shelters and park and ride stations, and similar facilities is encouraged."

Allow and facilitate shared parking (660-012-0405(3))

Shared parking is currently addressed within OCMC 17.52.20(B)(3) as a permissible path to meet parking requirements. This can be kept as-is for the area where parking requirements will be retained. However, more general language will be needed establishing the permissibility of shared parking. Potential language follows.

"Parking facilities for two or more uses, structures, or parcels of land may be shared, provided that the right of joint use is evidenced by a recorded deed, lease, contract, or similar written instrument authorizing the joint use."

Tree canopy, solar, or fee-in-lieu, for parking more than ½ acre (660-012-0405(4)(a))

This is perhaps the most impactful requirement of Rule -0405, as this requirement will shape what those areas look like and their impact to the overall sense of place. Accordingly, there was a significant amount of discussion on this topic during the outreach process.

The rule indicates that Oregon City must require at least one, or any combination, of the following:

A) Require installation of solar panels capable of generating 0.5 kilowatts per new parking space;

B) Require a fee-in-lieu payment of $1,500 per new parking space to be invested in a city, county, or state fund dedicated to renewable energy development; or

C) Require a tree canopy covering 40% of the parking lot.

Oregon City currently has detailed parking lot landscaping requirements via OCMC 17.52.060, although no tree canopy coverage percentage is specified. Oregon City's code otherwise meets or exceeds requirements, and is largely consistent with implementation guidance.

During the outreach process participants generally indicated support for landscaping, and a plurality felt that there should also be a solar option for parking lot landscaping, which Oregon City does not currently allow for. This could be added as an option via the following clause within (or adjacent to) 17.52.060:

"Developments adding off-street parking areas of one-half acre (21,780 square feet) or more, must provide a tree canopy covering at least 40 percent of the new parking lot area at maturity, but no later than 15 years after planting, consistent with requirements of OCMC 17.52.060."

"If it is infeasible to meet the 40% tree canopy requirement due to site constraints, installation of solar panels with a generation capacity of at least 0.5 kilowatt per new off-street parking space can instead be provided. Panels may be located anywhere on the property, subject to OCMC standards."

Note that a fee-in-lieu program was not widely supported during the outreach process and it is unclear how such a program would be administered, so this is not recommended here.

New parking more than ½ acre must have trees along driveways or 30% coverage (660-012-0405(4)(b))

As above, Oregon City currently has fairly robust landscaping requirements and can meet the letter of this rule via fairly modest adjustments to existing language specifying that 30% coverage is needed.

The 30% perimeter coverage requirement is met prima facie if the overall 40% tree canopy requirement from the previous section is met. Otherwise, 30% tree coverage is required along the perimeter while meeting the previous requirement via the solar option.

Pedestrian connections through large parking lots (660-012-0405(4)(c))

OCMC 17.052.060 discusses pedestrian safety and walkways within parking lots and includes several requirements. Further design criteria are specified by OCMC 17.62.050(c).

DLCD's Implementation Guidance details what safe pedestrian connections should consist of and allows for discretion in the case of site-specific conditions outside of the applicant's control. Based upon this, Oregon City should add the following design requirements to 17.62.050(c) to fully comply with this requirement.

- Pedestrian crossings at intersections with drive aisles and other driveways should be demarcated, preferably by a raised surface that slows vehicular travel, or by different surface materials.
- Crossings demarcated only by striping are discouraged in that they have not been demonstrated to be safe or effective for pedestrian protection.
- The pedestrian facilities should be illuminated to at least the same level as the on-site driveways and public right-of-way.
- Pedestrian facilities from building entrances to the public right-of-way, ADA spaces, and transit stops shall be as direct as possible.

- Driveway crossings should be minimized, and the placement of buildings and their entrances should minimize pedestrian travel distances where possible.

Parking maximums in appropriate locations (660-012-0405(5))
This rule, intentionally worded very loosely, requires implementation of parking maximums in "appropriate locations, such as downtowns, designated regional or community centers, and transit-oriented developments." Since Oregon City currently has citywide parking maximums, it currently meets this requirement with no further adjustments, although some of the specific maximums will need to be adjusted to come into compliance with OAR 660-012-0415, described below.

Electric Vehicle Charging (OAR 660-012-0410)

Rule -0410 calls for new private multi-family residential or mixed-use developments with five or more residential dwelling units to install conduits to serve 40% of vehicle parking spaces.

Currently, Oregon City's code doesn't address EV charging, so language to meet this requirement will be needed. A potential way to do this would be to add the following language (or similar) to code.

"Electrical Service Capacity. Electrical service capacity, as defined in OCMC 17.04.345, must be provided to new off-street parking spaces subject to the following standards. Variance requests to these standards are prohibited.

> a. Non-residential development and residential or mixed use developments with less than five dwelling units must provide electrical service capacity to a minimum of 20 percent of all off-street vehicle parking spaces on the site.
>
> b. Residential or mixed-use development with five or more dwelling units must provide electrical service capacity to a minimum of 40 percent of all off-street vehicle parking spaces on site."

The definition of *Electrical Service Capacity* can then be added as OCMC 17.04.345 -350. Per implementation guidance, potential language is:

"Electrical service capacity" means:

(a) Building electrical service, sized for the anticipated load of electric vehicle charging stations, that has overcurrent devices necessary for electric vehicle charging stations or has adequate space to add the overcurrent devices;
(b) Designated space within a building to add electrical service with capacity for electric vehicle charging stations; **or**
(c) A designated location on building property, in or adjacent to a landscaped area, for installing remote service for electric vehicle charging stations; **and**
(d) A conduit system installed from building electrical service, or from the dedicated spaces or locations described in subparagraph (A) of this paragraph, to parking

spaces that can support, at a minimum, electrical wiring for installation of level 2 electric vehicle charging stations and, if the conduit is for future installation of electric vehicle charging stations, that labels both ends of the conduit to mark the conduit as provided for future electric vehicle charging stations.

"Electric vehicle charging station" means a device or facility for delivering electricity for motor vehicles that use electricity for propulsion.

"Level 2 electric vehicle charging station" means an electric vehicle charging station that uses 240V AC electricity for charging an EV.

Parking Maximums (OAR 660-012-0415)

Cities with 25,000 people or more within the Portland metro area are subject to rule -0415(1), which requires implementation of certain maximum parking requirements within the transit corridors and Climate Friendly areas listed in OAR 660-012-0440. With a population of approximately 40,000, Oregon City is subject to this rule.

As discussed above, Oregon City currently has maximum requirements specified for several uses via OCMC Table 17.52.020. With the exception of multifamily housing, these requirements meet those of the new rule. Thus, Oregon City will need to amend the multifamily maximum in Table 17.52.020 to be 1.2 off-street parking spaces per studio unit and two off-street parking spaces per non-studio residential unit.

Note that a topic that was discussed at length during the outreach process was whether to implement this change only within the required areas (likely through an additional table and/or code section), or to amend Table 17.52.020 to apply these new maximums citywide. There was broad consensus that the latter represented the more sensible path.

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

This section is mostly prescriptive, but will require several updates to OCMC 17.52.020, likely within an expanded subsection C, which addresses reductions to parking minimums. Most requirements below can be met with straightforward updates to 17.52.020, however DLCD did not produce model code or implementation guidance for this subsection.

Table 1: Requirements of OAR 660-012-0425 and necessary updates to meet them

Requirement	Needed Update
Garages and carports may not be required for residential developments.	Oregon City is in compliance per OCMC 17.52.010 – Applicability, but this section does not exception does not expressly mention triplex or 4-plexes. Oregon City may want to add these for clarity.

Garage parking spaces shall count towards off-street parking mandates.	Add section specifying this to OCMC 17.52.020.
Provision of shared parking shall be allowed to meet parking mandates.	Oregon City is in compliance. No change needed.
Required parking spaces may be provided off-site, within 2,000 feet pedestrian travel of a site. If any non-loading parking is provided on site, all required parking for people with disabilities shall be on site. If all parking is off-site, parking for people with disabilities must be located within the shortest possible distance of an accessible entrance via an accessible path and no greater than 200 feet from that entrance.	To wit, none of these requirements are currently contemplated in code. This requirement can likely be added verbatim as a subsection of 17.52.020.
Parking mandates shall be reduced by one off-street parking space for each three kilowatts of capacity in solar panels or wind power that will be provided in a development.	Add section specifying this to OCMC 17.52.020.
Parking mandates shall be reduced by one off-street parking space for each dedicated car-sharing parking space in a development.	Add section specifying this to OCMC 17.52.020, including requirement that these spaces be signed or marked appropriately.
Parking mandates shall be reduced by two off-street parking spaces for every electric vehicle charging station provided in a development.	Add section specifying this to OCMC 17.52.020.
Parking mandates shall be reduced by one off-street parking space for every two units in a development above minimum requirements that are fully accessible to people with mobility disabilities.	Add section specifying this to OCMC 17.52.020.

Note that reductions above must be cumulative and not capped. This should be specified by code as well.

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

This rule requires the following:

- Oregon City may not require more than one parking space per unit in residential developments with more than one dwelling unit on a single legally-established property.

- No requirements are allowed for the following uses:
    - Facilities and homes designed to serve people with psychosocial, physical, intellectual or developmental disabilities, including but not limited to a: residential care facility, residential training facility, residential treatment facility, residential training home, residential treatment home, and conversion facility as defined in ORS 443.400;
    - Child care facility as defined in ORS 329A.250;
    - Single-room occupancy housing;
    - Residential units smaller than 750 square feet;
    - Affordable housing as defined in OAR 660-039-0010;
    - Publicly supported housing as defined in ORS 456.250;
    - Emergency and transitional shelters for people experiencing homelessness; and
    - Domestic violence shelters.

Oregon City does not appear to require parking for the nonresidential uses listed above. The simplest path to compliance with this option would be to add language exempting "residential developments with more than one unit on a single Lot of Record as defined by 17.04.695, residential units less than 750 square feet, single-room occupancy housing, affordable housing per OAR 660-039-0010, and publicly supported housing as defined in ORS 456.250."

Note that implementation guidance indicates that communities should be sure to conform with parking mandate limits in OAR 660-046 for traditional "missing middle" housing including duplexes, triplexes, quadplexes, townhouses and cottage clusters. In some cases those rules set tighter limits on mandates than those in OAR 660-012; the smaller allowance applies in those situations."

Parking Reform in Climate-Friendly Areas (OAR 660-012-0435)

This rule applies to the downtown Oregon City Metro Region 2040 center and requires Oregon City to either eliminate minimum parking requirements at all sites within one-quarter mile of the center, or reduce significantly reduce parking requirements within this area in addition to implementing a parking benefit district.

As discussed below, Oregon City is already required to remove parking requirements within one-half mile of the corridor served by Tri-Met Bus Line 33. This overlaps with the Climate Friendly Area nearly entirely, so the preferred approach here is to include this area in the section of the city without parking minimums (described below), meeting the requirement.

Parking Reform near Transit Corridors (OAR 660-012-0440)

This rule disallows Oregon City from requiring parking within one-half mile of the Tri-Met Bus Line 33 Corridor, which meets the definitions for service and frequency under any scenario. This corridor comprises a significant portion of Oregon City. The City's map showing the exempt area under this rule (and the previous one) is shown in Figure 2.

Since the City has already identified the exempt areas vis GIS, the most straightforward way for Oregon City to meet this requirement would be to establish an area with no parking mandates in code and include and reference the official map. This is the approach used recently by the City of Sherwood. The code language used, adapted for Oregon City, follows.

"Per OAR 660-012-0440, no off-street parking is required for developments on a lot or parcel that includes lands within one-half (1/2) mile of a frequent transit corridor. Per OAR 660-012-0435, no off-street parking is required within the Oregon City Regional Center and one-quarter mile of the area. These areas are identified by the *CFEC Parking Delineated Area Map*."

In creating/adopting this map, there is an important consideration. As described below, one of the requirements of OAR 660-012-0445 is to include areas "within one-half mile pedestrian travel of climate-friendly areas" as exempt from parking mandates. Oregon City does not currently have a climate-friendly area, so this provision does not apply under existing conditions. However DLCD has indicated that they intend to ask LCDC to add Metro centers to this provision during the next rulemaking process. If the Commission concurs, this will provision would then apply to downtown Oregon City. The map shown in Figure 2 includes a half-mile buffer around the Regional Center in addition to the half-mile buffer around Line 33, and thus would be in compliance with this rule if officially adopted as the *CFEC Parking Delineated Area Map*.

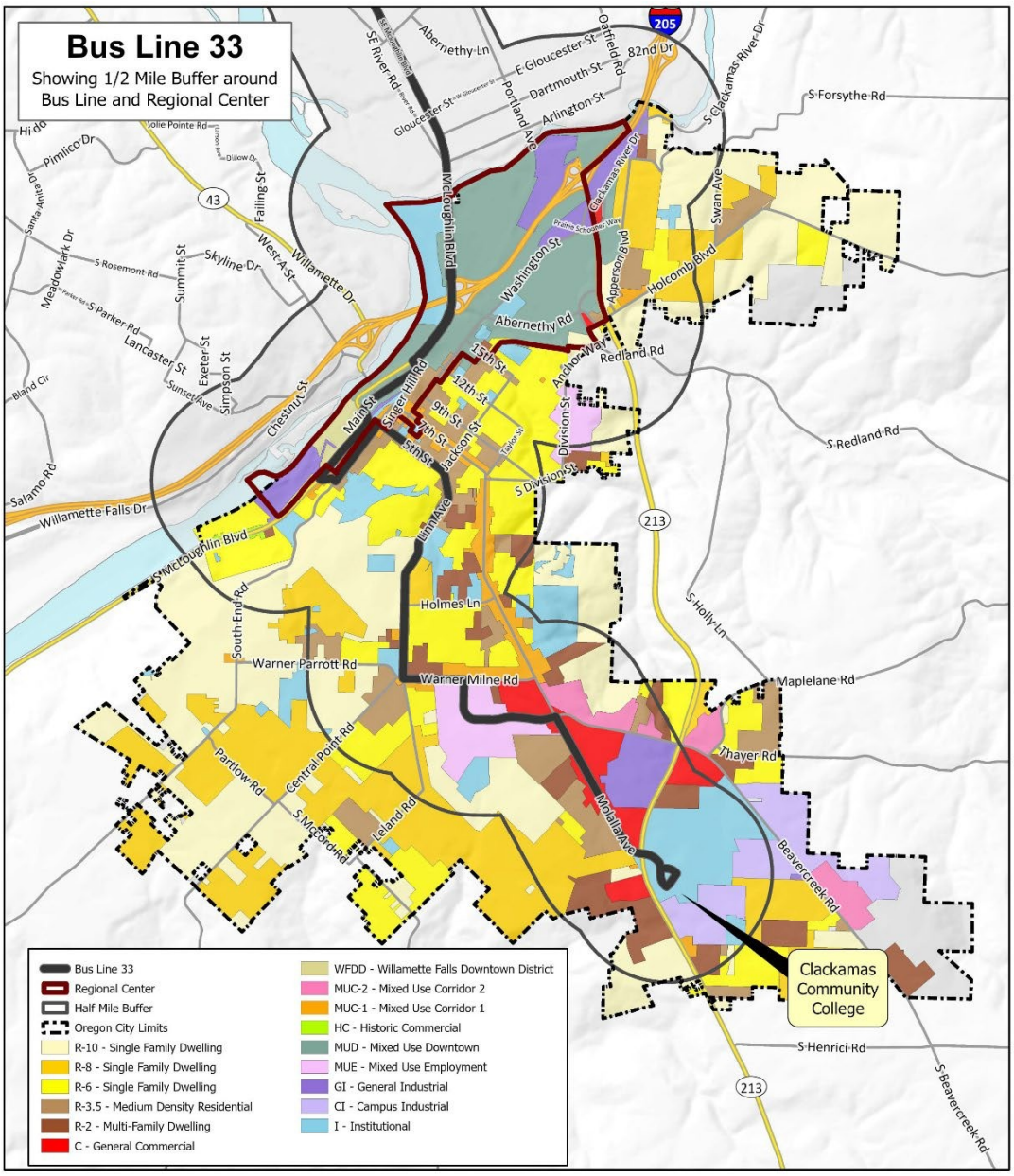


Figure 2: Areas within Oregon City that are disallowed from requiring parking per OAR 660-012-0435, -0440, and -0445

Parking Management Alternative Approaches (OAR 660-012-0445)

This rule essentially distinguishes between Options 2 and 3, allowing cities to either follow subsection 1(a) (Option 2) or subsection 1(b) (Option 3). By electing Option 3, Oregon City must adopt 14 separate measures leading to a "reduced parking management approach." These are detailed below along with needed code changes (if any) to apply.

As above, most requirements below can be met with straightforward updates to 17.52.020, likely with additional notes below Table 17.52.022; however as Oregon City is the first city to elect this option, no model or precedent code exists.

Table 2: Requirements and updates to meet OAR 660-012-0445(b)

Requirement	Needed Update
No parking mandates within one-half mile pedestrian travel of climate-friendly areas	No action required now, as Oregon City does not include a climate-friendly area. However, Metro centers may be included in this provision in the future. See above for considerations related to mapping this area.
No parking mandates for mixed-use development	Add section exempting these developments to OCMC 17.52.020. Strike note 1 below Table 17.52.020.
No parking mandates for group quarters	Add section exempting these uses to OCMC 17.52.020.
No parking mandates for studio apartments, one-bedroom apartments and condominiums	Include new row in table 17.52.020 for these uses, with no minimum and maximums per -0415. Add definition to 17.04 for studio apartment: "A studio apartment is an apartment consisting of a single large room serving as bedroom and living room, with a separate bathroom."
No parking mandates for change of use of, or redevelopment of, buildings vacant for more than two years.	Add section exempting these developments to OCMC 17.52.020, requiring registration of a building as vacant two years prior to the waiving of parking mandates.
No requirements to provide additional parking for change of use or redevelopment where at least 50 percent of the building floor area is retained.	Add section exempting these developments to OCMC 17.52.020.
No parking mandates for expansion of existing businesses by less than 30 percent of a building footprint	Add section exempting these developments to OCMC 17.52.020. Revise note #5 as needed.
No parking mandates for buildings within a National Historic District, on the National Register of Historic Places, or identified as a	Add section exempting these developments to OCMC 17.52.020.

designated or contributing structure on a local inventory of historic resources or buildings	
No parking mandates for commercial properties that have fewer than ten on-site employees or 3,000 square feet floor space	Add section exempting these developments to OCMC 17.52.020.
No parking mandates for developments built under the Oregon Residential Reach Code	Add section exempting these developments to OCMC 17.52.020. Add definition to 17.04 for Oregon Residential Reach Code: "The Oregon Residential Reach Code is a statewide optional energy construction standard approved by the Building Codes Division. It is is separate from the state building code and applicable at the designer's and contractor's discretion."
No parking mandates for developments seeking certification under any Leadership in Energy and Environmental Design (LEED) rating system	Add section exempting these developments to OCMC 17.52.020.
No parking mandates for schools	Revise Table 17.52.020 to show that the minimum requirement is zero for these uses.
No parking mandates for bars and taverns	Ensure that it is clear "restaurant" uses in Table 17.52.020 do not apply here.
Implementation of a pricing mechanism	Oregon City is in compliance. No change needed.

Bicycle Parking Requirements (OAR 660-012-0630)

Lastly, several new requirements regarding bicycle parking are introduced via Rule -0630. These fall under four categories, summarized below.

Minimum bicycle parking requirements for certain uses (660-012-630(2))

OCMC 17.52.040 Table A specifies bicycle parking requirements, and includes a minimum requirement for all uses specified by this rule. The code is currently in compliance and no changes are needed here.

Covered bicycle parking required for multifamily and mixed-use residential (660-012-630(3))

In addition to requiring some minimum number of parking spaces above, this rule stipulates that cities must require at least 0.5 stalls per unit in covered bicycle parking for residential uses. While Oregon City requires 50% of bike parking stalls to be covered, because it only requires one stall per

10 units it does not meet the letter of this rule. The easiest way to meet the requirement would be to change the covered parking requirement in the first row of Table A to the numerical requirement rather than a percentage, updating the header as needed.

Bike parking must meet certain standards regarding security and accessibility (660-012-630(3))
The design standards specified by OCMC 17.52.040(C) are fairly robust and adequately address most of the requirements regarding the size of spaces, accessibility, and location. It is recommended that the City add language to OCMC 17.52.040(C)(2) to indicate the spaces should also be "well lit." This rule also includes a stipulation that spaces must be included to "accommodate large bicycles, including family and cargo bicycles." Oregon City's design standards are likely adequate to ensure that these bicycles are accommodated at most or all bike spaces.

Provide parking for bikes and other "small-scale mobility devices" at key destinations (660-012-630(4))
Oregon City already requires parking at the key destinations specified by 660-012-360. The other requirements here do not necessitate code updates as part of this process; however the City may need to consider bike and small-scale mobility device parking during its upcoming TSP update.

Conclusion and next steps

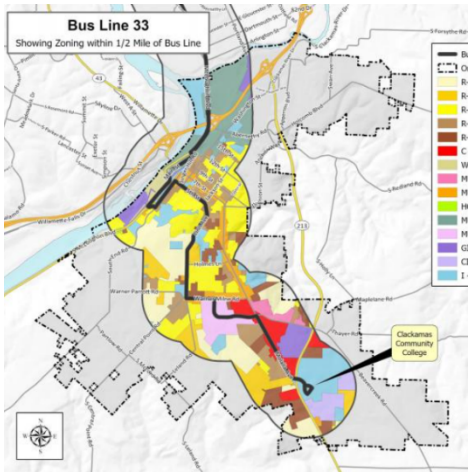
Based upon the approach specified above and the code language described herein, Studio Davis will work with the City to produce a formal set of code language ready for adoption.

If you have any questions or would like additional information, please do not hesitate to contact us.

Summary of Parking Reforms for Oregon City

Phase 1: Owners, Builders Decide Parking Near Transit; No Mandates for Equity Uses

Applies to development applications submitted after December 31, 2022



- City may not enforce parking mandates within ½ mile of TriMet Line 33
- City may not enforce parking mandates for small housing units (<750 sq. ft), affordable housing units, child care, facilities for people with disabilities, domestic violence and emergency/transitional shelters
- City may not require more than 1 parking space/unit for residential developments with more than 1 unit

Phase 2: More Reform; Choose an Approach for Lands Outside Transit Corridors *implement by June 30, 2024*

Code must

- Provide preferential carpool/vanpool parking when >50 spaces
- Allow redevelopment of parking areas for bike or transit uses
- Allow and encourage redevelopment of underused parking
- Allow and facilitate shared parking
- Require new parking areas >½ acre to install 40% tree canopy OR solar panels OR pay a fee-in-lieu
- Require new parking areas of more than ½ acre to provide trees and pedestrian connections
- Have parking maximums within ½ mile of transit

City chooses one of three options for further reform:

<table>
<tr><th>Option 1</th><th colspan="2">Options 2 and 3</th></tr>
<tr><td rowspan="4">Repeal parking mandates

no additional action needed</td><td colspan="2">Reduced mandates based on shared parking, solar panels, EV charging, car sharing, parking space accessibility, on-street parking, garage parking.

May not require garages/carports.</td></tr>
<tr><td colspan="2">In Metro regional center: remove mandates in and near regional center or adopt parking benefit district/remove commercial mandates/reduce residential mandates to ½ space/unit or below.</td></tr>
<tr><td>Option 2, the above plus adopt at least two policies:</td><td>Option 3, the above plus adopt all these policies</td></tr>
<tr><td>1. Charge for parking separate from residential rents
2. Charge for parking separate from commercial lease
3. Flexible commute benefit for businesses with more than 50 employees
4. Tax on parking lot revenue
5. No more than ½ space/unit mandated for multifamily development</td><td>No mandates for a variety of specific uses, schools, bars, small commercial buildings, vacant buildings, studios/one bedrooms, historic buildings, LEED or Oregon Reach Code developments, etc.

No additional parking for changes in use, redevelopments, expansions of over 30%

No mandates within ½ mile walking distance of Metro regional center

Designate on-street paid parking district or unbundle parking</td></tr>
</table>

Oregon
Kate Brown, Governor

Department of Land Conservation and Development
Director's Office
635 Capitol Street NE, Suite 150
Salem, Oregon 97301-2540
Phone: 503-373-0050
Fax: 503-378-5518
www.oregon.gov/LCD

September 19, 2022

TO: Metropolitan Area Local Governments

FROM: Brenda Ortigoza Bateman, Ph.D., Director BOB

SUBJECT: ORS 197.646 notice on Climate-Friendly and Equitable Communities Rulemaking

Oregon Revised Statute (ORS) 197.646(2)(a) requires the Department of Land Conservation and Development to:

> notify local governments when a new requirement in … rules implementing the statutes or the goals requires changes to an acknowledged comprehensive plan, an acknowledged regional framework plan or land use regulations implementing either plan.

This memorandum serves as the required notice for the Climate-Friendly and Equitable Communities rulemaking adopted by the Land Conservation and Development Commission on July 21, 2022. The commission adopted amendments to administrative rules for Greenhouse Gas Reduction (OAR chapter 660, division 44), Housing (OAR chapter 660, division 8), and Transportation (OAR chapter 660, division 12). The amendments are intended to increase housing and transportation choices to cut climate pollution. They apply in Oregon's eight metropolitan areas, which include urban areas in the Portland Metro, Salem/Keizer, Albany, Corvallis, Bend, Eugene/Springfield, Middle Rogue (Grants Pass), and Rogue Valley (Central Point/Medford/Ashland) metropolitan planning areas. The amendments were published by the Oregon Secretary of State's Office on August 17, 2022; and became effective on that date. You are receiving this notice as a staff member for a local government subject to the amended rules.

We are dedicated to partnering with you to help implement these rules.

The amended rules may be viewed at the Secretary of State's website for Oregon Administrative Rules at this location:

State of Oregon: State Archives - Oregon Administrative Rules (OARs).

Additionally, the Department of Land Conservation and Development has developed the following web page with implementation resources and information:

https://www.oregon.gov/lcd/CL/Pages/CFEC.aspx

Other useful information may be found at the following links:

General information about the Climate-Friendly and Equitable Communities Rulemaking:

https://www.oregon.gov/lcd/LAR/Pages/CFEC.aspx

Summary of Rule Amendments from the July 21, 2022, Land Conservation and Development Commission packet:

https://www.oregon.gov/lcd/Commission/Documents/2022-07_Item-3_CFEC_Attachment-C_Summary-of-Proposed-Amendments.pdf

For your convenience, we have attached a copy of our implementation guide, which identifies the local governments within each of the eight regions and which requirements apply to each local government. If you have any questions about how the rules will apply for your jurisdiction, please contact department staff at the email address below:

DLCD.CFEC@dlcd.oregon.gov

Alternatively, feel free to reach out to team members individually if you have questions about implementation of specific sections of the rules.

Transportation Planning Rules; except for parking, electric vehicle charging, and climate friendly areas (OAR 660-012)

Bill Holmstrom, Land Use and Transportation Planning Coordinator, 971-375-5975, or bill.holmstrom@dlcd.oregon.gov

Greenhouse Gas Reduction Targets (OAR 660-044)

Cody Meyer, Land Use and Transportation Planner, 971-239-9475, or cody.meyer@dlcd.oregon.gov

Parking Reform and Electric Vehicle Charging (OAR 660-012-0400 through 660-012-0450)

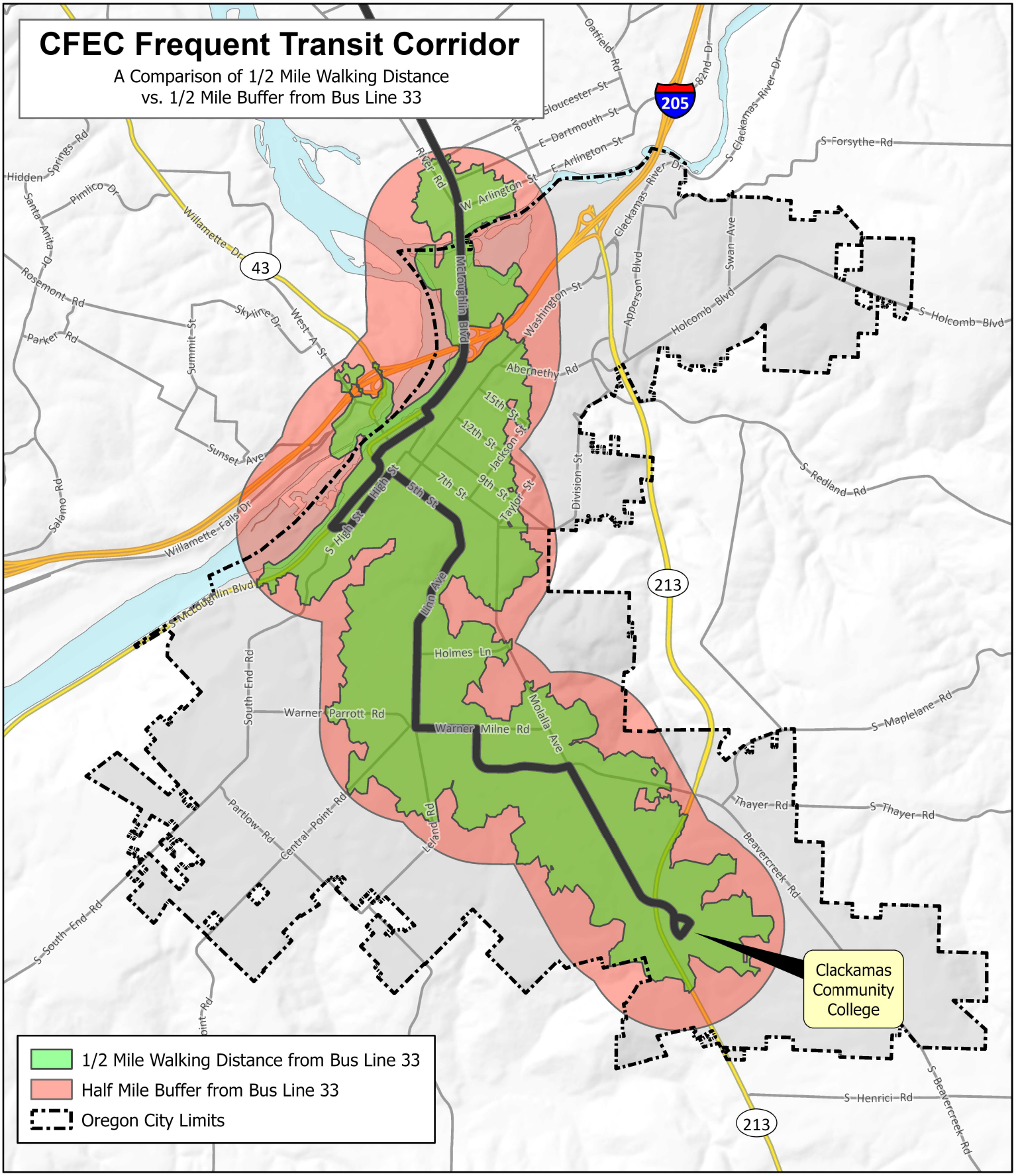
Evan Manvel, Climate Mitigation Planner, 971-375-5979, or evan.manvel@dlcd.oregon.gov

Climate Friendly Areas, Land Use Requirements, and Housing (OAR 660-012-0310 through 660-012-0330 and OAR 660-008)

Kevin Young, Senior Urban Planner, 503-602-0238, or kevin.young@dlcd.oregon.gov

Thank you!

Attachment: Climate-Friendly and Equitable Communities Implementation Guide



The City of Oregon City makes no representations, express or implied, as to the accuracy, completeness and timeliness of the information displayed. This map is not suitable for legal, engineering, or surveying purposes. Notification of any errors is appreciated.

N W E S

0 0.5 1 2 Miles

0 5,000 10,000 Feet

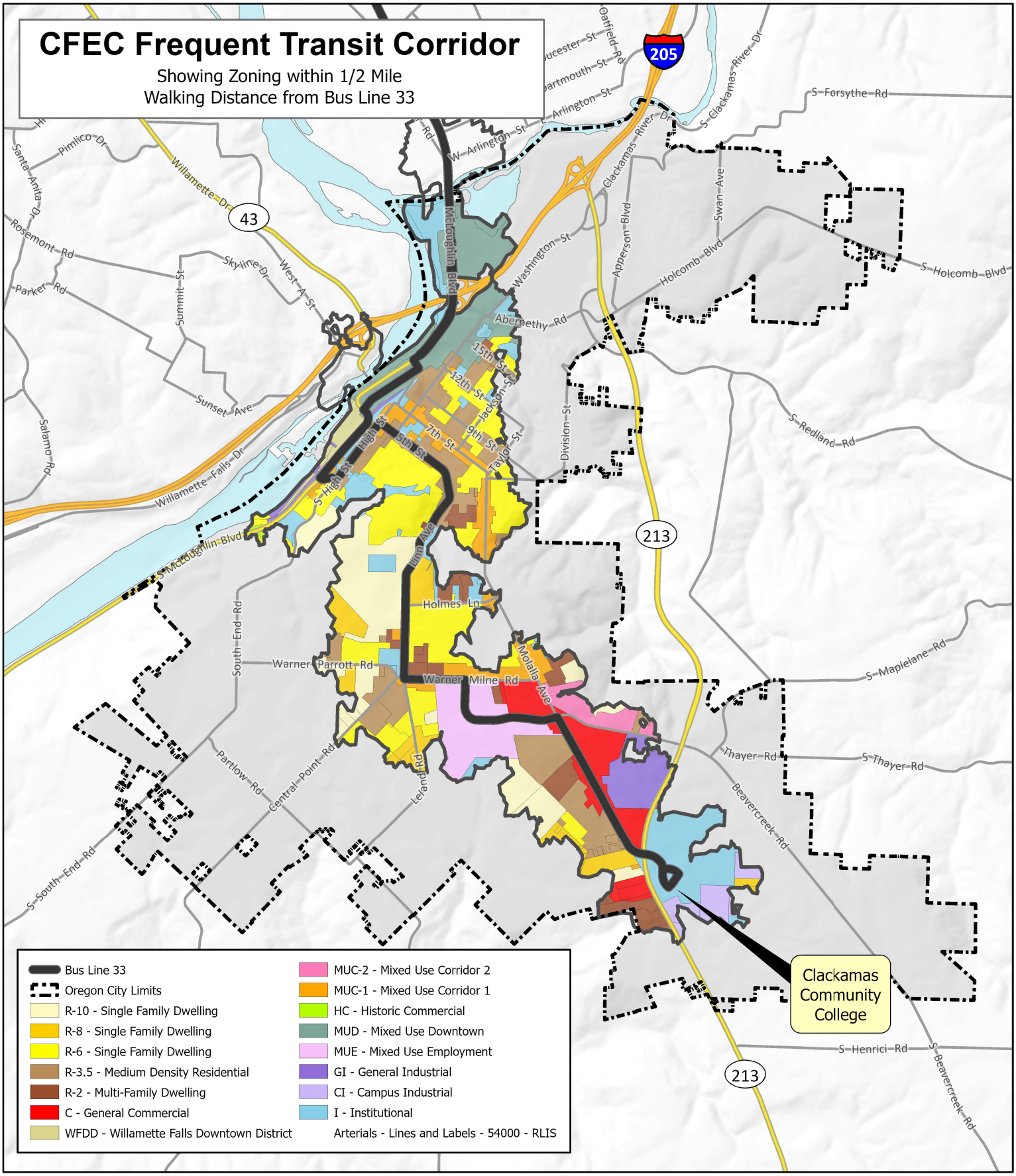
City of Oregon City
P.O. Box 3040
625 Center St
Oregon City, OR 97045
503-657-0891 phone
503-657-6629 fax
www.orcity.org

OREGON CITY

Plot date: 4/25/2025
Plot name: Bus Line 33 - Walkshed and Buffer - 8.5x11P - 20250425.pdf
Map name: Climate Friendly Equitable Communities.aprx|Bus Line 33 - Walkshed and Buffer - 8.5x11P

CFEC Frequent Transit Corridor

Showing Zoning within 1/2 Mile
Walking Distance from Bus Line 33



- Bus Line 33
- Oregon City Limits
- R-10 - Single Family Dwelling
- R-8 - Single Family Dwelling
- R-6 - Single Family Dwelling
- R-3.5 - Medium Density Residential
- R-2 - Multi-Family Dwelling
- C - General Commercial
- WFDD - Willamette Falls Downtown District
- MUC-2 - Mixed Use Corridor 2
- MUC-1 - Mixed Use Corridor 1
- HC - Historic Commercial
- MUD - Mixed Use Downtown
- MUE - Mixed Use Employment
- GI - General Industrial
- CI - Campus Industrial
- I - Institutional
- Arterials - Lines and Labels - 54000 - RLIS

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Ordinance 25-1006
LEG-25-02

State Mandated Parking Reforms
Climate Friendly & Equitable Communities (CFEC)

City Commission
Public Hearing
May 21, 2025

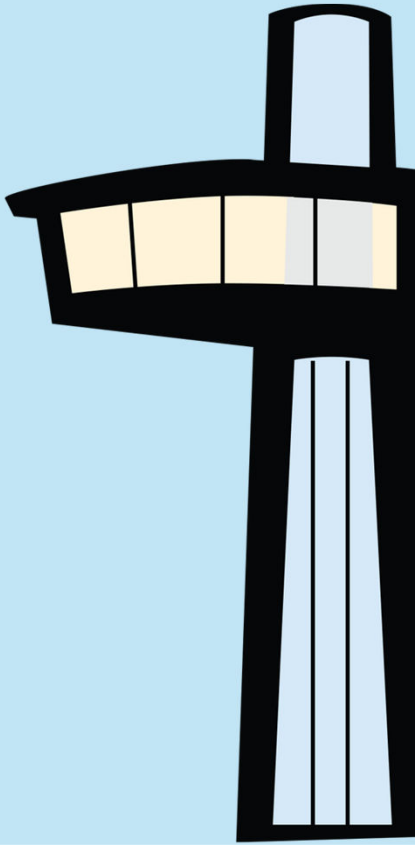
Climate Friendly and Equitable Communities Background

"The Climate-Friendly and Equitable Communities program aims to reduce climate pollution, provide more transportation and housing choices, and promote equitable land use planning outcomes." –DLCD Website

- 2007- Oregon legislature adopted a goal to reduce climate pollution by 75% by 2050
- 2022- Oregon is off track to meet this goal particularly in reducing pollution from transportation
- LCDC Directed DLCD to adopt changes in Oregon's planning system for communities in the State's most populated areas

Rules require cities to:

1. Adopt Climate Friendly Areas
2. Support electric vehicles
3. Reduce Parking Mandates
4. Address critical gaps in walking, biking, and transit networks



Process and adoption timeline

- **Pre-October, 2024:** Initial code audits and related work to determine compliance options and general framework
- **Late 2024:** Ad hoc advisory committee convened and met twice, gave feedback and made recommendations
- **Jan-Mar 2025:** Broader outreach to committees & the public
- **Apr-May 2025:** Formal Type IV adoption process via Planning Commission and City Commission. PC recommended approval 4/14.

You Are Here

Compliance Options & Feedback

- **Option 1:** Eliminate all minimum parking requirements within Oregon City
- **Option 2:** Enact two significant reform policies including unbundled parking, flexible commute benefits, ½ space/unit minimum for multifamily residential, tax on parking lot revenue
- **Option 3:** Several prescriptive measures including removing mandates for specific uses & smaller sites, and requires cities to actively manage parking (meters, permits)

Outreach Summary

- Formed an ad-hoc committee which met three times (October 2024, November 2024, March 2025) and provided initial feedback on decision points.

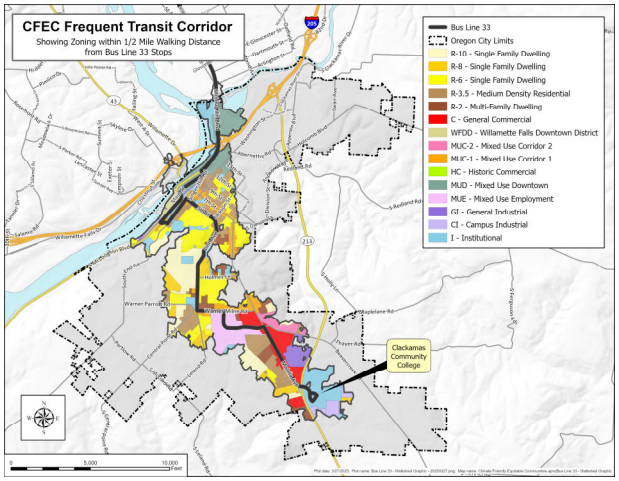
- Presented to Development Stakeholders Group (Jan), Citizen Involvement Committee (Feb), Natural Resources Committee (Feb), Oregon City Library Board (Feb), Parks and Recreation Advisory Committee (Feb), City Commission Work Session (March) in addition to previous appearances before this Commission

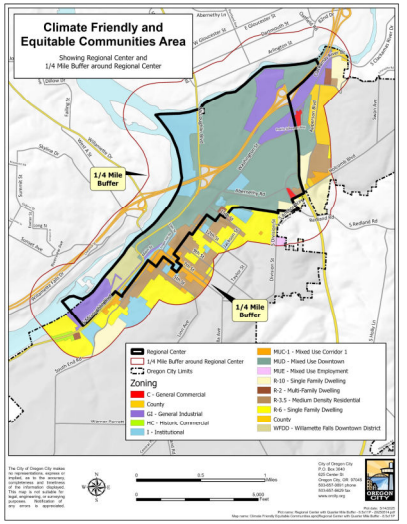
- Public Open House held February featuring opportunities to offer feedback in person or online

Conceptual Approach Summary

- Option 3: Eliminate requirements near transit (-0440) and Regional Center (-0435) and implement several prescriptive measures.
  - Implement options to reduce the burden of parking mandates (-0425)
  - Eliminate mandates for certain uses (-0430)
  - Implement several management approaches and alternatives to mandates (-0445)

- Update landscaping and design requirements, some additions to bike parking (-0405, -0630)





- Add language to require 40% of parking be EV-ready in 5+ unit residential development (-0410)

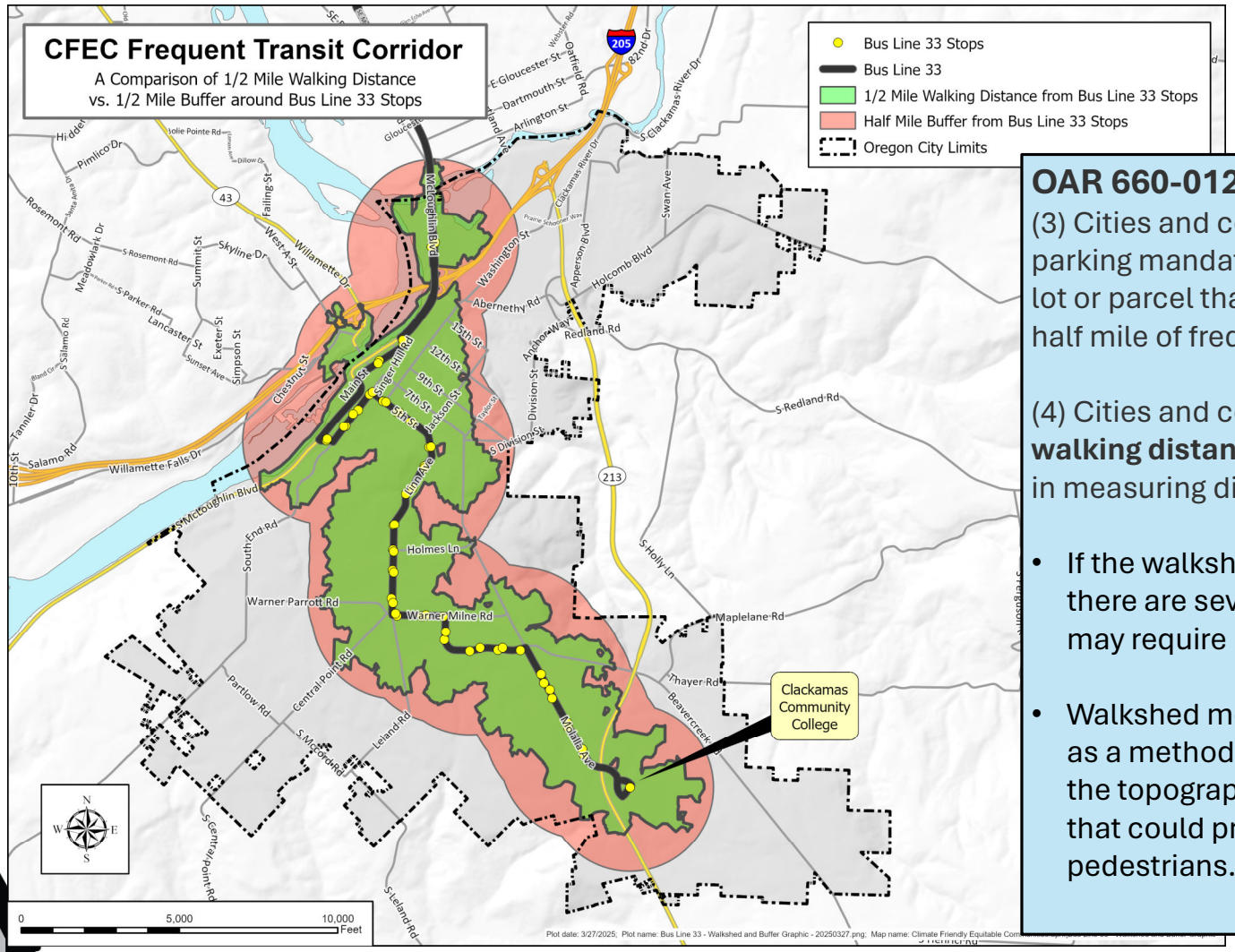
- Reduce multifamily maximums (-0415)

Feedback from Planning Commission

- Look at possible incentives to encourage developers to provide more charging capacity for future charging purposes
- Do not include fee-in-lieu of planting option under the possible climate mitigation actions
- Prioritize native tree species in parking lot landscaping and use the “right tree right place” philosophy
- Define Level 2 electric vehicle charging stations (OAR 918-020-0380)
- Use walk-shed measurement for ½ mile from the frequent transit corridor

Amended Chapters / Sections

Chapter / Section	What Changed
17.04 – Definitions	New definitions added
17.52 – Off-Street Parking and Loading	Majority of the prescribed reforms are in this chapter (exempted areas and uses, reduced number of spaces, shared parking, trees, solar, EV charging, landscaping, accessibility, lighting, bicycle parking, etc.)
17.54.115 – Mobile Food Units	Removed language referencing "required" and "minimum" parking
17.62 – Site Plan and Design Review	Updated Type I review for reuse, redevelopment of spaces for bike, transit, landscaping, and other non-parking uses
17.62.050. General Standards	Revised standards for pedestrian circulation and lighting
Chapters 17.08 (LDR), 17.10 (MDR), 17.12 (HDR), 17.29 (MUC), 17.34 (MUD), 17.35 (WFD), 17.56 (Conditional Uses)	"Residential Care Facilities" is revised to "Residential Facilities" for consistency
17.62.065 Outdoor Lighting	Adds lighting requirement for bicycle parking areas



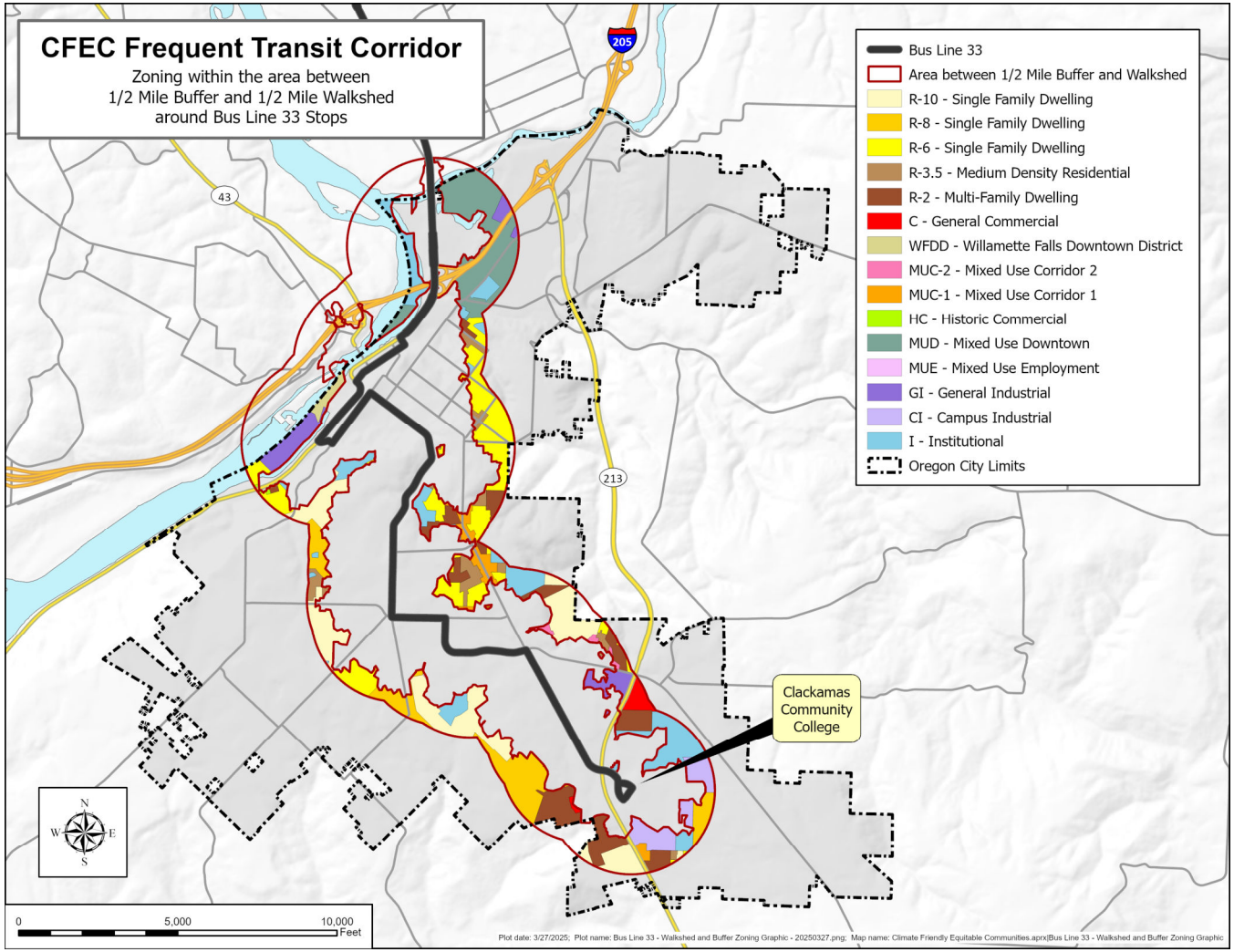
OAR 660-012-0440 states:

(3) Cities and counties may not enforce parking mandates for developments on a lot or parcel that includes lands within one-half mile of frequent transit corridors,

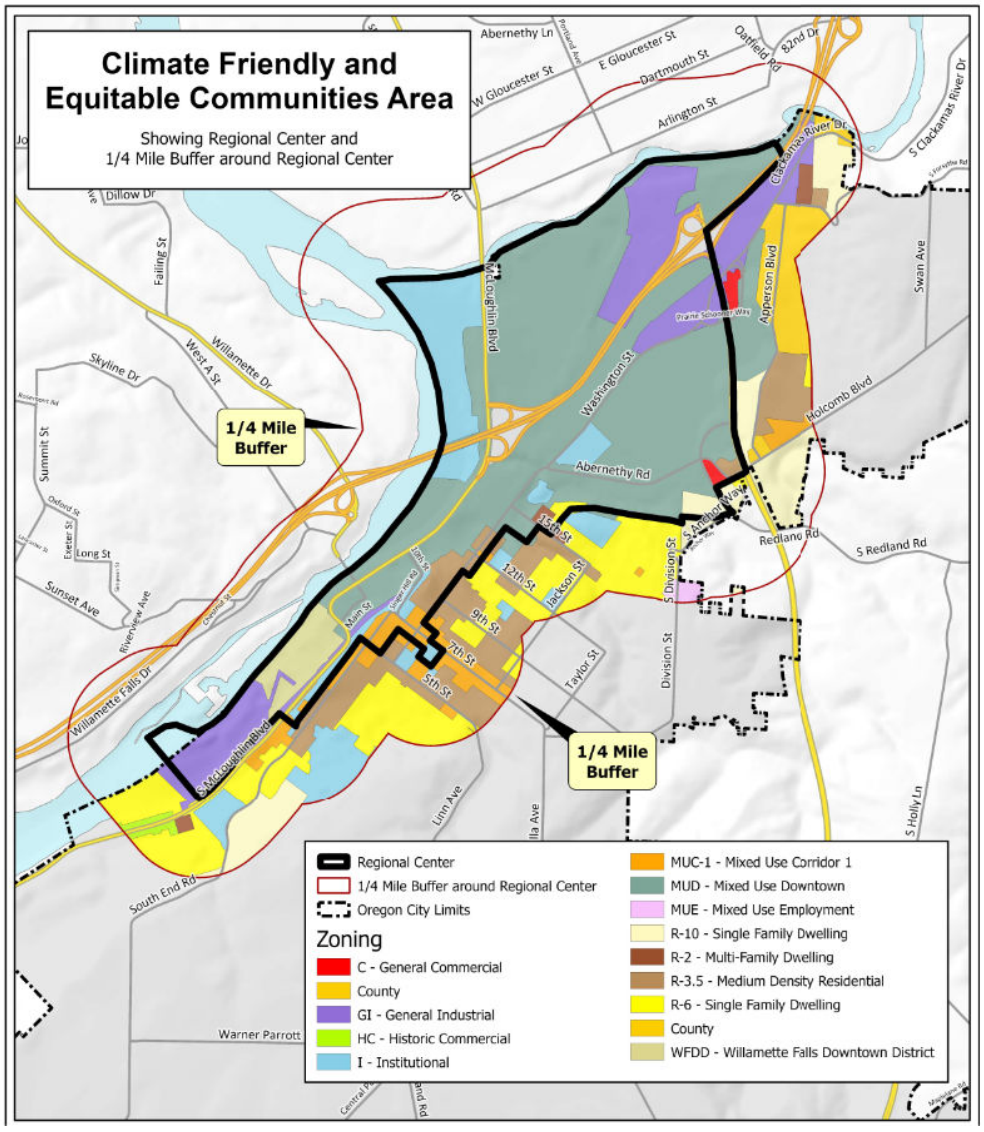
(4) Cities and counties may use either **walking distance** or **straight-line** distance in measuring distances in this rule.

- If the walkshed measurement is used, there are several zones with uses that may require minimum parking.
- Walkshed measurement was suggested as a method to potentially mitigate for the topography changes in Oregon City that could present challenges to pedestrians.

- Using walkshed method there are several zones with uses that city may require minimum parking.
- **Planning Commission recommends measurement using walking distance**



- No parking mandates within the regional center and within ¼ mile of it
- Requires straight line measurement



Options

1. Approve the first reading of Ordinance 25-1006, adopting the CFEC code amendments and using the walking distance measurement for the half-mile transit corridor, as recommended by the Planning Commission.
2. Approve the first reading of Ordinance 25-1006, with modifications suggested by the City Commission.
3. Request revisions and modifications and continue the public hearing to a date certain.

Ordinance 25-1006
LEG-25-02

State Mandated Parking Reforms
Climate Friendly & Equitable Communities (CFEC)

City Commission
Public Hearing
June 4, 2025

Update on Exemption Request

- At the last hearing on May 21, City Commission directed staff to request an exemption DLCD from OAR 660-012-0440(3) to allow a ¼ mile walking distance, rather than ½ mile, based on the City's unique topography, small geographic size, and lack of additional public transit services
- DLCD has stated they will deny the exemption request as Oregon City is not under 10,000 in population, which is the threshold below which DLCD is authorized to grant exemptions pursuant to OAR 660-012-0100(4)
- DLCD has granted a deadline extension to July 18, 2025

Conceptual Approach Summary

- **Option 3:** Eliminate requirements near transit (-0440) and Regional Center (-0435) and implement several prescriptive measures.
  - Implement options to reduce the burden of parking mandates (-0425)
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  - Implement several management approaches and alternatives to mandates (-0445)

- Update landscaping and design requirements, some additions to bike parking (-0405, -0630)

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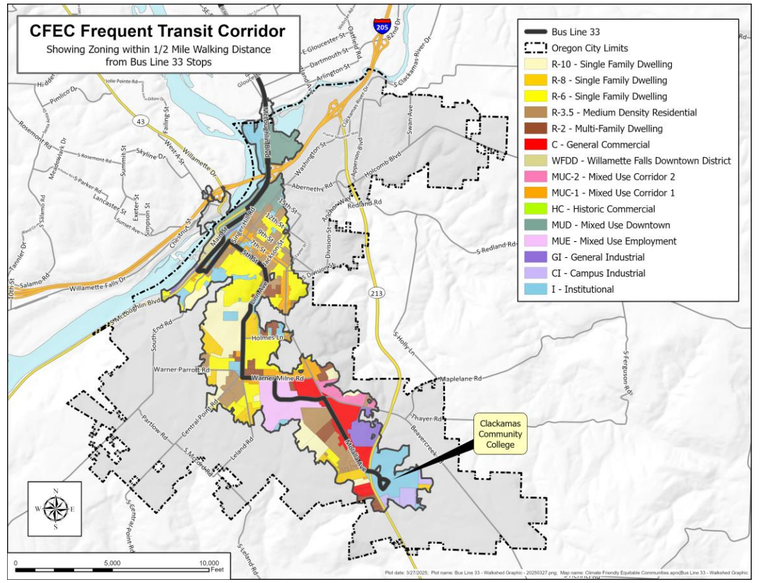
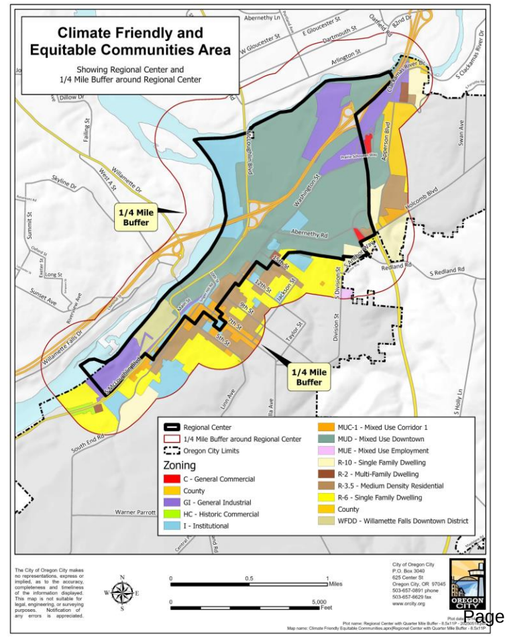
  - Reduce multifamily maximums (-0415)





Amended Chapters / Sections

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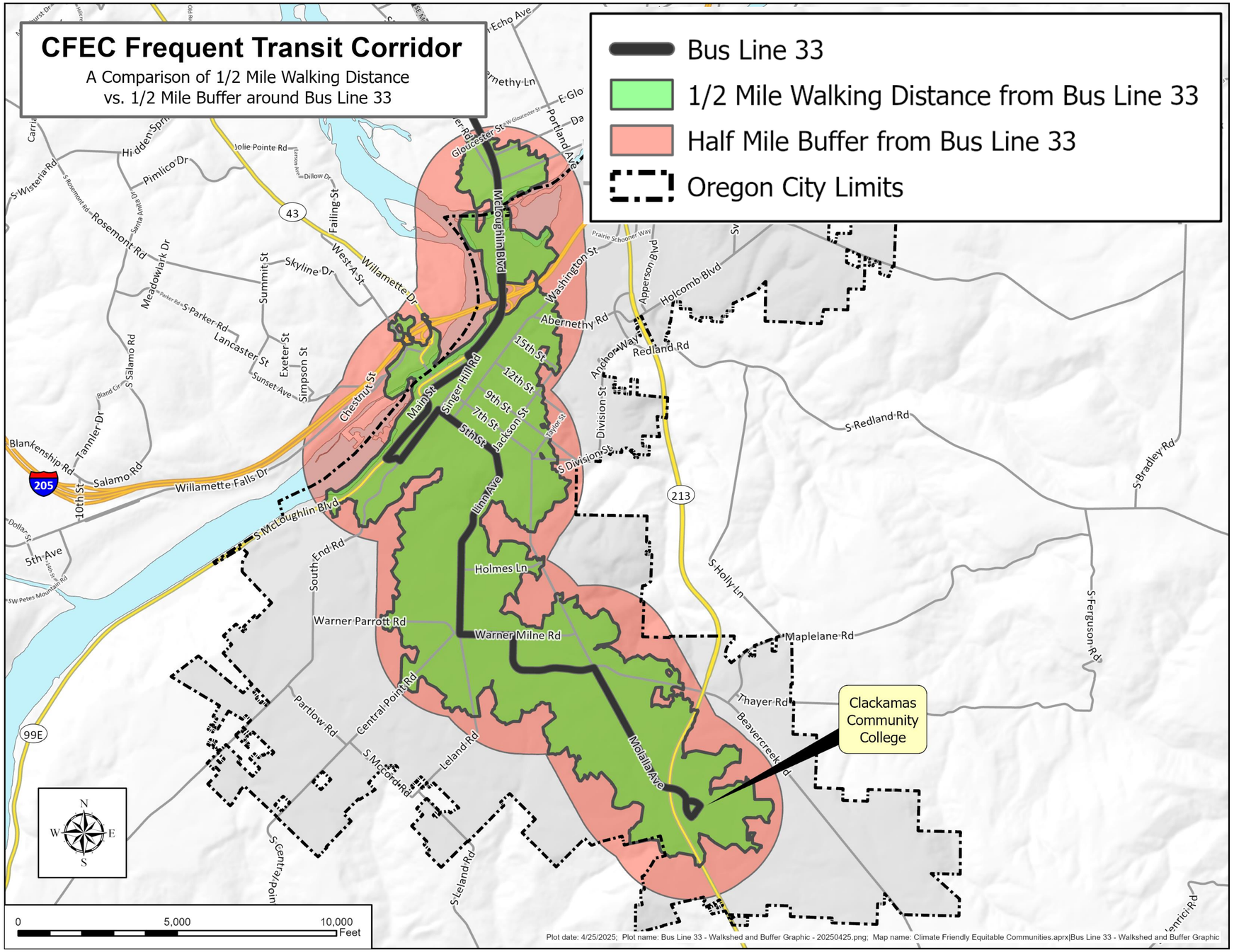
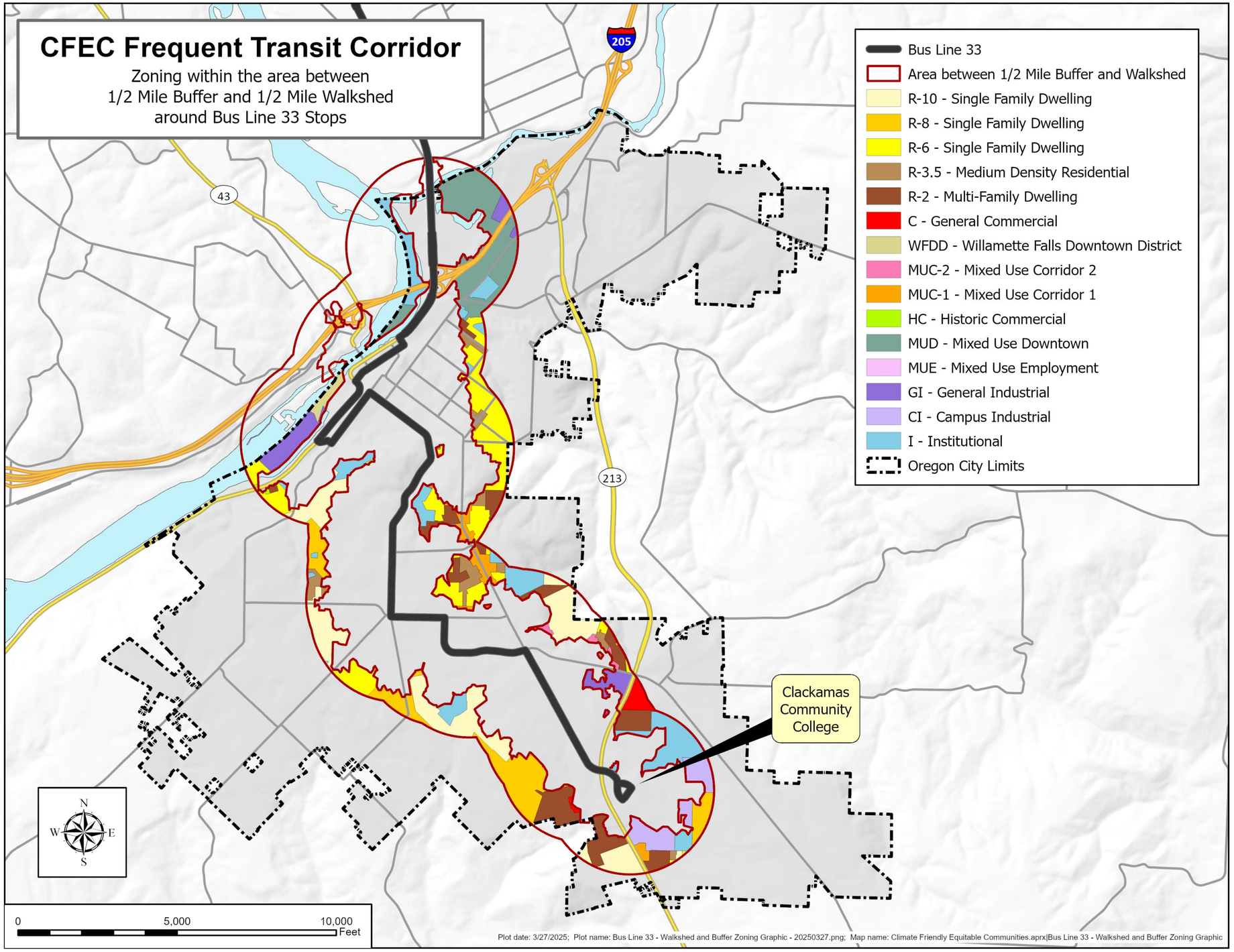
17.62.065 Outdoor Lighting	Adds lighting requirement for bicycle parking areas

- CFEC frequent transit corridor measured using walkshed method allows city to continue to require minimum parking for some zones / land uses.



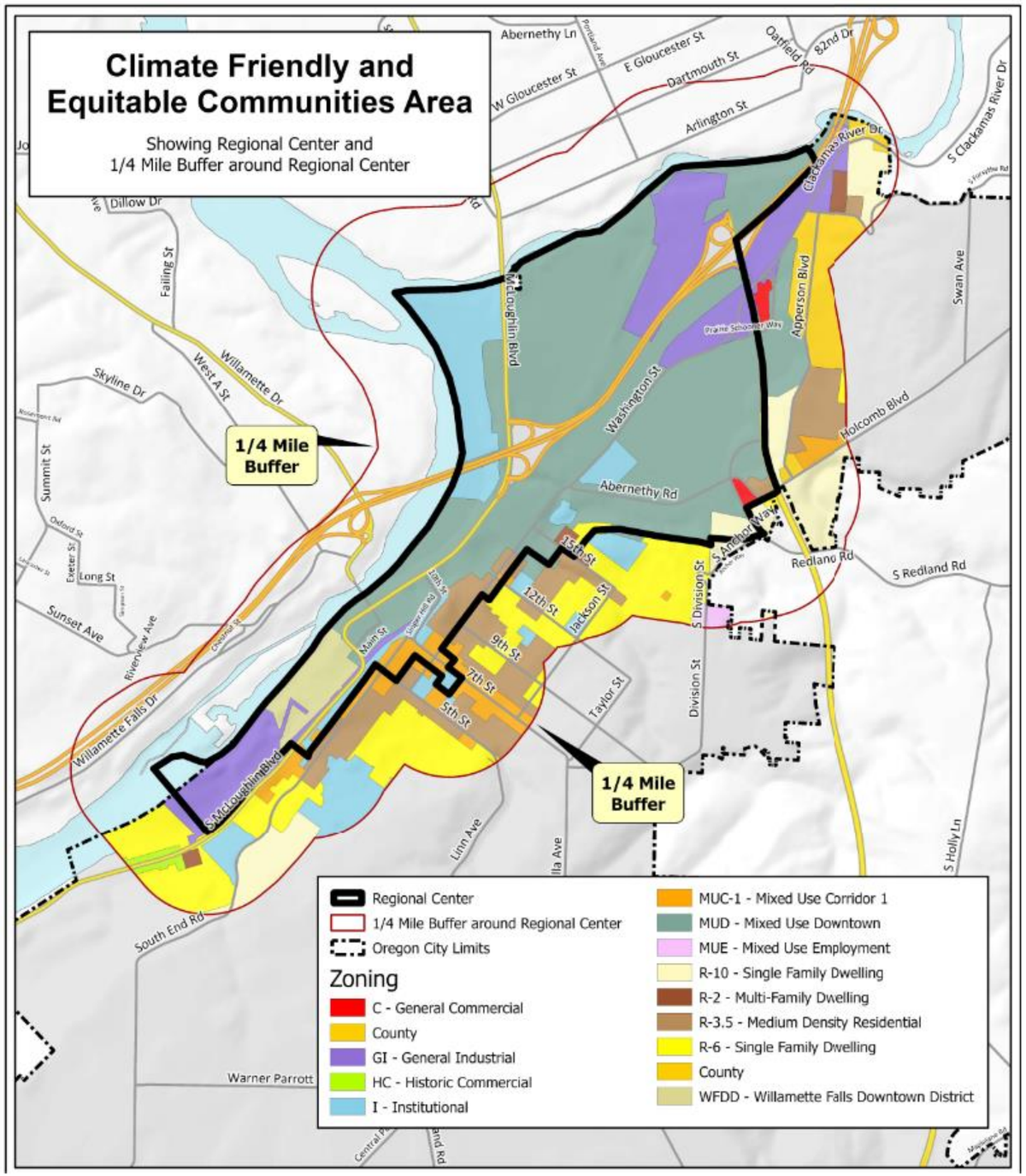
CFEC Frequent Transit Corridor

Zoning within the area between
1/2 Mile Buffer and 1/2 Mile Walkshed
around Bus Line 33 Stops



Plot date: 3/27/2025; Plot name: Bus Line 33 - Walkshed and Buffer Zoning Graphic - 20250327.png; Map name: Climate Friendly Equitable Communities.aprx|Bus Line 33 - Walkshed and Buffer Zoning Graphic

- No parking mandates within the regional center and within ¼ mile of it
- Requires straight line measurement



Options

1. The Commission may approve the first reading and second Reading of Ordinance 25-1006 this evening, or
2. Continue the decision to June 18, pending formal letters from DLCD
3. Other options to be discussed by City Attorney

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

CITY OF OREGON CITY

Staff Report

To:	City Commission	**Agenda Date:**	June 4, 2025
From:	Jakob Wiley, City Recorder Matt Zook, Finance Director		

SUBJECT:
Item 9.a. - Second Reading of Ordinance No. 25-1007, Declaring the Oregon City Municipal Court as a Court of Record

STAFF RECOMMENDATION:
Staff recommends approval of Ordinance 25-1007, which will allow the Oregon City Municipal Court to become a "court of record."

EXECUTIVE SUMMARY:
A "court of record" is a status that is granted by the Oregon Supreme Court and regulated by ORS 221.342. This status alters the path for appeals, elevating the Oregon City Municipal Court's decisions. ORS 221.342 requires that the City pass an ordinance to enable the Municipal Court to request to become a court of record.

BACKGROUND:
One of the benefits of being a court of record is related to appeals of the Oregon City Municipal Court's decisions. Currently, decisions of the Court are reviewed *de novo* by a circuit court. This means that any appeal essentially starts over and the appellant may bring new evidence, new arguments, and the reviewing court does not defer to the Municipal Court's decision or findings.

After becoming a court of record, the Oregon City Municipal Court's decisions will be appealed to the Court of Appeals rather than the Circuit Court. Further, the Court of Appeals is limited to the record developed at the Municipal Court's trial.

The City had not pursued becoming a court of record in the past due to a lack of reliable recording technology. With the recent updates to the Libke Chambers, recording technology provided by For the Record was installed to enable reliable recording of trials as part of the update. There is no additional cost to become a court of record.

OPTIONS:
1. Approve Second Reading of Ordinance No. 25-1007, Declaring the Oregon City Municipal Court as a Court of Record

.

2. Approve Second Reading of Ordinance No. 25-1007, Declaring the Oregon City Municipal Court as a Court of Record

with Amendments.
3. Deny Second Reading of Ordinance No. 25-1007, Declaring the Oregon City Municipal Court as a Court of Record
and provide further direction.

BUDGET IMPACT:

Amount	$0
Fiscal Year(s):	2024-25
Funding Source(s):	N/A

ORDINANCE NO. 25-1007

AN ORDINANCE OF THE CITY OF OREGON CITY DECLARING THE OREGON CITY MUNICIPAL COURT TO BE A COURT OF RECORD

WHEREAS, ORS 221.342, provides that a municipal court may become a court of record upon a passage of an ordinance by governing body of the city; and;

WHEREAS, an appeal from a judgment following a trial in a municipal court that is not a court of record results in a trial *de novo* in circuit court; and;

WHEREAS, appeals from judgments of courts that are courts of record are made directly to the Oregon Court of Appeals; and;

WHEREAS, the City Commission finds that eliminating the option of multiple trials for matters heard by the Municipal Court will promote efficient and fair administration of justice, will promote respect for the rulings of the Municipal Court, and will reduce prosecution expense for the City.

NOW, THEREFORE, OREGON CITY ORDAINS AS FOLLOWS:

Section 1. The Oregon City Municipal Court is hereby declared to be a court of record, within the meaning of ORS 221.342 effective July 4, 2025.

Section 2. Article 02 of Chapter 2 of the Oregon City Code is amended by adding Section 2.10 as follows:

2.10 Municipal Court

2.10.010 – Court of Record
A. As authorized by ORS 221.342 the Oregon City Municipal Court is hereby declared to be a court of record, effective July 04, 2025.

Section 3. Staff is authorized to file a declaration with the Oregon Supreme Court as required by ORS 221.342(1)(b).

Read for the first time at a regular meeting of the City Commission held on the 21st day of May 2025, and the City Commission finally enacted the foregoing ordinance this 4th day of June 2025.

DENYSE C. MCGRIFF
Mayor

Attested to this 4th day of June 2025

Jakob S. Wiley, City Recorder

Approved as to legal sufficiency:

City Attorney