



CITY OF OREGON CITY PARKS AND RECREATION ADVISORY COMMITTEE AGENDA

City Hall Mt. Hood Room, 625 Center St., Oregon City, OR 97045
Thursday, September 25, 2025 at 6:00 PM

Ways to participate in this public meeting:

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

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

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

2. PUBLIC COMMENTS

Please see the public comment guidelines below.

3. APPROVAL OF MINUTES

- a. PRAC Meeting Minutes - June 26, 2025

4. GENERAL BUSINESS

- a. Payson Farms HOA - Park Property Proposal
- b. Draft Parks Capital Improvement Plan
- c. Barclay Park Off-leash Dog Area
- d. Upcoming Committee Vacancies/Term Expirations
- e. Staff Updates
 - Willamette Falls Public Improvement Funding from State of Oregon
 - Clackamette Park Design & Engineering Project
 - Aquatic/Rec Center & EOT Conceptual Design & Planning Project (PRAC Rep for Selective Process)

5. NEXT SCHEDULED MEETING - OCTOBER 23RD, 2025

6. ADJOURNMENT

PUBLIC COMMENT GUIDELINES

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

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the [Oregon City's website](#) and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WFMC at 503-650-0275 for a programming schedule.

Parks and Recreation Advisory Committee

Meeting minutes

June 26th, 2025 6:00 p.m. at City Hall Mt. Hood Room

Call to Order and Roll Call

The meeting was called to order. Kori Buth conducted the roll call, with the following members present: Melissa Deyoe, Joyce Gifford, Tim Lainhart, Ken Worcester, Tim Wuest, and Emily Lisborg.

Public Comments

There were no public comments at this meeting.

General Business

a. Parks Master Plan & SDC Updates

Scott Archer, Parks and Recreation Director, provided updates on the Parks Master Plan and System Development Charge (SDC) updates. He informed the committee that the Parks Master Plan had been fully adopted and added to the City's comprehensive plan as of the previous week.

Regarding the SDC update, Scott reported that it was presented to the City Commission on June 18th. After robust discussion, the Commission continued the item to July 16th, requesting additional information. The Commission wanted to explore tiered rates for multi-family dwellings and reconsider the inclusion of the future aquatic and recreation center in the SDC methodology.

Tim Wuest asked about comparative SDC charges amongst neighboring cities. Scott confirmed that comparative information had been considered in formulating the SDC rates.

Ken Worcester inquired about the city paying SDCs on its own projects. Scott confirmed that the city does not exempt itself from applicable fees on its own developments.

b. Payson Farms HOA Park Request

Scott introduced a proposal from the Payson Farms Homeowners Association (HOA) to donate their 1.73-acre private park to the city. The park, located near Central Point Road and McCord, is 23 years old and has been maintained by the HOA but is utilized by the public.

Committee members asked questions about the park's location, size, and proximity to other city parks. They also inquired about the number of similar HOA-owned parks in Oregon City.

Scott suggested that staff would conduct further analysis on the proposal, considering factors such as existing service levels in the area, prioritization based on the Parks Master Plan, and the implications of accepting the park into the City's portfolio.

c. PRAC Community Outreach

Tom Kissinger, Parks and Recreation Deputy Director, presented community outreach materials to PRAC, including business card-sized handouts and flyers. These materials highlighted upcoming park projects such as the Wesley Lynn dog park, Hillendale restroom replacement, Chapin playground replacement, Rivercrest pathways improvements, and Park Place improvements.

Committee members expressed enthusiasm about the outreach materials and discussed ideas for community engagement, including attending events like Movies in the Park and concerts. They also suggested including maps showing service areas and areas deficient in park services.

Scott mentioned that July is National Parks and Recreation Month, and the mayor will make a proclamation at the upcoming City Commission meeting on July 3rd.

Member Reports

Committee members shared various observations and concerns:

- The chair reported on the success of recent flash fads, park maintenance efforts, and summer camps.
- Joyce mentioned that the pickleball courts at Hillendale Park needed attention, particularly crack repairs.
- Emily inquired about plans for the Singer Creek Annex, particularly regarding trail maintenance and potential off-leash dog areas.
- Ken discussed his observations at Hillendale Park, including the blocked access from the county and the condition of the trail leading to the jail.

Tom provided updates on these concerns, mentioning plans for improvements and potential funding sources such as the Community Choice Grants.

Next Scheduled Meeting - August 28, 2025

The chair noted that the next scheduled meeting would be on August 28th, with July off due to Concerts in the Park every Thursday.

Adjournment

The meeting was adjourned.

PAYSON FARMS HOA
P.O. Box 152
Oregon City, OR 97045

16 June 2025

Parks and Recreation Advisory Committee
Oregon City, OR 97045

RE: Payson Farms HOA Park Proposal

Please consider the Payson Farms 23-year-old private park during your search to expand the City park lands. We are interested in transferring ownership of our 1.73 acre park to the City.

Salient facts are:

1. Two parcels on White Lane and Payson Lane
2. There are 5 picnic tables
3. Play structure on a barked area
4. Currently maintained by Buel's Greenscapes for \$840/month
5. Sprinklers are maintained by Oregon Sprinkler for \$112/month
6. Annual water bills @ \$5,000 annually
7. One fenced PGE tower with Dish equipment (under contract)
 - a. PGE has 100' easement under their power lines - 50' on either side
8. Two walkways lined with arbor vitae (Payson cul-de-sac to Central Point and Payson to White Lane)

PFHOA requests:

1. PFHOA to maintain ownership of Dish contract on fenced PGE space
2. Continued maintenance of walkways and arbor vitae
3. Park to be maintained in the current manner as it is the standard for yard maintenance in the HOA

Respectfully submitted

Steve Larson

Ginger Graham

Steve Larson, HOA President

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Ginger Graham, HOA Treasurer

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September 25, 2025

Parks and Recreation Advisory Committee
Oregon City, OR 97045

RE: Payson Farms HOA park proposal

At the June 26, 2025 regular meeting of the Parks and Recreation Advisory Committee (PRAC), a proposal was presented from the Payson Farms HOA to transfer ownership of a 1.73 acre private park to the City. PRAC asked a variety of questions regarding the proposal, including questions regarding costs of service to the Parks and Recreation Department if it were to take over operation of this park.

Outlined below is a breakdown of anticipated costs of staff time annually for the Parks and Cemetery Division:

- 2 times per week/routine maintenance checks (30 mins per check, including drive time) - \$2,800 annually
- Weekly mowing and trimming (March – October approximately 2 hour per visit) - \$3,500 annually
- Winter weather service – light trimming, occasional mowing (November – February approximately 30 mins per week) - \$400 annually
- Spring irrigation start-up service (Typically occurs in April/May, weather dependent) - \$200 annually
- Fall irrigation shut-down service (Typically occurs in September/October, weather dependent) - \$200 annually
- Quarterly playground inspection (30 mins per inspection, including drive time) - \$100 annually
- Miscellaneous repairs and maintenance requests (30% contingency) - \$1,740 annually
- **Total estimated routine maintenance (staff time only) - \$9,360 annually***
**Costs are estimated using an average burdened rate of \$55.00/hour for one Parks Maintenance Specialist.*

Outlined below is a breakdown of potential deferred maintenance repairs or replacements that may be needed in the medium- to long-term:

- Playground replacement - \$25,000 plus construction costs
- Picnic table replacement (5 @ \$1,200/per table) - \$6,000
- Irrigation system replacement - \$10,000 to \$15,000

The recently adopted Parks and Recreation Master Plan provides guidance on levels of service and parkland acquisitions that could be useful for this discussion. Below is an outline of recommendations that relate to parkland acquisitions and levels of service:

- At 1.73 acres, the Parks and Recreation Master Plan would designate this potential park as a *Pocket Park*. Per the Master Plan, “Pocket Parks are typically defined as park spaces that are less than 3 acres in size, with limited exceptions” (Page 190 – Types of Park Development).
- The 2022 Facility Inventory identifies current and recommended service levels in acres per 1,000 residents. Oregon City currently provides 0.52 acres per 1,000 residents of pocket parks, compared to a recommended level of service of 0.25 acres per 1,000 (Page 69 – Figure 53: Level of Service Inventory). It is estimated this current level of service will continue to meet resident needs through at least 2032.
- The Payson Farms area is closely located to an area of consideration for future neighborhood parkland acquisition (Page 207 – Figure 1: Partlow Road Area). However, this proposed parkland does not meet the definition of a *Neighborhood Park*, based on recommended acreage.