



CITY OF OREGON CITY PARKS AND RECREATION ADVISORY COMMITTEE AGENDA

City Hall Mt. Hood Room, 625 Center St., Oregon City, OR 97045
Thursday, October 23, 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@orcity.org or call 503-496-1511 by 3:00 PM on the day of the meeting to register)
 - Email kbuth@orcity.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. September 25th, 2025 - Draft Meeting Minutes

4. GENERAL BUSINESS

- a. Payson Farms HOA Park Follow-Up
- b. Parks CIP Follow-Up
- c. Concerts in the Park Process
- d. PRAC Annual Report to City Commission
- e. PRAC Interview/Appointment Process
- f. Barclay Park Off-Leash Dog Area Follow-Up

5. MEMBER REPORTS

6. NEXT SCHEDULED MEETING - DECEMBER 4TH, 2025

7. 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
September 25th, 2025 @ 6:00 p.m.
Mt. Room Chambers, City Hall

CALL TO ORDER AND ROLL CALL

Chair Tim called the meeting to order. Kori conducted roll call with the following members present: Joyce Gifford, Erin McClellan, Tim Lainhart, Melissa Deyoe, and Emily Lisborg. It was noted that Ken Worcester and Tim Wuest were absent.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

Motion to approve the minutes made by Emily Lisborg, seconded by Erin McClellan. Approved unanimously by roll call vote.

GENERAL BUSINESS

Payson Farms HOA - Park Property Proposal

Scott Archer presented an update on the Payson Farms HOA park property proposal. He explained that the Payson Farms HOA owns, manages, and maintains a 1.73-acre park and has requested that the City consider taking ownership and management of the site. Staff had conducted an analysis of the maintenance impact to the City, estimating approximately \$9,300 annually for basic maintenance based on current conditions. Additionally, potential deferred maintenance costs were identified, including approximately \$25,000 for playground replacement, \$6,000 for picnic table replacements, and up to \$15,000 for irrigation system replacement, totaling around \$46,000.

Scott noted that according to the recently adopted Parks Master Plan, the size of this park (1.7 acres) classifies it as a pocket park, and the City already exceeds the amount of pocket park facilities needed. While the park serves its neighborhood well, it doesn't meet the minimum standard of 3 acres required for a neighborhood park. He also mentioned that there are several HOA-owned parks throughout the city, and accepting this one could lead to similar requests from other HOA's.

Pat Ullman, a resident and former HOA president, spoke about the park. She described it as well-maintained with picnic tables and a play structure that serves not only the HOA but also neighboring subdivisions. She emphasized that the park has been continuously maintained and is an asset to the community.

Committee members discussed concerns about the staffing impact, particularly since the parks maintenance budget had recently lost all seasonal staffing. Questions were raised about the proximity to other parks, including the recently opened Hazel Grove park, which opened in May 2022.

The committee decided to table the discussion until the next meeting when more members would be present.

Motion to table the discussion until the next meeting made by Joyce Gifford, seconded by Tim Lainhart. Approved unanimously by roll call vote.

Draft Parks Capital Improvement Plan

Tom Kissinger, Parks and Recreation Deputy Director, presented the draft Capital Improvement Plan (CIP) for parks. He explained that this would be the first formal CIP for Parks and Recreation, following the recently approved Parks Master Plan. The presentation outlined various funding sources, including:

- Park System Development Charges (SDCs) - Must be used for growth-related projects on the SDC project list.
- Metro Local Share - Approximately \$1.9 million allocated from the 2019 Metro Parks and Nature bond that must be spent or under contract by 2029.
- A potential parks utility fee (similar to other utility fees like stormwater) that could help fund deferred maintenance projects and reduce dependency on general fund money.
- Grants and donations from various sources including Metro, state, and federal programs.
- General fund allocations, primarily focused on maintenance and operations.

Tom then outlined planned projects across multiple fiscal years:

For FY 2025-2026:

- Rivercrest ADA pathway
- Wesley Lynn Dog Park (primarily funded by Metro Local Share)
- Singer Creek Annex trail development (potential project)

For FY 2026-2027:

- Hillendale restroom replacement
- Park Place pathways and shelter
- Chapin Park playground expansion
- Pioneer Center roof replacement

For FY 2027-2028:

- Canemah Children's Park shelter replacement
- Clackamas Park boat ramp (first phase)
- Atkinson Park redevelopment and ADA improvements
- Old Canemah Park trail improvements

For FY 2028-2029:

- Wesley Lynn Park infield turf installation
- Clackamette Park phase 2 (RV Park relocation)

For FY 2029-2031:

- Hillendale playground replacement
- Rivercrest lower shelter replacement
- Rivercrest Spray Park replacement
- Clackamette Park phase 3 (park amenities)

Committee members asked questions about project timing, funding expiration dates, and alignment with community priorities from the Parks Master Plan. Tim requested that at the next meeting, staff provide information from the community engagement survey to ensure the CIP aligns with what residents had identified as priorities. The committee also discussed the need to consider land acquisition for future parks, particularly in underserved areas.

Barclay Park Off-leash Dog Area

Mayor Denyse McGriff attended to discuss concerns about Barclay Park's off-leash dog area, which was established in 2015 as a one-year pilot program but had continued since then without formal review. She explained that there have been increasing concerns about uncontrolled dogs throughout the park, conflicts between dogs, and safety issues for other park users. The Mayor also noted ongoing problems with camping in the ravine area adjacent to the park and recent incidents including a tree fire started by a camper.

Committee members discussed potential solutions, noting that since the pilot program began, the city has developed Tyrone S Woods Dog Park and is planning the Wesley Lynn Dog Park. Joyce pointed out that the off-leash area in Barclay Park is not well-defined, leading people to allow their dogs off-leash throughout the entire park.

After discussion about enforcement challenges and the lack of clear signage, the committee decided to recommend ending the temporary off-leash designation at Barclay Park.

Motion to end the temporary off-leash dog experiment at Barclay Park with an open-ended timeline until more information can be gathered, with the clause that input would be sought from community members regarding this change made by Erin McClellan, seconded by Joyce Gifford. Approved unanimously by roll call vote.

Upcoming Committee Vacancies/Term Expirations

Kori reported that Tim Lainhart and Joyce Gifford's terms are expiring on December 31st, 2025. There are also two additional open positions, plus the unfilled youth position, for a total of four available spots. She noted that four applications have already been received, two of which are from the McLaughlin neighborhood (only one could be accepted due to neighborhood representation rules).

The committee agreed to hold interviews on December 4th, 2025, at 6:00 PM.

Motion to hold committee interviews on December 4th, 2025 made by Melissa Deyoe, seconded by Erin McClellan. Approved unanimously by roll call vote.

Staff Updates

Scott provided several updates:

- **Willamette Falls Public Improvement Funding:** The City has received \$12.5 million from the State of Oregon (transferred from Metro) to create public access at the former Blue Heron site, now called Tumwata Village by the Confederated Tribes of Grand Ronde. The City is working with Grand Ronde to develop plans for public improvements that complement their development vision.
- **Clackamas Park Design and Engineering Project:** The City has completed the RFP process for consultants and will soon enter contract negotiations for the design and engineering work.
- **Aquatic/Rec Center & EOT Conceptual Design & Planning Project:** An RFP has been issued and proposals received for the conceptual design and planning of a future aquatic/recreation center to replace the existing pool, and for plans regarding the End of

the Oregon Trail site. Staff requested a PRAC representative for the consultant selection committee.

Motion to appoint Ken Worcester as the primary representative and Erin McClellan as the backup for the Aquatic/Rec Center & EOT Conceptual Design project selection committee made by Joyce Gifford, seconded by Tim Lainhart. Motion did not pass by roll call vote. Erin McClellan, Emily Lisborg, and Melissa Deyoe each voted 'no'.

Motion to appoint Erin McClellan as the primary representative and Ken as the backup for the Aquatic/Rec Center & EOT Conceptual Design project selection committee made by Emily Lisborg, seconded by Melissa Deyoe. Approved unanimously by roll call vote.

Additional updates included:

- The Parks System Development Charges methodology was approved by the city commission with some adjustments.
- Tom announced upcoming fall events including the inaugural OC Fall Fest (October 5th), cemetery tours at Mountain View Cemetery (October 4th), the Swamp Swim (October 25th), and Saturday Night Spirits at the Ermatinger House (November 1st).

Committee members expressed their appreciation for the summer programs, Concerts in the Park, and other activities that had taken place since their last meeting.

NEXT SCHEDULED MEETING - OCTOBER 23RD, 2025

The next meeting was confirmed for October 23rd, 2025.

ADJOURNMENT

The meeting was adjourned about 8:30 p.m.

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

stevelarson856@gmail.com

Ginger Graham, HOA Treasurer

ginger_graham@comcast.net

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.

	CI Project Name	Location	Fund	Amount	Grant?	Grant Name	Grant Amount	Match Amount
2025 / 26	Singer Creek Annex	Singer Creek	Parks & Cemetery	40,000	Yes	Metro Local Share	40,000	-
	Rivercrest ADA Pathway	Rivercrest Park	SDC	40,000	No	N/A	-	40,000
	Wesley Lynn Dog Park	Wesley Lynn	Parks & Cemetery	300,000	Yes	Metro Local Share	150,000	150,000
2026 / 27	Hillendale Restroom Replacement	Hillendale Park	Parks & Cemetery	400,000	Yes	Metro Local Share	400,000	-
	Park Place Pathways and Shelter	Park Place	SDC	200,000	No	N/A	-	200,000
	Chapin Park Playground	Chapin Park	SDC	400,000	Yes	Local Government Grant, Metro Local Share	200,000	200,000
	Pioneer Roof	Pioneer Center	Parks & Rec Donations	300,000	Maybe	N/A	-	300,000
2027 / 28	Canemah Children's Park - Shelter Replacement	Canemah Children's Park	Parks Utility Fee	100,000	No	N/A	-	100,000
	Clackamette Park (Boat Ramp)	Clackamette Park (Phase I)	SDC	2,000,000	Yes	OSMB Boating Facilities Grant, ODFW Sportfish Funds	1,500,000	500,000
	Atkinson Park Redevelopment	Atkinson Park	Parks & Cemetery	700,000	Yes	Metro Local Share	700,000	-
	Old Canemah Park - Trail Improvements	Old Canemah Park	Parks & Cemetery	400,000	Yes	Metro Local Share	400,000	-
2028 / 29	Wesley Lynn - Ballfield 1 Turf Installation	Wesley Lynn Park	Parks Utility Fee	500,000	No	N/A	-	500,000
	Clackamette Park (RV Relocation)	Clackamette Park (Phase II)	SDC	2,500,000	Yes	LWCF	1,250,000	1,250,000
2029 / 30	Hillendale Playground Replacements	Hillendale Park	Parks Utility Fee	700,000	Yes	Metro Local Share	300,000	400,000
	Rivercrest Lower Shelter	Rivercrest Park	Parks Utility Fee	150,000	No	N/A	-	150,000
2030 / 31	Rivercrest Spray Park Replacement	Rivercrest Park	Parks Utility Fee	500,000	No	N/A	-	500,000
	Clackamette Park (Park Amenities - Phase I)	Clackamette Park (Phase III)	SDC	4,000,000	Yes	Local Government Grant	2,000,000	2,000,000

\$ 13,230,000

\$ 6,940,000 \$ 6,290,000

Metro Local Share	\$	1,990,000
SDC	\$	4,340,000
Grants (OSMB, OPRD, Etc.)	\$	4,950,000
Parks Utility Fee	\$	1,650,000
Parks Donation Fund	\$	300,000
TOTAL	\$	13,230,000



Parks and Recreation Capital Improvement Plan

Draft Plan Review
Parks and Recreation Advisory
Committee
September 25, 2025



What is a Capital Improvement Plan?

- A way to plan and communicate with the public
- Plans resource needs for the short- and medium-term
- Ties into overall funding strategy
- Opportunity for community engagement and input



A scenic view of a dam and a river with autumn foliage in the foreground. The dam is a large concrete structure with water flowing over it, creating white rapids. The river is blue and calm. The background shows a forest of trees with yellow and orange leaves, indicating autumn. The sky is blue with some clouds. In the foreground, there are dark, rocky rocks.

Sources of Funding

- **Parks System Development Charges**
 - Must be on the SDC project list
 - Must be used for growth-related projects (i.e. new and bigger)
- **Metro Local Share**
 - 2019 Metro Parks & Nature Bond Allocation
 - Approximately \$1.9mm to Oregon City Projects
 - Must meet bond criteria
 - Should be spent or under contract by 2029
- **Parks Utility Fee**
 - Potential new funding source
 - Helps reduce dependency on General Fund while funding deferred maintenance projects
 - More analysis and input needed
- **Grants and Donations**
 - Several funding sources available
 - Use as match to supplement above funding sources
- **General Fund**
 - Typically focused on general maintenance and operations, not large capital projects
 - New projects should be planned appropriately so they are not adding to the overall maintenance burden

FY25-26 Project List

Budgeted for in current Biennium



- Rivercrest ADA Pathway



- Wesley Lynn Dog Park



- Singer Creek Annex – Trail Development*

*Not budgeted for, but could be a Metro Local Share Project opportunity



FY26-27 Project List

Budgeted for in current Biennium



- Hillendale Restroom Replacement



- Park Place Pathways and Shelter



- Chapin Park Playground



- Pioneer Center Roof Replacement



FY27-28 Project List

Future budgets and potential grant opportunities



- Canemah Children's Park – Shelter Replacement



- Clackamette Park Boat Ramp (Phase I)



- Atkinson Park Redevelopment & ADA Improvements



- Old Canemah Park – Trail Improvements





FY2028/29 – Proposed Projects

- **Wesley Lynn Park – Infield Turf Installation**

- **First large Parks Utility Fee project**
- **Grant funding could add improvements to dugouts, picnic shelter, etc.**
- **Partner with OCYS to develop scope of work**

- **Clackamette Park RV Park (Phase II)**

- **Scope dependent on outcome of design project**
- **Target LWCF Grant for funding**
- **Phased to make room for park improvements in current RV Park location**

FY2029-2031 Biennium Projects

- **Hillendale Playground Replacements**
- **Rivercrest Lower Shelter**
- **Rivercrest Spray Park Replacement**
- **Clackamette Park (Phase III) – Park Amenities**
 - Sports courts, skatepark, playground, furnishings



6 Year Total Project Costs

- **Overall Project Costs - \$13.2 Million**
 - \$6.2 million in City funds
 - \$4.3 million in SDCs
 - \$1.6 million in Parks Utility Fee funds
 - \$300k in Parks & Recreation Donations
 - \$6.9 million in outside funding
 - \$1.9 million in Metro Local Share
 - \$4.9 million in State and Federal Grants



Opportunities and Risks

- **1st two years of plan are relatively firm in terms of funding**
 - Future years depend on additional funding streams, such as grants and a Parks utility fee
- **Plan can be flexible based on opportunities that present themselves during a planned year**
 - Too many changes or additions to plan could lead to project overwhelm with limited project staff
- **Each biennium is an opportunity to refine and engage the public**
 - Lack of consensus on prioritization could lead to decision paralysis



THANK YOU

WWW.OREGONCITY.ORG



CITY OF OREGON CITY

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

Staff Report

To: Parks and Recreation Advisory Committee **Agenda Date:** October 15, 2025
From: Rental and Events Coordinator, Taylor Miller

SUBJECT: Recap of 4th of July and Concerts in the Park 2025, OC Fall Fest 2025, and 2026 upcoming Summer event programming

SUMMARY:

4th of July Community Celebration Recap

The 2025 4th of July event at the End of the Oregon Trail park space drew an estimated 2,000 attendees throughout the evening. The event featured live entertainment on the two stages, family-friendly activities in the Kids' Zone, food vendors, and the OC Brewing Company. The night concluded with the *"Unity in the Sky"* drone show, which received overwhelmingly positive feedback from community members for its creativity and entertainment factor. Collaboration across City departments including Parks Maintenance, Streets, and Police ensured a safe and successful celebration.

Concerts in the Park

The 2025 *Concerts in the Park* series hosted six Thursday evening performances at the End of the Oregon Trail. Attendance averaged between 1,200–2,000 per concert, with strong community engagement and consistent sponsor support. Each concert featured local food vendors, family activities in our new Kid Zone, and OC Brewing Company. Social media engagement increased, and volunteer participation helped strengthen community connection and visibility. We promoted a Community Survey for concerts guests and received positive reviews, feedback for improvements and music suggestions for 2026.

OC Fall Fest

The inaugural *OC Fall Fest* was a major success, attracting close to 500 attendees. The event showcased 52 vendors between our Maker's Market and Community Booth, a petting zoo, mini pumpkin patch, food trucks, and live entertainment. Partnerships with the Oregon City Public Library, local businesses, and non-profits created a vibrant fall atmosphere. Feedback from vendors and community members was positive, emphasizing the event's accessibility and

family-friendly nature. Staff noted valuable lessons for future layout and communication improvements for 2026 planning.

2026 Summer Event Preview

Planning is underway for a 2026, which will include:

- The *Concerts in the Park* series (July–August), continuing to highlight diverse local and regional talent.
- The *4th of July Community Celebration*, returning with updated stage programming.
- Continued collaboration with community organizations to enhance accessibility, sustainability, and inclusion across all events.
- Focus on expanding volunteer engagement and increasing economic impact for local vendors and partners.

Concert Lineup Selection Process starting in 2026

The Rental and Events Coordinator oversees the *Concerts in the Park* lineup selection each year through a detailed research and review process. Entertainment options are evaluated based on current trends, performer popularity, community survey feedback, budget and overall event goals. Once a draft lineup is developed, it will be presented to the Parks and Recreation Advisory Committee (PRAC) for review and formal approval.

Phase	Timeline
Entertainment Research & Lineup Development	July–August
PRAC Review & Approval	October
Performer Contracting	November–December
Sponsorship Procurement	December–January
Food Vendor & Booth Procurement	February–March
Lineup & Event Announcement	April
Marketing & Promotion	May–June
Event Season	July–August
Next Season Procurement Begins	July–August