



## DRAFT MINUTES

City of Oregon City  
Parks and Recreation Advisory Committee

City Hall  
625 Center Street, Oregon City, OR 97045

April 26, 2018

### **Attendance**

**Members:** Lisa Novak; Roger Fowler-Thias; Mike Mitchell; Doug Neeley; Karin Morey; Shawn Dachtler

**Excused:** Chris Cook; Bill Daniels; Troy Bolinger

**Staff:** Phil Lewis, Community Services Director; Pete Walter, Planner

**Guests:** Rod Wojtanik, Metro Parks & Nature Planning Manager

### **Regular Meeting**

1. Call to order at 7:00pm
2. Introductions
3. Approval of minutes – March 22, 2018 Meeting Minutes  
Motion by Neeley to approve minutes as written, second by Dachtler, approved 6-0.
4. Citizen comments on issues and items not on the agenda - none
5. Presentations –
  - a. Newell Creek Canyon – Rod Wojtanik, Metro Parks & Nature Planning Manager  
Rod Wojtanik gave a presentation on the Newell Creek Canyon Master Plan and proposed timeline of development of the primary trailhead and trails through the property. Construction is anticipated to begin in May 2019 and opening to the public in Fall 2019.
6. General Business
  - a. PRAC Goals Update – will discuss further at May 24<sup>th</sup> meeting.
  - b. Buena Vista House – Stakeholder meetings have occurred. Second meeting held on April 16<sup>th</sup>. Atkinson Park and Buena Vista House will be visited by PRAC as part of the June Park Tour. City staff are working on securing estimates on work required to open the house to the public as a public meeting space. Three firms have walked the space

and we are anticipating estimates back shortly. Todd Iselin is working on a refined scope of work which should be provided to staff by next week. McLoughlin Neighborhood Association representatives Denyse McGriff and Bill Daniels are working with the Oregon City Park Foundation on creation of a vision and plan to move the project forward. A presentation at PRAC and then City Commission is anticipated in the upcoming months.

- c. Willamette Falls Legacy Project – Permitting apps have been signed by the owner. Project staff are working on submittal of the joint permit application. Environmental studies and design standards are being worked on.
- d. Ermatinger House – Staff are close to hiring the .5 FTE position. Interviews have occurred and we are anticipating the selected employee to begin by mid-May. The house will be opened to the public as part of the Oregon City Heritage Days event on June 22-23, 2018 and the grand opening of the house will occur on Saturday, July 7, 2018. Staff are working on furniture plan, layout, interpretive panels and grand opening ceremonies.
- e. Citizen Initiated Projects – Staff presented information on a proposed process to accept citizen or community initiated projects in our park system. A draft version of the application was disseminated to committee members.
- f. Mt. View Cemetery Grant – Cemetery staff are applying for a grant to make improvements in the masonic and old cemetery sections of the cemetery. The grant would repair 21 damaged headstones. A motion was made by Morey and seconded by Neeley to have the Chair or Vice-Chair write a letter of support for the project. The motion passed 6-0.
- g. Library Park – City Commission changed the name of the park to Library Park at the April 18<sup>th</sup> Commission meeting. Signs will be placed on the corner of 7<sup>th</sup> and John Adams for the Library, Library Park, and Carnegie Building. A sign for Library Park will be placed at the corner of 6<sup>th</sup> and John Adams. As part of the re-naming process, it was suggested to have an interpretive sign installed at the park which would educate the public on the history of the property including the park and library. Park staff are working with Library staff on a plan to place the interpretive signage. The family of local resident Carl Clapp have been raising money to fund a memorial interpretive sign at the park which will meet the needs of the City. A committee made of representatives of Library staff,

Park staff, Library board representative and Park board representative is being formed.

Karin Morey volunteered to serve as the PRAC representative.

h. Other General Business –

- a. Filbert Run Park – Doug Neeley presented information on the natural resources overlay through Filbert Run Park and pointed out that the overlay is on the wrong section of the park. The ephemeral swale on the eastern side of the park should be the location of the overlay, not the tree grove. Neeley requested that maybe this one portion of the overlay could be updated. Planner Pete Walter noted that the state recognized the delineated ephemeral swale in a 2015 letter.
- b. Committee Members Absent – Dachtler requested an update on PRAC members that were absent at the meeting. Phil Lewis informed the group that Chris Cook, Troy Bolinger and Bill Daniels all had excused absences.
- c. Operations Facility – Dachtler requested an update on the news of the new Operations Facility and how it would impact the Parks Operations Facility already in the planning process at Mt. View Cemetery. Phil Lewis provided an update that the Commission approved a purchase and sales agreement to acquire an approximately 5 acre property on Fir Street for \$7.1 million. It would have the ability to provide space for Public Works and Parks Operations staff. Efficiencies would be available through shared conference spaces, staff areas, vehicle fueling on-site and ample storage. Staff are moving forward with plans to move Park Operations to the new site. Some logistics will still need to be worked out including keeping administrative staff at Mt. View Cemetery to provide customer service to cemetery users and lost efficiencies in moving operations staff away from our largest and most complex park. Staff still see a need in the adjacent one acre property to provide an updated office at the cemetery and storage for cemetery operations. Restroom updates and demolition of the red-tagged building would still occur. All remaining park funds earmarked for the park operations facility would be shifted to be utilized for acquisition and improvements of the Fir Street property.
- d. City Owned Properties & Parks – Requests were made by committee members to be more informed when improvements were being made to properties adjacent to parks. Members asked for staff to look into creation of a local improvement district to provide funding for park operations around the new Cove

development. Mitchell noted that PRAC needs to be involved in the conversations concerning what to do with the armory and surrounding land in the Upper Yard space adjacent to Waterboard Park.

## 7. PRAC Member Reports

Roger Fowler-Thias: Pioneer Center updates including tax season has closed with over 400 tax returns completed by volunteers for Clackamas County residents, gift bags and thank you cards were distributed to center volunteers for volunteer recognition week, a successful transportation fair was held at the center, day trips and classes are full. Oregon City Parks Foundation updates including Promenade Park project 309 of the proposed 400 plants have been planted, Waterboard Park project have received two bids and are looking to have the work completed before spring is over.

Mike Mitchell: Asked for an update on the name suggestions for Glen Oak Park. Staff informed the group that approximately 380 submissions have been received with approximately 12 different names suggested.

Karin Morey: April 28<sup>th</sup> at 10am at Mt. View Cemetery, The Sons of Union Veterans of the Civil War will be conducting a memorial ceremony including a brass band.

Doug Neeley: Greater Oregon City Watershed was present at Abernethy Creek Park on the Enhancement Day event. A dumpster of invasive plants were removed from the park.

Lisa Novak: Attended Oregon City Enhancement Day event. There was a great turnout and had fun.

Shawn Dachtler: nothing to report.

## 8. Staff reports

- a. Recreation update – Email monthly updates to PRAC members
- b. McLoughlin Canemah Trail – Second reading of the ordinance was passed by Commission on April 4<sup>th</sup>. Staff will begin working on next steps for implementation. Neeley requested that an attractive alternative to jersey barriers be used along the 99E section of the route to safely keep cars and trail users separated.
- c. Letters of Support from PRAC – Bill Daniels requested to have the PRAC Chair write a letter of support for the Promenade Wildflower enhancement grant. Staff suggested that PRAC vote by motion to have the Chair be authorized to write letters of support for the projects that were discussed during the citizen initiated projects section earlier in the meeting. A motion was made by Dachtler and seconded by Neeley. Motion passed 6-0.

d. PRAC Park Tour – scheduled for June 28<sup>th</sup>. It was requested to visit all park locations.

Some would be “drive-by” parks and others would be “stop and talk” parks. Staff requested committee members to email any specific requests for the tour.

9. Future Agenda Items – none

10. Next scheduled meeting – May 24, 2018

11. Adjournment: 8:44pm