



## **MEETING MINUTES**

### **Parks and Recreation Advisory Committee**

City Hall; 625 Center Street, Oregon City, OR 97045

January 24, 2019

#### **Attendance**

**Members:** Bill Daniels; Troy Bolinger; Karin Morey; Doug Neeley

**Excused:** Chris Cook; Lisa Novak; Shawn Dachtler

**Staff:** Phil Lewis, Community Services Director

**Guests:** none

#### **Work Session – 6:30PM**

1. Interview Applicants – Parks and Recreation Advisory Committee interviewed committee candidates for terms beginning January 2019.

a. Jeff Sargent

#### **Regular Meeting – 7:00PM**

1. Call to order at 7:04pm

2. Introductions

3. Annual Election of Officers – With only four PRAC members in attendance, a motion was made by Morey to postpone election of officers until the February 2019 regular meeting, seconded by Daniels. Motion approved 4-0.

4. Approval of minutes – December 6, 2018 Meeting Minutes

Motion by Morey to approve minutes as written, second by Daniels, approved 4-0.

5. Citizen comments on issues and items not on the agenda – no comments

6. Presentations

a. Hillendale Pickleball Club – Tim Wuest, Robert Smallwood

Mr. Wuest and Mr. Smallwood gave a presentation on Pickleball in Oregon City at Hillendale Park. A history of local participation and improvements at the Hillendale courts was provided. A request was made to have PRAC support a grant application to install court lighting. A motion was made by Morey to authorize the PRAC Chair to write

a letter of support for grants to fund installation of court and pathway lighting at Hillendale Park and was seconded by Daniels. The motion passed 4-0.

## 7. General Business

- a. PRAC Goals Update – With only four PRAC members in attendance, a motion was made by Morey to postpone the conversation until the February 2019 regular PRAC meeting and seconded by Bolinger. The motion passed 4-0.
- b. Charter Park Discussion – A short overview of the charter park adoption process was presented by staff. Two parks were presented for consideration to be adopted as a park by ordinance including Oak Tree Park and Singer Creek Park. Public comment was received from Tom O'Brien who asked for Oak Tree Park to receive recreation amenity investments that could be used by the community. A motion was made by Morey and seconded by Daniels to recommend to City Commission that Oak Tree Park and Singer Creek Park should be recognized as a park by ordinance. The motion passed 4-0.
- c. Newell Creek Canyon Property – Staff initiated a discussion with PRAC to consider what the City should do with a 14 acre property which is owned by the City to be used for park purposes. Staff have received a request from Metro Parks & Nature to transfer the property title to Metro. Metro staff were previously under the impression that the property was owned by Metro and went through a very thorough public engagement process to incorporate the property into the larger Newell Creek Canyon Master Plan and proposed trail system. Conversation focused on the pride in ownership that citizens have for greenspace in Oregon City and the value of the partnership with Metro. A motion was made by Morey to make a recommendation to the City Commission to enter into an IGA with Metro to maintain City ownership of the property and allow Metro to operate and maintain the property for park purposes. The motion was seconded by Daniels. The motion failed 3-1 with Daniels, Bolinger and Neeley voting in opposition and Morey voting in favor. It was decided to continue the conversation at the February 2019 regular PRAC meeting.
- d. Willamette Falls Legacy Project – The RFP process for design work has closed with negotiations underway with the selected firm. An announcement should be made shortly to introduce the design team selected. Ground breaking is still scheduled to occur on or before April 2020.

- e. Movies in the Park 2019 – Movies selected to be voted on by the public were presented to the committee. Movies are scheduled for August 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup> and 23<sup>rd</sup> at rotating locations in the park system. Bolinger made a suggestion that the City might make all of the movies available to vote and then screen the top four movies instead of assigning four movies per evening to be voted on separately. Neeley stated that he appreciates the process taken by staff and that all of the movies are PG or G rated.
  - f. PRAC Vacant Positions – A number of candidates submitted applications for the three vacant PRAC positions. Only two viable applications have been received to date with both applicants being interviewed by the committee. Jeff Sargent who resides outside of city limits and Derick Cogle who resides in the Caufield Neighborhood. A motion was made by Morey to recommend to Mayor Holladay that Jeff Sargent and Derick Cogle be appointed to the Parks & Recreation Advisory Committee for a three year term running through December 31, 2021. The motion was seconded by Neeley and passed 4-0.
  - g. Other General Business – Shawn Dachtler was unable to attend but did want discussion to occur regarding a possible teen representative sitting on PRAC. The City Attorney has advised staff that updating PRAC bylaws would be required to add an additional representative that would serve on the committee regardless of voting status. Morey inquired if there is any language in the charter or any city document that would set an age requirement for any committee member. Director Lewis stated that he was unaware of any such language and would follow up. Bolinger suggested that maybe the updated bylaws could state that preference for the ninth position would be given to a student representative with voting rights but could be filled with an adult candidate if needed.
8. PRAC Member Reports
- Bill Daniels: Attended the Oregon City Parks Foundation meeting last night.
- Karin Morey: Met with Pioneer Center Manager Kathy Wiseman to discuss how to best report information at the PRAC meetings. It was decided to go deeper into information from the Pioneer Center each month. Data was presented to the group highlighting the 'service units' provided to community members including meals on wheels, transportation services, rentals and programs. 125,797 service units were provided this past year. Karin

stated that she was very appreciative of the Cemetery staff for working with her to get a headstone for a veteran who was buried at Mt. View Cemetery without a headstone.

Doug Neeley: The Greater Oregon City Watershed Council will be working on assigning names to some of the unnamed streams within the city. Six unnamed streams, which are visible at an intersection of an arterial or collector, will be assigned names through this process. It is not a city process but the City Commission will be kept informed.

Troy Bolinger: nothing to report.

9. Staff reports

- a. Recreation update – Email monthly updates to PRAC members
- b. Commission Retreat – Scheduled for February 1-2, 2019 with Community Services scheduled for Friday evening. Public comment will be taken on both Friday and Saturday.
- c. Charter Park Update to City Commission – Staff will be providing an update on the charter park project at the February 12 City Commission Work Session. Morey requested that staff forward the Charter Park Ordinances to PRAC representatives.

10. Future Agenda Items – Neeley suggested that the City look at recognizing Waldo Caufield at Tyrone S Woods Memorial Park by naming the wetlands in the park after Caufield. Daniels requested that we discuss the possibility of using SDC funds for pathway lighting in parks.

Daniels also inquired regarding the Clackamette Park Master Planning process.

11. Next scheduled meeting – February 28, 2019

12. Adjournment: 9:11pm