



## DISTRICT ADVISORY COMMITTEE

### MEETING AGENDA

**Date:** July 14, 2021

**Time:** 5:30-7:30 p.m.

**Location:** 5440 SE Kellogg Creek Dr. Milwaukie, OR 97222

Meeting will begin under the large covered picnic area at North Clackamas Park (directly adjacent to the Milwaukie Center), and then move to the Oregon Grape Room in the Milwaukie Center for Item IV on the agenda.

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- I. **Call to Order**
- II. **Icebreaker Group Activity**
- III. **Action Items**
  - a. Approval of DAC Meeting Summary from June 16, 2021
- IV. **Discussion Agenda – No Action Required**
  - a. NCPRD Introduction and Overview
  - b. Milwaukie Center
- V. **Citizen Participation**
- VI. **DAC Member Reports**
- VII. **Director Reports**
- VIII. **Future Meeting Topics**
  - a. Annual Election of Officers
  - b. Boardman Wetlands – Park Naming
  - c. District-Wide Capital Projects Review
  - d. Program Introductions
- IX. **Future Tour Dates**
  - i. Tour #2 - July 15, 2021 (12:30 p.m. – 3:30 p.m.)
  - ii. Tour Sites: Altamont Park, North Clackamas Aquatic Park and Harmony Road Neighborhood Park, Pfeifer Park, and Clackamas School Property.
  - b. Tour #3 – July 20, 2021 (5:00 p.m. – 8:00 p.m.)
    - i. Tour Sites: Concord Property, Park at Boardman Wetlands, Stringfield Family Park, North Clackamas Park and Milwaukie Center.
- X. **Adjournment**



**NORTH CLACKAMAS**  
PARKS & RECREATION DISTRICT

## MEMORANDUM

**DATE:** July 14, 2021  
**TO:** District Advisory Committee  
**FROM:** Kandi Ho, NCPRD Acting Director  
**RE:** Re-naming of Milwaukie Center

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NCPRD staff is bringing the name change of the 'Milwaukie Center' to the 'Milwaukie Community Center' to the City of Milwaukie Council. This memo serves to update the District Advisory Committee on this process. This process was delayed due to the pandemic. Recently, staff presented the proposed name change to the Parks and Recreation Board for the City of Milwaukie. This was approved by this board and per city policy, will be presented to the full City Council. The previous District Advisory Board approved the below name change during their February 12, 2020 meeting.

- **Recommendation from the Milwaukie Center Community Advisory Board (CCAB) to change the name of the Milwaukie Center to the Milwaukie Community Center.**

### **Background on Milwaukie Center Name Proposal**

The attached letter dated July 29, 2019 from the Milwaukie Center Community Advisory Board (CCAB) requested that the DAB support changing the name of the Milwaukie Center to the Milwaukie Community Center. The purpose/rationale for the proposed name change is described in detail in the CCAB letter. Because the Milwaukie Center is owned by the City of Milwaukie and managed/operated by NCPRD, the District naming policy requires the proposal to follow the City's naming process if the DAB supports the recommendation. Then, if approved by City Council, the recommendation shall be presented to the NCPRD Board (BCC) for consideration and final approval.

This proposal from CCAB was initially presented and discussed at the September 11, 2019 DAB meeting. At this meeting, the DAB requested that staff research and provide anticipated financial impacts to the District if the name change were to be implemented. The financial impact was presented then approved by the DAB on February 12, 2020.

### **Attachments**

1. Renaming of Milwaukie Center proposal letter from Center Community Advisory Board (CCAB)
2. NCPRD Park and Facility Naming Policy and Process



**NORTH CLACKAMAS**  
**PARKS & RECREATION DISTRICT**

Milwaukie Center

5440 S.E. Kellogg Creek Drive  
Milwaukie, OR 97222  
503.653.8100 phone 503.794.8016 fax  
ncprd.com

July 29, 2019

North Clackamas Parks and Recreation District Board  
150 Beaver Creek Road  
Oregon City, OR 97045

Dear District Advisory Board Members:

The Milwaukie Center Community Advisory Board (C/CAB) is applying for a name change from the current name of The Milwaukie Center to the desired name of The Milwaukie Community Center. This name change will address the community we serve and the events, classes and services the North Clackamas Parks and Recreation District (NCPRD) provides.

The Milwaukie Center was built in 1980 as a senior center on land within North Clackamas Park, however; the Milwaukie Center and the North Clackamas Park remain under the ownership of the City of Milwaukie. In 1992 the City of Milwaukie transferred operations to the North Clackamas Parks and Recreation District. The North Clackamas Park offers four softball/baseball fields, new playground equipment and a dog park that brings people of all ages to the park. The Milwaukie Center's core mission has been and will remain to provide needed services to seniors. These services include social services, transportation, meals on wheels, on site dining, recreation, learning opportunities and special events. The need for Meals on Wheels has grown and the Milwaukie Center's Nutrition Program now provides 200 meals per day. Recreation programming has also grown in attendance and changed the programs offered to encompass many dance and computer classes such as Minecraft Modding for youth and families within the community.

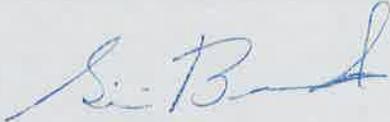
While the senior programs have grown so have the needs of the community; therefore, the Milwaukie Center has added classes for children and families, planned large celebratory events as fund raisers to support and serve the community and additionally provides affordable rental opportunity for community and family events. A few years ago we changed our Mission Statement to read:

*To be a link to resources for older adults and their families and a place for the community to gather, grow and contribute.*

*Milwaukie Center, a division of North Clackamas Parks and Recreation District, is a multi-purpose community center operated as a focal point for recreation, learning and senior services.*

Our Mission statement shows our commitment to all ages in our community and we would like to change the name to *The Milwaukie Community Center* to reinforce our commitment to the entire community and to better identify our services to Milwaukie citizens and the North Clackamas community at large.

Thank you for your consideration,



Siri Bernard  
C/CAB Board Member

NORTH CLACKAMAS PARKS AND RECREATION DISTRICT  
Park and Facility Naming Policy and Process  
Approved by District Advisory Board, March 2006  
Approved by the Board of County Commissioners on April 18, 2006

Applicability:

This policy shall apply to the naming of parks and facilities except as provided below:

- a) Previously named parks transferred from another agency to North Clackamas Parks and Recreation District (NCPRD).
- b) Future park sites where a name has been specified as a component of a purchase and sale agreement or other contractual agreement approved by the District Advisory Board (DAB) and Board of Directors.
- c) Park facilities where naming right are conveyed to an individual or business in return for financial remuneration to the District as specified in a contractual agreement approved by the DAB and Board of Directors.

Policy:

It is the policy of NCPRD to provide opportunities for public input related to the naming of parks and facilities. It shall be the responsibility of the DAB to initiate a process to name a park and/or facility and forward a recommendation to the Board of Directors for consideration and a final decision.

In pursuing their responsibility, the DAB shall avoid names that:

- a) Have the capacity to be construed as culturally insensitive or offensive.
- b) Duplicate existing geographic names or that may confuse the public.
- c) Create the potential for copyright infringement issues.

Process:

- 1) If appropriate, the DAB may initiate a process to recommend a park or facility name by inviting the submission of nominations from residents of the District or by creating an ad hoc committee that shall invite the submission of nominations from residents of the District. Such nomination shall include the reasons for name submission and the justification for the name.
- 2) Membership of the ad hoc committee shall include at least one (1) DAB member, NCPRD Director (or designee), one (1) member of the appropriate city council (when park is located within a municipality), one (1) citizen at large and one (1) member of the appropriate community planning organization or neighborhood association.
- 3) After the invitation for nominations, the DAB (or ad hoc committee if one has been established) will provide at least one opportunity for public comment on the list of nominated names. This opportunity shall be noticed in the same manner as DAB meetings.
- 4) The DAB or ad hoc committee will consider public comment and all nominated names.

- 5) If an ad hoc committee has been established, the committee shall forward a list of three recommended names in order of preference to the DAB within 30 days from the date public comment was taken.
- 6) The DAB shall select one preferred name and one alternative name for recommendation to the Board of Directors for consideration.
- 7) The Board of Directors may:
  - a. Approve the name recommended by the DAB.
  - b. Approve the alternative name recommended by the DAB.
  - c. Request up to two (2) additional alternatives from the DAB.
  - d. Select a different name at their sole discretion.
- 8) The decision of the Board of Directors shall be final and shall not be subject to appeal.
- 9) Note: City of Milwaukie parks and facilities will follow the City of Milwaukie Policy and Procedures for Naming Policies (attached). In the case of a park or facility inside the city limits (for example if NCPRD provides funding for the park or facility), the process would include the following steps:
  - a. Follow the above procedure for approval and recommendation to the District Advisory Board, then
  - b. Present the name possibilities to the City Council for approval and recommendation, then
  - c. Present the name possibilities to the Board of County Commissioners for final approval and recommendation.