



MEETING MINUTES

North Clackamas Parks and Recreation District

District Advisory Committee

Wednesday, October 9, 2024

5:30 – 7:00 p.m.

Location: North Clackamas Aquatic Park and Virtually (via Zoom)

DAC Members Present: Muciri Gatimu, Grover Bornefeld (Subarea 1), Anatta Blackmarr, Mark Elliott (Subarea 2), Jeanette DeCastro (Subarea 3), Lisa Batey, Ali Feuerstein (Subarea 5)

Members Absent: Sheila Shaw, Daniel Diehl, Salma Nassir, Joel Bergman

Staff and Officials Present: Paul Savas (Clackamas County Commissioner),
Kia Selley (NCPRD Director), Dominic Cortinas (NCPRD Deputy Director), Melina DeFrancesco (NCPRD)

A recording of this meeting is available on the NCPRD website at <https://ncprd.com/public-meetings/meeting-minutes>

- I. **Call to Order** - DAC meeting was called to order by DAC Chair, Jeanette DeCastro.
- II. **Action Items**
 - a. Approval of DAC Meeting Summary from September 11, 2024
 - i. This item was deferred due to the absence of a quorum.
- III. **Discussion Agenda**
 - a. Naming Policy (Melina DeFrancesco)
 - i. An update on NCPRD's Naming Policy was presented, which included:
 1. What does the naming policy do?
 2. Why do we need an updated policy?
 3. What are the exceptions?
 4. Naming categories
 5. Naming process
 - ii. **ACTION:** Mark moved, "The District Advisory Committee concurs with the proposed Naming Policy and supporting documents as presented and recommends approval and adoption by the NCPRD Board of Directors."
 1. No second, the motion is lost.
 2. It was decided to bring the item back to the DAC in November after the Policy & Procedure documents were shared with the DAC.
 - b. 5-year Financial Forecast (Kia Selley)
 - i. The DAC was briefed on the 5-year Financial Forecast in March. The message this evening is consistent with the message delivered in March, which is that revenues are not able to keep up with the rising cost of doing business, largely due to the status tax base and minimal to no fee increases for services and programs. NCPRD uses approximately \$800,000 to 1.5 million each year, essentially dipping into savings, to cover the costs of operations. This is not a financial management issue, but a revenue issue.
 - ii. In the forecast, the System Development Fund, which are funds only eligible to use on capital projects that increase the capacity of the district to serve new residents, has been

increased for the Concord Property projects (the park, playground, and community center renovations) in place of some of those limited general fund revenues. By making this change in this forecast, the District remains solvent for an additional year to fiscal year 2031-32.

- iii. The Capital Repair and Replacement Program funding has also been updated to include the revenue from the sale of the Wichita Property. NCPRD is developing a fund within that program, where we can put land sale proceeds and secure them for property acquisition for the future.
 - iv. NCPRD will use this forecast as a tool to develop the next fiscal year's budget.
- c. DAC Bylaws Update (Chair DeCastro and Vice-Chair Elliott)
 - i. Chair DeCastro will set up an electronic document with access for the DAC subcommittee to work on between next Monday and November 30th to allow plenty of time to propose changes before the December meeting.

IV. DAC Member Reports

- a. Lisa Batey (Subarea 5)
 - i. Two of the three COM parks are on track to be completed in October.
 - ii. Monthly Cleanups:
 - 1. Second Saturday of every month at Minthorn Springs 9:30-noon.
 - 2. Third Saturday of the month at Elk Rock Island starting at 9:30am.
 - iii. Relayed a concern brought to her regarding a plan to reduce or eliminate the Connections Magazine that the Center puts out.
- b. Anatta Blackmarr (Subarea 2)
 - i. Gave kudos to everyone who created the NCPRD Fiesta Latina Event.
 - ii. There is a seed library at the Gladstone Library, and Oak Lodge library. Invites others to come to learn about the native plant species. Free native seeds are available at the library.
- c. Mark Elliott (Subarea 2)
 - i. Thanked NCPRD staff for the Facebook post about the Concord windows restoration. Mark shared appreciation for the extra effort that staff is making to bring that building back to its former glory.
- d. Ali Feuerstein (Subarea 5)
 - i. Echoed what Mark said. Thanked staff and everyone who contributed to the Concord Property project.

V. District Monthly Report

- a. **BOD Meeting:** The BOD held their quarterly meeting on September 18th where they approved the System Plan consultant contract with Design Workshop for Phases 3 and 4, and approved the Wichita Property sale to North Clackamas School District. This included a sale agreement and an Intergovernmental Agreement. The Board was briefed on the five-year financial forecast as well.
- b. **Supplemental Budget:** Included in the packet. This is a modification to the current fiscal year budget that has already been adopted. There was a public hearing since the increase was more than 10%. NCPRD coordinates with the County to follow the County's supplemental budget schedule. The two key drivers for the supplemental budget were the allocation of funds from two different SDC zones for the Concord Property construction priority, and we moved funds from the last fiscal year to the current fiscal year for the Concord Property.
- c. **Budget Committee:** Interviews have been completed, these will go to the Board for official approval on October 22.
- d. **Budget Calendar Highlights:**

- i. Nov: Budget 101 briefing to DAC and Budget Committee. Will request an appointment of a DAC Budget Committee Liaison.
 - ii. Feb: DAC will be briefed on the proposed budget.
 - iii. May: An informal budget briefing will be held.
 - iv. The Budget Committee cannot deliberate until after receiving the Budget Message and Budget document as per ORS 294.426.
- e. **Website Refresh:** Launch expected in 2025. Thanked all those who participated in the user test.
- f. **Concord Property Project:** Construction continued. On track for a grand opening next fall 2025.
- g. **Clackamas Property:** Next week the sale of the Clackamas Property will go to the Board for approval. The agenda for this meeting, including materials, should be posted tomorrow. Once the agenda is published, the DAC will receive a link to this webpage via email.
- h. **Thank You:** Thanked NCPRD Facilities and Aquatic Park staff for the deep cleaning and repairs to the Aquatic Park.
- i. **Fall Programming:**
 - i. Hoopers Basketball registration opened on September 3rd, with offerings for children grades kindergarten through high school. Over 300 youth have already enrolled, and when the season begins we expect to have over 1,500 registered players.
 - ii. Fall classes began September 23rd, which included 37 adult and 11 youth offerings. We have 834 participants registered, which is a 23% increase from the previous fall registration.
 - iii. Halloween Bash and Movie Night hosted at the Milwaukie Community Center on October 26th.
- j. **Staff Promotion:** Kallie Guentner has been promoted to the position of Financial Services Supervisor through a competitive external recruitment process.

VI. Public Comment

- a. None

From: [Bill, Sandra, Zoe and Jessey](#)
To: [BCCMail](#); [NCPRD - District Advisory Committee](#); [Selley, Kia](#)
Subject: Fwd: Additional questions re: Clackamas Elementary School property
Date: Sunday, September 22, 2024 3:52:00 PM
Attachments: [Is the NCPRD living up to their commitment. Overview of 3 school sites in context of NCPRD strategic plan v2.pdf](#)

Warning: External email. Be cautious opening attachments and links.

Six weeks have now passed and there have been no responses to the very clear and specific questions asked in the attached document. The public is entitled to “a thorough, inclusive and transparent public engagement process” (<https://ncprd.com/strategic-partnership-faqs>).

Please respond.
Sandra Vail

----- Forwarded message -----

From: **Bill, Sandra, Zoe and Jessey**
Date: Tue, Aug 6, 2024 at 9:50 AM
Subject: Additional questions re: Clackamas Elementary School property
To: <bcc@clackamas.us>, <dac@ncprd.com>, <KSelley@ncprd.com>

Attached please find a pdf with additional questions for the Board of County Commissioners re: NCPRD decision-making. We recognize that the Board has to juggle the concerns of all residents and property owners in Clackamas County but think it important that the Board hear and respond to all public questions and concerns. We'll look forward to hearing from you..

Sincerely,
Sandra Vail

Is the NCPRD holding true to its promises? Outcomes for three schools purchased in 2018

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NCPRD Mission and Vision

The mission statement of the North Clackamas Parks & Recreation District (NCPRD) is “To enrich community vitality and promote healthy living through parks and recreation.”¹ The vision statement is “Enhancing and connecting your community by providing exceptional parks and recreation opportunities **for all.**” (emphasis mine)²

2018 acquisition of three schools in Clackamas County: Background

On April 9, 2018, the NCPRD announced that they had taken ownership of Concord Elementary School in Oak Grove, Wichita Elementary School in unincorporated Milwaukie, and Clackamas Elementary School in unincorporated Clackamas County. “**The three schools acquired were strategically chosen based on their potential for community uses and their precise placement throughout the district, allowing us to better serve our entire population, especially those in underserved areas,**” said Director of NCPRD.” (emphasis mine)³

In the NCPRD Strategic Partnership FAQs, the issue of future use and public engagement is addressed in this manner:⁴

Will there be public engagement for the visioning of the future use of Concord, Wichita and Clackamas Schools?

The Parks District’s mission is “To enrich community vitality and promote healthy living through parks and recreation.” This collaborative agreement will help increase recreational opportunities and quality of life for residents through new indoor community centers and open spaces in multiple strategic locations throughout the district.

NCPRD is dedicated to a thorough, inclusive, and transparent public engagement process for the development of new parks and facilities. Extensive public outreach processes will take place to allow all District residents and interested groups to take part in shaping the vision for these buildings and surrounding properties.

Current status of the three properties acquired in 2018

- **Wichita Elementary** (unincorporated Milwaukie) is in Zone 14 (see Needs MappingNeeds Mapping). The property has been in active use since its acquisition.⁵ In July 2024, the NCPRD sold the property to the North Clackamas School District (NCSd) because “NCPRD’s mission is to provide parks and recreation opportunities to district taxpayers. The NCPRD Board is taking a comprehensive look at the district’s services, properties, and budget to make sure the district is focused on that core mission. While the Wichita Center provides important services to the public, they are outside of the core parks and recreation mission of the organization.”⁶ As part of the sales agreement, “NCSd will provide \$1 million in credit for NCPRD’s use of fields and facilities for community programs.”⁷
- **Concord Elementary** (Oak Grove) is in Zone 28 (see Needs MappingNeeds Mapping). The school closed in 2014 and has been unoccupied ever since. In 2023 the NCPRD announced plans for a new park, library, and community center on the property.⁸ The property needed extensive rehabilitation; the groundbreaking celebration was held September 16, 2023. The DAC Agenda Packet for the 7/10/2024 meeting indicated that the project would be ready for public use in H2 2025,⁹ but that means the project is already behind schedule.¹⁰
- **Clackamas Elementary** (unincorporated Clackamas County) is in Zone 58 (see Needs MappingNeeds Mapping). Until June 2024, Cascade Heights Public Charter School occupied the site. On June 25, 2024, the Clackamas Board of County Commissioners “expressed interest in purchasing the former Clackamas Elementary School property to develop a recovery center.”¹¹ Although the 6/25/2024 announcement stated, “County staff was directed by the Board to conduct outreach with residents and businesses of the surrounding area,”¹² few area residents received notification of the 7/25/2024 meeting at the site. (Note that the NCPRD promised the following: “Extensive public outreach processes will take place to allow all District residents and interested groups to take part in shaping the vision for these buildings and surrounding properties.”¹³)

NCPRD System Plan

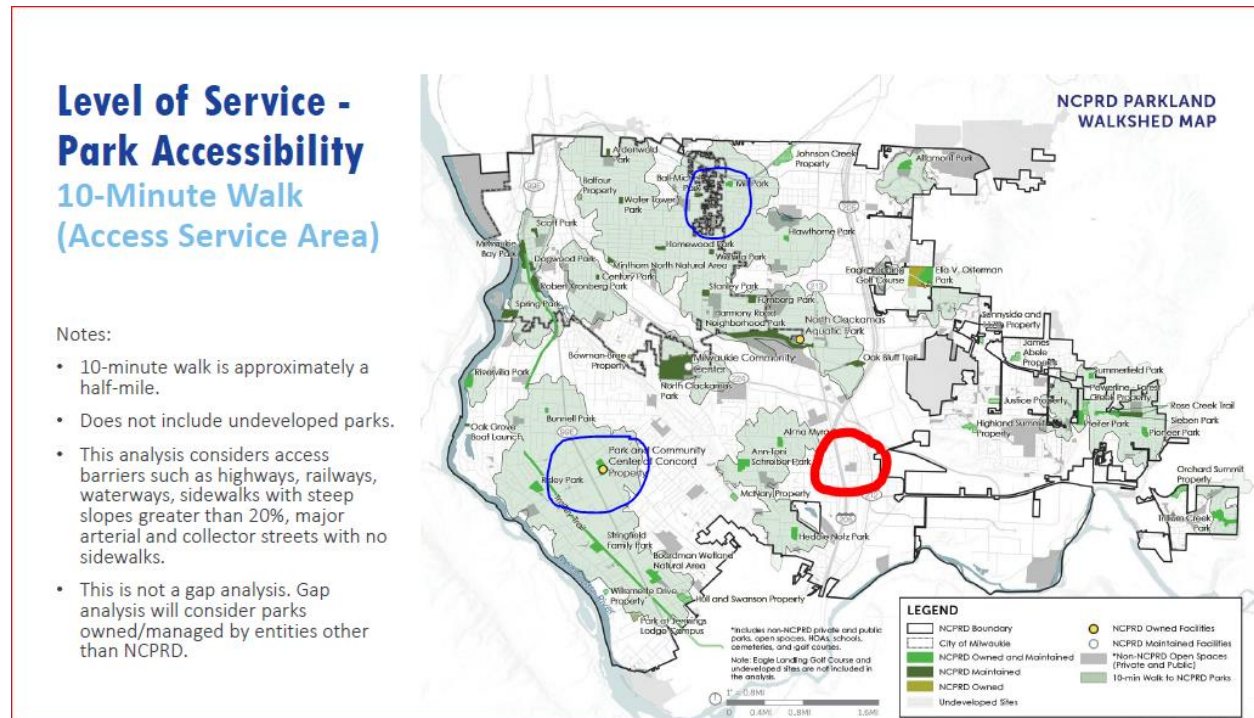
The following content is drawn from the NCPRD System Plan Update: Presentation to District Advisory Committee, Wednesday, July 10, 2024.¹⁴

The NCPRD has been reviewing its 20-year System Plan, which includes a Level of Service assessment, Community Needs Mapping, and Benchmarking assessments with three peer districts in Oregon.

Level of service: Park Accessibility

Only 47% of NCPRD residents are within a 10-minute walk to a NCPRD park. The Clackamas School site is indicated by the red circle on the map below. Light-green shading indicates residents in the area have a walk of 10 minutes or less to a NCPRD park.

Note the lack of parks within a 10-minute walk of the Clackamas Elementary site. In fact, there are no parks within even a 45-minute walk without access barriers. Compare that site's level of service to the two other school sites (blue circles).



Needs Mapping

The following Equity Priority Map uses census block groups as needs boundaries and maps needs based on the Environmental Justice Index. Note that the Clackamas Elementary site, in Zone 58, ranks as a Medium-High priority, whereas the other two school sites (Wichita, Zone 14; Concord, Zone 28) rank as Medium-Low priority – two levels below the Clackamas site. (Note that Wichita is no longer a NCPRD property but will still provide fields and facilities for community programs per the NCSO-NCPRD agreement.¹⁵)

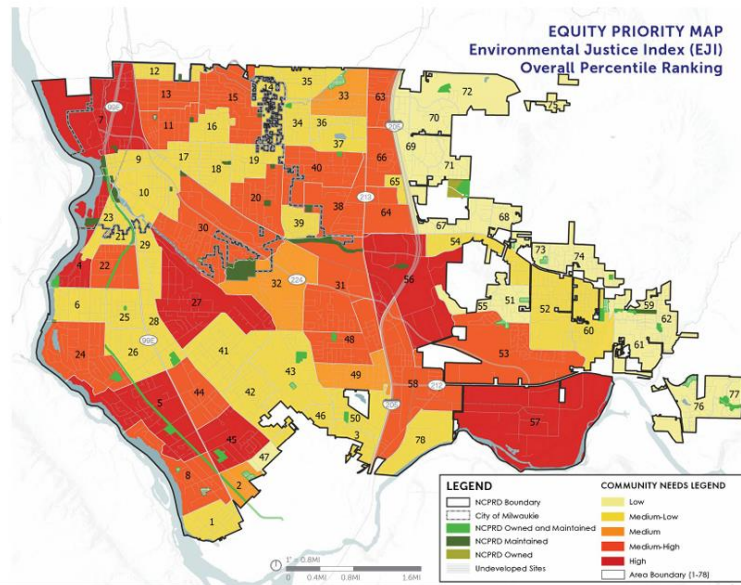
Community Needs Mapping

Methodology:

Uses the census block groups as community needs zone boundary.

The community needs mapping is based on Environmental Justice Index (EJI) (cdc.gov).

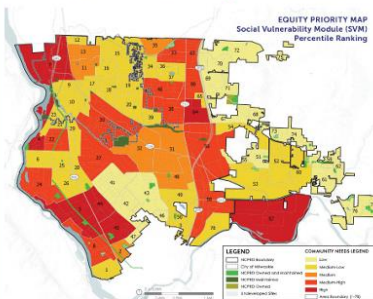
Source: Environmental Justice Index (EJI) - Produced by the CDC's National Center for Chronic Disease Prevention and Health Promotion



The Needs Mapping consists of three modules: Social Vulnerability, Environmental Burden, and Health Vulnerability. Note that the Clackamas Elementary site (Zone 58) ranks Medium-High in the Social Vulnerability and Environmental Burden categories. It ranks Medium-Low in the Health Vulnerability category.

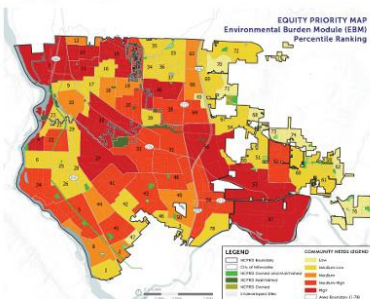
In contrast, the Concord Elementary site (Zone 28) ranks Medium-Low in each category. Wichita Elementary (no longer a NCPRD property but still available to area residents for community programs and recreation¹⁶) ranks Medium-Low in every category except Environmental Burden, in which it ranked Medium-High.

Community Needs Mapping – Three Modules*



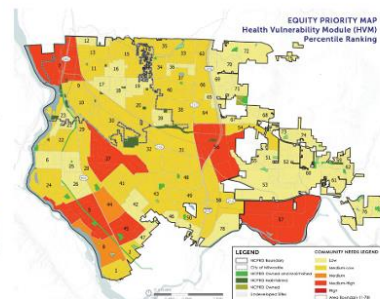
Social Vulnerability Module

14 factors of minority racial status, economic factors, age, disability, language spoken, and housing type



Environmental Burden Module

17 factors of air pollution, potentially hazardous sites, walkability, transportation infrastructure, water pollution



Health Vulnerability Module

5 factors of estimated prevalence of Chronic Disease such as asthma and diabetes

*The Environmental Justice Index (EJI) (cdc.gov) is a tool used to assess the combined impacts of social, environmental, and health factors in the NCPRD through mapping and screening. It collects and represents data at the census tract level used by the U.S. Census Bureau to collect statistical information. The EJI ranks each tract on 36 environmental, social, and health factors and groups them into three overarching modules.

Level of service: Park acreage per population

Compared with peer districts and standards issued by the National Recreation and Park Association, the NCPRD 's acres of parkland per resident is extraordinarily low. For example, Willamalane PRD has 22.6 acres/1,000 residents. The median is 10.2 acres/1,000 residents. NCPRD has just 1.9 acres/1,000 residents.

Questions for the NCPRD

1. The NCPRD promised to **“increase recreational opportunities and quality of life for residents through new indoor community centers and open spaces in multiple strategic locations throughout the district.”** (emphasis mine)¹⁷ If that is the goal, why would the NCPRD retain only one of the three sites **“strategically chosen based on their potential for community uses and their precise placement throughout the district, allowing us to better serve our entire population, especially those in underserved areas”**? (emphasis mine)¹⁸ That seems counter to previous statements and the NCPRD's own needs assessment findings. Please explain.
2. Of the three sites purchased in 2018, only one—the one that needed extensive, multiyear renovation—is being converted for the intended use. This site is in a lower-need area of the district; Concord is only 2.5 miles from the largest recreational complex in the county (North Clackamas Park/Milwaukie Community Center). Per your own assessment, the Clackamas Elementary neighborhood has a greater need. Please explain why the Clackamas Elementary neighborhood is not worthy of equal investment.
3. Of the three sites purchased in 2018, why is the NCPRD considering selling only one—the one in the area of highest need—for a purpose that disallows the use of fields and facilities for community programs?
4. In what way is the NCPRD living up to their commitment to “a thorough, inclusive and transparent public engagement process”¹⁹ when Clackamas Elementary School area residents were not well-informed of this potential sale—a sale that is being pushed through on an accelerated timeline?
 - a. Timeline: The Board of County Commissioners' (BCC's) interest was made public on June 25, 2024—the same day as the public meeting at the school.²⁰ Five days later, on July 30, 2024, the Recovery Center proposal was presented to the District Advisory Committee (DAC).²¹ The BCC had intended to take up the decision in their August 7, 2024, meeting. That's less than 2 weeks. How is this “thorough, inclusive and transparent”?
5. Only one proposal for the potential use of the site has been presented to the DAC.²² Why haven't other potential uses—uses that would hold true to the NCPRD's stated goals—been explored and made public?
6. If the NCPRD is considering the sale to obtain funds for other sites, why is it not getting fair market value for the site? The Recovery Center proposal presentation mentioned a sales price of \$2.6M, but the County Assessor estimates the total market value at \$6,961,980. Does this reflect good stewardship of NCPRD holdings on behalf of the citizens of Clackamas County?

¹ [District Information - North Clackamas Parks & Recreation District \(ncprd.com\)](#)

² [District Information - North Clackamas Parks & Recreation District \(ncprd.com\)](#)

³ <https://ncprd.com/strategic-partnership-finalized>

⁴ <https://ncprd.com/strategic-partnership-faqs>

⁵ [Wichita Center - North Clackamas Parks & Recreation District \(ncprd.com\)](#)

⁶ <https://ncprd.com/wichita-center-faq>

⁷ [North Clackamas School District and North Clackamas Parks and Recreation District Announce Property Transfer Agreement - North Clackamas Parks & Recreation District \(ncprd.com\)](#)

⁸ [Concord Property Project - North Clackamas Parks & Recreation District \(ncprd.com\)](#)

⁹ <https://ncprd.com/wp-content/uploads/2024/07/DAC-Agenda-Packet-7-10-2024.pdf>

¹⁰ [Concord-Etc.-Project-Infographic_04.13.24.pdf \(ncprd.com\)](#)

¹¹ <https://ncprd.com/clackamas-property>

¹² <https://ncprd.com/clackamas-property>

¹³ <https://ncprd.com/strategic-partnership-faqs>

¹⁴ [DAC-Agenda-Packet-7-10-2024.pdf \(ncprd.com\)](#)

¹⁵ [North Clackamas School District and North Clackamas Parks and Recreation District Announce Property Transfer Agreement - North Clackamas Parks & Recreation District \(ncprd.com\)](#)

¹⁶ [North Clackamas School District and North Clackamas Parks and Recreation District Announce Property Transfer Agreement - North Clackamas Parks & Recreation District \(ncprd.com\)](#)

¹⁷ <https://ncprd.com/strategic-partnership-faqs>

¹⁸ <https://ncprd.com/strategic-partnership-finalized>

¹⁹ <https://ncprd.com/strategic-partnership-faqs>

²⁰ [Board of County Commissioners shows interest in purchasing site for recovery center | Clackamas County](#)

²¹ [DAC-Agenda-Packet-7-30-2024.pdf \(ncprd.com\)](#)

²² [DAC-Agenda-Packet-7-30-2024.pdf \(ncprd.com\)](#)

From: [Victoria Knutson](#)
To: [BCCMail](#)
Cc: citycouncil@milwaukieoregon.gov; [NCPRD - District Advisory Committee](#)
Subject: Construction of Milwaukie Bay Park
Date: Sunday, September 22, 2024 11:14:35 AM
Attachments: [MBP Letter.docx](#)

Warning: External email. Be cautious opening attachments and links.

Dear Clackamas County Commissioners,

I am a 9 year resident and homeowner in Milwaukie, Clackamas County, OR. I am a parent of 2 children, a former full time working professional, and I take an active part in voting and researching my elected officials each election cycle.

When I first moved to Milwaukie, I took part in a survey of what features were important to me for the future plans to develop Milwaukie Bay Park. I was excited to see this essentially vacant area of a prime location in our area to be developed into something where adults and children of all different backgrounds could come together to play, recreate, be entertained, enjoy nature, develop friendships, and exercise. Development of this park would bring more people and hopefully, more businesses to downtown Milwaukie, making our community a more desirable place to live and visit. It would open more outdoor space for our community to recreate outdoors, improving physical and mental health, and improve the ecosystem of the bayfront. Additionally, it would provide a much-needed playground and splashpad to Clackamas County.

After 5 years or more since I took that survey, I am dismayed to see that NO action has been taken to move forward with the park's development. When I tried to find an answer to why nothing has been done, I found zero answers on the NCPRD website. I continued to ask around within the community and eventually found out that the County Board of Commissioners put a "90-day hold" on the plans in 2019. It is now late 2024. Why has 90 days turned into 5 years?

I have also learned that \$2.4 million in grant money was secured years ago for improvements to the park and that this grant money will expire in Spring 2025. If money has been available to develop the park and plans were developed, why would the County Board of Commissioners put the project on hold?

The best answer I have found is political battles. Commissioner Paul Savas was concerned that Milwaukie could one day leave the NCPRD. A developed Milwaukie Bay Park would benefit the ENTIRE county, not just the city of Milwaukie. Many people living outside the Milwaukie city limits, including Oak Grove, Gladstone, Oregon City and unincorporated Clackamas County (including myself), would benefit from the MBP being developed.

According to the Clackamas County Board of Commissioners website, Paul Savas states that "As a resident of an unincorporated area of Clackamas County, he was concerned with a lack of effective public process for land use applications." Holding

up development of a park for personal beliefs does not sound like an effective public process to me. He has also stated on the website a priority to “Build trust between government and the community with public involvement policies based on transparency and genuine public process.” The hold on the park development has been anything BUT transparent.

As elected officials, the County Commissioners should represent the wishes of all of their constituents, not just their own. I urge you to listen to your constituents and allow the Milwaukie Bay Park to finish development immediately before the grant funding expires.

Sincerely,

--

Victoria Knutson, DVM (she/her/hers)

September 22, 2024

Dear Clackamas County Commissioners,

I am a 9 year resident and homeowner in Milwaukie, Clackamas County, OR. I am a parent of 2 children, a former full time working professional, and I take an active part in voting and researching my elected officials each election cycle.

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process to me. He has also stated on the website a priority to “Build trust between government and the community with public involvement policies based on transparency and genuine public process.” The hold on the park development has been anything BUT transparent.

As elected officials, the County Commissioners should represent the wishes of all of their constituents, not just their own. I urge you to listen to your constituents and allow the Milwaukie Bay Park to finish development immediately before the grant funding expires.

Sincerely,

A handwritten signature in black ink, appearing to read "Victoria Knutson". The signature is fluid and cursive, with a long horizontal stroke at the end.

Victoria Knutson, DVM

From: [Jane Cadwallader](#)
To: [BCCMail](#)
Cc: citycouncil@milwaukieoregon.gov; [NCPRD - District Advisory Committee](#)
Subject: Re: Milwaukie Bay Park
Date: Friday, September 20, 2024 3:11:11 PM

Warning: External email. Be cautious opening attachments and links.

To Clackamas County Commissioners, District Advisory Board, and City Council,

Please begin the long-overdue construction at Milwaukie Bay Park, as the grants for the construction will expire soon, and the whole county, which uses and will use the Park, will be deprived of amenities such as a playground, new pathways, a bathroom, and public art.

Signed,
A concerned grandmother of three
Jane Cadwallader

From: [Olivia Mahony](#)
To: [BCCMail](#)
Cc: citycouncil@milwaukieoregon.gov; [NCPRD - District Advisory Committee](#)
Subject: Milwaukie Bay Park
Date: Monday, September 23, 2024 12:47:13 PM

Warning: External email. Be cautious opening attachments and links.

Hi there,

I just wanted to express my hopes for swift planning and construction of the Milwaukie Bay Park. My name is Olivia Mahony and my husband and I moved to Milwaukie from Portland ~2.5 years ago, buying a house in the Northern Oak Grove/Southern Milwaukie area just off the Trolley Trail. I am pregnant with our first child and am excited to raise her here in Milwaukie.

The proximity to the river and view at Milwaukie Bay Park is easily one of the most scenic spots - we're proud to live where we do when friends pass through downtown Milwaukie on their way to our place. The idea of having the already-planned-amenities at Milwaukie Bay Park as an option to spend time at with our daughter is wonderful. We would absolutely love to see the project finally come to fruition. As an environmental engineer, I love to see the use of native plants along the Trolley Trail and Kellogg Creek Park and hope to see many more used as part of this project.

Please continue making progress and sharing with the community the plans for Milwaukie Bay Park - we would love to enjoy our town more :)

Thanks,
Olivia