



Clackamas County Parks Advisory Board
Meeting Minutes, Tuesday May 20, 2025

**Hybrid online or at Development Services
Building, Room 118, Oregon City, OR 97045
@6:00pm**

Members Present at DSB 118: Mike Ferrell, Sarah Furber, Tom Hester, Walter Hull, Louise Lopes, Angela Pederson

Attending on Zoom: Justin Ostrander, Dana Hindman-Allen, Chad Parker, Rob Smoot

Members Not Present: Don Morgan

Staff Present at DSB 118: Tom Riggs, Mark Shaw, Barb Guthrie, Thomas Gray

Contractor Present on Zoom: Mike Turley, Stone Creek Golf Club

I. Call To Order

Justin called the meeting to order at 6:03 pm

II. Meeting Minutes

Justin called for the approval of the April 15, 2025 minutes with corrections from Rob and additional edits from Tom. Walter called for the motion, Mike second the motion; it was approved by the PAB.

III. Citizen Input & Correspondence

Walter H shared: I have been out on picnics with my family, and have noticed that the grass was not mowed; but they are not going to mow until the rain stops. Also, our bathrooms look better than the state bathrooms.

IV. Stone Creek Update – Mike Turley

We had a fantastic April, due to the good weather, with many golfers coming out. May is looking to be good; tournament season is starting. We have held two so far with a total of 100 booked for this year. We have begun our seasonal hiring and the interest and turnout is good. The course looks good with compliments coming in from customers. We started the irrigation project, a consultant visited the course with staff and he has put together some design work along with GPS mapping.

There have been no operational changes with food selections and beverages. As well as with golf car rentals. Fees have gone up; we have to meet minimum wage growth. Other operating expenses have gone up as well. Year-to-date numbers are good, hitting goals. At present our bottom line is \$150K to the good. We have experienced a few unforeseen expenses, the bay doors on the maintenance shop-the springs exploded; all 3 of them went out within 2 weeks; a barbecue went out.

Tom Riggs informed the PAB that we will be moving to an every other month on the Stone Creek updates.

V. Advisory Boards and Commissions (ABC's) Policies and Practices-Tom Riggs

Tom reviewed with PAB the Advisory Board roles and rules. The county will be doing an update on the ABCs and their operating policies and procedures, including reviewing and revising all the bylaws. The following is an outline of the topics covered- for additional details on the information covered, please visit [Advisory Boards and Commissions | Clackamas County](#)

Advisory Member Documents:

- Code of Conduct
- Oregon Government Ethics Law
“A Guide for Public Officials”
- Restrictions on Political Campaigning by Public Employees
- Mandatory Child Abuse Reporting Training

Public Meetings Law-Clackamas County is committed to an inclusive and transparent public process that provides timely, accurate, and accessible information, and allows opportunities for public access and participation.

The Advisory Body shall:

- Conduct open and well-publicized meetings;
- Provide opportunities for meaningful participation by all communities.
- Transparent process
- ABC meetings are open to the public
- Posting meeting notices by uploading through the web request form
- Post agendas and meetings times/ places at least 7 days in advance of the meeting
- Post approved meeting minutes within 7 days of approving them
- Use parliamentary procedure such as Robert’s Rules to facilitate meetings

Robert’s Rules - ABCs should be conducted using a parliamentary procedure. Robert’s Rules is a common one.

Reasons for using a parliamentary procedure:

- Assure fairness
- Facilitate deliberation
- Improve decision making
- Ensure that only one thing is discussed at a time
- Allows everyone a chance to participate

Some key things to know:

- The Chair opens and closes the meetings, moves business along, recognizes speakers, and calls for a vote
- Agendas are followed--A good rule of thumb is to have a new business line item in the agenda
- Members must address the chair only
- Members can only speak once they have obtained the floor
- The Chair must recognize any member who seeks the floor while being entitled to it (during certain times)
- You can only interrupt the speaker when you object to a procedure (if a member thinks a rule is being broken), need to request information, need to overrule the chair’s ruling

VI. Administrative Updates-Tom Riggs

- a. Park System Plan Status Update-it has gone out to bid for a consultant as of today. Hoping to have proposals to work on this next leg of our county parks planning journey.
- b. Rules and Fees Update- Our new fees will go into effect on July 1, 2025. It is a nominal CPI increase approximately 10%. Our new code changes went into effect on March 19th, the most significant change was to our cancelation policy.
- c. Other- Seeking input on a request for a proposal for management and operations of Stone Creek Golf Club. Five years ago when we did a five year extension to their lease agreement- they were told that the next time it would go out to bid.

Questions were asked as to how long the next contract would last- a shorter contract with a fixed price?-or a longer contract that allows opportunities to bump fees based on CPI. Other questions-

1. Making sure the costs are affordable to the public - it is a public golf course, not a private country club.
2. In light of that we do need to make sure the golf club will provide revenue to county parks.

The PAB discussed the issue and the board in general supports revenue as having precedence over affordability, due to County Parks' financial situation. It will be a delicate balance with revenue having a slight edge. Rob called for more of an effort for community engagement, ie, school programs and scholarships, youth leagues

VII. Park Updates: Mark Shaw

Mark reviewed current state of the Parks:

1. All seasonal spots are filled. We also have a wait list for positions if we lose people between signing them and starting up for the season (we filled the spots early).
2. We have 6 camp hosts onboard; we do have additional vacancy and the posting is still up.
3. Eagle Fern A-Frame: we have added an expanded paver area with arbor at the end of the A-Frame for a place to hold ceremonies, etc. We are 95% done-should be ready for the main part of the season.
4. The Barton new signage to assist in managing traffic on busy summer days (floating traffic) has been fully approved by the road department. Now we need to install them. Most of the signs are going to flip down to say-park full to floaters-reservation holders enter.
5. Utility mapping of Barton is close to the finish line. We have two small areas left to complete.

VIII. Good of the Order

It was requested to do a summer tour at Hebb Park.

- IX. Adjournment** Justin called for adjournment at 7:45 pm— Tom Hester motioned, Rob second the motion, the motion passed.