



PARKS AND RECREATION ADVISORY BOARD - SPECIAL SESSION MINUTES

March 07, 2024 at 4:00 PM

Remote Video Conferencing

PARTICIPANTS MAY ATTEND THE MEETING AT:

Zoom: <https://us02web.zoom.us/j/85722021810>

TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:

Register with Wilsonville Parks and Recreation: PRAB@ci.wilsonville.or.us or 503-783-7529

Individuals may submit comments by 12:00 PM on the day before the meeting date

via email to the address above, or may mail written comments to:

Wilsonville Parks and Recreation Department

29600 SW Park Place, Wilsonville, OR 97070

CALL TO ORDER

Chair Harmon called the meeting to order at 4:01 pm.

1. Roll Call

PRESENT

Vice-Chair James Barnes

Member Daniel Christensen

Member Amanda Aird

Chair Amanda Harmon

Member Keith Gary

Member Paul Diller

Member Bill Bagnall

EX OFFICIO MEMBERS/CITY STAFF PRESENT

Kris Ammerman, Parks and Recreation Director

Katherine Smith, Assistant Finance Director

Brian Stevenson, Program Manager

Dustin Schull, Parks Supervisor

Erica Behler, Recreation Coordinator

Laura Ruggles, Program Coordinator

OTHER ATTENDEES

John Ghilarducci, FCS Group

Parks and Recreation Advisory Board - Special Session

March 07, 2024

CONSENT AGENDA

2. Approval of Minutes: 01.11.2024

Motion made by Vice-Chair Barnes, Seconded by Chair Harmon.

Voting Yea: Vice-Chair Barnes, Member Christensen, Member Aird, Chair Harmon, Member Gary, Member Diller, Member Bagnall

CITIZEN INPUT

There was no citizen input.

PARKS UTILITY FEE

3. FCS Group Presentation

Director Ammerman gave an introduction about park utilities, and how the master plan called our additional funding sources to become less dependent on the General Fund as time goes on. Doug Gabbard, John Ghilarducci, and Zech Hazel from FCS, the consultant group, discussed the methodology. Ghilarducci discussed other potential options for funding and what they can be used for and if they are or can be equitable. Hazel discussed the methodology for calculating these fees, and went over three possible scenarios for charging these fees. Gabbard discussed FCS's analysis for the different scenarios. Parks and Recreation Advisory Members had the opportunity to ask questions and provide feedback on how they thought this proposed park utility fee would impact and be received by the community.

PARKS AND RECREATION DEPARTMENT UPDATES

Program Coordinator Ruggles gave an update on fields, facility, and shelter reservations, and special events, as well as garden renewals for current gardeners. Recreation Coordinator Behler touched on the upcoming Egg Hunt, the refresh that was done on the Community Garden, the upcoming Activity Guide, all the new summer camp providers, and acknowledged Member Bagnall for assisting at the Daddy-Daughter Disco Dance. Program Manager Stevenson gave a Community Center update and noted that there are nearly 100 home-delivered meal clients and that the increasing number of in-person lunch participants, and that there are new drop-in offerings including the poetry club, art club, and conversational Spanish club at the Community Center. Stevenson noted that the Korean War Memorial Interpretive Center is on track to be completed at the end of March or early April, and that the Tourism Committee is undergoing an update on the strategy. Parks Supervisor Schull discussed weather delays with maintenance, getting ready for water features, and the nearing completion of the Sofia Park playground, while the Boones Ferry restroom and playground should begin construction soon. Director Ammerman discussed working on the Park Utility Fee, and noted that the Arts, Culture, and Heritage Commission along with two members of the skate community moved forward with a small group of artists to create proposals for designs on a mural for the skate park in Memorial Park.

REVIEW PROGRESS ON BOARD GOALS

Barnes noted the need for a squeegee at the skate park. Bagnall gave an update on the Daddy-Daughter Dance at the Community Center and recognized Recreation Coordinator Behler for “pulling it off flawlessly.” Bagnall also noted being constantly impressed with how clean and organized the Community Center is, and how the décor even changes monthly, saying the Center is an asset to the community. Harmon asked about the new programs at the Center, and asked if there would be information about them in the Activity Guide, and Stevenson said yes

4. Upcoming Events & Program

BOARD COMMENTS

ADJOURN

Chair Harmon moved to adjourn the meeting at 5:29 pm. Vice-Chair Barnes seconded. All voted in favor.

NEXT MEETING

Thursday, April 11, 2024 6:00 PM

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting the Parks and Recreation Department at 503-783-7529 or PRAB@ci.wilsonville.or.us: assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

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