



PARKS AND RECREATION ADVISORY BOARD MINUTES

April 9, 2026 at 6:00 PM

Wilsonville City Hall & Remote Video Conferencing

PARTICIPANTS MAY ATTEND THE MEETING AT:

Wilsonville City Hall - Council Chambers, 29799 SW Town Center Loop E, Wilsonville, Oregon

TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:

Register with Wilsonville Parks & Recreation:

PRAB@wilsonvilleoregon.gov 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 & Recreation Department

29600 SW Park Place, Wilsonville, OR 97070

CALL TO ORDER

Chair Harmon called the meeting to order at 6:01 pm.

1. Roll Call

PRESENT

Chair – Amanda Harmon

Vice-Chair – Amanda Aird

Member Keith Gary

Member Bill Bagnall

Member Paul Diller

Member Kristi Corno

Member John West

ABSENT

None

EX OFFICIO MEMBERS/CITY STAFF PRESENT

Megan Big John, Parks and Recreation Director

Brian Stevenson, Program Manager

Natalie Tomaszewski, Program Coordinator

OTHER ATTENDEES

Neil Kennedy, Charbonneau Country Club

Officer Banfi, Wilsonville PD

Jules Moody, Sole Sisters

Jessy Lee, Sole Sisters
Jenelle Reid, Sole Sisters
Tabi Traugher, Wilsonville Basketball Association
Carolina Wilde, DEI Committee Chair
Rick Wallace, DEI Committee Vice-Chair
Zoe Mombert, Assistant City Manager and staff liaison for the DEI Committee
City Councilor Adam Cunningham

CONSENT AGENDA

2. Approval of Minutes: 10.16.2025

Motion made by Member Gary, seconded by Vice-Chair Aird

Voting Yea: Chair Harmon, Member Gary, Member Diller, Member Bagnall, Vice-Chair Aird, Member Corno, Member West

3. 2026 Officer Appointments

- Motion made by Chair Harmon, seconded by Member Gary to elect Amanda Harmon as Chair and Bill Bagnall as Vice-Chair.

Voting Yea: Member Gary, Member Diller, Member Bagnall, Vice-Chair Aird, Member West, Member Corno, Chair Harmon

CITIZEN INPUT

There was no citizen input.

COMMUNITY OPPORTUNITY GRANT REVIEW

4. Charbonneau Country Club – Walker Watch Program (\$2,000)
5. Diversity, Equity and Inclusion (DEI) Committee - Event Sensory Kit (\$2,124.93)
6. Sole Sisters - 5k, 10k, 1/2 Marathon Safety and Traffic Control (\$3,924)
7. Wilsonville Basketball Association - Summer Tournament and Skills (\$2,500)

Program Manager Stevenson gave an overview of the process prior to the presentations beginning.

Member Bagnall asked about the funds returned from the last grant meeting; Program Manager Stevenson shared that the Inner Peace, Outer Peace project returned the funds and noted they weren't ready for this grant cycle. The returned funds, or any unallocated funds, will go back to the general fund.

Charbonneau Country Club – Walker Watch Program

Neil Kennedy, the Safety Coordinator with Charbonneau Country Club presented on their Walker Watch Program. Officer Banfi also joined Neil Kennedy in his presentation.

Member West asked about the vests and liability; Neil Kennedy explained that there will be training facilitated by the police department.

Member Aird asked how they would gauge interest in the program; Neil Kennedy shared he hasn't done that, but they have 130 volunteers in their emergency preparedness and neighborhood watch programs, who are very interested in the program.

Member Corno asked if the Charbonneau Community Foundation non-profit group was asked before applying here; Neil shared they were not.

Member Gary commented that it would be nice if there were outcome measures that would indicate success such as number of reports; Neil shared that it is a difficult metric to capture as it would have to happen, be seen and report. Officer Banfi shared they didn't have the number of police calls, but the program is more focused on deterrent.

Member Aird asked about the potential for the vest to be duplicated and Vice-Chair Bagnall commented that a similar program had their vest stolen.

Member Corno asked if this has been implemented elsewhere; Officer Banfi shared he wasn't aware of another.

Member Diller asked if they could ask city staff about having the logo on the vest.

Diversity, Equity and Inclusion Committee - Event Sensory Kit

Carolina Wilde and Rick Wallace, who serve on the DEI Committee, presented on their sensory event kit application.

Member Gary asked if they approached any philanthropic organizations; Carolina Wilde shared that it would make sense to utilize the funding that would come from the city for these materials and they will measure usefulness to see if they need to expand.

Member Aird asked what the tents look like; Rick Wallace shared they are about the size of a person, a little smaller than a camping tent and used for those to take a moment to self-regulate.

Member Corno asked about the number of kits the city already has since the application stated they were modeled about the library's kits; Assistant to the City Manager Mombert shared the library has a few available for checkout and a few available for those at the library. Mombert also shared the importance of these to be used for the events, and it's not anticipated the library's kits would be available for event use.

Member Bagnall asked about the logistics of the kits and how we would notify event goers they are available; Rick Wallace shared they would make sure to notify and make their location clearly marked. Assistant to the City Manager Mombert also shared they will also have signage on the site about the event sensory kits.

Member Corno asked if they had data on families not coming to events or leaving early due to someone being overstimulated; Assistant City Manager Mombert shared that there is a lot of data and information coming out about making events more accessible and sensory elements.

Chair Harmon asked about how they would notify event goers who have stayed away from events; Assistant to the City Manager stated they would include them in marketing and advertising, with the hope they would become used at other city events and it's known they are available.

Member Diller asked about storage space; Assistant to the City Manager Mombert shared the city would own them so they would be stored at city hall or the parks and recreation administration building. Member Diller asked about the quantities of the items; Mombert shared there is a possibility of all 20 kits being utilized at the same time.

Chair Harmon asked about the upkeep of the materials; Assistant to the City Manager Mombert stated that it would become a logistic of the events if the kits were funded.

Sole Sisters - 5k, 10k, 1/2 Marathon Safety and Traffic Control

Jessy Lee, Jules Moody and Jenelle Reid presented on their Sole Sisters application for the safety and traffic control plan.

Member Bagnall asked about the feedback from folks commenting about the growth of the event; Jessy Lee shared they are growing but not exploding, allowing them to make changes along the way. Member Bagnall also asked about the logistics about last year's route versus this year's route; Jessy Lee commented the route is the same and the changes are related to traffic control along the route.

Member West asked about the flaggers on the route and porta-potties; Jessy Lee commented they are only along Wilsonville Road where runners will be crossing the road. There will be volunteers along the route directing runners where to go. She also shared the ask amount for porta-potties is for five units for a single day rental.

Member Aird asked what would be on their wish list if additional funding was available; Jessy Lee would like to bring their signage to the next level such as professional mileage signage. Member Aird also asked if they partner with any local track clubs; Jessy Lee shared its tough this time of the year, but Young Life is handling two of their aid stations.

Member Gary asked if they have tailored their sponsorships to target their demographic; Jenelle Reid shared they have looked at the organizations who sponsor the bigger races, but they aren't at that level and get more local sponsors.

Wilsonville Basketball Association - Summer Tournament and Skills

Tabi Traughber presented on her Wilsonville Basketball Association – Summer Tournament and Skills application.

Member Diller asked what the threat of disbanding is; Tabi Traughber shared there are a lot of clubs and there isn't much turnout for the girls, so they are going to other cities to play.

Member Aird shared that she thinks it's a great program and would hate to see it disappear.

Chair Harmon asked about the cost for the program; Tabi shared the registration fee for recreational players is \$250 and for select is \$500, because its more tournament fees.

Member Corno asked if Tabi was involved last year; Tabi shared she has been involved for many years coaching and is involved now with rec and select.

Member Bagnall asked how she gets the word out about the program; Tabi commented that it's advertised through social platforms and there is an email list that they message, and they could look into putting something in the newspapers.

Member Diller disclosed that Jules Moody is a paid dog walker for his family on occasion.

Members of the Parks and Recreation Advisory Board discussed the applications submitted.

Member West asked about another committee applying for funds from the board and setting a precedent; Member Gary mentioned this has been a discussion in the past and it has happened on a number of occasions. Member Bagnall shared that the DEI committee doesn't have their own budget and one of the discussion points last time was how much fundraising they gather from sponsorships. Member West suggested having a discussion at the next meeting, specifically around if funds were not available for all applicants and how the board would approach that situation.

Member Corno stated she feels that money earmarked for the community is being given back to the government and the principle around it. Member West shared that we probably need to have a policy on situations like this.

Member Gary, Member Aird and Chair Harmon discussed their support to increase the amount given to Sole Sisters for additional signage and porta-potties for their event. Chair Harmon asked about waiving the fees that are due to the city for the event, but noted the grant was an option for those fees to be covered.

Member Diller moved to award \$2,000 to Charbonneau Country Club Walker Watch Program, seconded by Chair Harmon.

Voting Yea: Member Gary, Member Diller, Vice-Chair Bagnall, Member Aird, Member West, Member Corno, Chair Harmon
Motion passed 7-0.

Member Corno shared her reasoning for voting no on the DEI Committee Event Sensory Kit application being the grant is for the community, but the government is applying for it; Member Aird shared that there is some grey area, but the kits are for the community.

Member Aird moved to award \$2,124.93 to the DEI Committee Event Sensory Kits, seconded by Chair Harmon.

Voting Yea: Member Gary, Member Diller, Vice-Chair Bagnall, Member Aird, Member West, Chair Harmon
Voting Nay: Member Corno
Motion passed 6-1.

Member Gary moved to award \$2,500 to the Wilsonville Basketball Association, seconded by Member Aird.

Voting Yea: Chair Harmon, Vice-Chair Bagnall, Member Gary, Member Diller, Member Aird, Member Corno, Member West
Motion passed 7-0.

Member Gary shared that while he applauds 19 years of having the event, one would hope there would be a point of achieving sustainability. Member Corno asked if we knew how much money was given back from their request at the last grant cycle they applied for; Member Gary stated he believed it was \$2,500.

The Parks and Recreation Board discussed giving applicants more than the requested funding.

Member Aird moved to award \$5,624 to Sole Sisters, seconded by Chair Harmon.

Voting Yea: Chair Harmon, Vice-Chair Bagnall, Member Gary, Member Diller, Member Aird, Member Corno, Member West
Motion passed 7-0.

Program Manager Stevenson distributed the paperwork to the awarded applicants.

PARKS AND RECREATION DEPARTMENT UPDATES

Megan Big John introduced herself as Wilsonville's new Parks and Recreation Director and gave an update on her background. Megan also provided an update on parks items:

- Matt Mortiz started in January as their new Parks Operations Manager
- Memorial Park Playground grand opening and ribbon cutting is targeted for May 22
- Frog Pong Park is moving along and is targeting an August opening date
- Memorial Park ballfield and dugout upgrades are moving forward with fields being closed August 24 for that project
- Water features upgrades are happening and tentatively opening June 3 and open until September 9

Program Manager Stevenson shared additional recreation updates:

- The team is excited to have Megan on the team
- HeARTs auction concluded and generated \$4,500 dollars
- Stein-Boozier Barn: two open houses happened in March
- 17,000 eggs were handed out at the Egg Hunt a couple weeks
- Summer Activity Guide went out to mailboxes with registration opening on April 6
- Sports fields opened up this past week, and new lighting system is in place
- WERK Day coming up on April 25 and more volunteers are needed
 - Member Diller asked why the volunteers are down this year; Program Manager Stevenson shared it's a busy time of year but there has been a downward trend over the last few years, but the team is looking into a rebrand for next year. Member Bagnall mentioned potentially changing the name to something that is easier to remember.
 - There has been collaboration with Natural Resources in the past, but they went on a different route this year
 - Goats will still be out in the park, even if WERK Day doesn't happen
- Temporary light installation at Murase Plaza from May 1 – May 10
 - Kickoff event on May 1 from 7:30 – 9:30 pm

Member Corno asked if the Board is notified when staff are presenting to City Council; Program Manager Stevenson shared there hasn't been a formal practice but that is something we could implement.

Member Aird asked about the parks fee proposal being brought back to City Council; Director Big John shared there are items that need to be vetted out before it's brought back to the Parks and Recreation Board and City Council.

PROGRESS ON BOARD GOALS

The Board choose to review the Board Goals for 2026 at the next meeting.

BOARD COMMENTS

Member Diller shared that he enjoyed working with the previous Parks and Recreation Director Kris Ammerman.

ADJOURN

Chair Harmon adjourned the meeting at 7:45 pm.

NEXT MEETING

Thursday, May 13, 2026 4:00 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@wilsonvilleoregon.gov: 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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