



# PARKS AND RECREATION ADVISORY BOARD MINUTES

January 11, 2024 at 4:00 PM

Wilsonville City Hall & Remote Video Conferencing

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**PARTICIPANTS MAY ATTEND THE MEETING AT:**

*City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon*

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 [4:00 PM]**

Chair Barnes called the meeting to order at 4:03 pm.

1. Roll Call

PRESENT

Vice-Chair James Barnes  
Member Amanda Aird  
Chair Amanda Harmon  
Member Paul Diller  
Member Bill Bagnall

ABSENT

Member Daniel Christensen  
Member Keith Gary

EX OFFICIO MEMBERS/CITY STAFF PRESENT

Kris Ammerman, Parks and Recreation Director  
Brian Stevenson, Program Manager  
Dustin Schull, Parks Supervisor  
Erica Behler, Recreation Coordinator  
Laura Ruggles, Program Coordinator

**CONSENT AGENDA [4:02 PM]**

2. Approval of Minutes: 10.12.2023

Motion made by Member Harmon, Seconded by Chair Barnes.

Voting Yea: Chair Barnes, Member Aird, Member Harmon, Member Diller, Member Bagnall

3. 2024 Officer Appointments

Motion made by Chair Barnes, Seconded by Member Aird to elect Amanda Harmon as Chair.

Voting Yea: Chair Barnes, Member Aird, Member Harmon, Member Diller, Member Bagnall

Motion made by Member Barnes, Seconded by Chair Harmon to elect Jim Barnes as Vice-Chair.

Voting Yea: Member Barnes, Member Aird, Chair Harmon, Member Diller, Member Bagnall

4. 2024 Board Goals & Action Items

Motion made by Member Bagnall, Seconded by Vice-Chair Barnes to continue with the same list from 2023 as the 2024 Board Goals & Action Items.

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

**CITIZEN INPUT [4:20 PM]**

There was no citizen input.

**PARK PROJECT PRIORITIZATION [4:25 PM]**

5. Review & Update Park Project Prioritization for Council

Director Ammerman gave a background on the different master plans and task force that was created to prioritize different park projects by City Council. Program Manager Stevenson detailed the task force and noted that their focus was to create a package of projects that would benefit and appeal to the Wilsonville community at a certain price point. Stevenson then discussed the prioritizing criteria that was taken into consideration, as well as the ranking/scoring outcomes. Vice-Chair Barnes, who served on the task force, gave some background on Frog Pond Park and why the estimated cost was prohibitive due to all the infrastructure what would be required to make that usable for athletics. Director Ammerman noted that some of the projects have been completed, such as the Community Garden, and others have had progress made on them out of the annual budget. Parks Supervisor Schull gave information on the various Memorial Park and Boones Ferry Park proposed projects, as well as the proposed Frog Pond Community Park and Community Scale Skatepark. Director Ammerman emphasized that there are nuances between what the task force was tasked to accomplish and what the Parks and Recreation Advisory Board was tasked with from Council

to review and update the parks project prioritization list, and then asked the Board if they agreed with the list or would like to add or edit anything.

Motion made by Vice-Chair Barnes, Seconded by Member Aird to maintain the priority list that was prepared in 2020 by the Parks Bond Task Force.

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

## **PARKS AND RECREATION DEPARTMENT UPDATES [4:40 PM]**

### 6. 2023 Highlights

Recreation Coordinator Behler kicked off the presentation on 2023 highlights for the department, including notes on the team's Halloween costume, the David's Chair program during Mobility Awareness Month, our Recreation Intern, the addition of the Jordan Kent Sports Camps, the successful community Party in the Park in August, the Movies in the Park series, Harvest Fest in October, the student delegation from our Sister City in Kitakata, Japan, and the Toy Drive. Program Coordinator Ruggles discussed athletic field rentals, facility rentals, and special events and tournaments. Program Manager Stevenson discussed the tourism grant for Boones Ferry Park looking at river access, shared about the incoming Korean War Memorial Interpretive Center, and mentioned programming at the Community Center such as I-5 Connections and home-delivered meals, in-person lunch, social services, and medical device loan program. Parks Supervisor Schull discussed new parks in town such as Cavallo, Oulanka, and Tivoli, sports court updates—both new and re-sealing, accessibility projects, the large draw of tournaments with 26,000 cars coming down into Memorial Park in a four week period, playground repairs, and landscape prioritization, Emerald Ash Borer and Mediterranean Oak Borer, community group engagement, and finally highlighted the work done by the amazing Parks team.

### 7. Upcoming Programs & Events

Program Coordinator Ruggles ran through the list of upcoming events.

## **BOARD COMMENTS [4:55 PM]**

Vice-Chair Barnes suggested a parks maintenance recommendation in the mud puddle by the footbridge over by the disc golf course. Barnes also encouraged the Board to inform themselves on the master plans, look at the City budget, and advocate for whatever you are passionate about through the Board.

Chair Harmon noted that someone commented to her that there has been a shift in the garden culture.

## **ADJOURN [5:00 PM]**

Motion made by Vice-Chair Barnes to adjourn the meeting, Seconded by Member Diller.  
Voting Yea: Vice-Chair Barnes, Member Aird, Chair Harmon, Member Diller, Member Bagnall

The meeting was adjourned at 5:25 pm.

**NEXT MEETING**

Thursday, March 7, 2024 4:00 PM for Special Session (Via Zoom)

*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 : 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.*

*Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo. Comun quese al 503-783-7529.*