



## **PARKS AND RECREATION ADVISORY BOARD MINUTES**

**April 10, 2025 at 6:00 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **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

Member Amanda Aird

Member Keith Gary

Member Bill Bagnall

Member Paul Diller

##### **ABSENT**

None

##### **EX OFFICIO MEMBERS/CITY STAFF PRESENT**

Kris Ammerman, Parks and Recreation Director

Brian Stevenson, Program Manager

Erica Behler, Recreation Coordinator II

Natalie Tomaszewski, Program Coordinator

##### **OTHER ATTENDEES**

Bubba Heard, Charbonneau Country Club

Patrick Donaldson, Charbonneau Country Club

Cindy Anglin, Wilsonville Garden Club

Jules Moody, Sole Sisters

Jessy Lee, Sole Sisters  
Jenelle Reid, Sole Sisters  
Austin Barnes, Wilsonville Skatepark Association  
Jim Barnes, Wilsonville Skatepark Association  
Tabi Traugher, Turning Darkness into Light Event (Mental Health Fair)

## **CONSET AGENDA**

### **2. Approval of Minutes: 10.10.2024**

Motion made by Member Diller, seconded by Chair Harmon

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

### **3. 2025 Officer Appointments**

- Motion made by Member Aird, seconded by Member Diller to elect Amanda Harmon as Chair.

Voting Yea: Member Gary, Member Diller, Member Bagnall, Member Aird

- Motion made by Chair Harmon, seconded by Member Diller to elect Amanda Aird as Vice-Chair.

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

## **CITIZEN INPUT**

There was no citizen input.

## **COMMUNITY OPPORTUNITY GRANT REVIEW**

4. Charbonneau Country Club – Fuel Storage Transfer Switch (\$2,350)
5. Sole Sisters – Sole Sisters Half Marathon, 10k and 5k (\$10,620)
6. Tabi Traugher – “Turning Darkness into Light – the 30-year Celebration of the Dammasch Shut Down” (\$3,500)
7. Wilsonville Garden Club – Rose Buddies (\$200)
8. Wilsonville Skatepark Association – Skate Jam 2025 (\$2,320)

Chair Harmon disclosed that her mother is presenting on the Wilsonville Garden Club – Rose Buddies application.

Member Bagnall also disclosed that an organization he is a part of will be having a booth at the Mental Health Fair (Turning Darkness into Light).

Member Diller also disclosed his mother recently moved into Spring Ridge, which is described as a beneficiary of the Charbonneau Country Club application.

The advisory board received presentations from the Charbonneau Country Club, Sole Sisters, Tabi Traugher, Wilsonville Garden Club and the Wilsonville Skatepark Association; the advisory board then discussed the submissions.

Member Gary recommended the Charbonneau Country Club look into emergency preparedness funds; Bubba Heard shared they are working with the Clackamas County, and they have looked into federal and state grants. Charbonneau Country Club stated they are a community, not a governmental entity.

Member Gary also asked what goals there were for the “Turning Darkness into Light” event; Tabi shared she is wanting to provide resources for the community. Member Diller asked for clarification on who the funds would go to; Tabi Traugher noted the funds would be going to her event organization.

At the beginning of their presentation, Sole Sisters reduced their request from \$10,620 to \$4,250.

Wilsonville Skatepark Association also reduced their request from \$2,320 to \$2,200 to accommodate all applicants.

Member Aird moved to award \$2,350 to Charbonneau Country Club, \$4,250 to Sole Sisters, \$3,500 to the “Turning Darkness into Light” Event, \$200 to the Wilsonville Garden Club, and \$2,200 to the Wilsonville Skatepark Association, seconded by Member Gary.

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

Program Manager Stevenson distributed the paperwork to the awarded applicants.

## **PARKS AND RECREATION DEPARTMENT UPDATES**

Recreation Coordinator Behler shared recreation, arts and cultures updates:

- Egg Hunt on April 19 at 10am - seeking board volunteers for tabling and input on Memorial Park playground designs
- Summer Registration opened April 7
- WERK Day is coming up on May 10 – in conjunction with Natural Resources, Earth Day event
- Community garden is almost full
- Many Cultures, One Heart Reception on April 30 at 5pm
- Pride Month Mural artist selection happening at next week’s Arts, Culture, and Heritage Commission meeting on April 16
- Boones Ferry Public Art Project top three selection happening soon

Program Coordinator Tomaszewski shared facility updates:

- Facility opening weekend is April 11
- Busy with special event and rental applications
- Fields opened up for sports organizations this week
- Reminder on public meeting laws training

Program Manager Stevenson shared additional recreation updates:

- Community Center programs and activities are in swing
- Home delivered meals program – Providing ~75 people with meals 3 days/week
- Four days/week providing ~50 people for in-person meals
- Memorial Day event with Korean War Memorial happening on May 26 at 10am

Director Ammerman shared parks updates:

- Dustin Schull no longer with City of Wilsonville
- Merrysfield trail complete
- Athletic field lighting upgrade complete – more direct and more efficient LED lighting

- Boones Ferry feasibility study is complete, and more information will be brought to the next advisory board meeting
- Murase Plaza water feature system was upgraded, making the system easier to maintain and operate

## **PROGRESS ON BOARD GOALS**

### 2025 Board Goals & Action Items

Motion made by Chair Harmon seconded by Member Gary to keep the 2025 goals the same as the 2024 Board Goals and Action Items

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

## **BOARD COMMENTS**

Member Gary asked about Frog Pond Park; Director Ammerman shared we would like to be under construction this summer with a completion date towards the end of 2025.

Chair Harmon asked about the schedule for the Town Center playground replacement; Director Ammerman shared that it would be a priority for the next playground replacement.

Member Bagnall asked about the downed trees at Memorial Park; Director Ammerman shared they were ash trees that fell during the recent windstorm, and they are known to not have the best root base. He also shared the team would probably have had to remove them anyways due to the emerald ash borer.

Member Diller asked about the timeline for Dustin Schull's replacement; Director Ammerman shared the team is going through a department staffing analysis and waiting to see the results before moving forward with recruitment.

Chair Harmon asked when the board would be getting more members; Director Ammerman stated a recruitment period just passed and we would have more members by our October meeting.

It's within the Parks and Recreation Advisory Board bylaws to hold four meetings a year so a special meeting during the summer would satisfy the requirement.

## **ADJOURN**

Chair Harmon adjourned the meeting at 7:31 pm.

## **NEXT MEETING**

Thursday, May 8, 2025 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@wilsonvilleoregon.gov](mailto: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.*

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