



PARKS AND RECREATION ADVISORY BOARD AGENDA

April 14, 2022 at 6:00 PM

Virtual - Zoom at <https://us02web.zoom.us/j/89791269437>

CALL TO ORDER [6:00 PM]

1. Roll Call
2. [Approval of Minutes: 10.14.2021 and 1.13.2022](#)

CITIZEN INPUT [6:05 PM]

COMMUNITY OPPORTUNITY GRANT REVIEW [6:10 PM]

3. [Juneteenth Celebration \(\\$5,000\)](#)
4. Senior Trip to the Beach (\$2,200)

PARKS & RECREATION DEPARTMENT REPORT [6:40 PM]

BOARD COMMENTS [6:55 PM]

ADJOURN [7:00 PM]

NEXT MEETING Thursday, May 12, 2022 at 4:00 PM

To submit public comments, email parksandrec@ci.wilsonville.or.us by 12:00 PM on the day before the meeting date or mail comments to Parks and Recreation Advisory Board, C/O Laura Ruggles, Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, OR 97070.

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 Laura Ruggles, Program Coordinator at parksandrec@ci.wilsonville.or.us or 503-783-7529: assistive listening devices (ALD), sign language interpreter, 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.
Com niquese al 503-783-7529.

Parks and Recreation Advisory Board Meeting Action Minutes
 May 13, 2021

Advisory Board Members Present:

Amanda Aird
 Jim Barnes
 Dahe Chen
 Daniel Christensen
 Jeff Redmon

Brian Stevenson, Program Manager
 Dustin Schull, Parks Supervisor
 Erica Behler, Recreation Coordinator
 Ahsamon Ante-Marandi, Program Coordinator

Members of the Public Present:

Staff Present:

Jeanna Troha, Assistant City Manager

AGENDA ITEM	ACTIONS
CALLED TO ORDER	4:00 p.m.
<u>Minutes</u>	A. Minutes from the April 8, 2021 board meeting were approved 5-0. Amanda Aird made the motion to approve and Daniel Christensen seconded the motion.
<u>Citizen Input</u>	A. None
<u>Agenda</u>	
A. Budget Status	A. A PowerPoint was presented on the budget status. This fiscal year the department brought in a revenue of \$118,000, which was 26% of the projected budget. The Parks and Recreation expenses consisted of \$450,000 for parks maintenance, \$116,000 for Community Center expenses (materials, services, and nutrition program), and \$150,000 for recreation and admin materials and services.
B. Director/Assistant City Manager Report	B. Assistant City Manager, Jeanna Troha gave a brief introduction about herself and her background. Jeanna updated the board about how the City Manager made the decision to open up as many recreation opportunities as we can for the community while still being safe and following state guidelines.
C. Parks Report	C. Parks Supervisor, Dustin Schull updated the board about how it has been unusually hot and dry which has put irrigation into full force keeping the team busy. WERK week was a success, had volunteers lay out a lot of bark dust in the parks. The volunteer group SOLVE came in and removed 210 trees of ivy on Memorial Park trails. Annual flower displays are in at the Town Center Park sign, Memorial Park entrance, and Murase Plaza signs. Landscaping is starting on the north segment of RP 7&8 in Villebois. The Parks Maintenance teams is working through the takeover of Edelweiss Park from the HOA in Villebois over the next three to four weeks.
D. Recreation Report	D. Recreation Coordinator, Erica Behler updated the board about Spring Fling in April which was focused around environmental programming to include goat petting day, in-person vermicomposting classes that was taught by Chris Delk, virtual giveaways, the Trillium drive-thru (gave away 200 trilliums), and Chalk the Park in Town Center Park. The team is now working to safely bring back Movies in the Park, have programs featured in July surrounding Parks and Recreation month, and putting together a virtual Activity Guide. The community garden is completely open up; we had a huge influx of people wanting to sign up for garden plots this year. A new pollinator garden has

<p>E. Community Center Report</p>	<p>been installed next to the Stein-Boozier Barn and we are working to create educational and awareness programming around that new garden.</p> <p>E. Programs Manager, Brian Stevenson updated the board that the Community Center is still closed due to state guidelines. County leaders will be speaking with the state to try to come up with a path to reopen Senior Centers and the congregate lunch program. Staff at the Community Center are still doing their best to engage our older adults in the community. Friday May 21st, the Community Center is holding another Senior Drive-Thru event and will be handing out ice cream sandwiches, gift bags, and crafts. Fitness Instructor, Brad Moore who has been providing virtual fitness classes will begin in-person classes in the park again. Our kitchen staff and SMART transit were able to provide 24,000 home delivered meals to some of the most vulnerable people in our community this fiscal year.</p>
<p><u>Board Comments</u></p>	<p>A. Jeff Redmon asked what the determining factors were to go forward with Concerts in the Park. Brian responded that while Parks and Recreation partners with Rotary, it's the Rotary club that manages that event and it comes down to whether or not they are comfortable offering the concert series in this time of covid. Jim Barnes asked if the city would tell organizations that they couldn't have an event this summer. Brian said that we would tell organizations that we will work with them to meet state guidelines and any additional safety requirements that the city might have. The department is open to conversations with organizations and would like to support their efforts.</p>
<p>ADJOURNED</p>	<p>4:42 p.m.</p>



PARKS AND RECREATION ADVISORY BOARD MINUTES

January 13, 2022 at 4:00 PM

Virtual - Zoom

CALL TO ORDER

A regular meeting of the Parks and Recreation Advisory Board was held at the Parks and Recreation Administration Building beginning at 4:00 p.m. on January 13, 2022. The Chair called the meeting to order at 4:02 p.m., followed by roll call.

1. Roll Call

PRESENT

Chair James Barnes

Vice-Chair Daniel Christensen

Member Nathan Early

Member Jennifer Link Raschko (arrived at 4:32 pm)

Member Steve Werts

ABSENT

Member Amanda Aird

Member Dahe Chen

STAFF PRESENT

Kris Ammerman, Parks and Recreation Director

Brian Stevenson, Program Manager

Dustin Schull, Parks Supervisor

Erica Behler, Recreation Coordinator

Laura Ruggles, Program Coordinator

2. Introduction of New Board Member

There were none.

3. Approval of Minutes: October 14, 2021

Nathan Early shared that he had moved out of Wilsonville. Brian stated that that would make Nathan ineligible to serve on the board. At the call to order, a quorum was not present to approve the minutes. When Jennifer joined the meeting, the group decided to defer approval of the minutes until the next meeting.

CITIZEN INPUT

There were none.

2021 BOARD OFFICER APPOINTMENTS – BOARD

Daniel Christensen nominated Jim Barnes as chair. Jim accepted the nomination. Jennifer Link Raschko seconded the nomination. John (Steve) Wertz made the motion to elect Jim as chair and Daniel seconded the motion. All voted in favor. Daniel offered to be vice chair. Jim made the motion to elect Daniel as vice chair. All voted in favor.

PARKS & RECREATION TEAM UPDATES

4. 2021 Highlights

Parks and Recreation Director Kris Ammerman introduced the 2021 highlight presentation and emphasized the hard work of Brian, Dustin, Erica, and their respective divisions within the team. Recreation Coordinator Erica highlighted Spring Fling events, the Block Party, the Harvest Festival, the Story Walk Project with the Library, and Winterfest. Program Coordinator Brian Stevenson discussed the Senior Stocking program, the return of in-person programming at the Community Center, the introduction of virtual reality programming, precautions taken during COVID-19, the Korean War Memorial Interpretive Center, and the Home Delivered Meal Program. Parks Supervisor Dustin Schull emphasized how 2021 was an unprecedented year in many ways, including during the February ice storm. He added that the Parks Maintenance team brought back seasonal displays by park entrances, the Nature Play area was completed, trees were replanted after the ice storm, and the Memorial Park central restroom is in the process of being replaced. Dustin concluded by highlighting a list of potential projects on the horizon for 2022. Jim asked about a kayak or boat ramp, which Dustin explained there needs to be more exploration for ADA access. Jim also asked about a bicycle pump track in Memorial or Boones Ferry, and Dustin confirmed it is in the master plan. Jim also asked about the Community Opportunity Grant award for the carved pumpkin, and Brian let the board know it had been carved by the artist and had found a home on a private piece of property but is viewable to the public.

2022 BOARD GOALS & ACTION ITEMS – BOARD

Jim shared a list of possible ways the board could support Parks and Recreation goals and programs. These included having each board member come up with an idea for a new course or offering, volunteer at a department event, attend a class or recreation activity, and recommend a minor park improvement. Steve said he was fine with these goals. Daniel agreed that they sounded reasonable. Nathan said all the goals were tangible and achievable. Daniel motioned to support the Parks and Recreation Department

through these goals and Jennifer seconded the motion. All voted in favor. Erica shared that the Egg Hunt and W.E.R.K. Day were the next two planned events that board members could volunteer.

PARKS REPORT

5. River Fox Playground RFP Discussion

Dustin discussed the River Fox Park Playground Project, including the community input that went into the design and how the project will be modified from the current design.

BOARD COMMENTS

There were none.

ADJOURN

Meeting adjourned at 5:02 p.m.

NEXT MEETING

Thursday, April 14, 2022

**Wilsonville Community Opportunity Grant
April 2022 Application/Award Log**

Organization/Business	Description	\$ Request	\$ Award
City of Wilsonville – Diversity, Equity and Inclusion Committee	Juneteenth Celebration	\$5,000	
Wilsonville Community Seniors Inc.	Senior Trip to the Beach	\$2,200	

\$7,200	
----------------	--