

City of Wilsonville

Parks & Recreation Advisory Board

**Thursday October 9, 2014
Wilsonville Parks and Recreation
Administration Building
6:30pm**

Meeting Agenda
Wilsonville Parks & Recreation Advisory Board
October 9, 2014 6:30 p.m.
Wilsonville Parks and Recreation Administration Building

- I. Call to Order
Roll Call
Approval of Minutes: August 14, 2014
- II. Citizen Input
- III. Opportunity Grant Review
- V. Director Report - Sherer
- VI. Spa Day Update - Brescia
 - Saturday, 10/4 at the Community Center
 - Contact Patty at 503-570-1525 for more information
- VII. Upcoming Events - Staff
 - Fall Harvest Fest - October 18
 - Community Tree Lighting Ceremony - Date TBA
 - Reindeer Romp - December 6
 - Holiday Fun Fest - December 17
- VIII. Parks Report - *attached* - Blankenship
- IX. Board Comments
- X. Adjournment and next meeting announcement:

Next Meeting - November 13th, 6:30 pm
Parks and Recreation Admin Building

Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this meeting if required. The city will endeavor to provide services, without cost, if requested at least 48 hours prior to the meeting. To obtain services, please call (503)570-1530

Meeting Minutes
Wilsonville Parks and Recreation Advisory Board
August 14, 2014 6:30 p.m.
Wilsonville City Hall - Council Chambers

The Parks and Recreation Department exists: To coordinate programs and their supporting services based on common interests and appreciation of diversity through community awareness and involvement. It “ensures proper planning, use, development and maintenance of parks and facilities for fully accessible community enjoyment”

WILSONVILLE PARKS AND RECREATION ADVISORY BOARD

Eric Bohard, Parker Johnstone, Ken Rice, Mary Closson, Elaine Marie Swyt, Katharine Johnson, Steve Benson, Scott Starr - Council Representative

I. Call to Order

The meeting was called to order by Eric Bohard at 6:30pm.

Members present: Steve Benson, Eric Bohard, Mary Closson, Katherine Johnson, Ken Rice, Elaine Swyt.

Members absent: Parker Johnstone

Staff present: Stan Sherer, Tod Blankenship, and Brian Stevenson

Guests present: Jim Austin, Clackamas County Tourism
Annie Bailey, Clackamas County

Approval of Minutes: the April 10th, 2014 minutes were unanimously approved.

II. Citizen Input

There was no citizen input.

III. Clackamas County Tourism CPP Grant – Jim Austin, Clackamas County Tourism

1. Grant Overview
2. Evaluation Criteria and Process
3. Best Project Examples – Oregon Horse Country, Farm Loop
4. Grant Applications due: October 17th
5. Grant Review: November 13th

IV. Community Opportunity and Community Tourism Grant Deadlines – Brian Stevenson, Wilsonville Parks and Recreation

1. Community Opportunity Grant –
 1. Grant Applications due: September 26, 2014
 2. Grant Review: October 9, 2014
2. Community Tourism Grant –
 1. Grant Applications due: February 6, 2015

V. Department Reports – Stan Sherer, Wilsonville Parks and Recreation

Updates on:

- Recreation and Aquatic Center Task Force
- Future Master Plan of Memorial Park – Board to serve as task force
- Future Master Plan of Boones Ferry Park
- Conceptual Design of Skatepark in final stages
- Tod Blankenship has started as the new Parks Supervisor
- Parks and Rec staff move to new building at Town Center Park
- Grand Opening and Ribbon Cutting, September 11th

VI. Board Comments

Benson:

- Public dumping in the dumpster at the River Shelter
- What can be done about off leash dogs in the parks?
- Model rocket usage, is it allowed?
- Water safety and swimming from the dock
- Pedestrian access into Memorial Park from Day Dream Ranch
- Leaning tree near Willamette River/ kids jumping off into the river

Johnson:

- BBQs in the parks

Bohard:

- Placement of dumpsters within Memorial Park
-

VII. Adjournment and next meeting announcement:

The meeting was adjourned at 8:00 pm

Next meeting: October 9th, 6:30 pm

**October 2014 Community Opportunity Grant
Application/Award Log**

Organization	Description	\$ Request	\$ Award	
FTC Robotics, Team Roborines	FTC is designed for students in grades 7-12. Teams are responsible for designing, building and programming robots.	\$2,000		
Wilsonville High School "Willie Fit"	Non-competitive running and walking club serving 50 underrepresented students.	\$3,000		
Wilsonville Piecemakers (Quilters)	Purchase new sewing machines and materials to make at least 50 quilts for charity.	\$2,800		
Wilsonville Theatre Company	Funds for Winter production of, "Bus Stop".	\$2,000		
TOTALS		\$9,800		

Wilsonville Park Board Meeting October 9, 2014

Directors Report

Recreation and Aquatic Center

The Task Force for the Recreation and Aquatic Center voted to recommend that the Council proceed with the project on September 23rd. The Council will act on that recommendation in December. In the meantime, staff is proceeding with the site selection process and reviewing potential operational models. Potential sites will be judged based on criteria specific to the project. The criteria to be used will include site size, development costs, potential for building expansion, accessibility, environmental impacts, impacts on economic development and tourism, and if any partnership opportunities exists. Each site will be ranked based on the criteria selected to allow the City to identify which alternative to pursue.

Memorial Park Master Plan

Walker-Macy, a Portland area landscape architecture and planning firm, has been selected to manage the Memorial Park master planning process. The kick-off meeting for the consultant and staff was held on October 3rd. The project schedule projects a twenty two week process. The goal of the process is to balance passive and active recreational opportunities, seek low cost/high return improvements, identify how we can make the Willamette River more accessible, identify potential revenue producing activities and maintain the high quality recreational experiences for the community. The process will engage the entire community for input as well as rely on the Wilsonville Park and Recreation Board for direction.

Boone's Ferry Park Master Plan

We will soon be seeking proposals from local architectural firms to conduct a master planning process for Boone's Ferry Park. This process will address the needs of our other park with river frontage and recommend ways we can enhance the recreational experiences for park users.

Murase Playground Equipment Replacement

The Murase Plaza play structure will be replaced this fall. The current structure is a maintenance and safety concern. The slide does not meet the ASTM safety guidelines, which regulates safety guidelines for all playgrounds. The new structure will significantly increase the play value and play opportunities for all ages of kids. A considerable piece of the new playground will be totally accessible to children with physical limitations. We anticipate the project will completed in early spring. Once the contracts are executed, we will be able to share the new structures design and a schedule for demolition and reconstruction.

Parks and Recreation Board - Parks Report

Completed in September:

- Successful completion of Farmer's Market preparation and clean-up
- Cleaned out and itemized storage cage at the Maintenance Barn
- Cleaned out and organized Maintenance Barn
- Cleaned out and addressed issues with restroom storage areas
- Repaired damaged benches at Memorial Park
- Removed cement posts from upper picnic table site in Memorial Park to reduce vagary
- Installed no swimming/fishing signage at transient dock on Willamette River
- Repaired horseshoe pit following damage from River Shelter renter
- Painted fence at Daydream trail
- Continued pruning to increase irrigation efficiency and for improved safety
- Removed invasive and toxic species (Spurge Laurel) at Water Treatment Plant
- Pruned and removed understory vegetation at the Dog Park
- Removed broken skateboards from roof at lift station in Memorial Park
- Replaced lights at basketball, tennis, and pickleball courts
- Pressure washed dock and ramp
- Continued emphasis on safety training with seasonal new hires and full time staff
- Sprayed and removed holly & ivy after goats were in Memorial Park