

City of Wilsonville

Parks & Recreation Advisory Board

Wednesday October 16, 2013
City Hall - Council Chambers
6:30pm

Meeting Agenda
Wilsonville Parks & Recreation Advisory Board
October 16, 2013 6:30 p.m.
Wilsonville City Hall - Council Chambers

- I. Call to Order
Roll Call
Approval of Minutes: Due to the July 17th Villebois park tour there was no formal agenda and no minutes to approve

- II. New Board Member Introduction - Steve Benson

- III. Citizen Input/Items not on the agenda

- IV. Opportunity Grant Review - Board

- V. Reports
Staff
 *Sherer - Director's report
 *Stevenson - Recreation program update
Council Liaison - Starr
Board Members
Board Chair

- VI. Adjournment and next meeting announcement:

Next Meeting - Thursday January 9, 2014
6:30 p.m. Council Chambers

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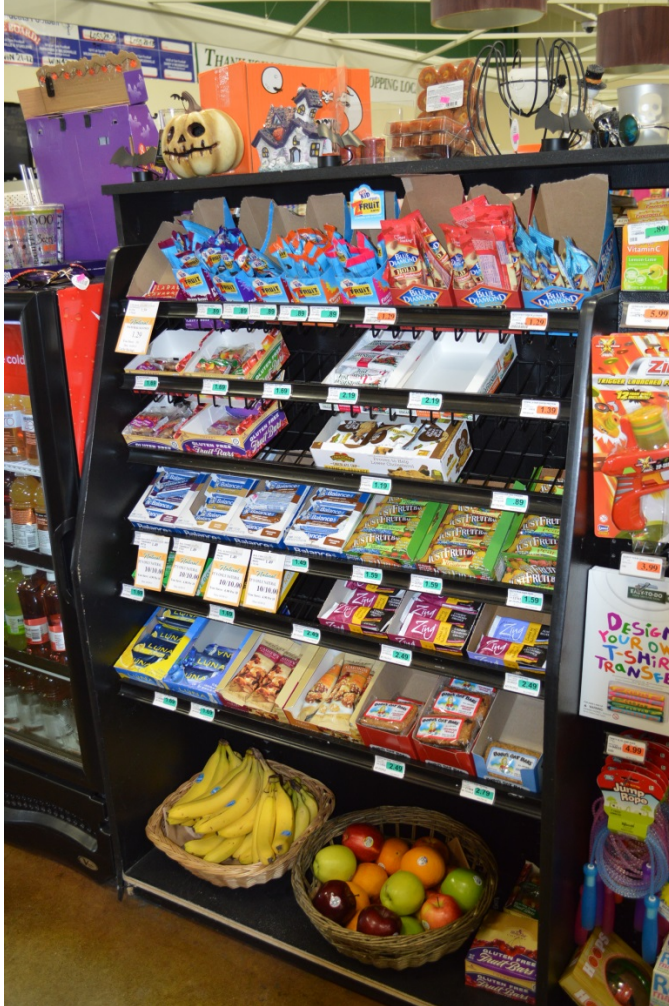
Wilsonville Parks and Recreation Board
October 16, 2013

Directors Report

I am looking forward to finally meeting the entire Board. For each scheduled meeting I will prepare a report that will be a summary of recent activity within the Parks and Recreation Department and background information on agenda items or issues the Board may be addressing at the next meeting. If there are items you would like to discuss at a Board meeting, please contact me and I will add them to the agenda and provide relevant background information prior to the meeting.

- 1.) Recreation and Aquatic Center:** A list of 15 potential Task Force members has been forwarded to the City Manager for review and possible appointment. The group represents a diverse cross section of the community and is anxious to explore the feasibility of pursuing a recreation and aquatic center in Wilsonville. The Task Force will be working closely with the selected architectural firm to determine design and programming issues associated with the proposed project.
- 2.) RFP:** Requests for Proposals from qualified architectural firms will be advertised on October 18th. The RFP will solicit firms to conduct an economic feasibility study for the development of the recreation and aquatic center. The study will include a market analysis, conceptual design, an operations and programming pro forma, site analysis and estimated costs of construction. The proposals will be due on November 8th. All written proposal received at the Community Center by the deadline will be reviewed by City staff. One or more finalists may be invited to an interview following the internal review. The selection of the successful architectural firm will be finalized in late November or early December. The timeline is consistent with the schedule identified in the Council Goals Action Plan.
- 3.) The Move:** We are preparing to move most of the Parks and Recreation staff to the Chamber/Visitor Center in Town Center Park. The Chamber has until early January to vacate the building and building modifications will begin at that time. We are currently reviewing modification options and their costs. There will still be a visitor center component and space dedicated to the Korean War Museum. The entire parks staff, Brian Stevenson, Judy Lawhead and I will be moving to the new site. I anticipate a February move in date.
- 4.) More RFP's:** Following the recreation and aquatic center RFP process, we will be preparing another for the redesign of Memorial Park and yet another for the design of the skate park. I am looking forward to both projects. Memorial Park needs some attention and a plan to maximize its' programming potential will benefit the City for years to come. The skate park design will provide a product that the skating community can use in their fund raising campaign.
- 5.) HEAL Wilsonville update:** The month of September has been a busy one for the HEAL Wilsonville Team. HEAL Cities Campaign Manager Beth Kaye and Patty Brescia presented on: "Positioning Parks and Recreation as Health and Wellness leaders in the Community" at the

Oregon Parks and Recreation Conference in Welches, OR. The group also offered information on becoming a “Healthy Eating, Active Living” city at Wilsonville’s hospitality suite at the League of Oregon Cities. Finally, Lamb’s Thriftway installed a HEAL Wilsonville Healthy Checkout Aisle sign in Aisle two, where they sell only healthy food and beverages and toys that encourage physical activity. The aisle is the first of its kind in Oregon.



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