

City of Wilsonville

Parks & Recreation Advisory Board

Thursday ~ January 12, 2012

City Hall

Council Chambers

6:30pm

Wilsonville Parks & Recreation Advisory Board Meeting
Agenda
Thursday January 12, 2012
City Hall ~ Council Chambers

- I. Call to Order
 - Roll Call
 - Introductions: Bryan Cosgrove, Wilsonville City Manager
 - Approval of Minutes: April 14, 2011 and December 8, 2011

- II. Public Input:
 - A.
 - Action: Information and Comment

- III. Board Orientation
 - Action: Review and comment

 - A. City Overview, Board Priorities - Bryan Cosgrove
 - B. Memorial Park Fields - Floyd Peoples, Matt Baker

- IV. Opportunity Grant Application - ACAW
 - Action: Review and decision for award.

- V. Reports
 - Staff - See reports in packet
 - Council Liaison
 - Board Members
 - Board Chair

- VI. Journal Review –

- VII. Adjournment

Next Meeting – March 8
6:30-8:30pm
Wilsonville City Hall

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

2011-12 Community Opportunity Grant Program
City of Wilsonville
Review Cover Sheet

Review member: _____ Date: _____

Grant Applicant: _____

As you review this document, please check the following information to be used for final grant award process.

Who Can Apply: This organization falls under the following approved categories (check):

- ___ 1) local Wilsonville organization with service to Wilsonville
- ___ 2) qualified tax exempt organization
- ___ 3) community organization or project
- ___ 4) single grant recipient in this giving year
- ___ 5) closing report on file if this is a repeat grant application.

Types of Projects to Be Considered: This organization is applying for the following category:

- ___ 1) education
- ___ 2) diversity
- ___ 3) arts
- ___ 4) community involvement
- ___ 5) project or event
- ___ 6) product
- ___ 7) service

Evaluation Criteria: Rank this application on its satisfaction of the following points:
(rank 1 through 5; with 1 being lowest rank and 5 being highest rank):

- ___ Clear need for financial assistance.
- ___ Clearly targets and demonstrates potential for promoting education, diversity, arts or community involvement in Wilsonville.
- ___ Project completion by end of fiscal year (June 30, 2010).

Total: ___

Further recommendations or notes for discussion on this grant application: _____

Recommend:
Grant ___yes ___no
Fund \$ _____
Requests or recommendations to the applicant:

**CITY OF WILSONVILLE - 2012 OPPORTUNITY GRANT PROGRAM
APPLICATION COVER SHEET**

Each category of this application must be completed for this application to be accepted for review.

APPLICANT NAME **Arts and Culture Alliance of Wilsonville (Friends of Wilsonville)**_____

Registered Tax Exempt Number:

STREET

ADDRESS_____

—

Street City State Zip

MAILING ADDRESS (If Different from street address)

CONTACT PERSON (Please Print)**_David F. DeHart**

Title_Co-

Chair_____

Address_

Street City State Zip

Telephone_____ Cell_____

E-Mail _____

Fax_____

PROJECT TITLE: **Sculpture Tourist Maps and Brochures**_____

Brief Project Description:

Print and distribute maps and tourist brochures of the locations of public sculptures in Wilsonville. Maintain and update the organizations website: www.artinwilsonville.com

Project Duration: Start Date_ **February 1 2012**_____ Estimated Completion Date **March 1, 2012**_____

TOTAL ORGANIZATION BUDGET **\$2000**

*TOTAL PROJECT BUDGET **\$1187**_____

APPLICANT CASH MATCH **\$500**_____

IN-KIND RESOURCES **\$181**_____

GRANT REQUEST **\$680**_____

*Provide detail on budget page.

BUDGET SUMMARY

Project narrative should reflect the expenses identified in the budget.

Estimates of editing and printing of 500 trifold maps/brochures on heavy card stock are approximately \$1.70 each. Printing posters for display in public areas (including local businesses) are \$2.25 each. It is anticipated that 50 posters to be used throughout the 10 month period. Expense of maintaining the organizations website.

Organization Budget: This budget shows how this project fits into your whole organization. The project should be shown as a line in this budget. Fiscal Year: 2012_____ to 2013_____

Income Sources	Amount	Expenses	Amount
Total Operating Income	Balance on Hand:		\$681.25
	(City of Wilsonville Opp. Grant)		\$680.00
			\$1361.25

Income and expense statement for calendar year 2011 attached.

Project Budget: This budget provides the detail of the project that the grant funds will be applied to. This should include how the funds from this grant will be spent.

Fiscal Year: 2012 _____ to 2013_____

Printing maps/brochures:	\$850.00
Printing posters	\$112.00
Expenses maintain website:	\$225.00

Total project budget: \$1187.00

Grant request: \$680.00 (rounded)

Certification: I hereby certify that all the facts, figures and representations made in this application, including all attachments, are true and correct. This application is made with the written approval of my board of directors, which is attached to this application.

I agree that all publicity, press releases, publications, materials and /or media advertising produced as a part of this proposed project will acknowledge the Grant Program as follows:

"This project is made possible in part by a grant from the City of Wilsonville."

I agree to carry out this project as outlined within this application. Further, I understand that failure to do so will invalidate this agreement and necessitate the immediate return of all Community Opportunity Grant monies to the City of Wilsonville.

Signature of Authorizing Official Date: JANUARY 5, 2012

Print Name of Authorizing Official David F. DeHART

PROJECT NARRATIVE

In this narrative, please address how your project or program meets a need for someone or something in the community. Priorities of this grant funding are for education, diversity, art and culture, or community engagement.

The Arts and Cultural Alliance of Wilsonville (ACAW) was created to promote and support the local arts, culture and heritage organizations of our community. We are a group of volunteers who have joined forces to assist new and ongoing organizations to enhance the quality of life in the area by presenting public arts, sculpture, music, and performing arts activities.

Identify your organization's goals for this project, using measureable amounts whenever possible. (consider the question: how will you know that you succeeded in your goals?)

The primary goal of ACAW is to enhance the quality of life in Wilsonville through the public display of local and regional artists' public sculptures. This is accomplished by the placement of works of art in eight sculpture sites (owned by The City of Wilsonville.) Every two years ACAW publishes a "Call to Artists" to submit their work of art to a jury consisting of ACAW board members; a member of the Clackamas County Arts Alliance; the Wilsonville Arts Alliance; and one outside juror with experience in the display of public art. Those selected to fill the eight sculpture pads are notified and their work will be installed when resources for the payment of an artist stipend and installation costs become available.

Funds for this project are derived from corporate and individual donors, e.g. during the 2011-2012 campaign, donations were received from Comcast Corporation, Argyle Partners, Bob and Debi Laue Hasson Realtors, SMART Transit, and the Clackamas County Information Center, as well as individual donors. In support of this fund-raising activity it is essential that publicity in and out of Wilsonville extend the opportunity for further corporate as well as private donations. This is a two-part mission: 1) Raise resources, 2) Publicize Wilsonville as a tourist destination city for arts and culture activities.

ACAW's ultimate goal is to fill all eight sites on a two-year rotating basis.

How are you/your organization suited to produce this project/program?
Provide the community resources that will be used if applicable
(volunteers, local vendors, local contributions, etc.)

ACAW and its former organization, Wilsonville Citizens for Public Art, have been involved in carrying out this public sculpture program since 2003. With the support of the Clackamas County Arts Alliance, and advice from the Arts Council of Lake Oswego (public art, ACAW has revitalized a faltering public art program. ACAW's Co-Chairs and Board members invest countless hours of their personal time and resources in support of this project.

In addition to the public sculpture project, ACAW also actively supports and promotes the Wilsonville Arts Alliance's annual art festival, the Wilsonville Theater Company, the Boones Ferry Historical Society, as well as local graphic arts and performance artists.

If you were to create a marketing statement or slogan for your project, that would communicate the importance of this project to the review board, what would that be?

Be a Friend of the Arts. The Arts and Cultural Alliance of Wilsonville was created to promote and support the local arts, culture and heritage organizations of our community. Help enhance the quality of life in the area by supporting public arts, sculpture, music, and performing arts activities.

The project budget numbers should be related to the project activities stated in this narrative.

See attached.

4

Community Services Opportunity Grant Application 09.11

EVALUATION GRANT FUNDING FOLLOW-UP

This form and your final financial statement must be returned to Community Services within 60 days of your project completion. If an extension of funding is required, a request must be received in writing on or before the last Friday in June, 2011.

1.

Please attach a final financial income and expense statement that specifically explains how grant funds were used, including a comparison between your budgeted and your actual incomes and expenses, using the same Budget Summary form as in the original application.

2.

Please List the activities of the program/project:

3.

Approximately how many people benefitted from your project? How many of those people were Wilsonville residents?

4.

What were some of the benefits that this project provided to the citizens of Wilsonville?

5.

How were these benefits determined/measured?

6.

Will this event or project be reoccurring? How do you anticipate funding the project in the future?

Arts & Culture Alliance of Wilsonville

Income & Expense Statement 2011

1.	Balance as of 1/1/2011 -	\$264.84
2.	<u>Donations Received-</u>	
	Argyle Square LCC	\$2000
	SMART	\$1400
	Bob and Debi Laue	\$1400
	COMCAST	\$1000
	<u>TOTAL INCOME:</u>	<u>\$5800</u>
EXPENSES:		
1.	<u>Website Maintenance Fees.</u>	
	Bryce Frazell	\$318
	Total:	<u>\$318</u>
2.	<u>Printed Materials</u>	
	Gillespie Decals	\$467.50
	Posters & Printing	\$172
	Plaques	\$ 30
	Total	<u>\$669.50</u>
3.	<u>Misc. Expenses</u>	
	Novisad Welding	\$ 215
	B&B Crane	\$ 260
	PO Box Rent	\$ 44
	Total	<u>\$ 519</u>
6.	Artists Stipends	
	N.Falkenhagen	\$1000
	C.Mills	\$1000
	J. Johnson	\$1000
	J. Swickard	\$1000
	Total	<u>\$4000</u>
	<u>TOTAL EXPENSES:</u>	<u>\$5506.50</u>
7.	BALANCE 12/31/2011	\$558.34

To: Parks and Recreation Advisory Board
Fr: Peggy Watters, Community Services Director
Re: Staff Report
Date: January 12, 2012

The Winter Community Programs Brochure is full of activities, classes and special events. Winter is a very busy schedule for all ages. The challenge for budget cuts throughout the city resulted in the reduction of printing costs for the Community Services Department. This reduction will challenge us to create and enhance new communication tools to promote the programs and activities of Community Services, Natural Resources and Library that are carried in the brochure. Brian Stevenson, Recreation Coordinator has had good success with outreach to youth and families through Facebook postings and Patty Brescia, Senior Programs Manager has begun similar e-mail messages to adult and senior participants. These and other efforts will supplement the printed material. It has not yet been determined what changes will be made to the printed brochure. There are other communities that are experimenting with other communication methods that will be useful to explore.

Large special events are becoming more numerous and popular in Wilsonville. The issues surrounding their permitting and use of public facilities has been discussed at length with City Council. Changes to the city's code regarding large special events are being addressed at the January 5 meeting of the City Council. The code changes will bring City regulations into alignment with the current methods used to administer special events. Copies of the event permit and checklist will be made available as soon as the code is official.

Passage of the Resolution to approve the siting of a skate park on Courtside Drive at the January 5 meeting of the City Council will provide the needed motivation for the local Wilsonville Skateboard Association to move forward with fund raising and design efforts.

The new year is looking like there will be interesting and unique new opportunities for Wilsonville citizens to be active and engaged.

To: Parks and Recreation Advisory Board
Fr: Brian Stevenson - Recreation Coordinator
Re: Staff Report – Skatepark Siting
Date: January 12, 2012

The siting for a skatepark was presented to Wilsonville City Council on January 5th. The staff report and resolution #2340 identified the public-owned parcel on Courtside Drive as the site for the new Wilsonville skatepark.

The parcel is approximately 29,000 sq/ft with approximately 15,000 sq/ft being targeted as skateable space.

Design and funding sources will be discussed at a later date.

The staff report, map and proposed resolution are attached.

CITY COUNCIL MEETING STAFF REPORT OR REQUEST FOR ACTION

Resolution No. 2340
Siting of Skate Park on Courtside Drive

Meeting Date: 1/5/12
Report Date: 12/27/11
Source of Item: Community Services

Contact: Brian Stevenson
Contact Telephone Number: 503-570-1523
Contact E-Mail: stevenson@ci.wilsonville.or.us

ISSUE STATEMENT

The siting of a skate park at the publicly-owned segment of property on Courtside Drive.

BACKGROUND

Five potential skatepark sites have been formally presented to City Council, in both Council meetings and in work sessions over the past six years. Sites were reviewed using criteria established by Spectrum Skatepark Creations and utilized by the City of Portland for skatepark placement, as well as, by other municipalities across the country.

Staff focused on finding a site that was visible by the public, visible by the police, had access to bathrooms/water, was in a central location and had minimal conflicts with surrounding activities.

A skate park located on Courtside Drive was determined to be the most appropriate site. This site has been favored throughout the process by city staff and Wilsonville Police. This area has also been supported by local skateboarders and the Parks and Recreation Advisory Board.

A skatepark at this site would utilize the City Hall parking lot, have access to bathrooms in the Visitor Center, have access to the water fountain currently in place at Town Center Park, and would be close to the SMART bus stop located on Courtside Drive. The nearest resident is approximately 350-400 feet with any noise concerns mitigated through design.

The proposed skatepark site is located on city owned property alongside Courtside Drive, east of Town Center Park and north of the City Hall parking lot (map attached). The area of the site is approximately 29,000 sq./ft. of which 15,000 sq./ft. will be designed as skateable space.

Design of the skatepark will take into consideration safe buffers between Courtside Drive, the skatepark, and the sidewalk dividing the two. Park design will ensure the safe entry and exit of skaters, while protecting walkers and transit users. Design elements will also be used to provide a buffer between Town Center Park and the skatepark site.

RELATED POLICIES/BUDGET CONSIDERATIONS

Selection of a skate park site addresses Council's goal of "Enhance livability and Safety in Wilsonville",

specifically the action item of “Revisit skate park siting”.

Project #9103 (Skate Park – Site Selection) allocates \$30,000 for design, and \$4,200 for engineering administration of Park SDC funds during budget year 2011-12. No further city funding has been approved for this project.

COUNCIL OPTIONS

1. Adopt the resolution as written
2. Amend the resolution then adopt
3. Not adopt the resolution

STAFF’S RECOMMENDATION

It is recommended that Council adopts the resolution authorizing the location of a skate park at the publicly-owned segment of property on Courtside Drive, as indicated on the attached map.

SUGGESTED MOTION

I move to adopt Resolution No. 2340 authorizing the location of a skate park at the publicly-owned segment of property on Courtside Drive, as indicated on the attached map.

ATTACHMENTS

- A. Map of proposed Courtside Drive skate park.

RESOLUTION NO. 2340

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILSONVILLE
ACKNOWLEDGING THE SITING OF A SKATE PARK ON COURTSIDE DRIVE AS
INDICATED ON THE ATTACHED MAP.**

WHEREAS, staff analyzed the criteria, based on national standards, for siting a skate park and;

WHEREAS, staff visited and analyzed several potential skate park sites within the City of Wilsonville, and;

WHEREAS, there has been a public involvement process which included the Wilsonville skate park association, and;

WHEREAS, the Courtside Drive site has received endorsements from skate boarders, Parks and Recreation Advisory Board, citizens and Wilsonville police, and;

WHEREAS, siting of a skate park has been discussed by the City Council at work session on December 5, 2011, and;

WHEREAS, staff has provided a recommendation for the publicly-owned site on Courtside Drive for reasons of its many appropriate qualities for a skate park site, and;

WHEREAS, at its regularly scheduled work session, on December 5, 2011, the City Council approved this site (see attachment) for a skate park encompassing the 29,000 sq. ft. parcel on the west side of the publicly-owned segment of property on Courtside Drive, adjacent to Town Center Park;

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. Based upon the above recitals, the City of Wilsonville authorizes the location of a skate park at the publicly-owned segment of property on Courtside Drive, as indicated on the attached map.

ADOPTED by the Wilsonville City Council at a regular Council meeting thereof this 5th day of January 2012 and filed with the Wilsonville City Recorder this same date.

Tim Knapp, MAYOR

ATTEST:

| Sandra C. King, ~~M~~CMC, City Recorder

SUMMARY OF VOTES:

Mayor Knapp _____

Council President Nunez _____

Councilor Hurst _____

Councilor Goddard _____

Councilor Starr _____

Attachment:

Aerial Map showing location of skate park site.

Courtside Drive Skatepark Site

