

Parks and Recreation Advisory Board Meeting Action Minutes  
February 6, 2020

**Advisory Board Members Present:**

Amanda Aird  
Jim Barnes  
Dahe Chen  
Kate Johnson  
Jeff Redmon (via phone)

**Staff Present:**

Mike McCarty, Parks and Recreation Director  
Brian Stevenson, Program Manager  
Erica Behler, Recreation Coordinator  
Ahsamon Ante-Marandi, Program Coordinator

**Members of the Public Present:**

None

AGENDA ITEM	ACTIONS
<b>CALLED TO ORDER</b>	4:36 p.m.
<u>Minutes</u>	A. Minutes were approved 5-0. Kate Johnson made the motion to approve and Dahe Chen seconded the motion.
<u>Public Comment</u>	A. None
<u>Agenda</u> A. 2020 Board Goals	<p>A. Jim Barnes kicked off the 2020 board goal discussion.</p> <p>Jeff Redmon started with his ideas, which included a bond voter “deep dive” to target voters, outreach efforts, education and involvement, an idea to develop a plan to increase sponsorship funding, a goal to consider seniors in programs, etc., a goal to explore increased citizen involvement in volunteer opportunities, and maintenance of existing infrastructure. Jim Barnes added that it would be helpful to clarify who is considered a senior and the variation of the age group. Jim Barnes read through Daniel Christensen’s suggestions, which were electronically submitted prior to the meeting due to his excused absence.</p> <p>Daniel Christensen’s suggestions included: conducting necessary technical/feasibility studies for Phase I of the Boones Ferry Park Master Plan, continue planning/design for Memorial Park Skate Park and Bike Pump Track, Implement Memorial Park dock launch, further define “equity” and “inclusion” and how these concepts are appropriately integrated into park design/planning and program offerings, and conduct outreach to assess interest in more diverse youth program opportunities.</p> <p>Kate Johnson shared that she would like to enrich the WSCI group (new programs, etc.) and shine a light on their offerings for the community.</p> <p>Dahe Chen shared that he would like to see some programs offered (e.g. photography) for adults and active adults who work during the day. Jim Barnes asked Erica Behler and Brian Stevenson if they have heard from the community for similar requests. Erica Behler responded that there are programs offered Monday through Friday, from about 5:30-8:30pm, and programs offered on Saturdays. The Community Center is booked by a church every Sunday so there is currently no programming on Sundays. Kate Johnson inquired as to any programming at the Community Center that brings both youth and active adults together. Brian Stevenson responded that there are not currently any programs like that but they have tried it in the past. Brian Stevenson added that he is excited for the next WSCI meeting</p>

where the board members have been asked for ideas of new speakers or classes. Amanda Aird asked if WCSI has done any polling in the past to see what seniors are looking for/interested in. Brian Stevenson also added that WCSI is a standalone non-profit. He is happy to talk about senior programming in this conversation but should pull WCSI out of this discussion as they are their own group.

Amanda Aird added that she would like to have a measurable, tangible goal that the board can complete this year. Jim Barnes added that as the Parks & Recreation Advisory Board, the fundamental purpose is to bring ideas to the Parks & Recreation Department and to advocate for things that they think are useful, identify areas where the community is being underserved. Perhaps the actionable item is having a conversation about it. Jim Barnes added that the board's involvement is somewhat limited but they can do things like all helping out at an event (e.g. volunteering at the Fall Frolic 5K). Brian Stevenson added that every two years, the City puts out a community survey, which is statistically valid.

Jim Barnes suggested the board look at actionable goals. Kate Johnson shared her involvement with the Dial-a-Ride Committee. Jeff Redmon asked if the department has a logoed tent and banner. Erica Behler responded that the department just ordered a logoed tent, and has a logoed tablecloth and banner.

Jim Barnes briefly reviewed the ideas the group came up with at the last meeting. Amanda Aird asked the group if they wanted to review the 2019 goals to see if they were completed or not. The first goal from 2019 (conduct engagement on the skate park and bike pump track) has not been completed due to lack of staff but staff is hoping to complete the RFP this year. The second goal from 2019 (encourage equity and inclusion as the City develops programs and facilities) has somewhat been accomplished. Brian Stevenson shared that the group touched on this goal by reviewing the all-abilities playgrounds at Frog Pond Community Park and Boones Ferry Park Master Plan. The third goal from 2019 (explore the need for a joint-use agreement for facilities) was covered last year. The fourth goal from 2019 (explore opportunities for additional recreation programming targeted at preteens/teens) has been explored. Mike McCarty shared that Erica Behler has offered new programs over the past year for that age group, though some have not run due to low enrollment. The last goal from 2019 (support the advancement of Memorial Park priority projects), which is somewhat related to the first goal in that the skate park and bike pump track are coming up on the rotation of next projects to do under the master plan schedule.

In broad terms, Jim Barnes shared that he is hearing supporting the master plans and advocating for community groups (seniors, teens, etc). Mike McCarty shared the idea to add 1-2 teens to the board. Jim Barnes shared his support of Jeff Redmon's idea to increase sponsorships. Kate Johnson mentioned the needing a process in place to determine who/what is allowed to be advertised to avoid favoritism. Erica Behler informed the board that the department has a sponsorship packet which she will bring to the next meeting or email to the board. She welcomes feedback from the board.

Amanda Aird sharing that an actionable item could be increasing participation in an event. Kate Johnson asked about attendance at WERK

	<p>Day and if the numbers have been increasing. Brian Stevenson replied that the participation for the event has been low the past few years and could be attributed to weather, other park volunteer opportunities, etc.</p> <p>Brian Stevenson suggest the board look at actionable items. For example, if the board is interested in supporting the park bond project, might they look at forming a yes-on committee.</p> <p>Jim Barnes is going to type up the goals and email to staff, who will disseminate to the board.</p>
<p><u>Staff Reports</u> A. Staff Updates</p>	<p>A. Erica Behler shared that she is working on updating the yearly sponsorship guide. Staff has also been working on a Memorial Donation/Giving Guide, which may include memorial park benches. Erica Behler has also been working on getting new classes for the summer, such as a drum fit class and a hula hooping class. Erica Behler has also been to City Council a few times regarding making the Sister City Association an official City board. Mike McCarty shared that budget season has begun, the City is currently looking to hire seasonal staff, and the parks supervisor position is still open. Mike McCarty also shared that there is another Parks Bond Task Force meeting coming up next week. Also, the new dog park construction is coming along great. A new bathroom and park shelter will be installed soon, and new trails have already been created. Mike McCarty also recognized the parks staff for their hard work with the holiday lights. He also shared that the parks staff is working on improving the Murase Plaza playground slide and will be adding 2 new nest swings, too. The parks staff is also improving landscaping at the Stein-Boozier Barn. Brian Stevenson added that the nest swings are fully accessible. At the City Council meeting last Monday, the agreement between the City and the Korean War Veterans Association has been completed regarding the Korean War Interpretive Center, a compliment to the War Memorial in Town Center Park. Brian Stevenson also added that geotechnical survey work at Boones Ferry Park is nearly complete. Also, 3 community grants are coming up: Community Opportunity Grant (deadline March 6), Community Tourism Grant (deadline tomorrow; funds local events such as the Rotary Concert Series, Fun in the Park, etc.), and the Clackamas County Grant (deadline: Thursday, March 20). Kate inquired as to the funds available for the grants. Brian replied that \$12,500 is always available, plus any leftover funds from the last grant cycle.</p> <p><u>Board Comments</u></p>
<p><b>ADJOURNED</b></p>	<p>Jim Barnes asked for board comments. None from every board member.</p> <p>5:50 p.m.</p>