



**Wilsonville Parks and Recreation Advisory Board
Virtual - Zoom
May 13, 2021, 4:00pm
Meeting Agenda**

- 4:00 PM** I. Call to Order
- i. Roll Call
 - ii. Approval of Minutes: April 8, 2021
- 4:05 PM** II. Citizen Input
- 4:10 PM** III. Budget Status – Staff
- 4:30 PM** IV. Director/Assistant City Manager Report – Troha
- 4:35 PM** V. Parks Report – Schull
- 4:40 PM** VI. Recreation Report – Behler
- 4:45 PM** VII. Community Center Report – Stevenson
- 4:50 PM** VIII. Board Comments
- 5:05 PM** IX. Adjourn

Next Meeting –
Thursday, October 14, 2021*
6:00 PM
Location TBD

**Additional meeting may be held sooner, if necessary*

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Parks and Recreation Advisory Board Meeting Action Minutes
April 8, 2021

Advisory Board Members Present:

Jim Barnes, Chair
Amanda Aird
Dahe Chen
Daniel Christensen

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

Members of the Public Present:

Christopher Shotola-Hardt
Benjamin Mefford

Staff Present:

Mike McCarty, Parks and Recreation Director
Brian Stevenson, Program Manager

AGENDA ITEM	ACTIONS
CALLED TO ORDER	6:07 p.m.
<u>Minutes</u>	Minutes from the February 11, 2021 board meeting were approved 4-0. Amanda Aird made the motion to approve and Daniel Christensen seconded the motion.
<u>Public Comment</u>	None
<u>Community Opportunity Grant Review</u>	<p>The Board discussed and awarded funding to the sole applicant, Wilsonville Arts & Culture Council, for \$6,000 for the Biggest Pumpkin Project. Daniel Christensen made the motion to award the Wilsonville Arts & Culture Council \$6,000 for the Biggest Pumpkin Project. Amanda Aird seconded the motion.</p> <p style="text-align: center;"><u>Summary of Votes:</u></p> <ul style="list-style-type: none"> • Amanda Aird – Yes • Jim Barnes – Yes • Dahe Chen – Yes • Daniel Christensen – Yes
<u>Finalization of 2021 Board Goals</u>	Board Chair, Jim Barnes, mentioned that Board Member Jennifer Link Raschko was unable to attend the meeting tonight. The last time the Board discussed goals (February 2021 meeting), the Board didn't have any additional goals that were different from the Parks & Recreation Department goals, so the Board decided to align with and support the Department goals. Jennifer had mentioned wanting to spend some time looking at creating a specific Board goal around partnering with the middle school on an environmental-type project that could be done in a park, like a "legacy project" for the middle school 8 th grade class or something similar. She is going to do some research on that idea and see what it would take to do it. Until then, Jim recommended the Board move forward with the goals as they are.
<u>Recap – 2019/2020 Parks Bond</u>	Mike McCarty updated the Board on the process that the Parks Bond Task Force went through for the Potential 2020 Parks Bond. Prior to creating the task force, the Parks & Recreation Department had the Memorial Park Master Plan, the Boones Ferry Park Master Plan, and the Comprehensive Master Plan all done, as well as a conceptual plan for Frog Pond Community Park. All of the plans were finished but there was no funding. The City Council directed staff to create a task force to review all of the different projects and to develop a priority list.

The projects could be funded by a bond measure. The individual plans had projects listed by priority but staff didn't have any prioritization as far as which projects, amongst all of the plans, should be completed first. The task force first convened in December of 2019 along with the assistance of a consultant. They met several times over the winter and came up with a good list, ready to go to the Council for final approval, just before COVID-19 hit. Ultimately, Council made the decision not to move forward with the bond due to the financial impacts of the pandemic. Mike expressed gratitude for all of the hard work the members of the task force did.

Brian Stevenson mentioned that Jim Barnes was the chair of the task force and Amanda Aird was also on the task force, so he would not go into great detail of the project list at this meeting. Brian shared the final list that was going to go to Council from the task force. He also encouraged the board members to read through the final report (located on the Parks & Recreation website). Staff is currently looking at how the first project on the list (Memorial Park Ballfield Bathroom/Concessions) may be able to be funded through some of the Department's funding mechanisms. Brian also pointed out that the list is not organized by priority. It is not a weighted list. Because of the usage of Memorial Park, staff is looking to fund that first item on the list. The items on the list came down to what the task force felt was most important to the community. The focus was to try to find something for everybody. Brian suggested board members read through page 5 and page 11 in the final report.

Mike McCarty added that originally, the list came out to around 50-60 million dollars. The task force brought the list down to around 35 million, focusing on the most important and most valuable items for the city.

Jim Barnes added that while there was a lot of support for including Frog Pond Community Park in the priority list, that particular project was estimated to cost around 17 million by itself. Jim gave credit to the different members of the local sport community that participated on the task force and represented those needs of the community. Most of the cost of Frog Pond Community Park was due to the infrastructure needed (roads, sewer, etc.). By making some of the Memorial Park fields turf, that expands the usage of those fields for the community with a much less cost than adding new fields at Frog Pond. Jim also pointed out that when the board members look at the list of projects and costs associated with them, to keep in mind that the costs include infrastructure, which can be very expensive. For example, an amenity may cost \$400,000 but the roads, sewer, and everything else around it may cost \$1,000,000.

Daniel Christensen asked if it is possible, for some of the projects close to each other, to be bundled together with the same contractor to save some money? Mike McCarty replied that the costs are all estimates but he thought that could be an option. Brian Stevenson added that they were strategic in grouping different projects together to be sure that if one segment got forwarded to the Council for funding as part of the bond measure, that everything in that segment could be completed.

<p><u>Director Report</u></p>	<p>Mike McCarty mentioned that Recreation Coordinator, Erica Behler, just logged into the meeting. She was running a Trillium Drive-Thru at the Parks & Recreation Administrative Building this afternoon that was a great success. He also notified the board that he is retiring and this will be his last board meeting. April 30th is his last day in the office. Mike thanked the members of the board and recognized staff.</p>
<p><u>Community Center Report</u></p>	<p>Brian Stevenson mentioned the older adult drive-thru event scheduled for Friday the 16th from 1-2pm at the Community Center. Community Center staff will be giving out craft bags and cookies. It is an opportunity for the staff at the Community Center to connect with participants and community members that they haven't seen in over a year. The Center is still in a holding pattern – guidance from the State prohibits community centers from reopening. Brian also mentioned that the Nutrition Program is currently serving about 450 meals per week. Any week that number ranges from 85-100 clients in the community. Brian added that there are currently 15 people registered for the virtual Sit and Stay Fit class offered through Zoom. He also notified the Board that sport fields have also reopened. Park shelter and Stein-Boozier Barn reservations are also being accepted at this time. The social gatherings limits currently only allow max. of 8 outdoors and 6 indoors. This has caused a decline in rentals. Staff is accepting reservations, minus the Stein-Boozier Barn, at no charge. There are a handful of rentals on the calendar for this summer and fall.</p>
<p><u>Parks Report</u></p>	<p>Dustin Schull shared that the February ice storm smashed backstops and left trees everywhere, but not a single practice or event was missed due to the destruction of the storm. This was an incredible feat by the parks maintenance team, not only due to the ice storm but also due to the fact that the fields hadn't been played on in over a year due to COVID-19. The park team's big focus this week is getting ready for all of the WERK Week tasks. Dustin encouraged board members to register online for the event. Other than that, the parks team has been working on re-topping the trails at Memorial Park and installing a new pollinator garden at Murase Plaza by the gate near the Stein-Boozier Barn. The pollinator garden is expected to be completed by the end of May. Otherwise, the crew is working on standard park cleanup. Dustin asked the board members to let him know if they ever have any issues or concerns.</p> <p>Amanda Aird asked what staff does on the fields for rodents (gopher holes, etc.). Dustin Schull responded that the high usage patterns on the fields leads to less issues with pests, though sometimes there are issues with rodents in the outfield of ballfield #2. Sometimes staff hires a contractor to trap and relocate the pests. Other times, staff fill the holes with sand.</p>
<p><u>Recreation Report</u></p>	<p>Erica Behler talked about the free Trillium Drive-Thru at the Parks & Recreation Admin Building this afternoon. About 160 trillium were given away to community members. With each trillium, people received a copy of the Spring Fling event calendar, a flyer on upcoming WERK Week activities, and an info sheet on tree pruning from the Planning Department. This weekend, two worm composting classes will be held at the Stein-Boozier Barn. Both classes are full. There are</p>

	<p>many Spring Fling activities and board members can find every event with a description on the website. Additionally, there will be a virtual film screening next week called “Kiss the Ground”, which is about soil health and will include a short discussion after the movie. WERK Week Volunteer Days begins in two weeks. Registration numbers are a little low so staff is encouraging people to register online. The volunteer days will be small groups (up to 20) but will be split into pods. Erica also mentioned a Keeping Backyard Chickens Tour and DIY Bee Hotel tutorial that will be streamed on Facebook live. Additionally, there will be a couple of virtual contests and a Community Garden Volunteer Day, scheduled for April 14, from 10am-12pm. Erica shared that it feels good to do environmentally-focused events!</p> <p>Erica also mentioned that the Community Garden plots are full. All sign-ups were done online. Gardeners from last year were allowed to keep their plot from last year. About half returned from last year. The rest of the plots went online.</p> <p>Summer camps are open for registration. All camps will be held outdoors on the sport fields or at the River Shelter. Camp sizes have increased to groups of 20.</p> <p>Lastly, Erica mentioned that she is working with Admin staff regarding larger events this summer, like the block party, wellness fair, movies in the park, etc.</p>
<u>Board Comments</u>	None.
ADJOURNED	7:28 p.m.

**Wilsonville Community Opportunity Grant
April 2021 Application/Award Log**

Organization/Business	Description	\$ Request	\$ Award
Wilsonville Arts and Culture Council	The Biggest Pumpkin Project	\$6,000	\$6,000

**Recap –
2019/2020
Parks
Bond**

**Parks & Recreation Advisory
Board Meeting**

Thurs. April 8, 2021



**WILSONVILLE
PARKS & RECREATION**



Task Force Recommendations

1. Memorial Park Ballfield Bathroom/Concessions
2. Memorial Park Maintenance Facility Upgrades
3. Community Center Improvements
4. Neighborhood Park Improvements
5. Community Scale Skate Park – Town Center
6. Memorial Park Courts
7. Charbonneau Multi-Use Path Repair/Replacement
8. Memorial Park River Access
9. Boones Ferry Park Central
10. Boones Ferry Park River Access
11. Memorial Park East
12. Boones Ferry Park East
13. Memorial Park Fields

Memorial Park Master Plan (2015)



Boones Ferry Park Master Plan (2018)



Frog Pond Community Park Conceptual Plan (2018)



1. STORMWATER MANAGEMENT FACILITY



2. SKATE SPOT, APPROXIMATELY 2,000 SF



3. BICYCLE PARKING



4. SEATING PLAZA WITH SQUARE TABLES & BENCHES



5. DRINKING FOUNTAIN, WATER FILTER, & DOG BOWL



6. PLAY STRUCTURE WITH ARCH & PARK SIGN



7. RESTROOM, CONCESSION, & STORAGE BUILDING



8. PLAYGROUND WITH SLIDES & CLIMBING



9. LARGE THEMED SCULPTURE PLAYGROUND



10. STREET SIDE STORMWATER PLANTER

