



**Wilsonville Parks & Recreation Advisory Board
Wilsonville City Hall - Council Chambers
April 11, 2019, 6:00pm
Meeting Agenda**

- 6:00 PM** I. Call to Order
- i. Roll Call
 - ii. Approval of Minutes: March 14, 2019
- 6:05 PM** II. Citizen Input
- 6:10 PM** III. Community Opportunity Grant Review – Board
- 7:10 PM** IV. Director Report – McCarty
- 7:15 PM** V. Community Center Report – Stevenson
- 7:20 PM** VI. Recreation Report – Behler
- 7:25 PM** VII. Board Comments
- 7:35 PM** VIII. Adjourn

Next Meeting –
Thursday, May 9, 2019
4:30 PM
Parks & 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.

Parks & Recreation Advisory Board Meeting Minutes
March 14, 2019

Advisory Board Members Present:

Amanda Aird
Jim Barnes
Steve Benson
Dahe Chen
Kate Johnson

Members of the Public Present:

None

Staff Present:

Erica Behler, Recreation Coordinator
Mike McCarty, Parks & Recreation Director
Brian Stevenson, Program Manager

AGENDA ITEM	ACTIONS
CALLED TO ORDER	4:35 p.m.
<u>Minutes</u>	A. Minutes were approved 5-0.
<u>Public Comment</u>	A. None
<u>Agenda</u> A. Parks & Recreation Project Priorities (cont.) B. 2019 Board Goals	A. Board Priorities with Sara Singer Wilson (full report attached) <ul style="list-style-type: none"> • Memorial Park - Boat Launch, SW Parking Lot, Nature Play, and • Watercraft Concessions • Community Scale Skate Park • Memorial Park - Central Restrooms • Memorial Park River Trail Overlooks • Boones Ferry Phase 1 - River Access • Boones Ferry Phase 2 - Dog Park and Parking • Frog Pond Community Park • Memorial Park - Ball Fields B. 2019 Board Goals <ul style="list-style-type: none"> • Conduct engagement on the skate park and bike pump track. • Encourage equity and inclusion as the City develops programs and facilities. • Explore the need for a joint-use agreement for City and School District facilities. • Explore opportunities for additional recreation programming for pre-teens/teens. • Support the advancement of Memorial Park priority projects.
<u>Staff Reports</u> A. Director/Parks Report B. Community Center Report C. Recreation Report	<u>Staff Reports</u> <ul style="list-style-type: none"> • No individual reports given • Staff explained remaining CIP fund balances for the past 3 fiscal years. Many CIP projects are development driven and although they may be budgeted for a given year, the project can't be started/completed until development begins/is at build out. Unused budgeted dollars are not lost but rather re-budgeted in the next year's budget.
<u>Board Comments</u>	<u>Board Comments</u> <ul style="list-style-type: none"> • Steve B – Continue to explore the idea of a “Founders of Community”/ “Significant Citizens” Wall or Monument • Dahe C. – Encouraged staff to extend current joint-use agreement with West Linn/Wilsonville School District.
ADJOURNED	6:55 p.m.

City of Wilsonville, OR

**PARKS & RECREATION
ADVISORY BOARD
PROJECT PRIORITIZATION**

MARCH 2019



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- 03** Introduction
- 04** Our Team
- 05** Our Mission
- 06** Background Information
- 06** Prioritization Process
- 07** Priority Projects
- 08** Appendix



Introduction

The City of Wilsonville has developed several planning documents related to future park development over the last five years. These plans include the Memorial Park Master Plan, Boones Ferry Park Master Plan, Frog Pond Community Park Concept Plan, and the City's Overall Parks Master Plan. Each plan includes recommendations for park improvement projects based on the input collected from the community.

The City has funding available annually through the general fund for park improvements, and there is a possibility that a future parks bond measure could be presented to the voters to fund some of the other park improvements identified by the community through the master planning process. While significant public involvement efforts were conducted to determine the community's ideas for park improvements, the park projects have not been prioritized to determine which projects to implement first.

The Wilsonville Parks and Recreation Advisory Board was asked to review the various master plans and develop a list of priority projects to share with the Wilsonville City Council in preparation for their upcoming goal setting session. This information will assist the Council and staff as they develop future budgets. While the recommendations from the Parks and Recreation Advisory Board is of significant value, the Council and leadership team will make any final decisions regarding which projects to fund.

The City hired SSW Consulting to facilitate this process. The Board conducted this exercise over the course of two meetings. At the first meeting on February 28th, staff presented the board

with background information regarding the Master Planning processes and discussed the prioritization process. The Board members considered a list of 25 projects for prioritization. On March 14th, the Board reconvened to share their individual lists of prioritized projects, and following much discussion and deliberation with the group, developed the list of priority projects below to share with the City Council. These projects are listed in order of highest priority to lowest priority.

1. Memorial Park - Boat Launch, SW Parking Lot, Nature Play, and Watercraft Concessions
2. Community Scale Skate Park
3. Memorial Park - Central Restrooms
4. Memorial Park River Trail Overlooks
5. Boones Ferry Phase 1 - River Access
6. Boones Ferry Phase 2 - Dog Park and Parking
7. Frog Pond Community Park
8. Memorial Park - Ball Fields

Our Team

Wilsonville Parks and Recreation Advisory Board

Jim Barnes, Chair

Kate Johnson, Vice Chair

Amanda Aird

Steve Benson

Dahe Chen

Diana Cutaia

Denise Downs

Wilsonville Parks and Recreation Staff

Mike McCarty, Director

Brian Stevenson, Program Manager

Consultant/Facilitator

Sara Singer Wilson, Principal/Owner



SSW CONSULTING

Wilsonville Parks and Recreation Mission

Recognizing community history, enriching the quality of life, and fostering a safe environment, the Wilsonville Parks and Recreation Department shall provide, preserve, maintain, improve, and enhance recreational opportunities, social services, natural resources, and parkland for current and future generations.

Background Information

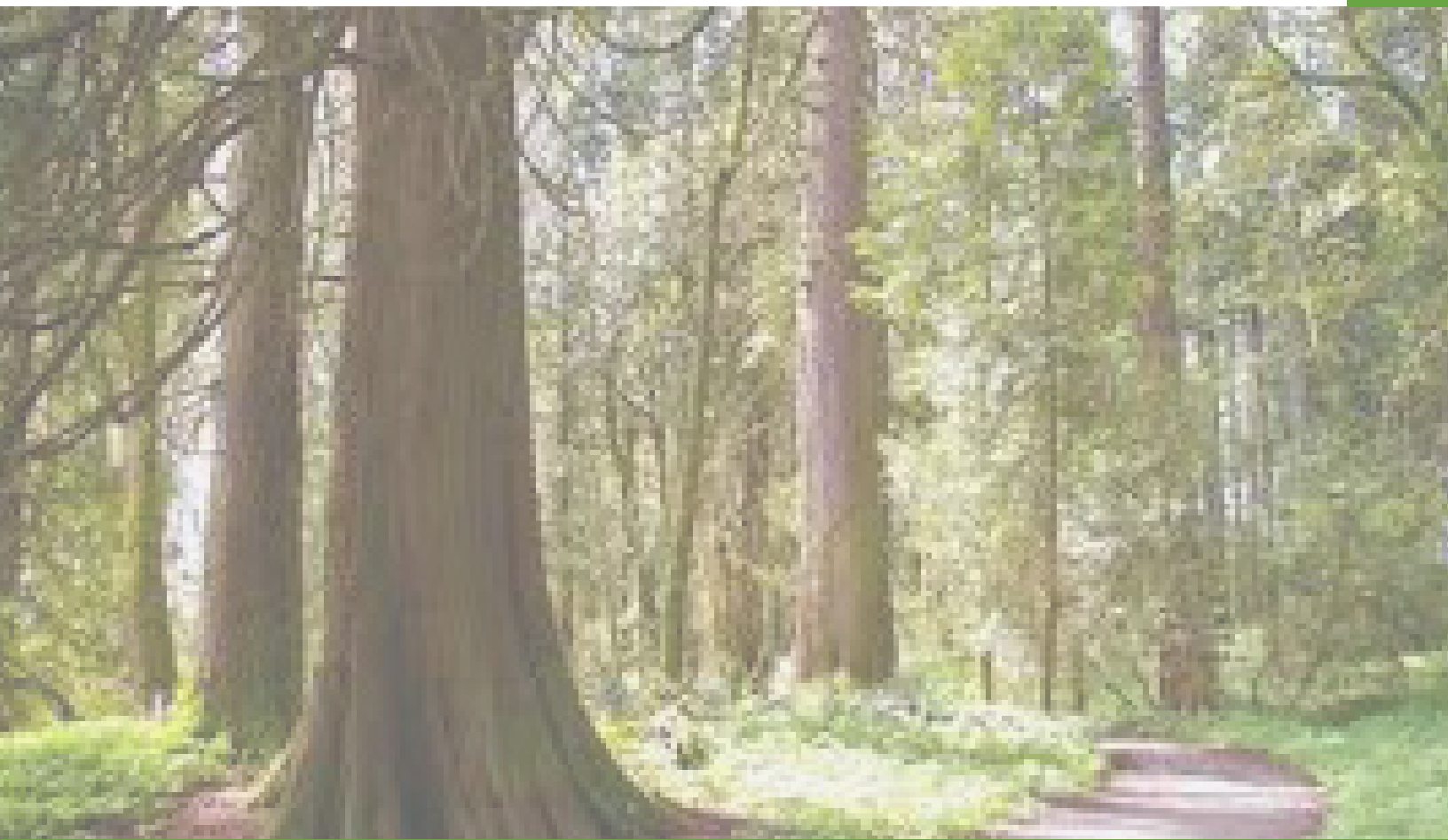
Staff worked with SSW Consulting to prepare background materials on the master planning processes to share with the Advisory Board (see Appendix A). While many of the Board members had participated in developing the City's Park Master Plans, there were new members on the Board who were reviewing the plans for the first time. A brief presentation provided a helpful overview and refresh on the process for both new and veteran members of the Board. The presentation included information about the overall mission for parks and recreation, the master planning processes for the Memorial Park Master Plan, the Boones Ferry Park Master Plan and the City's Comprehensive Parks and Recreation Master Plan, the results of the public involvement efforts, and an overview of the park projects resulting from the master plans.

Prioritization Process

The Board and staff discussed the criteria and process for prioritization at the February 28th meeting. A process was established to examine both short-term goals that could be achieved using general fund money allocated for parks projects, as well as long-term goals that could be placed on a future parks bond measure. Staff compiled a list of projects (see Appendix B) from the various master plans and the board members were asked to rank their top 12 priority projects. They considered the following information while ranking the projects:

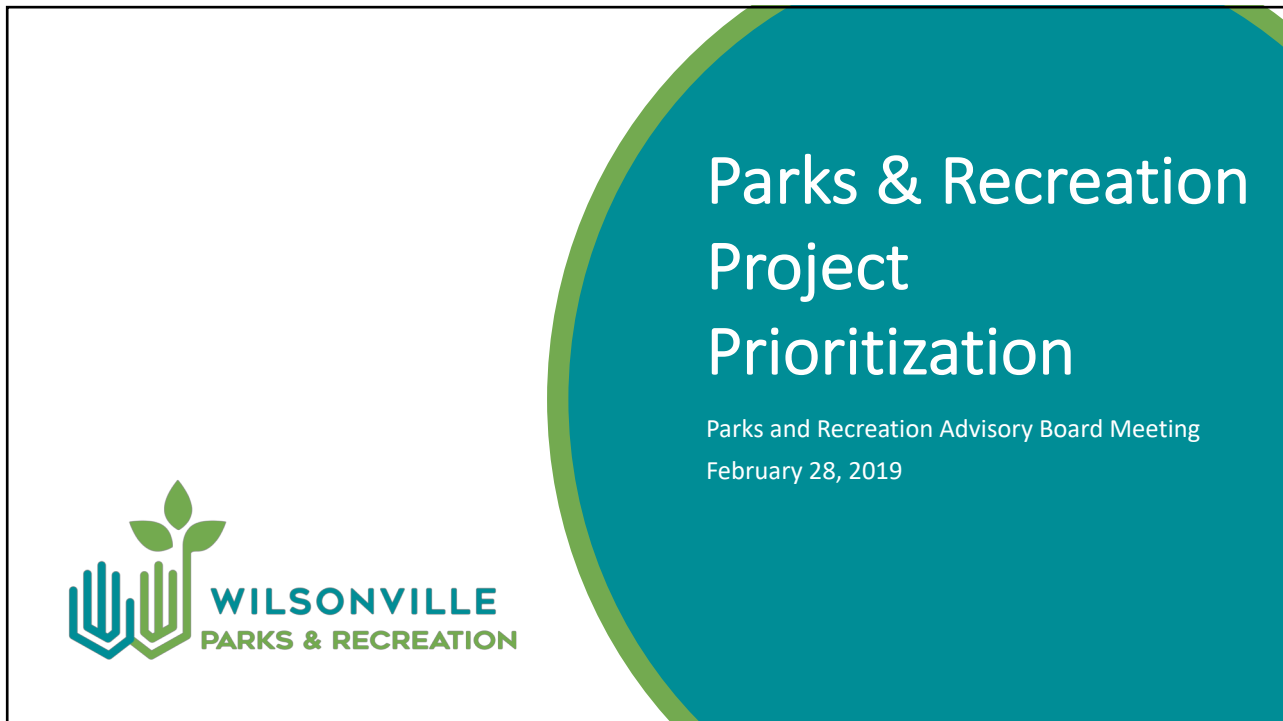
- » All projects on the list appear in the City's master plans and are eligible to receive System Development Charge (SDC) funding. Projects outside of the master plans are not being considered as part of this process.
- » The results of the public involvement efforts for each master plan should be considered to ensure the communities' top priorities are being advanced.
- » While cost information was provided, it is not necessary to consider it when developing the individual list of priorities.

The group reconvened at the March 14th meeting and shared their individual rankings for the projects and their reasons for their selections. The Board evaluated the emerging themes and priorities and asked staff to weigh in on the results in regard to project budgets, sequencing, or groupings. There were several smaller projects from the Memorial Park Master Plan which were high on the consolidated priority list. Staff and the Board discussed consolidating these items into one project grouping which would make it comparable in budget and scope to the other projects being considered. Additionally, by grouping these projects, it allowed the Board to include other projects on the priority list.




Park Project Priorities

- 01** Memorial Park - Boat Launch, SW Parking Lot, Nature Play, and Watercraft Concessions
- 02** Community Scale Skate Park
- 03** Memorial Park - Central Restrooms
- 04** Memorial Park River Trail Overlooks
- 05** Boones Ferry Phase 1 - River Access
- 06** Boones Ferry Phase 2 - Dog Park and Parking
- 07** Frog Pond Community Park
- 08** Memorial Park - Ball Fields








**Parks & Recreation
Project
Prioritization**

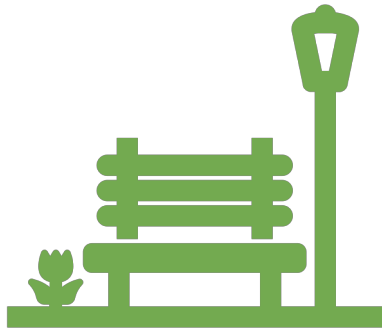
Parks and Recreation Advisory Board Meeting
February 28, 2019



WILSONVILLE
PARKS & RECREATION

Meeting Overview

-  Welcome + Agenda Overview
-  Master Plan + Priorities Process Overview
-  Public Involvement Results
-  Review Park Projects
-  Prioritization Part 1



Wilsonville Parks & Recreation Mission

Recognizing community history, enriching the quality of life, and fostering a safe environment, the Wilsonville Parks and Recreation Department shall provide, preserve, maintain, improve, and enhance recreational opportunities, social services, natural resources, and parkland for current and future generations.

Wilsonville's Park Master Plans

Memorial Park Master Plan

- Adopted May 2015
- Community desires included balancing passive and active uses, and protecting and enhancing park natural areas

Boones Ferry Park Master Plan

- Adopted December 2018
- Completed in conjunction with the Comprehensive MP Update
- Purpose: provide an overall vision for the site within the context of the citywide park system
- Community desires included improved visual and physical access to the river

Wilsonville Parks & Recreation Comprehensive Master Plan

- Adopted October 2018
- Purpose: provide a vision for the future of parks, recreation, open space, and trails in the City
- Update of the 2007 Plan to plan for future growth over the next decade



Prioritization Process



Public Involvement Results

Boones Ferry Park Master Plan, Memorial Park Master Plan, and Wilsonville Parks & Recreation Comprehensive Master Plan



Memorial Park Public Involvement Summary

- Key stakeholder groups:
 - Parks & Recreation Staff
 - Engineering + Natural Resources Departments
 - Neighbors
 - Concerned Citizens
 - User Groups
- Outreach Tools
 - Stakeholder Interviews
 - Public Meetings
 - City Website
 - Open Houses (3)
 - Online Survey (600+ Responses)



Memorial Park Outreach Findings

- Balance passive and active uses
- Protect and enhance the park's natural areas
- Elements outlined in the plan include:
 - Improvements to Murase Plaza
 - Upgraded sports fields
 - Additional and improved picnic facilities
 - Access improvements (vehicular, pedestrian, and bicycle)
 - New parking
 - Seating
 - Disc golf
 - Relocation of off-leash area
 - Restoration of natural areas
 - Improved connections to Willamette River



Boones Ferry Park Public Involvement Summary

- Key stakeholder groups:
 - General Public
 - Parks & Recreation Staff
 - City Council
 - Parks & Recreation Advisory Board
 - Planning Commission
- 3 conceptual plans to 1 conceptual plan
 - Refined to arrive at final design

PUBLIC OUTREACH

3 PUBLIC WORKSHOPS

211
ONLINE SURVEY COMMENTS

NEIGHBORHOOD MAILINGS

FACEBOOK EVENTS

EMAIL NOTIFICATIONS



Boones Ferry Park Outreach Findings

- **Key features of the park:**
 - Tauchman House
 - Sternwheeler and ferry landing
 - Quarter-mile of river front property
 - Quiet greenness, relaxed atmosphere, connection to historic past
- **Elements outlined in the plan include:**
 - Improve visual and physical access to the river
 - Accessible pathways along water's edge
 - Pull existing parking lot back from front lawn area
 - Push basketball court and playground back towards river
 - Pathways to connect to French Prairie Bridge
- Park features ADA accessible
- New boathouse and dock at ferry landing
- Small plaza for weddings and small events
- Restroom upgrades
- Tauchman House upgrades to serve as event venue
- Esplanade area with new picnic shelter and play space
- Expanded parking and additional restrooms
- Benches and interpretive signage
- New dog park
- Bike skills course



Comprehensive Master Plan Public Involvement Summary

- Key stakeholder groups:
 - General Public
 - Parks & Recreation Staff
 - City Council
 - Parks & Recreation Advisory Board
 - Planning Commission
- Outreach Tools
 - Six focus groups
 - 13 stakeholder meetings
 - Public Forum
 - Statistically valid survey (663 respondents, margin of error +/- 3.8 percentage points)



Comprehensive Master Plan Focus Group Top Priorities - Next 5 Years

- Access to the Willamette River
- Trail and Pathway Connectivity
- Maintain what we currently have
- Improve parking
- Add Synthetic Turf fields
- Boone's Ferry Park development
- Communication/Branding
- Develop better collaborations and partnerships
- Address pedestrian and bike safety
- Find additional indoor space
- Increase special/cultural events





Comprehensive Master Plan Key Findings

- Appreciation of existing parks and programs
- Parks highly valued by residents
- Desire for river access
- Greater trail connectivity is a priority
- Need to add synthetic turf fields
- Protect/preserve natural areas and environment high priority
- Lack of indoor recreation & aquatic facilities
- Maintenance of facilities is important

Park Projects Review

Memorial Park

- MP a River Trail Overlooks
- MP b Southwest Parking Lot
- MP c Ballfield Concessions
- MP d Ballfields (synthetic, natural, lighting, fencing)
- MP e Fencing/netting for playground
- MP f Central restrooms
- MP g Non-motorized watercraft concession and restroom
- MP h Courts (basketball, pickleball, tennis, volleyball)
- MP i Shelter and Restrooms at Maintenance Barn
- MP j Nature Play
- MP k Dock Launch
- MP l Amphitheater and Terraced Seating (Murase Plaza)
- MP m Memorial Park - Upper Maintenance Facility

○ Road Extension, Parking Lot, Restroom, Skatepark, Pump Track, and Lift Station: Design and Construction 2019-2021

Boones Ferry Park

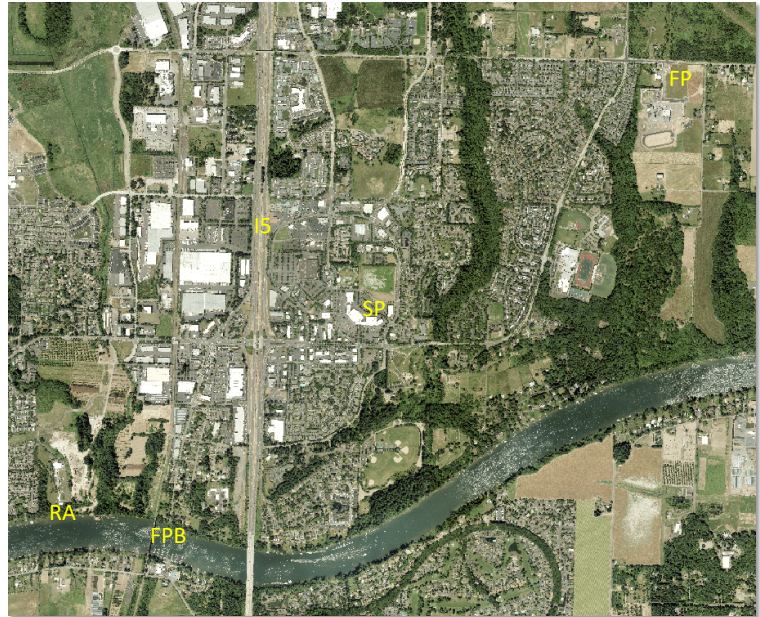
- BF1***
Dock w non-motorized watercraft launch and rental opportunities
River Overlooks & Seasonal River Trail
Restroom & Shelters
- BF2**
Parking, Dog Park, Bike Skills Course
Trails & preserved wooded areas
- BF3**
Updated Tauchman House with added outdoor event space
Parking & Basketball Court
- BF4**
Parking & soft surface trails
- BF5**
French Prairie Bridge Landing
Parking

* If phased, parking may be necessary

Community Projects

- FP Frog Pond Community Park (Advance Road)
- SP Community Scale Skatepark (Courtside Drive)
- RA Increased River Access - Arrowhead Park (Water Treatment Plant)
- IS I-5 Bike and Pedestrian Bridge (Town Center Loop W)
- FPB French Prairie Bridge (Willamette River Bike/Ped Bridge)

- NEW Purchase new park property
- TRL Increase Trails and Connectivity
- MNT Maintain Existing Parks and Amenities

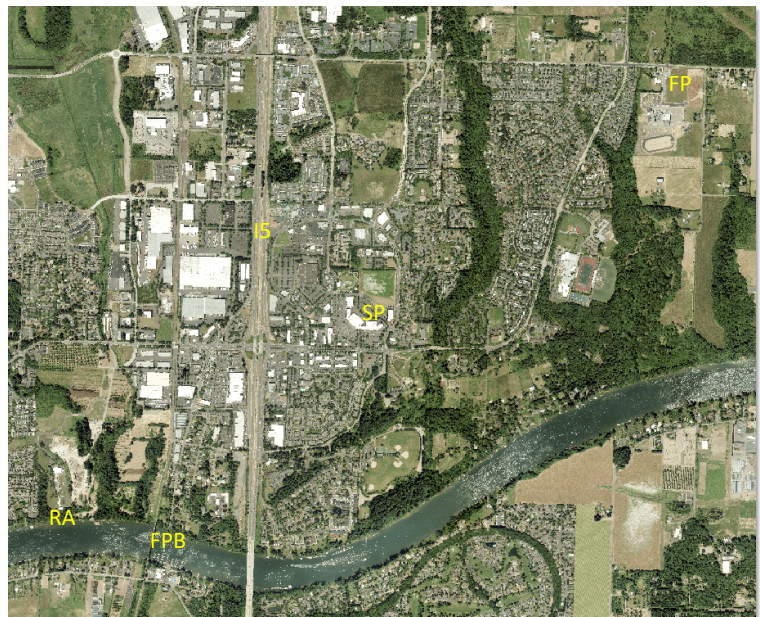


Community Scale Skatepark



Community Projects

- FP Frog Pond Community Park (Advance Road)
- SP Community Scale Skatepark (Courtside Drive)
- RA Increased River Access - Arrowhead Park (Water Treatment Plant)
- IS I-5 Bike and Pedestrian Bridge (Town Center Loop W)
- FPB French Prairie Bridge (Willamette River Bike/Ped Bridge)
- NEW Purchase new park property
- TRL Increase Trails and Connectivity
- MNT Maintain Existing Parks and Amenities



Appendix B

Wilsonville Parks and Recreation Park Project List - Board Prioritization

Code	Project	Cost
MP a	Memorial Park - River Trail Overlooks	\$27,000
MP b	Memorial Park - Southwest Parking Lot	\$900,000
MP c	Memorial Park - Ballfield Concessions	\$70,000
MP d	Memorial Park - Ballfields (synthetic, natural, lighting, fencing)	\$3,100,000
MP e	Memorial Park - Fencing/netting for playground	\$8,500
MP f	Memorial Park - Central restrooms	\$172,000
MP g	Memorial Park - Non-motorized watercraft concession and restroom	\$117,000
MP h	Memorial Park - Courts (basketball, pickleball - structure and bleachers, tennis, volleyball)	\$900,000
MP i	Memorial Park - Shelter and Restrooms at Maintenance Barn	\$334,000
MP j	Memorial Park - Nature Play	\$25,000
MP k	Memorial Park - Dock Launch	\$42,000
MP l	Memorial Park - Amphitheater and Terraced Seating (Murase)	\$177,500
MP m	Memorial Park - Upper Maintenance Facility	\$285,000
BF 1	Boones Ferry Park Phase 1 - Dock w river access, river overlooks, river trail, restroom	\$2,775,000
BF 2	Boones Ferry Park Phase 2 - Dog park, parking, bike skills course, trails, wooded area	\$2,330,000
BF 3	Boones Ferry Park Phase 3 - Tauchman House w event space, parking and basketball	\$4,272,000
BF 4	Boones Ferry Park Phase 4 - Parking and soft trails	\$325,000
BF 5	Boones Ferry Park Phase 5 - Parking, soft trails, and French Prairie Bridge Landing	\$1,000,000
FP	Frog Pond Community Park (Advance Road)	\$13,000,000
SP	Community Scale Skatepark (Courtside Drive)	\$800,000
RA	Increased River Access at Arrowhead Park/Water Treatment Plant	TBD
I5	I-5 Bike and Pedestrian Bridge	\$10,800,000
FPB	French Prairie Bridge (Willamette River Bike/Ped Bridge)	\$22,000,000
NEW	Purchase new park property	TBD
TRL	Increase Trails and Connectivity	TBD
MNT	Maintain Existing Parks and Amenities	TBD
WAY	Implement Waysides (Comprehensive Plan - Action Item 1.4b. - To be located in N.Wilsonville Industrial Area and future Coffee Creek Industrial Area)	\$720,000

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WILSONVILLE
OREGON



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WILSONVILLE PARKS AND RECREATION ADVISORY BOARD 2019 GOALS

- Conduct engagement on the skate park and bike pump track.
- Encourage equity and inclusion as the City develops programs and facilities.
- Explore the need for a joint-use agreement for facilities. (ie. The City and School District)
- Explore opportunities for additional recreation programming targeted at pre-teens/teens.
- Support the advancement of Memorial Park priority projects.

**Wilsonville Community Opportunity Grant
April 2019 Application/Award Log**

Organization/Business	Description	\$ Request	\$ Award
Kohl Creek Golf, Soccer and Events	Infrastructure and upgrades	\$20,000	
Meridian United Church of Christ	Peace Village Camp and Awareness Raising Workshop	\$7,000	
West Linn-Wilsonville Music and Arts Partners	Wilsonville Schools Music and Arts Festivals	\$4,000	
Wilsonville Stage	Facility Rent Relief	\$9,040	
TOTALS		\$40,040	Not to exceed \$12,500