



**Wilsonville Parks and Recreation Advisory Board
Virtual - Zoom
February 11, 2021, 4:00pm
Meeting Agenda**

- 4:00 PM**
- I. Call to Order
 - i. Roll Call
 - ii. Approval of Minutes: January 14, 2021
 - II. Citizen Input
 - III. Director's Goals - McCarty
 - IV. Discussion of 2021 Board Goals – Board
 - V. Board Comments
- 5:15 PM**
- VI. Adjourn

Next Meeting –
April 8, 2021 at 6:00pm

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Parks and Recreation Advisory Board Meeting Action Minutes
January 14, 2021

Advisory Board Members Present:

Amanda Aird
Jim Barnes
Dahe Chen
Daniel Christensen
Nate Early
Jeff Redmon

Brian Stevenson, Program Manager
Erica Behler, Recreation Coordinator
Dustin Schull, Parks Supervisor
Brittany Hernandez, Administrative Assistant II

Members of the Public Present:

Kate Johnson

Staff Present:

Mike McCarty, Parks and Recreation Director

AGENDA ITEM	ACTIONS
CALLED TO ORDER	4:03 p.m.
<u>Introduction of New Board Members</u>	A. Each board member gave a brief introduction of themselves and their background.
<u>Approval of minutes of October 8, 2020 Advisory Board Meeting</u>	B. Minutes for the October 8, 2020 board meeting were approved 4-0. Amanda Aird made the motion to approve and Jeff Redmon seconded the motion.
<u>Public Comment</u>	A. None
<u>Agenda</u> A. 2021 Board Officer Appointments	A. Dahe Chen nominated Jim Barnes as the chair of the board. Jim Barnes nominated Jeff Redmon for vice chair of the board. Dahe Chen made the motion to nominate Jim Barnes as chair and Jeff Redmon as vice chair. Amanda Aird seconded the motion. The motion was passed 4-0.
<u>Staff Reports</u> A. Mid-Year Staff Reports	<p>A. Staff members gave a brief introduction of themselves. Recreation Coordinator, Erica Behler presented a slideshow to the Board with various highlights from the past year. Parks Supervisor, Dustin Schull started out by briefing the board on projects the Parks Maintenance team has completed this past year to include: new accessible swings at Murase Park; new slide landscaping at Murase; the dog park relocation project was complete in-house and the department was able to save about \$100,000; playgrounds were quickly and efficiently reopened; two new park maintenance employees were hired; about a mile of trail was added around the dog park in Memorial Park; the City acquired and revitalized the playground at Park at Merryfield and created a new trail; and new landscaping at the Stein-Boozier Barn was added to separate the area from the playground.</p> <p>Parks and Recreation Director, Mike McCarty briefed the board on how the pandemic affected the department. In March in-person programs and classes came to a halt, water features remained closed, large events were cancelled, shelter and barn reservations were cancelled and refunded, playgrounds were closed briefly, and the Community Center was closed which included cancelling the congregate meal program. The Parks Bond Task Force's last meeting was in March and soon after came to a halt due to the pandemic.</p> <p>Programs Manager, Brian Stevenson updated the board on the Community Center, which has been closed to the public since mid-March. The Home</p>

Delivered Meal program has continued during the pandemic and has increased to about 90 clients. About a third of those Home Delivered Meal clients came from Creekside Woods apartments (behind the Community Center), who used to participate in the congregate lunch program. Sadie and Brittany hand out meals each day to the Creekside Woods clients, which gives them a chance to check-in with individuals. The Home Delivered Meals program used to rely on volunteers to deliver meals but have had to transition to SMART transit to deliver those meals. It has been beneficial to have the SMART transit drivers delivering the meals because they are trained to take seniors to medical appointments and are attuned to older adults needs. The drivers have developed relationships with these seniors and are an extra pair of eyes to make sure they are safe and healthy during these times. The Community Center has been able to adapt and make fitness classes virtual over Zoom and on YouTube. Fitness trainer, Brad Moore currently has four small group training classes that meet virtually four days a week. Brad is also preparing for a free virtual Stretch, Strength, and Stamina class that will allow participants to be able to checkout exercise equipment to use in the class. Social worker, Sadie Wallenberg has moved predominantly to phone calls although she will occasionally go out in the community for emergencies to help get groceries and medications for clients. Administrative Assistants, Brittany and Brenda repainted the interior of the Community Center and have also helped in the kitchen with the Home Delivered Meals program.

Recreation Coordinator, Erica Behler updated the board on how events and activities changed throughout the year to comply with Covid restrictions but also keeping the community engaged. One of the first in-person events that could be held safely was the Chalk the Park event, families could come pick up a pack of chalk, listen to music, and draw positive messages on the sidewalks. The location for Chalk the Park would change weekly in order to serve different parts of the community. In October, the Harvest Festival was modified to become a two-week long event to include a drive-through event where the community could drive-by and pick up pumpkins to decorate. Other Harvest Festival activities included pumpkin scavenger hunt in the parks, a drive-through event where seniors could pick up fall activities and crafts, and virtual classes and contests. In December, Erica created Winter Fest, which was a two-week long event. Winter Fest included virtual crafts, a toy drive, letters to Santa in which children received a handwritten letter from Santa in the mail, the community donated filled stockings to be distributed to homebound seniors, a drive-through event where seniors could pick up crafts and cookies, and a gingerbread scavenger hunt in the parks. Currently there are individually packaged DIY Valentines cards that people can pick up at the Admin office. People are encouraged to create their own Valentines card and distribute them to frontline workers.

B. Board Comments

B. Amanda Aird asked if in two years when things become normal can the Parks Bond Task Force resume where they left off or would that project need to start over. Mike McCarty said he would like to think if the Task Force is still intact that the project could resume and be updated to reflect what has been accomplished over the last two years. Nate Early asked if the department could still propose the Parks Bond and have it be voted on. Mike McCarty responded that they could have went forward with the bond but felt that the odds of passing it were low during the pandemic with people losing their jobs and the public not wanting to pay more taxes right now. Mike also stated that

	<p>if the public had voted no, then they may have had to fund more money into the project for surveyors and ultimately there would be a longer waiting period before proposing the bond again. Jim Barnes stated that in May, he would be interested to hear the City Council's view on the Parks Bond and if they want to go forward with it in the Fall of 2021.</p>
<p><u>Initial Discussion of 2021 Board Goals</u></p>	<p>A. Board Chair, Jim Barnes proposed that a meeting be held in two to three weeks to talk about 2021 Board Goals in depth. In the meantime, he would like to talk to individual board members one-on-one to hear what they are interested in and prepare for further discussion of board goals at the next board meeting. Jim also asked at the next meeting, if Mike McCarty could talk about his goals for Parks and Recreation over the coming year and projects he's thinking of proposing for the next budget cycle. Dahe Chen asked if it was possible to complete a bike lane on a section of SW Parkway Ave between Xerox and Costco. Brian Stevenson stated that he would look into that question and get back to the board with additional information. Jeff Redmon stated that he would like to take another look at volunteer efforts in the community and talk to Dustin directly about that. Nathan Early asked if the board had achieved the 2020 goal of adding a teenager to the Advisory Board because it would add an interesting perspective from a different age bracket. Jim Barnes responded that the goal of adding a teenager to the board was not achieved last year.</p>
<p><u>Board Comments</u></p>	<p>A. Dahe Chen asked if the city or the HOA would do the inspection for the parks RP7&8 being built in Villebois. Mike McCarty responded that the city will inspect the parks after completion and then again in five years, when the city acquires the other park from the HOA. Dahe Chen expressed his concern that water accumulates on the grass on the street side of the park and Dustin Schull assured him that they will take a look at that when construction is complete but that area may have water issues during large rain events because it was built near a wetland. Dustin Schull said he would insure that any drainage that is there is operating as it is supposed to be. Jim Barnes asked for an update on the lift station construction. Dustin Schull said that they are now working on cutting the road and laying down a 36-inch sewer line. The project was projected to be completed by March but due to rain and Covid it has now been delayed by two months. Jeff Redmon asked where the names for the Villebois parks came from. Brian Stevenson said that all the parks in Villebois were named after places in Europe.</p>
<p>ADJOURNED</p>	<p>5:19 p.m.</p>