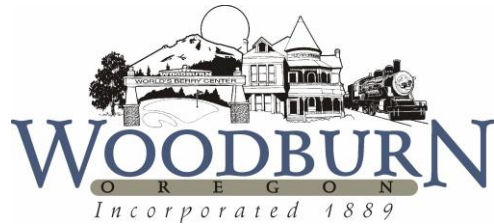


City of Woodburn
Recreation and Park Board Minutes
September 16, 2014 • 5:30 p.m.



1. **CALL TO ORDER**

The meeting was called to order at 5:30 p.m.

2. **ROLL CALL**

Position I	Ricardo Rodriguez, Member (12/14)	Present
Position II	Sofie Velasquez (12/14)	Vacant
Position III	Joseph Nicoletti, Board Secretary (12/17)	Absent
Position IV	Rosetta Wangerin, Board Chair (12/17)	Absent
Position V	Chris Lassen, Member (12/17)	Present
Position VI	Ardis Knauf (12/16)	Absent
Position VII	Gevin Gregory (12/16)	Vacant

3. **APPROVAL OF MINUTES**

The minutes from the August 12, 2014 meeting could not be approved due to the lack of a quorum.

4. **BUSINESS FROM THE AUDIENCE**

None

5. **NEW BUSINESS**

6. **OLD BUSINESS**

Legion Park Rehabilitation Project

Kristin provided an update on the status of the Legion Park project. She also showed photos of the restroom/ pavilion structure, which is under construction. She also showed the Board a picture of the pathways, which have been graveled and will soon be paved. There was discussion about the automatic restroom locks that will be included

Aquatics Supervisor Recruitment

Kristin informed the Board that 9 candidates were interviewed during the first round and that 3 were moved into the final round of the process, which is scheduled for September 24. We will follow a process very similar to the one we used in 2011, including an interview, candidate presentation, written assignment, online professional assessment, and in-water exercises.

7. **DIVISION REPORTS FROM DEPARTMENT**

a. **AQUATICS**

Financial Update

- August revenue up 13% from last year (\$3,046) and expenses are up 10% from last year. This is largely due to replacement of spa jet pump.

Program Update

- Monthly Memberships revenue up 21% year to date (FY to date)
- Swim Lessons revenue up 5% from last year (FY to date)
- Lifeguard & Swim Instructor training are coming up at the end of Sept/Early Oct. We will offer the Earn While You Learn Program EWYL again. No one has signed up yet, but the EWYL interview is Friday Sept 19
- Will offer Hydrofit Water classes in October

Marketing Update

- Transit pass promotion – 84 passes have been redeemed (expired).
- Working on fall promotions
 1. Working with local schools to promote the Aquatic Center.
 2. Coupon in the Woodburn High School Football Program
 3. Spooky Splash preparations are underway

b. RECREATION

Youth Sports

- Soccer
 1. 302 last year, 354 this year (17% increase)
 2. Meet Your Coach Day – Saturday; different system than previous years
- Kidz Love Soccer – 0 last year, 11 this year (first time offered in the fall)

Active Adult Trips

- Active adult trips summer - 33 last year, 33 this year
- Ofest shuttle – None last year, 13 this year
- Multnomah Falls trip tomorrow – 26 signed up

Events

- Movies in the Park – Great Attendance: 75 roughly 1st movie (Despicable Me 2), 150 2nd movie (Lego Movie) & 175 roughly for 3rd movie (Frozen)
- 125th Anniversary Celebration – Sept. 7. Roughly 60 in attendance.

Youth Advisory Board

- Still recruiting a member for the board – asked the school about a voting position but also trying to recruit through YAB

- Just had kickoff party with great attendance

Adult Sports

- Men's Basketball signs up going on now. Deadline Sept. 29

Museum

- Reminders: Will be applying for an assessment grant in October to access the building and collections & will be opening on Sundays as well come October from 11am-3pm
- Looking at collection management software systems

Other Programs

- Sewing classes going well – 4 signed up
- Freezer Meals Class on Sept. 23 through OSU Extension

c. PARKS & FACILITIES

Kristin discussed the Tour DaVita, which is currently taking place in and around Centennial Park. The bicycling event is a fundraiser for kidney disease and involves about 500 participants and more than 100 support staff. The Park closed to the Public Monday morning and should re-open late Wednesday.

8. FUTURE BOARD BUSINESS

None.

9. BOARD COMMENTS

Ricardo was pleased that 6 picnic tables were placed at Nelson Park.

10. ADJOURNMENT

The meeting was adjourned at 5:49 p.m.