

City of Woodburn

Recreation and Park Board Minutes

November 12, 2013 • 5:30 p.m.



1. **CALL TO ORDER**

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

2. **ROLL CALL**

Position I	Vacant, Member (12/14)	
Position II	Sofie Velasquez, Student Member (12/16)	Absent
Position III	Joseph Nicoletti, Board Secretary (12/13)	Present
Position IV	Rosetta Wangerin, Board Chair (12/13)	Present
Position V	Bruce Thomas, Member (12/13)	Present
Position VI	Ardis Knauf, Member (12/16)	Present
Position VII	Gevin Gregory, Member (12/16)	Present (6:05 PM)

3. **APPROVAL OF MINUTES**

The minutes from the October 8, 2013 meeting were unanimously approved (Knauf/ Nicoletti)

4. **BUSINESS FROM THE AUDIENCE**

None

5. **NEW BUSINESS**

Member Reappointments

There was a brief discussion about the fact that Position #1 is still vacant and three existing member's positions expire in December 2013. Jim asked those members to let him know by November 25 if they would like to be reappointed. Jim expressed his hope that a full Board would be in place by the annual workshop in January.

6. **OLD BUSINESS**

Legion Park Rehabilitation Project Update

Jim informed the Board that the pavilion/ restroom facility is currently in the design phase. The plan is to utilize many of the trees that will be removed from the park to mill lumber for the structure. The project is expected to be out to bid in the spring. The deteriorated fencing around the parking lot and soccer field has already been removed and plans are being developed to replace the deteriorated light pole and improve the soccer field's lighting system. Work has also begun to complete the plan for future improvements to the soccer field/ stadium area and the northern portion of the park behind the

stadium. The plan will include a recommendation for an artificial turf soccer field and a new sports lighting system. A draft of the plan should be ready for review by the Board in January.

Cowan Park Update

Jim and Gevin provided a brief update on the status of the Cowan Park Adopt-A-Park project.

7. DIVISION REPORTS FROM DEPARTMENT

a. AQUATICS

Financial Update

- October revenue very similar to last year
- Expenses this FY (July – Oct) are down 4% from last FY
- Revenue this FY (July – Oct) is up 6% from last FY

Program Update

- Outdoor Program (Boys & Girls Club) starts today (3rd year doing lessons)
- Spooky Splash was a success this year as well
- Possibly working with teen volunteers to put together a Teen New Year's Eve Bash
- Lifeguard Class
 - December 7 & 14 8am-8pm
 - Earn While You Learn Program
- Swim instructor workshop in December for current staff

Marketing Update

- Black Friday Sale on Nov. 29 (see flyer for details)
 - Buy 1, get one 50% off specific items (some memberships included)
 - 40% off specific items
- Groupon promotion for swimming lessons was successful
- Winter & Spring Out & About in editing phase, should be in hand in the next month

b. RECREATION

Youth Sports

Youth Soccer concluded Saturday, November 2nd and Pee Wee Basketball has now begun with 41 kids playing, 12 more than last year.

Community Ed Classes

Happy to report that the Kids in the Kitchen Class maxed out for “Monster Munch” in October. The next cooking class will have a holiday theme. We have made arrangements for new winter/spring classes to have two time slots to

accommodate demand. Other new winter/spring classes include puppy kindergarten, tatting, and gardening

After School Club

The City has formalized an agreement with the Woodburn School District with regards to the operation of the After School Club program. The School District took over all operations, but the City is still supporting registration.

B&G Club

As a part of their “Designing for Impact” grant funding, the teen center is currently being renovated for more efficient utilization of interior space, new paint, flooring and multi-purpose kitchen area. Technology and furnishings throughout the facility have been upgraded to support our teens and ongoing quality programming. Community garden beds will be created spring 2014.

Downtown Trick or Treating

This year’s event took place on October 31st from 3:30 – 5pm. There were many games and activities in the Plaza including candy corn bowling, cup cake walk, pumpkin decorating, and piñatas. Many businesses participated as “candy stops” for kids to hit up for candy afterwards.

Mayor’s Tree Lighting

The annually Mayor’s Tree Lighting at the Plaza will be December 1st. Festivities begin at the Settlemier House at 5:30pm with a performance by the Dickens Carolers, then a parade down Garfield Street to the Plaza where there will be light refreshments, a youth dance performance, and an appearance by Santa himself.

c. PARKS & FACILITIES

None.

8. FUTURE BOARD BUSINESS

The Board discussed the annual workshop that is generally conducted in January.

9. BOARD COMMENTS

There was some discussion about the level of lighting in the Aquatic Center’s parking lot.

Gevin asked if dead tree branches at Cowan Park could be removed. Jim will bring this item to the attention of the parks & facilities supervisor.

There was a discussion about the annual workshop, which, if we have a full membership, will be conducted in January. Members discussed some of the topics they would like to discuss.

10. ADJOURNMENT

The meeting was adjourned at 6:15 p.m.