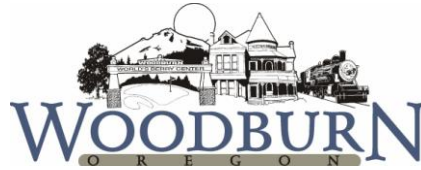


City of Woodburn
Recreation and Park Board Minutes
February 12, 2013 • 5:30 p.m.



1. CALL TO ORDER

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

2. ROLL CALL

| | |
|--|---------|
| Position I Brent Glogau, Member (12/13) | Absent |
| Position II (Student) Sofie Velasquez (12/13) | Present |
| Position III Joseph Nicoletti, Board Secretary (12/13) | Present |
| Position IV Rosetta Wangerin, Board Chair (12/13) | Absent |
| Position V Bruce Thomas, Member (12/13) | Present |
| Position VI Ardis Knauf (12/16) | Present |
| Position VII Gevin Gregory (12/16) | Present |

3. APPROVAL OF MINUTES

Ardis Knauf/ Bruce Thomas- Motion to approve the January 8, 2013 annual workshop minutes as presented. The motion passed unanimously.

4. BUSINESS FROM AUDIENCE

None

5. OLD BUSINESS

Centennial Park Traffic Counts

Jim presented the Centennial Park traffic count data from the week of January 23-29, 2013 and compared them to the results from October 15-22, 2012. These counts will be taken quarterly over the course of one year.

6. NEW BUSINESS

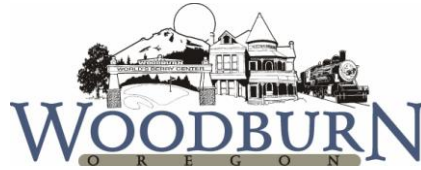
Election of Officers

Bruce Thomas/ Ardis Knauf - Motion to elect Rosetta Wangerin as Chair and Joseph Nicoletti as Secretary for 2013. The motion passed unanimously.

Park Project Rankings/ Priority

The Board discussed the results of their park project ranking exercise following January's annual workshop. They would like staff to pursue internal funding opportunities to complete the interior/ exterior Aquatic Center Painting Project. There was a significant discussion about the highest ranking park projects, including the Settlemier basketball court project and the Legion Park restroom project. Jim suggested that it might make sense to pursue a new picnic pavilion that includes restroom facilities at Legion Park. Jim and Stu would be working together on this project and agreed to begin pulling some information together. If it appears to be feasible, they would apply to the State's Local Government Grant program for funding. Applications are due in mid April.

City of Woodburn
Recreation and Park Board Minutes
February 12, 2013 • 5:30 p.m.



Gevin Gregory/ Sofie Velasquez - Motion to recommend that staff explore the feasibility of applying for State of Oregon Local Government Grant Program funds to construct a restroom/ picnic pavilion structure at Legion Park. The motion passed unanimously.

The Board indicated that they would also like to see the Legion Park Master Plan updated and finalized to ensure that any future development at the Park is consistent with the overall design intent. Jim indicated that this is a project that should be possible to complete this year.

The Board discussed the idea of expanding the existing tennis courts to include a basketball court on the southern side. They were positive on the concept, but are concerned about the need to relocate the facility if the Aquatic Center is ever expanded to include community center facilities. They would like to see if it makes sense to construct a basketball court at Legion Park. This can be explored further when the Legion Park Master Plan is updated.

Removal of Wyffels Park Play Equipment

Jim discussed the Wyffels Park project that Public Works has taken the lead on a project that will restore Mill Creek and the adjoining wetland areas at Wyffels Park to a more natural state.

An Open House was conducted on January 23, 2013 to introduce this project to the public and surrounding neighbors and to obtain public comment for the Project Advisory Committee to review and consider as our planning phase for the project begins. The open house was attended by more than 20 people, who were generally very supportive of the project. During the meeting, we informed the attendees that the play equipment currently in Wyffels Park would be removed once the project began. During the meeting, many of the attendees recommended that the equipment be removed immediately, since it is old and outdated, isn't used regularly, and is perceived to be unsafe. It is certainly true that the swing set and climbing structure do not come close to meeting current playground safety standards. Jim mentioned that before we remove the equipment, we wanted to run the idea by the Board.

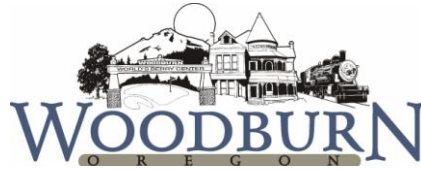
Joseph Nicoletti/ Bruce Thomas - Motion to recommend removal of the play equipment at Wyffels Park. The motion passed unanimously.

7. DIVISION REPORTS
Aquatics – Kristin Wierenga

Finance Review

- January Revenue was up almost 20% from last year & up 82% from 2 years ago

City of Woodburn
Recreation and Park Board Minutes
February 12, 2013 • 5:30 p.m.



- January expenses were also up due to equipment repairs & maintenance for a 39% monthly cost recovery rate

Upcoming Events

- E&A Lifeguard Training was conducted this week (1 new instructor – Natasha)
- Swim Instructor Training completed earlier this month – 13 new instructors
- Easter Egg Hunt March – 30th Possible Promo Video

Lighting

- We are planning to make small upgrades to exterior lighting as budget allows. The goal is to complete smaller upgrade this budget year to the lighting for the porch area and next fiscal year to accomplish a more extensive upgrade to actual parking lot lights.

Marketing

- We are merging Out & About with stand alone Aquatics Guide beginning Summer 2013
- We are preparing “Get Ready for Spring Specials” for March. For every new friend customers bring to class, they will be entered in a drawing to win a new membership. For every friend they refer in March that signs up for a membership, existing members will receive a 20% off coupon. Swim Suits and rash guards will also be on sale at 30% off during March.

Recreation – Stu Spence

Youth Basketball - 194 youth enrolled.

Daddy Daughter Dinner Dance - 3rd annual even took place February 9th with 110 people in attendance. This program began with about 45 people, grew to 78 last year, and continues to grow. Lots of pictures and memories.

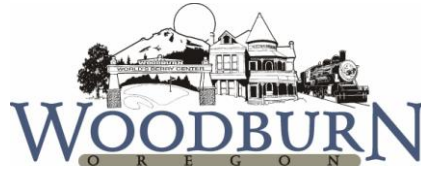
Community Ed Classes - Launched 3 new classes including Kids in the Kitchen Cooking Classes, Puppy Kindergarten, and Ballroom Dance. 13 signed up for dance, 5 for the first cooking class, and 1 for puppy class. We will continue to grow these classes over time.

Facebook - Woodburn Recreation & Parks is now on Facebook. This tool allows us to share information with participants in a very interactive way.

O&A Redesign - The Activities Guide is getting a facelift thanks to Yes Graphics. New issues will be available the first week in April for summer activities.

City of Woodburn
Recreation and Park Board Minutes

February 12, 2013 • 5:30 p.m.



Sponsorships - Staff continues to recruit business partners for the recreation and aquatics scholarship fund. We have met with several local businesses and will continue to recruit as time allows.

Parks and Facilities – Jim Row

Jim provided an overview of the new City website, which went live on January 28.

8. FUTURE BOARD BUSINESS

The Board would like to see the Community Center/ Aquatic Center Expansion concept on the next agenda. The next meeting will be at 5:30 PM on March 12, 2013.

9. BOARD COMMENTS

10. ADJOURNMENT

The meeting adjourned at 6:50 PM

Joseph Nicoletti, Board Secretary
Date_____

Jim Row, Community Services Director
Date_____