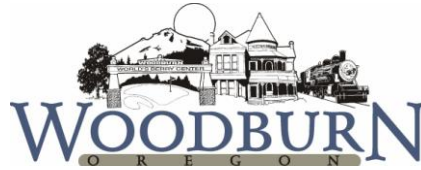


**City of Woodburn**  
**Recreation and Park Board Minutes**  
December 11, 2012 • 5:30 p.m.



**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)	Present
Position II (Student) Sofie Velasquez (12/12)	Present
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 (12/12)	Present
Position VII Tony Waite (12/12)	Absent

**3. APPROVAL OF MINUTES**

**Ardis Knauf/ Brent Glogau-** Motion to approve the November 13, 2012 minutes as presented. The motion passed unanimously.

**4. BUSINESS FROM AUDIENCE**

**5. OLD BUSINESS**

**6. NEW BUSINESS**

**Review of 2008 Community Centers Feasibility Study**

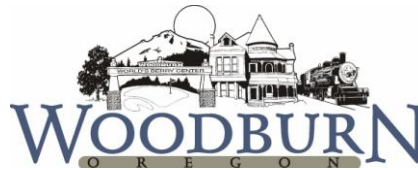
Jim briefly discussed the history of the community center project in Woodburn, including the facility that the city operated for many years at 3<sup>rd</sup> and Grant St. As the facility was deemed inadequate to continue functioning as a community center, the City attempted, unsuccessfully, to finance the construction of a new facility through the passage of bond measures in 2000 and 2002. Regardless, the center was closed in 2003 and sold in 2004. The sale proceeds of \$187,000 are currently held in reserve to assist with the funding of a new community center.

As a continuation of its efforts, the City hired a consultant in 2006 to conduct a feasibility study related to two community center options. One of the concepts involved the construction of an arts & cultural community center. This 28,000 sq/ft facility was recommended to be sited at Legion Park, and would contain a large assembly hall, commercial kitchen, and spaces for teen, senior, arts, and dance programs. The second concept, known as the "Recreation Center", involved expanding the Aquatic Center to include recreation center amenities, such as a weight room, fitness space, gymnasium, multi-purpose classrooms, and expanded locker rooms and staff areas. The project would increase the total area of the facility by approximately 20,000 sq/ft. While a cost wasn't assigned to it, as a more economical alternative, an expansion concept was also developed that was 7,000 sq/ft smaller.

# City of Woodburn

## Recreation and Park Board Minutes

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To highlight the details of the project, Jim displayed the PowerPoint that was originally presented to the City Council at the conclusion of the study, in January 2008. At the time, the cost for the Recreation Center project, was estimated to be nearly \$8.3 Million, while the cost for the Arts & Cultural Community Center was estimated at more than \$8.8 Million. The study recommended placing a higher priority on the Recreation Center concept, since that facility would better address the perceived community needs and take advantage of existing operational resources. Even though it was initially established as a project objective, the consultants ultimately concluded that it would be extremely difficult to complete either of these projects without passing a bond measure. The other issue that would need to be addressed was their projection that both facilities would require a regular general fund operating subsidy. There was some discussion regarding the thought that the expanded facility could potentially be operated without a significant increase in the general fund subsidy.

The Board agreed to continue discussing the project at the annual workshop in January.

### 7. DIVISION REPORTS

#### Aquatics – Kristin Wierenga

Kristin reported that, through November, revenue is up 30% over last year. Costs are also up, largely due to equipment repair & maintenance items, including work to pool equipment and plumbing. We also experienced some fairly minor issues with the HVAC system and brought in the manufacturer's technician to do a thorough evaluation and maintenance. To improve the level of service we were receiving, we also hired a different company to do the ongoing maintenance in an effort to extend the life of the equipment and make sure it's running properly at all times.

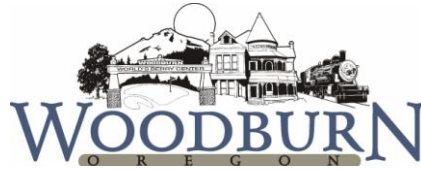
Many new and expanded programs are scheduled to start in January:

- Kayak Classes in partnership with Next Adventure
- Saturday Swim Lessons
- Open an additional hour M-F
- Extra swim lesson classes offered every hour and 2 extra time offerings with the extending closing time.
- New membership option & locker rentals (reoccurring)

We are also exploring the possibility of merging the Aquatic Program Brochure & the Out & About activity guide. The new publication will likely include articles (more like a magazine) and glossy magazine style paper. Merging the two together provides more space and higher quality paper for similar cost.

The Center will host a fitness open house Jan. 4<sup>th</sup> 8am-1pm. With free classes, vendors & promotions.

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We have explored parking lot lighting upgrades and are waiting for proposals from electrical/ lighting firms. McDonalds has also offered to donate their old poles/ fixtures from the 99E store. We are exploring their suitability and installation options.

**Recreation – Stu Spence**

**Mayor's Tree Lighting** - About 80 people attended this year's event in the rain. The event began at the Settlemier House at 5:30pm where the Dickens Carolers performed and the Mayor lit the tree, then a parade down Garfield St. to the Downtown Plaza for a performance by Dance, Dance, Dance, the lighting of the Plaza tree, and finally the arrival of Santa. A special thank you to Mayor Figley for her leadership and involvement in the event, Ray at Viesko Concrete for building Santa's sleigh, to our volunteer Junior that played Santa, and to the Youth Advisory Board for decorating the Plaza Gazebo.

**Program Classes** - These new classes are being advertised in the Out & About, school fliers, Facebook, email lists, and posters. We hope to have many successful classes this winter/spring.

**Museum Recognition** - Each year volunteers at the Woodburn Historical Museum serve as docents guiding the public and school groups through the local artifacts and pictures. There is a core group of eight dedicated volunteers that keep the building open. I want to publicly thank them tonight.

**Active Adults** - These seniors are in the holiday spirit. 19 attended "Christmas on Broadway" last weekend at the Broadway Rose Theatre Company in Tigard and another 20 are registered to go to the Grotto Festival of Lights in Portland on Thursday. These trips continue to generate revenue for our program.

**Parks and Facilities – Jim Row**

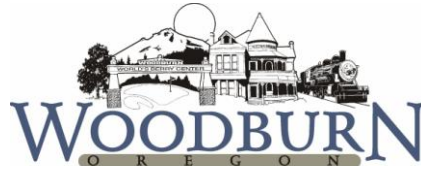
- Jim provided an overview of the new City website, which is very close to completion. It is expected to go live soon after the first of the year.
- At the December 10, 2012 Council meeting, the Mayor appointed Gevin Gregory to the Park Board. His 4 year term will begin January 1, 2013.

**8. FUTURE BOARD BUSINESS**

The next meeting will be the annual workshop at 5:30 PM on January 8, 2013.

**9. BOARD COMMENTS**

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**10. ADJOURNMENT**

The meeting adjourned at 6:40 PM

\_\_\_\_\_  
Joseph Nicoletti, Board Secretary  
Date \_\_\_\_\_

\_\_\_\_\_  
Jim Row, Community Services Director  
Date \_\_\_\_\_