

1. **Call to Order**

The meeting and was called to order at 7:00 p.m.

2. **Roll Call**

Board Chair	Rosetta Wangerin	Present
Board Secretary	Joseph Nicoletti	Present
Member	Zandi Cox	Present
Member	Bruce Thomas	Present
Member	Cheryl Shepherd	Present
Member	Charlene Williams	Absent
Member	Alexa Morris	Present

Staff present: Jim Row, Community Services Director; Stu Spence, Recreation Services Manager; Debbie Wadleigh, Aquatic Manager; Paulette Zastoupil, A.A.

3. **Approval of Minutes from November 10, 2009**

Joseph Nicoletti/Bruce Thomas - Motion to accept the minutes as written. The motion passed unanimously.

4. **Annual Election of Officers**

Nominations were opened by Rosetta Wangerin, Chair. Bruce Thomas recommended keeping the current members in their positions the same. Joseph Nicoletti and Rosetta Wangerin accepted.

Bruce Thomas/Joseph Nicoletti – Motion to keep the current Board Chair, Rosetta Wangerin and Board Secretary, Joseph Nicoletti for another term. The motion passed unanimously.

5. **Business from the Audience**

None

6. **OLD BUSINESS**

Review of Annual Workshop Project Ranking

The Board members were asked to prioritize the following 7 projects. They were asked to assign a 1-7 score to each project, with 1 representing their highest priority and 7 representing their lowest priority. They could use each number (1-7) only once. The projects with the highest scores will represent the Board's highest priorities for the coming year.

2010 Project Ranking

	Bruce	Rosetta	Joseph	Charlene	Cheryl	Zandi	Alexa	Average	Final
Master Plan for Burlingham Park	6	4	3	4	5	5	2	4.14	4
Portable restroom enclosures to parks	7	7	6	5	7	7	7	6.57	7
Replace playground at Wyffels Park	2	1	1	2	3	2	3	2.00	1
Acquire Properties for Greenway	4	6	5	3	6	6	4	4.86	5
Park comfort and convenience features	1	2	2	6	2	4	6	3.29	3
Add one park to the SW area East of I-5	5	5	7	7	4	3	5	5.14	6
Repairs to the Aquatic Center	3	3	4	1	1	1	1	2.00	1

Jim explained to the Board how this ranking process benefits us throughout the year with agenda items for City Council and grant writing. Jim expressed his desire for the Board to use the Adopted Master Plan goals and recommendations during the monthly meetings. The Board would then be able to take a closer look at the progress the department is making in accomplishing the goals and objectives listed in the master plan. Discussion took place on the swimming pool repairs and budgeted projects.

6. NEW BUSINESS

Land and Water Conservation Fund Grant Program

Jim explained that the funding stream for this federal grant program comes from off-shore drilling revenues. Funds are re-distributed to the states for park improvements. Jim gave a short history on the grant, deadline and funding that is available. He stated the need to replace the playground at Wyffels Park has prompted him to seek funding through this grant. Since this grant program requires a 50% match, which can include in-kind, non-cash, contributions, Jim and Rosetta are currently in the process of developing a budget for this project. Rosetta shared that she is requesting a grant from Woodburn Together and has talked with Mid-Valley and Lutheran Churches and found that there were a number of people that would be willing to help. She will also be talking with the Four Square Church and current Woodburn Chamber members. The committee, once formed, will seek donations through Woodburn Proud Inc. for the project. Also, March 20th she is coordinating Wyffels Park clean-up which coincides with the city-wide clean-up. At the February 22 Council meeting, a resolution once adopted, will authorize Jim to apply for this grant. Jim explained that a resolution from a governing body was a required part of the application process. He stated with the short grant timeline, this resolution requirement could deter agencies from applying. He stated that the project ranking shows replacement of the

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Wyffels Park Playground to be their number 1 priority for 2010 and would be stated so on the grant application.

Bruce Thomas/Joseph Nicoletti – Motion to adopt the 2010 project ranking, setting the departments priorities.

Discussion took place on acquiring neighborhood input that would help develop a vision and concept design suitable for the grant application.

Also discussed, were the Settlemier Park swing sets and the Park and Recreation Board Student member replacement.

Summer Downtown Plaza activities

Discussion took place on the various activities at the Downtown Plaza. Julie Chappel, member of the Woodburn Downtown Association would like to organize a Farmers Market during the Tuesday evening Music in the Park concerts, beginning this summer. Brainstorming included activities such as: art shows, music concerts, contests, and high school bands.

Latin American Club lawsuit

Jim gave the Board the history behind the lawsuit, which stems from the balance owed for police services and other fees associated with the Fiesta. He went on to explain that the City is committed to ensuring the event takes place in August. Jim has had several informal talks with other community members who've said they are interested in seeing the Fiesta continue. He stated that the city was holding a Kick-off meeting on February 24th at 6:00 pm in the Council Chamber, and encouraged interested people to attend. The attending group will be asked to brainstorm on how the event can continue. The city will facilitate the event as a full partner until a group formalizes itself at some point in the future. They would hopefully take the event over at that point.

Business from the Department

Aquatics – Debbie Wadleigh

Debbie shared a PowerPoint presentation of fall activities; high school water polo, staff recognition, lap swimmers, safety first promotions, 4th grade swim lessons, fitness area, Halloween activities, Barracuda Swim Team poinsettia fundraiser, water exercise classes. In January, a swim lesson card was developed giving parent an opportunity to use the fitness equipment. Also, if they signed up for 4 classes of swim lessons, they received the 5th lesson free. She also shared that Thursday evenings were set aside for teens and the 4th Monday of the month was Kid's Night, where the parent could drop them off for a couple hours of swimming fun ending with juice and cookies. January was also 20% membership month to new members. Chemeketa Community College has 17 swim participants. Debbie is seeing an increase in early morning lap swimmers. The Barracuda swim meet had 300 participants. Debbie stated that she is gearing up for summer employment and that Water Safety Instructor training classes will start March 1st. Lifeguard training will take place during Spring Break. Since

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February is National Heart Month, she is hoping everyone will refresh or get new CPR training. Her staff is currently re-certifying in CPR.I-C-A/AED.

Recreation – Stu Spence

Sports program are up 30% in participants this year.

Adult Sports – Men's Basketball League is underway with 32 teams this fall which is up 8 teams from last fall.

Youth Sports – Youth basketball has 240 participants.

Active Adult – All trips are full. Better advertised with price drop. Now has a waiting list.

Teen Program – Temporarily closed.

Boys and Girls Club & After School Club – Steering Committee is very active and will be launching their capital campaign later this month. Chief Russell and Mayor Figley are co-chairs on the committee.

After School Club – Routine activities

Youth Advisory Board – The *Youth Advisory Board* has led craft projects at Cascade Park Retirement Home last month. They are currently working on fundraising ideas for Haiti. They are also looking to volunteer in the After School club program.

Woodburn Reads – Submitted the year report to OCF and our year 2 request for \$15,000. The committee distributed 1,500 books to Woodburn Pediatric Clinic, and plan to distribute 1,000 to the Woodburn Elementary School Resource night. Yes Graphics is completing a tri-fold pamphlet for the program.

Blazer Game – We partnered with the Portland Trail Blazers to offer a Woodburn Youth Basketball Night. Registered families got in early to the game and had a chance to get pre-game autographs.

Break dancing – We are co-sponsoring a Break dancing Club at Nuevo Amanacer soon. Stu stated that a volunteer that will teach the dance, Nuevo is not charging for the space and the city will provide the insurance. The program will be 4 days a week from 4:30 – 6:00 pm. Nuevo Amanacer will track participants and their school grades. No gang affiliation allowed, and the group will become part of a larger break dancing crew that will provide entertainment at city sponsored events.

Parks & Facilities – Jim Row

Discussion took place on letters of support for the Land and Water Conservation Fund Grant Program.

Zandi Cox/Alexa Morris – Motion to authorize Board Chair to write a letter of support to the Land and Water Conservation Fund Grant Program.

Mill Creek Greenway Trail Project

Jim updated the Board on the Mill Creek Greenway project, and that the contractor now needed to de-water the compacted rock before asphalt could be put down. The State granted an extension until August 2010.

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Centennial Park Phase III Project

Jim updated the Board on the Centennial Park Phase III project and shared that the project is moving right along. He reported that the basketball court has been poured and excavation for the shelter is currently underway. The biggest concern was the Fourth of July celebration, and whether the possible construction delays could interrupt the annual fireworks display. He stated that he was meeting with the fireworks company to work out details.

8. **Future Board Business**

None.

9. **Board Comments**

Bruce Thomas stated that he was glad to be back on the Board.

10. **Adjournment** 8:35 p.m.

Joseph Nicoletti, Board Secretary

Paulette Zastoupil, Recording Secretary

Date _____

Date _____