

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	Vacant	
Member	Joseph Nicoletti	Absent
Member	Judy Wesemann	Present
Member	Cheryl Shepherd	Present
Member	Charlene Williams	Present
Member	Alexa Morris	Present

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

**Approval of Minutes from September 9, 2009**

**Judy Wesemann/Charlene Williams** - Motion to accept the minutes as written. The motion passed unanimously.

4. **Business from the Audience**

None

5. **OLD BUSINESS**

**Mill Creek Greenway Trail Project**

Jim updated the Board on the Mill Creek Greenway project. Invitation to Bid was advertised in September and 13 bids were opened on October 1st. A contract was awarded to Canby Excavating in October. Jim showed the Board pictures of the work that has begun and then discussed the challenges due to rainy weather. The contractor would like to finish all concrete and asphalt work by February. Jim stated that it will take 2-3 months to receive the Wetland Permits and that he will likely request another extension from the State of Oregon's Local Government Grant Program.

**Centennial Park Phase III Project**

Jim updated the Board on the Centennial Park Phase III project. Invitation to Bid was advertised in October and 10 bids were opened on October 29th. The contract award will be on the November 23 City Council agenda. The bids included a base bid scope of work and five alternates. Bids were so favorable, that we were able to add the following two alternates:

Alternate #2 - Re-grading Field #1, install associated utilities, adjust irrigation, re-seed, stockpile and re-install infield mix.

Alternate #3 - Demolition of existing maintenance building, installation of new maintenance building, associated asphalt entry and parking, electric utilities, and fencing.

The funding for this project is from Park SDC's, Oregon State Park Local Government Grant, and a grant from the Burlingham Trust.

6. **NEW BUSINESS**

**Election of Board Secretary**

Judy Weseman nominated Joseph Nicoletti for Board Secretary, Alexa Morris second the motion. The motion passed unanimously.

Rosetta took this opportunity to ask about the playground equipment replacement program. Jim stated that Wyffels Park was next on the list and he needed to sit down with neighborhood representatives and talk about a funding plan. Discussion took place on possible funding sources such as KaBOOM! and various grants.

7. **Business from the Department**

**Aquatics – Debbie Wadleigh**

High School Water Polo - The current season ended October 31, but Coach Will Adrian has asked me about the possibility for spring water polo session.

High School Swim Team – The season began on November 9<sup>th</sup> with only two high school teams, Woodburn and North Marion. Wilsonville was able to get into the Tualatin pool after all.

Love Santa Inc - We are collecting at the Aquatic Center for the Love Santa Inc program. We are using the theme of the Civil War Challenge (Oregon/Oregon State) to make it fun. Which container has more donations, Ducks or the Beavers? Toys, new coats and non-perishable food items can be donated at the Aquatic Center as well checks made out to Love Santa Inc.

Woodburn Barracuda's - The year round youth swim team that practices at the center is hosting a swim meet on Saturday and Sunday, November 21 & 22. The center will be closed for this event. Debbie encouraged citizens to come down and watch the youth of our community swim against teams from around the state. She reported 350 participants have registered with this Friday as the deadline.

Veteran's Day the Aquatic Center - We will be honoring our service men and women, past and present with free admission throughout the day.

Thanksgiving – The Aquatic Center is closed, but will be open the Friday, November 27<sup>th</sup> from 1 – 5 pm and family rates will apply.

Fourth Grade Swim Lessons – The fourth grade lesson program continued in October reaching 68 kids. We are reaching around 100 this month with four classrooms from Heritage coming for this special swimming lesson program. I encourage all parents to come and watch this program in action and to allow their children to participate in the free six lesson opportunity in learning to swim. The classes meet at Monday thru Thursday at 12:45 pm and 1:15 pm.

Debbie also reported that on Thursday, November 19 Woodburn is hosting the state here for two meetings. First, will be the Portland Area Aquatic Council which will be followed by the Oregon Recreation and Parks Association's Aquatic Section meeting. Also, Jim Row and she met with JP Moss, Aquatic Center Analyst that will bring some suggestions to improve the current programs.

Minutes

Woodburn Recreation and Parks Board

Tuesday, November 10, 2009

7:00 p.m.

In October we had 5, 041 instances of participation. This is an increase of 660 instances of participation from October 2008.

**Recreation – Stu Spence**

Adult Sports – Men’s Basketball League is underway with 21 teams this fall which is up 7 teams from last fall.

Youth Sports – Youth soccer concluded with 275 participants.

Active Adult – Trip participation is down, primarily due to transportation cost.

Teen Program – Routine activities

Boys and Girls Club & After School Club – Steering Committee looks to be complete and is actively meeting. Chief Russell and Mayor Figley are co-chairs on the committee.

After School Club – Routine activities

Youth Advisory Board – The *Youth Advisory Boards* attendance has been outstanding with over 20 members present at the last meeting. Current projects include leading a Christmas craft project at Cascade Park Christmas craft, volunteering for Love Santa Inc. and Souls Harbor Church Thanksgiving Dinner.

Woodburn Reads – The Fall into Books, book drive has concluded with over 1300 books donated. Donation book bins were placed at City Hall, the library, Bi-Mart, Banana Republic and both West Coast Bank locations. These books will be re-distributed throughout the community to children and families in need.

Skate Competition – There were 28 skaters this year participating in the competition and approximately 100 spectators. Stu showed a slide show of the competition.

Mexican Independence Day – This event went well, but it rained on Saturday so turnout was relatively light, but Sunday turnout was good.

Halloween Downtown Trick or Treating– Banana Republic volunteered at this event where 100 kids enjoyed face painting, pumpkin bowling, piñata and other activities.

iLead – Stu will be participating in a Youth Summit for all Woodburn High School students on November 21<sup>st</sup>. This event is sponsored by the Marion County Health and the Community Action Drug Prevention Network.

Other – Stu developed a partnership with Hands-On Willamette Valley Program of United Way. They have an online volunteer recruitment tool that we are trying to utilize. Kate is also connecting with RSVP and Chemeketa to promote volunteerism in our department in a variety of different capacities.

Mayor’s Tree Lighting – This event is December 6<sup>th</sup> featuring caroling, Dance, Dance, Dance, visit from Santa and candy canes for all. Look for more information in the Woodburn Independent.

8. **Future Board Business**

None.

9. **Board Comments**

None.

10. **Adjournment** 8:00 p.m.

Minutes  
Woodburn Recreation and Parks Board  
Tuesday, November 10, 2009  
7:00 p.m.

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Joseph Nicoletti, Board Secretary

Date \_\_\_\_\_

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Paulette Zastoupil, Recording Secretary

Date \_\_\_\_\_