



## **PARKS AND RECREATION ADVISORY BOARD MINUTES**

**June 26, 2025, at 4:00 PM**

**Wilsonville Parks and Recreation Admin Office & Remote Video Conferencing**

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### **PARTICIPANTS MAY ATTEND THE MEETING AT:**

*Wilsonville Parks and Recreation Admin Office, 29600 SW Park Pl Wilsonville, Oregon*

### **TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:**

Register with Wilsonville Parks & Recreation:

PRAB@wilsonvilleoregon.gov or 503-783-7529

Individuals may submit comments by 12:00 PM on the day before the meeting date via email to the address above, or may mail written comments to:

Wilsonville Parks & Recreation Department

29600 SW Park Place, Wilsonville, OR 97070

### **CALL TO ORDER**

Member Gary called the meeting to order at 4:02 pm.

#### **1. Roll Call**

##### **PRESENT**

Chair Amanda Harmon

Member Keith Gary

Member Bill Bagnall

Member Paul Diller

Member Kristi Corno

Member John West

##### **ABSENT**

Vice-Chair Amanda Aird

##### **EX OFFICIO MEMBERS/CITY STAFF PRESENT**

Kris Ammerman, Parks and Recreation Director

Brian Stevenson, Program Manager

Zoe Mombert, Assistant to the City Manager

Natalie Tomaszewski, Program Coordinator

Arush Goswani, Admin Intern

Members Kristi Corno and John West, new board members, introduced themselves; the other board members and staff members also introduced themselves.

## **CONSENT AGENDA**

### **2. Approval of Minutes: 05.08.2025**

Motion made by Member Bagnall, to approve minutes, seconded by Member Diller.

Voting Yea: Chair Harmon, Member Gary, Member Diller, Member Bagnall, Member Corno, Member West

## **CITIZEN INPUT**

There was no citizen input.

## **CATALOGING PARK AMENITIES PROJECT**

Arush Goswani, Admin Intern, gave a presentation on the project he is working on which is cataloging park amenities to update the webpage to help residents and visitors be better informed, properly prepared, and aware of accessibility within the parks.

Assistant to City Manager Mombert stated that it would not only help visitors and residents plan their visit but also help staff better explain what amenities are in each park.

Member Bagnall asked about having more photos to add; Admin Intern Goswani shared he will also be taking updated pictures.

Member West asked if we would be getting as detailed as listing playground amenities; Admin Intern Goswani shared the project was more geared towards ADA and would see how detailed he wants to get as the project goes on.

The board thanked Admin Intern Goswani for his presentation.

## **COMMUNITY OPPORTUNITY GRANT GUIDELINES REVIEW**

Member Gary gave an overview of the grant and shared questions that have come up from the board such as city departments applying for the grant and applications that might be a better fit for other grants.

Member Gary asked when the last time this was revised; Program Manager Stevenson shared that it is in its general form from when it came out in 2009 with the application guidelines intent for it to be open ended in an effort to fund many different types of projects.

Program Manager Stevenson also shared that if the board would like to change anything in the guidelines, the board would make a recommendation to staff, which they would then take that to the Council for a new resolution for the edits. If edits were recommended, they would not be in effect until the next grant review cycle next April 2026.

Member Bagnall gave context on the discussion that was held at the last grant review meeting in April when city departments applied for the grant and asked applicants if there are other funding sources; he also mentioned that not all city departments have budgets. Member Gary asked what the motivation of Council is to provide them with budgets if they can apply for these grants.

Program Manager Stevenson suggested adding a question to the application about other funding sources.

Member Gary brought up applicants applying for the grant every year; Program Manager Stevenson mentioned the application notes the review committee will give some priority to first time applicants.

Member Diller brought up having the applicants be required to be a 501c3; Member Bagnall shared that some of these projects are trying to get off the ground.

Member Corno suggested having an emphasis on movement within the grant.

Member West shared that if the board were to tighten the application and guidelines, it would be harder to loosen it in the future. He also shared that the current application and guidelines give the board latitude.

Member Gary stated it did not sound like any edits were suggested to the guidelines but instead adding questions surrounding other funding sources and whether they were a municipal organization with a dedicated budget for the event. Member Bagnall agreed with Member Gary on revising the application questions. Member Harmon agreed on how the board focuses on interpreting and prioritizing the applications rather than changing the guidelines itself.

Member Diller brought up the idea of having someone from another committee such as DEI join the board to review the grant applications.

## **REVIEW PROGRESS ON BOARD GOALS**

Member Gary mentioned that he had family visiting and they were impressed with the pickleball courts. Member West seconded the pickleball courts comment.

Member Bagnall asked the department to evaluate weights, equipment, and organization at the Community Center. Program Manager Stevenson mentioned new weights and bands are on their way right now. He also asked to do a post about the disc golf expansion and point out the zero cost to the city.

Member Corno has a goal to walk every sidewalk and trail in Wilsonville.

## **PARKS AND RECREATION DEPARTMENT UPDATES**

Director Ammerman shared project updates:

- The dog park and community garden parking will be impacted next year from the Boeckman Creek Trail expansion
- Upcoming wayfinding project – map of Memorial Park and Murase Plaza trails

- Member Gary asked about having those maps in pdf version
- Frog Pond Farm Neighborhood Park – construction starting sometime in August
- Memorial Park Playground – moving forward and finalizing grant details
- Memorial Park Backstops and Safety Netting – will get started this Fall/Winter
- Boones Ferry Park Public Art Project – ACHC will be reviewing applicants in August and make the final selection

Program Manager Stevenson shared recreation updates:

- June 28 – Korean War Memorial Ceremony happening at Town Center Park
- July 4 – Laser Light Show at Town Center Park
- Movies in the park and concerts in the park are upcoming
  - Member Bagnall talked about mobi-mats, their purpose, and events for which they are used. He also mentioned that the mobi-mats were a grant funded project.
- Camps kicked off last week and are doing well

Program Coordinator Tomaszewski shared event and facility updates:

- Pride Event – June 7 at Town Center Park
- Skate Jam – July 19 at Memorial Park
- HeARTs Bike Ride – July 19
- Party in the Park – August 21 at Town Center Park
- Community Garden is full.
- External special applications and tournaments are busy
- Many weddings in the barn and barn tours
  - Member Bagnall asked about the timing for the barn rentals on the weekends; Program Coordinator Tomaszewski stated the reservation has the barn from 12pm on Friday until 12pm on Sunday for a weekend rental

## **BOARD COMMENTS**

Member Diller asked about communicating better about the new bench going in at Willow/Landover Park. He also mentioned having dog leash signage down in Memorial Park. Director Ammerman stated he believed the old equipment is coming out and being replaced with the new equipment.

## **ADJOURN**

Member Gary adjourned the meeting at 5:00 pm.

## **NEXT MEETING**

Thursday, October 9, 2025, 6:00 PM

*Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting the Parks and Recreation Department at 503-783-7529 or [PRAB@wilsonvilleoregon.gov](mailto:PRAB@wilsonvilleoregon.gov): assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication. Habrá intérpretes disponibles para aquellas personas que no hablan Inglés, previo acuerdo. Comuníquese al 503-783-7529.*