

**City of West Linn**  
**Parks and Recreation Advisory Board Summary Notes**  
**December 12, 2013**

Members Present: Roger Shepherd, Amy Murphy, Sarah Silvernail, John Linman, Don Kingsborough and Todd Jones

Staff Present: Ken Warner & Ken Worcester

Council Liaison: None

Guests: Kevin Bryck & Kazi Ahmed

Meeting called to order by John Linman at 7:04 pm

- 1. Approval of tonight's agenda** – Agenda was approved with addition of 2 items under #7 other projects (MSY Beavers & Youth Music Project proposal)

- 2. Community Comments** –

Kevin Bryck – Robinwood NA, Secretary, brought to the Boards attention that the Robinwood NA is looking into the parking situation at the end of Mapleton Drive. The issue is being supported on both dies: parking vs no parking. Kevin stated that this is a police issue as there is no response on Cedar Island from West Linn or county marine patrol.

Kevin & Kazi, Robinwood Station Board members – Wanted to express concerns that the City is not allow them to move forward as the Conditional Use Permit (CUP)has not been processed. Kevin said that in the 1<sup>st</sup> year the City only contributed \$8900. They are not able to make \$4 – 5,000 in the summer because their operation is not confirmed to continue and an uncertain future exists. Ken Worcester explained that the CUP application was not complete and budgeting issues are involved. Current use of the building is being allowed under a complaint driven enforcement. Kazi was concerned after all the work was completed, as requested, that City Council had stated they would like to call the topic back in October or November. Don expressed that he felt the City Council would like to see this succeed. Councilor Tan stated that initially there were some missing financial pieces that left a negative bottom line. Once corrected the Cities Financial Officer reviewed information and it looks better. Councilor Tan said she would like to see it succeed. Ken Worcester explained that at this time City Council wants the Parks Board involved in the evaluation process.

- 3. Approval of Summary Notes**–

Notes of the September 12, 2013 meeting were reviewed. **Todd made a motion to accept Notes and was seconded by Roger. The motion passed unanimously.**

- 4. Trails Master Plan**

Ken Worcester informed the Board that the City Council adopted the Trails Master Plan on December 9, 2013. There were minor additions to the plan: I 205 trail will have fencing and no access from Interstate 205. The process went well. City Council would now like the Board to prioritize projects and criteria to be used. Ken Worcester expressed that it might be a good idea to consider swearing people in or having them sign a document that they will tell the truth at public hearings. There was a lot of non accurate information provided.

Todd expressed thanks to Councilor Tan and the Ken's for the work on the project. Ken thanked the Board and all who participated along the way. Councilor Tan thanked the Board for allof the work prior to the plan arriving at City Council. Todd expressed that whatever fences are utilized he hoped that they would not infringe on the views or other opportunities the trail might provide.

Sarah asked about the resolution from BHTNA? Ken stated that it was a follow up to some conditions that the Planning Commission put in the plan. BHTNA had not passed a resolution on the Trails Master Plan.

A discussion followed on prioritization of trails and criteria. It was decided that the Board will develop a list of criteria and utilize an alphabetical/bulleted list versus a specific numbered list. One of the big criteria for Parks & Recreation is opportunity.

#### **5. Community Centers**

Ken Worcester explained that the City Council has asked for Parks Board to weigh in on community centers. With the defeat of the Aquatic Center there are some facilities that are or are coming available and could be recreation assets. City Council is looking at a global approach to look at: Sunset Fire hall, Adult Community Center, Mclean House, Robinwood Station, old Bolton Fire Station and Police Station and current TVFR Bolton & Willamette meeting rooms. Are satellite facilities a viable approach? May include needs assessment, versatility of inventory, discussions with user groups and compatibility of user groups.

#### **6. Goal Setting**

Discussion on past goals, updating and new goals for the next year. See created document for 2014. (below)

#### **7. Other Projects**

Don discussed the new water area (at Trillium & Deer trail intersection) and new beaver dam at Mary S Young Park. Is it possible to put up signs? Invite schools to come and observe?

Ken Warner presented a proposal from the Youth Music Project in Willamette to hold a summer music concert with a national band. The date of the Thursday, prior to the fair, was selected since this is the only time of the year the park is set up logistically to handle the most people. The Board liked the proposal and suggested that the group also present to the Willamette Neighborhood Association.

Meeting Adjourned at 9:02 pm

# **Citizen Advisory Group Goals Parks and Recreation Advisory Board**

**Goal One:** To help establish ways to assist with recruitment etc. to increase volunteerism.

1. Continue to build community engagement through involvement with  
Take Care of West Linn Day, Music in the Park, Street Dance and West Linn Old Time Fair and Parade
2. Increase volunteer recruitment and program structure:  
Volunteer tracking – in process, Ken Worcester was recognized for his volunteer leadership by Scouts, Participation in the Chamber of West Linn, Improvements to the website allow for greater transparency and access, Projects – Identifying for scouts and groups as needed, and engage Neighborhood Associations.
3. Promote restoration projects –  
Mary S Young, Wilderness/High School/Camassia, Burnside & Maddax Woods and The White Oak Savanna are all ongoing projects.
4. Develop a tool lending library for projects:  
Not formalized but lending tools to a number of groups throughout the City

**Goal Two:** To develop an implementation plan for trail projects in accordance with the adopted Comprehensive Trail Master Plan.

1. Develop trail prioritization criteria.
2. Continue work on Willamette Greenway Trail including the land use application.

**Goal Three:** Community Center & Recreation Space Plan.

1. Prepare community based facility needs assessment.
2. Evaluate current and possible City properties that could be utilized for recreation purposes.

**Goal Four:** Support staff in executing operational efforts.

1. Recreation Programs & Events.
2. Recycling program in parks: Work with the Sustainability Advisory Board to investigate successful recycling program options for parks that will fit in West Linn's existing structure.
3. Complete parks or resources in progress: Willamette Greenway Trail and Blue Heron property.
4. Continue to seek innovative funding.

**Goal Five:** Continue to build an effective PRAB

1. PRAB administration ground rules.
  - a. Collaborative teamwork.
  - b. Innovative thinking and problem solving.
  - c. Respectful of each other and all citizens.
  - d. Model listening to all stakeholders.
  - e. Distribute minutes and read minutes from other boards.