

City of West Linn
Parks and Recreation Advisory Board Summary Notes
February 9, 2017

Members Present: Don Kingsborough, Steve Miesen, Scott Etheridge, Rob Waibel, Vicki Handy and Steve Millage, Sarah Silvernail

Staff Present: Ken Warner & Ken Worcester

Council Liaison: Mayor Russ Axelrod

Guests: Evan McKinley, student and Cindy Mendoza, MIG

Meeting called to order by Don at 7:00 pm

- 1. Introductions** - Don K
- 2. Approval of tonight's agenda** with changes:
 - a. We are not prepared to discuss the CIP
 - b. Add "Legislative bills"
 - c. Add "Appoint and new PRAB Chair"
- 3. Community Comments –**
 - a. Evan McKinley, a member of Youth Advisory Council has identified a stream unnamed on Johnson flowing into the Tualatin River. Evan started a petition with 200 signature to name it Baden-Powell after the founder of Boy Scouts. Evan has forwarded the information to Courtney Flynn.
 - b. Motion by Vicki and seconded by Ron "PRAB supported the motion of support to name the unnamed creek Baden-Powell for the City to pursue the process/protocol for investigation and official naming." Motion Passed
- 4. Approval of Summary Notes:**
 - a. Vicki made motion and Steve Miesen seconded to approve the Summary Notes from November 10, 2016 meeting. Motion Passed.
- 5. Park Master Plan Update Kickoff – Cindy Mendoza, MIG (see handout and powerpoint)**
 - a. Some of the PRAB members and the consulting group completed a tour of our parks and trails.
 - b. Planning Process
 - c. Public Engagement Process
 - i. Webpage
 1. We will have a separate webpage communicate project details and notify public about opportunities to be involved.
 2. Project briefs on the website
 3. Survey link on the top of the webpage and City home page and NA webpage
 - ii. Focus groups scheduled in conjunction with the survey launch. Possibilities 1. All boards, commissions and committees; 2. Large session with "interests tables;"
 - iii. MIG will create a toolkit of materials provided to city and PRAB for additional meetings.
 - iv. We would like a joint work session for plan review with PRAB, Council and Planning Commission
 - d. Opportunities and Challenges
 - e. PRAB Input:
 - i. Include hearing Parks employees
 - ii. Include regulatory agencies

- iii. Make sure that we are spelling out realistic constraints
- iv. The outlook on the next several years for funding shows a downturn
- v. Make sure we are asking about parks and recreation.
- vi. Make sure we are asking what you like about the parks and recreation.
- vii. We would like to review the online questionnaire.
- viii. For the online survey, filter by stakeholder group.
- ix. We should make sure to ask for stakeholder interests early in the process.
- x. We need to ask about Willamette River Front usage and recreation between Willamette Park and West Bridge Park. We need to leverage this input point in our communications.
- xi. We want to have links to the webpage and survey in all communications.
- xii. Include access points to webpage and survey in all of the PRAB agendas and meetings as a standard footer.
- xiii. Use the Youth Councils
- xiv. On the web page, have the survey and then have an on-going input link with the message, "comments will be reviewed on Fridays. If this is an emergency, please call 503-XXX-XXXX.

6. Riverfront planning process is a concurrent planning process. Staff is creating an outreach plan. We want to leverage the dual initiatives and not duplicate efforts.

7. Demographic data (From Mayor and MIG)

- a. Current population 26,000
- b. Max built out is 31,000 by 2030
- c. 2000 – 2010 census data indicates an aging population in West Linn. There is some evidence that in the last 7 years, we have an increase in young families.
- d. Future growth is anticipated in Willamette, Savanna Oaks, Robinwood and Parker Crest.
- e. Our growth and development opportunity is around the Willamette trail.

8. **Storm damage:**

- a. Our parks experienced extensive damage.
- b. Using our resources, we were able to keep costs down to about \$100,000 for storm clean-up. The City is self-insured for \$79,000.
- c. The Adult Center flooded.
- d. We have very high water in our creeks and rivers.
- e. Some trees impacted private property which is then the responsibility of the home owner.
- f. PGE has been trimming trees with debris left in bike paths.
- g. Gravel clean-up: ODOT takes care of HWY 43. For residential roads, the City picks it up. We can reuse it. We would like to have the street sweepers to post their schedule.

9. **Chair Nomination: Decision to be made at our next meeting**

10. **Recreational Immunity (see handout) Oregon Public Use of Lands Act**

- a. Steve made a motion and seconded by Vicki "PRAB supports public and private lands the Bill that will cover all employees and volunteers under the Recreation Immunity laws in Oregon." PRAB support will be communicated through the lobbyists and representatives. Motion Passed

11. Cedar Oak Boat Ramp Update: storms have slowed us down. It is usable, but it still has work to be completed.

12. Closing on the White Oak Savannah property. Rob will have his students mill a large log for use on the property: bench, drums and other items.

- 13.** Ken Worcester and Ken Warner presented the "Overview of the Parks and Recreation Department."
This is a great overview of services and accomplishments.\

Meeting adjourned 9:05 pm