

**City of West Linn**  
**Parks and Recreation Advisory Board Summary Notes**  
**May 11, 2017**

**Members Present:** Don Kingsborough, Steve Miesen, Scott Etheridge, Stacy Epstein, Steve Millage, Sarah Silvernail and Vicki Handy

**Staff Present:** Ken Warner & Ken Worcester

**Council Liaison:** Mayor Russ Axelrod

**Guests:** Peggy Kirkendall

**Meeting called to order by Don at 7:02 pm**

- 1. Introductions - NA**
- 2. Approval of tonight's agenda** with changes: Don proposed to address summer meeting schedule.  
**Motion by Don and seconded by Sarah to approve agenda. Motion Passed**
- 3. Community Comments –**
  - a. Peggy Kirkendall – Presented that the Old Bolton Fire Station is in front of the City Council for approval. Expressed that Robinwood Station and Bolton Station should be under Parks & Recreation Budget. If approved will be managed by Non-Profit with two tenants: West Linn Community Pre School and West Linn Food Pantry meaning the facility would be shared in thirds. Both tenants would have reduced rents, lease could be by City or Non-profit. Proposed the City to pay all upgrades upfront and then Non – profit cover all expenses/repairs/capital improvements going forward.  
Ken Worcester can mail out the full proposal that was submitted.
- 4. Approval of Summary Notes:**
  - a. **Vicky made motion and Don seconded to approve the Summary Notes from April 11, 2017 meeting. Motion Passed.**
- 5. Park Master Plan Update Preliminary Survey Results**
  - a. Highlights of the survey were reviewed and discussed by the Board. Discussions were held on the information and topics for the agenda of the May 25<sup>th</sup> scheduled meeting. The Board discussed that it was in the projects best interest to re-schedule the meeting from May 25 to June 8<sup>th</sup> to allow adequate time for invitees and to clarify points for outreach at the meeting.
  - b. **Stacy made a motion and Don seconded to move the May 25<sup>th</sup> meeting to June 8<sup>th</sup>, 2017 the date of the next regular scheduled PRAB meeting. Motion Passed.**
- 6. Budget Update**
  - a. Ken Worcester explained that the budget is a status quo budget for the next Biennium. There have been no surprises to date with Budget Committee.
- 7. Plan & Schedule two design studios – Sunset Park & Willamette Falls Drive Property**
  - a. Sunset Park Design Meeting – May 23<sup>rd</sup>, 7pm at City Hall
  - b. Willamette Falls Drive Property – June 14<sup>th</sup>, 6pm at the Park site
- 8. Other Project and Event Update**
  - a. It was discussed by the Board and decided that there will be no regular Board meetings in June July and August, 2017 due to busy summer schedules of Board members and Parks & Recreation Department.

Meeting adjourned 8:40 pm