

WEST LINN

MEETING NOTICE

Parks & Recreation Advisory Board

Thursday November 14, 2019
City Hall, 7:00 pm

1. Introductions
2. Approval of Today's Agenda (Action Item 5 min.)
3. Approval of Summary Notes (Action Item 5 min.)
4. Community Comments (10 min.)
5. Items of Interest from the Board (Discussion Item 10 min.)
6. White Oak Savanna Work Session Review (5 minutes)
7. Department Staffing Update & Plans (10 minutes)
8. Parks & Recreation Master Plan (Discussion Item 5 min.)
9. Board Member Term Update (5 minutes)
10. Advisory Group Annual Report (Discussion/Action 45 min.)
11. Other Project Updates (Discussion Item 15 min)
12. Community Comment Wrap-up (Discussion Item 10 min.)

Bolton Conference Room
West Linn City Hall
22500 Salamo Rd
West Linn, OR 97068

West Linn Parks and Recreation Advisory Board Meeting Protocol

1. PRAB protocol standards will be printed on each agenda.
2. PRAB Chair will enforce Protocol and Groundrules for all PRAB members, community and staff with support of all PRAB members.
3. Community Comments:
 - a. Open each meeting with community comments. Total time allowed for this item to 15 minutes.
 - b. Maximum of 3 minutes per person at the beginning of the meeting.
 - c. PRAB members hold their questions to follow the 3 minute comments. PRAB should limit the question and answer section to no more than 3 minutes.
 - d. We should have no public comments during the agenda items unless invited by Chair.
 - e. Last 10 minutes reserved for community member feedback on agenda items discussed on the PRAB agenda with a maximum of 3 minutes per person.
 - f. A member of the PRAB will be responsible for the time keeper role using a timer.
4. Use and enforce PRAB Administration Groundrules (list created and approved 2012).
 - a. Demonstrate collaborative teamwork
 - b. Promote innovative thinking and problem solving
 - c. Always sustain an environment and behaviors that are respectful of each other and all citizens and staff
 - d. Model listening to all stakeholders
 - e. Distribute minutes