

**Agenda**  
**Veneta Park Board**  
**Wednesday, September 7, 2016 – 4:30 p.m.**  
**Veneta City Hall**

- I. **Public Comments**  
Speakers will be limited to 3 minutes each. The Park Board will not engage in any discussion or make any decisions based on public comment at this time; however, they may take comments under advisement for discussion and action at a future Park Board meeting.
- II. **Approve Minutes for June 1, 2016 (pgs. 3-5)**
- III. **Old Business**
  - 1. **Park Assessment Follow Up (Kyle Schauer)**
- IV. **Event Planning**
  - 1. **Arbor Day/Tree City Celebration Subcommittee**
- V. **Year to Date Financials (pg. 7)**
- VI. **Other**
- VII. **Next Meeting – October 5, 2016**



# Minutes of the Veneta Park Board

## June 1, 2016

### Board Members

**Present:** Stephanie Fuller; Cathy Coulson-Keegan, Jody Kenney, Robert McCarthy; Marie Pickett, and Craig Soderberg

**Absent Members:** Matt Horowitz

**Others:** Ric Ingham, City Administrator; Kay Bork, Community Development Director; Darci Henneman, City Recorder; Brianna Bryant; Bailey Frydendall, Sally Storm, Fern Ridge School District.

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- I. Chair Craig Soderberg called the meeting to order at 4:37 p.m.
- II. Public Comments  
Sally Storm, Fern Ridge School District Superintendent attended the meeting and introduced herself to Park Board members.
- III. Approve Minutes for May 4, 2016  
Cathy motioned to approve the minutes with the correction to remove the word “rather” and replace it with “end” in the recap of the Easter Egg Hunt. Jody Kenney seconded, all approved.
- IV. Old Business
  - a. Update on Community Center inventory  
Craig said he and Cathy have been trying to get to the community center to organize things. Cathy has yet to inventory the games. She said there were many plastic Easter eggs that she took to the library and she may donate one box of eggs to the Oregon Country Fair youth music time. She got the Ranger Rick magazines and books in the space that the eggs were.  
  
Marie asked if she could have six games to the Farmers’ Market to sell.  
  
Cathy motioned to provide Marie six games to sell at the Farmers’ Market. Stephanie Fuller seconded the motion, all approved.  
  
Jody suggested the games go to the Oregon Country Fair (OCF). In response, Cathy said everything needs to be approved by the OCF board but she will take a game to the board for review.
  - b. Park Assessment Follow Up  
Kay said she hasn’t had an opportunity to summarize all the data. She said Kyle and Mark will review that data and separate out regular maintenance from new projects. From there the information will be prioritized to determine what can be done now and what projects the Park Board can get involved in. She said that information and the work plan will likely be provided at the August meeting for review.
- V. Event Planning
  - a. Recap of Earth Day  
Stephanie said Earth Day went well except Zany Zoo was a no show. She said they may rethink Zany Zoo participating in the future because the students spend more time at the

other booths rather than staying at Zany Zoo's booth. She said about 300 kids attended the event.

Robert said the animals don't really engage the kids and he agreed with Stephanie that not having the animals may get the students more involved in the other booths.

In response to a question from Craig, Stephanie said she thought Olivia was happy with how the event went. She said they haven't had a follow up meeting since the event.

Marie agreed that there were three or four new presenters that got the kids really thinking; the wild life birds and taxidermy animals. She agreed that maybe they should rethink Zany Zoo participating plus the cost is high.

Stephanie said Greenhill Animal Shelter brought in a shelter dog and he did a great job. She suggested rather than Zany Zoo, Greenhill could have a booth.

Ric said Cascade Raptors will participate but you need to get on their list early in the year.

Stephanie did reach out to them but didn't get a response. She said another vendor she wants to get on board is the Science Factory, which she's already scheduled for next year.

Several suggestions were made for next year's event: Craig invited the butterfly people to display and talk about their butterfly exhibits. Kay said a local person also has dragon fly displays and specimens that he talks about. She said he may be interested in attending the event; and Jody knows of a woman that rescues bats that may want to attend the event.

In response to a question from Marie, Stephanie said Olivia reached out to Pony Gilbert about his honey bees but he didn't respond.

In response to a question from Marie, Robert said this year's bird feeder kits didn't include a pine cone but instead included maps. He would prefer the pine cones be included in the kit.

Stephanie said Olivia chose not to provide pine cones because they have to store them. She said if the Park Board wanted to include pine cone, we would need to start collecting them soon and also store them.

b. Arbor Day/Fall Tree Planting Subcommittee

Craig said he, Kay and Matt were on last year's subcommittee and he suggested they meet soon.

Marie said she would be interested in being on the subcommittee.

Kay said she would send out an email to Marie, Robert, Craig, and Matt about the next subcommittee meeting.

V. Other

Cathy said she would like to form an advisory subcommittee in August to work with staff on development of the City Park.

Craig said an advisory committee can be formed at the August meeting but first Kyle and Mark need to determine what needs to be done and how they're going to go about it.

Cathy said she found a replacement swing set on line for City Park.

Ric said tomorrow, Pat Coy and Joan Mariner from the kiddie pool committee, will make a presentation to the Oregon Parks and Recreation Dept. (OPRD) and staff will provide some technical assistance. He said our grant application is for \$175,000.

Kay said there will be over 70 presenters at the meeting tomorrow in Salem.

Ric said the Kiddie Pool committee will speak to the Chamber at the quarterly lunch on the 8<sup>th</sup>. That committee has been before most of the service groups and the OCF. He said they've collected several thousand dollars and are working on fulfilling the local fundraising commitment. The pool opens the 18<sup>th</sup> and that night is the first community event. Stacy has it covered but if any Park Board members would like to volunteer let her know.

In response to a question from Craig, Ric said staff will email the civic calendar to Park Board members.

In response to questions from Robert, Ric said we'll spend the next 12 months fundraising and hopefully the kiddie pool ground breaking will be in September 2017. Ric said in the next 30 to 60 days fundraising for the kiddie pool will be advertised in utility bills, the City newsletter, and the Fern Ridge Review. He said one committee member is an expert in social media and she's planning some events.

Cathy suggested KOCF radio station run public service announcements about fundraising for construction of the kiddie pool.

Ric said the key is to show local fundraising support for construction of the kiddie pool. He said if we get the OPRD grant, funding will be late October to early March 2017.

VII. Next Meeting – July 6, 2016 - Cancelled

Cathy motioned to adjourn, Robert seconded, all approved. The meeting adjourned at 5:09



City of Veneta  
 Financial/Budget Detail  
 For Park Board  
 Fiscal Year 2015-16

**\*\* IMPORTANT NOTE: Regardless of the amount of "proceeds" available the amount that can be spent in any given fiscal year CAN NOT exceed the amount budgeted. See Budget Summary.**

Event/Activity	Park Board Fundraising & Donations In & Out				Park Board Events & Activities 130-130-54620	
	Donation Proceeds 130-000-46110	Fundraising Proceeds 130-000-46115	Uses of Proceeds 130-130-54650	Cumulative Amount of Proceeds **	Expense Description	Cost
Net Proceeds as of 06/30/15				\$ 5,858.58	Ice Supplies	
Event Total	-	-	-	5,858.58		-
Tree Lighting/Light Parade					Soda Volunteers	
Event Total	-	-	-	5,858.58		-
Easter Egg					Flagging tape Bunny suit Stakes Eggs, candy, supplies Suit cleaning Advertising	150.00 920.25
Event Total	-	-	-	5,858.58		1,070.25
Earth Day					Petting zoo Misc supplies Thank you ad	
Event Total	-	-	-	5,858.58		-
Ferridgeopoly Sales		50.00				
Event Total	-	50.00	-	5,908.58		-
Tree City					Misc supplies Plates and juice Raffle items	41.93
Event Total	-	-	-	5,908.58		41.93
<b>TOTALS:</b>	<b>\$ -</b>	<b>\$ 50.00</b>	<b>\$ -</b>	<b>\$ 5,908.58</b>		<b>\$ 1,112.18</b>