

Minutes of the Veneta Parks Board

February 3, 2010

Board Members Present: Cathy Coulsen-Keegan, Marie Pickett, Barbara Nelson, Craig Soderberg and Gail Wilkie (Daphene Sampson arrived at 5:20 p.m.)

Others: Ric Ingham, City Administrator, Mayor Hobart-Hardin, Council liaison, Brian Issa, Community Services Director; Kyle Schauer, Public Works Superintendent; Kyle Roberts, R.A.R.E. Intern; and Darci Henneman, Assistant City Recorder

Chair Gail Wilkie called the Veneta Parks Board to order at 4.35 p.m.

I. Public Comments
None

II. The Parks Board introduced and welcomed the newest member, Marie Pickett to the Board.

II. Approve Minutes for January 6, 2010

Craig Soderberg made a motion to approve the January 6, 2010 minutes. Cathy seconded the motion. All approved.

III. Old Business/Status of:

a. Council approval of the revised Parks Board Bylaws

Mayor Hobart-Hardin said the Council reviewed and adopted the newly revised Parks Board Bylaws at the January 25, 2010 City Council meeting.

b. Workplan

Distribute tasks

c. Subcommittee Reports

1. Easter Egg Hunt

Last week Gail and Cathy looked at different venues for the Easter Egg Hunt. The TSP fields have ample parking and easily accessible but did not provide hiding areas for eggs or a covered shelter. She will contact the local Boy Scout Troop about providing and removing straw bales to hide eggs in.

Kyle said the TSP fields are not secure enough to store supplies there overnight because people can come and go through the fence. However, the Easter Egg course could be sent up the prior evening.

Gail and Cathy toured the Veneta Elementary playground area. They felt this site would provide good hiding places. There is parking and a covered area.

In response to a question from Mayor Hobart-Hardin, Craig said he didn't think the School District would prohibit the use of the grade school playground area for the Easter Egg Hunt but the Parks Board should let the school board know this as soon as possible and he would take it to the next School District board meeting.

a. Decide location of Easter Egg Hunt (Saturday, April 3, 2010)

Ric said prior to staff notifying Veneta Elementary, Key Bank and the Post Office about parking for the Easter Egg Hunt, he would like the Board to provide staff with the pros and cons of having the Easter Egg Hunt at Veneta Elementary.

Craig Soderberg made a motion to hold the annual Easter Egg Hunt on Saturday, April 3, 2010 at Veneta Elementary. Cathy Coulson-Keegan seconded the motion. All approved.

Crosswalk guards should also be made available.

- b. Meeting with Kiwanis and Rotary Club
Gail, Cathy, and Savannah will meet with Dennis Poronto from the Kiwanis on Friday, February 5th to discuss the Kiwanis involvement with the Easter Egg Hunt.

Ric said the Rotary Club will be asked to take on the special needs portion of the Easter Egg Hunt. Cathy Coulson-Keegan will call Bob Bruce.

- c. Other (Status of bunny suit rental and eggs from BiMart)
Tressa will arrive in the fire truck as the Easter Bunny. Cathy Coulson-Keegan will be Grandma Bunny. Kyle said he would confirm if the fire truck is able to drive to the area where the egg hunt will take place. The fire lanes in front of the school will remain clear of traffic. Gail is still working with BiMart on providing the eggs.
- d. Cathy said Celeste Rose is a marionet puppeteer and would do a 30 to 40 minute puppet show at the Easter Egg Hunt for \$190. Cathy suggested maybe a puppet show rather than the library providing a story time.

Ric said the Parks Board should concentrate on involving our community partners rather than bringing someone in from Eugene. Plus he said the cost is high.

In response to a question from Marie, Cathy said she has not talked with anyone at the library about story time at the Easter Egg Hunt. She will contact Colin Rea about regular story time as well as with dogs.

Cathy located a professional clown who would hand out balloons at the Easter Egg Hunt. He does not charge for his services. Ric said the subcommittee should make the decision and then bring the idea to the Board.

2. Earth Day/Arbor Day Celebration

National Earth Day is Thursday, April 22, 2010. National Arbor Day is Friday, April 30, 2010. Staff suggested holding an Earth Day celebration to include an Arbor Day and Tree City USA recognition.

V. New Business

- a. Review process for distributing agenda/packets

It was the consensus of the Board to continue with emailing the agenda and packet materials to all board members. Darci Henneman will provide a few copies of the agenda at the meeting. Craig also said members do not have to wait until the meeting to pass on information on upcoming events.

In response to a question from Barb, Daphene said she would like to be on the Earth Day committee. The subcommittee will meet Tuesday, February 9th at 4:00. Mayor Hobart-Hardin also volunteered to be on the Earth Day subcommittee.

- b. Kyle Roberts, R.A.R.E intern provide an update on the Tree USA application (combining Earth Day and Arbor Day celebrations).

Kyle said the City applied for Tree City USA status in late December. He received word last week from the Oregon Department of Forestry that our application was approved by the State of Oregon and will be sent to the Arbor Day Foundation for final approval which is just a formality. When approved, we should be getting the award materials in April.

Brian said as a part of acquiring Tree City USA status, the City has to have a tree board. Staff thought this could be a good role for the Parks Board to take on. Very little is required from the Board on an ongoing basis and the Parks Board would act as the citizen consulting

body and would become an advisory Tree Board to the Council. If a policy question or decision is required, staff would bring it to the Tree Board (Parks Board) for a recommendation to the Council.

Craig said this is exactly what the Parks Board would like to get involved in and it fulfills the scenario of a Parks Board.

Barb agreed but cautioned that the Parks Board should have in writing the specifics of becoming a Tree Board prior to accepting the responsibility.

After a lengthy discussion, it was the consensus of Parks Board to take on the responsibility of the Tree Board. They directed Brian and Kyle to draft the responsibilities for the Parks Board. Sheryl will work with the City Charter to outline the roles and responsibilities of the Tree Board/Parks Board for making formal recommendations to the Council and fulfill the requirement from the Arbor Day Foundation that a body within the City will become a Tree Board. Staff will provide written material to the Parks Board at the May 5, 2010 meeting.

It was the consensus of the Parks Board to hold the Earth Day celebration on Saturday, April 24th, from 10:00 a.m. to 2:00 p.m. The Earth Day celebration will include an Arbor Day Observance. Kyle said we may get a few trees donated from the Department of Forestry to plant around the City.

Marie would like to be on the Earth Day subcommittee.

- c. National Earth Day – Friday, April 22, 2010/Arbor Day – Friday, April 30, 2010

Darci Henneman confirmed Daphene Sampson's email address as follows:
motedd331@gmail.com

- d. Confirmation of Subcommittee assignments including Garden Club
The Parks Board was asked if they would like to appoint a garden club liaison. Barb said there may be two garden clubs in our community. Gail said she would contact Edie Moore and get some information. Barb volunteered to be the garden club liaison.

Mayor Hobart Hardin felt it was important to have a Parks Board representative on the Garden Club committee.

V. Next Meeting

After a suggestion to take a park tour, it was the consensus of the Board to plan the tour for the May 5, 2010 meeting.

Gail requested budget figures from Ric so she can proceed with planning the Easter Egg Hunt. The next Parks Board meeting will be Wednesday, March 3, 2010.

The Parks Board adjourned at 5:48 p.m.