

# Minutes of the Veneta Park Board

## November 2, 2011

### Board Members

**Present:** Barb Nelson, Dennis Paronto, Daphene Sampson, Braeden Cornelius and Luis Labastida

**Others:** Ric Ingham, City Administrator; Sandra Larson, City Council Liaison; Kyle Schauer, Public Works Superintendent; and Darci Henneman, Assistant City Recorder

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Daphene opened the meeting at 4:35 p.m.

I. Approve Minutes for October 10, 2011

Dennis motioned to approve the minutes, Barb seconded, all approved.

II. Old Business/Status of:

1. Update on Earth-Arbor Day/Green Week with Veneta Elementary

Last week Ric spoke with Olivia Johnson, the Veneta Elementary Principal, and invited Jackie Turle, the Principal at Elmira Elementary and Ms. Johnson to discuss working with the City on a combined Earth/Arbor/Green Day event. The two principals were encouraged about the corroboration but would like the event to be classroom based and in the afternoon so parents could attend. It was suggested the event be on a Friday.

2. Development of Events Budget

Ric provided a three year cost average for the Easter Egg Hunt, Earth/Arbor Day and the tree lighting event. The average spent on the Easter Egg Hunt was \$600; Earth/Arbor Day was the most expensive at \$675; and last year the Park Board spent \$116 participating in the Light Parade. The average cost for the Harvest Festival was \$150; \$100 was budgeted for a fall planting and \$250 for a movie/concert night.

In response to a question from Barb, Ric said the \$116 covered the cost to print the Park Board event cards and the candy handed out during the parade.

Dennis suggested planting a live tree for the Tree Lighting ceremony.

Ric said the Tree Lighting ceremony will be at the Veneta Farmers' Market site at Luther Lane and staff suggested purchasing two trees from Decker's Nursery; a live tree to plant for future decorating and a cut tree to decorate this year.

Daphene will follow up with Brian on what kind of tree will be planted.

The Light Parade has been rescheduled for December 8<sup>th</sup>.

Barb said the Garden Club would like to plant daffodils (and can supply some of them) along West Broadway. She would like to give them an answer at the next Garden Club meeting.

Kyle will check the landscaping drawings to see if there's room in the beds to plant bulbs.

Ric suggested bulbs could be planted in the tree rings along the pedestrian path and Waldo Lane.

Barb said last year's Earth/Arbor Day barbeque was very expensive and suggested shifting some funds to summer events.

It was the consensus of the Board to decrease the budgeted amount for Earth/Arbor Day after the subcommittee meets with the schools to get an idea on how much this corroboration will cost.

3. Status of T-Shirts

Ric said the Park Board has \$1,000 in the fundraising budget which could be used to purchase t-shirts.

Barb made a motion to support the purchase of t-shirts from the Park Board fundraising budget, Dennis seconded, all approved.

III. New Business –

1. Acceptance of Gail Wilkie's resignation

Dennis motioned to accept Gail's resignation, Barb seconded, all approved.

Darci will confirm the expiration date of Gail's term.

2. Public Works Report

Kyle said the Public Works crews completed two projects at City Parks; the cement curbing around the play structure at Territorial Park and the sidewalk from the parking areas to the play structure at Fern Park. Both projects turned out really nice. Kyle said the parking areas at Fern Park were built up for better drainage and next summer the Public Works crew will compact the parking areas.

IV. Event Planning

1. Update on Light Parade

The Fern Ridge Chamber of Commerce is taking the lead on the Light Parade. The Light Parade Committee will meet on Thursday, November 3<sup>rd</sup> and November 17<sup>th</sup>. Ric agreed to coordinate the Public Works crew and Lane Electric to assist with setting the tree. He suggested decorating the tree a few days before the light parade.

Ric said the Rotary Club is planning to have Santa at the Tree Lighting ceremony.

In response to a question from Daphene, Ric suggested the Park Board banner be displayed under the City's pop up structure during the Tree Lighting ceremony.

Barb suggested the Tree Lighting subcommittee should meet before the tree lighting to make sure the lights and decorations at Ray's are working and ready for decorating.

After a brief discussion, it was the consensus of the subcommittee to meet on site to decorate the tree on Friday, December 2<sup>nd</sup>, at 10:00 a.m. They will use a Public Works pickup to get the decorating supplies at Rays. Ric will arrange for Lane Electric to help decorate (11:00 a.m.). There will be plenty of things for everyone to assist with. Braeden and Luis will be there to help, along with other members.

Dennis motioned to adjourn the meeting, Barb seconded, all approved.

Daphene adjourned the meeting at 5:45 p.m.

The next meeting will be December 7, 2011.