

CITY OF VENETA PARK BOARD
MEMBERS:

CRAIG SODERBERG (CHAIR)
TRESSA MILLER (VICE-CHAIR)
REBECCA COX
DARLENE HARRIS

TORY MACKLIN
JOHN TRIBOLET
LINDSAY WAGNER
ALEXA BENSON (LIAISON)

MINUTES

Park Board Meeting
Wednesday, February 1, 2023 4:30 PM
Veneta City Hall – J.W. “Bill” Smigley Room
88184 8TH Street, Veneta, Oregon

Present: Vice-Chair Tressa Miller, Member Rebecca Cox, Member Darlene Harris, Member John Tribolet, and Liaison Alexa Benson
Absent: Chair Craig Soderberg, Member Tory Macklin, and Member Lindsay Wagner
Staff: City Administrator (CA) Matt Michel, Community Development Director (CDD) Matt Laird, Public Works Director (PWD) Kyle Schauer, Management Analyst (MA) Cole Haselip, and City Recorder (CR) Grace Jelks

-
1. REVIEW AGENDA
Vice-Chair Miller called the meeting to order at 4:37 p.m. and reviewed the agenda.
 2. PUBLIC COMMENTS
None.
 3. APPROVAL OF MINUTES
 - a. November 7, 2022
- MOTION: Member Cox made a **motion to approve the November 7, 2022 minutes, as presented**. Member Tribolet seconded the motion. **The motion passed unanimously (4-0)**.
- b. December 7, 2022

MOTION: Member Cox made a **motion to approve the December 7, 2022 minutes, as presented.** Member Tribolet seconded the motion. **The motion passed unanimously (4-0).**

4. OLD BUSINESS

- a. Vice-Chair Miller discussed park inspections. CDD Laird asked that completed forms be turned into him.

5. NEW BUSINESS

- a. PWD Schauer presented the report on the Pickle Ball Courts at Territorial Park.
Member comments and concerns included the size and number of courts, possible noise complaints, lighting, parking, and available funding or fundraising for construction.

There was a **consensus to recommend moving forward with a 4 – Court / Option B design for the pickle ball courts.**

- b. CDD Laird reviewed the Revised Park Board Bylaws Resolution No. 1376, which will be presented to the City Council for approval.

MOTION: Member Cox made a **motion to recommend that the City Council adopt the Revised Park Board Bylaws, Resolution No. 1376.** Member Tribolet seconded the motion. **The motion passed unanimously (4-0).**

- c. CDD Laird discussed new member recruitment.

Vice-Chair Miller stated that she knows of one (1) high school student interested in the position. Member comments included advertising the vacancy on the City's website.

- d. CDD Laird discussed the Tree Board, Tree City USA certification, and Arbor Day (April 28, 2023).

Member Harris reviewed the process from previous years. Member comments and concerns included member availability, permission from the school to conduct these activities during the school day, and which activities to proceed with. CDD Laird will find out more information, contact the school, and provide an update to the Board.

CDD Laird stated that a proclamation recognizing Veneta for Tree City USA certification will be presented to the City Council for signature.

CDD Laird discussed combining Cathy Keegan-Coulson's memorial event with Arbor Day.

There was a **consensus to consolidate the Cathy Keegan-Coulson memorial with Arbor Day (April 28, 2023).**

6. **EVENT PLANNING**

- a. CDD Laird presented the December Events Recap. Member Harris expressed concern about attendee safety during the Light Parade in December due participants throwing candy on the road that may conflict with the movement of the vehicles in the parade.
- b. CDD Laird discussed the upcoming Park Board Annual Report, due to the City Council on March 13, 2023.
- c. Vice-Chair Miller discussed Earth Day (April 22, 2023).
- d. Vice-Chair Miller discussed the Veneta Celebration Run. The event will take place on September 24, 2023. The event committee is discussing fundraising ideas and participant involvement from the high school track team.
- e. Vice-Chair Miller discussed the Easter Hunt on April 8, 2023. The hunt will take place at the Veneta Elementary this year. Egg stuffing will be on April 1, 2023, at City Hall.

7. **OTHER**

- a. PWD Schauer gave an update on the conceptual design for the new dog park.

Member comments and concerns included the type of material used for the dog park, access gates for attendees and emergency vehicles or railroad personnel, dog-friendly landscaping, and separation of space for small and large dogs.

CA Michel discussed having a dog parade to officially open the dog park and making it a yearly fundraising event.

- b. Heather Blake gave an update on using City parks for outdoor concerts. PWD Schauer clarified that the City does not charge for private park use. Liaison Benson discussed efforts for coordinating events in the park.

8. **NEXT MEETING**

The next meeting will be held on March 1, 2023.

9. **ADJOURN**

Vice-Chair Miller adjourned the meeting of the Veneta Park Board at 5:54 p.m.

Park Board Minutes
Wednesday, February 1, 2023



Craig Soderberg, Chair

ATTEST:



Grace Jelks, City Recorder