

**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, March 1, 2023 4:30 PM
Veneta City Hall – J.W. “Bill” Smigley Room
88184 8TH Street, Veneta, Oregon

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

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1. **REVIEW AGENDA**
Chair Soderberg called the meeting to order at 4:33 p.m. and reviewed the agenda.
 2. **PUBLIC COMMENTS**
None.
 3. **APPROVAL OF MINUTES**
 - a. February 1, 2023
This item was set over to the next meeting due to lack of quorum.
 4. **OLD BUSINESS**
 - a. CDD Laird gave an update on the Bolton Hill Sports Complex. There have been more discussions and cleanup at the site. The project is progressing.
 5. **NEW BUSINESS**

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- a. CDD Laird discussed Tree City USA. The application was submitted on February 6, 2023. The City has to participate in two (2) qualifying events each year. Pictures are needed to document events.
- b. CDD Laird presented the Ralph Johnson Park – “Adult Quiet Park.” CA Michel asked whether the Board wanted to consider redesigning the park and increase the funds necessary for construction and upkeep. Member comments and questions included specific design ideas for adult interests, engaging the community in discussion about proposed changes, parking, benches, an ADA walking path, and landscaping. CDD Laird will work with the City Landscape Architect to refine the design and bring it back to the Board for approval.

6. EVENT PLANNING

- a. Chair Soderberg discussed the Park Board Annual Report, due to Council by April 10, 2023.
- b. CDD Laird discussed Earth Day (April 22, 2023). The meeting with school representatives was canceled due to inclement weather. The Park Board will have a table at the event. CDD Laird will finalize the details and report back to the Board.
- c. CDD Laird discussed Arbor Day – Kathy Coulson-Keegan Memorial Tree Planting. CDD Laird stated that PWD Schauer has ordered the plaque and identified an appropriate location for placement. The cost of a concrete bench and maintenance made installation prohibitive. The tree needs to be ordered in time for the dedication on April 28, 2023, at 3 p.m. Chair Soderberg will discuss the dedication with Mrs. Coulson-Keegan’s spouse. The Arbor Day Proclamation will be submitted to City Council for approval in April.
- d. Chair Soderberg discussed the upcoming Easter Hunt in April. Egg stuffing will be on April 1, 2023, at City Hall. The Hunt will be on Saturday, April 8, 2023, at the Veneta Elementary School. The EC Cares construction project will change where the Easter Egg Hunt events take place this year. CA Michel confirmed with Neighborhood Watch that they will assist with traffic and parking, and Sanipac has donated \$500 to the event. Chair Soderberg will contact a bagpipe player that performed at the event pre-Covid, and inquire about participation this year.
- e. Chair Soderberg discussed the Veneta Celebration Run. The next meeting will be March 16, 2023, at City Hall. Sponsors will be discussed and finalized at the meeting. The event is now listed on the City’s new website and donations are being collected.

7. OTHER

- a. Chair Soderberg asked that everyone turn in their park inspections at the next meeting.
- b. Heather Blake informed the Board that her property is full of trees that she will donate for Kathy Coulson-Keegan’s Memorial Tree and for Earth Day Tree Planting.

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8. NEXT MEETING

The next meeting will be held on April 5, 2023.

9. ADJOURN

Chair Soderberg adjourned the meeting of the Veneta Park Board at 5:54 p.m.

ATTEST:



Craig Soderberg, Chair



Grace Jelks, City Recorder

