

Minutes of the Veneta Park Board

August 5, 2020

Board Members

Present: Craig Soderberg, Chair; Cathy Coulson-Keegan, Member (via telephone); Alyssa Morse, Member

Others: Matt Michel, City Administrator; Kyle Schauer, Public Works Director; Evan MacKenzie, Community Development Director; Darci Henneman, City Recorder; Pat Coy, Council Liaison

- I. Chair Craig Soderberg called the meeting to order at 4:36 p.m. there was not a quorum so the meeting was information only.
- II. Public Comments
None
- III. Approve Minutes for March 4, 2020
Because there was no quorum, the minutes could not be approved.
- IV. Old Business
 - a. Update on Phase II of City Park Improvements
Schauer said concrete is being poured in all phases. He said some underground communication utilities were discovered where the stage and shade structure will go. He said we did not know they existed so things were moved and the design for the footings was adjusted. The pool deck extension has started and they discovered the septic tank from the old pool. He said he's working through the paperwork to abandon it. There has been seven change orders to date which is more than any project he's worked on. He said the completion date is being pushed back but the project should be done by the end of October.

In response to a question from Craig, Schauer said the seven change orders totaled about \$30,000 but he added a contingency of about \$60,000. The fitness equipment will be installed soon and some of the walkways and the bridge are all coming along. All phases have started and are in the process.

In response to a question from Council Liaison Coy, Schauer said the pool deck is approximately 20 ft. by 40 ft. and includes approximately a 30 ft. by 10 ft. shade structure over a portion of the deck. It is adjustable and can be removed at the end of the season.

In response to a question from Member Morse, Schauer said the fence was removed and the deck goes up against the playground equipment wall.
 - b. Update on Parks and Recreation Open Space Master Plan
MacKenzie said staff has been working through the draft Plan and there doesn't seem to be anything that stands out. The Plan includes a list of planned projects for each park and also whether or not we retain all of our existing parks. In the Plan, there is a question of whether or not the smaller parks should be kept. They have not told us we should dispose of them but it's something we need to think about.

In response to a question from Chair Soderberg, MacKenzie said there are a couple of very small parks and it's difficult to provide all the amenities but they do provide an

open space. He didn't want to leave them out of the new Plan. He said with this new Plan, the existing Parks Element in our Comprehensive Plan is about 60% obsolete. He said he has been working on updating making the Parks Element, which is very short, consistent with the new Plan.

In response to questions from Chair Soderberg, MacKenzie said the Parks Element relies heavily on the 1999 Parks Master Plan and it's not accurate any more. He's been working on making the element consistent with the new Plan. There will be an opportunity for the Park Board to see it before it's finally adopted and a draft of a new Comprehensive Plan Park Element will go to the Park Board as well. He said the Park Board will have an opportunity to review the Plan next month and it will be presented to the Planning Commission at September 1st meeting so people will have plenty of time to review the document before it is considered for adoption in October. Lastly, the Plan will be forwarded to the Council for adoption. It will be available on the City's website for about a month before the October Planning Commission public hearing.

Michel said the consultant noted that Veneta sits well below the low range, in terms of park acreage per 1000 residents. He suggested the consultant show us not only how to maintain that level, also include what the medium range of acreage would require, and more choices in the document.

In response to a question from Chair Soderberg, MacKenzie said the Plan includes a recommendation for more park land but he's not sure if we're on the same page with the consultant. He said they hinted for park land to the north, in the Jeans Rd. area.

In response to a question from Chair Soderberg, MacKenzie said the area south of City Hall was not included in the Plan but the museum site is. He said purchasing other land or improvements to other parks is also included.

Michel said the Plan will be reviewed by the Park Board, the Planning Commission, and the City Council. He said staff wants to give each body a chance to own the plan and not just move it through the steps to ensure we're comfortable living with it for the next 20 years.

In response to a question from Chair Soderberg, MacKenzie said we received more than 200 survey responses and about 100 in the final follow up.

MacKenzie said Kay Bork and Kyle Schauer should also be acknowledged.

V. New Business

- a. Members Darlene Harris, John Tribolet, and Clyde Oglesby were reappointed to the Park Board March 23, 2020
There was no discussion on this matter.
- b. Financials through June 30, 2020
There was no discussion on this matter.

VI. Event Planning

- a. Review and Adopt Event Calendar
Because there wasn't a quorum, this item will be included on the September 2nd agenda.
- b. Harvest Festival, September 12, 2020
Council Liaison Coy said Mid Lane Cares is accepting applications for booths at the Harvest Festival. He said there won't be a quilt show because it's held inside. He said rather than

centering it off the Service Center, they thought the event should start at the Farmers Market site and move east toward Territorial. Based on last year's map they plan to spread the booths out and make it directional with the center area more open. They will provide more hand washing stations and may provide one more porta potty. He said there will be no live entertainment, hopefully we can have the bike show, and he wants to talk with Johl about that. He said DeAnna is organizing booths. He said they're really hoping they can pull the event off.

Member Morse said that is the weekend before school starts on September 15th for kindergarten through the third grade.

Chair Soderberg said he will get ahold of Johl.

Councilor Liaison Coy said he will follow up with DeAnna to see if she's already heard from him.

VII. Other

- a. Open Discussion
- None

VIII. Next Meeting – September 2, 2020

The meeting was adjourned at 5:05 p.m.