



MYRTLE CREEK PARKS COMMISSION
MEETING AGENDA
CITY HALL COUNCIL CHAMBER, 207 NW PLEASANT ST.

February 13, 2024

1.) CALL TO ORDER

2.) ROLL CALL

Linda Connell, Chair
Olivia See

Bill Umphlett
Mark Pavlak

Jim Davies

3.) PLEDGE OF ALLEGIANCE

4.) AUDIENCE PARTICIPATION

5.) MINUTES

a.) Minutes from January 9, 2024

6.) FINANCIAL STATEMENT

7.) PARK COMMISSION CONSIDERATION

a) Update on Evergreen Park Pavilion Grant

8.) PARKS DEPARTMENT REPORT

9.) FUTURE AGENDA TOPICS

10.) GOOD OF THE ORDER

11.) ADJOURNMENT

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All public meetings are ADA accessible. The City of Myrtle Creek will attempt to provide public accessibility to services, programs and activities. If accommodation is needed to participate at this meeting, please contact the City Recorder at (541) 863-3171 at least 48 hours prior to the scheduled meeting time.



CITY OF MYRTLE CREEK

REGULAR MEETING OF THE PARK COMMISSION

DATE: January 9, 2024

PLACE: Council Chambers, 207 NW Pleasant St., Myrtle Creek, Oregon

PRESIDING OFFICER: Mark Pavlak

COMMISSIONERS PRESENT: Bill Umphlett, Jim Davies, Olivia Sea

COMMISSIONERS ABSENT: Linda Connell, Councilor Diana Larson

A quorum was present throughout the meeting.

STAFF IN ATTENDANCE: City Administrator Lonnie Rainville, City Recorder Joanna Bilbrey, Parks Coordinator Michael Branson

CALL TO ORDER: Mark Pavlak called the January 9, 2024 meeting to order at 5:30 PM

ROLL CALL/PLEDGE OF ALLEGIANCE

SELECTION OF CHAIR AND VICE CHAIR

Motion was made by Commissioner Bill Umphlett to appoint Linda Connell as Parks Commission Chair for 2024. Motion was seconded by Commissioner Mark Pavlak. Discussion: No discussion followed Vote: Motion passed unanimously.

Motion was made by Commissioner Jim Davies to appoint Olivia See as Parks Commission Vice Chair for 2024. Motion was seconded by Commissioner Mark Pavlak. Discussion: No discussion followed Vote: Motion passed unanimously.

AUDIENCE PARTICIPATION

No audience participation.

CONSENT AGENDA

Motion was made by Commissioner Mark Pavlak to accept the meeting minutes for October 10, 2023 as presented. Motion was seconded by Commissioner Jim Davies. Discussion: No discussion followed Vote: Motion passed unanimously.

FINANCIAL STATEMENT

Review of December 2023 Park Financials.

PARK COMMISSION CONSIDERATION

Commissioner See shared about a specific weed in the Dog Park. She would like to be able to have them identified and removed before they become burrs. Parks Director Michael Branson said that he would like to walk the park with Commissioner See to identify locations where the weed is heavy.

Commissioner Davies asked if the ivy removal at Creekside had been completed. It was recommended that one of the Pickleball nets be put away for the winter to protect it from the elements.

City Administrator Lonnie Rainville shared the latest updates on the Recreational Immunity issues with park trails.

PARKS REPORT

Park Director Michael Branson shared with the Commission that most of the leaves have been picked up. Cleaning flower beds and pruning roses are now under way. The solid surfaces such as sidewalks are also being cleaned up. The volleyball court has been covered for the winter. With the winter weather setting in some time is being spent cleaning up the bunker. Blackberry abatement will continue in February.

FUTURE AGENDA ITEMS

Recreational Immunity Updates
Grant Progress

GOOD OF THE ORDER

No items presented.

ADJOURNMENT at 6:12 P.M.

Linda Connell, Chair

ATTEST:

Joanna Bilbrey, City Recorder

		PARK DEVELOPMENT PROJECTS			
		CASH	Friends	Millsite Park	Disc Golf
		BALANCE	of the Pool	Volleyball Courts	Task Force
11/30/2023	BALANCE	331,059.17	32,400.82	5,833.09	98.30
Dec	RV Park Revenue	3,711.00			
Dec	Park Rental				
Dec	Investment Interest	1,215.16			
	Revenue Totals	4,926.16			
Dec	Pacific Power	(670.48)			
Dec	South Umpqua Disposal	(338.50)			
Dec	Cardmember Services	(141.91)			
Dec	Lowe's	(4.72)			
Dec	MSK Building Supply	(18.99)			
Dec	Douglas Fast Net (Internet at RV Park)	(114.99)			
Dec	Firefly	(150.50)			
Dec	Systech	(50.00)			
	Expense Totals	(1,490.09)			
12/31/2023	BALANCE	334,495.24	32,400.82	5,833.09	98.30
1/1/2024	BALANCE	334,495.24	32,400.82	5,833.09	98.30
Jan	RV Park Revenue	4,402.00			
Jan	Park Rentals	30.00			
Jan	Investment Interest	1,206.91			
	Revenue Totals	5,638.91			
Jan	Pacific Power	(1,882.13)			
Jan	South Umpqua Disposal	(338.50)			
Jan	Systech	(50.00)			
Jan	State Lodging tax	(169.79)			
Jan	VISA Fees	(143.03)			
Jan	Douglas Fast Net (Internet at RV Park)	(114.99)			
Jan	Firefly	(143.50)			
	Expense Totals	(2,841.94)			
1/31/2024	BALANCE	342,976.09	32,400.82	5,833.09	98.30