



MYRTLE CREEK PARKS COMMISSION MEETING AGENDA

CITY HALL COUNCIL CHAMBER, 207 NW PLEASANT ST.

March 12, 2024

1.) CALL TO ORDER

2.) ROLL CALL

Linda Connell, Chair
Olivia See, Vice Chair

Bill Umphlett
Mark Pavlak

Jim Davies

3.) PLEDGE OF ALLEGIANCE

4.) AUDIENCE PARTICIPATION

5.) MINUTES

a.) Minutes from February 13, 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



CITY OF MYRTLE CREEK

REGULAR MEETING OF THE PARK COMMISSION

DATE: February 13, 2024

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

PRESIDING OFFICER: Olivia See

COMMISSIONERS PRESENT: Bill Umphlett, Mark Pavlak , Jim Davies, Councilor Diana Larson via conference line

COMMISSIONERS ABSENT: Linda Connell

A quorum was present throughout the meeting.

STAFF IN ATTENDANCE: City Administrator Lonnie Rainville, City Recorder Joanna Bilbrey

CALL TO ORDER: Olive See called the February 13, 2024, meeting to order at 5:30 PM

ROLL CALL/PLEDGE OF ALLEGIANCE

AUDIENCE PARTICIPATION

Cathey Wragg – Nutria in the park.

CONSENT AGENDA

Motion was made by Commissioner Bill Umphlett to accept the meeting minutes for January 9, 2024, as presented. Motion was seconded by Commissioner Mark Pavlak. Discussion: No discussion followed Vote: Motion passed unanimously.

FINANCIAL STATEMENT

Review of January 2024 Park Financials.

PARK COMMISSION CONSIDERATION

No items presented.

PARKS REPORT

Kris Sharp moved back to Parks and Public Works. The Parks personnel are starting to mow the parks. Spraying of weeds along trails is taking place as weather permits. Otto Luyken plants at the pool, memorial, and Fire Hall were replaced. The old faded enter and exit signs at Creekside Park have been replaced. The covered bridge in Millsite Park is scheduled to be painted when the weather allows along with the pickleball court lines. The split rail fence along Millsite Nature Trail is going to

Myrtle Creek Park Commission Minutes

February 13, 2024

Page 1 of 2

Page 2 of 4

be extended to the food court area. April 26th, 2024, the City will be hosting its 2nd Annual Arbor Day Celebration. Michael is working with the High School on scheduling March 20th as a workday for the students to earn their community service credits.

FUTURE AGENDA ITEMS

Recreational Immunity Updates

Grant Progress

GOOD OF THE ORDER

Diana Larson shared about debris built up in the creek along the birch trees. She also mentioned that several trees in Creekside Park appear to still have green ivy growing on them. Erosion is being addressed with the County to try and slow or stop the erosion along the creek in Millsite Park.

ADJOURNMENT at 6:03 P.M.

Olivia See, Vice 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	Lowes	(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
2/1/2024					
Feb	RV Park Revenue	3,079.25			
Feb	Park Rentals	30.00			
	Revenue Totals	3,109.25			
Feb	Raymond Brown	(500.00)			
Feb	Pacific Power	(998.90)			
Feb	South Umpqua Disposal	(338.50)			
Feb	VISA Fees	(173.09)			
Feb	Douglas Fast Net (Internet at RV Park)	(114.99)			
Feb	Firefly	(168.00)			
Feb	Systech	(50.00)			
	Expense Totals	(2,343.48)			
2/28/2024	BALANCE	348,428.82	32,400.82	5,833.09	98.30
PARK DEVELOPMENT PROJECTS					