



**MYRTLE CREEK PARKS COMMISSION
MEETING AGENDA**

CITY HALL COUNCIL CHAMBER, 207 NW PLEASANT ST.

April 09, 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 March 12, 2024

6.) FINANCIAL STATEMENT

7.) PARK COMMISSION CONSIDERATION

a) Request for donation to the Hanging Flower Basket Project

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: March 12, 2024

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

PRESIDING OFFICER: Olivia See

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

COMMISSIONERS ABSENT: Linda Connell, Jim Davies

A quorum was present throughout the meeting.

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

CALL TO ORDER: Olive See called the March 12, 2024, meeting to order at 5:30 PM

ROLL CALL/PLEDGE OF ALLEGIANCE

AUDIENCE PARTICIPATION

No audience present

CONSENT AGENDA

Motion was made by Commissioner Mark Pavlak to accept the meeting minutes for February 13, 2024, as presented. Motion was seconded by Commissioner Bill Umphlett. Discussion: No discussion followed Vote: Motion passed unanimously.

FINANCIAL STATEMENT

Review of February 2024 Park Financials.

PARK COMMISSION CONSIDERATION

City Recorder Joanna Bilbrey shared the status on the Oregon Parks Grant application for the pavilion in Evergreen Park.

PARKS REPORT

The mowing schedule has started. The last storm caused a lot of debris to fall in the parks and park staff have been working to pick that up. Spraying weeds is a priority right now. There is an area near the trestle in Millsite Park where some poison hemlock has been sprayed. Park staff are in the

process of taking an inventory and audit of potential hazards throughout our parks for our insurance company. This will help to mitigate potential recreational immunity cases by showing that we are making a focused maintenance program for our parks. As the weather begins to get nicer, we will plan to drag the ball fields in preparation for team sports. There is an ongoing process to deal with debris in the river, the removal is going to take coordination with multiple agencies. Parks personnel will begin testing sprinkler systems for repairs in April this year so that repairs can be completed before the busiest park season starts. Herbert lumber is donating mulch for the South Umpqua students to use during their city community service day.

FUTURE AGENDA ITEMS

No items presented.

GOOD OF THE ORDER

Commissioner Pavlak shared that there a couple trees that have fallen in the disc golf course.

ADJOURNMENT at 5:57 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
3/1/2024		348,428.82			
Mar	RV Park Revenue	5,599.50			
Mar	Investment Interest	2,472.63			
Mar	Park Development Grant	10,000.00			
Mar	Park Development(Park Signs)	500.00			
	Revenue Totals	18,572.13			
Mar	Douglas Fast Net (Internet at RV Park)	(114.99)			
Mar	South Umpqua Disposal	(338.50)			
Mar	MSK Building Supply	(0.50)			
Mar	Firefly	(189.00)			
Mar	Pacific Power	(833.76)			
Mar	Systech	(50.00)			
Mar	Home Depot	(53.98)			
Mar	Shirtcliff Oil Co	(131.00)			
	Expense Totals	(1,711.73)			
3/31/2024	BALANCE	368,712.68	32,400.82	5,833.09	98.30
April	Investment Interest	959.42			
April	Park Rentals	450.00			
April	RV Park Revenue	814.00			
April	South Umpqua Disposal (2 months)	(338.50)			
April	Systech	(50.00)			
April	MSK Building Supply	(50.94)			
April	Douglas Fast Net (Internet at RV Park)	(112.49)			
April	Aspira - Book Your Site Monthly Fee	(414.00)			
April	VISA Fees				
4/30/2024	BALANCE	369,970.17	32,400.82	5,833.09	98.30