



Yamhill County Parks & Recreation Advisory Board – Meeting Minutes

Date: June 14, 2023

Time: 5:30pm – 7:00pm

Location: Public Works, Lafayette Avenue, McMinnville

Members Present: Jim Culbert, Chair; Carla Chambers; Glenn Cloyd (by videoconference); Christy Cooke; Mike Firestone; Celine Hall; Celine McCarthy; Rob Molzahn (by videoconference)

Members Absent: Neyssa Hays, Secretary; Tim Duerfeldt

Staff Present: Travis Pease, Parks Manager; Mark Lago, Director of Public Works; Kit Johnston, Board of Commissioners' Parks Liaison

Visitors: Susan Muir, McMinnville Parks & Rec. Director; Carrie Martin, Yamhill County Marketing and Special Projects Staff; Nicole Montesanto, News-Register Reporter (by videoconference); Nick Chasuk, Yamhill Soil & Water Conservation District Board

The Meeting was called to order at 5:32pm.

The draft May 17, 2023 Board Minutes were unanimously approved after correcting the typo to show we have \$100,000 budgeted for parks master planning, and not \$10,000.

Carla announced that Print Northwest has submitted a quote indicating they could print 100 additional Parks Quest passports in black and white for \$300. Travis mentioned that spending the \$300 would leave very little left in the account to purchase prizes, if necessary. After discussion, a vote was taken and it was decided not to order these additional passports.

From 5:40 to 6:25pm, Susan Muir presented overhead slides while describing the McMinnville Parks & Rec. Master Planning process, followed by questions and answers. These slides were later shared with the Board for future reference.

From 6:30-6:55pm, Carrie Martin presented information on her role in facilitating grant requests. She requested being notified of specific parks needs so that future grant opportunities could be identified.

Jim requested that the meeting be continued past 7pm so that two additional priority items

could be covered. There were no objections to this request.

First, Jim proposed that to facilitate filling the three remaining Board positions that the group not spend time discussing the merits of each applicant. Instead, Jim made a motion to recommend to the Commissioners all six remaining applicants who had been interviewed, but not appointed. Travis announced that he had arranged an interview with applicant Casey Heesacker for Wed. Jun 21st at 4pm in the Public Works office. In the ensuing discussion, Carla asked if the applicants could be ranked by priority, and Jim responded that this was not what he had proposed. Then, various priority ranking systems were offered, and Jim withdrew the motion when it became apparent the Board was not ready to make recommendations. In checking with Commissioner Johnston, it was determined that there was not any rush to make recommendations, so this item will be placed on the agenda for the July 19th Parks Board meeting. In the meantime, all Board members will be requested to review all the applicants' applications and their interview notes in preparation for that discussion.

Second, Jim briefly mentioned that Cycle Oregon on Sept 9-11 will be coming through Carlton. Jim suggested that the Board and staff could use this as an opportunity to raise funds for Yamhill County parks by volunteering for this event. Jim will send out details by email and ask for a commitment.

The meeting adjourned at 7:17pm.

Agenda Items for July 19:

1. **Crabtree Park** – review results from recent contacts with the Chehalem Parks and Recreation District and discussion of next steps with County Counsel Colton Toland.
2. **Wrex Cruse Property** – presentation by Colton on a proposed new lease as a county park.
3. **Parks Board Applicant Discussion and Recommendations**