

Yamhill County Parks & Recreation Board Meeting Minutes



Date: April 19, 2021

Time: 5:30pm-7:00pm

Location: Microsoft Teams Meeting

Board Members Present: Sam Bremmer, Jim Culbert (Chair), Tim Duerfeldt, Steve Harloff, Neyssa Hays (Secretary), Rachel Flores, Andrew Mortenson, Bill Pallotto (Vice Chair), Martin Peters, Marie Vicksta,

Board Members Absent: David Hanson

Staff: Ben Much, Parks Division Manager

5:36: Call Meeting to Order

The March Minutes were approved after Rachel's surname was corrected.

There were no additions/edits to the Meeting Agenda

Continued Business & Updates

Staff Updates:

- I. Retro Fit of Roger's Landing Dock - materials have been acquired by the contractor. Work to start the last week of Apr or the first week of May, and be completed by May 30 in time for Memorial Day weekend event at the Park.
- II. Ed Grenfell Bathroom Construction - Bids have been requested from three potential bidders for the four different parts of the bathroom construction preparations. One bid for plumbing is all that have been received. Deadline for bid responses is Fri., Apr 23.
- III. Facebook Page - Ben has been locked out for the last 3 weeks, and cannot get Facebook to help, so there is no Admin. access. The site is still publicly available for anyone to post comments, images, etc. It was suggested that County Parks also start an Instagram site. Ben will look into this.
- IV. Meeting with Carrie Martin/ Grant Development in early Apr. - She's open to helping us find grants for our needs and help complete and submit them.
 - A. Question for Ben to ask her:
 1. If we find grants that look promising, does she want us to send them to her to vet?
 - B. Start a shared grant idea doc for Board members to put our ideas in

Chair Updates:

- I. Galen McBee resigned from the Board in early Apr.
- II. Wrex Cruse Parks lease expired in 2015, but it still remains county property.

- III. Rogers Landing is also a leased Park. The main part was extended to 2036, but the southern addition ends in 2025 and needs to be renewed in 2024.
- IV. At the May Board meeting we will hold officer elections.

Continuing Business:

A. Finalize Summer Parks Puzzle Plan

Signs with two letters will be posted in the following parks (Board Member assignments follow):

- a) Yamhill Nature Trail - Steve
- b) Wennerberg Park - Steve
- c) Rogers Landing - Sam
- d) Schaad - Martin
- e) Dayton Landing - Tim
- f) Huber - Bill
- g) Yamhill County Fairgrounds - Rachel
- h) Lafayette Locks Historical - Marie
- i) Deer Creek Nature - Dave (tentative)
- j) Blackwell - Dave (tentative)

B. Signs: Neyssa will create signs

- 1. Black Letters on Bright Yellow paper
- 2. Name of program & very brief description
- 3. County parks website
- 4. County parks logo

C. Timeline

- 1. April 19 - Choose parks
- 2. Apr 29 - Clues to card location sent to Ben/Rachel
 - a) Put the cards in an obvious place
 - b) Make clues directions to the card
- 3. May 17 - Passport layout review by Board
- 4. Mid June to Labor Day for program
- 5. Sept 20 - Passport postcards due, Board draw prize winners
- 6. Oct 18 - Invite prize winners and award prizes

D. Design Summer Parks Logo - Need fun font - Rachel will create and email Ben

E. Rules - Discussion. Need revisions.

F. Passport Distribution - Need to contact vendors.

- 1. Many public buildings are closed to the public
- 2. Jim will send list of past vendors and we'll figure it out by email who will contact which businesses

G. Prizes should include information card Summer Parks Puzzle answer

B. Traffic Study Roll Out - Andy

County Public Works has 6 traffic counters we can borrow for a couple of days at a time at no cost to us

- 1. Recommend using holiday weekends (4th of July and Labor Day) and perhaps a couple of other weekends
- 2. Andy will ask how often Public Works is willing to deploy the counters

3. Initial Parks for this.

- a) Rogers Landing - because it's so popular
- b) Deer Creek - because we have no idea if it's used much or when or by whom
- c) Lafayette Locks
- d) Ed Grenfell
- e) Stuart Grenfell (plus a trail cam to get a sense of whether it's just used a rest stop)
- f) Miller Woods if they'll agree to it (not county owned park)
- g) Dayton Landing - needs trail cam

C. Park Branding Gear Update - Steve

Steve's proposal was reviewed and discussion on kinds of gear desired. Steve will get back to the vendor for more specifics on the items of interest.

New Business:

Friends of Metsker - Need to set a date for a work party. What sort of support can we get from County parks department? - Neyssa to contact Ben to meet Wed 4/28 or the 4/29 to meet at Metsker to create a to-do list.

Oregon Parks and Recreation Department Registration - Ben will register for the County with Board member access.

Agenda Items for Next Meeting

Board Officer Elections

County Parks Website Review

7:00 Adjourn Regular Meeting