

Philomath Park Advisory Board

MINUTES

February 6, 2018

City Hall, 980 Applegate Street, Philomath

The Park Advisory Board meeting was called to order at 5:00 pm

1. ROLL CALL

Members present: Dale Collins, Lindy Young, Carol Leach, Elizabeth Elliot and Spencer Irwin
Others present: Michael Sprouse and Brad Fuqua from the Philomath Express

2. APPROVAL OF MINUTES

2.1 Minutes of November 17, 2017 were approved with no changes

3. NEW BUSINESS

3.1 Welcome New Members: Elizabeth (Izzy) Elliot and Spencer Irwin were introduced as new members of the Board.

3.2 Update on 11th Street Park: Dale described the park to the new members and gave them an overview of progress so far. City Manager Chris Workman said that the survey has been completed and forwarded to park designer Anita Van Asperdt of LandCurrent. Public Works will have their plan by the end of the month. The plan will be publicized after the next Board meeting and contracts for construction will be out by the end of April. All projects need to be paid for by the end of October, 2018. A name for the park was again discussed. Involving the community and schools in choosing a name would further publicize the park. Dale will contact the School District. Under consideration is T.J. Discovery Park, for one of the first people to lead a wagon train to the Philomath area.

3.3 Music in the Park Planning: The dates and music for this year's events are: May 24th - PHS Jazz Band, June 21st - PMS Band plus another, July 19th - TBA, August 24th - TBA. Dr. Johnson has accepted the invitation for the PHS Jazz Band to play in May. Diane Crocker will be approached about the Middle School Band playing for one hour in June. Lindy will ask Windsmith if they would take the second hour. Other bands will be contacted, including Country band Swamp Grass from Alsea. They may offer their CD's for sale. Last year's banners with the dates changed will be used in the park. Dale will check with ODOT about putting a banner on Main Street at 13th and 19th Streets. Carol suggested advertising with table-tent ads at the restaurants in town. Lindy will check with Julia Engel at the Library if they will have their van available. Dale has checked with the ball players about the dates and he will check with the Chamber of Commerce if they would consider helping with funding. Pioneer Telephone will again be one of the sponsors. The Lions will provide a concession stand.

3.4 Nomination of new Chair and Secretary: Dale Collins was asked to continue as the Board Chair and he agreed. His decision was accepted by the Board. The Secretary position will be decided at the next meeting.

4. ADJOURNMENT

Meeting adjourned at 6:00 pm

NEXT MEETING SCHEDULED FOR: Tuesday, March 6, 2018 at 5:00 pm.

Minutes recorded by Lindy Young, Board Member (for Sonlla Heern)

Philomath Park Advisory Board

MINUTES

March 6, 2018

City Hall, 980 Applegate Street, Philomath

The Park Advisory Board meeting was called to order at 5:00 pm.

1. ROLL CALL

Members present: Dale Collins, Lindy Young, Spencer Irwin, Elizabeth (Izzie) Elliott

Others present: Chris Workman

2. APPROVAL OF MINUTES

- a. Minutes of February 6, 2018 were approved with no changes

3. NEW BUSINESS

- a. **Meeting Date:** Changing the day of the meeting from the first Tuesday to the first Thursday seemed to suit the members of the Board. Dale will send out an email to solicit approval from board members.
- b. **Banner:** Dale announced that banner advertising the Music in the Park series will be hung in the True Value Parking lot.
- c. **Music in the Park:** Suggestions of music included Elvis Style Music, Hawaiian, Ukulele, and Mariachi band. The group agreed that having new kinds of music and kid friendly were good ways to go. July 19th and August 16th are the dates that need entertainment. We will continue to seek out fun entertainment. Bands could be given a stipend if a business sponsored them.

3.4 Naming Park on 11th Street: Dale reported that he made a quick presentation to the school principals regarding involving the schools with the suggested name for the park. Dale will follow up to see what they decide and if they want to involve students in the selection. Izzie reported that she met with Mary, historian at the Benton County Historical Society and Sarah Keezel (1859-1946) was the name she felt would be appropriate. Sarah was the President of the Philomath College from to and also the Philomath Postmistress in 1892. Chris reported that Flossie Overman (1885-1986) was a name suggested by Steve Bogs and Irene at the Historical Society suggested Sarah Keezel.

Izzie asked if there was a Philomath map that showed all the parks along with icons indicating what facilities were at each park. She then showed an example of what a snazzy map could look like and possible ways to pay for such a map to be printed. Izzie has inquired with a local graphic artist and Franklin Press has given a bid. In addition, Lindy will check with a graphic artist to see about cost of design.

3.5 Park Plan Review: Chris led a discussion about possible changes (improvements) to the existing plan including pouring a pad for a porta poddy location, pickleball striping, no climb fence, drinking fountain, basketball hoop versatility, changes in the height/length of slide, and possible surfaces other than concrete.

4. ADJOURNMENT

Meeting adjourned at 6:34 pm

NEXT MEETING SCHEDULED FOR: Tuesday, March 6, 2018 at 5:00 pm.

Minutes recorded by Izzie Elliott, Secretary



Minutes of April Meeting
Thursday April 5, 2018
City Hall, 980 Applegate St., Philomath

Committee Chair: Dale Collins
Committee Secretary: Izzie Elliott
Committee Members: Carol Leach, Mal Miner, Lindy Young, Sonlla Heern, Spencer Irwin
City Staff: Chris Workman

1. ROLL CALL: Dale Collins, Lindy Young, Mal Miner, Carol Leach, Sonlla Heern, Izzie Elliott
Visiting High School Students: Chase, Josh, Jeremiah, Zoe, attending for government class requirement

2. APPROVAL OF MINUTES:

2.1 Minutes of March 6, 2018 were approved.

3. NEW BUSINESS

3.1 Resignation – Sonlla Heern resignation accepted. We are grateful for your service and wish you well.

3.2 11th Street park naming –Citizens and students suggested: Chepenefa Play Park, Elements Park, Elementary Park, Clemens Primary Park, Mega DinoLand, Fun Park, Rainbow City Park, Kids Adventure Park, Rocky Park, Wacky Park, Boat Park, Awesome Park, Butterfly Park, Cookey Park, Magic Park, Tree House Park, Climbing Park. We haven't seen all the names at this point. Dale will check back with Melissa.

3.3 Welcome directory/Park Map – After some discussion it was decided that Izzie would approach the Chamber of Commerce to ask if they want to participate in the Celebrate Philomath Parks a 5 x 8 map of Philomath and Parks. Tabled for more information.

3.4 Music in the Park –band selection
Pioneer and Peak sponsor Music in the Park by providing funds which are used for advertising, etc., but they haven't been sponsoring the individual bands, which in the past have played for free. The discussion was whether to offer money (from the sponsors) to the bands or find out if they would play gratis.

The dates scheduled for Music in the Park are May 24th HS JAZZ BAND and August 16th SWAMP GRASS. True Value and Vinwood have offered to sponsor this band. June – open. July – open

Chris will contact Ludicrous Speed to find out if they want to play for either June or July. Lindy will contact Mark Weiss and Chintimini Winds to double check that they are willing to play for gratis.

3.5 Disc Golf tee improvements –Chris reported that a citizen in the community is willing to oversee project for nine concrete tee improvements for the 11th Street Park. Chris suggested this could be an Eagle Scout Project. Mal pointed out that this project would get done sooner if this citizen completed it. We all agreed it was a good idea.

Project update: Chris met Anita from LandCurrent with bid -ready documents will ready by May 5th. Chris checks often with Public Works to find out best methods of installation for maintenance purposes. The grant is from State Parks and Recreation. Projected opening in October.

3.6 Future meeting date –It was agreed to change our meeting date. Mal moved to change the meeting date to the second Thursday of the month. Lindy seconded the motion. Next meeting May 10th.

4. ADJOURNMENT 6:01 p.m. meeting ended

PARK ADVISORY BOARD
Minutes
May 10, 2018

Called to order at 5:00

- 1. Roll Call:** Dale Collins, Lindy Young, Spencer Irwin, Mal Miner, Izzie Elliott, Carol Leach
Staff: Chris Workman
- 2. Minutes were approved**
- 3. New business**

Update on Park Name-Chris shared all the hard copies of names submitted. Carol read the list. There was some discussion about the importance of a historic figure, discussion about names such as Kids Discovery Park, perhaps a person that had a connection to kids. Izzie will go to the Historic Society and ask for information about Flossie. Carol noted that information can be found on the internet. Next week we will vote on a name, pass the recommendation to Public Works and then City Council for final approval.

Construction

Chris reported there is a delay, underestimate of engineering time needed. Later start into project. 120 days of construction are planned. Chris will notify Mark Cohen regarding later dates, extension may be needed.

Band for Music in the Park

May 24 will be Middle School and High School

June 21- no band yet

July 19- no band yet

August 16- Swamp Grass

It was noted that we need to get going and find a band for June and July. Dale commented that if we book a band that requires a stipend, then we need to find a sponsor. Spencer Irwin has so kindly volunteered to sponsor a band. His company, AllPro Property Services (renovations and property turn over).

Dale showed us a sample banner/advertisement for Music in the Park. This will hang in the parking lot of True Value. We all agreed it looked good.

Dale will be the "Master of Ceremonies" and welcome everyone at 6:00. A jug will be passed for donations for Music in the Schools.

Park Map

Chris shared sample maps from Shelly of Chamber of Commerce. There is one particular fold out map (sample from Nevada City) that the Chamber prefers. We decided to drop our plans to make a 5x8 postcard map. At least at this time.

Dale reported that the Lions Club would like to paint the structure and top of swing set at the Triangle Lions Club Park. They would like to use Lions Club paint colors. We approved this idea.

Meeting ended at 5:55.

Next meeting 14th of June.

Philomath Park Advisory Board

MINUTES

June 14, 2018

City Hall, 980 Applegate Street, Philomath

The Park Advisory Board meeting was called to order at 5:00 pm.

1. ROLL CALL

Members Present: Dale Collins, Mal Miner, Izzie Elliott. Lindy Young(after flag duty).

Staff: Chris Workman

2. APPROVAL OF MINUTES- Minutes of May meeting were approved.

3. NEW BUSINESS: Lori Haslam, Tyler Haslam, and Kristen Beckstad spoke on behalf of the Philomath High School Tennis Team in need of a permanent place to practice and hold tournaments. Currently they are using the courts at Ashbrook School. Their goal is to have 6 courts, fenced, with lights. They asked for our support in obtaining a grant to further their cause. The group emphasized that the courts would be for public use and High School land would be used for the construction of the courts. The three of us present were all in favor of a project like this going forward. Chris mentioned that a grant may not be a viable solution at this time as the city is currently using the same grant for the development of the new park. Other options were discussed. It was pointed out that there would be no opposition to helping with tennis courts as it does line up with our list of priorities (see handbook p. 35 Master Plan).

4. Old Business

Naming of 11th street park Flossie Overman is the name waiting to be approved by City Council. Izzie passed out copies of newspapers she received from Historical Society about Flossie.

Park map This project is being organized by the Chamber of Commerce

Music in Park

Band selection June 21 – Chintimini Brass July 19- JD Miller and the River Edge Boys, and August 16 -Swamp Grass

Chris will update flyer and also put on Facebook. Mel asked how we can get this information on the lighted board. Chris will ask Ruth about the Reader Board.

Update on 11th street park construction Chris reported there is a delay and he will email the state asking for an extension. Engineering work is close to being done.

Meeting Adjourned at 5:55. Enough time to walk over to Fire Station for Flag Ceremony

Next Meeting, 2nd Thursday of the month, July 12th



Minutes of August Meeting
Thursday August 10, 2018
City Hall, 980 Applegate St., Philomath
5:00 p.m.

Committee Chair: Dale Collins
Committee Secretary: Izzie Elliott
Committee Members: Carol Leach, Mal Miner, Lindy Young, Spencer Irwin
City Staff: Chris Workman

1. ROLL CALL: Dale Collins, Lindy Young, Mal Miner, Carol Leach, Spencer Irwin, Izzie Elliott

2. APPROVAL OF MINUTES:

2.1 Minutes of May and June 2018 were approved.

There was a brief discussion before final approval of minutes about Izzie's concern about name for the 11th street park. Her concern was regarding the official decision to name the park. Her last recollection was we had narrowed the name search to three names. Mal, Chris, and Dale all nodded in agreement that as a group we decided on Flossie Overman.

3. NEW BUSINESS

3.1 Discussion on Skirvin donation of artwork Chris reported that they met on site and came up with a plan. Marlyn Weaver will draw up the plans. More information for Park Board next month Chris commented.

Carol asked if we will be able to maintain the outside of the fence? (Tall grass, little tree). Chris commented that was County right of way. Carol had a concern about vandalism. Dale said the Lions club had a similar concern with artwork at Philomath City Park but that it has been fine.

Mr. Weaver joined the discussion to say that there are plans to clean up the debris, cut the grass, maintain the area. They need get permission from county and city. They will return September meeting to give additional report.

Announcements

Reminders: Music in the Park...Next Thursday. Carol will try to get in in KEZI channel 9 out of Eugene.

It's also in the Thursday paper "E" section.

Next year days for Music in the Park. June 20, July 18, August 15, 2019

Carol asked Chris to please ask Ludicrous Speed if they could play next year.

Mal suggested that we keep an approximate count of how many people attend the Music in the Park Dale is going to give each of the City Council members a personalized invite to come to the park on Thursday and enjoy the music.

Adjournment at 5:30

Next meeting September 6, 2018 5:00pm

**Philomath Park Advisory Board
MINUTES**

September 13, 2018
City Hall, 980 Applegate St., Philomath

The Parks Advisory Board meeting was called to order at 5:01 pm

1. ROLL CALL

Members Present: Dale Collins, Carol Leach, Lindy Young, Spencer Irwin
Others Present: Michael Sprouse, Marlyn Weaver, also represented Members of the Skirvin Family and the Frolic Board.
City Staff: Chris Workman

2. APPROVAL OF MINUTES

2.1 Minutes of August 10 were approved as published.

3. OLD BUSINESS

- 3.1 Music in the Park wrap up – Dale reported that a donation of \$139.00 was made to the School District performing arts programs after the last performance. An attendance estimate of 200 was made.
- 3.2 Update on Skirvin Park - representatives from Friends of Skirvin, Frolic Board and City Staff have met on the previously proposed and discussed sight of a future park - a revised map has been drawn up and submitted to the board. There were a few questions and discussion for clarity. After hearing from all entities involved it was moved and seconded that the current map be submitted to the City Council for approval as a proposal for the Skirvin Park. Motion passed.

NEXT MEETING SCHEDULED FOR: Thursday, October 11, 2018, at 5:00 p.m.

4. ADJOURNMENT

Meeting adjourned at 5:40 pm

Minutes recorded by Carol Leach

Philomath Park Advisory Board
MINUTES
October 11, 2018
City Hall, 980 Applegate St., Philomath

The Parks Advisory Board meeting was called to order at 5:05 pm

1. ROLL CALL

Members Present: Dale Collins, Carol Leach, Spencer Irwin
Others Present: Michael Sprouse
City Staff: Chris Workman

2. APPROVAL OF MINUTES

2.1 Minutes of September 13, 2018 were approved as published.

3. OLD BUSINESS

3.1 11th Street Park construction update – City Manager Chris Workman reported that the original power design has been agreed to – ED Hughes and RG Smith have been on site working – existing poles will remain as they are now. Electrical is done. January and February anticipated time line for bids.

4. NEW BUSINESS

4.1 2019 Music in the Park Pre-planning – Ideas discussed – having area artists come and display inside the shelter during the concerts. Contacting local artists like the Open Studios folks. Possible Movie in the Park. Possible dance in the Park. A consensus should be reached to either pay or not pay bands and it should be consistent with all. Sponsors to pay bands should be sought early and their sponsorships can be included on the banners and advertising. Continued discussions of where banners can be displayed for the highest visibility to the most traffic.

NEXT MEETING SCHEDULED FOR: Thursday, November 8, 2018, at 5:00 p.m.

5. ADJOURNMENT

Meeting adjourned at 5:50 pm

Minutes recorded by Carol Leach

Philomath Park Advisory Board
MINUTES
November 08, 2018
City Hall, 980 Applegate St., Philomath

The Parks Advisory Board meeting was called to order at 5:06 pm

1. ROLL CALL

Members Present: Dale Collins, Carol Leach, Malcolm Miner
Others Present: Michael Sprouse, Eric Niemann-Mayor Elect
City Staff: Chris Workman

2. APPROVAL OF MINUTES

2.1 Minutes of October 11, 2018 were approved as published.

3. OLD BUSINESS

3.1 2019 Music in the Park (MIP) planning – Discussion of Bands and sponsors and the roll of each financially. Discussion of what the Title Sponsor should contribute. If a board member contacts a possible band - what is the obligation? Should we attach responsibility of getting a band to also finding a sponsor to cover that band? Also discussed coming back with possible bands and sponsors. What the banners will look like for next season. A possible volunteer to handle marketing of this event will be approached. Report back at next meeting on any of the above information gathered.

3.2 Dale Collins sent an email to the Open Studios contact - with an offer to display work during Music in the Park – no replies.

4. NEW BUSINESS

4.1 Chris Workman introduced the concept of a Winter Project for the Park Advisory Board to consider sponsoring - a city (area) wide photo contest that would go through the winter months. Photos types could change monthly - winning photos displayed in the council chambers and all photos becoming the property of the City and a signed waiver stating that we could use them in other publications etc. Board members bring thoughts for more discussion at the next meeting.

4.2 Mal Miner asked about the completed Corvallis to the Sea Trail going through Philomath. Chris Workman will bring a map of the completed trail to the next meeting.

4.3 Mayor-elect Eric Niemann spoke briefly. Thanked the board for the work they have done and has attended a MIP event and thought it was good for the City.

NEXT MEETING SCHEDULED FOR: It was voted to suspend the regular meeting schedule for December. **There will be no meeting on Thursday December 13th.**

The next meeting will be on January 10, 2019 at 5pm.

5. ADJOURNMENT

Meeting adjourned at 6:00 pm

Minutes recorded by Carol Leach