



**City of Sutherlin
Parks Advisory Committee
Tuesday, August 4, 2015
7:00 p.m. – City Hall Conference Room**

Agenda

- **Meeting called to order**
- **Introduction of Media**
- **Approval of Minutes:** February 19, 2015
- **Old Business:**
 - a. Red Rock Path (Phase 2)
 - b. Garden Club Project
 - c. Bench/Drinking Fountain – Library
 - d. Playground Equipment / Preschool Play area
- **New Business:**
 - a. New electrical service – Central Park
- **Other Business:**
- **Public Comment:**
- **Committee Comments:**
- **Adjourn**

**CITY OF SUTHERLIN
PARKS ADVISORY COMMITTEE
CITY HALL CONFERENCE ROOM – 7PM
THURSDAY, FEBRUARY 19, 2015**

Committee Members:

Chair Tom Boggs, Zada Wright, Andrew Hlavinka, Craig Hoobler, Tim Bradley, and Rick Murphy

Excused: None

Absent: Jake Masterfield

City Staff: Community Development Director, Vicki Luther
Community Development Specialist, Kristi Gilbert

Introduction

of Media: None

Audience: Beth & Jim Housemen, Wendi Stinnett, Janel Sorenson, Michelle Olson and Karen Meier

Meeting called to order by Chair Boggs at 7:00 pm.

- **Approval of Minutes**

MOTION made by Bradley to approve the minutes from the June 19, 2014 meeting; second made by Hlavinka.

In favor: Wright, Hlavinka, Bradley, and Chair Boggs.

Opposed: None

Motion carried unanimously.

- **Old Business**

Friends of Fords Pond – Jim Houseman introduced the members of Friends of Fords Pond. He then indicated that Friends of Fords Pond (FOFP) was established to assist the City of Sutherlin in the coordination, development, and maintenance of a recreational facility on the Fords Pond property. He stated that FOFP are in search of an established partnership with the City so they could apply for a 501(c)(3) permit with the IRS. They request a formal recommendation to be recognized to work with the City in order to obtain their 501(c)(3) permit. It was consensus of the Committee to take a resolution to the City Council.

Jim Housemen asked the Committee members to take a tour of Ford's Pond with him so they could share their recreational ideas. There was consensus to tour Ford's Pond Monday, February 23, 2015 at 2:30 P.M.

Red Rock Path (Phase 2) Additional Grant Options – CD Director Luther reported right of way was obtained in order to place the new bridge off of Sea Street; the project bid opening is March 12, 2015, with a project completion date of December, 2015.

Sutherlin Garden Club Project – Community Center – The City installed irrigation for the Sutherlin Garden Club beautification project. The area is now ready for the Garden Club to begin their project.

Bench/Drinking Fountain – Library – Luther reported a drinking fountain and bench have been requested to be installed in front of the library. She indicated that the drinking fountain has not been researched at this time; however, a bench can easily be

placed. Since there isn't water readily available, boring through concrete is necessary to install a fountain; alternate ways for a water source are being explored.

MOTION made by Bradly to place a bench in front of the library; second made by Hoobler.

In favor: Wright, Hlavinka, Hoobler, Bradley, Murphy and Chair Boggs.

Opposed: None

Motion carried unanimously.

New Business

Playground Equipment/Preschool Play Area

Luther indicated that there have been requests for a play area for younger children. Different options could be fencing, creating an additional play area at Central Park, or developing a separate play area over near the restrooms across the bridge from Central Park. Luther stated that the City is trying to pursue some grants; however, to get the grant applications complete they require letters of support and a park design concept. She noted that she is meeting with a Landscape Design Engineer. Discussion ensued regarding structuring options for the park and playground equipment replacement. Luther reported the current condition of the playground equipment, noting that it was all put in at the same time; therefore, could all potentially need replaced at the same time. In discussion of the replacement of the park equipment, Luther indicated that we have safety inspections on the equipment annually that indicate the things we must fix.

2015-16 Budget

Luther stated that the City is in the beginning phases of the budget process, therefore, could be looking at approximately \$25,000 to \$50,000 for a park project. So there are options to consider such as saving some money for a match for grants, or for the Committee to keep in mind that the second phase of the trail will be finished. Upon completion of the trail, the Committee may wish to place trash cans and dog waste stations along the new portion of the path. Another option that was suggested would be upgrades to Hartley Park, to add picnic tables and outhouse for six months of the year. Murphy recommended wood chips at Hartley Park for safety issues.

- **Other Business** – None
- **Public Comment** – Karen Meier suggested adding sand instead of chips at Hartley Park.
- **Committee Comments** - None

Next meeting tentatively scheduled for Thursday, March 19, 2015 at 7:00 pm.

Adjournment: With no further business the meeting was adjourned at 7:58 pm.

Respectfully submitted by,

Kristi Gilbert
Community Development Specialist

Vice Chair/ Secretary, Tim Bradley

APPROVED BY COMMITTEE ON THIS _____ DAY OF _____, 2015

DRAFT

**CITY OF SUTHERLIN
PARKS ADVISORY COMMITTEE SITE VISIT
FORD'S POND – 2:30 PM
MONDAY, FEBRUARY 23, 2015**

Committee Members:

Chair Tom Boggs, Zada Wright, Andrew Hlavinka and Tim Bradley

City Staff: Public Utilities Superintendent, Brian Elliott
Community Development Specialist, Kristi Gilbert

Audience: Beth & Jim Housemen and Wendi Stinnett

Chair Boggs and Committee members Wright, Hlavinka and Bradley gathered at Ford's Pond with Friends of Ford's Pond members Jim and Beth Housemen and Wendi Stinnett, at 2:30 p.m. on Monday, February 23, 2015.

Friends of Fords Pond gave the Committee members a tour around Ford's Pond sharing their recreational ideas with the Committee.

Site Visit departure was at 4:10 p.m.

Respectfully submitted by,

Kristi Gilbert
Community Development Specialist

Vice Chair/ Secretary, Tim Bradley

APPROVED BY COMMITTEE ON THIS _____ DAY OF _____, 2015