

CITY OF PORT ORFORD
REGULAR SESSION OF THE PARKS COMMISSION
Thursday, April 9th, 2026, AT 6:00 P.M.

Please join this meeting from your computer, tablet or smartphone.

<https://meet.goto.com/454882045>

You can also dial in using your phone.

United States (Toll Free): 1 (877) 309-2073

United States: 1 (646) 749-3129

Access Code: 454-882-045

1. **Call to order/roll call/Pledge of Allegiance**
2. **Additions to the Agenda**
3. **Minutes March 12th, 2026**
4. **Citizen Concerns (On Agenda items only; 3 min.)**
5. **REPORT: Buffington Park Host**
6. **Financials**
7. **Commissioner Reports**
 - a. **Comm. Thompson**
 - b. **Comm./Liaison Lovendahl**
 - c. **Comm. Currier**
 - d. **Comm. Rickey**
 - e. **Comm. Rickel**
8. **Old Business**
 - a. **Planning Grant Discussion**
 - b. **Recruitment & Volunteer Discussion**
 - c. **Skate Park Safety**
 - d. **Buffington Bathroom Painting**
9. **New Business**
 - a. **Applications for Appointment: Jim Golden & Robert Shafer**
 - b. **Rotary Projects**
 - c. **Parks Master Plan**
 - d. **Budget**
10. **Considerations**
 - a. **Citizens**
 - b. **Commissioner's**
11. **Future Meeting: Thursday, April 9th, 2026; Regular Meeting in the Gable Chambers and Online at 6:00 pm**
12. **Adjourn**

Meeting Minutes
City of Port Orford Regular Session of the Parks Commission
Thursday, March 12th, 2026, at 6 pm

Commissioners Present (Quorum is 3 members): Bryan Thompson, Ledeen Rickey, Liaison/Sara Lovendahl,

Commissioners Not Present: Commissioner Rickel, Commissioner Currier

1. Call to order/roll call/Pledge of Allegiance
2. Additions to the agenda – none
3. Minutes Feb. 5, 2026
 - a. Commissioner Thompson moves to accept the minutes
 - b. Comm. Lovendahl seconds the motion. Motion carries unanimously.
4. Citizen Concerns (on agenda items only; 3 min.) – none
5. Report: Buffington Park Hosts – Lauren and Richard McMurtrey.
 - a. Lauren shares that all is well...they are doing the pine needle dance. The city purchased a new blower for her to use for clearing needles from the putt-putt course. 5 nets for the basketball hoops were purchased and the children seem appreciative.
 - b. Concern* the park has collected dead matter in certain areas- this is considered fire fuel; trees & bushes may need to be trimmed, as well. The really bad areas are between the horse arena and the host trailer space; also, between the gazebo and their trailer space (what used to be a butterfly area).
6. Financials – not in our packet
 - a. Commissioner Lovendahl reports that there is no information yet.
7. Commissioner Reports
 - a. Lovendahl – had an extensive discussion with the city’s insurance company regarding the skate park. They suggested: take care of the broken edges on the existing railing & have signs posted ASAP that say “use at your own risk”.
 - b. Currier – Pickleball players are enjoying the really clean bathrooms and court areas. Kudos to our new park hosts for their diligent work at Buffington Park. *Concern the nets on the courts are very deteriorated and need to be replaced ASAP for safety reasons.
 - c. Rickey – Reports that the Port Orford Jail is getting a new door (with help from the Rotary Club). Worked with Sara to send out pictures of picnic benches and the broken bridge at Battle Rock Beach so that repairs can be made swiftly. Is processing a Community Service Request with the Rotary Club of Port Orford to paint the bathroom buildings at Buffington Park. Also, intends to ask rotary for help with the Baseball benches at Buffington...
 - d. Rickel – NP – community member Richard McMurtrey spoke to how the table at the Gazebo is beyond repair and needs to be removed and another table needs some repairs to be safe for public use.

- e. Thompson – reports that there will be an event at the A-frame on March 17th and that he is in discussion for part 2 of the skate park with its original promoter (Dave Lacey?).

8. Old Business

- a. Planning Grant Discussion- Commissioner Thompson & Commissioner Rickey agreed to work with Commissioner Lovendahl on the planning grant. Sara and Skaidra are getting the plan started with RFP's (hopefully they'll get 3).
- b. Recruitment – keep trying to recruit
- c. Skate Park Safety – Comm. Currier wonders if the light pole at Buffington Park can be put into working order?
- d. Buffington Bathroom Painting – getting a more detailed proposal for the Rotary Board Meeting on April 1st, 2026.

9. New Business

- a. Buffington Park Signage – no report at this time

10. Considerations

- a. Citizens
- b. Commissioners

11. Future Meeting: Thursday, April 9th, 2026; Regular Meeting in the Gable Chambers and Online at 6:00 pm

12. Adjourned at 6:35 pm

APPLICATION FOR APPOINTMENT TO COMMISSION, COMMITTEE OR TASK FORCE

If you do not wish to have any specific information in this form given out to the general public, please let us know, in writing, and tell us the reason why. We will try to honor your request within the constraints of the applicable public records law

I am interested in serving as a member of the PARKS COMMITTEE

Name JIM GOLDEN

Mailing address _____

Residence address if different from above _____

Home telephone _____ Work telephone _____

Email _____ Fax _____

Current employment Retired

Your area of interest PARKS

Your area of expertise EDUCATION

Why do you want to serve? I LIVE IN OUR TOWN AND I HAVE AN INTEREST IN HELPING KEEP OUR PARKS VIBRANT, SAFE AND FAIRLY.

Previous service in this appointed position or a similar position _____

I WAS A LONG TIME EDUCATION LEADER SERVANT.

Other volunteer activities LOTS OF COACHING AND COMMUNITY SERVICE.

RECENTLY RETIRED AND WANTING TO SERVE

Does your schedule allow you to attend;

Daytime Meetings yes no Evening meetings yes no

Does your schedule limit the days you could attend meetings? yes no

Have you ever been convicted of a crime? yes no If Yes, please explain

Additional comments I LIVE IN PORT ORFORD AND I APPRECIATE OUR LOVELY PARKS.

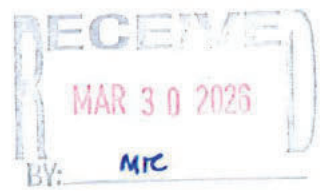
Date 3/30/25 Signature [Signature]

Please return to:

City of Port Orford
P.O. Box 310
Port Orford, Oregon 97465

Phone: 541-332-3681

Email: Jharrison@portorford.org



APPLICATION FOR APPOINTMENT TO COMMISSION, COMMITTEE OR TASK FORCE

If you do not wish to have any specific information in this form given out to the general public, please let us know, in writing, and tell us the reason why. We will try to honor your request within the constraints of the applicable public records law

I am interested in serving as a member of the Parks Commission

Name Robert (Bobby) Shaker

Mailing address _____

Residence address if different from above _____

Home telephone _____ Work telephone _____

Email _____ Fax _____

Current employment Self / Retired

Your area of interest Learning how PO Municipal parks work and how I can help improve.

Your area of expertise MBA - Organizational mgmt.

Gardening - Building - Program / Pral. mgmt.

Why do you want to serve? I love parks. We have some with so much potential. Many hands...

Previous service in this appointed position or a similar position N/A

Pop Warner Business Director - volunteer of the yr

Other volunteer activities none at this time.

Does your schedule allow you to attend;

Daytime Meetings yes no Evening meetings yes no - Depends on day and frequency.

Does your schedule limit the days you could attend meetings? yes no

Have you ever been convicted of a crime? yes no If Yes, please explain

Additional comments _____

Date 3/4/26

Signature R. Shaker

Please return to:
City of Port Orford
P.O. Box 310
Port Orford, Oregon 97465

Phone: 541-332-3681

Email: Jharrison@portorford.org

**City of Port Orford Current Financial Situation (Expenses)
As of February 28, 2025 (67% of year elapsed)**

General	Budget	Actual	Budget less Actual	% of expenses incurred
Expense				
Personnel	1,112,133	682,467	429,666	61%
Materials and Services	393,730	251,278	142,452	64%
Capital Outlay	45,000	-	45,000	0%
Debt Service	-	-	-	
Transfers	195,000	-	195,000	0%
Contingency	-	-	-	
Reserved for Future	-	-	-	
Unappropriated	43,789	-	43,789	0%
Total	1,789,652	933,745	855,907	52%

Parks	Budget	Actual	Budget less Actual	% of expenses incurred
Expense				
Personnel	-	-	-	
Materials and Services	89,995	29,955	60,040	33%
Capital Outlay	1,564,481	1,298,595	265,886	83%
Debt Service	-	-	-	
Transfers	138,374	-	138,374	0%
Contingency	-	-	-	
Reserved for Future	-	-	-	
Unappropriated	104,317	-	104,317	0%
Total	1,897,167	1,328,550	568,617	70%

Public Safety	Budget	Actual	Budget less Actual	% of expenses incurred
Expense				
Personnel	455,419	317,982	137,437	70%
Materials and Services	105,824	82,193	23,631	78%
Capital Outlay	-	-	-	
Debt Service	-	-	-	
Transfers	-	-	-	
Contingency	-	-	-	
Reserved for Future	-	-	-	
Unappropriated	2,070	-	2,070	0%
Total	563,313	400,175	163,138	71%

Sewer	Budget	Actual	Budget less Actual	% of expenses incurred
Expense				
Personnel	-	30	(30)	
Materials and Services	317,794	128,620	189,174	40%
Capital Outlay	1,041,000	69,719	971,281	7%
Debt Service	173,526	8,843	164,683	5%
Transfers	322,166	-	322,166	0%
Contingency	200,000	-	200,000	0%
Reserved for Future	182,168	-	182,168	0%
Unappropriated	120,346	-	120,346	0%
Total	2,357,000	207,212	2,149,788	9%

**City of Port Orford Current Financial Situation (Expenses)
As of February 28, 2025 (67% of year elapsed)**

All Funds	Budget	Actual	Budget less Actual	% of expenses incurred
Expense				
Personnel	1,567,552	1,001,572	565,980	64%
Materials and Services	1,509,615	653,819	855,796	43%
Capital Outlay	2,954,481	1,552,105	1,402,376	53%
Debt Service	173,526	8,843	164,683	5%
Transfers	1,363,739	-	1,363,739	0%
Contingency	795,831	-	795,831	0%
Reserved for Future	672,609	-	672,609	0%
Unappropriated	293,456	-	293,456	0%
Total	9,330,809	3,216,338	6,114,471	34%

**City of Port Orford Current Financial Situation (Revenue)
As of February 28, 2025 (67% of year elapsed)**

General	Budget	Actual	Budget less Actual	% of revenue received
Revenue				
Beginning Fund Balance	(124,869)	-	(124,869)	0%
Fees, Licenses, Permits, Fines, Assessments & Other Services	448,981	280,724	168,257	63%
Federal, State & all other grants, gifts, allocations & donations	-	-	-	
Interfund Transfers/Internal Service Reimbursements	1,087,940	-	1,087,940	0%
All other resources except current year property tax	7,600	9,229	(1,629)	121%
Current year property tax	370,000	323,724	46,276	87%
Total	1,789,652	613,677	1,175,975	34%

Parks	Budget	Actual	Budget less Actual	% of revenue received
Revenue				
Beginning Fund Balance	248,830	-	248,830	0%
Fees, Licenses, Permits, Fines, Assessments & Other Services	4,350	295	4,055	7%
Federal, State & all other grants, gifts, allocations & donations	1,629,279	1,428,767	200,512	88%
Interfund Transfers/Internal Service Reimbursements	-	-	-	
All other resources except current year property tax	14,708	47,348	(32,640)	322%
Current year property tax	-	-	-	
Total	1,897,167	1,476,410	420,757	78%

Public Safety	Budget	Actual	Budget less Actual	% of revenue received
Revenue				
Beginning Fund Balance	8,264	-	8,264	0%
Fees, Licenses, Permits, Fines, Assessments & Other Services	108,704	62,913	45,791	58%
Federal, State & all other grants, gifts, allocations & donations	-	-	-	
Interfund Transfers/Internal Service Reimbursements	145,000	-	145,000	0%
All other resources except current year property tax	3,139	990	2,149	32%
Current year property tax	298,206	262,191	36,015	88%
Total	563,313	326,095	237,218	58%

Sewer	Budget	Actual	Budget less Actual	% of revenue received
Revenue				
Beginning Fund Balance	700,000	-	700,000	0%
Fees, Licenses, Permits, Fines, Assessments & Other Services	1,584,500	927,326	657,174	59%
Federal, State & all other grants, gifts, allocations & donations	-	-	-	
Interfund Transfers/Internal Service Reimbursements	55,000	-	55,000	0%
All other resources except current year property tax	17,500	6,598	10,902	38%
Current year property tax	-	-	-	
Total	2,357,000	933,923	1,423,077	40%

Streets	Budget	Actual	Budget less Actual	% of revenue received
Revenue				
Beginning Fund Balance	(26,000)	-	(26,000)	0%
Fees, Licenses, Permits, Fines, Assessments & Other Services	101,133	55,910	45,223	55%
Federal, State & all other grants, gifts, allocations & donations	250,000	-	250,000	0%
Interfund Transfers/Internal Service Reimbursements	110,000	-	110,000	0%
All other resources except current year property tax	2,060	22	2,038	1%
Current year property tax	-	-	-	
Total	437,193	55,931	381,262	13%

Water	Budget	Actual	Budget less Actual	% of revenue received
Revenue				
Beginning Fund Balance	(6,836)	-	(6,836)	0%
Fees, Licenses, Permits, Fines, Assessments & Other Services	751,306	479,660	271,646	64%
Federal, State & all other grants, gifts, allocations & donations	224,000	184,183	39,817	82%
Interfund Transfers/Internal Service Reimbursements	55,000	-	55,000	0%
All other resources except current year property tax	4,500	9,812	(5,312)	218%
Current year property tax	-	-	-	
Total	1,027,970	673,654	354,316	66%

**City of Port Orford Current Financial Situation (Revenue)
As of February 28, 2025 (67% of year elapsed)**

All Funds	Budget	Actual	Budget less Actual	% of revenue received
Revenue				
Beginning Fund Balance	2,014,853	-	2,014,853	0%
Fees, Licenses, Permits, Fines, Assessments & Other Services	2,998,974	1,832,886	1,166,088	61%
Federal, State & all other grants, gifts, allocations & donations	2,103,279	1,612,950	490,329	77%
Interfund Transfers/Internal Service Reimbursements	1,452,940	-	1,452,940	0%
All other resources except current year property tax	92,557	107,294	(14,737)	116%
Current year property tax	668,206	585,915	82,291	88%
Total	9,330,809	4,139,044	5,191,765	44%