

**MARION COUNTY  
Parks Commission  
Special Meeting Minutes**

Date: Wednesday, June 4, 2025  
Time: 3:00pm – 4:30 pm  
Location: Teams or Willamette Conference Room at Public Works, 5155 Silverton Road NE

Present: **Members:** Herschel Sangster, Bob Emanuel, , Alton Hoover, Wayne Rawlins (Teams),  
Tabitha Henricksen (Teams) and Bryan Hall (Teams)

**Staff:** Whitney Ned

**Guests:** None

Absent: **Excused:**

**Unexcused:** Steve Staten

Quorum: **Yes**

**ADMINISTRATIVE (Information/Discussion/Action)**

Hersch Sangster called the meeting to order at 3:03 pm.

**Introductions:** Commission members and staff were introduced.

**Attendance/Roll Call:** Done.

**Agenda Changes:** None.

**Public Comment:** None.

**Amendment to Bylaws – Membership Minimum and Limit**

**Motion:** Bob made a motion for Membership item 4.1 to be changed as follows: the entire sentence to be deleted and the following inserted: “The Parks Commission shall consist of not less than five (5) or more than seven (7) members.” Alton seconded.

**Discussion:** The purpose of said motion is to reduce the minimum and maximum number of Commission members based on dwindling Parks Commission membership.

**Result:** A voice vote is unanimous – motion passes.

### **Amendment to Bylaws – Clarification on Absences**

**Motion:** Bob made a motion for Termination item 5.1 to be changed as follows: the words “within one (1) year” to be inserted between the words “absences” and “shall” to read: “Three unexcused absences within one (1) year shall warrant discussion of the retirement of the commissioner and the opening of the vacancy.” Bryan seconded.

**Discussion:** The purpose of said motion is to eliminate ambiguity as to when to begin counting for the three unexcused absences.

**Result:** A voice vote is unanimous – motion passes.

### **Amendment to Bylaws – Formatting Revisions**

**Motion:** Bob motioned that Marion County Parks Commission Bylaws, upon their revision, review and approval by the Commission and before submittal to the Marion County Board of Commissioners, be reviewed by staff for inconsistencies in formatting and spelling. Alton seconded.

**Discussion:** The purpose of said motion is to create consistency and a level of professionalism across all copies of the Parks Commissions Bylaws. A standardized style type, that aligns with any Marion County regulations, was recommended.

**Result:** A voice vote is unanimous – motion passes.

### **Amendment to Bylaws – Notating Revisions**

**Motion:** Bryan motioned that the date of approval by the Marion County Board of Commission be placed in the footnote section of said approved bylaws. Bob seconded.

**Discussion:** The purpose of said motion is to provide a quick reference to which version of the Bylaws are being utilized.

**Result:** A voice vote is unanimous – motion passes.

### **Clarification of Quorum Requirements**

Per Meetings item 6.7, a quorum consists of the majority of appointed voting members. For a seven (7)-member commission, four (4) members constitute a quorum. This was confirmed for the record.

### **Application Process Revisions**

Concerns were raised about delays in the onboarding process due to the requirement that applicants attend a meeting before proceeding with an interview. It was noted that this may cause applicants to lose interest due to time gaps between meetings.

It was proposed that Membership item 4.4 be revised to modify the order of steps for the onboarding process, allowing interviews to precede meeting attendance, which may include virtual participation. It was also suggested that members be allowed to view any recordings of past meetings to satisfy the meeting attendance requirement. This concern was tabled to be discussed at a later date, as a consensus was not reached.

### **Commissioners' Roundtable**

Wayne confirmed his agreement to withdraw his previous resignation (non-renewal) and requested to renew his term for an additional four years to support quorum and membership requirements. He made an additional request that we return to more formal and structured meeting procedures, with members waiting for chair acknowledgement before speaking.

Commissioners reflected on the recent Linn County tour and a suggestion was made to consider whether any lessons learned from their programs and facilities should inform future Marion County Parks efforts.

Meeting adjourned at 3:52 pm

NEXT REGULAR MEETING: Thursday, July 17, 2025 @ 2:00 p.m.