



AGENDA

STAYTON PARKS AND RECREATION BOARD MEETING

April 3, 2018

6:30 p.m.

Library Conference Room
515 N. First Avenue
Stayton, OR 97383

CALL TO ORDER

1. Presentations / Comments from the Public
2. Review and approve minutes from the March 6th, 2018 meeting (*Attachment A*)
3. Parks and Recreation Report
 - *March Parks Report provided by Bob Parsons (Attachment B)*
4. Unfinished Business
 - *Social Media Site for the Parks – Patrick Mulligan*
 - *Slideshow of Park Photos – Richard Lewis*
 - *Community Garden Update – Lance Ludwick (Attachment C)*
5. New Business
6. Future Agenda Items
7. Adjourn

Next Meeting Date – May 1, 2018, 6:30 PM

STAYTON PARKS AND RECREATION BOARD MEETING MINUTES

March 6th, 2018
6:30 p.m.

Library Conference Room
515 N. First Avenue
Stayton, OR 97383

ROLL CALL

Present: Pam Pugsley – Chair, Cherie Peckfelder – Vice Chair Dan Brummer, Kathy Hampton, Richard Lewis

Absent: Patrick Mulligan

Staff: Lance Ludwick, Public Works Director
Lisa Meyer, Administrative Assistant
Mark Kronquist, City Council Representative

Guest(s): John Mohney, Judy Mohney

CALL TO ORDER: Ms. Pugsley called the meeting to order at 6:30 p.m.

PRESENTATIONS / COMMENTS FROM THE PUBLIC:

John & Judy Mohney, with the Friends of Old Town Stayton (FOTS) Design Committee, inquired if the Parks and Recreation Board had plans or ideas for the downtown City lot at the corner of N. Third Avenue and Florence Street. They have spoken with the City Manager and wanted to touch base with the Parks Board before moving forward with a proposed park rendering. The Design Committee thought N. Third Avenue and Florence Street would be a good location for a plaza. The plaza could be a community gathering place to view movies, contain benches and possibly a mini stage for performances. Mr. Ludwick said staff has discussed having a splash park at that location, but at this time the focus is on developing Mill Creek Park. Mr. Mohney thought a community plaza would be compatible with a splash park.

Suggestions were made to have a Saturday Market, downtown Third Thursdays and even put the parklet in the area to warm people up to the space. Mr. Ludwick noted that a portion of the lot could be used for a future City Hall. He suggested getting approval from the City Manager about any proposed usage. He welcomed the FOTS Design Committee to bring any approved plans to the Parks Board and maybe the Parks Board can help with the project.

REVIEW AND APPROVAL OF MINUTES:

Approve Minutes from the February 6th, 2018, meeting (Attachment A).

Mr. Lewis made a **Motion** to Approve Minutes from February 6th, 2018, Mr. Brummer seconded.
Motion Passed 4:0.

PARKS DEPARTMENT

The Board reviewed the Parks Report provided by Bob Parsons (Attachment B).

OLD BUSINESS

Review Proposed Projects for Parks Board: Ms. Meyer informed the Board that Mr. Mulligan is working on his social media proposal and may use a drone to record video of our parks.

Ms. Pugsley, Mr. Lewis and Mr. Brummer will be creating a new parks brochure that's modeled after a brochure from the City of Lebanon. Dan Fleishman, the City Planning Director, has offered to use the GIS system to map out and identify all of the City parks.

NEW BUSINESS:

Mr. Brummer shared that merry go round equipment is still being used in parks as seen at the adaptive play structure located next to the Salem Hospital.

A suggestion was made to create a path to run along the blueberry bushes at the proposed Clarence Adams Community Garden. Mr. Ludwick will be taking the proposed community garden before City Council March 19th. Public Works plans to get the garden laid out later this month.

Mr. Ludwick followed up with the Rotary about a trail planned along the Salem Ditch. The Rotary welcomes volunteers to help with the trail project and would be more than happy to partner with the Parks Board. Mr. Brummer moved to partner with the Rotary, Mr. Lewis seconded. **Motion Passed 4:0.**

Hand Sanitizing Dispenser at Dog Park: A recommendation was made to install a hand sanitizing dispenser at the dog park. Mr. Ludwick will check into getting one installed.

Parks Discussion: Public Works will turn the water back on at the dog park water fountain since freezing temps are no longer an issue. Mr. Ludwick verified that we have a number of years left on our lease with the Water Control District regarding Riverfront Park.

FUTURE AGENDA ITEMS:

- Proposed social media site for the parks
- Slideshow of park photos

ADJOURN: Meeting was adjourned at 7:05p.m.

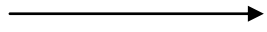
Minutes prepared by Lisa Meyer, Administrative Asst.

**Parks Report
City of Stayton
March 2018**

- Repaired trash receptacle at Wilderness Park trail head.
- Constructed water heater enclosure for Pioneer Park concession stand. Also refurbished shelving from Police Department and installed at the concession stand.
- Contacted tennis court resurfacers for repair quote.
- Contacted Pacific Coast Electric for lighting at tennis courts.
- Mowed all of the Parks as weather allowed.
- Cleaned up shrubs and flower beds around Parks.
- Constructed enclosure for hand sanitizer and installed at the dog park.
- Met with tennis court resurfacers and Pacific Coast Electric for estimates about installing new bulbs in fixtures.
- Ordered new stainless steel tables and assembled them for concession stand.
- Made repairs at pool and Pioneer Park from vandalism.

Respectfully submitted by: Bob Parsons, Senior Parks Maintenance

**Pioneer Park
Concession
Stand**



Concession Stand Closet Shelving



Hand Sanitizer at Dog Park

2018 Clarence Adams Community Garden Layout

AVAILABLE
RESERVED

