



AGENDA

STAYTON PARKS AND RECREATION BOARD MEETING

May 1, 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 April 3rd, 2018 meeting (*Attachment A*)
3. Parks and Recreation Report
 - *April Parks Report provided by Bob Parsons (Attachment B)*
4. Unfinished Business
 - *Draft Park Brochure – Pam Pugsley, Dan Brummer, Richard Lewis*
 - *Community Garden Update – Lance Ludwick*
5. New Business
 - *Open Discussion or comments about any of the City Parks*
 - *Awarding of Parks Mowing Contract*
6. Future Agenda Items
7. Adjourn

Next Meeting Date – June 5, 2018, 6:30 PM

STAYTON PARKS AND RECREATION BOARD MEETING MINUTES

April 3, 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, Patrick Mulligan

Absent: Mark Kronquist, City Council Representative

Staff: Lance Ludwick, Public Works Director
Lisa Meyer, Administrative Assistant

Guest(s): Bill Martinak, David Peckfelder

CALL TO ORDER: Ms. Pugsley called the meeting to order at 6:34 p.m.

PRESENTATIONS / COMMENTS FROM THE PUBLIC:

Bill Martinak from Sublimity, Oregon, spoke about community donations and volunteers that have helped construct City Parks and facilities in the past. Mr. Martinak noted the parks that were recently developed in other municipalities. He stressed the importance of collaboration when developing Mill Creek Park. He recommended that the City get in-kind donations and apply for grants. He noted that he has heard concerns from neighboring residents about having enough parking available for park users. He suggested offering disc golf in the area of the park that is not buildable. Mr. Ludwick explained that Phase 1 is the development of the master plan. Once that is complete, the City plans to apply for an Oregon Parks & Recreation Grant.

REVIEW AND APPROVAL OF MINUTES:

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

Mr. Lewis made a **Motion** to Approve Minutes from March 6th, 2018, Mr. Brummer seconded.
Motion Passed 5:0.

PARKS DEPARTMENT

The Board reviewed the Parks Report provided by Bob Parsons (Attachment B). The City will consider purchasing a commercial refrigerator/freezer from next fiscal year's budget.

UNFINISHED BUSINESS

Social Media Site for the Parks: Mr. Mulligan presented his social media proposal for the Parks Board. Mr. Ludwick will speak with the City Manager about the proposal and will follow up with Mr. Mulligan.

Slideshow of Park Photos: Photos were selected to use in a new Parks brochure. A draft brochure will be brought to next month's meeting.

Community Garden Update: Fifteen gardening plots will be available at a cost of \$25 per plot. There is an area designated for the Stayton Community Food Bank. The City is looking for community volunteers to maintain the garden for the Food Bank.

NEW BUSINESS:

Mr. Lewis inquired when the Rotary will be working on the Salem Ditch trail. Mr. Ludwick reports that an easement is currently getting drawn up with Norpac Foods, Inc. Once the easement is taken care of, the project will move forward.

Mr. Brummer inquired if a fence will be needed along the creek at Mill Creek Park due to the fish issues. Mr. Ludwick explained that the City will not be entering the creek and no fence is planned. The City would like to connect the trail at Mill Creek Park to the School District's trail. Mr. Brummer thought there may be federal funds available.

Mr. Lewis mentioned that there are free eggs available from the University of Oregon for bugs that will eat Scotch Broom. The City thought about releasing some bugs at Riverfront Park to help with the Scotch Broom. It takes a few seasons before the bugs are established.

FUTURE AGENDA ITEMS:

Awarding of parks mowing contract

ADJOURN: Meeting was adjourned at 7:38 PM.

Minutes prepared by Lisa Meyer, Administrative Asst.

**Parks Report
City of Stayton
April 2018**

- Started spring mowing of the courthouse, pool and Community Center areas.
- Made repairs from vandalism at the Community Center Park restroom and Pioneer Park restroom.
- Removed graffiti from Jordan Bridge.
- Repaired picnic table at the Freres pavilion.
- Sprayed for weeds at Parks on the north side of town and around both Florence & Jordan bridges.
- Continue to mow as conditions allow.

Respectfully submitted by: Bob Parsons, Senior Parks Maintenance