

AGENDA

STAYTON PARKS AND RECREATION BOARD MEETING

November 7th, 2017
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 October 3rd, 2017, meeting (*Attachment A*)
3. Parks Department
 - *October Parks Report provided by Bob Parsons (Attachment B)*
4. Park and Recreation Reports
 - *Parks Discussion (Open discussion or comments about any of the City Parks)*
 - *Riverfront Park maintenance update - Lance Ludwick*
 - *Mill Creek Park Request for Proposal Info – Lance Ludwick*
5. Future Agenda Items
6. Adjourn

Next Meeting Date – December 5, 2017, 6:30 PM

STAYTON PARKS AND RECREATION BOARD MEETING MINUTES

October 3rd, 2017
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, Richard Lewis, Scott West

Absent: Kathy Hampton
Mark Kronquist, City Council Representative

Staff: Lance Ludwick, Public Works Director
Lisa Meyer, Administrative Asst.

Guest(s): None

CALL TO ORDER: Ms. Pugsley called the meeting to order at 6:35 PM.

REVIEW AND APPROVAL OF MINUTES:

Approve Minutes from the September 12th, 2017 meeting (Attachment A).

Ms. Peckfelder made a **Motion** to Approve Minutes from September 12th, 2017, Mr. Brummer seconded.
Motion Passed 4:0.

PRESENTATIONS / COMMENTS FROM THE PUBLIC: None

PARKS DEPARTMENT

The Board reviewed the Parks Report provided by Bob Parsons (Attachment B). Mr. Lewis commented on how nice the grounds look at River Front Park. The City plans to have a hydro ax clear out the underbrush and scotch broom around the peripheral of River Front Park. Additional Parks Department staff will be considered for next year's budget.

PARKS AND RECREATION REPORTS

Parks Discussion: Scout Nick Hittle completed his tree identification project with the help of 14 volunteers. Scout Izak Schmidlkofer is currently working on placing two car charging stations on City property. Mr. Brummer offered to recreate a map listing all the native tree species and where they could be planted in the park.

Community Garden: Mr. Ludwick is working on finalizing a location.

OTHER:

FUTURE AGENDA ITEMS:

Mr. Ludwick is checking into getting trees donated for Riverfront Park. He plans to coordinate volunteer efforts to get the trees planted. Mr. West noted if planting conifer type trees, it's best to plant in February to mid-March.

Ms. Peckfelder and Ms. Pugsley will look into planning a ribbon cutting ceremony for the dog park. Mr. West suggested incorporating the new dog park with next year's K9 run.

The City received one response for the Request for Proposal to develop the Mill Creek Park Master Plan and the proposal is under review. A committee, consisting of community members and a couple of Parks Board members, will be formed to provide input on the park's development.

Meeting adjourned at 7:15 pm.

Minutes prepared by Lisa Meyer, Administrative Asst.

DRAFT

**Parks Report
City of Stayton
October 2017**

- Cleaned park restrooms and collected garbage
- Mowed Riverfront Park for the second time
- Blew leaves from areas that the mowers cannot access
- Mulched leaves and mowed parks since the contracted mowers are finished for the season
- Fertilized all parks and other City properties
- Continued to work on the installation of the commercial sink and water heater at the Pioneer Park Concession Stand (on going)
- Removed homeless camp remains from Riverfront Park after brush mower discovered site
- Blew leaves for street sweeper to pick up

Respectfully submitted by: Bob Parsons, Senior Parks Maintenance