

AGENDA

STAYTON PARKS AND RECREATION BOARD MEETING

October 3rd, 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 September 12th, 2017, meeting (*Attachment A*)
3. Parks Department
 - *September 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)*
 - *Community Garden update given by Lance Ludwick*
5. Future Agenda Items
6. Adjourn

Next Meeting Date – November 7, 2017, 6:30 PM

STAYTON PARKS AND RECREATION BOARD MEETING MINUTES

September 12th, 2017
6:30 p.m.

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

ROLL CALL

Present: Cherie Douglas – Vice-Chair, Dan Brummer, Kathy Hampton and Richard Lewis

Late arrival: Pam Pugsley – Chair, 6:36 PM

Absent: Scott West

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

Guest(s): Henry Porter

CALL TO ORDER: Ms. Douglas called the meeting to order at 6:32 PM.

REVIEW AND APPROVAL OF MINUTES:

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

Mr. Lewis made a **Motion** to Approve Minutes from July 12th, 2017, Mr. Brummer seconded. **Motion Passed 3:0**

PRESENTATIONS / COMMENTS FROM THE PUBLIC:

Mr. Porter inquired if the Parks Board is planning a public celebration for the new dog park. Board members discussed ideas. Mr. Ludwick offered to support whatever is decided.

PARKS DEPARTMENT

The Board reviewed the Parks Report provided by Bob Parsons (Attachment B & C). Board members praised Mr. Parsons for an outstanding job emceeding the eclipse party at Santiam Park. The City received many compliments from attendees.

PARKS AND RECREATION REPORTS

Parks Discussion:

Mr. Lewis & Mr. Brummer complimented the Public Works Department on how great the dog park looks. Ms. Pugsley added that she has received emails from residents praising the dog park. Mr. Ludwick confirmed the current name of the park is Stayton Dog Park. Mr. Lewis offered to take some pictures of the dog park.

Ms. Pugsley reports that there is blue paint sprayed on a few logs off the main trail at Wilderness Park.

ATTACHMENT A

Mr. Ludwick will have it checked out. Discussion ensued about graffiti on the frisbee golf equipment at Pioneer Park.

Mr. Brummer suggested the City purchase a tent and outdoor equipment to supplement park rentals. Mr. Ludwick reminded board members that the City does not have the resources to manage equipment rentals for the park.

Protocol: Mr. Ludwick explained that the protocol to change the use of a City park is determined by City executive staff. Mr. Brummer requested the City staff review protocol with Council members about making directives to Parks Board members.

Community Garden: Mr. Ludwick plans on having the community garden up and running by next spring. He is considering using the right-of-way on Alder Street behind the Brown House. He also plans to reach out to Norpac about a possible location. Mr. Lewis suggested going with Norpac if they are receptive to the garden.

OTHER:

Mr. Brummer made the following suggestions for the City: 1) consider concrete park benches/tables when replacing or adding future park furniture, 2) put lights on the large tree behind the library for a City Christmas tree, and 3) plant a native Oregon dogwood outside the two story windows on the south side of the library.

Ms. Douglas noted that the ground in Pioneer Park is wetter than normal and is concerned about stagnant water and mosquitos. Ms. Pugsley reports a sprinkler is not working properly on the west side of park. Mr. Ludwick will check into both items.

FUTURE AGENDA ITEMS:

The Request for Proposal to design a master plan for the Puntney property park closes on September 28th. Mr. Ludwick will ask one or two Parks Board members to be on the committee to select a consultant and be involved with the master planning.

Meeting adjourned at 7:19 pm
Minutes prepared by Lisa Meyer, Administrative Asst.

**Parks Report
City of Stayton
September 2017**

- Cleaned up garbage and restrooms in the parks. Extra items left in the parks may cause clean up to take longer.
- Mowed the parks, applied weed and feed, and trimmed the shrubs
- Routine patrol of Dog Park to make sure people are cleaning up after their dogs and blew sawdust off the concrete
- Shut down irrigation at all parks prior to the recent rains to prevent ground saturation
- Obtained materials to repair and construct picnic tables (as rainy days project)
- Installed new Park Rule Signs at all of the parks. Some of the old signs still remain in some locations, may need to order a few more.
- It took one week to flail mow the riverfront park.

Respectfully submitted: Bob Parsons, Senior Parks Maintenance