

STAYTON PARKS AND RECREATION BOARD MEETING MINUTES

January 9th, 2018
6:30 p.m.

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

ROLL CALL

Present: Pam Pugsley – Chair, Dan Brummer, Kathy Hampton, Richard Lewis, Patrick Mulligan

Late arrival: Cherie Peckfelder – Vice Chair, 6:35 PM
Mark Kronquist, City Council Representative, 6:48 PM

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

Guest(s): Gerry Aboud, David Peckfelder, John Stroup

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

REVIEW AND APPROVAL OF MINUTES:

Approve Minutes from the November 7th, 2017 meeting (Attachment A).

Mr. Lewis made a **Motion** to Approve Minutes from November 7th, 2017, Mr. Brummer seconded.
Motion Passed 4:0

VOTE FOR CHAIR AND VICE CHAIR POSITIONS

Mr. Brummer made a **Motion** to keep the current officers in the same positions- Pam Pugsley as Chair and Cherie Peckfelder as Vice Chair. Mr. Lewis seconded. **Motion Passed 4:0**

PARKS DEPARTMENT

The Board reviewed the Parks Report provided by Bob Parsons (Attachment B). Mr. Parsons will finish repairing the door at the Pioneer Park restroom when the weather warms up. A commercial sink has been installed at the Pioneer Park Concession Stand. An electric hot water heater will be installed soon. The addition of a refrigerator will be considered next fiscal year.

PARKS AND RECREATION REPORTS

Mill Creek Park: The City has signed a contract with AKS Engineering to design a park master plan (Phase1). The current Park & Recreation Master Plan will be used as a base when designing Mill Creek Park. The consultant will hold community meetings for input. A design committee will be established, 6-8 people, to represent the City including a couple of Parks Board members. Once the park's master plan is complete, the City will apply for grants to help with funding (Phase 2). Mr. Lewis suggested putting flyers in Roth's shopping bags to get the word out.

Community Garden Update: Mr. Ludwick is in the process of finalizing a location.

Signage for Stayton Dog Park: The donor sign will be installed any day. Directional signs to the park have been ordered. The directional signs will be placed on First Avenue and Washington Avenue. Ms. Peckfelder will reach out to Officer Button regarding a ribbon cutting ceremony.

ATTACHMENT A

Parks Discussion: It was noted that the trash is not getting contained at the Wildlife Meadows construction sites. Some of it is ending up near the walking trail/open green space on the north end of the subdivision. Mr. Ludwick will speak with the code enforcement officer about the issue. The City is in the process of installing a garbage can near the open green space. The City would like to see the walking trail that is located on the north end of Wildlife Meadows Subdivision eventually connect to the middle school trails and later to Mill Creek Park (former Puntney property).

Board members have seen an increase in usage at the dog park and noted how nice Riverfront Park looks since the brush has been cleared out.

PRESENTATIONS / COMMENTS FROM THE PUBLIC:

Mr. Stroup inquired if a different ground cover could be installed at the dog park at some point. The fine sawdust clings to his dog's fur (especially when it's wet) and is difficult to brush out. The City will look at a different ground cover when funds are available.

OTHER:

Mr. Ludwick asked board members to review the Parks Master Plan and bring future project ideas to our next meeting. The City is checking on the cost to make the manufactured home at Mill Creek Park ADA compliant. The cost will determine the future of the structure. Adaptive play structures were also discussed.

FUTURE AGENDA ITEMS:

Plan for future park projects based on the Parks Master Plan.

Meeting adjourned at 7:04 pm.

Minutes prepared by Lisa Meyer, Administrative Asst.