

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 6<sup>th</sup>, 2018, meeting (Attachment A).

Mr. Lewis made a **Motion** to Approve Minutes from March 6<sup>th</sup>, 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.