



## AGENDA

### STAYTON PARKS AND RECREATION BOARD MEETING

**March 6, 2018**

**6:30 p.m.**

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

#### CALL TO ORDER

1. Presentations / Comments from the Public
  - *Park Proposal for Florence Street Parking Lot – Friends of Old Town Stayton*
2. Review and approve minutes from the February 6<sup>th</sup>, 2018 meeting (*Attachment A*)
3. Parks and Recreation Report
  - *February Parks Report provided by Bob Parsons (Attachment B)*
4. Old Business
  - *Review Proposed Projects for Parks Board – All*
5. New Business
  - *Hand sanitizing dispenser at dog park – Kathy Hampton*
  - *Parks Discussion (Open discussion or comments about any of the City Parks)*
6. Future Agenda Items
7. Adjourn

Next Meeting Date – April 3, 2018, 6:30 PM

STAYTON PARKS AND RECREATION BOARD MEETING MINUTES

February 6th, 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

**Absent:** Cherie Peckfelder – Vice Chair

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

**Guest(s):** None

**CALL TO ORDER:** Ms. Pugsley called the meeting to order at 6:30 p.m.

**PRESENTATIONS / COMMENTS FROM THE PUBLIC:** None

**REVIEW AND APPROVAL OF MINUTES:**

Approve Minutes from the January 9<sup>th</sup>, 2018, meeting (Attachment A).

Mr. Lewis made a **Motion** to Approve Minutes from January 9<sup>th</sup>, 2018, Ms. Hampton seconded. **Motion Passed 4:0.**

**PARKS DEPARTMENT**

The Board reviewed the Parks Report provided by Bob Parsons (Attachment B). The City will consider purchasing a refrigerator for the Pioneer Park Concession Stand in July. Ms. Pugsley suggested the Parks Board use the concession stand as a fundraising opportunity. The Board discussed food handler certification requirements. Mr. Brummer referenced the large hazardous tree taken down at Pioneer Park and expressed his concern that no new trees are getting planted in the parks. Mr. Ludwick confirmed that the issue has been discussed at the City.

**PARKS AND RECREATION REPORTS**

**Community Garden Update:** Norpac Foods, Inc. has agreed to grant the City a Temporary Use Easement for property located on Evergreen Street for a period of three years. The garden will be named the Clarence Adams Community Garden in remembrance of local gardener Clarence Adams. The goal is to have the garden ready for usage this spring.

**Mill Creek Park Design:** AKS Engineering will hold an open house at the Community Center on February 22<sup>nd</sup> from 6-8 p.m. Exhibits will be on display. The community will have an opportunity to provide feedback. An application will be available for those interested in being a part of the community advisory committee for the park's design.

## ATTACHMENT A

**Trash at Wildlife Meadows Update:** A code enforcement officer has made contact with all the builders at Wildlife Subdivision and made them aware of SMC 8.04.050.

**Recommendations for future Parks Board projects:** Parks Board members identified projects that they may want to pursue. Some of the ideas included:

- Repave the trail at Santiam Park. Mr. Ludwick confirmed that the City plans to fix the pathway at Santiam Park and the Community Center Park this year.
- Parks Board could team up with the Rotary and fundraise to help build a trail along Mill Creek by Evergreen Street.
- Replace the hog fuel that got washed away on a trail that ran south of the creek by the Jordan Bridge to the river.
- Create a new brochure that showcases all of the City parks and include photos.
- Create a Parks Board social media page that contains park maps and information.

Discussion continued with ideas to develop the City parking lot at the corner of Florence and Third Avenue. Parks Board members discussed amenities they would like to see added to parks around town. Mr. Ludwick suggested starting small and consider adding a feature to an existing park.

**Assignment for next meeting-** Mr. Mulligan will prepare a one page summary of social media ideas. Mr. Ludwick will reach out to the Rotary regarding the trail along Mill Creek and research the cost for a splash park. Ms. Pugsley will prepare a one page summary of the proposed parks brochure.

### **Parks Discussion:**

Members noted a lot of usage at the Stayton Community Dog Park. There was also discussion about widening the driveway to access Riverfront Park from Florence Street; however the City is not able to widen the road due to adjacent private property.

### **OTHER:**

**Detroit Dam Project:** The question came up on whether the city is concerned about the Detroit Dam Project. Mr. Ludwick affirmed that it is a concern of the City.

### **FUTURE AGENDA ITEMS:**

Review proposed Parks Board Projects

**ADJOURN:** Meeting was adjourned at 7:29pm

Minutes prepared by Lisa Meyer, Administrative Asst.

**Parks Report  
City of Stayton  
February 2018**

- Routine rounds of restroom cleaning, trash pick-up and removal.
- Trimmed up cherry trees at the pool entrance with Tom & Kendall's help.
- Continued to work on picnic tables.
- Replaced restroom privacy panel that was vandalized.
- Prepared old spray tank for future spraying at Riverfront Park.
- Installed towel and soap dispensers at Pioneer Park concession stand.
- Applied herbicide at Community Center, Courthouse and Neitling Park.
- Planted memorial tree at Pioneer Park and made plaque base.
- Recycled shelving from the Police Department for use at concession stand.
- Removed cabinet locks at the Community Center kitchen and will work on installing proper locks.
- Assembled & installed trash container/dog bag dispenser along Wildlife Meadows greenspace.
- Mowed Community Center Park & Neitling Park before weather turned cold.
- Kendall assisted with the trimming & cleaning of shrub beds around Library and Community Center.
- Continue to get padlocks made for various Parks.
- Working on obtaining materials for water heater cover at Pioneer Park concession stand.

Respectfully submitted by: Bob Parsons, Senior Parks Maintenance