

Action Item #	Status	Description	Action Lead	Target Due Date	Notes
1	Open	Aunt Caroline's Park fountain: Recommendation and estimates for what to do with broken fountain.	Paul		Consensus seems to be to make the fountain a planter since clean water to the site will be problematic. Paul/Spencer looking into moving fountain to a better site and pouring a new footer. Effort still in investigative stage. Another option is to abandon the fountain.
2	Open	Flag Program: Advertise/get Flag program coordinator and maintenance team.	Kathy		Approval granted to buy 50 daffodil flags for spring (\$780). The flags have been ordered. Work to continue to use the remaining membership funds to buy new summer flags since these will be largely unusable next year. Final vote for bridge flag designs has taken place. Once flag inventory is settled, we can focus on getting a Flag program coordinator.
3	Open- On Hold	Event Handbook: Continue work to complete.			Kathy did a rework; Betty provided revisions. Per Tom, insurance near term will prevent us from renting out any park facilities except the Riverhouse. We will need to strip out all non-Riverhouse park rental language. The barebones handbook should simply contain: key checkout for Aunt Caroline's bathroom, Riverhouse, and possibly some language on use of the parks for festivals. This will essentially be a rewrite of the Event Handbook. As we grow, we will add back in the stripped out material as appropriate. As of 10/1 the handbook is mostly done.
4	Open- On Hold	Next revision of Riverhouse App: Rework terms and establish new fees for Riverhouse and parking lot.			See #3 above re: incorporation into Event Handbook. Also need to establish new pricing. Bonnie provided sample venue pricing for consideration in establishing Riverhouse rental prices. Per Tom, current insurance will not allow us to charge for parking so it will need to be free for the foreseeable future. Waiting for final approval.
5	Closed	Music in the Park: Invite Sue Krupa to next meeting.	Kathy	10/1/2019	Sue Krupka attended the 10/1 Park meeting. She gave lots of info on the logistics of operating Music in the Park
6	Open	Per Hank at City Council: Think about establishing Shady Cove as a City of Festivals	commission		Talked about starting with 2 festivals: June and late September to frame summer. The June festival should include the Watershed's Festival on the Rogue. We can explore the possibility of a beer garden at Riverhouse.
7	Closed	Aunt Caroline's Park river bank: Restoration	Tom & Spencer		Restoration activities are underway and scheduled. As of late October restoration is near completion.
8	Closed	Aunt Caroline's Park ADA ramp	Tom & Spencer	9/3/2019	The ADA ramp has been completed
9	Open- On Hold	Upper Rogue Regional Park boat ramp	Tom		Design was done years ago; Marine board will do the work. Since they are paying, we should let them take the lead.  Chuck (coordinator of Festival on the Rogue) voiced concern over the plans calling for the removal of 16 trees. City to see if those 16 trees are all still there. Also, trees must be removed for expansion of ramp ingres/egres.
10	Open On Hold	Update Park Masterplan	Tom		There was a plan done by the county years ago. This needs to be reviewed and updated with future plans  Do we need to follow county masterplan rules?
11	Open-On Hold	Revise Riverhouse Logo	Tom		The city's website designer will work on it. The new logo will be presented on 11/2
12	Open	Educational Signage on Fence	Watershed Council		Possible the Watershed Council will work with our commission to agree on signage

13	Closed	Aunt Caroline's Park- Sprinklers to be fixed with automatic timers	Tom	9/3/2019	
14	Closed	Aunt Caroline's Park- Stray cats to be trapped and spayed or neutered	Tom	9/3/2019	Tom is working with a volunteer who will trap and transport cats
15	Closed	Aunt Caroline's Park - Bank Restoration - Planting	Tom	10/18/2019	Arrangements to be made to work with school to facilitate planting
16	Open	Aunt Caroline's dog walk park- to be finished in Spring	Tom		
17	Open	Electrical Box at Aunt Caroline's upgraded to all-weather	Tom		
18	Open	Metal Sign for Aunt Caroline's to be installed	Tom		
19	Open	Bid requests put out for stairs and food truck slabs	Tom		
20	Open	Finalize amount and present city council with Music in the Park Budget	Tom		
21	Open	Finalize date of and finalize plans for celebration of City's birthday during Music in the Park	commission		
22	Open	Redesign Music in the Park Flyers	Commission		
23	Open	Invite Hank to present specific ideas on how he would like the commission to help with the Woodworking Festival	Commission		
24	Open	Discuss holding a workshop to discuss branding ideas/at least 2 hours Informally collect ideas from anyone interested Restrict workshop to commission and city administrator	Commission		
25	Open	Follow-up on community calendar and electronic sign	Tom		