



PARK, RECREATION AND TREE BOARD MANAGEMENT COMMITTEE

Monday, November 18th, 2013 @ 6:00 PM

13680 NW Main Street

Banks, Oregon 97106

MEETING MINUTES

CALL TO ORDER AND DECLARATION OF A QUORUM

Meeting called to order at 6:02 PM. Jolynn Becker, Gene Stout (attending on behalf of Dan Streblov), Mitty Brady, Denise Holmes, Christy Greagor.

INTRODUCTIONS:

None

APPEARANCE OF INTEREST/APPEARANCE OF INTERESTED CITIZENS:

N/A.

APPROVAL OF MINUTES

1. Minutes of the Park, Recreation and Tree Board Management Committee Meeting – July 29, 2013 and October 21, 2013. Denise Holmes motioned and Mitty Brady approved.

NEW BUSINESS

1. Discussion regarding possibly changing park hours.

Christy let the Board know there was damage done to Greenville City Park. Graffiti on the gazebo, and one of the park benches was removed (legs broken off) from the cement and placed inside the gazebo. Christy doesn't believe changing the park hours would have helped this from happening. Gene Stout wanted to know if anyone contacts the Banks School District Administration when things like this occur, and have them be aware that there are indications that is more than likely a student. There is more and more vandalism occurring in the subdivision. Gene also said that he has not seen the Sheriff Department patrolling as much as in the past. Gene stated we need to start enforcing the park rules more, or maybe threaten to close the park for a while. Christy said that the tops of the garbage can lids have been chained to the garbage cans, so they can't be removed. Gene asked about the possibility of security cameras being installed. There was discussion about the cost and options. Jolynn asked that if people could report when they see groups of kids in the gazebo, we can get the Deputy out there faster. Gene asked what the school hours are. Christy stated that the High School and Jr. High are dismissed at 3:00pm. Denise questioned whether or not the school would have legal authority to discipline or enforce. Gene stated that he knows for a fact that there is a state law states that from the time your child leaves your front door and arrives at school, and from the time your child leaves school property and arrives at home the state and the school district are in charge of your child. He has taken this issue to court, as a legal challenge, and that unless the state statute has been changed in the last few years the schools can enforce it. The schools don't like too, but the state statute says that they are responsible for your child. Christy states that there are many times that the damage could be occurring, and groups of kids gathering (i.e. before school, lunch breaks, after school, evenings). Christy inquired about the graffiti damage. Jolynn said that someone scratched things into the railings, and they will need to be repaired. Mitty Brady stated that Portland is having problems with homeless, and was wondering if that is an issue here in Banks, and if it happened what our recourse would be. Gene stated that it would be handled per our city ordinances. There was more discussion regarding the enforcement of that situation if it should arise. Christy stated that at this time she didn't see a need to change the park hours, but if this type of vandalism continues, it may be something to consider. Gene reiterated again, that he felt the Banks

School District should be involved. If the students are aware that there are consequences it may help cut down on the damage. Jolynn also stated that other security measures that could be added.

2. Discussion regarding the Annual Christmas Tree lighting event to be held at Greenville City Park on Sunday, December 1, 2013.

Christy has booked the two choirs from Pacific University to sing at the event. They will each sing for about 20 minutes. They do not need music, or microphones. Prep for kids will sing for background music as the tree is lit.

The Mayor will officially light the tree if he is available.

Jolynn looked into tents. This price includes set up and take down. There is also a \$50.00 delivery fee. A 10x10 is \$120.00, 10x10 easy up is \$65.00, 10x20, 10x30 and 10x50 are also available. Christy was thinking the choirs could be in the gazebo, and have the people attending the event stand in the tents if it is raining. Jolynn asked is a 10x30, which would cost about \$157.00 would be big enough. There was discussion of the location of the tent, and the space available. Jolynn stated that she is asking them to not use stakes (to prevent damage to the grass/flowerbed areas), sandbags or water barrels. Jolynn will get more information. They estimated that there were 50-60 people in attendance next year. Jolynn stated that if we order it, and the weather is good, we still will have to pay for it. Jolynn will wait to order it as close to the event date as possible, in case that it ends up that the weather is good, and the tent is not needed.

Christy has contacted Angels Making a Difference about doing the Hot Chocolate again this year. They discussed options of providing hot water for the event.

Christy asked if we could do cookies again this year. Jolynn said yes, we could do cookies.

Christy has emailed Levi at Banks Fire asking about Santa coming to the event, and has not yet heard back from him.

Christy will get candy canes to hand out to the kids. She will contact Jim's Thriftway. They have donated the mini candy canes in the past. Jolynn will look into cookie platters.

No porta potty will be ordered.

The event starts at 7:00 pm, singing to start at 6:45pm, tree lighting at 7:15pm.

Gene asked if the city has a porta potty that the crews take to job sites.

3. Discussion on replacing the benches at Greenville City Park.

Jolynn got approval from the HOA. She has ordered 6 benches which will cost approximately \$5300.00. The board reviewed the quote. The benches should arrive in 10 days. The benches come with a 7 year warranty on the finishes, and 20 year warranty on structural. The benches are black, and should match the gazebo railing nicely.

4. Establishing park standard for parking strips.

Jolynn stated the city is in the process of creating design standards for streets, roads, water lines, etc. She would like to get recommendations from the Park, Recreation and Tree board, on what should/should not be allowed to be placed in a park strip. She showed examples from the City of Portland.

Denise shared some information that she has collected on items that are recommended to be planted in park strips, and the friends of trees website, which has a lot of great information.

There was discussion on the park strips in the subdivision, and the issues with the trees in the park strips currently.

Jolynn went over the current process for tree replacement, and the changes that the City would like to make to the process by creating a design standards. She is looking for input from the PRT Board, on what should be included in a park strip less than 2 1/2 feet (grass, rock, etc.).

Gene asked if we have a city arborist on staff or on call. Jolynn stated that the City arborist is on call.

5. Discussion regarding the yearend report for Tree City U.S.A. We need to go online and submit a report showing the dollars spent and volunteer time.

Jolynn provided a copy of the budget, which is one part of this. We are required to spend \$3500 for the year related to trees, such as tree pruning, leaf event, Arbor Day event, tree replacement. We spent about \$4600.00. Denise will work on the application, and get it submitted.

Next year's projects will include the Jr. High School. Christy said the school is scheduled to open the week after spring break.

Denise suggested tying our Arbor Day planting event in with the opening of the new Jr. High School.

6. National Night Out
Time was running short, so this item was not discussed.

ACTIVITY REPORTS FOR PARKS

1. Greenville City Park

- a. **Water Usage:** Brief discussion on usage
- b. **Work Orders:** None
- c. **Park rentals:** None
- d. **Landscaping billing statement:**
 - Reviewed statement from Trugreen LandCare.
 - Jolynn briefly discussed the issues with the invoices from Trugreen.

2. Log Cabin Park

- a. **Work Orders:** None

3. Other Business: None

OLD BUSINESS

COMMITTEE ROUND TABLE DISCUSSION

Christy:

- Next month's meeting will be on Monday, December 16th.

Jolynn:

- Main Street Revitalization Meeting is this coming Thursday, November 21st at 6:30pm at the Banks Fire Station.
- Holiday Party will be January 10th.

Denise:

- Library Barnes and Noble Fundraiser November 23rd & 24th.

ADJOURN

Adjourned at 7:00pm

Submitted by Christy Greagor