



**PARK, RECREATION AND TREE BOARD**  
**Monday, December 15<sup>th</sup>, 2014 @ 6:00 PM**  
**13680 NW Main Street**  
**Banks, Oregon 97106**

**MEETING MINUTES**

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**CALL TO ORDER AND DECLARATION OF A QUORUM**

Meeting called to order at 6:01 PM.

Present: Denise Holmes, Mitty Brady, Gene Stout, Marion Steinbach, Michael Davis, Dan Streblow, Jolynn Becker, and Michael Nelson

**INTRODUCTIONS:**

None

**APPEARANCE OF INTERESTED CITIZENS:**

N/A.

**APPROVAL OF MINUTES**

1. Minutes of the Park, Recreation and Tree Board Management Committee Meeting – November 17<sup>th</sup>, 2014. Mitty Brady made a motion to accept the minutes. Motion seconded by Marion Steinbach. Motion passed unanimously.

**NEW BUSINESS**

2. Preliminary Design for new features at Greenville City Park - Linda Richardson was ill, and unable attend. Jolynn spoke with Linda, and she will be at the January PRT Board meeting with cost options and proposals.
3. Stakeholder Committee for the Banks Bike and Pedestrian Project - The City received a grant from the Transportation Growth Management (TGM) section of Oregon Department of Transportation (ODOT). The grant is for creating a master plan for a bike and pedestrian network through the City. TGM is looking for members to serve on a Stakeholders Advisory Committee. The first meeting will be in January 2015. The SAC will meet 3 times in the next 9 months. Meetings are tentatively scheduled for 3:00pm to 5:00pm in the afternoon. Michael Davis volunteered to serve on the SAC.
4. Design Standards for Planting Strips – Jolynn presented some examples of design standards from other agencies. There was discussion amongst board members regarding the examples. There was discussion regarding the approved tree list, tree height, requirements for different widths of planting strips, etc. Jolynn also shared examples of tree removal/replacement permits from different agencies. Dan asked about what would be done to take care of the Maples that are currently lifting all the sidewalks. Jolynn explained that a plan is in the development stage. There was board discussion regarding tree removal/replacement. This is one of the City Council goals for the 2015-2016 Fiscal Year. Mitty stated that the sidewalks around the park are in bad shape, and someone has spray painted red paint on the areas that are bad. Jolynn will look into getting the park work done. Gene asked if we can go back on the developer because the wrong types of trees were planted. Jolynn will talk to the City Attorney, and report back at the next PRT Board. Denise brought up the fact that there are a lot of areas in the development where it is not appropriate to plant a tree. She referred to the City of Portland's plan for approved plantings for smaller parking

strips that are alternatives to rock, grass, and bark dust. Dan asked more questions about how far from a corner a tree needs to be from a street corner. Jolynn will put all the examples into a packet for the PRT Board to look at, and go through to make suggestions for the City's Design Standards for Planting Strips. Dan would also like a list of current regulations, current list of trees, permits, etc., included in the packet so they can refer to current practices for comparison. Gene stated that the City of Beaverton has a sidewalk replacement program in place that assists citizens with financing, etc. Jolynn has an intern that will be working with the City on development of a similar plan. Michael Nelson asked approximately how much it costs to do a sidewalk repair/replacement. Gene explained the process to replace a sidewalk. Jolynn said that the repair to the corner of the sidewalk at City Hall was around \$3,000.00. This also included other work for the city. Gene said \$500.00 is a good estimate for 1-2 sidewalk panels.

## EVENTS

5. Christmas Tree Lighting Event - Mitty stated that the Cub Scouts, the High School Choir was there, the Mayor was there, hot chocolate was sold, Santa was handing out candy canes. The weather was good, lots of people in attendance, very festive, and everyone had a good time. Jolynn would like a sound system added for next year. Denise suggested the City invest in a small battery operated portable sound system.
6. Tree for All – CWS will be planting trees at the elementary school.
7. Arbor Day Event - Jolynn stated it is time to start planning the event. The swale at the Public Works Building needs some planting done. Gene inquired about Sunset Park, and if we have any say in their trees. Jolynn explained that it is private property. We have done plantings there in the past for an Arbor Day Event. Gene suggested plantings around the well house on Banks Road. Jolynn will talk to the Public Works Supervisor and see if trees will work around the well house. Denise just completed the Tree City USA Application. We need to consider planting where the most people can see and enjoy the trees. The Elementary School, and swale projects will be seen by the general public. Jolynn also suggested adding more trees to Greenville City Park.
8. National Night Out – It will be August 4<sup>th</sup>. Sunset Park has approached the City about co-sponsoring some events in town. Jolynn would like to invite them to the February 2015 PRT Board meeting to be involved in the planning. Maybe we could hold events at both parks on the same night. Michael Davis has a friend that has a monster truck, and would like to be involved in NNO. Michael will be meeting with him in mid-January. Denise thinks this would be a great draw for the younger crowd.

Mitty Brady excused herself from the meeting at 6:53 PM

## ACTIVITY REPORTS FOR PARKS

9. **Greenville City Park**
  - a. **Water Usage:** Reviewed report
  - b. **Work Orders:** Reviewed report
  - c. **Park rentals:** Reviewed report
  - d. **Landscaping billing statement:** Reviewed statement
10. **Log Cabin Park**
  - a. **Work Orders:** None

## OLD BUSINESS

## COMMITTEE ROUND TABLE DISCUSSION

Denise Holmes

- She will be out of town for the next PRT Board Meeting. Gene volunteered.

Mitty Brady

- None

Gene Stout

- None

Marion Steinbach

- None

Jolynn Becker

- None

Michael Davis

- None

Michael Nelson

- None

Dan Strelow

- None

**ADJOURN**

Adjourned at 6:56 PM

Next Park, Recreation and Tree Board Meeting is scheduled for February 15<sup>th</sup>, 2015 at 6:00pm.

Submitted by Angie Lanter