



PARK, RECREATION AND TREE BOARD

Monday, April 21, 2014 @ 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.

Present: Christy Greagor, Denise Holmes, City Manager Jolynn Becker, Mitty Brady and guest Gene Stout. Dan Streblov (arrived late)

Absent: Pat Dowd, Mayor Pete Edison

INTRODUCTIONS:

None

APPEARANCE OF INTERESTED CITIZENS:

N/A.

APPROVAL OF MINUTES

1. Minutes of the Park, Recreation and Tree Board Management Committee Meeting – March 17, 2014. Denise Holmes made a motion to accept the minutes with the noted changes. Motion seconded by Pat Dowd.

NEW BUSINESS

2. Planning of the Arbor Day Event. Jolynn spoke with Tree City USA. We can wait until fall or until the ground is drier for the planting. The School District indicated that they would like to replace the trees that were removed during construction with oak trees. Jolynn will be speaking with the City Planner to determine if oak trees are appropriate for that location, or if we can give the School District some other options. There will be four trees planted in front of the Middle School (on the Main Street side).
3. Tree Removal Approvals. Jolynn explained the tree inventory, and how it works. Residents that wish to remove their street tree, must fill out a removal application. Ryan recently went through and checked all the street trees, to see if any had been removed and/or replaced without filling out an application. Mitty asked how we know for sure that the homeowner removed the tree, and when was the tree inventory done? Jolynn explained that the tree inventory was done approximately 3-4 years ago. All the trees were recorded and numbered for reference purposes. There was discussion about various locations in the subdivision where trees were missing. There was discussion regarding our Tree City USA status. To maintain it, any trees that are removed must be replaced somewhere in the City. Some parking strips are not big enough to handle trees, so they need to be planted somewhere else. Parking strips that are not big enough to handle trees should be filled with grass, or rocks.

Don & Judy Olson (13674 Main Street & 13670 Main Street) removed trees from their front yard (not in the planting strip). They also had a tree in the park strip that was leaning, and the person

doing their tree removal said it was endangered of falling. They asked Jolynn for emergency approval, which she granted to them. Gene stressed we need to make sure that when trees are replanted, that they put root barriers in at the time of planting. Gene asked what we do about dead trees in the park strips. Jolynn said the owner needs to contact us and go through the process. Gene will get the addresses to Jolynn.

The PRT Board will revisit this subject in June. Denise asked when the City Planner will be done with the design standards. Jolynn let the PRT Board know that the Planning Commission will be looking at the design standards at their April 29, 2014 meeting, and it will be going to City Council at their May and June meetings, and will hopefully be approved and in place by the first part of July.

4. Training Opportunity – “Getting the Community into Community Forestry”. Jolynn discussed the training opportunity that was handed out to PRT Board members with their agenda packets. The workshop will be held on June 25th, 2014. Denise expressed interest in attending. Jolynn asked that anyone who wishes to attend, please let Jolynn know. Christy may also be interested in attending.

ACTIVITY REPORTS FOR PARKS

1. Greenville City Park

- a. **Water Usage:** Brief discussion on usage.
- b. **Work Orders:**
 - The electrical outlets were added to the rafters at the gazebo. There were 4 outlets added, and the electrician will be coming back to add an override switch in the electrical box.
- c. **Park rentals:** None
- d. **Landscaping billing statement:**
 - Reviewed statement from Trugreen Landcare for April, and the email from TruGreen as to what specifics were done at the park in April.
 - Christy asked why they broke mowing up into several sections this month. It took them a couple of weeks to complete it. There was discussion that it probably was due to the wet weather.
 - Christy also asked about barkdust. Jolynn will look at the landscaping schedule to see when it is scheduled to be done.

2. Log Cabin Park

- a. **Work Orders:**
 - A flood light was added to the Log Cabin to help improve night vision in the park.

3. Other Business: None

OLD BUSINESS

COMMITTEE ROUND TABLE DISCUSSION

Christy:

- None

Dan:

- None

Gene:

- None

Jolynn:

- Pat Dowd has resigned, due to moving to Utah. There are now 2 openings on the PRT Board. Gene Stout has volunteered to fill one of the openings, and will be filling out an application that can be looked at by City Council at the May 2014 City Council Meeting.
- The Soccer Association is filling out their application to rent the quadrants at Greenville City Park for the fall. They are running out of space to have games, and want to have some of the older age groups play their games at Greenville City Park. This would require striping the fields before each game. Jolynn was concerned that the older groups playing might cause more damage to the grass. Any damage to the grass would be the responsibility of the HOA. Jolynn is also going to run this by the City Attorney.
- Jolynn went over the HOA Budget, as we need to have our Park Budget work with their needs.

- Trugreen quote for barkdust around the gazebo for bark nuggets.

Denise:

- Filling out the Urban Forestry information. She had a few questions she was looking for PRT Board input on. PRT Board members gave her some suggestions.

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Mitty:

- Is there a scholarship, or some money budgeted to help homeowners that cannot afford to replace their street trees? Is this something that could be explored in the future?

ADJOURN

Adjourned at 6:56pm

Submitted by Angie Lanter