



**PARK, RECREATION AND TREE BOARD**  
**Monday, August 18, 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 6:00 PM.

Present: Denise Holmes, Mitty Brady, Gene Stout, Marion Steinbach, and Dan Streblov

Absent:

**INTRODUCTIONS:**

None

**APPEARANCE OF INTERESTED CITIZENS:**

N/A.

**APPROVAL OF MINUTES**

1. Minutes of the Park, Recreation and Tree Board Management Committee Meeting – July 21<sup>st</sup>, 2014. Gene Stout made a motion to accept the minutes. Motion seconded by Mitty Brady. Motion passed unanimously.

**NEW BUSINESS**

2. National Night Out – Denise let the board know that National Night Out will become a standing item on the agenda, as it needs to be planned and worked on year around.

Tonight's discussion will be for brainstorming, what worked/did not work at this years event, and figuring out items needed for budgeting.

Gene stated that the volleyball tournament was a success, and life flight is always a hit. Mitty added that the face painting by the boy scouts was a nice addition, as well as the businesses that had information about their businesses. Marion stated it was good to see everyone get together and socialize.

\*\* Dan Streblov arrived at 6:07pm\*\*

Denise heard feedback that it would be nice for life flight to be earlier in the evening, as the inflatable movie screen can not be set up until life flight has left. Gene said he had spoken with Jolynn, and we need to remember to put in a request for PGE to turn off the light by the gazebo. Gene suggest making a checklist of items that need to be completed. Denise let him know that she had spoken with Jolynn and Angie about this for next year's event. Denise said that the idea of trophies for the volleyball tournament had been suggested, but it was too close to the event to do anything for that. Gene also stated that the garbage cans at the gazebo were full prior to the even starting, and it would be nice to have them emptied the day of the event, to allow for more room for garbage from the event. Denise asked what everyone thought of having Jim's Thriftway there with hot dogs. Everyone agreed that it was a good addition to the event. Denise added that the face painting was very popular, but the lady doing the painting may wish to have help next year. Dan felt there was not as many people attending as last year. We did get started a little late on it this year. Perhaps more advertising would help. Dan said he knows several people that live in the

rural area that do not receive water bills, and they had no notice of the event. Maybe moving the locations of the signs? Maybe do an event sheet similar to what Sunset Park does for the Banks BBQ. Also advertising in the local papers prior to the event would be helpful. Gene said one of the complaints he received was about parking. Unfortunately parking for a large event will always be an issue. Gene said there a couple of vehicles parked around the park all of the time. Denise made the suggestion to list areas for parking (Jim's Thriftway, Banks Elementary, etc.) for attendees. This could be done in the press release, and also in the announcement in the water billings. Denise said she had spoken with Angie Lanter, and she let Denise know that there is a NNO website, and you can order items to giveaway to children. Some other ideas for future events could be a children's entertainer (i.e., balloon artist), music (battle of the bands?.....local bands....), talent show, a crossfit competition or presentation, welcome wagon bags, calendar of events to hand out.

Denise said staff is working on a site plan for setting up booths next year. It will make it flow a little better, and free up the gazebo for entertainment. Some other agencies that attend neighboring NNO's are the State Parks Department, The State Forestry Department, Tualatin Valley Soil and Conservation District.

Gene also spoke with Mel Clark about having a collection barrel for eye glasses at the event.

It might be a good idea to explore the idea of having several food carts at the event for variety. Maybe different vendors could sponsor games for kids, etc.

Gene suggested adding the new owner of the Trailhead Café to the list of possible vendors.

Denise will work with Angie and Jolynn to compile the suggestion into a list & checklist.

### 3. Annual Report to City Council-

Gene asked if there was a copy of last year's goals available. Denise said she did not have that information. Gene was at the Log Cabin Park while maintenance was going on. The roof needs to be repaired. Gene gave a brief history on the previous repairs at the log cabin. This should be on this year's goal. Gene also stated that the storage building at the log cabin is very unsecure. It could be broken into very easily. He noticed this when he was opening the storage shed to put something away.

Denise asked if anyone had any goals for Greenville City Park. Gene suggested the irrigation system be on the list of goals. There was discussion on the management and maintenance of the park.

Denise brought up the arbor. The signs should be checked on, and see what else can be done to make the arbor more attractive. Dan also suggested the climbing rocks.

Gene asked if the basketball court was still a possibility. Dan suggested asking Jolynn for an update on this item. There was discussion amongst board members regarding the steps that need to be taken to get a "plan" on this. Dan gave Gene a brief history on the prior discussions on this item.

Gene asked about the tree inventory. He was wondering if the tree list has been updated, and also if there is a list of the removals & replacements. Denise said she believes Ryan Lewis is working on this project currently, but she will get more information from Jolynn. There was discussion regarding tree removal. Gene said that not all procedures are being followed completely, as the ACC needs to give approval for tree removals also.

### 4. Jim Hough Banks Citizenship Award

Denise asked Marion Steinbach if she is willing to be the PRT Board representative. Mitty offered to do it if Marion Steinbach is unable to do it. Mitty asked Gene or Dan if they would be willing to participate. Gene and Dan both declined. Marion Steinbach will be the representative for the PRT Board. Gene and Mitty will be backups if Marion is unable to participate.

## **ACTIVITY REPORTS FOR PARKS**

### **1. Greenville City Park**

#### **a. Water Usage:**

- No discussion

#### **b. Work Orders:** None

#### **c. Park rentals:** None

#### **d. Landscaping billing statement:**

- Reviewed statement from Trugreen Landcare for August. The detail of work performed for August was also reviewed and discussed, as well as the quote for the replacement of the irrigation heads. No discussion

### **2. Log Cabin Park**

#### **a. Work Orders:** None

### **3. Other Business:** None

## **OLD BUSINESS**

### **COMMITTEE ROUND TABLE DISCUSSION**

Dan:

- Water curtailment. Wants to know why the money was spent on the extra well, but now we cannot water. Have we reached capacity? This led to discussion regarding annexation, water sources, water capacity, etc.

Gene:

- \*\*\*time did not allow\*\*\*

Denise:

- Denise mentioned the "8020" rule. This will help keep the meeting on task.

Mitty:

- \*\*\*time did not allow\*\*\*

Jolynn:

- Absent

Marion:

- \*\*\*time did not allow\*\*\*

### **ADJOURN**

Adjourned at 7:15pm

Submitted by Angie Lanter