



PARK, RECREATION AND TREE BOARD
Monday, August 17th, 2015 @ 6:00 PM
City of Banks Council Chambers
13690 NW Main Street
Banks, Oregon 97106

MEETING MINUTES

CALL TO ORDER AND DECLARATION OF A QUORUM

Meeting called to order at 6:03 PM by Denise Holmes.

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

Absent: None

INTRODUCTIONS:

None

APPEARANCE OF INTERESTED CITIZENS:

N/A.

APPROVAL OF MINUTES

1. Minutes of the Park, Recreation and Tree Board Management Committee Meeting – July 20th, 2015. Gene Stout made a motion to accept the minutes with corrections as noted. Motion seconded by Michael Nelson. Motion passed unanimously.

NEW BUSINESS

2. Design Standards – Jolynn updated the board on the ordinance changes that the City Planner, Stacey Goldstein is working on regarding Urban Forestry. The updated tree list will be included in the design standards. Denise has been working on the list, based on recommendations by the City Arborist. The board had some discussion, and it is recommended that the list that Denise narrowed down be forwarded on to the City Planner. Jolynn also reminded the board that this list will go before the Planning Commission and City Council for final approval.
3. Tree Removal Request – Kent & Dawna Snodgrass – 12823 NW Scottston Terrace – Jolynn gave the board an update on the tree removal request. The City Arborist came out and looked at the trees that were listed on the application. Jolynn would like to recommend that approval be given to remove the trees, and have the stumps ground down, get rid of all the “suckers” that go under the sidewalk, and the homeowner will be responsible for calling in a locate and they will be responsible for any damages to utility services that occur, and trees be replanted. Gene stated that the homeowners have not contacted the HOA board to request the trees be removed. The applicant needs to go to the HOA Board first, and get approval from the HOA before the PRT Board will proceed with their recommendation. Everyone present agreed this was the best way to proceed.

4. Annual Report to City Council for Park, Recreation and Tree Board goals for FY 2016-2017 - Jolynn briefed the board on the things that Council will be covering at their annual retreat. The PRT Board needs to come up with some goals that they would like to see Council consider for their 2016-2017 goals. Jolynn reviewed the list that was given to Council last year. She distributed a copy of the 2015-2016 City Council Goals to the PRT Board. She asked that everyone please review the list, and come to the September 2015 PRT Board meeting with ideas for goals to pass on to City Council at their retreat on September 30th and October 1st. Jolynn let the board know that the City was not awarded the grant for the basketball court. There were 33 applicants for the grants, and roughly \$4,000,000.00 was granted to 17 applicants. Jolynn has been in contact with the State, and asked them if they could tell her what the strengths/weaknesses were with the City's application, so that we can reapply next year with a stronger application.

EVENTS

5. National Night Out – National Night Out was a big success. Jolynn estimated that over 200 people attended the event. People seemed to enjoy the change in location, and the event was able to spread out more. The Speedway told Jolynn that they would be willing to go into a partnership again next year with the City on this event. About 75 people stayed for the movie. Jolynn said that Angie Lanter will be helping her starting in March, to contact other vendors and organizations to have at next year's events. Gene would like to see the area for the Public Safety vehicles marked off, so as not to cause confusion with general parking. Jolynn will also make contact with the fire department in February to get Life Flight lined up for the event. Jolynn is also going to contact the School District prior to school getting out, to see if any of the school sports groups, band, etc. want to have "carnival" type booths to raise money for their groups. Mitty inquired as to how the cleanup went the next day. The day after the event city staff went down to cleanup. There was very little to do as far as cleanup. Everyone was very conscientious about using the garbage cans. Gene suggested contacting the local FFA group for assistance at the event next year.
6. Christmas Tree Lighting Event – Jolynn was thinking the Sunday of Thanksgiving weekend (November 29th) as the date for the tree lighting. She would like to start making contact with the School District for the Choir to attend and sing. She will contact Angels Making A Difference to see if they would like to sell hot chocolate again. If not, she will contact the Trailhead Café about bringing down hot chocolate and hot cider, and the City will provide cookies.

Dan Streblow arrived at 6:37pm

Jolynn will also contact the Fire Department about having Santa at the event.

7. Tree for All – This has been completed and can come off the list.
8. Arbor Day Event – The City planted the swale at the public works building, and the trees at Banks Middle School.

ACTIVITY REPORTS FOR PARKS

9. **Greenville City Park**
 - a. **Water Usage:** Watering at Greenville City Park has been shut down with the curtailment situation.
 - b. **Work Orders:** None
 - c. **Park rentals:** Jolynn updated the board on the changes to how the park rentals will be handled.
 - d. **Landscaping billing statement:** Reviewed bill.
10. **Log Cabin Park**
 - a. **Work Orders:** The annual maintenance of the log cabin and the plays structure will occur next week.

OLD BUSINESS

COMMITTEE ROUND TABLE DISCUSSION

Denise Holmes

- None

Mitty Brady

- Mitty asked how often cars have to be moved, and what happens if they do not do it. Jolynn explained the process to her. Gene explained the HOA's feelings on the parking situation.

Gene Stout

- None

Marion Steinbach

- None

Jolynn Becker

- None

Michael Davis

- Derek Barnum apologizes for not attending National Night Out. He fell off the Monster Truck the night before the event. He broke a finger, and 2 toes. Once he has recuperated he would like to make it up to the City and the Community.

Michael Nelson

- None

Dan Streblov

- None

ADJOURN

Adjourned at 6:55 p.m.

Next Park, Recreation and Tree Board Meeting is scheduled for September 21st, 2015 at 6:00pm.

Submitted by Angie Lanter