



**PARK, RECREATION AND TREE BOARD**  
**Monday, September 21, 2015 @ 6:00 PM**  
**City of Banks Council Chambers**  
**13690 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 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 – August 17<sup>th</sup>, 2015. Michael Nelson made a motion to accept the minutes. Motion seconded by Marion Steinbach. Motion passed unanimously.

**NEW BUSINESS**

2. Tree Removal Request – Banks Business Center, LLC. – 13961 NW Main Street – Jolynn gave the board an update on the tree removal request. The current trees at this location are very messy. They were supposed to be fruitless, but they do bear fruit. The applicants provided pictures of a variety of maple tree that they would like to plant. Gene inquired as to if this particular variety of tree is on the City's approved tree list. That variety is not on the City's tree list. Staff will provide the applicant with a list of approved street trees. Tentative recommendation would be that they could remove the trees, have the stumps ground down, call 811 for locates prior to work being done, and planting trees appropriate for that size park strip. Denise asked about the width of the park strip. Jolynn had staff measure the park strip, and it is 4 feet wide. Gene asked if there was a minimum height requirement that trees need to be trimmed up to. Jolynn confirmed that it is the same throughout town, as stated in the City Code of Ordinances. Michael Nelson made a motion to tentatively approve the tree removal request, provide the applicant selects a tree from the approved list provided by the City. Gene Stout seconded the motion. Motion passed unanimously.
3. Annual Report to City Council for Park, Recreation and Tree Board goals for FY 2016-2017 – Jolynn went over the list of goals adopted last year by City Council. Jolynn went over the goals that the

Park, Recreation and Tree Board came up with last year. There was discussion regarding what should be goals for the 2016-2017 FY. It was decided to create a goal that would be called "Enhancements to Greenville City Park" underneath that category could be basketball court, and adding trees to the current arbor. Skate park will be listed as a future goal for another park, not as an addition to Greenville City Park. Michael Nelson asked what security updates have been made to the Log Cabin Park. Jolynn stated that additional lighting has been added to the park. Denise mentioned that at another meeting she had attended, she had heard of ideas for parks that are geared towards handicapped users. The parks are totally handicap accessible, and the swings are secure platforms that wheelchairs can use. Denise also suggested the idea of a park that encourages creativity. These are ideas she would like to see for possible future parks in town.

4. Update on Design Standards for planting strips – Michael Nelson asked if the document has been modified since the boards last review. Jolynn stated that yes, the arborist looked at the list, and made some changes, and Denise and Jolynn consolidated the list. Jolynn passed around the list for the board to look at. This list will become incorporated into the Design Standards for the City, and will go before the Council in October/November for approval.
5. Update on Tree Removal Request – Kent & Dawna Snodgrass – 12823 NW Scottston Terrace – Jolynn gave an update that City Council approved the request, based on the recommendations from the Park, Recreation and Tree Board. Jolynn has left messages for the applicant letting them know that they need to submit a new application for tree replacement. Gene Stout also let the board know that the HOA has rejected the applicants request to remove the trees. Gene suggested that the city not entertain any tree removal/replacement requests from residents in the carriage houses unless they have prior approval from the HOA.

Dan Streblow arrived at 6:26 pm.

## EVENTS

6. Christmas Tree Lighting Event – The event will be held on Sunday, November 29<sup>th</sup>. Jolynn has contacted the Fire Department to see if they would be able to provide Santa. She has also contacted the School District to see if the choir would be available. The Choir Director has put this on her calendar. The kids had a great time last year, and are looking forward to participating in the event again. Jolynn is going to contact Angels Making a Difference to see if they would like to take care of the Hot Chocolate/Apple Cider again this year. If not, Jolynn will contact the Trailhead Café to see if they would be able to provide beverages for the event.
7. Arbor Day Event – The City planted the swale at the public works building, and the trees at Banks Middle School.
8. National Night Out – Denise has heard a lot of feedback from citizens that they prefer the new location of Sunset Park/Sunset Speedway for this event.

## ACTIVITY REPORTS FOR PARKS

9. **Greenville City Park**
  - a. **Water Usage:** Michael Nelson asked if the usage was down due to curtailment. Jolynn said yes, that was a factor in the reduction of use.
  - b. **Work Orders:** None
  - c. **Park rentals:** The Banks Soccer Organization has rented the park again for Soccer from August through October.
  - d. **Landscaping billing statement:** Gene would like to see the Park Management Agreement be revisited, and revised. There are a lot of addendums to the agreement, and he would like to see the document cleaned up.
10. **Log Cabin Park**
  - a. **Work Orders:** None

## OLD BUSINESS

## COMMITTEE ROUND TABLE DISCUSSION

Denise Holmes

- Harpers Playground is the name of the nature play/accessibility park. They have a website if anyone would like to check it out.
- Friends of the Banks Library will be holding their annual book sale on October 3<sup>rd</sup> & 4<sup>th</sup> in the City Council Chambers.
- Library Levy will be on the November ballot. More information is available at the Library.

Mitty Brady

- None

Gene Stout

- Are the security cameras up and running? Jolynn confirmed that yes, they cameras are up and functioning. The cameras are motion sensor activated. Mitty asked how much of the park the cameras covered. Jolynn stated that the cameras cover the entire park property, and that the City and the Washington County Sheriff's Office have access to the camera data.

Marion Steinbach

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Jolynn Becker

- The two annexations that were on the September ballot passed.

Michael Davis

- None

Michael Nelson

- None

Dan Streblov

- None

## **ADJOURN**

Adjourned at 6:49 p.m.

Next Park, Recreation and Tree Board Meeting is scheduled for October 19<sup>th</sup>, 2015 at 6:00pm.

Submitted by Angie Lanter