



PARK, RECREATION AND TREE BOARD
Monday, January 18, 2016 @ 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 6:01 PM by Jolynn Becker

Present: Marion Steinbach, Mitty Brady, Jolynn Becker, Gene Stout, Michael Davis.

Absent: Michael Nelson, Denise Holmes, Dan Streblov

INTRODUCTIONS:

None

APPEARANCE OF INTERESTED CITIZENS:

N/A.

APPROVAL OF MINUTES

1. Minutes of the Park, Recreation and Tree Board Management Committee Meeting – November 16, 2015. Gene Stout made a motion to accept the minutes. Motion seconded by Michael Davis. Motion passed unanimously.

NEW BUSINESS

2. Tree Removal Request – John Zimmerman, 13020 NW Scottston Terrace. Jolynn stated it is a Sweet Gum Tree with a shallow root system. Staff reviewed the request, and did a site visit. The owner would like to remove the tree. The width of the planting strip is 3 feet wide. Staff did not see a tripping hazard or other reason for it to be removed. Jolynn asked the board to make a recommendation to the City Council. Gene Stout stated that he visited the site today. The tree is leaning, and beginning to lift the sidewalk, and the tree has a very shallow root system. Gene would like to recommend to Council that the owner remove the tree, call for locates, grind the stump, and replace it with a tree from the tree list, that is appropriate for that width of a parking strip. It was unanimous that this should be the recommendation to City Council.
3. State Park and Recreation Grant – Jolynn reviewed the areas that need to be strengthened when the City applies for the next grant. It needs to be stressed that the grant is for a neighborhood park, and get into more specifics. The State would like a current survey of the residents completed. Jolynn showed the group the survey that was completed five years ago. There was discussion about what types of questions to include on the next survey. Gene stated that he felt the survey that Jolynn presented covered pretty much all the items that have been discussed being added to the park. Jolynn will ask staff to include the survey with the water bills and add the survey to the City website. Gene also suggested putting information about the survey on Facebook

to maybe draw some more people to take the survey. Jolynn also mentioned that it may be wise to break the park project into smaller projects for better opportunities for receiving grants.

4. 2016-2017 Budget – Jolynn briefly discussed the information included in the packet. She asked everyone to please take a look at the document, and bring questions/suggestions back to the February 2016 PRT Board meeting. Gene Stout asked for some clarification on the layout of the budget document.

EVENTS

5. Arbor Day Event – Discussion on where to plant trees this year. Jolynn stated that Sunset Park is always a good location for adding additional trees. Gene asked if the trees have to be new additions or replacement trees. He suggested replacing the trees on Trellis Way. Mitty Brady suggested planting a tree at one of the schools. Mitty volunteered to contact School Superintendent Jeff Leo, and ask if there were any trees the school would like to have planted. Gene asked where the funding for Arbor Day Events comes from. Jolynn explained that it is funded by the City, as we have to spend a certain amount of money on trees each year to maintain our Tree City U.S.A. status.
6. National Night Out – Jolynn stated that Sunset Speedway has contacted her asking if the City would like to hold National Night Out at the Speedway again this year. After some discussion, it was unanimous that the event should be held at Sunset Speedway.

Michael Nelson arrived at approximately 6:30 p.m.

7. Christmas Tree Lighting Event – It was a great event. Michael Nelson asked if there was a way to light the trees on Trellis Way at the holidays, in addition to the gazebo and big tree. Gene Stout stated that there are some monument boxes in the median on Trellis Way. Jolynn asked Gene if he knows who has the keys to those monument boxes. Gene believes that the HOA Maintenance Company might have the keys. Jolynn will do some more research on the possibilities of running electricity to those trees.

ACTIVITY REPORTS FOR PARKS

8. Greenville City Park

a. **Water Usage** Gene questioned why there was water usage in November 2015. Jolynn will talk with Staff.

b. **Work Orders:**

- Tree repairs – Jolynn showed the group the map of the park, and the current location of all trees. She pointed out the trees that need to be replaced. Jolynn will bring this back to the group at the February 2016 meeting. The landscape company did not give her a complete report. Mitty asked why we have to replace the trees in the park. She feels that there are too many trees in the park.
- Entrance way lighting - Michael Nelson asked what the options are for the lighting. Jolynn explained the options are: 1. Replace the lights. 2. Remove the lights all together. 3. Remove the lights, and replace them with a different type of lighting. Michael Nelson stated that it is very dark along there with no lighting at the entrance. Gene asked if contacting PGE and exploring different bulbs in the street lights is an option. There was discussion on the damage that has been done to the light fixtures over the years. Michael Nelson sees it as a benefit to have the entrance lights on and working. Mitty agreed that it should be lit. Gene stated that it is an HOA issue, and there was a lot of money spent on vandalism last year, and are trying to see where they are at on the HOA budget to see about getting the light situation figured out. Gene is going to check to see if the HOA insurance covers vandalism.

c. **Park rentals:** None

d. **Landscaping billing statement:** Billings for December 2015 & January 2016 were reviewed, as well as what work had been completed.

9. Log Cabin Park

- a. **Work Orders:** None

OLD BUSINESS

COMMITTEE ROUND TABLE DISCUSSION

Denise Holmes

- Absent

Mitty Brady

- None.

Gene Stout

- None

Marion Steinbach

- None

Jolynn Becker

- None

Michael Davis

- None

Michael Nelson

- Absent

Dan Streblov

- None.

ADJOURN

Adjourned at 7:02 pm.

Next Park, Recreation and Tree Board Meeting is scheduled for February 15th, 2016 at 6:00pm.

Submitted by Angie Lanter