



PARK, RECREATION AND TREE BOARD
Monday, February 15, 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 6:00 PM by Denise Holmes

Present: Marion Steinbach, Mitty Brady, Jolynn Becker, Gene Stout, Michael Davis, Michael Nelson and Dan Streblow.

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 – January 18, 2016. Michael Davis made a motion to accept the minutes. Motion seconded by Mitty Brady is. Motion passed unanimously.

NEW BUSINESS

Gene Stout had a question regarding the water usage from the discussion at the January 18, 2016 meeting. Jolynn Becker reported that the water was on a bit longer due to fertilizing that was occurring, and the need to water in the fertilizer. Gene Stout also brought up the keys for the monument boxes on Trellis Way. He did not speak to the maintenance company, but he did find that there are electrical outlets behind the monument box that could be used for plugging in lights if we choose to decorate Trellis Way. Jolynn Becker has stated that she has placed a call to Five Star Electric to ask them to come out and look at the options for lighting up Trellis Way. Gene Stout will bring up the entrance lighting at tonight's HOA Meeting.

2. 2016-2017 Budget – Jolynn Becker recapped the conversation from last month regarding the Park Budget. Jolynn asked members for input on items they would like to see added to the budget. She cannot guarantee that the items will stay in the budget. Jolynn explained how the budgeting for park maintenance and some of the annual events is handled. Michael Nelson asked if, once the City hears back from Five Star Electric, the lighting of Trellis Way would be included in the budget.

Jolynn Becker stated that it would be in the budget for the first round, but again, she cannot guarantee that it will stay in the budget. Denise Holmes asked if the City would be looking at the grant for the park (basketball park, etc.), again this year. Jolynn confirmed that the City would be looking at going out for the grant again this year, but it may be broken up into smaller projects. Gene Stout asked if Jolynn could please explain some of the different line items in the park budget. He would like to know which line items the City is looking at getting money from the HOA on. Jolynn explained that the line items regarding the HOA state HOA behind them, and she went over some of the line items in more detail. There was a general discussion about the park budget. There was discussion about the trees in Greenville City Park, and the need to move them due to overwatering. Denise Holmes asked about the pruning program that was done a few years ago. Jolynn will ask staff to look at the trees around town, and see if there is a great need for pruning.

3. Greenville City Park Survey Update – Jolynn Becker stated that the survey results need to be added to the grant application package. Flyers are going out with the February 2016 water bills, as well as information on our website (the survey is located on our website main page), and on Facebook. Mitty Brady stated that she feels the open space is valuable, and should be left as it is. The City is receiving quite a few responses to the survey, and Jolynn will have the results to present to the Park, Recreation and Tree Board at the March 2016 meeting.

EVENTS

4. Arbor Day Event – The event is at the end of April. Mitty Brady stated she did speak with the Superintendent at the School District. The Superintendent talked with the principals of the schools, and at this time they do not have a need for any new trees this year. Jolynn asked if the HOA needs any trees. Gene Stout stated that there are 7 trees that need to be replaced, as well as the trees on Trellis Way. Jolynn Becker will research it, and see if replacement trees can count towards the City's recertification as a Tree City USA. Mitty Brady asked if everyone realized that the space between the development and the school is owned by the HOA, but Clean Water Service planted 6,000 trees in it. It was part of the Clean Water Services 1,000,000 Tree for All from last year. Jolynn Becker explained why the trees were planted. Mitty Brady felt that it was too many trees for that area. Jolynn explained the process, and the number of grass plugs that the City had to plant in the swale by the Public Works Building. Gene Stout said that Clean Water Services has not communicated at all with the HOA regarding the area between the development and the school. Gene has been researching this, and he cannot find documentation anywhere as to who owns that piece of land. Jolynn will also check with Sunset Park to see if they have a need for any new trees. There was discussion as to when to hold the event. Jolynn Becker stated it is normally done by the end of April.
5. National Night Out – Jolynn Becker recapped that Sunset Speedway will be the location of the event again this year. Sunset Speedway has National Night Out on their calendar of events, and it is being published on their flyers and posters. Jolynn also brought up that now is the time to start talking with vendors for the event. Banks Fire District #13 needs to be contacted soon, so that they can contact Life Flight, and get them scheduled for the event. Michael Nelson will talk to the Fire Department. Jolynn talked about the meetings the City has been having with the Fire Department, Washington County Sheriff's Office, and the School District. Washington County Emergency Services will be holding an earthquake drill this summer. It has been discussed to have a booth on emergency preparedness at the event. Denise Holmes mentioned that the Friends of the Library are interested in having a booth again this year. Jolynn Becker will ask staff to send out letters and registration forms to the vendors that participated last year. Jolynn also asked if anyone had any new vendors that they would like correspondence sent too. Gene Stout mentioned that the FFA from the High School holds an annual dinner. They are hard workers, and he feels that they should be invited to have a booth at the event. Denise asked if there was interest in having the balloon artist/face painting again this year. Jolynn said that she spoke with Mark Ward, and he would like to do the BBQ again, and he will have the High School Basketball Team there to work at the event. Denise also mentioned that there is a lady that talks about invasive plants, etc.,

and she would like to see her invited to the event. Some other ideas thrown out were: Stub Stewart State Park, Banks Chamber of Commerce. Jolynn asked Michael Nelson if he would like to talk to David Duyck. Gene Stout asked Michael Davis about the monster truck. Michael will check with his friend Derek. Denise mentioned that the Speedway had mentioned race car rides. Jolynn cautioned that we need to watch the dust and noise.

6. Christmas Tree Lighting Event – This was touched upon during the Budget Discussion

ACTIVITY REPORTS FOR PARKS

7. **Greenville City Park**

- a. **Water Usage:** None

- b. **Work Orders:**

- Tree repairs – Gene asked if it was discovered who had damaged the trees. Jolynn said it appears that one was chopped down, and one fell over.
- Entrance way lighting -

- c. **Park rentals:** No rentals

- d. **Landscaping billing statement:** Reviewed the last billing. Jolynn will add the maintenance schedule to next month's agenda packet.

8. **Log Cabin Park**

- a. **Work Orders:** Mitty Brady asked if the Log Cabin is insured. Jolynn stated that yes, it is insured. Mitty has grandsons that are in the Boy Scouts. Ray Deeth hosted their last meeting, and gave them a history of the cabin. There are a lot of antiques and artifacts that she would like to make sure are insured. Jolynn explained that the City insures the building, but the Historical Society leases the building, and the contents are insured by the Historical Society. Mitty mentioned that there is a bus stop shelter at the Log Cabin Park. She wanted to know the possibility of having a shelter built at Greenville City Park.

Gene would like to see some barkdust put around the storage shed at Log Cabin Park, as it is muddy around it. He stated that since Mr. Wert no longer does the park maintenance at the Log Cabin, the grass has been allowed to die, which has made it quite muddy.

OLD BUSINESS

COMMITTEE ROUND TABLE DISCUSSION

Denise Holmes

- Rain gardens

Mitty Brady

- Can we see about putting up a bus stop shelter. Jolynn explained that the bus company puts up the shelters. Mitty asked if everyone liked that idea. Fire Department is giving away smoke detectors to those in need. She checked into it, and was able to have 2 smoke detectors replaced.

Gene Stout

- None

Marion Steinbach

- None

Jolynn Becker

- None

Michael Davis

- None

Michael Nelson

- None

Dan Streblov

- Greenville City Park – when the grant application is submitted, drainage needs to be added to the park. At times the grass area is impassable. Jolynn asked if we could work on the drainage as we

go through the phases of improving the park. He also has noticed that there is a lot of moss in the grass at the park (on the south side between the sidewalk and the curb). Jolynn will get ahold of the maintenance company.

ADJOURN: Meeting adjourned at 7:15 pm.

Next Park, Recreation and Tree Board Meeting is scheduled for March 21st, 2016 at 6:00pm.

Submitted by Angie Lanter