



PARK, RECREATION AND TREE BOARD
Monday, March 21, 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 6:02 PM by Denise Holmes

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

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 – February 15th, 2016. Mitty Brady made a motion to accept the minutes. Motion seconded by Gene Stout. Motion passed unanimously.

NEW BUSINESS

2. 2016-2017 Budget Review – Jolynn Becker reviewed the proposed 2016-2017 Fiscal Year Budget for the park and tree funds. The Budget Officer cut back the grant request from the Oregon State Parks Department, to cover only the basketball court. It has been decided to do the Greenville City Park enhancements in smaller sections. Jolynn briefly gave updates on the other line items.
3. Greenville City Park Survey Update – This survey will be used for applying for grants. There was a comment received on one of the surveys referring to the Home Owners Association. Gene Stout asked that that comment be redacted. Jolynn will look into whether or not comments must be included with the grant application. The most popular amenities requested were: basketball court, water fountain, more shade trees. The PRT Board agreed that this was a very informative survey, and gives the PRT Board direction on what the citizens would like to see in the parks. A great number of citizens that responded. Facebook was a great tool for getting the survey out to the residents.
4. City Code of Ordinances (Updates to Chapter 32 – City Organizations) – There are some minor changes to this section that will be going before City Council. Jolynn explained that this is clean-up

to this chapter of the City Code to provide consistency amongst the different Boards, Commissions, and Committees.

EVENTS

5. Arbor Day Event (April) – Denise checked with Kristen at the Department of Forestry. She confirmed that yes, tree replacement can be done as an Arbor Day Event. Denise asked the Sunset Park Board if they needed more trees, and they said if the City needs a spot to plant trees for the Arbor Day Event, they would be a willing recipient. There was a discussion on when and where to have the Arbor Day Event. Dan Streblov said that replacement trees needed for the trees that were removed at the park. Jolynn brought out the map of Greenville City Park, and pointed out the areas where she has been discussing planting trees with Linda Richardson. Jolynn is waiting to hear back from Linda on her recommendations with what types of trees were listed on the original plan design. Earth Day is Friday, April 22nd. It was decided to do the Arbor Day Event on Friday, April 22nd at 11am, at Greenville City Park. Mitty asked if the media would be notified. Jolynn said that yes, the media will be notified.
6. National Night Out (Tuesday, August 2nd, 2016) – Jolynn asked if Michael Nelson had a chance to talk with Banks Fire District about Life Flight and Metro West Ambulance. Denise has talked with Jennifer at Tualatin Valley Soil Conservation Service, and she is planning on attending and having a booth. Jolynn talked with Mark Ward, and he is planning on having the high school varsity team there to help with the hot dog sales. She also is trying to set up a booth for earthquake awareness. Jolynn will have staff begin to send letters out to last year's vendors to see if they would like to participate again this year. Jolynn asked the PRT Board members to let her know if there are any new vendors that they know of that may wish to participate.
7. Christmas Tree Lighting Event (Sunday, November 27th, 2016) – No updates at this time.

ACTIVITY REPORTS FOR PARKS

8. **Greenville City Park**
 - a. **Water Usage:** None
 - b. **Work Orders:**
 - Tree repairs – tree removal and stump removal was completed.
 - Entrance way lighting – On hold.
 - c. **Park rentals:** No rentals
 - d. **Landscaping billing statement:** Reviewed the last billing.
 - Schedule of Annual Maintenance – this item was attached per the PRT Board request from last month.
9. **Log Cabin Park**
 - a. **Work Orders:** None

OLD BUSINESS

COMMITTEE ROUND TABLE DISCUSSION

Denise Holmes

- Mentioned that she had young fruit trees a few years ago, that she lost due to a hard frost. Important reminder to protect the trunks of young trees.
- Art of the Story Event will be on Thursday, April 7th at 7:00 in the City Council Chambers.

Mitty Brady

- She has a small collection of books on trees if anyone would like to borrow them.

Gene Stout

- Referred to a comment from the last meeting that the irrigation sprinklers hitting the trunks of the trees was damaging the bark. He spoke with an arborist, and they said the sprinklers are not an issue. The hot sun is causing more damage.

Marion Steinbach

- None

Jolynn Becker

- None

Michael Davis

- He spoke with Derek (the Monster Truck guy), and he will be at National Night Out.

Michael Nelson

- Brief update on the happenings at the Economic Development Commission meetings.

Dan Streblov

- Inquired about the moss at the park. Jolynn got a quote from the landscapers for \$165.00 for moss treatment. Dan asked if they would be replanting grass, because it is all moss, no grass. He also asked if the landscapers could use a better fertilizer that would have moss treatment in it. Jolynn also said the quote for the irrigation repairs will be about \$250.00. There is a sprinkler head, and a control box that needs to be replaced. She will forward the email to Gene and Dan. Gene would like to know more specifics as on the damages, how the damages are occurring. Gene and Dan okayed the moss treatment.

ADJOURN: Meeting adjourned at 6:58 pm.

Next Park, Recreation and Tree Board Meeting is scheduled for April 18th, 2016 at 6:00pm.

Submitted by Angie Lanter