Notice of Parks and Recreation Committee Meeting

AGENDA

CITY OF FALLS CITY, OREGON

Meeting Location: 320 N Main Street, Falls City

Wednesday, December 19, 2018 at 11:00 AM

Posted on December 14, 2018

1) **Call to order** Roll Call: Janelle Anzalone____ Lori Jean Sickles___ Dennis Sickles ___ ___ Janet Propp ____ Dani Haviland ___ Vacant ___ Vacant

2) **Pledge of Allegiance**

3) **Motion to adopt the entire agenda**

4) **Consent Agenda: Motion Action Approving Consent Agenda Items**
   a. Meeting minutes October 17, 2018 (p. 1-2)
   b. Meeting minutes November 14, 2018 (p. 3)

5) **Public Comments:** Citizens may address the Committee or introduce items for Committee consideration on any matter. The Committee may not be able to provide an immediate answer or response, but may direct staff to follow up on any questions raised. Out of respect to the Committee and others in attendance, please limit your comment to five (5) minutes. Please state your name and city of residence for the record.

6) **Old Business**
   a. Arbor Day (p. 4)

7) **New Business**
   a. Parks Master Plan- Top 5 Priorities (p. 5)
   b. Street Trees (p. 6)

8) **Correspondence, Comments and Ex-Officio Reports**

9) **Committee Announcements**

10) **Adjourn**

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City of Falls City
Parks and Recreation Committee Meeting Minutes
Wednesday October 17, 2018 11:00 am
Meeting Location: 320 N Main Street, Falls City, Oregon

Committee Members Present: Janelle Anzalone, Dennis Sickles, Lori Jean Sickles, Dani Haviland, Janet Propp

Staff Present: None

Chairperson L. Sickles called the meeting to order at 11:14 am.

1) **Roll Call**
Chair L. Sickles took roll call.

2) **Pledge of Allegiance**
None

3) **Motion to adopt the entire agenda**
A motion was made by Committee Member D. Sickles and seconded by Committee Member Propp to adopt the entire agenda. Motion carried 5-0-0. Ayes: L. Sickles, Janelle Anzalone, Dani Haviland, Dennis Sickles, Janet Propp

4) **Motion to adopt consent agenda**
(Not recorded)

5) **Public Comments**
None

6) **Old Business**
None

7) **New Business**
A. **Park and Recreations Meeting Date**
A motion was made by Committee Member Haviland and seconded by Committee Member D. Sickles to have meetings remain at 11:00 am on the Wednesday following City Council meetings. Motion carried 5-0-0. Ayes: L. Sickles, Janelle Anzalone, Dani Haviland, Dennis Sickles, Janet Propp

B. **Solve/Arbor Day Event**
This item was not recorded as discussed and no motion was made for a 2019 date.

C. **Falls City Park and Recreation District**
This item was not recorded as discussed and no motion was made.

D. **Assignments**
a) Anzalone- City Manager Corthell requested Anzalone research trees, care and costs to line N. Main Street. This item is grant driven. Options were discussed. Committee

thought the high school, garden club, Public Works or homeowner should care for the trees.

A motion was made by Committee Chair L. Sickles and seconded by Committee Member D. Sickles that Committee Member Anzalone investigates donated trees and grants. Motion carried 5-0-0. Ayes: L. Sickles, Janelle Anzalone, Dani Haviland, Dennis Sickles, Janet Propp

b) City Manager Corthell also requested Committee Members to each create a wish list. Committee agreed bathrooms at both locations of Michael Harding park and Fay Wilson Park was the only item and was wanted as priority one. This item is also grant driven.

8) Correspondence, Comments and Ex-Officio Reports

None

9) Committee Announcements

Next Parks and Recreation committee meeting will be November 14, at 11:00 am.

10) Adjourn

The meeting adjourned at 11:37 am.

_____ **Parks Committee Chair L. Sickles**

Attested:_____ **Parks Committee Member**_____

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City of Falls City
Parks and Recreation Committee Meeting Minutes
Wednesday, November 14, 2018 11:00 am
Meeting Location: 320 N Main Street, Falls City

Committee Members Present: Jill Anzalone, Lori Jean Sickles, Dennis Sickles

Staff Present:

1) Roll Call
Meeting cancelled due to no quorum.

2) Committee Announcements, Comments and Ex-Officio Reports

Next Parks and Recreation Committee meeting: December 19, 2018 at 11:00 AM

_____**PR Committee Chair Lori Jean Sickles**

Attested:_____ _____**PR Committee Member**

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AGENDA REPORT

TO: PARKS AND RECREATION COMMITTEE

FROM: JOHANNA BIRR, CITY CLERK

SUBJECT: ARBOR DAY EVENT

DATE: 11/5/2018

SUMMARY

To satisfy a Department of Environmental Quality regarding the Little Luckiamute River/Watershed Total Daily Maximum Load of allowable pollutants entering the waters, participation in the Tree City USA program was highly encouraged. A requirement of the program is to hold an Arbor Day Celebration each year.

The City would like to have a set date each year for Arbor Day and get the community more involved in the event.

BACKGROUND

PREVIOUS COMMITTEE ACTION

The 2018 Solve event yielded approximately 20 volunteers. Debris volume collected is unknown. It was decided to have the Solve/Arbor Day event on Saturday, September 29, 2018 in conjunction with National Volunteer Day held by religious entities.

It was noted by Committee Member Anzalone that another date would be better as turnout was very low.

ALTERNATIVES/FINANCIAL IMPLICATIONS N/A

STAFF RECOMMENDATION

Staff recommends Solve to be a separate event from Arbor Day. Staff also recommends Arbor Day move to a City coordinated event. Traditionally Arbor Day is held annually on the fourth Friday of April. Oregon Arbor week is held the first week in April. Staff recommends holding one of these dates permanently so citizens can be prepared and participate.

EXHIBIT N/A

PROPOSED MOTION

I move Arbor Day be held annually on the fourth Friday in April.

OR

I move Arbor Week be held during the first week in April.

AGENDA REPORT

TO: PARKS AND RECREATION COMMITTEE

FROM: RACHEL INMAN, ASSISTANT CIT Y CLERK

SUBJECT: PARKS MASTER PLAN TOP 5 PRIORITIES

DATE: 10/29/2018

SUMMARY

Public participation was essential in the development of the Parks Master Plan. The Parks and Recreation Committee and staff utilized surveys, newsletter articles, public meetings, Falls City website and the Parks Master Plan Open House to successfully collaborate with the goal of achieving better and more acceptable decisions.

BACKGROUND

Committee sent surveys asking residents to help prioritize the needs of the parks. The survey identified 5 priorities. Priority 1 - Site built public restrooms connected to city sewer at each park. The Parks and Recreation Committee identified restrooms as the number 1 priority to resolve public health concerns, improve community livability and protect the Luckiamute Watershed. Priority 2 – Little Luckiamute River Trail (Appendix A-2), Priority 3 – Michael Harding Memorial Park North park Pavilion (Appendix A-1), Priority 4 – Campground at George Kitchin Park, and Priority 5 – City Hall Open Space Simple Amphitheater (Appendix A-3).
Appendices may be found at https://www.fallscityoregon.gov/water-master-plan-project.

PREVIOUS COMMITTEE ACTION

N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS

The challenge for the Falls City Park System is lack of funding resulting from limited General Fund revenues. This deficit is coupled with a minimal depth of staffing for park operations and maintenance (O &M). Volunteer efforts over the years have substantially contributed for park improvements by donation of money, materials, and labor; this type of generosity will continue to be important in years to come. It will be a requirement to estimate operations and maintenance (O&M) when considering park improvements.

STAFF RECOMMENDATION

Create a Parks Improvements Reserve Fund to account for money raised through donations, fundraisers and new revenue sources.

EXHIBIT

N/A

PROPOSED MOTION

N/A

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AGENDA REPORT

TO: PARKS AND RECREATION COMMITTEE

FROM: JOHANNA BIRR, CITY CLERK

SUBJECT: ARBOR DAY EVENT

DATE: 11/7/2018

SUMMARY

BACKGROUND

In September, City Manager Corthell requested the Parks Committee research street trees to line N. Main St. Part of being a Tree City USA participant required the City to belong to the Arbor Day Foundation. The Arbor Day Foundation offers a large variety of trees and shrubs for purchase. Recently staff received a pamphlet of available items with discounted pricing for members.

1-2 foot Crape Myrtles are available for $6.00 each at regular cost and $3.98 to members. The Arbor Day Foundation also offers a free3-4 foot Red Maple to members for supporting the Foundation with a flat $9.95 shipping fee per order. The pamphlet is available at City Hall for viewing and ordering.

PREVIOUS COMMITTEE ACTION

At the October 17, 2018 Parks and Recreation Committee meeting, Committee members discussed street trees to line N. Main St. Committee agreed Crape Myrtles would be a nice addition. Jill Anzalone was assigned to research donations of trees and or cost.

ALTERNATIVES/FINANCIAL IMPLICATIONS N/A

STAFF RECOMMENDATION N/A

EXHIBIT N/A

PROPOSED MOTION N/A