

Minutes of the Veneta Park Board

December 5, 2012

Board Members

Present: Cal Beach, Braeden Cornelius, Cathy Coulson-Keegan, Penny Lacky, Elmira Louie, Barb Nelson, Marie Pickett, and Craig Soderberg

Others: Ric Ingham, City Administrator, Kay Bork, Community Development Director; Brittany Boothe, City Council Liaison; and Darci Henneman, Assistant City Recorder

Chair Barb Nelson opened the meeting at 4:30 p.m.

I. Public Comment

None

II. Approve Minutes for November 7, 2012

Marie motioned to approve the minutes. Cal seconded, all approved.

III. Old Business/Status of:

1. Donation of Fern Opolo games to the Santa Project

Darci told the Board that after checking with Kyle the Santa Project has two games from last year's donation. After a brief discussion, it was the consensus of the Board to donate enough games so the Santa Project has a total of 10 games including what they have from last year. Darci will give them to Kyle to take to the Santa project on Saturday, December 15th.

Marie said she sold five games for \$5 each at the Holiday Bizarre. She gave the money to Darci to deposit. She said she put a game on display which she thought helped with sales.

Brittany said the public safety town hall meeting hosted by Lane County Commissioner Jay Bozievich was held at City Hall on Monday, December 3rd. She said she learned the dire straits that the Lane County Sheriff's Office faces and although the City contracts with Lane County to provide public safety coverage for City residents it doesn't include the unincorporated areas of Veneta and outlying communities.

She said the garbage franchise was awarded to Sanipac and the City has hired an associate planner, Lisa Garbett. She said the Fern Ridge Service Center safety fence will go up the end of this week. Brittany said the next City Council meeting is December 17th and she encouraged everyone to attend. She said after many years of service, City Councilor Marion Esty's farewell party will also be on the 17th starting at 6:00 p.m. She said two new councilors have been elected.

IV. New Business

1. Veneta Tree Code

Kay said in 2007 a significant update was made to the tree code. She said the updates and mitigation strategies weren't clear when land use appeals were filed and it was somewhat difficult to implement and apply the code to all areas of the City. She said staff received assistance with the code updates from a U of O student and master arborist. She said many public comments and testimony were incorporated into the code updates. She said updates included reassessing the community's values and the importance of Veneta's trees and the preservation and regulation of trees and tree removal. Kay said a significant tree is regulated and defined by the diameter of the tree. Removing a significant tree requires following the permitting process through the City to ensure tree removal is monitored and residents don't remove too many trees. She said most permits are issued to homeowners and very few significant tree removal permits are processed. Also a tree removal permit is not required for non-

regulated trees. Kay said commercial cutting of Douglas fir trees is a legal activity within City limits, but a permit is required. Commercial cutting of other tree species requires mitigation.

Kay said tree preservation provides for protection of trees through construction process. She said the tree code requires mitigation and can provide developers significant incentives to preserve trees. Mitigating the removal of trees requires a developer to plant trees or make a cash payment to the City. The City also gives tree credits – a developer will receive credits towards any mitigation requirements for every tree on the mitigation tree list that is not removed.

In response to a question from Marie, Kay said the City receives many phone calls from residents asking about removing trees. Kay provided a handout to the Board which is also available on the City's website and at City Hall.

Kay said the City will recommend where trees should be planted and also offers a tree list including native or recommended trees for replanting. She said the Oregon Dept. of Forestry assisted with establishing the tree list. Kay said a City must have a tree code in order to be a member of Tree City USA.

Ric said in the past there has been a lot of controversy surrounding tree removal and the recent code updates not only clarified tree removal but provided the value of having a tree code. The tree code was written so when a developer wants to remove a few trees, it's safer to remove all the trees but it triggers mitigation which requires a developer to make cash payments or to replant.

Kay said the code allows a large Douglas fir to be removed without a permit when it becomes hazardous - likely a tree that was left standing after many trees around it were removed.

V. Event Planning

1. 2013 Tree City Event - Tree Planting at Fern Ridge Service Center

Barb wanted to briefly talk about the tree lighting and she asked Marie if she would provide an overview.

Marie said the tree is decorated. Lights were not purchased this year but the current lights are starting to corrode. She said the public works crew helped with extension cords and the utility company used their bucket truck to put the lights on the tree. However, there are no bows in a few spots due to where the bucket was.

Ric suggested the public works crew could fix those spots with a ladder.

Marie said she would give the bows to Ric for the public works crew to fill in those spots. Marie said she, Barb and an area youth group will carry the Park Board banner in the parade. They will meet at the tree at 5:45 p.m. She will make an equipment request and get the banner from Kyle. She also suggested lights be purchased soon after Christmas and asked if anyone was interested in doing that. She said the board should decide what size and how many strings of lights should be purchased.

Cathy suggested next year white and red ribbon could be purchased and work with the Key Club to make pine cones with bows.

Marie said garland would also be nice and she said a board member would need to facilitate an activity.

Barb said garland or bows are a good idea and she agreed with Marie that if and when the board decides to set up a youth activity that the board makes sure there are enough members to facilitate that kind of activity.

Ric said the Garden Club could also be looked toward with decorating ideas.

In response to a question from Ric, Marie said she has a dozen bows left and half of those are not good for outdoors. She said the bows are looking pretty worn and she suggested purchasing new ones after Christmas.

Barb said the lights on the tree now are not the largest available and she suggested purchasing several strings for the living tree as it grows. She said the LED lights come in 50 ft. lengths.

Cal said the tree now has seven 25 ft strings on it.

In response to a question from Marie, Barb said the budget was \$100 for tree lights.

After a brief discussion it was the consensus of the board to purchase three 50ft. LED strings of lights.

Ric said he would be happy to get lights the day after Christmas.

Barb, Marie, and Cathy will work on getting the light information to Ric.

Marie said the tree lighting ceremony will be at 8:00 p.m. tomorrow night.

Ric said the City has fulfilled the two requirements for being a Tree City USA City in 2012 (Earth/Arbor Day with Veneta Elementary and the Tree Lighting at the Light Parade) but we need to decide what two events the Park Board will sponsor for next year. He suggested a tree planting be held the first week in October or the following spring.

Craig felt a planting would be better in the fall.

Barb said it would be nice to prepare a list of trees and see if civic groups would like to donate plantings for the landscaping at the new Service Center.

Kay said a landscape plan has not been drawn up yet but any planting would need to be consistent with the existing West Broadway Plan.

Ric suggested the West Broadway Plan could be given to the landscape architect.

Kay said there will be a few trees planted in the front of the building along the street but not many plantings are needed.

Ric said the tree fund is healthy enough to support some plantings.

Barb said the first step would be to prepare a plan to work from.

Marie suggested the Board have a discussion about purchasing a bunny suit verses renting one for the upcoming Easter Egg Hunt. She said last year Dennis paid a \$500 deposit and because some dirt got on the rented suit the deposit was held until the suit was cleaned. Marie asked if this could be added to the January or February agenda.

VI. Next Meeting – January 2, 2013

Barb said because the meeting is on January 2nd, she suggested rescheduling it to the following Wednesday, January 9th. However, she will be gone the entire month of January and cannot attend any meetings during that time.

Marie said she is not available on the 9th.

Ric is also not available on the 9th.

Kay said she would attend a meeting on the 9th.

Cal said he doesn't see the need for a meeting in January.

Penny motioned to cancel the January meeting, Cal seconded, all approved.

Craig said since Barb can't attend the January meeting he suggested confirming the meeting dates with Dennis prior to rescheduling the meeting. He said if Dennis can't make the 9th, the meeting should be on the 2nd.

Ric reminded everyone that the Egg Hunt will be in March.

Barb suggested establishing the Egg Hunt subcommittee at today's meeting.

The Egg Hunt subcommittee will consist of Elmira, Cathy, Penny, and Dennis who will chair the subcommittee.

Barb said she will not be reapplying for her position on the Park Board. She said a new chair will need to be nominated at the March meeting.

Craig motioned to adjourn, Cathy seconded, all approved. The meeting ended at 5:30 p.m.