

City of Milwaukie
Milwaukie Park and Recreation Board (PARB)
MEETING MINUTES
City Hall Conference Room
May 26, 2015

Members Present: Lisa Gunion-Rinker (Chair), Lisa Lashbrook (Vice Chair), Lynn Sharp (Treasurer), Erin Willett Holcomb (Secretary)

Absent: Tony Andersen

Staff/Visitors: Mitch Nieman (City Staff Liaison), Jeroen Kok (NCPRD Liaison), Gary Parkin (Public Works Director, City of Milwaukie), Jason Rice (Engineering Director, City of Milwaukie), City Councilor and Mayor-Elect Mark Gamba, and Amy Aschenbrenner (City Staff)

1) Welcome and Introductions

Chair Gunion-Rinker called the meeting to order and began the introductions; everyone introduced themselves.

2) Review & Approve April 2015 Minutes

The group did not have enough time to read and review the April meeting minutes.

Mr. Nieman suggested they could review them and then approve at a later time; the group agreed.

3) Tree City USA/Tree Ordinance Update

Mr. Rice explained the City of Milwaukie's history regarding tree ordinances. He was told in the past (prior to 2005) that there was a vote to have private property trees regulated to some degree, but it was voted against. In 2005 when he came on board with the City, it did not have a consolidated public works standard list, so they pulled from different cities and entities. When it came to trees, they pulled the City of Portland's list that was already broken down into sizes of planter boxes, under power lines, etc. This was likely the first list that was created and had a City of Milwaukie logo on it. This stayed the same until about two years ago, in 2013, when the City went through a process of code enforcing against the downtown businesses based off of lists and the sidewalks. The City started to assess whether the tree list that was required in the downtown was right for what the City wanted. The downtown tree committee was formed around that time in 2013 with Neil Hankerson, Dan Platter, Mr. Rice, Mr. Kok, and Terry (an arborist).

Councilor and Mayor-Elect Gamba added that there were other meetings outside of what Mr. Rice was involved in. Dion Shepard was connected in those other meetings with other people who wanted to get a Tree Ordinance created. He clarified that the group Mr. Rice was involved in was focusing on street trees, not on private property.

Councilor and Mayor-Elect Gamba recalled that prior to 2005, the Milwaukie City Council was close to passing a Tree Ordinance that included both public and private property. However, public opinion was strongly not behind it, so the Council backed off.

Mr. Rice discussed how his group worked on a Heritage Tree concept. The group also recognized that sometimes they were asking for too large of trees to go into small spaces. They then discussed having

dedicated big spaces for specifically large trees. Their group came to the understanding to select a couple lower and slower growing species—they selected 6 or 7—for downtown. Then, at the group’s recommendation, the list was eventually adopted as the Public Works Standards. **Mr. Rice** said these standards were listed currently on the City’s Website. He also said he would pull out the text from the document and send it to **Treasurer Sharp**, as she only had the very old 2003 list.

Councilor and Mayor-Elect Gamba discussed “bump out” areas for larger trees.

Mr. Rice said that currently the City utilized a similar trees list, but updated. The Public Work Standards get updated every year. He was hoping to do an update as soon as possible this year (after Moving Forward Milwaukie), and noted that October November is a great time to get updates, but it could always be later.

Mr. Nieman asked about public outreach. **Councilor and Mayor-Elect Gamba** and **Mr. Rice** responded that the public was notified of and invited to the Council Meetings where the trees were discussed; noting again that this was just for downtown businesses because they were not changing neighborhood list.

The group discussed that many people are not aware that there is an approved tree list.

Mr. Rice clarified that today they do monitor the neighborhood trees, and do not allow people to plant trees that are not on the list and in the right of way. He added that if the tree was not on the list and was in the right-of-way, it would need to come out.

Mr. Nieman appreciated Mr. Rice’s time in explaining the history of this process.

Treasurer Sharp contacted the Department of Forestry employee who would be the go-to person for the state and the application process. The employee agreed to review the Tree City USA online application before the City submits it. The advice that she gave to Treasurer Sharp and the City was to not put anything in the ordinance that you think you might change, but rather just refer to the current list. In other words, Treasurer Sharp clarified, it was advised to not include the species list in the ordinance.

Treasurer Sharp and **Mr. Nieman** discussed the process going forward in creating the ordinance.

Mr. Rice said it would be helpful if the board made a decision regarding the changes to the tree list (which is included in the Public Works Standards). This way, when the City presents it to Council, they could explain that PARB made a recommendation to support the proposed changes.

4) NCPRD/City Update

Mr. Kok and Mr. Nieman gave updates about the following:

- A: August 18 Joint PARB/Council Meeting
 - **Mr. Nieman** announced that PARB will now meet with the City Council on August 18th instead of the previously selected November date.
 - **The group** decided that August 18th did not work with their schedules, discussed alternate dates, and decided on August 4th. They also discussed what they wanted to present do council on that date.
 - The Tree Subcommittee decided to hold their next meeting on June 18th at 5:30pm; **Mr. Nieman** said he would send out a reminder.

- B: June 15 Wildlife Management Vision Session
 - **Mr. Nieman** discussed the various people and groups invited to the upcoming session, including the Audubon Society. He would send out an RSVP to the members.
- C: Refined Balfour Park Concept
 - **Mr. Kok** passed out a refined design. He stated that he would add the drinking fountain location on the map, and will add a scale as well.
 - **The group** discussed the map.
- D: Park Capital Project Funding
 - **Mr. Kok** asked the group to share their insights regarding what they would want to accomplish out the discussion, so he could help structure the dialogue in the future.
 - **Secretary Holcomb** said it would be helpful to get a general scope, e.g. what PARB has input in, where the money comes from, etc.
 - **Chair Gunion-Rinker** agreed with **Secretary Holcomb**. She also added that it was important to know how partners came together to help raise funds.
 - **Vice Chair Lisa Lashbrook** agreed and had nothing to add.
 - **Councilor and Mayor-Elect Gamba** mentioned that the once council goal that was least developed was the goal regarding the parks, which is why they needed the help of PARB. He discussed the City of Portland and how the neighborhoods have built a lot of the small parks. Therefore he was curious about the extent of volunteer work with the neighborhoods.
 - **The group** discussed the council’s goal related to parks, as well as the maintenance of future and existing parks.
 - **Treasurer Sharp** agreed with the others, she had questions about the funding and how it would relate to any “Friends” groups that may be formed to help with the improvements and upkeep.
 - **Mr. Kok** thanked everyone for their input. He would come back with a discussion outline draft and then the group could go forward with the details. At **Treasurer Sharp’s** request, he would also email the group information regarding grant funding.

5) Welcome to Milwaukie Sign

Mr. Nieman explained the background and summarized the discussion from the last PARB meeting. He reported that the Riverfront Task Force felt strongly that they would like the sign located where it was originally placed on the Riverfront. The group discussed the placement of the sign.

6) PARB Recruitment Update

Mr. Nieman explained that with Mr. Harris’ move out of town, he does not qualify to stay on the board. PARB membership requires residency. Therefore, there were two spaces to fill on the board. He added that as potential eligible applicants come in, interviews would be scheduled with **Chair Gunion-Rinker** and **Councilor and Mayor-Elect Gamba** or a councilor that is available.

Councilor and Mayor-Elect Gamba added for PARB to keep in mind that if they are thinking of changing the mission/name/makeup of the group, they should keep that in mind when recruiting new people. In addition, if PARB is changing the charter to change the name and/or mission, they could also change the definition of members—maybe adding “at large” members.

7) PARB Mission Statement

Chair Gunion-Rinker asked about the mission statement of PARB, wondering if it changed with the creation of the City’s Parks and Sustainability Department years ago.

The group discussed the need to review the mission statement and charter.

Mr. Nieman explained that there is not an official mission statement. He added that he would send out PARB Municipal Ordinance and Bylaws to members to prepare to discuss this at the next meeting.

8) Park Liaison Visits

The group decided on the following park site visits to be conducted and reported on during next month’s meeting.

Chair Gunion-Rinker: Ardenwald, Balfour, Bowman-Brae, Water Tower

Vice Chair Lisa Lashbrook: Ball-Michel, Dogwood, Scott

Treasurer Sharp: Homewood, Furnberg (with Member Holcomb), North Clackamas, Stanley

Member Holcomb: Century, Furnberg (with Treasure Sharp), Wichita

9) Member News/Reports

Chair Gunion-Rinker reported that they raised \$1,600 from the plant sale.

Mr. Nieman discussed his visit to the Providence Hospital employee garden.

Vice Chair Lisa Lashbrook revisited the split rail fence issue at Ball-Michel Park and will let **Mr. Kok** know if it was still an issue or if it was fixed.

The group reiterated that they would review the April minutes and approve them at a later date.

10) Adjournment - A motion to adjourn was made by **Secretary Holcomb**, with a second by **Vice Chair Lashbrook**. Motion passed unanimously, meeting adjourned 8:52am.