

**CITY OF CORVALLIS  
CIVIC BEAUTIFICATION AND URBAN FORESTRY COMMISSION MINUTES  
APRIL 14, 2011**

Attendance

Angelica Rehkugler, Chair  
Kent Daniels, Vice Chair  
Dan Bregar  
Tim Brewer  
Helen Ellis  
Ross Parkerson  
Joe Majeski, OSU Liaison

Staff

David Phillips, Park Operations Supervisor  
Becky Merja, Urban Forester  
Jackie Rochefort, Park Planner  
Teresa Nix, Recorder

Absent

Bill Johnson  
Larry Passmore  
Joel Hirsch, City Council Liaison

**SUMMARY OF DISCUSSION**

Agenda Item	Information Only	Held for Further Review	Recommendations/Actions
Call to Order			Called to order at 8:00 a.m.
Review of Minutes			Approved as presented.
Visitors' Propositions	X		
Final Goal Review			The CBUF goals were unanimously approved.
Spring Garden Festival	X		
Beauty Grows Here Assignments	X		
Endowment Fund and Grant Program	X		
Committee Reports	X		
Staff Reports	X		
Commission Member Reports	X		
City Council/OSU Liaison Reports	X		
Adjournment			Adjourned at 10:10 a.m.

## **CONTENT OF DISCUSSION**

### **I. CALL TO ORDER**

Chair Angelica Rehkugler called the meeting of the Civic Beautification and Urban Forestry Commission (CBUF) to order at 8:03 a.m.

### **II. REVIEW OF MINUTES: March 10, 2011**

**MOTION:** Ross Parkerson moved to approve the March 10 minutes as presented. Kent Daniels seconded the motion and it **passed** unanimously.

### **III. VISITORS' PROPOSITIONS: None.**

### **IV. FINAL GOAL REVIEW**

Rehkugler drew attention to the draft CBUF goals and objectives, distributed in packets. Dan Bregar said he will clean up the formatting; it was agreed to replace the numbering with bullets and dashes so there is no implied prioritization.

Daniels suggested that an item "c" be added under Planning and Funding that reads "maintain and update our strategic plan". Bregar noted that, based on earlier discussions, there should also be an item "d" that reads "maintain the health of the endowment". Urban Forester Becky Merja noted a correction on page 2, under Review and Revisit Existing Ordinances: the first item should read "Trees in Historic Districts".

It was noted that this is a working document for the Commission; it was agreed to create a version for public distribution that includes just the three goals.

**MOTION:** Ellis moved to accept the goals as corrected. Parkerson seconded the motion and it **passed** unanimously.

### **V. SPRING GARDEN FESTIVAL**

Merja distributed *CBUF 2011 Calendar Important Dates*. She then distributed informational flyers for the Spring Garden Festival, Sunday, May 1, and a sign-up sheet for volunteers who would like to work at that event. Parkerson said the Festival will start at 9:00 a.m. this year; there are 55 vendors signed up which is more than ever before. Ellis said that 200 plants will be available for sale for the Flower Basket Program; she hopes that the City will provide a couple of tables and two or three chairs. Rehkugler noted that there has been a tree raffle at the Festival in the past; Merja agreed to set that up again.

### **VI. BEAUTY GROWS HERE ASSIGNMENTS**

Merja distributed "Civic Beautification Nominations Criteria". Rehkugler explained the program and procedure for the benefit of new members. CBUF gives out civic beautification awards each year. Each member tries to identify four or five properties that meet the criteria within a given ward. Recipients are given a certificate and a yard sign for display. Members should bring the addresses of their nominees to the May meeting; the Commission will make final decision and then distribute certificates and yard signs in June.

Following discussion, assignments were made as follows:

Commercial properties: Tim Brewer

Ward 1: Larry Passmore

Ward 2: Kent Daniels

Ward 3: Angelica Rehkugler

Ward 4: Ross Parkerson

Ward 5: Ross Parkerson

Ward 6: Joel Hirsch

Ward 7: Dan Bregar

Wards 8 and 9: Merja will contact Mike Riddle and Pat Breen to see if they are interested in identifying nominees in Wards 8 and 9. Rehkugler said she would take on an additional ward if needed.

Ellis provided a history of the beautification award process and told stories of previous recipients who were proud to receive the award.

## **VII. ENDOWMENT FUND AND GRANT PROGRAM**

Park Operations Supervisor David Phillips distributed the original Resolution establishing the Civic Beautification and Urban Forestry Endowment Fund, and the Fund's Financial History Summary. He noted the FY 10-11 interest of \$54.05. He said that Parks and Recreation Director Karen Emery had commented that the current interest rates and climate of declining City budget may be contrary to giving money out at this time.

**MOTION:** Ellis moved that CBUF not give out Endowment Fund Grants this year. Bregar seconded the motion.

Daniels said that Dave Eckert has requested a grant of \$500 toward a tree planting effort at Cheldelin Middle School; he thinks this may be a good opportunity to grant funds consistent with CBUF's goals.

Ellis said the fund was intended to assist individuals with small projects and build community interest around beautification. Due to the City's budget situation, and as someone who helped set up this program, she does not think it is a good idea to give money out this year. Parkerson said he is inclined to agree with Ellis. He knows that Eckert does a lot of tree planting and that he does it in a thoughtful way, but it is hard to

have the City asking citizens for money while giving money away. Daniels noted that the City has other endowment funds that grant money regardless of what is happening with the City budget; these funds are not part of the City's property tax fund.

Discussion followed regarding the part of the Resolution that states that one-half of the interest earned on the balance shall remain unexpended until the endowment balance reaches \$100,000; questions were raised as to whether that is intended to refer to annual basis or accumulative. It was noted that the Financial History Summary shows two account numbers - one is one-half of the interest earned which is to remain with the endowment; the other is the interest that may be granted.

Parks Planner Jackie Rochefort suggested that it may not be a good idea to grant funds for Eckert's project without advertising the grant to the general public. She noted that the necessary expenditure authority is not currently in the budget. Merja added that the CBUF 2011 Calendar lists the Grant Program to be discussed in October in order that the necessary expenditure authority would be in place next year.

In further discussion, Merja said the CBUF Charter may stipulate whether one-half of the interest is to be expended on an annual basis or if it can be accumulated and spent in a subsequent year. She agreed to bring that information to the next meeting.

Ellis and Bregar **rescinded** the motion on the table.

## **VIII. COMMITTEE REPORTS**

There were no additional Committee reports.

## **IX. STAFF REPORTS**

Merja circulated a sign-up sheet for those who would like to help at the Earth-Faire 2011 booth on April 16. She distributed an updated CBUF member contact list; Daniels said he has a new e-mail which he will send out to staff and members.

Merja advised that on Monday, April 18 (Arbor Day), the City will receive the Tree City USA Award for the ninth year during a presentation with the City Council at 12:00 noon. A special proclamation has been drafted and she hopes all members will be present to hear it; members are encouraged to wear their CBUF shirts.

Merja said that, following an article in *The City* newsletter regarding the Sustainability Initiative Fee tree funds, there have been 29 requests for service. Arborists will be distributing door hangers 72 hours in advance of service.

Merja reported on the DCA Design Review Committee's work around downtown tree wells.

Rocheftort provided an update on the status of grant applications. A grant for pavers and tress at Central Park Plaza was awarded a year ago but the City has not yet received a notice to proceed due to staff changes at the state; she shared her concern that cost estimates may have changed over the past year. Regarding the Shooting Star Trail application, staff has been told that ODOT review could take up to a year; she will keep the Commission updated as information comes available. A grant application for improvements to Tunison Park was submitted last Friday; if successful, she hopes to use those funds for a traditional construction project coupled with a volunteer component.

Rocheftort reported that Parks staff did the planting program for the Circle Boulevard pedestrian crossings; that work has just begun and will go through June.

Rocheftort noted that Public Works Engineer Aaron Manley made a presentation last month on the Mary's River Interceptor project during which he said the trees in the parking lot at 1<sup>st</sup> and B Streets would likely have to be removed and replaced. The new plan shows that those trees will not have to be removed; however, it looks like the cottonwoods in and around the dog park will be removed and replaced. Any trees to be removed and replaced will be approved by Merja. Parkerson asked to see the detailed plan once it is completed.

Rocheftort said that consideration is being given to annexation of the McFadden property next to Hewlett Packard; Parks staff is working with the owners on the location of the multi-use path in that area which is in the Parks and Recreation Facilities Plan.

Rocheftort said she will be asking for volunteers of the CIP subcommittee at the next meeting. The subcommittee will meet in June and prepare a recommendation for the Parks, Natural Areas, and Recreation Board's consideration in July.

Rocheftort reported that the Department is preparing an RFP for a consultant to help update the Parks and Recreation Facilities Plan that was adopted in 2000.

Phillips welcomed new CBUF member Tim Brewer; he said he is delighted to have an arborist on the Commission.

Phillips provided a budget update. The good news is that the FY 11-12 City budget is balanced. He attended the reconciliation meeting with Director Emery during which the City Manager said there was still a \$642,000 City-wide shortfall. It turned out that \$100,000 of that amount came from Parks and Recreation Department. This was made up by eliminating a one-half Parks Operations Specialist position and funding for three seasonal employees, but over a two-year period.

Phillips reported that the City will memorialize the Helen Berg Park with a plaque and decorative stone column on Saturday, May 14.

## **X. COMMISSION MEMBER REPORTS**

Parkerson said that May is Historic Preservation Month. There will be walking tours of Corvallis' historic neighborhoods, and the annual Historic Preservation Awards Ceremony will be held on May 21 at Lewisburg Grange.

## **XI. CITY COUNCIL/OSU LIAISON REPORTS**

OSU Liaison Joe Majeski reported that a plaque will be put up to memorialize the "Moon Tree", a Douglas fir that rode to the moon and back on Apollo 14 in 1971 and that was planted on campus in 1976; a rumor that the tree was cut down is untrue.

Due to population growth at OSU, 200 bicycle spaces will be added this summer.

The largest amount of construction on campus since the early part of last century is gearing up, and the impact on open space and trees will be significant. In addition to Linus Pauling and Hallie Ford, buildings will be constructed on the women's play field, on the soccer/rugby field, on the existing gravel parking area between Washington and Adams and 15<sup>th</sup> Street and 11<sup>th</sup> Street, and on the parking lot next to the OSU Book Store. There are also plans for a new engineering building and three new cultural centers. New construction is planned to infill pretty much every inch of campus.

Parkerson said that there is supposed to be a certain percentage of open space retained, and he noted that a major part of campus is a Historic District.

Majeski noted that the OSU Master Plan was approved by the City of Corvallis. He said the Planning Committee has representatives from all over campus and the Committee has expressed the need for more planned development. He doesn't know how the campus will be able to deal with the anticipated increase in enrollment. He said OSU has received the Tree Campus USA award for the third year, so good things are happening; he will continue to do his best to preserve the quality of what is there and minimize the impacts of construction.

Majeski said the Athletics Department is proposing to build a new track on Highway 34 and 15<sup>th</sup> Street. He is proposing that students instead make more efficient use of resources by continuing to use the new track at Corvallis High School. Rochefort noted that the City's Comprehensive Plan states that, where possible and practicable, school facilities should be shared. Brief discussion followed.

## **VIII. ADJOURNMENT**

The meeting was adjourned at 10:10 a.m.