

CITY OF CORVALLIS
MINUTES OF THE CIVIC BEAUTIFICATION AND URBAN FORESTRY
COMMISSION
July 14, 2011

Attendance

Angelica Rehkugler- Chair
 Kent Daniels, Vice Chair
 Helen Ellis
 Tim Brewer
 Ross Parkerson
 Larry Passmore
 Joel Hirsch, Council Liaison

Staff

Dave Phillips, Park Operations Supervisor
 Jackie Rochefort, Parks Planner
 Claire Pate, Recorder

Visitors

Stewart Wershow
 Henry Pittock

Absent/Excused

Dan Bregar
 Joe Majeski, OSU Liaison

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
II. Review of Minutes	X		Approved as drafted.
III. Visitors' Propositions	X		Henry Pittock request for tree removal tabled for consideration at August meeting
IV. Staff Reports	X		
V. City Council/ OSU Liaison Reports	X		
VI. Committee Reports	X		
VII. Commission Member Reports	X		
VIII. Beautification Awards Report and Remarks	X		Discuss in subcommittee and bring back a recommendation to CBUF
IX. Fundraising			Add to next agenda
X. Heritage Tree Program	X		Add to next agenda
XI. Officer Elections			Rehkugler - Chair; Brewer - Vice Chair
XII. Adjournment – 10am	X		The next CBUF meeting will be at 8 a.m. August 11, 2011, at the Parks and Rec Conference Room.

CONTENT OF DISCUSSION

- I. CALL TO ORDER:** Chair Rehkugler called the meeting to order at 8:05a.m. Jackie Rochefort related that her dentist, Dr. Peterson, had sent out a newsletter in which she explained that they had put in new landscaping and had received an award from CBUF. Dr. Peterson donated some of her old landscaping – crocosmias and rudbeckias – to Parks and Recreation.
- II. REVIEW OF MINUTES:** Ross Parkerson **moved** and Kent Daniels seconded to approve June 9, 2011 minutes as presented; motion passed.

- III. VISITORS' PROPOSITIONS:** Henry Pittock, 616 NW 34th Street, addressed the Commission about his desire to remove two sweet gum trees from the parking strip in front of his house and replace them with other approved street trees. He submitted a letter describing the situation and the request and a report from a foundation specialist along with pictures of the trees and the damage caused by them. The northernmost sweet gum tree was the chief offender. The sewer line has been compromised, garage foundation damaged with cracks, as well as a retaining wall of a neighbor. Tim Brewer, who is a certified arborist, had also examined the trees. It was agreed that since Brewer might be submitting a bid for the work he would not be making comments related to the issue as a member of CBUF. Rochefort explained that each year they get many requests to remove sweet gum trees and it was important to be diligent in looking at the requests before giving approval. The Commission agreed that the site should be visited, written materials reviewed and a recommendation received from Becky Merja before a decision could be made. Pittock said that it would not be a hardship to have the decision delayed. Helen Ellis **moved** to table the item until next month. Ross Parkerson seconded the motion, which passed.
- IV. STAFF REPORTS:** David Phillips reported on a major project proposed by Northwest Natural Gas (NWNG) to run an underground 12-inch high pressure gas line from Albany to the new OSU Energy Building. The proposed route would take it under the Alan Berg Natural Area, the river and eventually Avery Park, and would necessitate a permanent easement agreement with the City. There are no above-ground impacts anticipated to the park lands, though the easement would be approximately 25 feet in width. Phillips said that though consideration of an easement agreement was initially headed for City Council at its July 18, 2011 meeting, he would be requesting that it first be considered by CBUF and the Parks and Recreation Board for their comments and recommendations. Ellis asked Councilor Hirsch to relay to Council their appreciation for the work NWNG has done to date, since she had seen some of their work during her walks. Hirsch said he would be reporting back to them. Rehkugler said that she would like to know more about whether the environmental impacts had been looked at in running the line under the river; for instance, what would happen if a sizable earthquake were to occur. The issue will likely come back to CBUF and/or Parks and Recreation Board for review prior to City Council consideration.

Phillips added that the City is still negotiating with AFSCME, with mediation scheduled for August 22, 2011, if necessary. He also said that right now his department is at a peak of activity with maintenance associated the sports fields and work with the upcoming festivals and events. Additionally, they have completed the RFP for the Parks and Recreation District feasibility study.

Jackie Rochefort said that the CIP process was moving along. Given the current financial situation, P&R had focused on three criteria for project selection: projects that helped meet ADA requirements, reduce maintenance costs, and/or generate revenue. All of the proposed projects have been put together into a spread sheet which will be reviewed by the P&R Board next week, after which it will come to CBUF.

Rochefort also shared that she is still waiting for the State's "Notice to Proceed" for the Central Park Plaza pavers replacement project. She got a call from Sen. Wyden's office saying that they had approved the grant, and she is hoping that the work can be done prior to Fall Festival. If not, it will be done after the Festival weekend. The grant only covers the cost of pavers, and because of the complexity of the grant there was not enough to replace all of the plaza pavers. It is her hope that the benches and trees can be replaced as well, but in order to do so they will have to get donations for the work. Benches cost approximately \$1500 each, and there are four of them. The old trees will likely be replaced with Japanese Maples. Ellis said she had a group that she would approach for a donation, and Rochefort asked CBUF to consider a donation as well. She said that they would not be able to afford

lighting at this time, but would be putting in conduit for future lighting. Chair Rehkugler suggested that they consider solar lights.

Other information shared by Rochefort:

- They are in the process of soliciting bids for a consultant to help with updating the Parks and Recreation Master Plan. A stakeholders group will be formed for guidance through the process.
- She has applied for a grant for Tunison Park improvements.
- The dog park closure will start next week, but the dog users seem to have accepted the situation and were appreciative of the City's efforts to try to find an alternate spot, however unsuccessful they were.
- There will be construction involving the intersection of 9th & Madison for improvements to this campus corridor connection, involving expansion of the bulbs for the center garden. The project came in \$100,000 under estimate.

V. CITY COUNCIL/OSU LIAISON REPORTS: Councilor Hirsch briefly talked about the recent City Council discussions relating to cost recovery strategies for services provided by the City, and said that he continues to do his best to argue that 100% fee recovery for certain services provided by Parks and Recreation would have a major impact on lower income users. Basically, City Council is looking at identification of the true costs associated with various programs. Daniels and staff added that though City Council is in the process of their routine annual review of fees, any major change to the fee structure would likely not happen until after the P&R Facilities Plan is updated with a Cost Recovery strategy/recommendation as part of it. The Cost Recovery portion of the Plan should be completed by December 2011. Daniels also said that he had recently given testimony that his expectation is that a portion of his taxes should go towards making recreation less expensive for users who cannot afford to pay high fees. Parkerson asked that CBUF continue to be given updates on this item.

VI. COMMITTEE REPORTS. None.

VII. COMMISSION MEMBER REPORTS: Kent Daniels reported on some trees that have been either damaged or removed in his area: two trees on 10th Street, and another on SW Washington. He had already been in touch with Merja on these. Parkerson added that on 13th Street near Lincoln there was one tree on the east side of the street that has been cut. He was advised to get in touch with Merja to determine whether a permit had been taken out for their removal. Another tree on Beca between 17th and 18th has also come down.

VIII. BEAUTIFICATION AWARDS REPORT AND REMARKS: Chair Rehkugler asked for input on how the distribution of certificates and signs to recipients of the awards went. The consensus was that it went well with City Councilors assisting with the efforts in their individual wards. Rehkugler asked the Commission to consider whether they should continue to take this on or should perhaps pass it off to another group. Some of the comments/concerns expressed relating to this program are as follows:

- Parkerson thought we should continue to do it, as it is good publicity for CBUF and their work.

- Rochefort suggested that the awards be given out at alternating times, as some yards and landscaping look great in spring but others really shine during the fall months. It might be good to alternate with each year.
- Rehkugler said it had been a lot of work for her to cover three wards as well as to pick up the signs. It might make better sense to get another group, such as the Chamber of Commerce, involved so that the program and recognition could grow. In that way, there might be more nominations from the public as opposed to just from CBUF members.
- Parkerson and Stewart Wershow volunteered to pick up the signs next year.

The consensus was to have the above ideas discussed in committee and brought back for further consideration by CBUF.

- IX. FUNDRAISING:** Rehkugler shared that the CBUF Endowment was making very little money on interest, as were all of the City's endowment funds, and that there was a need to come up with a policy on spending levels for projects. Staff had attached to the packet a copy of a draft policy, year unknown but dated September 29, which could be used as a starting point for discussions.

She made two suggestions: first, that the endowment fund be allowed to grow to \$100,000 before any more significant monies are spent out of it; secondly, that CBUF take on some fundraising in order to get the balance up for funding projects. The intent would be to solicit donations for the fund as a whole, not for specific memorial benches and/or trees. There are issues associated with funding for dedicated memorial benches and trees in that they can deteriorate or get damaged and the onus is on the City to replace or repair. Highlights of the ensuing discussion are:

- Rehkugler said that if CBUF were freed up from doing the beautification awards program they could focus their efforts on fundraising.
- A donations program would need to be publicized, and it could be advertised that donations could be given in the name of a person but would not necessarily be for a specific tree or bench.
- Some people might want specificity; some people might not.
- Ellis said she would like to keep the concept of giving money to small civic beautification projects separate from the one of raising donations towards trees and benches.
- The draft policy, dated September 29, is a good beginning but should include a process for staff to review proposed expenditures. Additionally, the wording in item 5 should be changed from "any appropriate use" to be more specific.
- Fundraising takes a tremendous amount of work, and it might be more appropriately done as part of a bigger entity, such as Parks and Recreation not just CBUF.
- Wershow commented that there is a P&R approved policy dealing with memorials, and the policy requires that the donor agree that the City has the right to remove a tree or bench at any time. He added that there ought to be a book where all of the memorial trees and benches are recorded.

It was agreed that staff should take the policy and review and update it with their recommendations for the next meeting. It should be added to the agenda.

X. HERITAGE TREE PROGRAM: Postponed discussion due to lateness of the hour, and the need to do elections.

XI. OFFICER ELECTIONS: It was agreed to continue to use written ballots, then nominations were opened. Parkerson nominated Rehkugler for Chair, and Daniels seconded the nomination. Rehkugler nominated Passmore for Chair, and Ellis seconded the nomination. Nominations were then opened for the Vice-Chair position. Brewer nominated Daniels, with Rehkugler seconding the nomination. Ellis nominated Brewer, with Parkerson seconding the nomination.

The votes were tallied and the results were: Angelica Rehkugler retained her position as Chair, and Tim Brewer was appointed Vice-Chair.

XII. ADJOURNMENT: The meeting was adjourned at 10am.