



Notice of Parks and Recreation Committee Meeting

CITY OF FALLS CITY, OREGON
Meeting Location: 320 N Main Street, Falls City
Wednesday, February 19, 2020 at 11:00 AM
Posted on February 14, 2020

Committee Members

Lori Jean Sickles	Janet Propp
Dennis Sickles	Rosie Brownell
Dani Haviland	Vacant
	Vacant

AGENDA

1. Call to order
2. Pledge of Allegiance
3. Motion to adopt the entire agenda
4. Consent Agenda: Motion Action Approving Consent Agenda Items
 - a. Meeting Minutes December 18, 2019 (pg. 1-2)
 - b. Meeting Minutes January 15, 2020 (pg. 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. SR- 2020 Events (pg. 4)
 - b. SR- Volunteers Needed for Spring (pg. 5)
7. New Business
 - a. Councilor Jennifer Drill- Discussion
 - b. SR-Resignation on Jill Anzalone (pg.6)
 - c. SR-TCUSA and Arbor Day celebration 2020 with exhibits (pg.7-13)
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 December 18, 2019 11:00 am
Meeting Location: 320 N Main Street, Falls City, Oregon

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

Staff Present: William Sullivan, Community Development & Outreach Coordinator

Committee member Anzalone called the meeting to order at 11:04 AM

1. **Roll Call**
Lori J. Sickles and Rosie Brownell were absent
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 approving the meeting minutes from November 20, 2019 Meeting. Motion Passed 4-0-0-2, Janelle Anzalone, Janet Propp, Dennis Sickles, and Dani Haviland

4. **Public Comments**
None

5. **Old Business**
 - a. Discussion was held on Wreaths Across America, Committee Member Anzalone said the twenty-two wreaths the City received from Wreaths Across America were in poor shape. The wreath-laying event was attended by a few volunteers from the community and eight (8) veterans from the from three different veterans' groups; Frank "Bean" Miller with Vets for Vets; Kingston "King" West, Roy Merryman and Ricky Gwyn with Brotherhood Untied MA; and Richard Romano with the Patriot Guard. Committee Member Anzalone constructed four (4) large wreaths and placed one at each cemetery entrance a two (2) on graves. Committee asks for City Staff to construct thank you notes for their service.

Committee would like to make individual wreaths for all seventy three fallen Veterans tentative dates to construct wreaths for 2020 are December 4-6 with a wreath-laying ceremony on December 7, 2019 Discussion only topic.

Committee member Anzalone informed William Sullivan that grant opportunities are opening in January 2020 for Recreational trails, Mr. Sullivan stated he would investigate these for use with the proposed River Walk Trails.

6. **New Business**
Photo Contest information for January 2020 was shared.
7. **Correspondence, Comments and Ex-Officio Reports**

None

8. Committee Announcements

Next Parks and Recreation committee meeting will be January 15, 2020 at 11:00 am.

9. Adjourn

A motion was made by Committee Member Haviland and seconded by Committee Member Propp to adjourn the meeting. Motion passed 4-0-0-2 Janelle Anzalone, Janet Propp, Dennis Sickles, and Dani Haviland

Meeting adjourned at 11:23 AM

_____ Parks Committee Chair L. Sickles

Attested: _____ Parks Committee Member _____

City of Falls City
Parks and Recreation Committee Meeting Minutes
Wednesday January 15, 2020 11:00 am
Meeting Location: 320 N Main Street, Falls City

Committee Members Present: Dani Haviland, Janet Propp

Staff Present: None

1) **Roll Call**
Meeting cancelled due to no quorum. Absences included; Dennis Sickles, Lori Jean Sickles, Rosie Brownell, Janelle Anzalone

2) **Committee Announcements, Comments and Ex-Officio Reports**

Next Parks and Recreation Committee meeting: Wednesday February 19, 2020 at 11:00 AM

_____ PR Committee Chair Lori Jean Sickles

Attested: _____ PR Committee Member

AGENDA REPORT

TO: PARKS AND RECREATION COMMITTEE
FROM: JAMIE WARD, CITY CLERK
SUBJECT: 2020 EVENTS
DATE: 01/09/2020

SUMMARY

Here is a list of 2020 Events and dates that the City has so far. City Staff is constantly looking for volunteers to help support, promote and assist in day of activities. City Staff is asking Parks and Recreation Committee to look over the events and fill in tentative dates we do not currently have on the calendar. City Staff is also looking for a Champion to help lead the events that currently do not have a leader.

Arbor Day- April ? (Typically around the 6th) 2020

Easter Egg Hunt (Lori and Laura host this event)- Saturday, April 11, 2020

Cemetery Clean up- May ? 2020

City Wide Garage Sale- Sunday, May 11, 2020

Let Freedom Ring- Sunday, May 24, 2020

Spring Clean- Saturday, June 6, 2020

Summer Celebration (Lori and Laura host this event) - Saturday, July ? 2020

Polk County Pride- Saturday, August 15, 2020

SOLVe River and Park Clean-up (Dennis Sickles talks with his church to figure out the day)- September, ? 2020

BACKGROUND N/A

PREVIOUS COMMITTEE ACTION N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS N/A

STAFF RECOMMENDATION N/A

EXHIBIT N/A

PROPOSED MOTION N/A

AGENDA REPORT

TO: PARKS AND RECREATION COMMITTEE
FROM: JAMIE WARD, CITY CLERK
SUBJECT: VOLUNTEERS NEED IN SPRING
DATE: 01/08/2020

SUMMARY

City Staff is asking Parks & Recreation Committee to assist in recruiting volunteers this spring to assist in cleaning up both parks and cemeteries. Public Works employees have noticed an abundance of leaves and needles this winter and feels it would be a good idea to start recruiting now.

BACKGROUND N/A

PREVIOUS COMMITTEE ACTION N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS N/A

STAFF RECOMMENDATION N/A

EXHIBIT N/A

PROPOSED MOTION N/A

STAFF REPORT

TO: PARKS AND RECREATION COMMITTEE
FROM: JAMIE WARD, CITY CLERK
SUBJECT: RESIGNATION OF JANELL ANZALONE
DATE: 02/12/2020

SUMMARY

City Staff received a phone call on January 28, 2020 from Janell Anzalone informing us that she is moving out of town and would need to resign from the Parks and Recreation Committee starting that day. Ms. Anzalone has been a member of the Parks and Recreation Committee since 2014. Staff would like to Thank Ms. Anzalone for her dedication and commitment to the Committee over the past six (6) years.

BACKGROUND

N/A

PREVIOUS COMMITTEE ACTION

N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS

N/A

STAFF RECOMMENDATION

N/A

EXHIBIT

N/A

PROPOSED MOTION

N/A

STAFF REPORT

TO: PARKS AND RECREATION COMMITTEE
FROM: JAMIE WARD, CITY CLERK
SUBJECT: OREGON TREE CITY USA AND THE 2020 ARBOR DAY CELEBRATION
DATE: 02/11/2020

SUMMARY

Falls City will celebrate its fourth year as a member of Oregon Tree City USA this year. As some of you are aware the City needs to host an Arbor Day Celebration in order to maintain our qualification. The stipulations of the Celebration only state that the Mayor will need to give the official proclamation and the city needs to host some form of public celebration. Some of the celebration ideas include;

- honoring good stewards in the community
- Organizing a "Big Tree" or "Oldest Tree" search within the community
- planting a tree, write a story, produce a play or present a skit about trees
- hold an Arbor Day Birthday Party for the community
- sponsor a craft show featuring exhibitors who engage in crafts with natural materials
- schedule classes on tree pruning and care
- host a concert
- sponsor a poster or poetry contest
- organize a tree identification hike
- Volunteer with a local tree-planting organization
- Host a community Arbor Day block party.

City Staff is seeking Parks and Recreations Committee to recommend someone to take the lead and work alongside City staff on this annual event, come up with a Celebration Idea, and to recommend to Council to adopt an Annual Arbor Day Celebration date. Staff feels that having the event on the same day annually it will promote better community volunteerism and support.

BACKGROUND

In 2016, Falls City became a part of Tree City USA and that same year, the Parks and Recreations Committee held Arbor Day on December 10, 2016, celebrating it by decorating both walking bridges and hosting hot chocolate in the community center. In 2017 Resolution 17-2017 was adopted proclaiming that the second Saturday in September be the official annual Arbor Day celebration (See exhibit A). Then in 2018 Parks and Recreation Committee requested Council's Support to celebrate Arbor Day on September 29, 2018, and hold it in conjunction with the annual SOLVe Clean up event. That Resolution was adopted by Council (See exhibit B and C).

PREVIOUS COMMITTEE ACTION

In August 2019, City Staff asked for the committee to resolve the issue if Arbor Day and SOLVe were going to be held on the same day or if they should be separated. The Meeting minutes from September 2019, state that the Committee decided to separate the two events but no date was given for Arbor Day (See exhibit D).

ALTERNATIVES/FINANCIAL IMPLICATIONS

N/A

STAFF RECOMMENDATION

Staff is asking the Parks and Recreations Committee to come up with a date to hold Arbor Day on annually and recommend to Council to adopt the date. The official day that Arbor Day is celebrated nationally is the last Friday in April. This year, it's Friday April 24, 2020.

EXHIBIT

Exhibit A-Resolution 17-2017

Exhibit B-Resolution 27-2018

Exhibit C-Agenda Report 08/09/2018

Exhibit D-September 18, 2019 Parks and Recreation Minutes

PROPOSED MOTION

N/A

RESOLUTION 17 - 2017

A RESOLUTION DECLARING SUPPORT OF ARBOR DAY AND SETTING AN ANNUAL DATE TO CELEBRATE ARBOR DAY IN FALLS CITY, OREGON

Findings:

1. The Falls City Park and Recreation Committee has requested Council support to celebrate Arbor Day; and
2. The Falls City Park and Recreation Committee recommends to Council to celebrate Arbor Day on the second Saturday in September each year; and
3. The Fall City Park and Recreation Committee is willing to take on the responsibilities of organizing the community to celebrate Arbor Day.

Recitals:

Whereas, in 1872 Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate temperature, clean the air, produce life-giving oxygen and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, wherever they are planted, trees are a source of joy and renewal.

NOW THEREFORE;

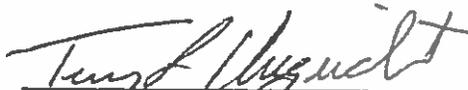
THE COMMON COUNCIL OF THE CITY OF FALLS CITY RESOLVES AS FOLLOWS:

Section 1. The City of Falls City Council hereby proclaims that the second Saturday in September will be the official annual Arbor Day celebration.

Section 2. This Resolution was duly PASSED and ADOPTED by the Falls City Council this Thirteenth (13) day of July, 2017, and takes effect upon signing by the Mayor.

Approved:

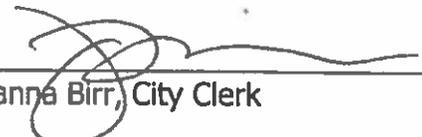
7-17-2017
Date



Terry Ungricht, Mayor

Attest:

7/17/2017
Date



JoHanna Birr, City Clerk

RESOLUTION 27-2018

A RESOLUTION DECLARING SUPPORT OF ARBOR DAY AND SETTING AN ANNUAL DATE TO CELEBRATE ARBOR DAY IN FALLS CITY, OREGON

Findings:

1. The Falls City Park and recreation committee has requested Council support to celebrate Arbor Day; and
2. The Falls City Park and Recreation Committee recommends to Council to celebrate Arbor Day on September 29, 2018; and
3. The Falls City Park and Recreation Committee is willing to take on the responsibilities of organizing the community to celebrate Arbor Day.

Recitals:

Whereas, in 1872 Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

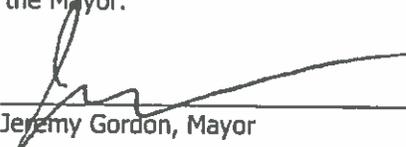
Whereas, wherever they are planted, trees are a source of joy and renewal.

NOW THEREFORE, Common Council of the City of Falls City resolves as follows:

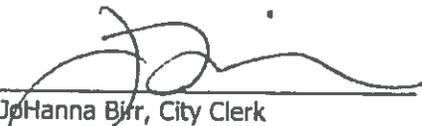
Section 1. The City of Falls City Council hereby proclaims that the 29th day of September 2018 will be the Official Arbor Day celebration.

Section 2. This Resolution was duly PASSED and ADOPTED by the Falls City Council this Thirteenth (13) day of September 2018 and takes affect upon signing by the Mayor.

9/13/18
Date


Jeremy Gordon, Mayor

Attest:
9/13/18
Date


Johanna Bjrr, City Clerk

AGENDA REPORT

TO: PARKS AND RECREATION COMMITTEE
FROM: JOHANNA BIRR, CITY CLERK
SUBJECT: SOLVE/ ARBOR DAY CELEBRATION
DATE: 08/09/2018

SUMMARY

Committee could choose a period of an hour or so to host a gathering with refreshments in the Community Center. A proclamation would be read by Mayor Gordon, staff will provide coloring pages available to kids, display of the Tree City USA flag, a photo opportunity and any other plans Committee comes up with. Currently the Community Center is reserved for Committee all day on September 8, 2018.

BACKGROUND

Committee passed a motion to hold the Arbor Day Celebration in conjunction with the Annual SOLVE Clean Up event on the second Saturday each September.

PREVIOUS COMMITTEE ACTION N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS N/A

STAFF RECOMMENDATION N/A

EXHIBIT N/A

PROPOSED MOTION N/A

City of Falls City
Parks and Recreation Committee Meeting Minutes
 Wednesday September 18, 2019 11:00 am
 Meeting Location: 320 N Main Street, Falls City, Oregon

Committee Members Present: Lori Jean Sickles, Dennis Sickles, Dani Haviland, Rosie Brownell
 Committee Members Janelle Anzalone and Janet Propp were absent

Staff Present: None

Chairperson L. Sickles called the meeting to order at 11:07am

- 1) **Roll Call**
Chair L. Sickles took roll call.
- 2) **Pledge of Allegiance**
Chair L. Sickles lead the Pledge of Allegiance
- 3) **Motion to adopt the entire agenda**

A motion was made by Committee Member D. Sickles and seconded by Committee Member Haviland to adopt the entire agenda. Motion carried 4-0-0-2. Ayes: L. Sickles, Dennis Sickles, Dani Haviland, Rosie Brownell

- 4) **Public Comments**
Laura Britton suggested to Committee that the City have a community-wide Christmas and/or Winter Holiday Parade with a visit from Santa Claus, preferably held in the evening and possibly in conjunction with the Christmas Tree Lighting, another community-wide event. She will get the date and times settled and work with Committee Member Haviland on getting the proposal in the proper format to present to the City Council for the October meeting.
- 5) **Old Business**
 - a. **Let Freedom Ring! Lessons learned**
Committee felt some of the key lessons learned from the first annual LFRI event include a noticeable lack of volunteers, and that we should attempt to reach out to other groups including, but not limited to, Veterans groups, motorcycle clubs, Hometown postal (a previous sponsor), and Celebrate Recovery. Committee also recommended seeking someone to lead and coordinate a gathering campaign to collect data regarding those killed in wars for a local monument, research grant sources and types of monuments, seek sponsors/interested parties to help with planning the 2020 event. Committee would also like to recommend seeking non-profit person/persons to work with City staff on community related ventures so the City doesn't carry the burden. Committee believes Lynn Bailey and Amy Houghtaling have begun that process. Committee Member Haviland offered to find out more information at the October 6, 2019 Visioning Meeting.
- 6) **New Business**
After brief discussion Committee recommended that the events be separated to two different events. SOLVe to be held in September on the Saturday following Labor Day beginning at 11:00am and the Arbor Day Event be held in the spring. (No specific date was given).

A motion was made by Committee Member Haviland and seconded by Committee Member L. Sickles to keep the two events separate. Motion carried 4-0-0-2. Ayes: L. Sickles, Dennis Sickles, Dani Haviland, Rosie Brownell [Committee does not decide whether events are separated, or decide dates of events They can make a recommendation to that end to council through City Staff].