

Beautification Committee Agenda

It is the mission of the Beautification Commission to add to the rich cultural history of our place; share the beauty of our community; and instill a sense of pride in our public, private, and communal outdoor spaces.

Location: VIA ZOOM
Date: Wednesday, August 12, 2020 VIA ZOOM
Time: 5:30pm
Chair: Tiffany Prince

Agenda items

T. Prince	Call the Meeting to order	5:30pm
Izetta Grossman	Roll Call	
T. Prince	Approval of July 22, 2020 meeting minutes	
Guest:	Nikki Lesich, Codes Enforcement Officer Dawn Hert, Historic Landmarks Downtown	5:40 pm
Updates:	Beautification award - Connie/Brenda Vogt Fountain- Brenda Welcome Signs Status - John	6:30 pm
Other business:	Benches and Planters	7:15 pm
ADJOURN		7:30 pm

ZOOM LOGIN INFORMATION

<https://zoom.us/j/97731199129?pwd=WFF6SnNQcUJOZVpkaW5Ga1NIWitGQT09>

Meeting ID: 977 3119 9129

Passcode: 158900

Or DIAL 1.253.215.8782 or

1.346-248-7799

BEAUTIFICATION COMMITTEE
Minutes
July 22, 2020
5:30PM

THE DALLES CITY HALL
313 COURT STREET
THE DALLES, OR 97058

PRESIDING: Tiffany Prince

COMMITTEE MEMBERS PRESENT: Brenda Coats, Judy Merrill, Tiffany Prince, Connie Krummrich, John Nelson, Bill Lennox, Max Butensky

ABSENT: none

Staff Liaison: Izetta Grossman, CMC, City Clerk

Guests: Rachel Carter, Gorge Toyota

CALL TO ORDER

Tiffany Prince called the meeting to order at 5:38 pm.

ROLL CALL

City Clerk Izetta Grossman conducted roll call; John Nelson absent, Nelson arrived later.

APPROVAL OF MINUTES

It was moved by Judy and seconded by Bill to approve the minutes of the June 24, 2020 meeting. The motion carried unanimously.

Downtown Clean Up Report

Judy reviewed the report.

Connie asked who was responsible for cleaning the sidewalks, pulling weeds and such.

Izetta said by ordinance the business owners were responsible for the area in front of their businesses.

Connie said she thought reaching out to business owners, Main Street or The Chamber to pressure wash downtown annually.

Judy said Don Warren of Main Street had expressed interest in using his volunteers for weeding and general clean up.

She said the committee should have a joint meeting to talk about areas to partner, such as:

Volunteer recruitments
Block Program for monthly cleanups
Flowers
Trees
Benches

After much discussion it was the consensus of the Committee to invite Main Street and The Chamber to a joint brainstorming meeting.

Tiffany said she would reach out to both groups.

Stop The Drop Update:

Connie said due to COVID-19 volunteers cannot be in the schools at this time. She said it is an anti-littering campaign that could look a little different until the student educational piece could be done.

Connie said the City couldn't take on the SOLVE monthly events.

Rachel Carter, Gorge Toyota said they could take the lead on the monthly cleanups, handling the waivers, storing of the equipment and coordinate with other businesses or individuals.

Rachel said she would contact Main Street and the Chamber to discuss partnering with them. She was concerned about turning off other businesses if her company was the sole sponsor.

Judy thought Rachel could be invited to our brainstorming meeting with them as well.

Connie said it was important to engage the community with clean ups to create sustainability.

After much conversation it was decided to ask Codes Enforcement Officer Nikki Lesich and Senior Planner Dawn Hert to provide information on the Ordinances, roles of Codes, Historic Landmarks and enforcement issues regarding clean up and permits for benches/flowers/trashcans in the Historic Downtown District.

After the Committee had the meeting with them, they would plan the brainstorming meeting, incorporating that information, with Main Street and The Dalles Chamber.

Vogt Fountain Update

Brenda reported the ribbon cutting went very well.

She said Phase II had started, pavers were on pack order for about 2 weeks.

She reported that during excavation the new irrigation was damaged, and had been fixed. She said she had a couple small charges to be reimbursed for.

She said the Lions and volunteers were using the backorder time to figure out the irrigation system; old and new. She said they were going to contact Carl Cozad for any insight he might have regarding the old system.

She said the fundraising brochures were moved to the center island for ease of access during this time. She said the Lions were doing a great job cleaning up and hauling off the red rock.

Welcome Signs

John reported he had talked to the Mayor and Pat C. from ODOT.

He said ODOT was enthusiastic about possible locations at the interchanges. He said Pat said he had a piece of fake basalt that could be used in a sign. John said Pat was working on hurdles.

John identified the locations he, Max and Tiffany had looked at:

East off ramp by the Marina, already has water and electric, ODOT less hurdles; ODOT looking for someone to handle the water system

West end off of River Road – ODOT owned

West end off ramp - Federal and ODOT, more hurdles

Roundabout – paint existing letters to make more visible

West end by Montira's – has carved stone Welcome to Historic The Dalles

Parking area east of roundabout

Tiffany said the off ramps were more ideal, strategically placed. She said wanting something that will look good long term.

Next steps:

How to work on concepts – hire someone, high school contest

Regulations regarding size – ODOT and City of The Dalles

It was moved by Judy and seconded by Connie to authorize the committee move forward with the off ramp (east and west) as desired locations and report back to the full Beautification Committee.

Beautification Award

Brenda reported that Columbia Gorge Realty was sponsoring the sign. Brenda and Connie reviewed the examples of criteria and created the draft in the packet.

Judy said she was impressed with the draft. She said the project feed into community pride and reinforces action.

John said he liked the award monthly April through November, with December being a holiday decoration contest.

Brenda asked if the winner could be announced on the city water bill. Izzetta said she would check into it. Izzetta said we would need the winner to sign off on use of name/likeness/address.

John thought 5 years was a long time to be eligible again.

It was moved by John and seconded by Max to approve the draft criteria for the Beautification Award as presented. The motion carried unanimously.

Connie asked for the Committee to make recommendations of worthy recipients to the sub-committee each month. The sub-committee would make the decision and deliver the sign.

After some discussion on December contest criteria and who would decide, it was the consensus of the Committee to hold off advertising for now.

Planters/Benches Main Street

Tiffany reported that Main Street approached her for support of the large concrete planters and benches they had found.

She said she felt they were hideous and she would bring it to the Committee for comment.

It was the consensus of the Committee to meet with Main Street to brainstorm a solution.

Tiffany said she would let Main Street know the Beautification Committee was not in favor of the concrete planters and benches, however the Committee would like to work with Main Street on the project.

Next Meetings:

August 12 - Meet with Codes Enforcement and Historic Landmarks re: ordinances, enforcement, rules

August 26 – Meeting focus: Planning the flow of the meeting with Main Street and Chamber

September 9 – Meet with Main Street and The Dalles Chamber to discuss places and ways to work together

ADJOURN

Being no further business the meeting was adjourned at 7:45 pm.

Signed: _____

Tiffany Prince, President

Report Criteria:

Job.Job number = "BEAU"

Job Number:	BEAU	Start Date:	09/01/2019	Date:	Approved Budget:	15,000.00
Description:	BEAUTIFICATION COMMITTEE	Authorized By:	IGROSSMAN	Date:	Total Costs:	<u>2,676.03</u>
Detailed Description:		Issued By:	LROWLAND	Date:	Remaining Budget:	<u>12,323.97</u>
Department:	INTERDEPARTMENTAL	Preliminary Close By:		Date:		
Default GL Account:	00101000003110	Re-opened By:		Date:		
Job Type:	Maintenance	Final Close By:		Date:		
Customer Name:						
Customer Type:						
Tax District:						
Map Number:						
Location:						

Summary for Job BEAU BEAUTIFICATION COMMITTEE

Type	Units	Amount
Direct Charges	.00	2,676.03
Labor	.00	.00
Labor Benefits	.00	.00
Labor Overheads	.00	.00
Equipment	.00	.00
Equipment Overheads	.00	.00
Materials	.00	.00
Material Overheads	.00	.00
Contributions	.00	.00
		<u> </u>
Total Costs		2,676.03
Advances		<u> </u> .00
		<u> </u>
Job Balance		<u> </u> 2,676.03

Detail for Job BEAU BEAUTIFICATION COMMITTEE

Direct charge

Date	Reference Number	Type	Description	Amount	Units	Source	GL Adj Offset
08/15/2019	6	Direct charge	CERTIFICATES & POST CARDS	135.00	.00	Accounts Payable Update	00101000003110
09/12/2019	1	Direct charge	POSTAGE BEAUTIFICATION COMMITT	92.50	.00	Accounts Payable Update	00101000003110
09/28/2019	5	Direct charge	PENTAIR WALLSPRING BAROQUE LIO	587.96	.00	Accounts Payable Update	00101000003110
10/08/2019	2	Direct charge	PARTS FOR FOUNTAIN AT SOROSIS	143.95	.00	Accounts Payable Update	00101000003110
10/10/2019	2	Direct charge	(500) BEAUTIFICATION	30.00	.00	Accounts Payable Update	00101000003110
10/10/2019	3	Direct charge	REIMBURSE SUPPLIES FR VOGT FOU	22.01	.00	Accounts Payable Update	00101000003110
11/14/2019	1	Direct charge	REIMBURSE ADHESIVE PURCHASED	21.18	.00	Accounts Payable Update	00101000003110
12/28/2019	1	Direct charge	CRITTERS DONT LITTER BOOK I GRO	10.00	.00	Accounts Payable Update	00101000006950
02/07/2020	1	Direct charge	(50) BEAUTIFICATION NOTECARDS &	55.00	.00	Accounts Payable Update	00101000006950
03/28/2020	4	Direct charge	EVENT DISPLAY I GROSSMAN	42.26	.00	Accounts Payable Update	00101000003110
04/07/2020	1	Direct charge	INSTALLATION OF VOGT FOUNTAIN LI	268.92	.00	Accounts Payable Update	00101000003110
04/15/2020	1	Direct charge	INSTALLATION OF VOGT FOUNTAIN LI	380.00	.00	Accounts Payable Update	00101000003110
05/21/2020	5	Direct charge	BANNERS, SIGNS AND POSTERS	242.50	.00	Accounts Payable Update	00101000003110
06/19/2020	2	Direct charge	THE DALLES BEAUTIFICATION AWAR	500.00	.00	Accounts Payable Update	00101000003110
06/30/2020	6	Direct charge	WORK SESSION FOOD	63.00	.00	Accounts Payable Update	00101000003110
06/30/2020	7	Direct charge	EVENT	1.97	.00	Accounts Payable Update	00101000003110
06/30/2020	8	Direct charge	HS GRAPHICS THANKS	19.00	.00	Accounts Payable Update	00101000003110
06/30/2020	9	Direct charge	FOUNTAIN PIC	3.41	.00	Accounts Payable Update	00101000003110
06/30/2020	10	Direct charge	FOUNTAIN	44.38	.00	Accounts Payable Update	00101000003110
06/30/2020	11	Direct charge	ART CENTER EVENT	10.00	.00	Accounts Payable Update	00101000003110
06/30/2020	12	Direct charge	ART CENTER EVENT	2.99	.00	Accounts Payable Update	00101000003110
Total Direct charge:				2,676.03	.00		

Grand Totals:

Type	Units	Amount
Direct Charges	.00	2,676.03
Labor	.00	.00
Labor Benefits	.00	.00
Labor Overheads	.00	.00
Equipment	.00	.00
Equipment Overheads	.00	.00
Materials	.00	.00
Material Overheads	.00	.00
Contributions	.00	.00
Total Costs		2,676.03
Advances		.00
Job Balance		2,676.03

Report Criteria:

Job.Job number = "BEAU"

BEAUTIFICATION AWARD*YARD SIGN --- GUIDELINES FOR GRANTING AND PUBLICIZING THE AWARD

AUGUST 2020 (draft)

- A list of prospective recipients, including residences nominated by the public, will be maintained by _____
- An historical record of recipients of the award will also be maintained by _____.
- Designated Beautification Committee members will select the recipients for the upcoming month no less than 4 and no more than 7 days prior to the end of the current month in order to turn in the name and address to the City Finance Dept.-- so that this information can be published on the Utility Bill.
- During the initial contact with the recipients, fill out the Release of Information form and turn it in to the City Clerk. (These forms are housed with the Clerk.)
- Schedule a date to take a few cell phone photos which will be sent to Mark Gibson at Columbia Gorge News (Email address: markg@gorgenews.com), along with the name and address of the recipient. The photo gathering should include the recipient, a staff person from Columbia Gorge Real Estate, and the Mayor or a Beautification Committee member.
- Send a photo and recipient information to the City Clerk, for posting on the City Facebook page.
- Invite recipient to a City Council Meeting, where they will be recognized.

BEAUTIFICATION COMMITTEE
Minutes
August 12, 2020
5:30PM

VIA ZOOM

PRESIDING: Tiffany Prince

COMMITTEE MEMBERS PRESENT: Brenda Coats, Judy Merrill, Tiffany Prince, Connie Krummrich, John Nelson, Max Butensky

ABSENT: Bill Lennox

GUESTS: Dawn Hert, HLC/Senior Planner; Nikki Lesich, Codes Enforcement

Staff Liaison: Izetta Grossman, CMC, City Clerk

CALL TO ORDER

Tiffany Prince called the meeting to order at 5:30 pm.

ROLL CALL

City Clerk Izetta Grossman conducted roll call; Lennox absent.

President Tiffany Prince added Community Clean Up update to the agenda.

APPROVAL OF MINUTES

Connie said there was an error in the minutes, she said it was Izetta, not her that talked about SOLVE. It was moved by John and seconded by Brenda to approve the minutes of the July 22, 2020 Meeting as amended. The motion carried unanimously; Bill absent.

GUESTS

Nikki Lesich, Codes Enforcement Officer

Reviewed the codes and enforcement processes (see attached).

In response to questions Nikki said:

Property owners, both residential and business are responsible for clean up and maintenance of sidewalks to the curb. She said that would include weeds. She said however, the weeds have to be 12 inches high or more for her to enforce, according to Code.

She asked the Committee to contact her if they see areas of concern and she would investigate. She said the process takes a while. She said the first letter gives property owners two weeks to comply, if they do not a second letter goes out and the property is posted, giving an additional two weeks. She said if property owners do not comply, then the City hires someone to clean up the property and puts a lien on the property.

Nikki said the City runs the street sweeper, however, people aren't supposed to sweep the trash, cigarette butts, etc into the street. She said if the Committee notices a pattern of businesses doing this, they should contact her. She said she would like to approach businesses with an informative letter first. She said she would talk to her supervisor to identify ways the Committee could work with Codes Enforcement, perhaps on an educational campaign.

Nikki said power washing sidewalks and buildings was not a requirement. She suggested that the Beautification contacting each business in a friendly way explaining the need to keep the city clean and the mission of the Beautification Committee might help.

Nikki thanked the Committee for their work and passion. She said to report to her any violations and she would follow up.

[Izetta checked on the frequency of the street sweeping downtown – every week on Thursdays the city sweeps downtown in the early morning. Occasionally, they miss a week, due to other work load.]

Dawn Hert, Historic Landmarks, Senior Planner

Dawn reviewed her report. She thanked everyone for being involved and all the work they have accomplished.

Dawn said Historic Landmarks has guidelines for design – the overall look of properties.

In response to questions she said:

The final approval of design of things downtown would be the City Manager.

Re: failure of concrete in the Trevitt District – sidewalks, trash, weeds and leaves would be property owner responsibility. She said Historic Landmarks could remind property owners of their responsibility.

Third Place vision: could be revisited if it is the desire of the Council

Judy said she had done extensive research on trashcans. She said she was willing to share that information if the City or Main Street wanted to proceed with new trash cans downtown.

Dawn said maybe she and Nikki could have this same kind of conversation with Main Street so that they understand the guidelines as well.

Max asked if the City would be open to updating the Welcome sign west of the roundabout. He said the bronze on brown brick, hard to read.

Dawn said she thought the City would be open a to minor modification discussion, through the City Manager.

She said she always wanted an archway on the west side entrance to The Dalles.

UPDATES:

Beautification Award

Brenda and Connie reviewed the report.

They asked if the Committee would authorize the spending of \$30 to add a loop on the back of the sign for the purpose of securing the sign to a tree or post. They felt it was important to have a deterrent for those who might find it amusing to walk off with it.

It was moved by Tiffany and seconded by Judy to approve the purchase of cable/lock/minimal supplies to secure the sign in an amount not to exceed \$30. The motion carried unanimously.

Connie reviewed the award, publicizing and awarding criteria.

After some discussion, it was moved by Max and seconded by Brenda to approve the guidelines as amended. The motion carried, Bill absent.

John asked for Izetta to read how the sub-committee would operate.

Izetta said the sub-committee would consist of 3 Beautification Committee members. Every two months one member would rotate off and a new member would be appointed. Izetta said she would keep track of the members, and dates to rotate off, and would add to an agenda when it was time.

Izetta said she would also maintain the spreadsheet of the addresses nominated for the award and who it was awarded to each month.

Tiffany volunteered to join Brenda and Connie on the sub-committee for the next two months.

Brenda said she and Connie were thinking about a small something that the honorees could be awarded that they kept. She said they came up with baseball caps, embroidered with Beautiful The Dalles. She said the caps would cost about \$10 each or 24 for \$240.

Judy asked if the Committee could purchase them for themselves. Izetta said it would have to be a separate invoice than the one for the honorees.

Tiffany said Brenda and Connie should bring back two or three quotes to the next meeting with a design for approval. She said she wasn't comfortable deciding without that information.

Brenda and Connie said they would bring back quotes and design to the next meeting.

Stop the Drop

Connie reported that the September 12 Community Clean up was planned. She said Rachel was working on flyers (see attached).

She said Rachel would be finding new "partners" each month to spread the love of businesses that participate.

Connie asked about wording on the flyers saying partners or co-host. Izetta said the City wasn't comfortable with that wording.

Connie felt strongly that co-host had been used before with the Blue Zones flyers, and it should still be an acceptable term. Izetta contacted the City Manager and received the ok for co-host.

Vogt Fountain

Brenda reported that due to COVID-19 the remaining pavers were on back order. She said as soon as they were received the project could move forward.

Judy said she had walked by while Sergio, the contractor, was working and complimented his work, and he beamed. She suggested everyone tell him thank you when they see him.

Welcome Signs

John reported meeting with Patrick from ODOT and reviewed the requirements for partnering. He said the Intergovernmental Agreement would have to be between the City and ODOT.

John said he would like to invite Patrick to an upcoming meeting. The Committee liked that idea. John will invite Patrick to a meeting in October.

Max, John and Tiffany would meet with the City Manager to discuss.

OTHER BUSINESS

Benches and planters

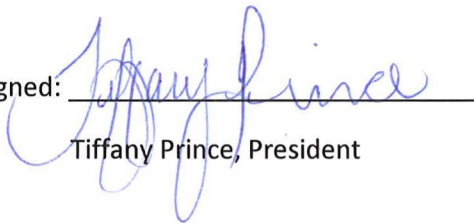
Tiffany said Don Warren from Main Street and Lisa Farquharson from the Chamber would be attending the meeting on September 9, 2020 to discuss working together.

Tiffany said the next meeting, August 26, would be focused on setting the agenda for the September 9 meeting.

ADJOURN

Being no further business the meeting was adjourned at 7:54 pm.

Signed: _____



Tiffany Prince, President