

# 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: The Dalles City Hall - Upstairs Conference Room

Date: Wednesday, September 23, 2020

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 August 26, 2020 and  
September 9, 2020 meeting  
minutes

Meeting Focus:                      Debrief/planning from partner                      5:40 pm  
meeting  
Sub committee creation  
Face to Face Survey plan

Updates                      Welcome Sign update - John                      7:00 pm  
Beautification Award Winner  
Vogt Fountain update - Brenda  
Parks & Rec Meeting recap -  
Connie  
Next Monthly Cleanup - Connie

ADJOURN                      7:30 pm

MEETING VIA ZOOM  
LINK TO MEETING:  
<https://zoom.us/j/99271285288?pwd=em9kNGdSeVhKM2tLRUVCT2hQY2tjdz09>  
Meeting ID: 992 7128 5288  
Passcode: 693979

## Additional information

- ✚ Email Izetta [igrossman@ci.the-dalles.or.us](mailto:igrossman@ci.the-dalles.or.us) to add items to future agendas
- ✚ Next Mtg: October 14, 2020 at 5:30 pm

BEAUTIFICATION COMMITTEE

Minutes

August 26, 2020

5:30PM

VIA ZOOM

PRESIDING: Tiffany Prince

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

ABSENT: None

CALL TO ORDER

Tiffany Prince called the meeting to order at 5:31 pm.

ROLL CALL

All member present.

APPROVAL OF MINUTES

It was moved by John and seconded by Judy to approve the minutes of the July 22, 2020 Meeting. The motion carried unanimously.

Beautification Award: Brenda shared an update for the September Beautification Award winners. There will be three winners for the month of September as the 900 block of East 11<sup>th</sup> street had a row of houses that all were deserving of the award. The subcommittee came to unanimous agreement that there should be three winners for this month and will proceed in contacting the winners etc. Brenda added that the code to the lock that secures the sign is "TD1." Connie wanted to provide sign maintenance information for future reference that Jeff, the sign builder, said at the end of the season or about once a year applying Sunfrog Deck Sealer to the sign will help it hold up. It was also discussed the idea of adding a "plaque history" to the back of the sign at the end of the year, it would keep a memorial of who has historically won. The committee had a general consensus of agreement for Brenda to find out some pricing. Also, revisited the topic of providing the winners baseball caps as a token of appreciation, a prize of sorts. Brenda reviewed the cost estimates/bids she received. Brenda, Max, and Connie will go check out hats and follow through with a purchase. If committee members wish to purchase their own hats, that can be done, using their personal funds – as Izetta explained at our previous meeting

Bill moved to approve the purchase of 24 hats to be given to beautification award winners, Connie seconded. Motion pass.

Stop The Drop: Connie said everything is still a-go for the community cleanup on Saturday, September 12. She hopes to see all or most of us there!

Vogt Fountain: Brenda provided update that the pavers had been delivered, and Sergio will be working on the project throughout the duration, to completion, about another week and a half. She has gone out to seek bids on getting new bark dust to be laid around the roses and is working to put together a volunteer list (community and Lions Club) to help lay the bark down and weeding when the time comes. Middle of September, on the weekend is when this hopefully will take place. John and Brenda mentioned that vandalism took place at the fountain three days in a row and Parks & Rec/Lions Club/Beautification Committee might need to think about security cameras.

Welcome Sign Status: John reviews the two articles that were provided in the agenda packet and discusses some of the possibilities for the stretch along The Dalles, in working with ODOT. John also shares about his meeting with ODOT District Manager for our area and what was gleaned from that meeting. Considering there are a lot of rules with working with ODOT, however, it is still a-go for the possibility of signage on the east and west side of town. John extended an invitation to ODOT to come to a future Beautification Committee meeting (October 14) to further discuss the future of this project, next steps for both parties, and collaboration.

Connie asked for clarification that the Beautification Committee was not paying for the signs, but design costs to the artist. Tiffany added that was correct, we are basically doing all of the leg work and then presenting that to City Council for their consideration, budget and implementation. Bill brought up our budget, and it's intended purpose is to be spent. Tiffany further elaborated that we do not currently know how much these signs could cost, so if it's outside of our budget then we would need City Council to approve, but if not, it could potentially be paid for out of our budget.

Max wanted come back to the "welcome to historic The Dalles" sign in a traffic triangle across from Sunshine Mill, just past the roundabout. The lettering is presently gold and it seems like a easy and simple solution would be to paint/change the color of the lettering to give it more of a visibility pop. Tiffany added, she believes the next steps would be to talk to Dawn Hert or city planning to see if this would be a project that is within scope of the historic downtown theme.

Public Restrooms: Bill mentions a request about an accountability of what the budget was for last year and Izetta sent out a budget draft/memo stating we spent around \$2600 of a \$15000 allocation, \$500 of which was a return that hadn't received yet. With this year being a new year, and focusing on that we have been allocated \$10000 to make ideas and projects to come to life. Bill emphasizes the importance of the committee try to identify as soon as possible what projects we want, the amount of money should be spent, and allocating those funds. This is why Bill has requested from Izetta each month for us to have a Treasurer's Report so we can be more aware of our funding, what's been spent and what hasn't.

Additionally, Bill revisits the idea of public restrooms downtown and how that could make the town more attractive and interesting by having good resources for tourists and visitors. He would like to put more pressure on developing the idea of these bathrooms and would like to continue the work on making this happen.

Brenda adds that she was hoping that Parks & Rec would have stepped up to create and house a volunteer list for the parks. For interested persons who want to volunteer to spruce up the parks and green areas around town. Connie said she is planning on attending the next Parks and Rec meeting, as a citizen, not a member of the Beautification Committee, to pass along these same sentiments. Tiffany asks Connie to report back on this after she presents because depending on how it goes this might be

something that the Beautification Committee might want to support and offer a memo from our group to really reiterate the importance of this for the city.

Bill will begin talks with the city and public works to see what he can learn more about the Public Restrooms topic and bring it back on the radar. Tiffany suggests we make sure to bring this topic up at the future meeting when we are collaborating with The Chamber and Main St.

Planning for next mtg: The Committee discusses the various topics and ideals for what we would like to see accomplished in our joint meeting with The Dalles Chamber and Main Street. The group decides the discussion should be around these ideas:

- Guests share their upcoming projects, needs, events underway
- BC shares our upcoming projects, needs, goals underway
- Though sharing of ideas from each other(s) perspectives, what they might know or have for us/them to: help enhance current projects, things do pick-up or do
- Potential collaboration of projects and working together

#### OTHER

Connie is going to send a BC thank you card to those who fixed up the traffic triangle on Kelly and 12<sup>th</sup>.

Connie and Brenda mentioned the idea of holiday décor downtown – hay bales, corn stalks, fall festive items for October and November to decorate a couple of corners downtown. Unsure of the rules around something like that, the group consensus is to explore this further. Asking Izetta to help find or point us in the right direction of who can help us find out if this can be done around town.

#### ADJOURN

Being no further business the meeting was adjourned at 7:13 pm.

Signed: \_\_\_\_\_

Tiffany Prince, President

BEAUTIFICATION COMMITTEE

Minutes

September 9, 2020

5:30PM

VIA ZOOM

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: Lisa Rundell, The Dalles Chamber  
Don Warren, The Dalles Main Street

CALL TO ORDER

Tiffany Prince called the meeting to order at 5:31 pm.

ROLL CALL

City Clerk Izetta Grossman conducted roll call; all member present.

GROUP DISCUSSION:

Chamber: Lisa shared the following upcoming events:

Shop Local – Business Oregon

Citywide Gift Card program before Christmas

Candidate Forum – Virtual event in October

December Tree Lighting and Parade (hoping to be live)

Nominations for Honored Citizens are due in October

January awards banquet

Main Street: Don shared the following projects underway

2<sup>nd</sup> Saturday Community Cleanup - Partnering with Gorge Toyota

Main Street adopt a block Clean up – perhaps with a wine walk

Grants:

Business Oregon with MCEDD loans (funded by a grant and Wasco County and City of The Dalles)

Working on a raffle fundraiser

Spooky Town – with social distancing this year – Individual tours, scan QRCode in windows for the stories

Pediwalks – extends side walk into parking spaces, opening up side walk for business use

Building 7-8 pediwalks the end of September – stay up until October

Working on getting accreditation to be grant writer for others for federal grants

John asked if MS could handle the ODOT grant for Welcome Signs. Izetta said she thought the city had to be the entity receiving the grant. The City generally writes its own grants, as it has to manage them.

Brenda said the Vogt Fountain was complete, next step would be to spread the bark around the rose garden. She asked if MS could assist with that.

She said the work party was October 1 – 9am to Noon, and October 3 9am to Noon.

Don said he would get the word out to his volunteer list and on the radio shows he is invited to.

Brenda said she would send the information to Main Street and the Chamber for eblast.

Don reported the “teaser” mural for the Walldogs Mural program would be going up October 1-4; 3 candidate walls. He said the main event would be in September 2021.

Judy thanked Don and Lisa for attending and sharing.

Connie said the BC was very involved working with Rachel on the 2<sup>nd</sup> Saturday Clean up. She said every month there would be different partner.

She said the Beautification Award would be awarded April through October, and a special award in December for Holiday decorations. She said the program was in its second month.

Stop the Drop – Connie explained the educational program that had been started in schools, but had been put on hold due to COVID-19. She said the program was an anti-littering program; focused on Education – Awareness – Involvement to address littering in town. She said a lot of ground work had been laid.

Lisa suggested videos might be a good tool for now for teachers to use. John said teachers could use them in their lesson plans. Connie said she had talked to some teachers, maybe later, they were a bit overwhelmed getting ready for online school.

Brenda said Connie should get the song out to business owners.

Connie said BC was working with Codes Enforcement on a letter for business owners to educate on responsibilities.

Don said if videos were available, provide them to Main Street and they would post to their platform.

#### Thought Sharing:

Ideas heard that others might take on or partner in:

Bathrooms/Loo

Trees downtown dying

Waterlines to trees next time

Trash cans downtown

Don said in articles and videos Main Street has been researching regarding vibrant downtowns:  
trees are very important provide shade and beauty  
hanging baskets provide color (have to consider climate, hardy species)  
Main Street might be able to organize volunteers to water  
Traffic bulb outs at corners – gives more space for art/trees  
Taller trees create shade for upstairs housing or businesses  
Grants are available for these types of improvements  
Beauty has a price – leave pickup, watering, trimming

Don invited everyone to the Friday at 3pm Main Street Project call where everyone gets together to talk about progress and new ideas. He said to email him if anyone wanted to join ([donwarren214@gmail.com](mailto:donwarren214@gmail.com))

Judy said trees are important. She said she counted 19 dead trees downtown. She said trashcans, restrooms, cigarette butts are important things to address.

She asked about the survey results. Don said very small response; most wanted restrooms, flowers/planters/hanging baskets.

Judy said let's work together to get more response.

Lisa suggested face to face might be helpful.

Tiffany said she liked face to face, get more engagement.

#### Planters/baskets

Don said he would email other Main Street Programs asking how they fund their planters/baskets.

Lisa said she would email other small Chambers to compare what other communities are doing. Lisa said Moro had a plant program.

Brenda said Madras had really turned around in the last five years. Contacting them might be valuable.

Connie said she loved getting insight from other communities. She said sustainability was very important.

Judy said talk to Marti at West Wind – her flowers always look great.

Don agreed that sustainability was important.

Connie asked the group to brainstorm how to power wash downtown. Specifically, the window sills on the outside and sidewalks are so dirty. She said she would like to bring a solution to City Council.

#### Next steps

Lisa said should put together information from other cities on one position or a contract that would water trees, plants and do power washing, for Council consideration. Don called it a downtown beauty contract.

Main Street would:

Contact Dawn Hert regarding any requirements from Historic Landmarks for the awning at the Granda Sustainable greenery plan  
Call ODOT regarding grants  
Poll Main Street programs regarding baskets sustainable plan

Chamber would:

Poll other Chambers regarding baskets sustainable plan  
Assist Face to Face with survey

Beautification Committee would:

Face to Face surveys  
Next meeting debrief – create sub committees, that could have Main Street/Chamber members  
Follow up with Main Street and The Dalles Chamber

Don and Lisa would gather the information and send to either Tiffany or Izetta. The group would meet again the second meeting in October.

Don and Lisa recessed from the meeting.

Committee reports:

Beautification Award:

Brenda – combination on the lock on the award is TD1

Brenda asked Izetta to add to the Criteria:

Name of honoree to give to Izetta and Mayor before presentation date.  
Send out list of nominees to subcommittee on the 15<sup>th</sup> of each month.

Max said he was working on design for the hats with Brenda and Connie.

Brenda is going off the sub-committee; John going on for October.

Brenda asked everyone to review the guideline sheet.

Next Meeting:

September 23, 5:30  
Welcome Sign focus  
Debrief

ADJOURN

Being no further business, the meeting was adjourned at 7:55 pm.



Signed: \_\_\_\_\_

Tiffany Prince, President

BEAUTIFICATION COMMITTEE

Minutes

September 23, 2020

5:30PM

VIA ZOOM

PRESIDING: Tiffany Prince

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

ABSENT: Bill Lennox, Max Butensky

Staff Liaison: Izetta Grossman, CMC, City Clerk

CALL TO ORDER

Tiffany Prince called the meeting to order at 5:32 pm.

ROLL CALL

City Clerk Izetta Grossman conducted roll call; Bill and Max absent.

APPROVAL OF MINUTES

It was moved by John and seconded by Brenda to approve the minutes of the August 26, 2020 Meeting, with clerical error corrected. The motion carried 5 to 0; Bill and Max absent.

It was moved by Connie and seconded by Brenda to approve the September 9, 2020 minutes with a change to reflect Connie *asked* about the codes letter. The motion carried 5 to 0; Bill and Max absent.

Connie asked to move the Welcome Sign to the first item. She said the costs of the signs would determine funds remaining for other items.

Tiffany moved the Debrief to after the Updates.

UPDATES:

Welcome Sign

John said he was working with Pat from ODOT. He said he would remind Pat he was presenting October 14<sup>th</sup> and would give him a list of questions.

John reviewed the list of questions he, Max and Tiffany discussed. (see attached)

There was discussion about the budget process, and if funds could roll into the next fiscal year. Tiffany explained the budget process, saying funds had to be spent and products/services delivered by June 30.

Izetta said only funds for a project expected to be complete and in progress could roll forward. She said City had to budget in phases for some project, if it was known it couldn't be completed by June 30. She said she didn't think funds could be rolled over, or that the Welcome signs would be completed in one year.

Connie expressed concern about spending funds for the Welcome signs design and then having Council not want to spend funds to complete.

John said after the meeting with ODOT, he and Tiffany would meet with the City Manager to present the research.

#### Beautification Award

Connie said the award would go to 300 West 14<sup>th</sup>. She said she was working on contacting the owners and setting a date to present. [note: owners later declined the award; 419 East 10<sup>th</sup> was awarded]

After some discussion regarding photos being published in the newspaper, Brenda asked that all updates to the guidelines for the award be sent to Izetta. Brenda asked Izetta to send updates to the full committee.

#### Vogt Fountain

Brenda reported the rose garden around the fountain was looking good. She asked for help with weeding to prepare for the bark spreading on October 1 and 3<sup>rd</sup> from noon to 3pm.

Brenda said she was coordinating with Scott Baker at Parks and Recreation due to the trees being removed at Sorosis Park.

She said the remaining parts of the project were donor signage, and security. She said she was working with Scott to create a sign that would include the history of the fountain and donors.

Brenda said the funds the Lions Foundation had for the project were almost depleted. She asked if the committee would donate \$1000 toward security. She said Parks and Recreation were meeting with the Police Department to set a plan for security.

It was moved by Connie and seconded by John to donate \$1000 to the Lions Foundation for security at Vogt Fountain. The motion carried 5 to 0; Max and Bill absent.

Connie asked who was paying for the signage update. Brenda said she hoped that Park and Recreation would help with the signage.

Izetta said she would process the check request to the Lions Foundation as soon as she was provided an address to send the check to.

Brenda said first task was to get the bark dust in, security secured, and then tackle the signage. She said Gene Parker was heading up rose garden volunteers for Parks and Recreation. She asked the committee to please send her or Gene any names of people interested in helping.

### Parks and Recreation Meeting Follow up

Connie reported going to a Parks Board meeting to present them with an idea. She said she went as a citizen, not as a representative of the Beautification Committee.

She presented the idea of "Friends of the Rose Garden" group. Parks and Rec would facilitate getting volunteers, set up dates for work parties; have an annual pizza party for volunteer as a thank you. She also asked Parks & Rec to mulch the rose garden if weeded.

She said both Scott Baker and Catherine Whalen, the Board President liked the idea.

Tiffany said maybe the Beautification Committee could write a letter of support of the idea.

It was moved by Judy and seconded by Brenda to authorize Tiffany and Connie to write a letter of support. The motion carried; Max and Bill absent.

Tiffany will email the letter to the committee.

### STOP THE DROP

Connie reported the next Community Clean Up would be October 10, Thompson Park.

There was some discussion regarding supplies and if more bags were needed. Gorge Toyota is storing supplies; Kainos has more big recycled coffee bags that they offered.

### Face to Face Survey

Tiffany said it was very important to do the survey face to face, and to help drive the Committee's focus and partnerships.

She suggested deciding how many blocks the committee could do and inviting Main Street and other to also take a few blocks. Many hands would make for less time commitment.

After some discussion it was decided that the Committee members would send Tiffany any edits they would like to see, i.e. adding public restrooms to the survey. Then Tiffany would present the survey at the October 14 meeting.

Connie said this wasn't her favorite activity, but she would help if the whole Committee was going to help.

Tiffany suggested presenting the completed survey questions to Main Street, Chamber and City Council and ask for their help.

Tiffany said she would come up with a script to make it easier. She suggested after survey results were in to have a follow up meeting with Chamber and Main Street.

### DEBRIEF FROM JOINT MEETING OF 9/12

Judy asked who was following up with Don and Lisa (MS/Chamber) regarding planters and baskets. She said she would volunteer to do that.

Izetta asked for written reports on projects for the agenda packets. She said this would help members have questions ready and would help keep the meetings on track.

Judy wanted to brainstorm power washing downtown buildings/sidewalks.

Connie recalled that Izetta had mentioned taking it to the Council as an additional employee to handle a number of small projects.

Connie and John thought it would be a spring project.

It was decided Connie and Judy would work together on costs/who to talk to. Izetta said Terry Harkrader with the City might know who does power washing in the Gorge.

Judy asked if restrooms could be on the next agenda.

#### OTHER BUSINESS

Izetta said she was working on a City Newsletter and asked if the Committee had anything they would like to add to it.

The Committee suggested:

- Vogt Fountain Update – pavers complete, fountain working, 2 work parties spreading bark
- Monthly Clean Up Flyer
- Highlight the Beautification Award Winner
- Mention December will be Holiday Lights Award
- Mention Rose Garden volunteers – contact Gene Parker (Brenda will get his ok first)

Brenda reported she had talked with Izetta and the Award sign could be stored at City Hall in the basement November through March. Tiffany said she would hold it from November to December then bring it to the City.

Brenda said the rubber mallet being used to install the sign belonged to her. Connie said she had one she could donate.

#### ADJOURN

Being no further business, the meeting was adjourned at 7:22 pm.

Signed: \_\_\_\_\_

  
Tiffany Prince, President