

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 - VIA ZOOM

Date: Wednesday, October 14, 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 September 23, 2020 meeting minutes | |
| Meeting Focus: | Guest Pat Cimmiyotti, ODOT -Sign update | 5:40 pm |
| Other Business | Survey review - Tiffany 50/50 Sidewalk Repair | 7:00 pm |
| ADJOURN | | 7:30 pm |

ZOOM LOGIN:

<https://zoom.us/j/92358623700?pwd=cjBtSFBTd0U0dkpyS0QrUmq2Q0RwQT09>

Meeting ID: 923 5862 3700

Passcode: 559886

Dial by your location

+1 253 215 8782

+1 346 248 7799

Additional information

- ✚ Email Izetta igrossman@ci.the-dalles.or.us to add items to future agendas
- ✚ Next Mtg: October 28, 2020 at 5:30 pm

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 6 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 on page 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 14th 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 14th. She said she was working on contacting the owners and setting a date to present. [note: owners later declined the award; 419 East 10th 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 3rd 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 gardens at City Park and Sorosis Park annually.

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

Questions for ODOT concerning collaboration for Welcome signs to TD

1. What are Pat's thoughts on locations (our preferred locations both east and west side) and how would these proposed locations be received by ODOT?
2. Is there funding or grants available for these types of projects?
3. What is the process to get us started in partnering with ODOT?
4. Any thoughts about tips and tricks to help us in working with ODOT on this project?
5. Are there any potentials for floral embellishments (ie: trees, bushes, and subsequent power/water at each site)?
6. Have there been any problems ODOT has had in the past when installing a sign like this, in close proximity to federal roadways?
7. What does the process of maintenance look like in the case of snow, fire, accidents, and vandalism involving such signs?
8. Does ODOT take the lead on coordinating such a project like this or do we? Where do the lines of responsibility lie between the Beautification Committee/City and ODOT at each stage of the process (ie: Design, preparation of site, Installation/construction, Maintenance)? Or does ODOT take the lead on each process?
9. What are ODOT's requirements for the sign itself. Materials, size of sign, letter sizes in relationship of speed of drivers approaching the sign?
10. Could you show us examples of finished sign projects where city partnerships collaborated with ODOT?
11. Can you give us a ball park figure for the average cost of a city Welcome sign project such as this based on your experience?



The Dalles Main Street Beautification Survey

Dear Business Owner:

The Dalles Main Street is asking for your input in planning a vibrant Downtown The Dalles.

The following survey provides an opportunity for you to tell us about what beautification elements you want to see in Downtown The Dalles. Whether you are a longstanding member of the business community, or a recent startup business, you know what kind of welcoming environment you want Downtown to be. We will have the survey results analyzed and use the information as the cornerstone for future recommendations.

- **Why should I fill out this survey?** Your answers will help inform strategies that will allow us to assess business owners' wants and needs and make Downtown The Dalles a more appealing destination.
- **Do I have to complete this survey?** No. Your participation in this survey is completely voluntary.
- **Do I have to answer all of the questions?** If you do not want to answer a question or do not have an opinion you can leave it blank. But the more information you provide, the more accurate and useful our analysis will be.

Key findings of this project will be reported to the public as soon as they are available via local media and The Dalles Main Street website <https://www.thedallesmainstreet.org/>

Outcomes of Survey

- The Dalles Main Street will analyze results and generate analysis and recommendations
- Findings will be presented to the community
- The data will be used to support next steps for The Dalles Main Street beautification projects

We appreciate your time and look forward to your responses.

If you have additional questions, please call Terry Chance (541) 370-2849 or email at staff.dallesmainstreet@gmail.com.

Thank you for your help in the continued revitalization of our community! Together we are stronger!

Name

Date

BU01

Instructions:

For each item, choose one option on the left and one on the right. *Images are examples only.*



Choose one option:

- ☐ Strongly prefer
- ☐ Somewhat prefer
- ☐ No preference either way
- ☐ Somewhat do not prefer
- ☐ Strongly do not prefer

And:

- ☐ I am interested in helping fund this feature
- ☐ I am not interested in helping fund this feature



Choose one option:

- ☐ Strongly prefer
- ☐ Somewhat prefer
- ☐ No preference either way
- ☐ Somewhat do not prefer
- ☐ Strongly do not prefer

And:

- ☐ I am interested in helping fund this feature
- ☐ I am not interested in helping fund this feature

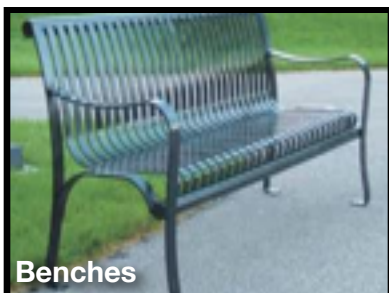


Choose one option:

- ☐ Strongly prefer
- ☐ Somewhat prefer
- ☐ No preference either way
- ☐ Somewhat do not prefer
- ☐ Strongly do not prefer

And:

- ☐ I am interested in helping fund this feature
- ☐ I am not interested in helping fund this feature

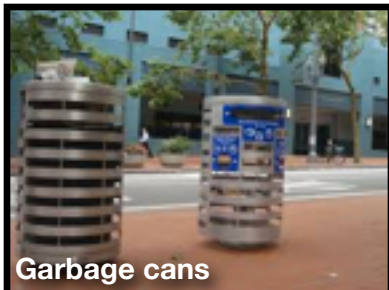


Choose one option:

- ☐ Strongly prefer
- ☐ Somewhat prefer
- ☐ No preference either way
- ☐ Somewhat do not prefer
- ☐ Strongly do not prefer

And:

- ☐ I am interested in helping fund this feature
- ☐ I am not interested in helping fund this feature



Choose one option:

- ☐ Strongly prefer
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- ☐ No preference either way
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- ☐ Strongly do not prefer

And:

- ☐ I am interested in helping fund this feature
- ☐ I am not interested in helping fund this feature

BEAUTIFICATION COMMITTEE

Minutes

October 14, 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

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.

APPROVAL OF MINUTES

Connie asked for a minor correction to the minutes, she said under her report on a meeting with Parks & Rec, the 2nd paragraph, last sentence she asked that reference to Sorosis rose garden be removed; and to add if weeded. She said she had not discussed Sorosis rose garden with the Parks and Recreation board.

It was moved by Brenda and seconded by Bill to approve the minutes of the September 23, 2020 Meeting, as amended. The motion carried unanimously.

GUESTS

Patrick Cimmiyotti – ODOT – Welcome Sign Discussion

Pat said he was a long-term resident of The Dalles and was concerned about the looks of the town.

He said the two locations identified; Exit ramp at exit 85 west bound at the Marina; Exit 82 at the Chenowith interchange were viable locations.

He said he could approve the Chenowith interchange; there would need to be a permit through his office at no charge. He said leveling/fill would be needed. He said Public Works could have fill that could be used. He said working with Dale McCabe, City Engineer would be a good idea.

Pat said the top of ramp at Exit 85 would need federal approval if it could be seen from the freeway.

He said he had two basalt panels that could be utilized for the signs, they would just need lettering.

Izetta clarified that he was talking about a donation, not a grant. Pat said the City Manager or Public Works director would have to sign off, but not a grant.

He said he could provide more information on the requirements in about two or three weeks.

There was further discussion of:

Costs: community involvement, donations of time, talents, less than \$10,000; no bidding if volunteers donate time/talents/materials

Ideas for design: welded metal- through high school or college class project; contest – public, schools; Gorge Trails signs; Maupin sign; Moro City Park retaining wall; sign at Public Works (commonality throughout the town)

Completion: not complete during this fiscal year

Timeline:

Identify what sign is going to look like (materials)

Location

Size

Permit

Communication plan – Meet with Public Works Director/City Engineer after November 15.

Then involve community

John said he would talk to the City Manager about the plan.

Brenda said to consider maintenance costs when deciding on type of sign. She said make sure City was aware of maintenance needs so that funds were budgeted.

UPDATES:

Survey Review

There was much discussion on the survey and how to be of assistance to Main Street.

The Committee agreed the information was critical, however, from experience it is difficult to get the majority to respond to a survey. Collaboration with Main Street and the Chamber is a positive, not necessarily taking on their projects.

The Committee decided to discuss further at next meeting

50/50 Sidewalk Repair Program

Committee decided they could share the program on Facebook and spread the word with their contacts.

Connie said she had a related idea using Beautification Committee funds. She threw out the idea of having a contest for beautification of the planting strip between side walk and street. Contestants would submit before and after photos, prizes could be gift certificates.

Consensus of the committee to discuss further at a November meeting.

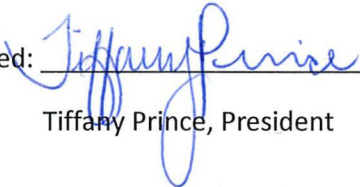
There was some discussion about the bark rock around the fountain/rose garden being knocked out onto the walk way. Idea was discussed to ask Parks & Rec to blow it back once a week, or to add edging.

John thought Scott Baker from Parks and Rec should be invited to a meeting in January or February to update the Committee on the Parks Master Plan.

Reminder: Keep in mind Main Street/Chamber touch base meeting and a Council update.

ADOURN

Being no further business the meeting was adjourned at approximately 7:40 pm.

Signed:  _____
Tiffany Prince, President