

MINUTES

BEAUTIFICATION COMMITTEE MEETING

April 21, 2021

VIA ZOOM

PRESIDING: Tiffany Prince

MEMBERS PRESENT: John Nelson, Bill Lennox, Max Butensky, Judy Merrill

ABSENT: Connie Krummrich

GUEST: City Manager Julie Krueger

Staff Liaison: Izetta Grossman, CMC, City Clerk

CALL TO ORDER

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

ROLL CALL

City Clerk Izetta Grossman conducted roll call; Krummrich absent.

APPROVAL OF AGENDA

Tiffany added Clock face to the agenda under Action.

It was moved by Butensky and seconded by Nelson to approve the agenda as amended.

APPROVAL OF MINUTES

It was moved by Butensky and seconded by Lennox to approve the minutes from the April 7, 2021 Beautification Committee meeting. The motion carried 5 to 0 ; Butensky, Lennox in favor; none opposed; Krummrich absent.

AUDIENCE PARTICIPATION

City Manager Julie Krueger reviewed the roles and responsibilities of the Beautification Committee.

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**BEAUTIFICATION COMMITTEE**

“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.”

She said projects the committee wants to proceed with, first the committee decides; the president takes to council for approval before moving forward.

She said we have been a little loose on moving through the city procedures.

Please make sure to work through the liaison – which is the city clerk. Committee gathers information, even in gathering information, let staff liaison be the contact with staff.

Tiffany asked about the Welcome Signs; she said council was aware; the committee is doing ground work in order to present to Council for them to move forward with it or not.

Judy asked for clarification on contacting staff. The City Manager said please run all of contact through the City Clerk.

## COMMITTEE REPORTS

### Long-Term

#### Welcome Signs

Nelson reported the subcommittee (Nelson, Prince, Butensky) had met with Scott Stephenson. He said Stephenson said there were two parts:

- artist to concept design;
- then someone to fabricate the signs

Nelson said the Committee needs to decide look of sign. He said the project might need to come before to council for additional funding

Nelson said an idea they came up with was to build framework in such a way that graphics and message could be changed out. He said additional messages could be created as time goes on.

Lennox said not being on the committee, he doesn't know all of what you've thought of. He asked if the committee had design ideas to share?

Prince said the Mayor had asked the Committee to keep it simple.

Max said he could take a photo of the locations and add a visual representation of what we hope to see in the future. Max said he could present at the next meeting.

Nelson said he would ask Maupin, Madras, and Hood River about their signs.

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### Stop the Drop/Community Clean-ups

Prince reviewed Krummrich's report.

The next Community Clean up is May 8<sup>th</sup>, the cohost will be Columbia State Bank.

Merrill said she is stepping down from the Committee effective immediately. She said she would still be a volunteer.

The Committee thanked her for all her work.

### Beautification Award

Prince said Nelson was rotating off of the sub-committee and asked Lennox to join the sub-committee. Lennox agreed to join.

Nelson said he had been walking around doing door hangers for his election. He said he has found a number of hidden gems.

Lennox asked Nelson to share with the Committee any gems he finds along the way.

Prince reminded everyone the spreadsheet was on a shared drive and Butensky was maintaining that sheet. She said everyone could add to the sheet, or email Butensky and he would update for them.

### Short-Term

#### Kelly Triangle

Prince reviewed Krummrich's report.

Butensky said there was no update from the last report. He said Public Works was working on the irrigation.

### Trees

Merrill asked if the trees would be watered. Grossman said they would be watered.

Merrill asked what the committee wanted to do regarding the arborist. Grossman said the arborist could be a recommendation made to the Council.

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Nelson said he would recommend the Committee recommend to Council to contract with an arborist for care of the trees. Lennox said he agreed.

### ACTION ITEMS

City Council Update May 10<sup>th</sup> – reports due to Prince April 28<sup>th</sup>.

Prince asked what everyone wanted on the report.

She asked if the committee wanted the arborist report to be an item. The consensus of the Committee was to add that.

Nelson said funds for graphics and fabricating the signs for the welcome signs should be part of the report. Lennox said it's important to have graphics for the Council to visualize the project. Nelson agreed.

Prince asked if it was too early to ask for funds. Lennox said let them know there would be an ask in the future. Butensky and Nelson will provide information for Prince.

Prince said she would also touch on the ongoing projects.

### Clock Face Lighting

Grossman said the new face won't have the words and wanted to make sure the Committee was aware and ok with it.

Lennox said make sure the City staff saves the current face for future use if needed. Nelson said it could be a nice museum piece.

Merrill asked if the project should have gone to Council. Grossman said it should have gone before Council for approval through a quarterly report.

### DISCUSSION ITEMS/OTHER BUSINESS

#### Candidates for openings on the Committee

Butensky said he had been thinking about a process for recruiting new member. He said he had been talking with other people about the committee. He said an organic conversation that leads into the work of the Beautification Committee worked well.

Lennox said he spoke with the Mayor and he will be forwarding the information on people he talked with to the Mayor. He said the Mayor would then contact them.

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Lennox said he talked with Scott McKay who was hoping the Beautification Committee could help him with beautifying around the Senior Center. In that meeting Master Gardener, Bill Merrick suggested he could put together a group to assist.

Nelson said need to think about replacing Max's technology skills.

Merrill asked where the meeting minutes and recording could be found on the website. She said someone asked her about wanting to read the minutes. Grossman said the minutes and agendas weren't on the website. She said generally an ad-hoc committee wasn't placed on the website.

Grossman said she had been working on a webpage because the Committee was very popular and was doing some great work. She said the minutes and agendas would be up soon, she was formatting them.

Grossman said recordings for committee meetings were not posted to the website.

Merrill asked where the attachment sent by Grossman regarding duties of Committee had originated (attached).

Prince said that was a document used for the creation of the Committee.

Prince thanked Merrill for her time served on the committee.

The next meeting will be May 5, 2021 at 5:30 pm

#### ADJOURNMENT

Being no further business, the meeting was adjourned at 6:38 pm.

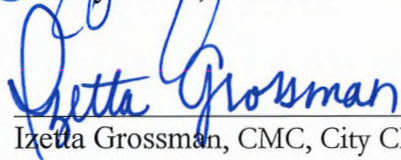
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Submitted by/  
Izetta Grossman, CMC  
City Clerk

SIGNED: \_\_\_\_\_

  
Tiffany Prince, President

ATTEST: \_\_\_\_\_

  
Izetta Grossman, CMC, City Clerk

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