

MINUTES

BEAUTIFICATION COMMITTEE MEETING  
JUNE 5, 2023

VIA ZOOM/IN PERSON

PRESIDING: John Nelson, Vice Chair

MEMBERS PRESENT: Connie Krummrich, Debi Ferrer, Janet Kavanaugh

ABSENT: Adam Rahmlow

Staff Liaison: Izetta Grossman, CMC, City Clerk; Amie Ell, Staff liaison in training

Also in attendance: Matthew Klebes, City Manager; Whitney Walker incoming member;

CALL TO ORDER

Vice Chair John Nelson called the meeting to order at 4:01 pm.

ROLL CALL

City Clerk Izetta Grossman conducted roll call; Krummrich, Ferrer, Kavanaugh, Nelson present. Rahmlow absent.

APPROVAL OF AGENDA

It was moved by Ferrer and seconded by Krummrich to approve the agenda as submitted. The motion carried 4 to 0; Ferrer, Kavanaugh, Nelson, Krummrich in favor, Rahmlow absent

APPROVAL OF MINTUES

It was moved by Krummrich and seconded by Kavanaugh to approve the minutes of the May 15, 2023 Regular Beautification Committee Meeting as presented. The motion carried 4 to 0; Ferrer, Kavanaugh, Nelson, Krummrich in favor, Rahmlow absent

COMMITTEE REPORTS

Stop The Drop/2<sup>nd</sup> Saturday Clean-up

Krummrich & Ferrer are meeting with Rachel Carter to go over the 2nd Saturday Clean-up process

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Krummrich will attend a July city council meeting to share information about the success of the 2<sup>nd</sup> Saturday Clean-ups and encourage the council to begin an adopt-a street program

Nelson asked what the City's role would be in adopt-a street program

Krummrich suggests the city manage a website for community members to sign up and to access information about the program

The next 2<sup>nd</sup> Saturday clean-up will be Studio Fit and the will focus on the downtown area between 1<sup>st</sup> and Webber.

### Beautification Award

Krummrich spoke with Rahmlow to recommend this committee review and revise the original Beautification Award process documents sometime in the near future (July or August). She has handed off past release form documents to Nelson, Grossman has the record of past recipients.

Nelson shared the idea to have documentation of past participants online for members to access. Kavanaugh suggests allowing for notes for helping to make decisions in the future.

Krummrich asked about creating an orientation document for new committee members which may include a history of accomplishments, instructions on where to location documents, and descriptions of subcommittees.

Ferrer brought up the past practice of sending cards to recognize beautification improvements

### Tree Grant Update

The application has been approved by City attorney. Additions to provided supplies/materials will include mulch and root barrier.

Grossman will create a fillable PDF form of the application

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Completed applications will be due on September 1

Recipients will pick up (up to 2) trees on October 14<sup>th</sup>, at Thompson Park (pool) Master Gardeners will be there too.

Grossman and Ell will create and distribute marketing materials to advertise the Tree Grant. Radio Tierra will be added to the list of media to share the materials with.

Kelly Triangle Update

Grossman reports that the sculpture installation date will be June 20 or 21. She will coordinate with David Mills & Robert Clark to determine specific date & time then arrange with Chamber of Commerce a recognition event.

DISCUSSION

Strategic Planning

Klebes described the strategic planning process then facilitated completing a draft of strategic plan (attached)

**Klebes left at 5:35PM**

Nelson notified the committee that he talked with North Wasco County School District 21 principals at the last school board meeting about the Beautification Committee providing trees for schools. All principals expressed interest

There was a discussion on the possibility of purchasing more benches for the downtown area.

The committee moved back to discussion of donations of trees from schools.

It was moved by Ferrer and seconded by Kavanaugh to donate up to \$5000 for in schools with needed barriers and mulch. The motion carried 4 to 0; Ferrer, Kavanaugh, Nelson, Krummrich in favor, Rahmlow absent

Grossman reported that Tyler Roth an Urban Forester at the Oregon Department of Forestry, will be coming to help with the request for proposals for the downtown tree replacement project

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Items for Next Meeting: June 19<sup>th</sup> at 4:00 p.m.

- Review the Beautification Award process and requirements
- Continue strategic planning
- Update on Trees for Schools
- Ball caps

ADJOURNMENT

Being no further business, the meeting was adjourned at 6:00pm.

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Submitted by/  
Amie Ell  
Executive Assistant to The City Manager

SIGNED:

  
Adam Rahmlow, President

ATTEST:

  
Amie Ell, Executive Assistant

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