

BEAUTIFICATION AND TREE COMMITTEE AGENDA

AGENDA

BEAUTIFICATION AND TREE COMMITTEE MEETING

October 2, 2023 4:00 p.m.

City Hall Council Chamber

VIA ZOOM

<https://zoom.us/j/95147361566?pwd=S2N6bnRSbHVqZkdwaFJEVkhVNFBZQT09>

Meeting ID: 951 4736 1566 Passcode: 197873

Dial 1(346) 248-7799 or 1(669) 900-6833

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - A. Approval of September 18, 2023 Beautification & Tree Minutes
5. AUDIENCE PARTICIPATION/PRESENTATIONS
 - A. Connie Krummrich litter campaign
6. COMMITTEE REPORTS
 - A. October Beautification Award
 - B. Residential Tree Grant Update
 - C. Update on CGCC sculpture Trevitt/6th St Bridge/3rd Place
7. DISCUSSION ITEMS
 - A. Landscaping of hill near cruise ship dock
 - B. Beautification award nominations form letter
 - C. Beautification recognition for downtown businesses
 - D. Public/Media sharing of B&T Committee past and future projects
 - E. Timeline for tree plotting project
8. Next Meeting: October 16, 2023 4:00 P.M.
9. ADJOURNMENT

Prepared by/ Amie Ell, City Clerk

CITY OF THE DALLES BEAUTIFICATION & TREE COMMITTEE

To promote and honor our rich cultural history, share and enhance the beauty of our community, and strengthen communal pride in our public spaces through citizen engagement, advocacy, recognition, and partnerships.

MINUTES

BEAUTIFICATION AND TREE COMMITTEE MEETING

September 18, 2023

VIA ZOOM/IN PERSON

PRESIDING: Janet Kavanagh

MEMBERS PRESENT: Debi Ferrer, Janet Kavanagh, John Nelson, Angel Drinkwine,
Adam Rahmlow

ABSENT: Whitney Walker

Staff Liaison: Amie Ell, City Clerk

CALL TO ORDER

Kavanagh called the meeting to order at 4:02 P.M.

ROLL CALL

Ell conducted roll call; Kavanagh, Ferrer, Nelson, Drinkwine, Rahmlow present. Walker absent

APPROVAL OF AGENDA

It was moved by Nelson and seconded by Drinkwine to approve the agenda as presented. The motion carried 5 to 0; Nelson, Drinkwine, Ferrer, Rahmlow, Kavanagh voting in favor; none opposed; Walker absent

APPROVAL OF MINUTES

It was moved by Ferrer and seconded by Nelson to approve the July 17, 2023 minutes as presented. The motion carried 5 to 0; Ferrer, Nelson, Drinkwine, Rahmlow, Kavanagh voting in favor; none opposed; Walker absent

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COMMITTEE REPORTS

Residential Tree Grant - application recommendations

Kavanagh said that the subcommittee for the Residential Tree Grant included Ferrer, Kavanagh, Nelson.

Kavanagh reported they had divided the applications amongst the sub-committee and had made site visits to each and spoken with all applicants for the residential tree grant.

Kavanagh said that the nursery no longer had the type of Hawthorn tree that had been given a choice in the grant application and it was to be replaced with another Hawthorn native to the area. This new tree has thorns and applicants had been notified of this in case they wanted to change their request of tree type.

The sub-committee recommends the purchase of 28 trees to fulfill the grant requests for all who met the requirements.

Kavanagh said that an itemized budget request would be sent to Ell for the review of the City Manager and to be sent to the Facilities Supervisor to begin the process of purchasing the trees. The budget included 28 trees plus the cost of delivery with a total of \$5,345.29. She noted that this number and price would be going down by 2 trees at about \$200 each due to an applicant withdrawing their request.

Ferrer said that the estimated cost of additional supplies requested for watering would be \$600. She said that when contacting the applicants to notify them of their award they would also ask if they would prefer a soaker hose or sprinkler to confirm the correct numbers to order. She also said they would get the number of root barriers that would be needed.

Kavanagh said the nursery would need to be notified soon in order to be certain they hold the trees for the City to purchase.

Ell said that when the numbers and budget were given to her, she would share these with the City Manager, and then send on to Facilities Supervisor to begin the purchasing process.

Ell also said that the committee may want to consider they recommend using the \$10,000 Beautification Committee budget for this grant as it would be an ongoing program and reserve the \$20,000 budgeted for trees for the possibility of a grant match in the future.

Ferrer said that it should be up to the City Manager where the funding comes from and that the committee should request up to \$6000 for this round of residential tree grants, with the understanding that the decision of which source this funding comes from is up to City staff and not the committee.

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Rahmlow said that continuing to budget this grant at \$5000.00 per year to add 30 trees per year is a good investment and shows that the City is committed to trees which will help with applying for tree grants in the future.

It was moved by Ferrer and seconded by Rahmlow to spend up to \$6000 for the purchase of trees, watering supplies, and root barriers for the residential tree grant. The motion carried 5 to 0; Ferrer, Rahmlow, Drinkwine, Nelson, Kavanagh voting in favor; none opposed; Walker absent.

Beautification Award – August & September recipients

Kavanagh said the CCC News has been doing well at covering the Beautification Award recipients. She says that the most recent recipients had been asked to write about their gardens and that this was working out well.

Nelson reported that the Mayor had attended both ceremonies presenting the award. He said the October award was currently being worked on.

Rahmlow asked why we were not doing the December light display award.

Nelson said that they had attempted to in the past but found it too difficult locating addresses in the dark and finding time during the holiday season to get it done.

DISCUSSION ITEMS

Update on Downtown Tree Project

Ell shared the status of the downtown tree project. She said that the Request for Proposals (RFP) had received 2 bids and the City had that day posted the Intent to Award to The Davey Tree Expert Company. She said that the RFP and other documents regarding this project could be found on the City's website on the Jobs/Bids page.

Beautification Award form letter to recognize nominated residents

Kavanagh read the letter she had drafted.

Drinkwine said the committee should read through and bring their edit suggestions back at the next meeting. She said at that time the committee should also decide who would take on the role of personalizing each letter before sending it out.

Landscaping at W. 6th St/W 3rd Place/Trevitt conjunction

Kavanagh asked the Committee if they would consider taking on the West 6th St/3rd Place/Trevitt conjunction as a project.

Ferrer said that this may be good to partner with Columbia Gorge Community College (CGCC) students on as the Kelly Street turned out well.

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Kavanagh asked that Ell find out if there the water lines at the site are in working order.

Rahmlow said that he would contact his connection at CGCC to see if they would be interested in working on another sculpture with the Committee. He said that he would share an update at the next meeting.

Ell shared that the City Manager's office had been contacted about the dying grass and struggling trees on the Post Office property.

Kavanagh said she would contact the Post Master to investigate why it is not being watered and report back to the Committee.

Ferrer reported that the September 2nd Saturday Clean-up was well attended. She said the Walker was the Committee member signed up to represent the group at the next Clean-Up on October 14th.

Kavanagh shared with the group that she has attended a Zoom session where Brittany Oxford of the Oregon Department of Forestry had shown how the tree plotter inventory worked. She said it did not train on how to use the plotter, but showed what it could do. She reported that Ell, Joshua Chandler, Director of Community Development and James Maddox, Temporary Facilities Manager were also present on the Zoom.

Drinkwine said it would be a good idea for the Committee to create a project timeline for a tree plotting program for the City.

Ferrer said that making a public statement informing of the project the Committee has been working on and what is up-coming would help to build a volunteer base for a tree plotting project.

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Next Meeting: October 2, 2023

Items for next meeting:

- Finalize the form letter to people nominated for Beautification Awards
- Discuss landscaping of hill next to cruise ship dock
- Update on talks with CGCC sculpture project for Trevitt/6th St Bridge/3rd Place
- Discuss a project timeline for tree plotting project
- Discuss public sharing of past, present, and upcoming projects

ADJOURNMENT

Being no further business, the meeting was adjourned at 5:37 P.M.

Submitted by/
Amie Ell, Executive Assistant

SIGNED: _____
Janet Kavanagh, Chair

ATTEST: _____
Amie Ell, City Clerk

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The Dalles Beautification and Tree Committee 2023 Residential Tree Gra

Last Name	First Name	Address	Tree #1	Tree #2	Root Barrier
Zillka	Carmen	1625 E 9th St	London Plane	London Plane	
Zilka	Paul	901 Wright St	Autumn Blaze		
Mendoza	Rey	1420 Kelly Ave	Autumn Blaze	Autumn Blaze	2
McMillen	Craig	209 W 4th St			
Cervantes	Victor	1112 Pomona	Hawthorn	Autumn Blaze	
Frick	Christopher	414 Washington			
Bostic	Heather	617 W 10th St	Autumn Blaze		
Bostic	Aaron	900 E 13th St	October Glory	October Glory	
Groeneveld	Dale	608 E 10th St	Autumn Blaze	Autumn Blaze	2
Alexander	Linda&Tom	500 E 10th St	Hawthorn		
Hamlin	Oliver	901 W 9th St	London Plane		
South	Viola	411 E 8th St	Oct Glory		
Mettler	Melissa	904 E 9th St	Hawthorn		
Golz	Chris	417 E 4th St	Oct glory		
Swift	Marcus	1022 E 12th	Oct Glory	Oct Glory	2
Walker	Abby	2001 E 10th	Oct Glory		
Woodside	Summer	1439 E 12th	Oct Glory		
irving	Priscilla	122 E 13th	Autumn Blaze	Autumn Blaze	
Johnson	Sally	310 W 16th	Oct Glory	Hawthorn	

TOTALS

3 LP
9 AB
9 OG
4 Hawthorn
8

nt Applicants

Gator Bag	Soaker Hose	Sprinkler	Notes
2			
1			
			Decided not to get a tree; wanted the Thornless Hawthorn
2			Commercial property downtown, not a residential property
1			
2			
2			
		1	
	1		
	1		
	1		
		1	
		1	
1		1	
2		1	
		1	
13	3	6	

Receipt #: 73807
Date: 09/27/23, 08:34 AM
Cashier: Jeannette Strot

Attention: Janet Kavanaugh

sales@lmnwsupply.com

Landscape Materials NW
24010 SE Hwy 212
Damascus, OR 97089
sales@paradisecresgardencenter.com
503-669-1268

Description	Quantity	Unit Price	Cost
Autumn Blaze® Maple #15 1¼"	9	\$199.99	\$1799.91
Discount	9	-\$19.99	-\$179.91
October Glory® Maple #15 1¼"	9	\$199.99	\$1799.91
Discount	9	-\$19.99	-\$179.91
Bloodgood London Planetree #15 1¼"	3	\$199.99	\$599.97
Discount	3	-\$19.99	-\$59.97
Washington Hawthorn #10 1"	4	\$149.99	\$599.96
Discount	4	-\$14.99	-\$59.96
Delivery Fee	1	\$440.29	\$440.29
Total Item Count	26		
		Subtotal	\$4760.29
		Tax	\$0.00
		Total	\$4760.29

Thank you for your business! We look forward to serving you again.

Sincerely,

Landscape Materials NW