

**AGENDA**

**BEAUTIFICATION AND TREE COMMITTEE MEETING**

December 18, 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 November 20, 2023 Beautification & Tree Minutes
5. AUDIENCE PARTICIPATION/PRESENTATIONS
6. COMMITTEE REPORTS
  - A. Janet Kavanagh, proposed cruise dock planting area and downtown trash can placement
  - B. John Nelson, Janet Kavanagh, and Debi Ferrer, work session at CGCC
7. DISCUSSION ITEMS
  - A. Create timeline for helping with TDAC Garden event
  - B. Trash cans proposal for Urban Renewal
  - C. Plan work session for Heritage Tree project
8. Next Meeting: February 5<sup>th</sup>, 2024  
Items for next meeting:
  - o Trevitt Triangle update
9. ADJOURNMENT

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This meeting conducted Via ZOOM

Prepared by/  
Abby Jara, Executive Assistant

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**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

NOVEMBER 20, 2023

VIA ZOOM/IN PERSON

PRESIDING: Janet Kavanagh

MEMBERS PRESENT: Debi Ferrer, Janet Kavanagh, John Nelson, Angel Drinkwine,  
Whitney Walker

ABSENT: Adam Rahmlow

Staff Liaison: Amie Ell, City Clerk

Also in attendance: Joshua Chandler, Community Development Director

CALL TO ORDER

Kavanagh called the meeting to order at 4:03 p.m.

ROLL CALL

City Clerk, Amie Ell conducted roll call; Ferrer, Kavanagh, Nelson, Drinkwine present.  
Rahmlow absent.

APPROVAL OF AGENDA

It was moved by Nelson and seconded by Drinkwine to approve the agenda as amended. The motion carried 4 to 0; Nelson, Drinkwine, Kavanagh, Ferrer voting in favor; none opposed; Rahmlow absent

APPROVAL OF MINUTES

It was moved by Ferrer and seconded by Nelson to approve the November 6, 2023 minutes as presented. The motion carried 4 to 0; Ferrer, Nelson, Drinkwine, Kavanagh voting in favor; none opposed; Rahmlow absent

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## MINUTES

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### AUDIENCE PARTICIPATION

Joshua Chandler Community Development Director said he was present to discuss and answer questions about three projects the committee was working on.

Chandler first said the city would be using the Oregon Department of Forestry (ODF) Tree Plotter software with the downtown tree project. He said current staff do not have capacity to plot trees outside of the downtown tree project.

Chandler said there would be 150 plus trees being planted and monitored with the downtown tree project. He said ODF has online tutorial for how to use the Tree Plotter software, but that training may be required for learning how to correctly measure and identify tree species.

The committee discussed the idea of coordinating with ODF to provide an educational workshop for volunteers to expand a tree plotting program in the city.

Chandler next suggested the committee move forward with submitting a request to the Urban Renewal Agency to purchase trash cans for downtown. He said the committee should write a proposal letter as there could be funding in this year's budget to cover the cost if approved. He said it would be best for staff to determine locations but help from the committee to calculate a number of cans would be helpful.

Kavanagh suggested partnering with The Dalles Art Center or local artists to add art to the trash cans.

Chandler then said he had confirmation from Oregon Department of Transportation (ODOT) that the city could plant and maintain the hillside facing the ship dock. He confirmed there is irrigation at the location and the dead and overgrown plants could be removed and replaced with plants. He asked the committee to create a proposal of planting for the hillside and planter in front of the dock using diagrams and photos to help clarify the described proposal.

The committee discussed using native plants and the examples of plantings at the Discovery Center and the visitor's center at The Dalles dam.

### COMMITTEE REPORTS

Ell reported that she had contacted Robert Clark and Chris Dodson from the Columbia Gorge Community College (CGCC) Skills Center regarding partnering with the committee to create a sculpture for the Trevitt triangle beautification project. She said she will be arranging a site visit with the instructor and students, the committee, as well as representatives from Public Works and The Transportation department.

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Ell said she has sent an email to Bill Schwartz the Portland District Manager, John Sandness the Customer Relations Manager for OR/WA/ID and Leanna Lasho, back up Customer Relations Manager and Postmaster in Mt. Vernon regarding the deteriorating conditions of the grounds of The Dalles post office. She has yet to receive a response and will follow up next week.

Next Meeting: December 18, 2023

Items for Next Meeting:

Create a timeline for helping with The Dalles Art Center Garden event

Trash cans proposal for Urban Renewal

Plan a work session for Heritage Tree project

ADJOURNMENT

Being no further business, the meeting was adjourned at 5:14 pm.

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Submitted by/  
Amie Ell, City Clerk

SIGNED:

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Janet Kavanagh, Chair

ATTEST:

\_\_\_\_\_  
Amie Ell, City Clerk

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