

BEAUTIFICATION AND TREE COMMITTEE AGENDA

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**AGENDA**

**BEAUTIFICATION AND TREE COMMITTEE MEETING**

June 3, 2024

4:00 p.m.

City Hall Council Chamber

VIA ZOOM

<https://zoom.us/j/95147361566?pwd=S2N6bnRSbHVqZkdwaFJlVkhVNFBZQT09>

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 May 6, 2024 Beautification & Tree Minutes
  - B. Approval of April 15, 2024 Beautification & Tree Minutes
5. COMMITTEE REPORTS
  - A. Second Saturday Clean Up
  - B. Update of Final of Trevitt Sculpture Design
  - C. Staff Liaison
6. DISCUSSION ITEMS
  - A. Cruise Ship Planter
  - B. Trevitt Triangle Landscaping
  - C. Create a Subcommittee for Designating Wasco County Heritage Tree
  - D. Create a Subcommittee for Presentation to Main Street
7. ADJOURNMENT

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This meeting conducted Via ZOOM

Prepared by/  
Abigail 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

April 15, 2024

VIA ZOOM/IN PERSON

PRESIDING: Janet Kavanagh

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

ABSENT: Angel Drinkwine

Staff Liaison: Abby Jara, Staff Liaison

Also in attendance: Mike Kasinger, Facilities Supervisor

CALL TO ORDER

Kavanagh called the meeting to order at 4:01 p.m.

ROLL CALL

Executive Assistant Abby Jara conducted roll call; Ferrer, Kavanagh, Nelson, Rahmlow, present  
Drinkwine, absent

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

It was moved by Ferrer and seconded by Nelson to approve the April 1, 2024 and March 18, 2024 minutes as presented. The motion carried 4 to 0; Ferrer, Nelson, Kavanagh, Rahmlow voting in favor; none opposed; Drinkwine absent

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## AUDIENCE PARTICIPATION

Jann Oldenburg, introduced herself. She will potentially join the Beautification & Tree Committee (BTC) next month and came to observe the committee.

Mike Kasinger, facilities supervisor, reintroduced himself. He answered committee questions about his job description.

## COMMITTEE REPORTS

### Staff Liaison

Jara gave an update on:

- Pacific Coast Producers has a privacy widescreen fabric, along their fencing. The City Manager has asked the committee for ideas to enhance its appearance. Committee will discuss and send Jara an email with ideas.
- An updated strategic plan for FY 24/25 should be ready by next BTC meeting to approve. Committee will have a work session to discuss and update. No decisions will be made at the work session.
- Green Infrastructure Program. The process when the committee wants to pursue a grant will be; Identify the project, identify the grant that supports the project, compile information, then turn in to the city.

Rahmlow asked if the city is pursuing any of the grants from the Green Infrastructure Program and if so, to get a list of who is working on those.

### Mainstreet Collaboration

Chavers confirmed the BTC could present to Mainstreet to ensure both groups aren't working on similar projects. Mainstreet meets once a month on the first Wednesday at Meadows Outdoor.

Kavanagh explained the presentation will be about potentially having a 'Beautification Award' for commercial.

Chavers would like the BTC to send him what they will be talking about to be added to the Mainstreet meeting agenda.

Kavanagh asked the Committee to think about more ways to collaborate with Mainstreet.

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### Trevitt Triangle Plants

Kavanagh gave an update on the Second Street Triangle. She spoke to Cynthia Keever from Public Works, to inform that the city has cleaned up the triangle area and is also interested in helping to plant flowers and clean up the other triangles. She would like Keever to be invited to the next committee meeting.

Jara will ask Keever to attend the next BTC meeting.

### DISCUSSION

#### Strategic Plan for FY 24/25

Work session before the next Beautification & Tree Committee meeting will be for this discussion.

#### Beautification Award

Nelson stated the committee needs to nominate gardens, the week of April 15<sup>th</sup> to decide by April 22<sup>nd</sup>, to ensure it can be put on the water bill. He asked the committee if they still want to add the winners for each month on the water bill. The committee would like confirmation when it is due, before deciding.

Jara will talk to city staff to find out the deadline for notification to have winners printed on water bills.

Jara will also find out if the BTC needs to order more hats for the award winners.

#### Garden Show

Opening night is Thursday, April 25<sup>th</sup> at The Dalles Art Center. There needs to be a representative from the committee present. Ferrer and Kavanagh had been working on the Notable Tree 'Walking Tour' guide and map to hand out. (see attached).

Jara will work with the City Clerk to add the 'Walking Tour' guide and 'Heritage Tree' nomination form on the city website, so constituents can start to nominate Heritage Trees.

#### CCC News Article

Committee will revisit this topic at the mid-May meeting.

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Green Infrastructure Grant Program

Ferrer stated the grant program is still not live on the state’s website, but applications should be available mid-April, she continues to check. She commented there is still no way of knowing how much the committee can apply for.

The tree grant program will look different this year, if the committee wants to apply through the Green Infrastructure program, by prioritizing neighborhoods with fewer trees, around schools, and underserved areas.

Rahmlow stated he wants to find out who from the city is applying for the green infrastructure program so the committee can potentially work with that city employee or department.

Kavanagh stated this is a conversation that can be discussed more in depth at the work session but it still needs to be Beautification focused.

Next Meeting: May 6, 2024

ADJOURNMENT

Being no further business, the meeting was adjourned at 5:22 pm.

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Submitted by/  
Abby Jara, Executive Assistant

SIGNED:

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Janet Kavanagh, Chair

ATTEST:

\_\_\_\_\_  
Abby Jara, Executive Assistant

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MINUTES

BEAUTIFICATION AND TREE COMMITTEE MEETING

May 6, 2024

VIA ZOOM/IN PERSON

PRESIDING: Janet Kavanagh

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

ABSENT: Adam Rahmlow

Staff Liaison: Abby Jara, Staff Liaison

Also in attendance: Cindy Kever, Administrative Secretary Public Works

CALL TO ORDER

Kavanagh called the meeting to order at 4:06 pm.

ROLL CALL

Executive Assistant Abby Jara conducted roll call; Ferrer, Kavanagh, Nelson, Drinkwine, Rahmlow, Mello present

APPROVAL OF AGENDA

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

ACTION ITEMS

Approval of Sculpture Design and Budget

The committee discussed the height details of the Trevitt Triangle Sculpture.

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The committee did not feel comfortable to approve the etchings of the sculpture until they had some clarification on the designs and more time to decide. Committee will approve at the next meeting.

## DISCUSSION

### Strategic Plan Update

Kavanagh read the mission statement and asked the committee if it should be updated. She also stated if the word “ecological or trees” should be added.

Ferrer said it can be added onto goal #3. (see attached).

The committee discussed more in depth on what should be added onto the mission statement but decided it is good as is.

Kavanagh moved to goal #1 and asked the committee for any changes.

Ferrer suggested to add at the end, increase climate resiliency.

The committee discussed the importance of keeping all of the current actions, regarding trees, in order to meet goal number one. Except updating the verbiage on the downtown trees.

The committee discussed the importance of ensuring they have an advisory role in the downtown trees.

Cindy Keever, Administrative Secretary Public Works, asked to speak with the committee and advised the committee it might be better to word it as ‘recommendation’ as an advisory board versus ‘monitoring’ the downtown trees with the city on the strategic plan.

The committee discussed in detail goal #2 and updating second Saturday clean ups to community cleanups to have more of a general action.

Kavanagh said its important to have a column on CCC News, with updates and projects the committee is working on.

Drinkwine clarified, Kavanagh is saying the committee needs a partner to increase their visibility and awareness to the community with everything that revolves around what Beautification & Tree Committee (BTC) do. If they can have more marketing and visibility communication it would attract more knowledge and people to join and/or help.

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## **BEAUTIFICATION & TREE COMMITTEE**

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## MINUTES

Beautification and Tree Committee Meeting

May 6, 2024

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Nelson stated his concern on the verbiage of goal #3 on how it does not make sense. The committee discussed it, updated goal #3, and kept the actions to support the goal.

Drinkwine stated they should keep 'Increase bike rack availability' even though Mainstreet is currently working on this when she attended one of their meetings, in case BTC would like to add some along the way.

The committee is keeping goal #4 and actions as is, with the addition of Little Free Libraries Downtown. They discussed they are happy and want to keep working at these actions in order to make it people friendly.

Drinkwine then added, Mainstreet had a complaint about cigarette butts being all over the place and what they should do. She recommended perhaps go to all the businesses downtown with a coffee can and sand and offering it to the business. Then discussed how to get the cigarette butts plastic tube containers downtown in front of the businesses where they can keep them off the sidewalks. She asked Mainstreet where they find the most cigarette butts and they said in the alley.

Ferrer said this issue came up in one of the Saturday clean ups, she attended, no one was cleaning up downtown and discussed offering cigarette disposal containers. BTC would like to do this.

Kavanagh said there are trash cans with ash trays on top of them.

Drinkwine stated the only issue with ash trays on top of trash cans is the winds that blow through here can cause problems. Conversation for later.

Kavanagh stated her concern with the city and the trees and how they need to make another goal for communication.

Ferrer recommended another goal that states communicate more with other city staff and agencies with ongoing projects. She includes other agencies, because the committee works with Urban Renewal; this has been an issue in the past where one committee did not know what the other committee had already been working on. And if the committee can also attend a City Council meeting with updates on what the BTC is currently working on, they are more likely to support the Beautification & Tree Committee.

Drinkwine said everyone should take ownership and responsibility including other organizations can do better and step up and be more collaborative.

Kavanagh asked the committee who would like to make a motion.

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### **BEAUTIFICATION & TREE COMMITTEE**

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Drinkwine moved to approve the Strategic Plan FY 24/25; Ferrer seconded. The motion carried 4 to 0. Drinkwine, Ferrer, Nelson, Kavanagh voting in favor; none opposed; Rahmlow absent

Next Meeting: June 3<sup>rd</sup>, 2024

ADJOURNMENT

Being no further business, the meeting was adjourned at 5:34 pm.

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Submitted by/  
Abby Jara, Executive Assistant

SIGNED:

\_\_\_\_\_  
Janet Kavanagh, Chair

ATTEST:

\_\_\_\_\_  
Abby Jara, Executive Assistant

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## The City of The Dalles Beautification and Tree Committee | Strategic Plan – 2024-2025 FY

<p>Vision: A community that has involved citizens of all ages, strong local collaboration, green spaces, a revitalized downtown, efficient government, is a commercial hub, honors our cultural diversity, has a proactive education system, has compatible neighborhoods, a far-ranging transportation system, and a comprehensive medical system. (Compiled summary of VAP)</p>	
<p>Mission: 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.</p>	
<p>Goal #1 Create a robust and extensive tree canopy and other green infrastructure to improve community health, wellbeing, and increase climate resiliency.</p>	Residential tree grants
	Trees for schools
	Develop a community tree plan to include potential sources of additional funding
	Become a part of Tree City USA
	Conduct a tree inventory
	Advisory role to downtown streets trees
<p>Goal #2 Preserve the beauty of our community through education and citizen engagement</p>	Stop the Drop
	Community Cleanups
	Increase visibility, i.e. marketing, articles, social media, etc. to increase awareness in BTC activities
	Adopt-a- _____ (block, public space, street etc.)
<p>Goal #3 Enhance the beauty of our community and increased recognition of its cultural history</p>	Wind sculptures, art
	Beautification awards (residential & businesses) and postcards to recognize other nominations
	Little free libraries downtown
	Tree of the month
	Heritage tree inventory
	Cruise ship hillside
<p>Goal #4 Enhance the usability, enjoyment, and human aspects of public spaces, making our city more pedestrian friendly</p>	Benches
	Trashcans, including cigarette butt containers
	Planters
	Research downtown bump outs, pedestrian spaces, and parklets
	Increase bike rack availability
	Fencing art projects to hide empty lots, treatment plant
	Public fountains and water features
<p>Goal #5 Improving communication between City Council, City staff and other relevant city committees with ongoing projects</p>	Attend City Council meetings regularly
	Invite City Council members and city staff attend a Beautification & Tree Committee meeting regularly