

BEAUTIFICATION AND TREE COMMITTEE AGENDA

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**AGENDA**

**BEAUTIFICATION AND TREE COMMITTEE MEETING**

August 26, 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 August 5, 2024 Beautification & Tree Minutes
5. AUDIENCE PARTICIPATION/PRESENTATIONS
  - A. Downtown Tree Project Update – Presented by Certified Arborist from Davey Tree Expert
6. COMMITTEE REPORTS
  - A. Trevitt Triangle Sculpture Update
  - B. Residential Tree Grant Update
7. ACTION ITEMS
8. DISCUSSION ITEMS
9. 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

August 5, 2024

VIA ZOOM/IN PERSON

PRESIDING: Janet Kavanagh

MEMBERS PRESENT: Debi Ferrer, Janet Kavanagh, John Nelson, Chuck Gomez, Jon Chavers

ABSENT: Cindy Keever, Angel Drinkwine

Staff Liaison: Abby Jara, Staff Liaison

CALL TO ORDER

Kavanagh called the meeting to order at 4:00pm.

ROLL CALL

Executive Assistant Abigail Jara conducted roll call; Ferrer, Kavanagh, Nelson, Drinkwine, present

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Nelson asked to correct July 15<sup>th</sup>, 2024 minutes when Gomez asked about the Trevitt Sculpture.

It was moved by Ferrer and seconded by Nelson to approve the July 15, 2024 minutes as amended. The motion carried 5 to 0; Ferrer, Nelson, Gomez, Chavers, Kavanagh voting in favor; none opposed; Drinkwine absent

COMMITTEE REPORTS

Trevitt Sculpture Update

Kavanagh said public works will be at the Trevitt triangle removing the shrubbery on Wednesday morning.

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Committee discussed the removal of the shrubs and determine when they'll plant flowers.

### Staff Liaison

Jara gave updates on:

- Arranging Beautification & Tree Committee (BTC) along with CGCC Instructors and students who contributed to the Trevitt Triangle sculpture, to take a photo and write a small paragraph about the sculpture for the City newsletter.
  - o Nelson will send Jara photos of the Trevitt Triangle Sculpture and implementation
  - o Ferrer will write a summary of the sculpture for the newsletter
- Update on trash cans and benches. Moving forward with ordering trash cans for the downtown area. Benches will be ready by spring, according to Robert Wells-Clark (CGCC Instructor).
- Emailed last year's tree grant recipients to give watering recommendations.
- Suggested committee to move forward to translate the 'Tree Grant Application' in Spanish.
  - o Committee agreed to the translation of the 'Tree Grant.'
- Agreement of committee to change the BTC meeting to August 26<sup>th</sup>. The arborist from the Davey Tree company, will be giving an update on the downtown tree project.
  - o Kavanagh wants the committee to look at the contract for the downtown tree project to have a better understanding of what will be discussed when the arborist makes a presentation.

The committee will be having a work session to discuss the Tree Grant Application.

### DISCUSSION

#### Tree Grant Promotion

Jara asked for clarification regarding the tree plant demonstration, to ensure it is added to the press release.

Ferrer said the tree demonstration and pickup would be at Thompson Park. While there was no confirmed commitment, Scott Baker, Director of Parks and Recreation, and the committee had discussed the possibility of planting a tree at Thompson Park as part of the demonstration. If there were any changes to the location of the demonstration, they would contact the applicants directly.

Ferrer also suggested the committee assess their current inventory to determine how many additional products they need to order for the trees.

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MINUTES

Beautification and Tree Committee Meeting

August 5, 2024

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Jara asked for an additional quote from the Committee on their experience with the tree grant application process. Additionally, some ideas on why one might need a tree for a press release.

Gomez gave many examples and reasons as to why one should apply for a tree or possibly gift one.

Ferrer asked Jara if a link to the online application form will be available.

Jara said there will be one when she works with the City Clerk to help create a press release that will be going on Facebook and the City website.

Ferrer asked if a photo from last year's tree planting could be included.

Jara said she will discuss with the City Clerk on how this can be implemented.

Post Card Appreciation

Gomez suggested creating postcards for the BTC to distribute to residents when they pass by a garden they'd like to compliment. This would allow the committee to acknowledge and appreciate the garden, even if it doesn't win the monthly Beautification Award.

The committee discussed ways to streamline the process to avoid duplicating efforts when distributing postcards.

Next Meeting: August 26, 2024

Items for Next Meeting:

- Planters: application process

ADJOURNMENT

Being no further business, the meeting was adjourned at 5:08 pm.

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Submitted by/

Abigail Jara, Executive Assistant

SIGNED:

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Janet Kavanagh, Chair

ATTEST:

\_\_\_\_\_  
Abigail Jara, Executive Assistant

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**CITY OF THE DALLES**  
313 COURT STREETS  
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1150  
FAX (541) 296-6906

## **PRESS RELEASE**

**DATE:** August 6, 2024

**TOPIC:** City of The Dalles Announces Second Round of Residential Tree Grants

**CONTACT:** Abby Jara, Executive Assistant

**FOR RELEASE:** IMMEDIATELY

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The Dalles, Oregon – The City of The Dalles is launching the second round of its Residential Tree Grant Program, offering grants to residents for planting trees and enhancing property beautification. Managed by the Beautification and Tree Committee (BTC), this program aims to improve the urban forest, increase property values, and provide essential environmental benefits. Applications are open until September 1, 2024, with approved recipients picking up their trees on October 12, 2024.

Residents within The Dalles city limits are eligible to apply for grants. Trees offered are hardy, pest-resistant species approximately 1” – 1.5” in diameter and 5’ – 8’ tall. Applicants must complete the Application Form and ensure no underground utilities are within five feet of the planting site by calling 811. Requests for a tree gator or spot sprinkler can be made if in-ground irrigation is unavailable. Root barriers are required for planting in the improved right-of-way.

Applications will be reviewed by the BTC, with notifications sent by September 15, 2024. Recipients must pick up their trees at Thompson Park (602 West 2nd Street) on October 12, 2024, at 10:00 a.m., where a planting demonstration and care instructions will be provided.

“Trees are vital to the health and beauty of our community,” said [BTC Committee Member's Name], a member of the Beautification and Tree Committee. “This program not only enhances the aesthetic value of our neighborhoods but also supports our commitment to environmental sustainability and quality of life.”

Applicants must be property owners within The Dalles city limits and may receive up to two trees per year. Priority will be given to projects near schools, affordable housing, senior housing, and public rights-of-way. Trees must be planted within five days of receipt, using proper planting techniques, with ongoing care and maintenance the responsibility of the recipient.

For more information, contact Executive Assistant Abigail Jara at [ajara@ci.the-dalles.or.us](mailto:ajara@ci.the-dalles.or.us) or call (541) 296-5481 ext. 4408.

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