

# BEAUTIFICATION AND TREE COMMITTEE AGENDA

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## AGENDA

### BEAUTIFICATION AND TREE COMMITTEE MEETING

December 1, 2025

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 17, 2025 Beautification & Tree Minutes
5. AUDIENCE PARTICIPATION/PRESENTATIONS
6. COMMITTEE REPORTS
  - A. Overview of Key Projects Completed in Recent Years
  - B. Update on Current Projects in Progress
  - C. Guidance on Conduct Under Robert's Rules of Order
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

November 17, 2025

VIA ZOOM/IN PERSON

PRESIDING: John Nelson

MEMBERS PRESENT: Debi Ferrer, John Nelson, Jann Oldenburg

ABSENT: Chuck Gomez

Staff Liaison: Amie Ell, City Clerk

Also in attendance: Mike Kasinger, Facilities Supervisor

CALL TO ORDER

Nelson called the meeting to order at 4 pm.

ROLL CALL

City Clerk Amie Ell conducted roll call; Ferrer, Nelson, Oldenburg present; Gomez absent

APPROVAL OF AGENDA

It was moved by Oldenburg and seconded by Ferrer to approve the agenda as presented. The motion carried 3 to 0; Oldenburg, Ferrer, Nelson voting in favor; none opposed; Gomez absent

APPROVAL OF MINUTES

It was moved by Oldenburg and seconded by Ferrer to approve the October 20, 2025 minutes as presented. The motion carried 3 to 0; Oldenburg, Ferrer, Nelson voting in favor; none opposed; Gomez absent

AUDIENCE PARTICIPATION

The group received an update regarding upcoming appointments to the Committee. The Mayor planned to appoint Emily Whitfield of the Dalles Art Center and Andrea Knight, a recent Local

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Government Academy graduate. Emily Whitfield introduced herself and stated through her work with The Dalles Art Center, she wished to contribute to the community. She expressed that joining the Beautification Committee would be a meaningful way to support the City.

Ferrer noted the Mayor planned to present a resolution to allow committee membership for individuals living outside the City limits but connected to the community. If approved, this change could add new members, including Stacey Holman, resulting in up to three potential new appointments.

## COMMITTEE REPORTS

### Historical Chess Pieces

Members noted the need for additional information to determine appropriate placement and referenced past photographs showing similar pieces on Second Street. Staff reported the designated Staff Liaison was absent; however, staff were coordinating with the City Manager to gather information before contacting potential community resources. The Committee agreed to postpone the item until further information could be obtained.

### Tree List Update

The committee received an update on coordination with the Oregon Department of Forestry's Urban Forestry Program regarding the City's approved tree list. Ferrer reviewed preliminary questions received from the State and the responses provided, including:

- Clarification the City does not currently have a formal process for updating the tree list
- Considering future updates to related tree codes and ordinances and
- The list was described as a Citywide resource for planting, applicable to public and private property, including permitted and prohibited species

Committee members discussed the need for expert support from the State and confirmed that the Oregon Department of Forestry was willing to assist. Staff advised routing the information through the Executive Assistant to ensure compliance with public meeting requirements. They also reviewed and scheduled proposed dates for a virtual work session with the Oregon Department of Forestry.

### Landscape Plan for Roundabout Near Getchell Building

The Committee received a detailed report on the roundabout landscaping project, with discussion focused on plant selection, soil needs, irrigation adjustments, and project scheduling. Nelson presented a draft plant list based on drought tolerance, soil requirements, watering needs, and long-term maintenance. He recommended adjusting the original planting concept to match plants suited for dry, rocky, or sandy soils and advised replacing overhead sprinklers with ground-level or drip irrigation to support plant health. Recommended species included English lavender,

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cotoneaster, several sedum varieties, and coneflower. Nelson reviewed each plant's growth habits, water needs, seasonal characteristics, and mature size, emphasizing the importance of proper spacing to avoid overcrowding.

The Committee discussed irrigation modifications, including relocating sprinkler heads and converting the system to drip irrigation. Staff confirmed the system could be reconfigured and adding soil to specific areas would not interfere with existing infrastructure.

The Committee agreed that planting would likely occur in the spring, pending coordination with Cindy Keever, who would know where the City procures plants. They reached consensus that members would assist the Facilities Department with plant placement during installation and would develop a planting diagram once quantities were finalized. Staff agreed to coordinate timing, procurement, and next steps as the project moved forward.

## DISCUSSION

### Strategic Plan & Budget Preparation

Staff reported that members were asked to begin developing ideas individually in advance of a January work session. January was selected to align with the City's budget development timeline, which begins prior to Budget Committee meetings in May. Staff recommended scheduling the work session after two new members were appointed to the Committee.

The Committee discussed presenting to the City Council regarding recent accomplishments. Staff confirmed Gomez had already presented at a recent City Council meeting summarizing their work for the year.

Next Meeting: December 1, 2025

Items for Next Meeting:

## ADJOURNMENT

Being no further business, the meeting was adjourned at 4:57 pm.

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Submitted by/

Abigail Jara, Executive Assistant

SIGNED:

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John Nelson, Chair

ATTEST:

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Abigail Jara, Executive Assistant

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