

# Donald Beautification Group Meeting

June 17, 2019, 6:30-7:30 pm at Donald City Hall

## Meeting Notes

**Attendees:** Chair Connie Lindsay-Bradley, Outreach Coordinator Krista Fogelson, Abby Hungate and City Manager Heidi Bell

### **I. Marion County Economic Development Community Grant Application to support Main Street Program.**

- a. Connie led discussion on this topic. There were no further comments or edits for the job description for the Main Street Coordinator position that the DBG is hopeful to find grant funding for. Heidi reported that the grant administrator at the County is leaving and he was not supportive of paying for personnel but instead preferred a project or program that they could fund with the grant. He suggested that the new person taking the job might see it differently. That person has not responded yet. Connie suggested that Americorp might be a better fit for grant funding. Connie and Heidi will call the new person at the County to make a request for the funding and see what his response is. They will report back at the next DBG meeting. Connie, Gerry and Heidi will meet before the next meeting and “package” up and finalize the grant materials if they are pre-authorized to apply for the County’s Economic Development grant.

### **II. Status on Welcome Signs from GK Machine**

- a. Connie worked with the design person at GK Machine to produce two new 2D renderings of the City sign concepts. The group worked collaboratively to figure out placement of the City logo of the “Little City Hall Building”. When placed near the tractor it was out of scale and looked like the tractor would run the building over, so it was discussed to incorporate it as the City’s logo instead of a building. This inspired the conversation to decide where the logo should be placed on the sign. Connie will again work with her design person at GK Machine to produce new concepts for the next meeting. The DBG is hopeful that it will be the last time for comments and that the DBG can then present it at the August Council Meeting for approval. Then GK Machine will

make the City signs and they can be installed around September. The DBG was excited for this timing because it coincided with the new restroom being built in the Little City Park.

### **III. Recruitment**

- a. Krista reported on her business survey being finalized. Heidi said that she had the Economic Development Coordinator at Marion County review it and he provided comments and she would email them to Krista soon. Heidi will get the DBG a list of Donald businesses including the home-based businesses and the DBG members will review it and come up with a game plan of assigning people to make contact with the businesses' leadership/owner. The goal is to help build business membership and/or general support for the efforts of the DBG including future endeavors and projects.
- b. Krista provided print outs of the Google Docs that she made for the DBG. This is where ideas, list keeping, minutes, agenda, members contacts (like email addresses), survey responses, pictures of events, etc. will be housed and documented for working on now and for historical purposes. Krista said that at this point she would like to have pages open to anyone to see the DBG's work, especially for people to read minutes or see a list of projects that they might want to spearhead. She said that there are quite a few people who want to be involved but can't make the meeting and is curious if the Google Docs page will help build the membership and give people the ability to be involved on their own schedule.

### **IV. Park Grant Report** (Gerry was an absent but had contacted Heidi, who gave the report.)

- a. Heidi said that first the City Planner reviewed the building plans and layout resulting in some changes being made. Then she completed all the Marion County Building permits and Alonso took them to Valley Pacific Construction for the owner's signature since they are the contractor for the restroom. After signature, they were picked-up by a courier from Marion County and now are being reviewed by a Plans Examiner and hopefully will be back to the City in a week. Then Romtec (restroom kit company) will be given the go-ahead to make the building and ship it out. The timeline is still anywhere between late August to late October. We are also at the whims of the construction company's schedule.
- b. Tire Painting Contest Guidelines: The DBG discussed the contest and created judging criteria. Heidi will put together a sample and email to the group for feedback. Connie

will send Heidi a list of the size of the tires. PW Director Alonso made a detailed map providing the dimensions of every play structure and item in the Little Park to help Gerry accurately space and place the new park equipment.

- c. Coloring Contest: Krista came up with an idea to have a coloring contest for kids so that they can individually express themselves regarding the park design. Krista will work to find businesses to give prizes to the best coloring sheet for different age groups. The business can be the judge of the particular age group as well. Heidi suggested that they could also pick the color sheet, if they wanted. More on this project in July.

**V. DBG webpage development** – draft pages reviewed

- a. Heidi led discussion and received feedback on changes to be made to the DBG page on the City's website that was created by City Clerk Randi Meadors. The DBG reworked sections of the page and decided that there are three goals of the website and that these should have priority in the top-half of the webpage. Heidi will work with Randi to make these changes. Heidi will email out the drafted changes, make final changes then go "live" and then show the page at the July DBG meeting. At any time the website can be modified and should be considered a living document, it will grow and evolve over time.

**VI. The Ideas List**

- a. (Dawn was absent.) The DBG thought it would be best that the comments that are gathered from the online "idea form" should be emailed to Dawn and for purposes of City record retention, emailed to Heidi as well. Dawn will then collect the ideas and put them in Google Docs for everyone to see. This will later help the DBG pick their next project. The DBG thinks that a new project will be selected sometime around September after the City signs and restroom are finalized.

**VII. Set Next Meeting Date:**

- a. Connie requested to have the next meeting on the fourth Monday of July. The DBG decided the meeting will be Monday, July 22<sup>nd</sup> at 6:30pm at Donald City Hall. Krista will spread the word on social media and Heidi will put it in the Donald newsletter.

**VIII. Meeting closed at 7:45pm**