

## Chehalis Community Renaissance Team (CCRT)

January 14, 2011

### Meeting Notes

Chair Larry McGee called the meeting to order at 8:30 a.m. with the following members present: Corine Aiken, Del Ames, Tom Bradley, Shelly Clemens, Frank DeVaul, Patty Kaija, Dick Larman, Greg Lund, Mitch Moberg, Allyn Roe, Jim Rothlin, Bill Schulte, and Gail Shaw. City staff present included: Merlin MacReynold, City Manager; Caryn Foley, City Manager's Administrative Assistant, Tim Grochowski, Public Works Director; Bob Nacht, Community Development Director; and Rick Sahlin, Street Superintendent. Others in attendance included: Annalee Tobey; and Jackie Rose, Farmers Market.

### Welcome

Larry welcomed all to the meeting.

### Communications

1. **Funding.** Larry stated that late last year, The Industrial Commission approached him about Renaissance funding. During their December meeting, Larry outlined the 2010 highlights and accomplishments of the Renaissance, and goals and the expected projects and estimated costs for 2011. Following the presentation, the Commission gave the Renaissance \$30,000. Funding was also received from an anonymous donor.
2. **Litter.** Larry reported that Reliable Enterprises resumed litter pick-up along National Avenue, the park-n-ride at Main Street, and Riverside Drive, collecting 420 lbs. of trash. It was suggested that we ask Reliable to identify costs for specific areas to share with businesses, and perhaps they would be willing to sponsor an area. Areas could be identified with a sign indicating business sponsorship.
3. **Walking Tour Booklet.** Larry stated the updated walking tour booklet was now available. This is the third printing of the booklet.

### Follow-up from December Meeting

1. **Tri-Professionals.** Dr. Pope brought up that there used to be a group of doctors, dentists, and attorneys that called themselves, "The Tri-Professionals." Their purpose was to do good in the community. Following the December meeting, he and Larry met with some possible members and there is some interest in resurrecting such a group.
2. **Walking Tour Building Plaques.** A final review of building information is being done by the historical museum's Margaret Shields. Once this is completed, Larry will begin visiting with business owners about purchasing a plaque. Funding for the project was received from The Chehalis Foundation and an anonymous donor. Owners will be asked to contribute \$100 toward a plaque.
3. **Main Street Program.** Dick was to contact the state to see if they still have an informational video that the Team can watch at a future meeting so we more fully understand this program, which he will do. Larry added that it is his understanding that the Chehalis Historic Association is also considering pursuing this, so it may be something the CCRT will not undertake.

### Project Updates

1. **Chehalis Storefront Art Project.** ARTrails of Southwest Washington has joined the CCRT to take the lead on this project. Jan Nontell, President of ARTrails, provided background about the organization, stating their main event each year was studio tours, which takes place in September. Jan stated the mission of the Chehalis Storefront Art Project was, "To place artists and short- and long-term exhibits in empty Chehalis area storefronts to demonstrate Chehalis' commitment to the arts, while beautifying downtown areas and allowing artists a unique canvas." The goal is to work with other organizations to create a destination event to bring people to Chehalis. The project goals for 2011 include window displays, flash galleries, and working artists. They would eventually like to create an arts & crafts fair, which will require help with set up and with advertising. Jan shared a draft application, noting all artists will be juried to ensure the quality of their work. Agreements between business/building owners and artists will be required. Jan noted that funding would be needed for advertising, explaining that the tourism funding already received by ARTrails for 2011 was dedicated for other activities.

A meeting will be scheduled as soon as possible between Jan, Larry, and Gail to move the project forward.

2. **Branding.** Frank brought an example of the welcome bags that will soon be handed out to new Chehalis residents when they sign up for service at PUD. The bags will include, among other items, letters of welcome from Mayor Ketchum, Larry McGee on behalf of the CCRT, and from the Chehalis Historic Association, an historic walking tour booklet, information about Lewis County Community Trails, museums, and attractions. There was discussion as to whether or not businesses could include information, but the consensus was not to include direct commercial information from specific businesses at this time. Jan added that once the art project got going, a sheet could be included in the bags listing the monthly artists.

3. **Market Boulevard Irrigation.** Larry reported that Reggie Hamilton will do a test dig at one of corners at the intersection of Market and Boistfort after the 1<sup>st</sup> of February. The holes need to be dug to plant the large trees currently in the pots. The next step will be to repair and/or replace the irrigation, and finish with new soil and plants.

Patty stated that in speaking with Rich Trotter, money for hanging baskets is not included in the city's 2011 budget. She suggested that businesses could sponsor a basket for \$50. She has someone to donate soil and she hopes to involve the high school FHA group to use their greenhouse to grow the baskets, and then utilize the students to help weed and plant the new islands.

Bob stated the city would need help with watering, and the watering truck could be made available. Watering is usually done between 6:00 and 8:00 a.m., and 3:00 to 4:00 p.m. when the weather is hot.

4. **Eyesore Properties.** Greg stated that he, Larry, and Gail are working toward purchasing and improving the appearance of the property at the corner of National and West. The property at 4<sup>th</sup> and Market is also in disrepair and is for sale.

5. **Incubator.** Jim is meeting with the Economic Development Administration next week to determine the status of the grant that we were told we had secured to conduct a feasibility study of a business R&D incubator in our community.

## **Good of the Order**

1. **Children's Museum.** Corine showed off the 1<sup>st</sup> place trophy that the Children's Museum received for their float in the Chehalis Santa Parade. The group continues to be involved in area events to raise awareness and interest in a museum. Work is being done to complete a business plan.

2. **Tim Grochowski's Retirement.** Larry brought Tim forward to recognize and thank him for all the work he did with the Renaissance, and to wish him well in his retirement. Tim stated he enjoyed being part of the CCRT, and he announced that Street Superintendent Rick Sahlin was appointed acting public works director until a replacement is found.

3. **Chehalis Avenue.** Rick reported that Gibbs & Olson is working on the design work and preliminary drawings for the project. Once this is completed a meeting will be held with the business owners to review.

The meeting concluded at 9:35 a.m.

**Next meeting is Friday, February 11, 8:30 to 9:30 a.m.**

Minutes respectfully submitted by Caryn Foley, City Manager's Administrative Assistant.

**Chehalis Community Renaissance Team (CCRT)**  
**February 11, 2011**  
**Meeting Notes**

Chair Larry McGee called the meeting to order at 8:30 a.m. with the following members present: Corine Aiken, Del Ames, Shelly Clemens, Patty Kaija, Debbie Knapp, Mitch Moberg, Allyn Roe, Bill Schulte, and Gail Shaw. City staff present included: Caryn Foley, City Manager's Administrative Assistant, Bob Nacht, Community Development Director; and Rick Sahlin, Interim Public Works Director. Guests included: Annalee Tobey; Julie McDonald Zander, Kari Winsor, Ken Yarab, and Councilor Terry Harris.

### **Welcome**

Larry welcomed all to the meeting.

### **Communications**

1. **Rowing Venue.** Larry reported that a group met yesterday to talk about the feasibility of developing a rowing facility in our area. Such a facility could draw large numbers of people to generate heads-in-beds. Commissioner Ron Averill also attended the meeting, as part of the discussion includes possible flood mitigation of overall flood control issues.

2. **Grants.** Larry stated that a group is meeting with a grant writing firm next Monday to explore opportunities. They have a lot of experience, particularly with private foundations. They had initially contacted Bob Nacht who pointed them in the direction of the CCRT.

### **Project Updates**

1. **Test Dig at Market/Boistfort.** Larry reported that Reggie Hamilton will do a test dig in one of the islands at Market and Boistfort this Sunday at 9:00 a.m. with the goal of getting the large trees in the ground and out of the pots they are currently in. The next step in the overall project is to repair and/or replace the irrigation system, and finish with new soil and plants.

Patty added that she is still working to get hanging baskets put up this year.

2. **Wayfinding Grant.** Caryn stated there is about \$18,000 remaining from the wayfinding grant money. She, Rick, Allyn, and Larry will meet to talk about how to spend the remaining funds for the second phase of the project, which involves pedestrian signage. After the meeting, the group will bring back their ideas to the CCRT. Shelly suggested that we also look at adding the new logo to the wooden welcome/reader board signs at the city entrances.

3. **School Gardens.** Kari Winsor of Blue Earth Farms spoke about the school garden project she has been working on over the last couple years. There are currently nine gardens throughout schools in Lewis County, and last year, 2,000 lbs. of vegetables were harvested and cooked at the schools. Kari stated there are many benefits of the program, including helping kids make better food choices, providing healthier foods in school lunches, and teaching math and science skills. In an effort to make the program more sustainable, Kari is working with various groups to encourage more public involvement. In addition, she recently published a book about the project, which can be purchased for \$20 which includes seed packages and the opportunity to pick some fresh vegetables and fruit at Blue Earth Farms.

4. **New Book about 1915 Chehalis.** Julie McDonald Zander was in attendance to talk about a book she recently authored. The book is about 1915 Chehalis, taken from a 1915 souvenir edition of the Chehalis Bee-Nuggett. Proceeds from the book will be split between the Lewis County Historical Museum and the Friends of the Renaissance. Julie stated that a special chapter was dedicated to Eliza Barrett to recognize her contributions to the development of Chehalis. She explained that Eliza was not very well respected by some men at the time, so while she was referenced in the 1915 Bee-Nuggett, her name did not appear in the publication. The book is expected to be available February 18 at the Lewis County Historical Museum.

5. **Children's Museum.** Corine reported that the draft feasibility study for a children's museum should be completed by the end of March.

6. **Chehalis Storefront Art Project.** On behalf of Jan Nontell, Corine distributed a detailed description for the three types of galleries for this project that Jan reviewed at the last meeting. They include pop-up galleries, working artists, and window art. Larry asked everyone to review and send any feedback to Jan. Jan is working hard to get this project up and running as soon as possible.

7. **CBA Events.** Mitch stated the CBA is working with various organizations to create events that put heads-in-beds, and help bring business to Chehalis merchants. It was noted that Planes, Trains & Automobiles will be a week-long event starting July 30. There was discussion about the numerous times this event has had a name change or a date change because of conflicts with other events. Mitch agreed and indicated that from now forward the name and date will not be changed.

The meeting concluded at 9:35 a.m.

**Next meeting is Friday, March 11, 8:30 to 9:30 a.m.**

Minutes respectfully submitted by Caryn Foley, City Manager's Administrative Assistant.

## Chehalis Community Renaissance Team (CCRT)

March 11, 2011

### Meeting Notes

Chair Larry McGee called the meeting to order at 8:30 a.m. with the following members present: Shelly Clemens, David Hartz, Ralph Hubbert, Patty Kaija, Dick Larman, Mitch Moberg, Jan Nontell, Dr. Isaac Pope, Jim Rothlin, and Bill Schulte. City staff present included: Caryn Foley, City Manager's Administrative Assistant, and Rick Sahlin, Interim Public Works Director. Others in attendance included: Councilor Terry Harris, Markthor MacFarland, and Ken Yarab.

#### Communications

1. **Grants.** Larry, Allyn, and Gail met with representatives from PARC Resources on February 14 to talk about potential grant opportunities, specifically for the Chehalis Storefront Art Project and the eyesore property at National and West. Larry plans to proceed with PARC on both of these opportunities. PARC primarily works with non-profits, small community foundations, and tribes.

#### Project Updates

1. **Test Dig at Market/Boistfort.** A test dig was done on February 13 at an island in front of Wells Fargo at the Market/Boistfort intersection. As expected, there were multiple layers of materials to dig through, and several special abrasive blades were worn out in minutes. When they finally made it through all the materials, standing water was found at the bottom due to the dense clay layer under the concrete. This limits the types of trees whose roots can live in standing water, and a number of those trees are not allowed to be used because the roots can penetrate water and sewer pipes. An alternative is to place the trees in very large pots. The subcommittee on this project will meet with city staff to figure out where to go from here. This issue needs to be taken care of before we can proceed with the irrigation replacement/expansion project.

2. **Chehalis Avenue Street Project.** The Chehalis Foundation approached the city about potentially funding antique street lights (like those being installed around the PUD office) for this project. To meet illumination requirements, 24 lights are needed at an estimated cost of \$170,800. Dr. Pope asked Rick to attend next Tuesday's Foundation meeting to present a cost breakdown.

3. **Wayfinding Grant.** There is just under \$18,000 remaining from the grant. Larry, Rick, and Caryn met to talk about how to spend the funds. The suggested use is to install pedestrian signage (kiosks), either free-standing and/or mounted. The idea is to direct visitors' attention to other areas of the city. For example, a kiosk at the steam train would direct people to the downtown area. They could include maps, restaurants, landmark/activity information, motels, trails, events calendar, and key websites. We need to make sure that any information is kept current.

Rick added that all but two of the second batch of wayfinding signs is up.

4. **CBA Events.** Mitch reviewed several events that the CBA is working on for 2011:

- Spring Fling (April 23) – Photos with the Easter Bunny at the Historical Museum; filled eggs at various downtown businesses; mommy-and-me craft project at Book 'n Brush sponsored by the Children's Museum. Shawna Crume is the lead on this event.
- Planes, Trains & Automobiles (July 30-August 6) – Mitch is leading PTA, which will be a week-long event this year. It starts July 30 with the Chariots Car Show and will end August 6 with the air show. Other activities are being planned for throughout the week including music, art shows, and antique motorcycle show.

Jim stated the Port is working directly with the organization that held the car rally at the Port last year; as the group definitely wants to have another rally event this year.

- Mitch is working on the new website and Facebook page for the CBA.
- David and Terry are working on the holiday tree lighting and downtown decorations. They are trying something new this year by scheduling the tree lighting to take place on the Saturday following Thanksgiving. They would like to get a live tree planted in the C.C. White area at the north end of town. In 2007, a tent was erected on Boistfort Street for a Taste of Chehalis event, and they would like to try that again this year. There was discussion that the city's holiday decorations need help. David and Terry acknowledged that and will continue to come up with ways to improve them.
- Patty is working with the high school FFA on hanging baskets for this year. The approximate cost is \$1,500, and she hopes to ask merchants to contribute \$10 toward the project.

5. **Historic Plaques.** Larry stated there has been a good response from building/business owners in wanting an historic plaque for their buildings. The Chehalis Foundation spearheaded this project in response to the highly successful historic walking tour and they contributed half of the cost of the plaques. The other half came from an anonymous donor and business owners will contribute \$100.

6. **Chehalis Storefront Art Project.** Jan Nontell stated that ARTrails has 50 artists this year. In addition to the Storefront Art Project, they are also working on placing some type of art if and when the CCRT is successful in obtaining the property at the corner of National and West. She noted that any art like that should have an endowment set up to ensure continued maintenance. The Storefront Art Project is coming along and will include pop-up galleries, working artists, and window art. With regard to the potential grant that Larry talked about at the beginning of the meeting, Jan stated she would like to see displays purchased to showcase the art.

Dr. Pope stated he would like to talk with Jan about a former event that he would like to resurrect, which might be a good tie-in to ARTrails.

7. **Good of the Order.** David Hartz stated Grandma's Pizza recently opened in the former Marlino's building and he recommended stopping by for a bite.

The meeting concluded at 9:45 a.m.

**Next meeting is Friday, April 8, 8:30 to 9:30 a.m.**

Minutes respectfully submitted by Caryn Foley, City Manager's Administrative Assistant.

## Chehalis Community Renaissance Team (CCRT)

April 8, 2011

### Meeting Notes

Chair Larry McGee called the meeting to order at 8:30 a.m. with the following members present: Patty Kaija, Debbie Knapp, Mitch Moberg, Jan Nontell, Allyn Roe, Bill Schulte, Gail Shaw, and Jim Valley. City staff present included: Merlin MacReynold, City Manager; Caryn Foley, City Manager's Administrative Assistant, Herta Fairbanks, Public Works Director; and Bob Nacht, Community Development Director. Others in attendance included: Councilor Terry Harris, Dave Muller, and Julie McDonald Zander.

Larry introduced Herta Fairbanks, the city's new public works director. Herta has lived in the community for some time and was most recently employed by HDR Engineering.

#### Communications

1. **CWCOG.** Larry met with Jennifer Keene with CWCOG (Cowlitz-Wahkiakum Council of Governments) on March 23 to provide an update on the Renaissance. CWCOG continues to be supportive of our efforts.

2. **PUD Substation Property at Main/Quincy.** Dave Muller was in attendance to talk about a potential opportunity for the Renaissance. PUD has an electric substation at Main and Quincy which they are going to relocate to the back of the property, freeing up the front area. Because of underground contamination there are limitations on what can be done with the property. PUD would maintain ownership, but they would like to offer use of the front portion (approximately 100 feet back from Main Street) to the Renaissance to beautify this city entrance. PUD plans to upgrade the Quincy side of the property to match up with the improvements done with the Liberty Plaza development. Dave estimated it would probably be some time in 2012 before PUD would complete their project.

Larry stated he and Caryn were contacted by staff from the Chehalis Power Generation facility on Bishop Road about donating trees to the city, which Larry believed they are required to do to mitigate their carbon emissions. They are waiting on further information, but this project might fit with the power company's offer.

Larry thanked Dave for the presentation, and also for PUD being willing to distribute welcome bags to new customers to Chehalis.

#### Project Updates

1. **Eyesore Properties.** Greg Lund has been in contact with the owner of the property at National and West about their interest in selling it. The plan would be to beautify the area with vegetation and/or art. Larry reminded everyone that he, Allyn, and Gail met with a firm called PARC to talk about potential grant opportunities, and they believe a grant for this type of project would be available, especially if art is incorporated. An artist with ARTrails is drawing up a conceptual sketch for PARC of how the area could be enhanced. Other ideas for the property could include the planting of a tree to be used for the annual Christmas tree lighting, and expanding the park area . . .

2. **Children's Museum Draft Feasibility Study.** Allyn provided a brief overview of the draft feasibility study recently completed by David Plotz for a children's museum. The next steps are to identify the needed resources to support such a facility, confirm the assumptions used in the draft plan, create a marketing plan, and establish capital costs.

3. **Chehalis Storefront Art Project.** Jan stated they are ready to begin matching up artists with building owners to create pop-up galleries, working artists, and window art in vacant storefront windows. Jan would also like to put artists in one or two downtown buildings for the ARTrails Studio Tours in September. She estimated that a space could be filled with just two weeks notice, so we should start to see things happening soon. The project will be opened up to any artist, but ARTrails will jury any artist to ensure quality work. Jan stated The Chronicle is on board with doing an article when artists move into buildings.

Gail noted that we need to keep in mind the mechanics of the events that are being created (e.g., parking). Bill offered the county's parking lots for weekend events. The lots could be advertised throughout the city to direct visitors to them.

4. **CBA Events.** Mitch agreed with Gail's comment and stated that the CBA tries to go door to door to notify business owners about what is going on. Spring Fling is April 23 – Photos with the Easter Bunny at the Historical Museum; filled eggs at various downtown businesses; mommy-and-me make 'n' take craft project at Book 'n' Brush sponsored by the Children's Museum, story time at Book 'n' Brush on the hour, and SWW Family Magazine coloring contest entries displayed at M&K Town Store. Planes, Trains & Automobiles will take place July 30-August 6; they are working hard to make this event bigger and better.

5. **Good of the Order.** The 1915 Chehalis book is on sale at the Historical Museum for \$19.95. Proceeds go to the Friends of the Renaissance and the Museum. Jim Valley offered to sell the books at the Chamber.

Jan noted that ARTrails is working with the steam train to put together some kind of package during their studio tours event. Their tagline is, "Spend the weekend, spend the week." Please contact Jan if you would like to join in this opportunity.

Patty stated the hanging baskets are growing nicely. We are still in need of sponsors for the baskets.

The meeting concluded at 9:40a.m.

**Next meeting is Friday, April 8, 8:30 to 9:30 a.m.**

Minutes respectfully submitted by Caryn Foley, City Manager's Administrative Assistant.



## Chehalis Community Renaissance Team (CCRT)

May 13, 2011

### Meeting Notes

Chair Larry McGee called the meeting to order at 8:30 a.m. with the following members present: Del Ames, Tom Bradley, David Hartz, Patty Kaija, Mitch Moberg, Jan Nontell, Dr. Isaac Pope, Jim Rothlin, Bill Schulte, and Gail Shaw. City staff present included: Merlin MacReynold, City Manager; Caryn Foley, City Manager's Administrative Assistant, Herta Fairbanks, Public Works Director; and Bob Nacht, Community Development Director. Others in attendance included: Dave Blomdahl, Councilor Terry Harris, and Annalee Tobey.

#### Communications

1. Larry will give an overview presentation of the Renaissance in January 2012 at an American Association of University Women's meeting.

#### Project Updates

1. **Chehalis Storefront Art Project.** Jan stated that Scott Forsman and the owners of A Taste of Eden have agreed to place art in their windows. Scott is willing to place art, have a working artist, and be a location for an artist(s) during the ARTrails studio tours in September. ARTrails is also working with the Chehalis Business Association to hold a quilt walk July 30-August 6 in conjunction with Planes, Trains and Automobiles (PTA). Jan offered that ARTrails would be happy to list other events in their guide taking place during the studio tours, September 17-18 and 24-25. Please contact Jan if you would like to list an event.

With regard to PTA, Jim added that the Port is running the car rally. Last year they also had an exotic car show. This year they are looking for other ideas such as tractors, fire trucks, etc. Please let Jim know if you have any ideas, keeping in mind that we don't want to take away from the Chariots car show taking place downtown.

2. **Market Street Irrigation.** Larry reported the existing irrigation system was in much better shape than was thought. There was concern that it may have been destroyed several years ago when the sewer line was replaced. The new system will cover 30+ islands in the two blocks of Market. Bob expects to have the irrigation bid specifications drafted by next week. The city's small works roster will be used for obtaining bids.

Patty stated that a subcommittee met last week to look at options for pots and trees. The original plan was to install deciduous trees in the ground in the eight major islands. After digging a test hole, standing water was found and greatly limited the available kinds of trees that could be planted in the ground. The decision was then made that the trees would be planted in pots. In speaking with city parks staff, there was concern that deciduous tree leaves would clog drains, could be slick, and the trees are not attractive year-round. With that in mind, after looking at several options, the subcommittee is recommending that evergreen trees be used instead. One of Patty's suppliers is going to bring in a variety of evergreens that have a maximum height of 10 feet and anyone who is interested can come and take a look at them at Kaija's. Patty added that a mixture of annuals and perennials would be planted around the trees to soften the pots. The subcommittee also found some attractive pots that are available in several color options. Since the pots are dyed, they won't show chips and they are very heavy so there won't be any concerns about them being tipped over. Patty noted that when she makes any kind of presentations to groups, such as garden clubs, she solicits their help to complete the planting portion of this project. She added that Larry and Ralph are also seeking business owners' and Reliable Enterprises' help. Lastly, Patty said the 34 hanging baskets are ready to go up, hopefully next week.

Gail was in favor of planting evergreens as it would tie in nicely with holiday decorations and he hoped there was a holiday committee being formed. David stated he and Terry have already formed a committee that is planning for the upcoming holidays.

Dr. Pope suggested that we get youth involved, such as the Eagle Scouts.

Larry noted that city staff suggested eliminating some of the very small islands, some of which get continual damage from vehicles. He and Rich Trotter went and looked at the islands and agreed on a few to eliminate.

3. **Historic Plaques.** There has been a good response from building/business owners in purchasing a plaque for their building and we are at about the 65% committed level of owners. It was noted that the walking tour booklet is in its fourth printing of 1,000 copies.

4. **Spring Fling Report.** Mitch reported there was increased foot traffic and business. There were some good coupons in the eggs that were given out. 250 of the coupons came back to Kaija's. There were pictures with the Easter Bunny with \$75 going to FOLCAS. Mitch believed the event was more successful for several reasons: good weather, more merchants were involved and provided good coupons, it was better publicized, including several individual businesses promoting it, and better teamwork.

5. **Children's Museum.** The committee is focusing on narrowing the list of museums used in the feasibility study to contact and talk with them about how they've been successful and how they have not been successful.

## 6. Good of the Order.

- Herta noted the public works department is looking at options to repave Chehalis Avenue to make a complete project, although she was not sure about the time frame.
- Larry, Allyn, and Annalee will meet to discuss continuation of a Facebook site for the Renaissance.
- David brought copies of the 1915 Chehalis book by Julie McDonald Zander for purchase for \$22.
- Jim stated the Port submitted two grant requests to the USDA and to the EDA for funding a research and development incubator that they are working with the college on. Funding hasn't trickled down, but he hoped they would hear something by July.
- David stated a new business, Remember This Antiques, recently located at 534 N. Market. He encouraged everyone to stop by and welcome the owners to the downtown.
- David stated he spoke with Chris Brewer, business writer with The Chronicle. Chris is always looking for stories so please contact him with suggestions.
- Merlin announced that The Chehalis Foundation recently awarded \$24,000 to the city for various parks and recreation projects.
- Dr. Pope suggested that Larry come to a council meeting to provide an update.
- Patty announced that FOLCAS is presenting The Furry Follies, a vaudeville show to raise funds for our animal friends. The event is May 21, at 7:00 p.m. at the Fox Theatre. Tickets are \$10 and are available at Santa Lucia, David's Appliance, Security State Bank in Centralia, Book 'n' Brush, and Kaija's.

The meeting concluded at 9:45 a.m.

**Next meeting is Friday, June 10, 8:30 to 9:30 a.m.**

Minutes respectfully submitted by Caryn Foley, City Manager's Administrative Assistant.

## Chehalis Community Renaissance Team (CCRT)

June 10, 2011

### Meeting Notes

Chair Larry McGee called the meeting to order at 8:30 a.m. with the following members present: Corine Aiken, Del Ames, Tom Bradley, Patty Kaija, Debbie Knapp, Dick Larman, Jan Nontell, Allyn Roe, Bill Schulte, Gail Shaw, and Jim Valley. City staff present included: Merlin MacReynold, City Manager; Caryn Foley, City Manager's Administrative Assistant, Herta Fairbanks, Public Works Director; and Bob Nacht, Community Development Director. Others in attendance included: Markthor MacFarlane, and special guest, Richard Moore; Larry's brother-in-law visiting from North Carolina.

#### Communications

1. Larry and Allyn will be giving an update to the city council on July 11.
2. Larry will give an overview presentation of the Renaissance at an American Association of University Women's meeting on February 2.
3. The Relay for Life Cancer Walk recently held at Stan Hedwall Park was a great success. Debbie, chair of the event, reported they raised \$130,000, and they are still accepting donations through August 1. She added the park was a great venue; the only issue related to wheel chair access, which will be addressed for next year's event. Patty added that Dr. Brandy Fay of the Chehalis-Centralia Veterinary Hospital put together a "Bark for Life" at the event to remember our four-legged friends with cancer.

#### Project Updates

1. **Children's Museum.** Corine reported that the museum will be conducting telephone interviews with 11 children's museums throughout the country to help the group make a decision about the sustainability of a museum in Chehalis; is participating in the 4<sup>th</sup> of July parade in Centralia, which starts at 4:00 p.m. along Tower Avenue. The theme is "United We Stand"; will again be in Friendlyville at the SWW Fair August 16-21. Allyn is constructing a water tower exhibit; and will be posting the feasibility study on the city's website.

2. **Wayfinding Project.** The second phase of the wayfinding project is to create pedestrian signage. Allyn distributed a design (attached) for the kiosks. The proposal is to construct six kiosks that be would placed throughout the city directing people to restaurants, landmarks/activities, parks, lodging, events, etc. They are working with a local vendor to make sure the graphics look professional, are durable, and can be changed out at a reasonable cost. Allyn will work with the public works department to ensure the kiosks are properly installed. The airport will construct the kiosks through an interlocal agreement with the city.

There was discussion about what information should be placed on the double-sided kiosks. One side will have a map of the city. Ideas for the other side included: the history of the city, history about the site/area where a particular kiosk is located, a brief explanation/information about the locations noted on the map. It was noted that there will be no commercial or political advertising on the signs. The signs will include a tag-reader, which can be used with certain phones. You just scan the tag and you can instantly download information about local restaurants, hotels, events, etc. Any other ideas should be sent to Caryn. Allyn hoped to have the kiosks constructed within the next six months. Jan suggested that Larry contact Julie McDonald Zander, who might have some ideas about what history should be included if we go that route.

3. **Chehalis Storefront Art Project.** Jan stated there are currently 18 artists participating in the art walk for Planes, Trains, and Automobiles (PTA). As reported last month, they are working with Scott Forsman and the owners of A Taste of Eden to place art in their building windows, and a working artist in the Forsman's building. Jan stated that ARTrails would like to bring all tourism-based entities together to talk about creating year-round tourism events. She would also like to see some exposure on the city's website. Larry, Jan, and Caryn will meet to get this accomplished.

Dick noted it was important to make sure that business owners and their employees be able to provide information about events and attractions in our area so they can direct visitors. Dick will try to arrange some hospitality training.

4. **Market Street Irrigation.** Bob stated the two vendors that were contacted to do the work are about six weeks out, which is getting too close to PTA. It was agreed that the project be put on hold and we just go ahead and beautify the islands for PTA. Patty will get the word out. She stated that a few businesses are willing to be responsible for weeding and replanting the islands in front of their businesses.

5. **CBA Report.** Debbie reported that planning for PTA is underway. There will be vendors, a car show, live entertainment, the art walk, and the blueberry pancake breakfast; Dot.help is creating a new website for the CBA at no cost; the CBA held a ribbon cutting for their new membership with the Chamber. The event was very well attended.

Debbie also announced that she and Kathy Gavin are flying off to California to be featured on, *My Ghost Story*, which airs on Saturday nights on the History Channel. Debbie is very excited to get a chance to get some national exposure for the museum and Chehalis!

6. **Hanging Baskets.** Patty stated the 29 hanging baskets are up. The high school students did a great job growing the beautiful plants. She stated they do need help with watering. It takes about 1½ to 2 hours to water using the city’s watering truck.

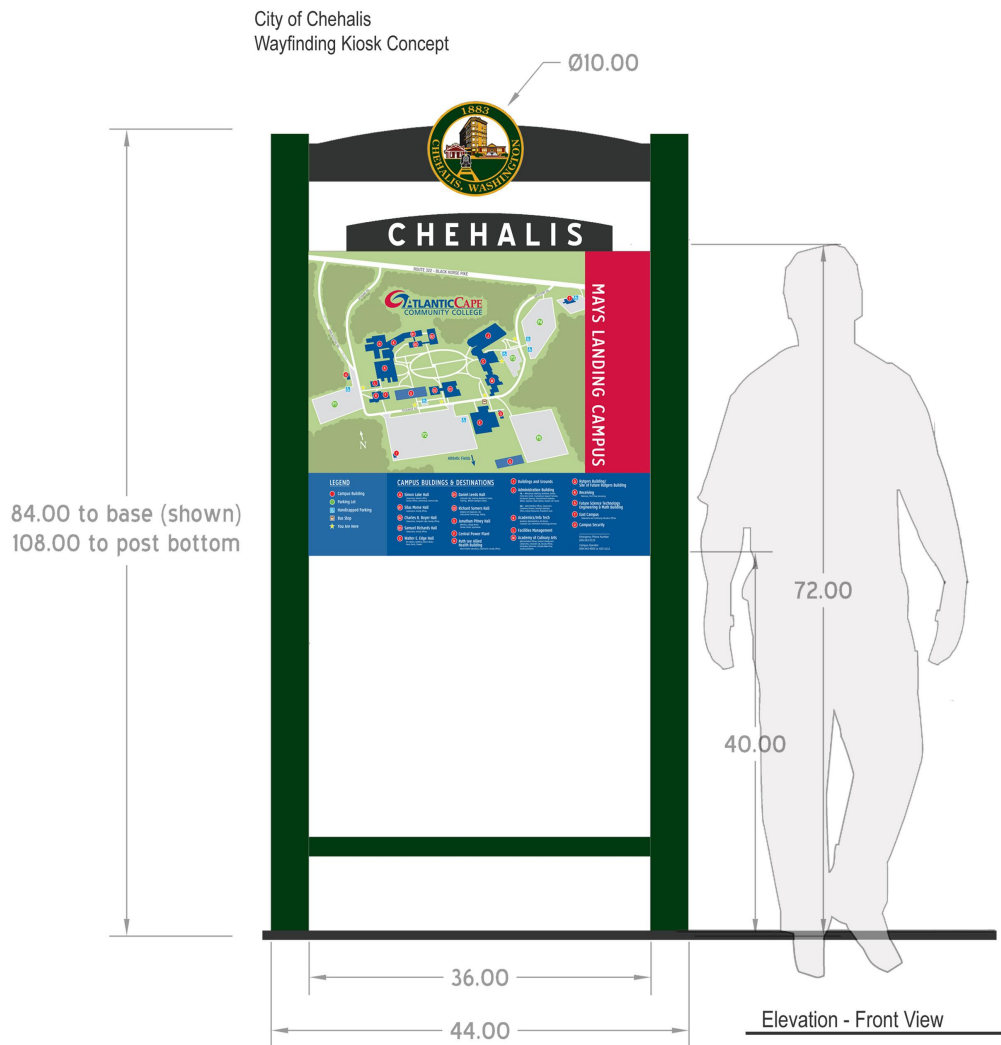
7. **Chehalis Avenue.** Herta recently attended a Transportation Improvement Board (TIB) grant workshop. The city’s application to redo Chehalis Avenue was not successful last year, but a new application will be submitted this year. She stated the program has been revised to define projects into specific categories. Applications are due August 24 and notifications will be made in November. Herta noted the beautification grant for Chehalis Avenue can be used as matching funds for the TIB grant application. The TIB will be sending one of their engineers to Chehalis to talk with staff and do a walk-through of the street to help with preparation of the application.

Bill Schulte wondered if the county’s new campus project could enhance the application. Herta will meet with Mike Strozyk to discuss this.

The meeting concluded at 9:40 a.m.

**Next meeting is Friday, July 8, 8:30 to 9:30 a.m.**

Minutes respectfully submitted by Caryn Foley, City Manager’s Administrative Assistant.



## CCRT Update

June 30, 2011

We are all very busy at this time of year with school ending, summer starting (hopefully), more travel and the many events we help to make happen, so I thought a brief update newsletter would replace our July meeting.

### ***There is good news.***

- Thanks to work by Jim Rothlin, his staff and full Commission support, we have just received word that the Port of Chehalis was successful in the grant request from the US Commerce Dept. Economic Development Administration to study the feasibility of a business incubator. The CCRT has organized discussions in the past with the Port, scientist Mark Winsor, Centralia College Center of Excellence Energy Director Barbara Hins-Turner and the EDC. This is a terrific step as we will now seriously look at our ability to open and sustain an incubator. This is one of the specific projects from our Renaissance Plan.
- The decision to delay the irrigation repair was made so Market Blvd. would not look like a giant mess during this important time of year. Thanks to the city being innovative with the use of inmates and help from Reliable Enterprises using some homeless folks, thousands of weeds have been removed from Market, Pacific and National. A number of people have stepped up to help with plantings and Patty has been working hard to drive and support all of these efforts.
- Allyn, Corine, Caryn and the two long-standing children's museum advocates, Renell Norquist and Kelly Vanasse have now started the next phase of their construction of a business plan for a hands-on children's museum here in the Twin Cities. They are now doing in-depth phone interviews with carefully chosen existing museums to learn from them. As I was able to participate in the first two interviews, I can tell you that we have already learned a lot and we have another 8 to 10 interviews to conduct.
- The Children's Museum team of the CCRT will have a great float in the upcoming 4<sup>th</sup> of July parade. My tractor will pull a float built by Allyn, with artistic work done by Peter Sheesley (arranged by Jan Nontel), and with Kelly and Renell again providing candy and information about the museum. Look for another winning float from that team.
- The kiosks that will complete our wayfinding signage effort are now in design phase. These six-foot tall kiosks will be professional, handsome, will continue our branding effort and will be located at Recreation Park, the Steam Train, Veterans Museum, Library, Historical Museum and downtown on Market.
- Mike Austin, Debbie Knapp and Larry continue to secure commitments for the metal plaques that will be a part of our walking tour. We are at the 2/3 mark on those commitments.
- I will soon be building the first frame to hang professional stained glass art in one of the large windows of the Taste of Eden bakery area in the St. Helens' Hotel. Jan Nontel has made this possible and we are getting great cooperation from Jim and Maggie Nostrand, owners of A Taste of Eden, also the number one location where our walking tour brochures are handed out.

Finally, Allyn and I wish you and your family a safe and fun 4<sup>th</sup> of July. We are all so fortunate to live in the USA.

***Larry McGee***

***Allyn Roe***

**Chehalis Community Renaissance Team (CCRT)**  
**August 12, 2011**  
**Meeting Notes**

Chair Larry McGee called the meeting to order at 8:30 a.m. with the following members present: Corine Aiken, Tom Bradley, Patty Kaija, Jan Nontell, Allyn Roe, Jim Rothlin, Bill Schulte, and Gail Shaw. City staff present included: Glenn Schaffer, Acting City Manager; Caryn Foley, City Manager's Administrative Assistant, Herta Fairbanks, Public Works Director; and Bob Nacht, Community Development Director. Others in attendance included: Terry Harris, Markthor MacFarlane, Julie McDonald Zander, Annalee Tobey, Kelly Vanasse, and Ken Yarab.

### **Project Updates**

1. **Business Incubator Feasibility Study Grant.** Jim explained that a business incubator allows businesses that are trying to get started a way to share space and resources with the goal of each business making it on their own within three to five years. A group from Chehalis visited an incubator in Tacoma that has been very successful and has created over 4,000 jobs to talk with them about what has made them so successful and also to hear what hasn't gone well. The port received a \$40,000 grant to complete a feasibility study, which includes the need for some matching money. Jim, Larry, and Centralia College President Dr. Jim Walton met recently to talk about what industries already exist in our area and where we want to go. The initial thought was to focus on energy, specifically solar. Next steps include developing a scope of work and RFP to specifically determine the type of incubator, what one would look like, and how it would be paid for. Jim stressed that it must be self-sustaining. If anyone has comments or is interested in joining the group, please contact Jim.

2. **Wayfinding Project.** The second phase of the wayfinding project is to create pedestrian signage. Allyn stated the design has been finalized, and a graphic artist is working on the text. Six to seven kiosks will be placed throughout the city directing people to restaurants, landmarks/activities, parks, lodging, events, etc. Allyn anticipated the new structures should be up within the next few months. Larry added the kiosks will echo the wayfinding signs and city branding.

Bob indicated a permit would be required before the signs are placed.

3. **Children's Museum.** Larry reported that the museum committee talked with six directors from comparable museums to learn from them about what has went well and not so well in opening and sustaining a children's museum. The calls were incredibly helpful and gave no concern in proceeding forward. One thing learned was that each museum began as a pilot to determine the community's interest and Larry suggested that be one of the committee's next steps.

The group will again be in Friendlyville at the SWW Fair August 16-21. Allyn is constructing a water exhibit named "Splash" that will allow children to channel water using pumps and valves. The 2010 exhibit, "Power of Air," will also be erected at the fair.

4. **Chehalis Storefront Art Project.** Jan reported that 20 downtown Chehalis businesses hosted 27 artists in the art walk held in conjunction with Planes, Trains & Automobiles, which went well. A stained glass exhibit will be going up at A Taste of Eden immediately following the ARTrails studio tours at the end of September. ARTrails continues to work on new events, including an art/wine gallery in November and/or December around the holidays. Jan reminded everyone that interested artists do not have to be members of ARTrails. All artists are welcome to go through the jury process.

Larry stated that Caryn received a call from the CEO of the Eugene Storefront Art Project who saw information about our project on the city's website. He offered to talk with us to share information and a call is scheduled for August 15.

5. **CBA Report.** Patty reported that Planes, Trains & Automobiles went well. The weather was good, the car show had 200+ vehicles, there were lots of vendors, and most businesses did something to participate. She heard many comments that the art walk added a classy touch to the event. As always, the CBA continues to look for new ideas and Patty added that she had some after attending the Mossyrock Blueberry Festival. Thanks to Mitch for doing an amazing job organizing the event!

Allyn added that AirFair was also a success. They had a record number of free flights (135) for kids ages 8-17 years.

6. **Eyesore Properties.** Larry stated the committee is going to pursue a grant through PARC Resources to place art at the property at National and West if we are successful in obtaining the property. They are also looking at the PUD substation property at Main and Quincy for an art display. In both cases, the art will be combined with attractive low-maintenance landscaping. There was discussion that the Monarch Sculpture Park near Olympia has lost their land and is loaning out their large sculptures. Several people were interested in making a visit to the park to consider placing some pieces in downtown. Bob and Herta asked that visibility and liability issues be kept in mind.

It was noted that some pieces could require the use of crane. Bill stated that Albert Ulrich has donated crane services for community projects in the past and may be willing to help us out.

7. **Market Street Irrigation.** Bob reported that pipes are being laid and the project should be finished next week. It's gone well except for some minor challenges.

8. **Landscaping.** Patty suggested that if we want new plants, shrubs, and trees to thrive, the existing soil should be completely removed from the islands and replaced with good soil. She was very interested in placing large art pieces in a few of the larger islands in downtown, and smaller art in several smaller islands. Bob and Herta both reiterated the need to have an approved plan in place before anything is placed in the islands to address potential liability and visibility issues. There was discussion that a group could visit the Monarch Park, take some photos and get dimensions to begin putting a plan together.

Larry stated that from the beginning, deciduous trees have been the concept for the downtown; however, as noted in previous meetings, the standing water issue will only allow a few select options, which means that trees will need to be installed in pots or the islands will have to be terraced to allow sufficient depth for healthy root growth. With that in mind, we may want to consider conifers. Larry passed around a sketch showing what conifer trees could look like. In speaking with consultant Tom Beckwith, he said that those cities that had planted conifers ultimately removed them. These types of trees are messy and business owners don't like them because they feel like they block their businesses. Tom added that careful selection of the conifers could very well have eliminated the problems those other cities had. Caryn added that the committee on this project agreed to seek public input by putting a few options together to take to the community to be done at a council workshop.

GIS Mapping. GIS mapping systems have been used for years so cities, counties, states, park districts and related can create a map of parcels or other defined areas. There are some who believe that a GIS-based system could be the basis for a system that organized and displayed tourist-related information with each "layer" representing a type of interest. As an example, one layer might have children-friendly parks, another historical sites . . . We are investigating this concept jointly with Edna Fund and others in Centralia.

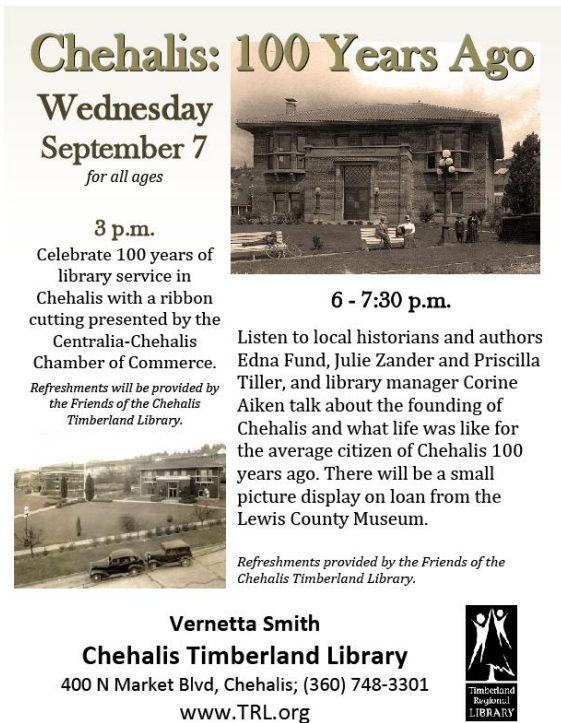
9. **Good of the Order.**

- Julie announced that her new book, "Images of America – Chehalis" will be available September 5. The book celebrates the history of Chehalis through vintage images and descriptive captions. If anyone is interested in buying copies to sell, please contact Julie for information.
- Corine reported that the library will be celebrating 100 years of service on September 7. The event will be commemorated with a ribbon cutting by the Chamber at 3:00 p.m. and a presentation – "Chehalis: 100 Years Ago" – from 6:00 to 7:30 p.m. Details attached.

The meeting concluded at 9:40 a.m.


Next meeting is Friday, September 9, 8:30 to 9:30 a.m.

Minutes respectfully submitted by Caryn Foley, City Manager's Administrative Assistant.




**Chehalis: 100 Years Ago**  
**Wednesday**  
**September 7**  
*for all ages*


**3 p.m.**  
Celebrate 100 years of library service in Chehalis with a ribbon cutting presented by the Centralia-Chehalis Chamber of Commerce.  
*Refreshments will be provided by the Friends of the Chehalis Timberland Library.*



**6 - 7:30 p.m.**  
Listen to local historians and authors Edna Fund, Julie Zander and Priscilla Tiller, and library manager Corine Aiken talk about the founding of Chehalis and what life was like for the average citizen of Chehalis 100 years ago. There will be a small picture display on loan from the Lewis County Museum.  
*Refreshments provided by the Friends of the Chehalis Timberland Library.*



**Vernetta Smith**  
**Chehalis Timberland Library**  
400 N Market Blvd, Chehalis; (360) 748-3301  
www.TRL.org







## Chehalis Community Renaissance Team (CCRT)

October 14, 2011

### Meeting Notes

Chair Larry McGee called the meeting to order at 8:30 a.m. with the following members present: Tom Bradley, Shelly Clemens, Ralph Hubbert, Patty Kaija, Greg Lund, Mitch Moberg, Jan Nontell, Dr. Isaac Pope, Allyn Roe, Jim Rothlin, and Bill Schulte. City staff present included: Merlin MacReynold, City Manager; Caryn Foley, City Manager's Administrative Assistant, Herta Fairbanks, Public Works Director; and Bob Nacht, Community Development Director. Others in attendance included: Joan Hitchcock, Markthor MacFarlane, Mary Kay Nelson, Renell Norquist, Annalee Tobey, and Ken Yarab.

Larry passed around a card for everyone to sign for Corine Aiken as she recovers from knee replacement surgery.

#### Project Updates

1. **Wayfinding Project.** Allyn shared a full-size picture of the new kiosks that will go up by the end of the year at six locations throughout the city. If feasible, they hope to construct another one for Stan Hedwall Park. One side of the kiosk is a map with those points of interest that are included on the wayfinding signs, while the other side includes a brief write-up for each location. In addition, each item will include a QR code, along with codes for lodging, dining, and events. Allyn noted that the map and text can be easily and inexpensively updated as things change. Although not listed on the wayfinding signs, graphics for other major points of interest, such as the fair, will be added to the map.

Larry added that they are also thinking about constructing a mobile kiosk to have for special events. He noted that the six kiosk locations have been approved through the city's DRC process. It was suggested that other possible locations for kiosks would be at the chamber and the Twin City Town Center.

2. **Children's Museum.** Allyn reported that the museum again had a presence at the fair. In addition to last year's "Power of Air" exhibit, they had a water exhibit called, "Splash." It was a good learning experience as far as how hard kids can be on the displays. For next year, they plan to refine the existing exhibits. The next major step is to do a pilot museum. As stated in previous meetings, the committee talked with several directors from comparable museums and one thing learned was that each museum began as a pilot to educate the public, garner support and identify individuals committed to such a facility. To get the process going, the committee has asked J. Vander Stoep to facilitate a discussion to implement a pilot museum. The meeting will take place on November 14 from 2:00 to 5:00 p.m. at the Library.

3. **Market Street Irrigation.** Bob reported that Phase I of the project to install underground piping was completed by Controlled Rain. Blow off valves will be installed in order to winterize the new system. With the help of jail inmates, city crews are in the process of removing the existing dirt and replacing with new soil. They are focusing on the smaller islands first and leaving the larger ones for last. Bob is hoping to be able to use public works equipment for the larger islands, and to complete the project within the next couple weeks. The second phase of the project is to get the islands planted and install drip irrigation.

Patty stated they have been working around the islands where merchants had planted plants. She suggested that any viable plants be given to the fairgrounds so we repurpose what we can. Patty brought a sample of some groundcover that she is thinking about using, which everyone liked. Larry and Patty will meet to discuss the particulars of getting the islands planted.

Ken stated that Kiwanis is looking for their annual project – preferably relating to kids – but the planting project might be something for them to participate in. The project usually takes place in April. Please contact Ken with any ideas.

With regard to Chehalis Avenue, the potted trees will be removed and replanted to ensure their viability. Bob asked for the group's direction in what to do with the pots once the trees are removed. It was agreed that the pots should be returned to their locations on Chehalis Avenue and replanted with plants that are around 3 to 4 feet tall so that they are visible to drivers. Patty suggested that new soil be placed in the pots.

Herta stated they expect to be notified by the end of November as to whether or not the Transportation Improvement Board (TIB) grant was successful for a complete redo of Chehalis Avenue. If the grant is not received we will move forward with the beautification project that the city received previous grant funding for. If the TIB grant is successful, she expected construction to begin in the summer of 2012.

4. **Business Incubator Feasibility Study Grant.** Jim stated the Port received a grant to complete a feasibility study, which needs to be done to be eligible for future grant funding. Port staff has been working with Centralia College, the EDC, local scientist, Mark Winsor, and Larry on this project. They want to focus the incubator on renewable energy. A scope of work was developed and a RFP is out and they've had six responses so far – a strong response. The RFPs are due mid-November.

Larry noted the grant received by the Port was \$66,000, and of that total is a \$16,000 required local match. The Port is providing in-kind staff resources in the amount of \$10,000, and The Industrial Commission and Port are sharing equally for the required \$16,000.

## **5. Historic Plaques.**

Larry reported that over two dozen plaques have been ordered to place on buildings that are in the Historic Walking Tour Brochure. The Chehalis Foundation spearheaded this project with a \$4,500 donation, a citizen anonymously added another \$1,000, and building owners are being asked to contribute \$100 towards the plaque. We are working with Awards West and hope to have the plaques installed by the end of the year. Larry added that Friends is paying for the plaques for all public buildings. The plaques are being cast in Indiana.

6. **Chehalis Storefront Art Project.** Jan reported that the ARTrails studio tours were successful with people visiting from 89 cities, 10 states, and 2 provinces. Jan recently visited Eugene, Oregon. They have been very successful in bringing art to downtown Eugene and really turning around the less desirable parts of their downtown. She plans to travel to Johnstown, Pennsylvania – another success story in revitalizing their downtown with art.

Jan announced that the first two storefront art displays are up and the group is invited to walk downtown after the meeting. A big THANK YOU to Jeff Robertson for allowing us to use his building for our first project. Taste of Eden is expanding to have a tea room so that storefront art display is on hold. Scott Forsman has offered part of the St. John's Garage for an adhoc studio so we will have a working artist at that location.

During the August CCRT meeting, there was discussion about a group visiting Monarch Park to look at sculptures. The park had lost funding and was looking to place sculptures at other locations. Jan stated they've received funding to get them through the next six months to a year, so getting art work from them is on hold.

Larry stated that in addition to beautifying the downtown, art in empty storefront windows is well known to help building turnover. Greg agreed.

## **7. Good of the Order.**

- Dr. Pope stated there was a program called, "Holiday Gifts to Our Children." People make donations to a bank instead of giving gifts at holidays. It was suggested that this might be a way to receive donations to help construct a children's museum.

The meeting concluded at 9:45 a.m. and everyone was invited to walk downtown to look at the art display.

Next meeting is **Wednesday, November 9**, 8:30 to 9:30 a.m. (Note date change due to Veterans Day holiday)

Minutes respectfully submitted by Caryn Foley, City Manager's Administrative Assistant.

**Chehalis Community Renaissance Team (CCRT)**  
**December 16, 2011**  
**Meeting Notes**

Chair Larry McGee called the meeting to order at 8:30 a.m. with the following members present: Corine Aiken, Del Ames, Tom Bradley, Shelly Clemens, David Hartz, Patty Kaija, Dick Larman, Mitch Moberg, Jan Nontell, Jim Rothlin, Bill Schulte, Gail Shaw, and Jim Valley. City staff present included: Merlin MacReynold, City Manager; Herta Fairbanks, Public Works Director; Caryn Foley, City Manager's Administrative Assistant, and Bob Nacht, Community Development Director. Others in attendance included: Jackie Rose, Annalee Tobey; and Ken Yarab.

1. **Welcome**

Larry welcomed all to the meeting.

2. **Review 2011 Accomplishments**

- Chehalis Avenue street pilot completed July 2010. \$90,860 beautification grant and \$282,741 TIB urban preservation grant for resurfacing street received. Project to begin as soon as possible with completion in 2012. TIB grant will allow a 4-inch dig-out of street and new surface overlay. Design for beautification grant is 90% complete. Thanks goes to Herta for pursuing TIB grant to avoid moving forward with the beautification project and then a few years down the road, tearing it all up to resurface the street. The two projects can now be completed in conjunction with one another. Larry will talk with Herta about making sure there are no visibility issues with the bulb-outs as this is a concern that has been expressed by business owners/residents on Chehalis Avenue.
- \$20K grant awarded and irrigation system repaired on Market Boulevard islands. New soil and plants have been installed in several islands. Thanks to Patty for all the work she's done in selecting and getting the islands planted. Larry passed around some sketches done by Lois Meyer, a graphic artist. The sketches showed various types of large tree options. The trees will be of moderate size that will grow in pots. The sketches also showed the plants recently installed by Patty. 28 of the 36 islands are planted. Some islands that receive continual damage from vehicles driving over them were filled with concrete. Patty plans to add bulbs for spring color. Larry noted that in all prior discussions, deciduous trees have been shown, but the sketches show conifers as an option. The plan is to take the options to the public during a city council meeting to ask for their input. Merlin suggested that we also contact The Chronicle to help us get the word out. David will talk to Chris Brewer at The Chronicle. Gail suggested that Larry and Patty make a presentation at the council meeting.
- Grant awarded to Port of Chehalis to complete an incubator feasibility study. Interviews and selection of consultant will be done on December 21. Study to be completed in 2012. Three applicants being interviewed. Incubator will focus on renewable (solar) energy. The project needs to be sustainable.
- Children's Museum. Draft feasibility study completed April 2011. Pilot project is in the planning stages with J. Vander Stoep assisting with the process. Targeting 2012. The purpose of the pilot is to have an up and running museum to solicit the public's interest and support in a permanent facility.
- Plaques to be installed for historic walking tour buildings. 28 plaques ordered and 14 installed to date. Thanks to Mitch for heading up the installation of the plaques.
- Chehalis Storefront Art Project to place artists and short- and long-term exhibits in empty Chehalis storefronts has begun as ARTrails folks installed the first two window displays 10/14/11. Jeff Robertson, owner of the former Eagles building, was the first to have art displayed in his storefront. He's received so much positive feedback about the appearance of his building that he has requested additional art in the other half of his window. Jan stated she has 30+ artists wanting to display their art.
- Second phase of wayfinding project in progress to include pedestrian kiosk signage at six locations throughout city. Kiosks should be installed by end of March 2012 and a portable one will be built for event usage.

3. **2012 Project Prioritization**

- Sculpture Walk & Arts Festival – Joan Hitchcock with ARTrails created a conceptual drawing of the vacant lot at National and West Street (the former tattoo parlor property) showing a picnic area with art. Jan stated we should check with Burlington Northern about possible setback requirements. We are looking into a grant for this project through PARC. Larry added that we'll need to take anything to the city's DRC.
- Retention & Recruitment – Need to review in 2012. Centralia College 4-year program assists with youth retention. The new program is relying on community donations – no state funding. It was suggested that we use college students for research work – where are there holes in retail businesses, etc.

- Chehalis Theatre – Create an action strategy to get this moving. Need to discuss with current building owner.
- Design Review Guidelines – Review in 2012 the feasibility of hiring a consultant to complete task for presentation to the city. Bob Nacht stated the city would welcome the CCRT to start the process. There needs to be both city and citizen participation. There was discussion that businesses generally don't like guidelines – suggestions vs. rules seem to work better. An incentive program tends to make guidelines more acceptable.
- Curb & Walkway Extensions – Work is included in Chehalis Avenue project.
- Reconfigure Twin City Town Center – Discussing south entrance and general sprucing up of area with the tenant.

There was discussion about the I-5 widening project and directing travelers onto the State Avenue business district instead of National Avenue. There is a good chance that this could be something that will happen with the expansion.

#### 4. Communications (Renaissance Plan, Chapter 2, Task 1.1)

Larry stated that the Renaissance Plan, under Community Building in Chapter 2 addresses promotional packaging on websites, and in print and media. He asked for input on how we're currently doing and if this should be a priority in 2012.

Caryn thought both the city and chamber websites had come a long way since the report was written, but believes that more can be done. Chehalis, Centralia, and Lewis County have a contract for tourism services with the chamber. Among other things, the chamber maintains the [tourlewiscounty.com](http://tourlewiscounty.com) website. A lot of what the plan recommends is out there, it just needs to be pulled together.

Jim stated that this year the chamber developed a mobile website for Smartphones that easily lists services a tourist would likely look for, such as hotels, restaurants, activities, attractions, stores, gas stations, etc. He added that the chamber's website lists all meetings and activities.

Annalee thought the city's website could be improved, and in addition to gearing our information to tourists that are already here (say for a sporting tournament), we should also be looking at ways to entice people to visit Chehalis who might not otherwise come here.

It was agreed that a communications committee be formed to address the areas we're lacking as noted in the plan. Caryn, Jim, Annalee, and David will be on the committee. Frank and/or Judy will also be asked to be part of the committee.

#### 5. Good of the Order

Larry suggested that the top two new areas for action in 2012 be the creation of design review guidelines and improving communications. All current projects will be continued and the important Chehalis Avenue will enter the action stage.

Patty noted that she's heard positive comments on the work of the CCRT.

The meeting concluded at 10:10 a.m.

**Next meeting is Friday, January 13, 8:30 to 9:30 a.m.**

Minutes respectfully submitted by Caryn Foley, City Manager's Administrative Assistant.