

Chehalis Community Renaissance Team (CCRT)

January 16, 2015

Meeting Notes

Chair David Hartz called the meeting to order at 8:30 a.m. with the following members present: Corine Aiken, Marcy Anholt, Julie Balmelli-Powe, Bret Bryan, Caryn Foley, Terry Harris, Merlin MacReynold, Mitch Moberg, Randy Mueller, Jan Nontell, Dennis Osborn, Bill Schulte, Andy Skinner, Shawn Thomas, Annalee Tobey, and Brian Watson. Others in attendance included Allison Fischer, Michele Gallagher, Bob Holland, Steve Richert, Jennifer Schreck, and Joanne Schwartz.

1. **Welcome and Introduction of Guests.** David welcomed Allison Fischer, Thrivent Financial, and Jennifer Schreck, Historic Preservation Consultant. Jennifer was recently hired by the city through a grant to get the Historic Preservation Commission (HPC) up and running again. Dennis stated the city would like to see the HPC work in conjunction with the CCRT. Jennifer will be contacting former HPC members to see if they are interested in being a commission member and he invited anyone who had an interest to apply.

Bob Holland noted he was asked by Matt Matayoshi to represent the EDC on the CCRT.

2. **Communications.** Our favorite librarian shared several historical events that occurred during the month of January.

3. **2015 Key Project Updates.**

Marketing Committee. Annalee reported that the marketing committee will be unveiling its new Choose Local First campaign at the upcoming chamber banquet. This is a joint project between the CCRT, the Centralia Downtown Association, and the Chamber. The logo was created by local designer, Joli Winsett. The 2015 event rack card will be coming soon and the new wayfinding signs are going up. David will attend a Main Street conference next week. Finally, Annalee and Caryn are working on the first required Main Street report.

Farmers Market. During the December planning meeting, a Farmers Market committee was formed to look at several items, including storage space needs during market season, expansion of space and/or hours, year-round retail space, and agri-tourism. Patty, Larry, Mitch, and Rachael stepped forward to be on the committee, and David hoped that Rachael would chair the group.

Downtown Revitalization Group (DRG). David plans to schedule a meeting this month. He noted the Chehalis Theatre is up for sale.

Storefront Art. Marcy stated that ARTrails has placed a long-term, rotating gallery at the Historical Museum. She stated that after some discussion by ARTrails, they do not see any benefit to their artists from the storefront art project. Most artists usually own their galleries, show their art in established galleries, or participate in art shows.

David thought maybe the marketing committee or DRG could work on the project.

Dillenbaugh Creek Conservancy Park Feasibility Study. This project was being led by Markthor, but has been on hold since his illness.

PUD Park. David thought this was a doable project and he will take the lead in Markthor's absence to get the project back on track.

Local Business Development. This was to be led by the EDC and Chamber. David thought perhaps the marketing committee could take it over.

Build Relationships and Partnerships. This item came out of the December planning meeting as a way to increase collaboration and be aware of what other groups are doing, and how we can improve our community by working together. In order to establish exactly what we want to accomplish with this item, Annalee suggested formalizing a plan. It was also suggested that each CCRT member email Caryn the list of what organizations we are involved with outside of the CCRT.

4. **Good of the Order**

a. Black Sheep Creamery is moving into the last three storefronts on Market Boulevard next to the Chehalis Theatre.

b. Jan – Hub City Arts, a new arts group in Centralia, plans to expand their group to Chehalis and Lewis County.

c. Bill – Three RFQs were received from consultants to conduct a study to determine the feasibility of purchasing a portion of Tacoma Rail line between Maytown and Chehalis.

d. Bob – Quarterly reports will be sent to the EDC's partners to communicate what is going on at the EDC.

e. Merlin congratulated Allyn on being hired as the new executive director for IPAT (Industrial Park at TransAlta). Although this is a loss for the city, it is a big professional move for Allyn and we wish him success.

f. Ballots will be going out for the Chehalis School bond election – be sure to vote!

g. Julie is taking pre-orders for Girl Scout cookies.

h. Upcoming Events:

- Chamber banquet – January 16
- EDC banquet – January 29
- Historical Museum Roaring 20's Gala – February 14

The meeting concluded at 9:35 a.m.

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

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

**Chehalis Community Renaissance Team (CCRT)
February 13 2015**

Meeting Canceled

Chehalis Community Renaissance Team (CCRT)

March 13, 2015

Meeting Notes

Chair David Hartz called the meeting to order at 8:35 a.m. with the following members present: Marcy Anholt, Tom Bradley, Bret Bryan, Bill Deutscher, Trevor Elliott, Caryn Foley, Bob Geddes, Lisa Guerrero, Terry Harris, Patty Kaija, Larry McGee, Dennis Osborn, Dr. Isaac Pope, Andy Skinner, Annalee Tobey, and Brian Watson. Others in attendance included Malissa Edwards, Allison Fischer, Bob Holland, Steve Richert, and Courtney Williams.

1. **Welcome and Introduction of Guests.** David welcomed Courtney Williams from The Chronicle and Centralia Downtown Association; Malissa Edwards, Andy's girlfriend; and Lisa Guerrero from the chamber.

2. **Communications.** Andy filled in for our favorite librarian and shared a few historical events taking place on Friday the 13th.

David noted that Markthor MacFarlane passed away over the weekend. He had been a member of the CCRT for several years and very committed and involved with the Renaissance. He will be missed.

3. **2015 Key Project Updates.**

Marketing Committee. Event cards are being delivered. The Choose Local First campaign continues. Business spotlight forms were distributed as part of the campaign to feature local businesses through the Experience Chehalis Facebook and e-newsletter, and the Choose Local First webpage. The new wayfinding signs have been delivered to all Chehalis hotels and various locations. Working on wrapping up the wayfinding grant.

Discover! Children's Museum. Capital projects funding is being discussed in the state legislature as we speak. This includes \$1 million for DCM. Work is also underway to prepare letters of inquiry to 35 foundations.

Main Street. David reported that two bills relating to the Main Street Program are currently going through the legislative process. Neither bill moved out of their committees, but there are still possibilities they might be addressed near the end of the session. A joint presentation with the Centralia Downtown Association was made to the Lewis County Solid Waste Advisory Board regarding the B&O Tax Credit Program. David will make the same presentation at next week's Industrial Commission meeting. He acknowledged the commission's financial support of the Renaissance it started.

Downtown Revitalization Group (DRG). David plans to schedule a meeting this month. Bob Holland volunteered to join this group.

Storefront Art. Larry stated that Jeff Robertson is agreeable to having a display placed in his storefront – the former Waldock's building. Annalee noted that since ARTrails is unable to lead this project, the marketing committee has come up with some ideas for highlighting local events and attractions, but help is needed. The first display will feature the Historical Museum. Larry will connect Jeff to Andy.

4. **Other Project Updates/Announcements/Good of the Order**

Two firms were interviewed to complete a study to determine if purchasing a portion of Tacoma Rail line is feasible. Next steps include selecting a firm and developing a scope of work for the study. Two years remain in the option to purchase. Larry noted that an EDA grant was applied for, but they have been very difficult to work with, but the project will with or without them.

Dr. Pope requested that David provide a Renaissance update to the Chehalis Foundation.

Lisa distributed promotional materials for Spring Fling to be held Saturday, April 4, from noon to 2:00 p.m. in downtown Chehalis.

The PUD has finished their front lobby remodel. Come check it out.

Patty stated a committee is meeting following this meeting to talk about landscaping Chehalis Avenue.

Young Professionals Lewis County is hosting the March 19 chamber Business After Hours at the chamber office from 5:00 to 7:00 p.m.

Courtney stated that she thought the CCRT was doing a great job!

Bob H. noted that the last EDC general membership meeting was held during the lunch hour instead of in the morning. Provide any feedback to Matt Matayoshi.

Business Comings/Goings:

- Activity is taking place in the City Farm building on Market, which is owned by Scott and Bambi Forsman. Marcus Hall is opening Artist Wing.
- Rum Runners grand opening is tonight at 289 NW Chehalis Avenue
- Avenue Espresso is under construction on Market
- Tractor Supply Company is opening at 1050 NW Maryland Avenue
- Sonic Drive-In is planning construction on Louisiana Avenue north of Applebee's

The meeting concluded at 9:40 a.m.

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

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

Chehalis Community Renaissance Team (CCRT)

April 10, 2015

Meeting Notes

Chair David Hartz called the meeting to order at 8:35 a.m. with the following members present: Corine Aiken, Julie Balmelli-Powe, Bret Bryan, Trevor Elliott, Caryn Foley, Michele Gallagher, Patty Kaija, Merlin MacReynold, Randy Mueller, Steve Richert, Allyn Roe, Bill Schulte, Andy Skinner, and Annalee Tobey. Others in attendance included Allison Fischer, Jakob McGee, and Courtney Williams.

1. **Welcome and Introduction of Guests.** David announced that Steve Richert and Michele Gallagher have agreed to become “official” members of the CCRT.

Jakob McGee was welcomed to the meeting. He is an attorney in Centralia, and also a member of the Centralia Downtown Association and Young Professionals Lewis County.

2. **Communications.** David announced that Corine was retiring on May 28 after 14 years as manager of the library, but will continue her work as President of the Discover! Children’s Museum board and remain a member of the CCRT.

Corine shared a few historical events taking place during the month of April.

David stated the **May CCRT meeting is canceled** as he will be attending a required Main Street conference. He asked if anyone was interested in joining him. Both Andy and Julie expressed interest.

3. **2015 Key Project Updates.**

Marketing Committee. Choose Local First business spotlight forms are being collected to feature local businesses through the Experience Chehalis Facebook and e-newsletter, the Choose Local First webpage, and at this year’s Farmers Market. The Facebook page has about 6,800 fans, with an 11,000 reach, which is excellent. A “Networking with Chehalis Businesses & Organizations” Facebook group was created as a forum to share ideas, experiences, or to ask questions. Distribution of the visitor brochure and event card was completed; another distribution will be done in August. The revised wayfinding signs have been installed in all six kiosks, and delivered to several locations throughout town, such as hotels and the chamber. The remaining grant money will be used to update visitor parking signs.

Corine asked if the business spotlight was being done in Centralia. Annalee stated she is meeting with Steve Koreis to talk about what each other is doing.

Storefront Art. Andy stated the marketing committee came up with the idea of highlighting local events and attractions in empty storefronts, and the first display is going up later this morning in the old Waldock’s building. Annalee added the marketing committee is looking for someone to lead this project.

Patty stated the “Almost Home” project would like to participate with a display.

Farmers Market. The market opens June 6. Market manager Rachael Reiton is reaching out to organizations to participate in various ways during the season.

Tacoma Rail. Commissioner Schulte stated a \$30,000 EDA grant was awarded, which will cover about half the cost of a study to determine if purchasing a 20-mile portion of Tacoma Rail line is feasible. It came with congratulations from both Senator Murray and Rep. Herrera Beutler, which is good that they are now aware of the project. As with any federal grant, there are hoops to jump through and those are being reviewed so the grant can be accepted. A scope of work from the selected consultant is being reviewed so the study can begin. The city of Chehalis and the Renaissance have both committed \$15,000 each for the other half of the cost of the study.

Bill stated that many are asking why the county would want to operate a rail line. He stated the reason is to have local ownership and control. Without local ownership there is the potential for blockages of the tracks through both downtowns of Chehalis and Centralia. Another reason is economic development. Western Washington Railroad would operate the line, and several economic development opportunities have already been identified after researching other short line successes.

Due diligence is being conducted and includes not only the feasibility study, but determining local funding, seeking federal funding, liability risks, environmental impacts, determining the condition of the rail, bridges, etc. If at any point that the plan does not show that it can be profitable or federal funding cannot be obtained, there is an escape clause and the county and city can withdraw.

Randy indicated the Port of Chehalis is interested and supportive of the purchase because whoever controls the Tacoma Rail line controls the Curtis line to the Port’s pole facility.

Discover! Children's Museum. Discover! did not make the state capital budget, so funding sources are being revised. PARC is assisting with grant resources and opportunities. Bill stated two potential funding sources might be the Tri-Rotary auction and .09 grant funding. Corine stated that Discover! has already been selected for the 2016 Tri-Rotary auction.

Chehalis Avenue. Patty reported the islands were filled with sand and beauty bark, so the city replaced it with the correct planting medium. She should have the trees and perennial plants installed by the end of next week. Annuals will go in when the threat of frost has passed.

Business Comings/Goings. New businesses include The Pearl Café at 527 NW Pacific Avenue; Market Street Market at 1249 S Market Boulevard; and The Silver Agency at 122 S Market. Ye Old Vape Shoppe recently moved from Pacific Avenue to 462 N Market Boulevard.

The meeting concluded at 9:40 a.m.

NO MAY MEETING. *Next meeting is Friday, June 12, 8:30 to 9:30 a.m.*

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

Chehalis Community Renaissance Team (CCRT)
May 8, 2015

Meeting Canceled

Chehalis Community Renaissance Team (CCRT)

June 12, 2015

Meeting Notes

Vice Chair Annalee Tobey called the meeting to order at 8:30 a.m. with the following members present: Julie Balmelli-Powe, Tom Bradley, Bret Bryan, Bill Deutscher, Trevor Elliott, Caryn Foley, Michele Gallagher, Lisa Guerrero (for Alicia Bull), Terry Harris, Patty Kaija, Merlin MacReynold, Mitch Moberg, Randy Mueller, Dr. Isaac Pope, Rachael Reiton, Andy Skinner, and Brian Watson. Others in attendance included Lynne Bashaw and Courtney Williams.

1. Welcome and Introduction of Guests.

2. **Communications.** Annalee reported that David is taking a four-month leave of absence that began June 1, to deal with a family medical situation. Annalee, who was recently appointed CCRT Vice Chair, will be filling in for him.

3. Project Updates.

Storefront Art. Andy shared a fun story about the Historical Museum display that is currently in the storefront of the former Waldock's building. A gentleman that used to live in Lewis County saw the display and decided to visit the museum, and actually ended up purchasing some photos.

This project needs some energy and leadership. Suggestions for future displays included student art and the STEM program. Dr. Pope will contact Mary Lou Bissett from the school district about this.

Steam Train Boiler Repair. Bret reported that work is moving forward and is about 80% complete. The FRA (Federal Railroad Administration) needs one more engineering report. They are not sure when operation will begin, but they are hoping for July.

Main Street Program. Andy and Julie represented the CCRT at the Main Street annual conference in May and both took away some interesting ideas that included, sidewalk painting that shows up when it rains, small business incubators, linking GIS to historical information on buildings, historical tax credit programs, capital heritage grants, and preservation of historic buildings. Annalee noted this was a required conference under the Main Street Program. Great ideas were shared and we want to pursue them. Some of the information also needs to be shared with Chehalis business and building owners.

In other news, it appears that Main Street's budget will not be cut. This means the program coordinator will maintain her position, which is good news. Even if the position was cut, the program would remain (with adjustments), including the B&O Tax Credit Program.

The B&O tax cap of \$1.5 million has already been reached for the year, and the Renaissance was unable to secure any funds. This year, the cap was reached earlier than ever before, most likely because there are many more Main Street organizations. A request was made to double the cap to \$3 million, but it doesn't look like the legislature will include this in their budget.

Tom asked how this would impact the requirement of having a paid director by January 2016. Annalee stated that she and David will work with Sarah Hansen, the Main Street coordinator, to address this issue. Hopefully the requirement will be delayed since several other organizations are probably in the same boat.

The committee is also working to gather information for the required annual report, which is somewhat extensive. Caryn is working on creating a data base of all the businesses and buildings within the Main Street district.

Choose Local First. Courtney Williams presented The Chronicle's Choose Local First campaign. A full page will be dedicated to local business ads on the 3rd Tuesday of each month. The cost is \$50 for a full color ad. The Chronicle realizes the importance of supporting our locally owned business and is making no profit on the campaign. Call Courtney at 807-8212 to reserve ad space.

Annalee asked if information could be included as to why shopping locally benefits the community. Brian stated there may or may not be space on the page depending on if all ads are filled, but they plan to include a social media aspect to the campaign that could address Annalee's suggestion.

Annalee announced the Choose Local First Challenge going on. Christina Wolf with Embody Movement Studio in Centralia started the challenge that includes making 85% of your purchases locally and to check in on Facebook to share your activities with the #ChooseLocalFirst.

Marketing Committee. The Choose Local First campaign is in full swing - business spotlights are appearing weekly on Facebook; Andy recently did an Evergreen Journal interview on the campaign; the chamber is highlighting reasons to Choose Local in their monthly Business Connections publication; sandwich boards highlighting reasons to Choose Local First will be appearing in front of various businesses;

Annalee will be giving an update to the city council on July 13; and the committee is looking at ways to partner with the Fair and Farmers Market to expand the campaign.

Requests for quotes to replace two visitor parking signs in Lot F at the north end of town are due today. Hopefully, this will close out the .09 grant for the wayfinding signage project.

Annalee encouraged everyone to join the new "Networking with Chehalis Businesses & Organizations" group on Facebook. The purpose of the group is to be a forum for Chehalis businesses and organizations to share ideas on growing and ever-improving our Chehalis business community – marketing ideas, successful hospitality experiences, or ask a how-to question.

Involvement of Youth. Dr. Pope suggested that it might be worthwhile to make presentations to students about what we're doing and to try and get them involved to give them more ownership in their community.

Farmers Market. The market had a fabulous opening on June 6, up 15% from last year's opening day. Rachael noted that the market showed a 25% increase in sales from 2013 to 2014. The current location provides for 23 to 24 vendors, and this year there are 28! To accommodate the extra vendors, she is rotating them. The market will be hosting a Choose Local First day on September 22 to promote locally owned businesses, and the Harvest Dinner will be September 27.

CCRT Assessment Survey. Annalee distributed a brief survey to determine member's interest in serving on CCRT committees. She explained that we continue to development and we need active members to accomplish our goals, and provide structure and stability as we continue to grow and move forward.

Downtown Beautification. Caryn reported that the plantings and hanging baskets on Market Boulevard and Chehalis Avenue are looking good. Most of the islands and tree pots on Market have either been sponsored or committed to be sponsored. If you would like to sponsor one of the seven remaining islands, please contact Caryn.

Patty added that for some reason there are four extra hanging baskets that are available for sale. She still has a couple more islands to plant on Market, and one on Chehalis Avenue. She thanked Security State Bank and The Shire for watering the three small islands at the corner of Pacific and Chehalis that is not irrigated.

ChehalisFest. Lisa Guerrero distributed counter flyers advertising ChehalisFest, which is July 25-26. Posters will go out next week, along with promotion in the chamber's monthly Business Connections.

Other Announcements.

Patty announced that Kaija's was recently interviewed and will appear in a national garden magazine. And don't forget to get your fireworks at Almost Home's stand on Kresky Avenue.

Lynne Bashaw noted that she is now using local flower growers for Petals. Bill Deutscher stated that Western Washington Railroad buys regularly from several locally owned businesses on State Avenue.

A new business should soon be opening in a portion of the City Farm building.

Lupe's Hot Tamales is going out of business if anyone is interested in their location.

Rachael stated she is always looking for musicians for the Market.

Julie has Fair posters if anyone needs them.

The meeting concluded at 9:37 a.m.

Next meeting is Friday, July 10 12, 8:30 to 9:30 a.m.

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

Chehalis Community Renaissance Team (CCRT)

July 10, 2015

Meeting Notes

Vice Chair Annalee Tobey called the meeting to order at 8:35 a.m. with the following members present: Bret Bryan, Trevor Elliott, Caryn Foley, Bob Geddes, Bob Holland, Patty Kaija, Merlin MacReynold, Larry McGee, Mitch Moberg, Steve Richert, and Andy Skinner. Others in attendance included Allison Fischer, Daniel LaPlaunt, and Courtney Williams.

1. **Welcome and Introduction of Guests.** Welcome to Daniel LaPlaunt.

2. **Communications.** Courtney presented the Adopt a Block program, which started in Centralia, but has expanded to Chehalis. The program is designed to bring everyone together to make our cities cleaner and to create a stronger sense of community responsibility and ownership. To-date, 20+ blocks have been adopted in Centralia, and within two weeks after the program was expanded to Chehalis, six blocks were adopted. A launch party is planned for August 1 at 11:00 am in Centralia at the Bethel Church on Pearl and Maple Streets. A launch party is being planned in October for Chehalis. Adopting a block means a commitment to do a clean-up (litter, weeding, graffiti) three times a year, along with regular clean ups throughout the year. A \$35 sign-up fee provides for the purchase of cleaning supplies. She noted safety is a priority. The program is a partnership between Lewis County Watch and The Chronicle. For more information, contact Courtney at cbwst3@gmail.com or Centralia Adopt a Block on Facebook.

Larry thought this was a great program. He noted that Friends spends about \$2,000 to \$3,000 a year on litter pick-ups on city entrance streets using individuals from Reliable Enterprises. We want our city to look good, and CCRT will continue these clean-ups.

3. **Project Updates.**

Downtown Revitalization Group (DRG) and Storefront Art. Annalee stated that Andy has agreed to lead the DRG, as well as the position of Main Street Design Chair. Andy's background and membership on the city's Historic Preservation Commission will serve these new responsibilities well.

Andy stated the DRG started with a focus on the Chehalis Theatre, but was expanded to include six historic buildings in the downtown core. One of the first things he plans to do is meet with the building owners and share information about tax credits and heritage grants for making improvements to their buildings. Andy noted that although there are no restrictions on changing historic buildings, building owners are strongly encouraged to maintain the historic integrity of the building. He added that heritage grants can require that the historic character of a building be preserved. He stated it also makes sense to absorb the storefront display project under the Design Committee.

Marketing Committee. The Choose Local First campaign continues. A program overview was distributed and an update will be presented to the city council later this month. A 16-page Main Street annual report was recently submitted, which covered our progress from July 2014 to June 2015. Our 2015 work plan was updated as part of the report and will be distributed at the next meeting. Contacts will be made with select businesses beginning in August to explain the B&O Tax Credit Program and solicit their support. As has been discussed previously, the legislature did not increase the cap for these tax donations. There are many more organizations going after these funds than in the past, and the Renaissance was unable to secure any funds for the required executive director. It is hoped that the January 1, 2016 deadline for having a director in place will be delayed.

Downtown Beautification. Seven sponsorships are still available. Please contact Caryn if you are interested in sponsoring an island or two. Since the Chehalis Avenue planting project will come in under the Renaissance's \$8,000 commitment, we will be looking at cigarette butt dispensers to help keep the area clean. Patty would also like to see dog "poo bag" dispensers installed.

CCRT Assessment Survey. Annalee stated we received 18 out of 37 surveys from CCRT members. Thank you to those who completed the survey.

Community Dinners. This was something that Gail Shaw liked doing and wanted us to continue. The marketing committee has decided to get them started, with the first one on September 24 at Riverside. These dinners will be no host and informal – a chance for all of us to get to know each other on a more personal level.

Discover! Children's Museum. Several grants totaling about \$700,000 have been submitted and several others will follow. Larry and Bill Schulte met yesterday with a representative from Jaime Herrera Beutler's office to discuss a \$500,000 grant application to the National Endowment for the Humanities.

Annalee suggested that Discover! seek some press about what is going on behind the scenes as she's heard comments that people aren't aware of plans to construct a permanent museum.

Other Announcements.

Steve thought there were several areas on the north end of town that had been “scarred” by earth work that had taken place and asked if there were any plans to address these areas. Merlin was not aware of any city ordinance that would prevent them from doing what they did. It was also noted that these are privately owned properties.

Steve – Artist Wing is now open in the City Farm building.

Bret – The steam train is still waiting on the FRA's (Federal Railroad Administration) blessing before they can proceed with the boiler repair project. They are now hoping to begin operating in September.

Bob H. – A legislative update was provided at yesterday's EDC meeting.

Andy – The Pioneer Pie Social is Sunday at 1:30 at the Claquato Church.

The meeting concluded at 9:35.m.

Next meeting is Friday, August 14, 8:30 to 9:30 a.m.

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

Chehalis Community Renaissance Team (CCRT)

August 14, 2015

Meeting Notes

Vice Chair Annalee Tobey called the meeting to order at 8:30 a.m. with the following members present: Corine Aiken, Marcy Anholt, Bret Bryan, Bill Deutscher, Caryn Foley, Michele Gallagher, Bob Geddes, Lisa Guerrero, Terry Harris, Bob Holland, Patty Kaija, Merlin MacReynold, Mitch Moberg, Dr. Isaac Pope, Steve Richert, Andy Skinner, Brian Watson, and Courtney Williams. Others in attendance included Kayce Austin, Susan DeLaire, and Becky Fox.

1. **Welcome and Introduction of Guests.** Welcome to Kayce Austin, new Chehalis librarian, Susan DeLaire from Business To Business, and Becky Fox, Municipal Court Administrator and Employee Wellness Committee Coordinator.

2. Communications/Presentations.

Corine shared events and special recognition days associated with the month of August.

Becky Fox talked about the Employee Wellness Committee's upcoming project – Gratitude Graffiti. Becky gave a brief overview of the city's wellness program, which incorporates various activities to promote employee health. The upcoming project is an opportunity for not only city employees, but the community, as well. The Gratitude Graffiti Project is a 40-day (October 6 – December 4) practice of purposeful appreciation of one's life through interactive art using "gratitude stops" throughout the community for people to express their gratitude. Additional specifics about the project should be available in September, but Becky was hoping this would be something the CCRT would support and help spread the word about. For more information visit <http://thegratitudegraffitiproject.com>.

3. Project Updates.

Farmers Market. The Market is going well. Sales are up again this year, though August has been a little slower in customer count compared to July. Choose Local First Day is September 22 and the marketing committee is partnering with the Market, which Annalee will note later on the agenda. The Harvest Dinner is September 27. Rachael is looking for people willing to help by donating 1) a centerpiece for the table(s); 2) a dessert for the dessert auction; and/or 3) general items for the raffle. The dinner will be at The Loft and tickets should be available by the end of next week.

Steam Train. Bret reported that yesterday the steam train received the needed approval from the FRA (Federal Railroad Administration) to complete the overhaul of Engine #15. They will begin completion of the project and hope to be able to run the Polar Express trains that begin in November.

Bret noted the Rails to Trails Spooner Road bridge repair project is almost complete. Marcy added that the other bridge repair project will begin in March 2016.

Downtown Revitalization Group (DRG). Andy is still in the process of seeking interest of committee members and hopes to have a meeting in September.

He also reminded everyone that the launch of the Adopt a Block program in Chehalis is October 3. Six blocks have already been adopted by the Historical Museum, V.R. Lee & Son Insurance, and St. Joseph School. Courtney noted the launch in Centralia was very successful, with 26 blocks having been adopted.

Discover! Children's Museum. Several funding applications have been submitted to foundations. The community campaign will not kick off until 50% of the needed funding has been received through grants. Board members continue to attend community events to keep Discover! in the public eye.

Annalee suggested that Discover! work with the marketing committee to share information about DCM's progress to help let the community know about the museum's progress.

Community Dinners. The first CCRT dinner is set for Thursday, September 24 at Riverside (time TBD). This was something that Gail Shaw liked doing and wanted us to continue. The no-host dinners are a way for us to get to know each other on a more personal level in an informal setting.

Marketing Committee. The Choose Local First campaign continues:

- Partnering with the Farmers Market Choose Local First day on September 22. Tote bags are being designed with the logos of the Market and Choose Local First. They will be available at the Market and select locations for \$3. Information about the Market and the Choose Local First program will be included in the bags. Patty suggested that coupons from downtown businesses also be included.

- The Choose Local First brochure was handed out. Please help spread the word.
- Annalee provided a program overview to the city council on July 27.
- Discover Lewis County will have a booth at the fair and have invited various organizations to provide information and coverage to promote our efforts. David, Allison, and Courtney have volunteered to represent the CCRT. We will be providing our visitor brochure and information about the Choose Local First campaign.
- A coffee tasting to create a Chehalis blend of coffee is set for August 26. Santa Lucia is very excited to work with us!
- Thank you to DeVaul Publishing and Susan DeLaire for your coverage of Renaissance happenings. Susan will be doing a monthly article about the Renaissance and our projects.
- The marketing committee will begin work on ideas for 2016 lodging tax funds from the city. Applications are due September 17.

Steve recognized the efforts of the group working to open a Boys & Girls Club near the PAC (Pacific Athletic Center).

Bob asked about a schedule of offerings at the Sports Hub. It was suggested that a better point of contact would be the Chehalis and Centralia parks departments who offer ongoing sports and activity programs.

Main Street Conference Report. David recently attended a Main Street conference. Annalee hoped to have a full report for the next meeting, but she did note that the Main Street program is currently in the hiring process to fill the Main Street Coordinator position. She also stated that meetings are being scheduled to visit with local business owners about the B&O Tax Incentive Program.

Dr. Pope suggested the need for a physical location to coordinate the efforts of the Renaissance and Chehalis Foundation. He didn't know if it was the right time, but it is something that should be considered.

Other Announcements.

Steve – Black Sheep Creamery is getting closer to an opening date.

Bob G. – PUD has purchased the property across the street from their office and they will be demolishing the buildings and convert the space into parking, which will include a drive-thru payment drop box.

Lisa – The Chamber is partnering with the Kelso-Longview Chamber for the next Business After Hours that will be held at ToledoTel. The event takes place August 20 from 5:00 to 7:00 p.m.

The meeting concluded at 9:35.m.

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

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

Chehalis Community Renaissance Team (CCRT)

September 11, 2015

Meeting Notes

Vice Chair Annalee Tobey called the meeting to order at 8:30 a.m. with the following members present: Marcy Anholt, Kayce Austin, Julie Balmelli Powe, Bill Deutscher, Caryn Foley, Michele Gallagher, Bob Geddes, Lisa Guerrero, Merlin MacReynold, Randy Mueller, Jan Nontell, Dr. Isaac Pope, Rachael Reiton, Steve Richert, Allyn Roe, Andy Skinner, Brian Watson, and Courtney Williams. Others in attendance: Susan DeLaire, Meg Gregory, Justin Page, and Wanda Thompson.

1. **Welcome and Introduction of Guests.** Welcome to Meg Gregory, Black Sheep Creamery; Justin Page, Santa Lucia Coffee; and Wanda Thompson, Chehalis-Centralia Railroad & Museum.

2. **Communications/Presentations.** Annalee passed a card for everyone to sign to send to Patty, who was recently diagnosed with cancer. We're thinking of you, Patty!!

3. **Project Updates.**

Farmers Market. The Market is going well. Sales are up. The Harvest Dinner is September 27 at 5:00 pm at The Loft. Choose Local First Day is September 22. The Market will be partnering with local businesses. Tote bags have been purchased with the Market's logo on one side and the Choose Local First logo on the other side. They are available for a \$5 donation.

Downtown Revitalization Group (DRG). The DRG is meeting on September 17 at the Historical Museum. This initial meeting will determine the group's focus and set priorities.

Holiday Decorations. The committee met last week. A letter will be going out to all Chehalis residents encouraging them to decorate for the holidays. The train on 13th street will be "beefed up" this year. Local artist, Karen Betts, will be available for window painting. They have also talked about doing holiday cutouts around town for photo opportunities.

Marketing Committee. The committee is working on a request for 2016 Chehalis lodging tax funds. Annalee welcomed Justin Page with Santa Lucia Coffee. Justin will be brewing and serving coffee throughout the meeting. The new blend is a combination of 82% Guatemalan, 10% Sumatra, and 8% Ethiopian. It is currently available at Santa Lucia for \$15.75/bag.

Steam Train. The engine repair project is moving forward and they will be able to do their Polar Express and Santa trains. Volunteers are needed! Contact Wanda at 508-6362 if you want to help. Tickets for both rides go on sale October 1. A 70-ton, 85-foot turntable was recently obtained from the Navy. They plan to have it installed over the next one to one-and-a-half years.

Other Announcements.

Randy – An old home on Port property in the 1600 block of Bishop Road will be burned down for commercial development. Before that is done, pieces of the 1925, two-story craftsman house built by the Reid family will be moved and displayed October 6 – 10 at the Historical Museum. Flooring, doors, windows and other interesting bits of material of that era will be used to create the display. On Thursday the 8th, admission to the Museum will be free, courtesy of the Port, to allow the public to visit the museum and see the display.

Andy – The Adopt A Block launch is October 3 at 11:00 am at the Historical Museum. Nine blocks are already adopted.

Annalee – The first CCRT dinner is set for Thursday, September 24 at Riverside at 6:00 pm. Spouses are invited.

Dr. Pope – A free CPR class for adults will be held October 13 at 6:00 pm at the Chehalis Eagles. It is not a certification course, but will teach people how to correctly perform CPR and compress the chest. The class will also cover the use of automatic external defibrillators. The class has room for about 50 people. Call the Riverside Fire Authority to sign up.

Annalee reminded everyone to send her information about special events for posting on the Experience Chehalis Facebook site.

Kayce – The library is hosting several classes on emergency preparedness. Visit their website at www.trl.org for details.

The meeting concluded at 9:30.m.

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

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

Chehalis Community Renaissance Team (CCRT)

October 9, 2015

Meeting Notes

Chair Annalee Tobey called the meeting to order at 8:30 a.m. with the following members present: Julie Balmelli Powe, Bill Deutscher, Allison Fischer, Caryn Foley, Michele Gallagher, Bob Geddes, Lisa Guerrero, Terry Harris, Merlin MacReynold, Dr. Isaac Pope, Steve Richert, Allyn Roe, and Andy Skinner. Others in attendance: Lynne Bashaw and James Hill.

1. **Welcome and Introduction of Guests.** Welcome to James Hill of KMB Design.

2. **Communications/Presentations.** Andy and Steve shared a few events and special recognition days for the month of October. The November meeting will include a presentation on the Recreation Park Improvement Project, and our 2015 review/2016 planning meeting will be in December.

3. **Project Updates.**

Holiday Decorations. The committee did not ask for funding from the Chehalis Foundation this year. The focus will be on upgrading what we have, along with reviewing our plan. A letter will be going out to all Chehalis residents encouraging them to decorate for the holidays.

Farmers Market. The Harvest Dinner was successful. The fundraising goal was exceeded and they are overall happy with the evening, though working out a few glitches for next year. The Market is open until October 27. The last day will include free hot apple cider and baked goods. Parents are encouraged to bring their kids down for a "costume dress rehearsal" before Halloween.

Downtown Revitalization Group (DRG). The next meeting is October 22. Thank you to Michele Gallagher for stepping up and taking on the storefront art/display project. Adopt A Block went well, with a pick-up load of garbage going to the dump. 12 blocks were adopted.

Lynne asked if something could be done about cigarette butts. Andy stated they are already looking at various types of dispensers to help with this problem.

Discover! Children's Museum. Capital fundraising is underway with applications out to private foundations. A \$300,000 .09 grant application written by Caryn and Larry was submitted and is being sent to the county commissioners with a recommendation to award.

Marketing Committee. Four sandwich boards were purchased from Lewis County Work Opportunities to be used for the Choose Local First campaign. The chamber, as one of our partners on the project, will create the content. Facebook fans on the Experience Chehalis site are around 8,400. The committee made a presentation to the Chehalis lodging tax advisory committee on Tuesday requesting \$17,880 for 2016 projects. Annalee and Andy will be attending a Main Street conference next week.

4. **Other Announcements.**

Lisa – The Trick or Treat Trolley is October 30 from 3:00 to 5:30 with stops in downtown Chehalis, Fairway Center, and Yard Birds Mall. The Historical Museum will hold a carnival, and the Chehalis Police Department will pass out candy and have police vehicles/fire trucks in the north parking lot of downtown. Andy noted the Museum needs volunteers for the carnival, so please let him know if you are interested.

Lynne – How do we funnel people out from the Farmers Market? Annalee stated the marketing committee will look into this.

Bill – Polar Express trains are sold out, but they are considering adding a train(s). Volunteers are still needed. Santa rides still available. The engine repair project is going well and they will be doing some track work tomorrow.

Annalee – The first CCRT dinner was on September 24. Mark your calendars for December 10 at Mackinaws for the next dinner.

James – Twin Cities Rotary is hosting Beer Fest from 2:00 to 8:00 at the Pacific Athletic Center to benefit the Boys & Girls Club and Rotary. Cost is \$25 at the door.

Caryn – Soul, a new hair salon opened this week at 556 N Market. Cara Myers is the owner/operator.

Merlin announced that Annalee has agreed to take on the role of chair of the CCRT in light of David's resignation. Annalee thanked Merlin for the opportunity. She stated that she would like to focus on more partnerships and outreach. She noted that David plans to stay involved.

The meeting concluded at 9:15.m.

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

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

Chehalis Community Renaissance Team (CCRT)
November 13, 2015
Meeting Notes

Chair Annalee Tobey called the meeting to order at 8:30 a.m. with the following members present: Corine Aiken, Julie Balmelli Powe, Tom Bradley, Bret Bryan, Trevor Elliott, Allison Fischer, Caryn Foley, Michele Gallagher, Lisa Guerrero, Terry Harris, David Hartz, Larry McGee, Jan Nontell, Dennis Osborn, Dr. Isaac Pope, Allyn Roe, Andy Skinner, and Courtney Williams. Others in attendance: Susan DeLaire, Derek Garland, Meg Gregory, Meri Hamre, James Hill, Kate Hoffer, Chris Judd, Richel Perkins, and Tom Skillings.

1. **Welcome and Introduction of Guests.** Welcome to Derek Garland, Meri Hamre, and Chris Judd from Title Guaranty; and Kate Hoffer and Tom Skillings with Skillings Connolly.

2. **Communications/Presentations.** Dr. Pope introduced Tom Skillings and Kate Hoffer with Skillings Connolly, the firm providing management services for the Recreation Park improvement project. One concept that has come to light during the public comment period is moving all ballfields to Stan Hedwall Park. Dr. Pope stated donations are welcome and can be made through the Chehalis Foundation.

The city's goal is to turn Recreation Park into a "first-class" facility. The consultants met with various stakeholders to determine overall impressions of the park, and then developed a range of concepts. Areas of improvement identified to date include drainage; parking; upgrading/replacement of buildings, restroom, and Penny Playground; and upgrading of ballfields. Other comments included better lighting, more green space, trails, and benches. A team of park experts was compiled. They conducted individual site assessments and a parking study, which allowed them to prepare rough cost estimates.

It was important for the council to get the public's input on what they would like to see, so they conducted open houses, including an on-line open house. Tom indicated that input would be closed at the end of today. He stressed that the various concepts are "cut and paste" and only ideas. They plan to present all comments to the city council on November 23, and hold a special council meeting on November 30 to decide on the preferred concept. The design phase will begin immediately to have the project ready for advertising in mid-March, bid opening in April, and construction starting after next year's fastpitch season ends. A financing package is being developed.

It was suggested that because time was running short, the conversation continue with lunch at Sweet Inspirations. Everyone is welcome.

3. **Project Updates.**

Downtown Revitalization Group (DRG). Annalee congratulated Andy on being appointed by the city manager as vice chair of the CCRT. Andy stated he was looking forward to this new role. The DRG met recently to discuss the storefront art/display project; Adopt A Block, and cigarette butt dispensers. The next meeting will be held in December – date TBD.

Allyn noted that some of the wayfinding kiosks have been vandalized and wondered if the DRG could look into repairing them. Andy will look into the damage.

Discover! Children's Museum. Capital fundraising is underway with applications out to private foundations. A \$300,000 .09 grant application is expected to be awarded by the county commissioners. They hope to hear in December the results from an NEH grant submittal. The board's next meeting is November 17.

Marketing Committee. The council approved \$17,880 in lodging tax funds for marketing and promotion. The Gratitude Graffiti project is underway with several businesses participating. Production of the Official Visitor Guide is underway. Since Chehalis lodging tax money is funding the publication, Chehalis will be the primary focus, but information about Centralia and greater Lewis County will included. The city recognizes the need to work together to promote our community. The goal is to have the guide distributed by February 1.

4. **Other Announcements.**

Lisa – The Santa Parade is December 5 and will include a canned food drive. Fred Meyer Distribution Center will match all donations up to \$1,000! This year's theme is The Nutcracker in recognition of the Southwest Washington Dance Center's 20th anniversary of performing the ballet. Joe Mount, owner of Bartels, will be grand marshal.

Annalee – The next CCRT dinner is December 10 at Mackinaws at 6:00 p.m. Spouses are welcome. Also, please mark your calendars for our next two important planning meetings. December's meeting will focus on this year's accomplishments, while January's meeting will set projects for the coming year.

The meeting concluded at 9:35.m.

Next meeting is Friday, December 4, 8:30 to 9:30 a.m.

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

Chehalis Community Renaissance Team (CCRT)

December 4, 2015

Meeting Notes

Chair Annalee Tobey called the meeting to order at 8:30 a.m. with the following present: Marcy Anholt, Kayce Austin, Lynne Bashaw, Susan DeLaire, Bill Deutscher, Allison Fischer, Caryn Foley, Michele Gallagher, Derek Garland, Lisa Guerrero, Terry Harris, Buck Hubbert, Chris Judd, Patty Kaija, Merlin MacReynold, Julie McDonald Zander, Larry McGee, Mitch Moberg, Jan Nontell, Dr. Isaac Pope, Rachel Reiton, Steve Richert, Allyn Roe, Joanne Schwartz, Andy Skinner, Brian Watson, and Courtney Williams.

1. Welcome and Introductions. Annalee welcomed everyone to the meeting and self-introductions were made. Annalee introduced Kelly Johnston, an organizational effectiveness consultant. Kelly stated the purpose of today was to identify the strengths, weaknesses, opportunities and threats (SWOT) for the CCCT. The information garnered from today will be used to brainstorm project ideas for 2016.

2. Other Announcements.

The next CCRT dinner is December 10 at Mackinaws at 6:00 p.m. Spouses are welcome. Please RSVP by next Tuesday to the notice that will be going out today.

Dr. Pope stated the Chehalis Eagles is sponsoring a dinner for homeless children and their families from 11:00 to 1:00 on Christmas. They are asking for items to hand out to individuals during the dinner or cash donations (make checks payable to Chehalis Eagles). Needed items include blankets, coats, socks, etc.

The meeting concluded at 9:58 a.m.

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

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