

APPROVED
03/19/2024

MEETING MINUTES
BEAUTIFICATION COMMISSION
FEBRUARY 20, 2024 – 6:00 PM
FARMINGTON HILLS CITY HALL – COMMUNITY ROOM
31555 ELEVEN MILE ROAD, FARMINGTON HILLS, MI

CALL TO ORDER BY: Secretary Kathie Brown at 6:10PM.

MEMBERS PRESENT: Rita Roberts, Betti Pool, Kathie Brown, Alex Clar (late), Jarel Readous, Robert Levine

MEMBERS ABSENT: Jawahar Babu

OTHERS PRESENT: Valerie Knol, City Council Liaison, Tracey Emmanuel, Staff Liaison

APPROVAL OF AGENDA

Motion by Readous, support by Roberts, to add Letter to City Council about Commission Funding to 8. Motion carried: 5-0.

Motion by Brown, support by Readous, to approve the agenda as amended. Motion carried: 5-0.

APPROVAL OF MINUTES

Motion by Levine, support by Pool, to approve the minutes of January 16, 2024 as submitted. Motion carried: 5-0.

CORRESPONDENCE AND ANNOUNCEMENTS

- a) JoAnne Rowland and Cynthia Gottlieb expressed interest in being appointed to the Beautification Commission. JoAnne has sent in her resume.
- b) Discussion of Commission By-laws to see how many people make up the Beautification Commission. It was decided there are nine Commissioners and three Alternates.
- c) Ashley Smith wanted to know if the Beautification Commission would like to set up a table from 3:30 to 7:00 on Earth Day, April 22. Commissioners decided not to participate this year.

REVIEW OF CALENDAR

The Commissioners reviewed the calendar.

OLD BUSINESS ITEM

- A. Draft Beautification Commission Annual Report 2023 and Goals for 2024.
 - a. There were no changes to the 2023 Annual Report as submitted. The 2024 Goals were discussed and approved.
- B. Tree City Update:
 - a. There are several parts to Tree City Certification: Do we have a tree board or department? A tree care ordinance? A forestry program with annual budget of at least \$2/capita? Council Liaison Knol suggested that the budgets from multiple

departments i.e. DPW, Parks, etc. could be combined to satisfy that requirement. We need an Arbor Day observation (project) and proclamation (already have two from 2013 and 2022). Emmanuel contacted DPW for help with answers to these questions. Need a sub-committee to carry-out goal. Project ideas discussed like plant a tree or combine our Woodland Hills and Heritage Park tree remediation programs.

- b. Application is sent to State of Michigan and Arbor Day Foundation accepts application. Emmanuel has the information.
- C. Longacre was suggested for our annual Awards Ceremony. Emmanuel will check on the venue size for number of attendees and check if we can reserve it for October 17 or 24, 2024.
- D. Commissioners questioned what defines a Natural Beauty Road and who maintains it. Emmanuel will research and provide info at next meeting.

NEW BUSINESS ITEMS

- A. Litter Walk – Brown volunteered to take over the Litter Walk program with help from Readous and Roberts. Previous Chair Jennifer Chinn forwarded Emmanuel the spreadsheet of last year’s participants and will send to Brown. Groups will need to be contacted and attendee numbers given to Emmanuel so she can order gloves and trash bags. The Litter Walk will be advertised through the City’s Communication department. The Commission will use the April meeting to pack the bags, provide instruction letters on litter collection and deliver them to the group coordinators.
- B. Beautification Commission Officer Nominations – Motion by Brown, support by Pool, to nominate Clar as Chairman. Motion carried: 6-0. Motion by Brown, second by Roberts to nominate Readous as Vice-Chairman. Motion carried: 6-0. Motion by Roberts, second by Readous, to nominate Brown as Secretary. Motion carried: 6-0.
- C. Letter to City Council about Commission Funding – Brown presented a draft letter for the Commission to send to City Council to request more funding for annual events and to host a Beautification Council of Southeastern Michigan Quarterly Meeting in 2025. Emmanuel made suggested edits to Brown’s draft indicating different ways to make the request and provided budget worksheets detailing final expenditures for 2023 and expenditures to date for 2024.

PUBLIC COMMENTS

None.

COMMISSIONER COMMENTS

None.

NEXT MEETING DATE: March 19, 2024

MEETING ADJOURNED BY: Secretary Brown at 7:52PM.