

APPROVED
10/24/2023

**MINUTES
CITY OF FARMINGTON HILLS
BEAUTIFICATION COMMISSION MEETING
SEPTEMBER 19, 2023 – 6:00 PM
CITY HALL – SOUTH CONFERENCE ROOM
31555 W. ELEVEN MILE ROAD, FARMINGTON HILLS, MI**

CALL TO ORDER BY: Jennifer Chinn at 6:03 PM. in the City Hall South Conference Room.

MEMBERS PRESENT: Rita Roberts, Betti Pool, Jennifer Chinn, Kathie Brown. Carol Kurth, Katherine Massey, Jawahar Babu.

MEMBERS ABSENT: Alex Clar, Jarel Readous.

OTHERS PRESENT: Tracey Emmanuel, Staff Liaison, Kris Canty, Staff Planner

APPROVAL OF AGENDA: Motion by Jawahar Babu, second by Rita Roberts to approve the agenda as amended. Betti requested that an update of the Plant Swap be added to Old Business. Motion carried: 7-0

APPROVAL OF MINUTES: Motion by Katherine Massey, second by Kathie Brown, to approve the minutes of August 15, 2023 as submitted. Motion carried: 7-0

CORRESPONDENCE AND ANNOUNCEMENTS: BCSEM Newsletter, KMB Annual Conference will be in Lansing on October 19 and 20. Betti noted that there is a Ditch Garden on Colfax and Gill.

REVIEW OF CALENDAR: The Commissioners reviewed the 2023 and 2024 calendars. The Litter Walk for 2024 will be on April 27, 2024.

OLD BUSINESS ITEM:

- A. Plant Swap – Less of a turnout than Spring with twenty-five attendees, but that is as expected for this time of year. All went well.
- B. BC Awards –
 - a. The person who did a pollinator presentation at Farmer Johns has moved to Southeastern Ohio so cannot do a presentation.
 - b. The 5:30 presentation should be twenty minutes at most with a topic to interest both landscapers and volunteers. Maybe someone from DPW could talk about the trees dying in the 12-mile median and what can be used to replace them? Update about the city public areas? Farmington Hills 50th anniversary?
 - c. Because the Awards program is only a month away, the Commissioners decided to go with no speaker this year. Motion by Carol Kurth, second by Katherine Massey to not have a speaker at the Awards ceremony. Motion carried: 7-0
 - d. Six pictures were presented and voted on for the awards sign and program cover. A single blue chicory flower with a bee in the center was chosen.
 - e. Tracey spoke about the menu and removal of items to make it cost less. The menu will be miniature egg rolls, crab stuffed mushroom, sweet and sour meatballs, a crudité tray and cake. Kathie will order chocolate cake with vanilla frosting from Costco. Motion by Jennifer Chinn, second by Kathie Brown to use the Beautification Catering Service and keep the same the menu as last year, except to remove the desserts and get a Costco cake. Motion carried: 7-0

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- f. Table linen can be white on the bottom with colored linen on top. We'll have eight round tables and five six-foot tables; for check in, food, beverage and cake, awards. Betti Pool will contact Caroline Adams about the table settings.
- g. Commissioners will perform the following duties.
 - i. Reception table – Rita Roberts, Betti Pool, Jennifer Chinn
 - ii. Welcome – Carol Kurth
 - iii. Special greetings, Mayor & City Manager
 - iv. Awards Presenter – Jennifer
 - v. Awards table- Kathie Brown and Katheirne Massey
 - vi. Slide show – Jen and Tracey
 - vii. Commissioners award – Market Place Specialty Center - Betti Pool
 - viii. Closing Comments – Carol Kurth
 - ix. Sign Distribution – Betti Pool, Jawahar Babu, Jennifer Chinn
 - x. Our next meeting on October 24 is for the Awards rehearsal.
 - xi. The Awards program will be at the Wexford Room in the Costick Center on October 26 at 5:00. Commissioners will arrive at 4:30.
- C. BCSEM Quarterly Meeting Updates – The Quarterly meeting will be held on Thursday, October 21, 2023 and will be hosted by the Trenton City Beautification Commission.
- D. KMB Mini-grant Application – Monies for the Shirley Richardson grant is to be used for new projects. We will discuss a possible project at the November meeting.

NEW BUSINESS ITEMS: None

PUBLIC COMMENTS: None

COMMISSIONER COMMENTS: Kris Canty, announced that a Planning Commission meeting, about the proposed site plan for Five three-story apartment buildings on 13 Mile Rd, will be held on Thursday October 21 at 6:30 at City Hall.

Meeting adjourned: Motion to adjourn by Jennifer Chinn at 7:34 PM.