



## City of Centerville

Brooks A. Compton, Mayor | Wayne S. Davis, City Manager

### **CENTERVILLE CITY BEAUTIFUL COMMISSION**

#### MEETING AGENDA

Tuesday, April 4, 2023 7:00 PM

Public Works Building

CALL to ORDER and WELCOME

ACCEPTANCE OF MINUTES: March 7, 2023

#### OLD BUSINESS:

- Comments or questions regarding the Board and Commission meeting on March 27

#### 2023 Spring Seminar

- Date: April 15th, Time: 10:00 AM – 11:30 AM, Cline Elementary School
- CBC arrival: 9:00 AM
- Review and assign actions, finalize event checklist
- Check donations received and pending

#### Prior to the event

- Bob - contact Cline, 5 tables + 4 chairs, AV, screen, microphone, projector set up prior to the event.
- MAK - send a reminder email to Pam.
- Drew will follow up on promotions:
  - Centerville Town Crier article
  - Event announcement and pre-registration on the city of Centerville website
  - 60 Seconds in Centerville
  - City of Centerville social media outlets
  - Stubbs Park digital sign
  - Dayton Daily News ad in March
  - Public Service Announcement (PSA) Lamar billboard by the Dayton Mall – in progress
  - WHIO Garden Talk Show advertising
  - Good Day Dayton and Living Dayton – in person highlight
  - Seed packets from Lowe's for each attendee
    - Drew has contacted but not finalized.
    - Other seed resource suggestions included Home Buy and Dayton Metro Parks. Also suggested herbs, sun flowers, marigolds seed packets.
    - Centerville Washington Township Parks - table with native plants and seeds.
    - Centerville Library and the Streets Highway and Draining Commission - share a table with information about rain barrels, and water draining.

- Signs - corner of Franklin St and Virginia and Cline Elementary plus directional signs at Cline.
- Drew - A-frame for Franklin Street and Virginia Avenue with the new CBC logo.
- As of March 7, 57 people registered for the seminar. Current number of attendees?
- Gift for Pam - City of Centerville blanket /Tervis tumbler, Esther Price and Boston Stoker coffee - Drew
- Post flyers at libraries, Centerville Florist, Grandma Gardens, Siebenthaler's + locations making donations.
- Drop off door prizes at the city building or bring them to the April meeting.
- Program with QR Code for suggestions, Pam's bio and recognition of business donation.

#### Day of event

- Drew - assign remaining duties for seminar
- Drew – Door prize tickets, pens, plastic risers for door prize
- Drew – Donations poster
- Bob – Signage at Franklin St, Virginia Ave, Cline Elementary, and on entrance doors.
- Registration table and sign-up sheet – attendees' first name, last name, email, city and zip.
- Debbie, Sue, and Gretchen - registration table.
- Drew - provide multiple copies of registration forms and pre-registration names.
- Jan - laser pointer
- Mary Ann – baskets and index cards (for attendees' comments)
- Drew – case of water for speaker and CBC
- Mary Ann - introduce Mayor Compton
- Mayor - welcome and introduce Pam, Council members in attendance and CBC members.
- Mary Ann - thank you, closing remarks (comment card or email survey), announce door prize winners. Ask attendees to remain seated while drawing for door prizes. CBC will distribute door prizes to recipients.

#### After the event

- Drew and Mary Ann - donation to Master Gardeners Assn and check for Pam's travel expenses.
- Drew – post recording from MVCC to city website
- Follow up survey for attendees who shared their email
- Thank you notes to vendors who donated door prizes.

#### Door prizes

- Three Baskets from Carol (complete)
- The following businesses will be approached for gift cards and/or gifts for the door prizes:

Burgundy Chic – Mary Ann (complete)	Mike's Car Wash – Sue (complete) Bill's Donuts – Sue (complete)
Skyline Chili – Mary Ann	Siebenthaler's – Bob (complete) Loose Ends – Bob
Whit's – Austin	Grandma Gardens – Carol
Dorothy Lane Market – Austin (complete)	Ester Price Candy – Nancy (complete) Nutmeg
Boston Stoker – Debbie	Café – Nancy (complete) Dayton Dragons – Nancy (complete)
Centerville Florist – Jan (complete) Lock 27 – Jan	
City BBQ – Sue (complete)	

## NEW BUSINESS:

### April events

- Arbor Day is April 27, 11 am at the Activity Center entrance driveway by the mural on Marion's Piazza building. CBC members to attend?
- Tree City luncheon - update

### Four Corners

- Planting date - Saturday, May 20 at 10:00AM, rain date Sunday, May 21. Confirm attendance, group photo for social and Town Crier.
- Debbie or Carol - ask Graeter's and City BBQ for complimentary meal and dessert.
- Four Corners and city beds will be planted with the same flowers as last year.
- Public Works will maintain and weed Four Corners this year.
  - Open discussion - Suggestions on how we can best support the city and update the charter as required.
  - Drew suggested educational opportunities, i.e., two seminars a year.
- Four Corners new design and timeline
  - Once the vendor is selected, coordinate with Jotham and the CBC on plans followed by City Council approval.

### Farmer's Market

- Farmer's Market June - August at Activity Park Saturdays, 9:00 AM to 1:00 PM – update on vendors
- Volunteers to staff CBC booth, topics and schedule. CBC will rotate with the Arts Commission.
- Gretchen Franck to lead - volunteers and information from the OSU Extension Office.

### New Recruits

- Letter on behalf of the CBC on city stationary mailed to all 2022 landscaping winners with an invite to join the City Beautiful Commission.

URBAN FORESTRY UPDATE: Jotham Smith

COUNCIL LIAISON REMARKS: Joanne Rau

GOOD of the ORDER

Next Commission Meeting  
Tuesday, May 2, 2023 7:00 PM  
Public Works Building