

# CENTERVILLE CITY BEAUTIFUL COMMISSION

## Meeting Minutes

Tuesday, April 4, 2023

7:00 PM in the Public Works Building

Present: Bob Baldino (Co-Chair), Mary Ann Kabel (Co-Chair), Carol Adams, Gretchen Franck, Sue Jessee, Debbie Schmidt, Drew Simon (City of Centerville Community Resources Coordinator), Austin Steinke, James Freeman (Public Works), JoAnne Rau (Council Liaison)

**Absent:** Jan Prettyman, Nancy Dyer

### Call to Order and Welcome

- Meeting was called to order at 7 PM
- Sue Jessee motioned to accept Mar 7, 2023 minutes, Gretchen Franck seconded. Minutes approved.

### OLD BUSINESS:

- Drew commented that CBC was well represented at Board and Commission training regarding ethics policy and meeting procedures.

### 2023 Spring Seminar

- Date: April 15, Time: 10 – 11:30 AM, Cline Elementary School, CBC arrival: 9 AM
- Drew will email CBC members any remaining assignments.
- All donations have been received.

### Prior to the event

- Bob - contact Cline, 5 tables + 4 chairs, AV, screen, microphone, projector set up prior to the event.
- Mary Ann - send a reminder email to Pam.
- Program distributed to Commission attendees – Drew will add information about monthly landscape awards in the CBC section with a QR code for nominations, add Boston Stoker and Carol Adams to the donor area, and change Susan Jessee to Sue. Donors included in the program vs. displaying on a poster at the seminar.
- 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 published at the end of 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
  - Home Depot donated a variety of 100 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 Ave., Cline Elementary plus building directional signs.
  - Drew - A-frame sign for Franklin St. and Virginia Ave. with the city logo, can use for other city events.

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- Drew will arrange with Cline to do an AV test. Mary Ann will ask Pam Corle-Bennett if she can provide an advance copy of her presentation so we can test with Cline's AV equipment. Drew's laptop will be used for the seminar.
- As of April 4, 80 people have registered for the seminar, approximately 50/50 as first-time attendees and repeat seminar attendees.
- Gift for Pam - City of Centerville blanket /Tervis tumbler, Esther Price candy and Boston Stoker coffee - Drew
- Post flyers at libraries, Centerville Florist, Grandma's Gardens, Siebenthaler's and vendors making donations.
- Drew has all door prizes. Carol will bring her door prize baskets to the seminar.
- Program includes a QR Code for suggestions, Pam's bio and recognition of business donations.

#### Day of event

- Drew – Door prize tickets, pens, plastic risers for door prizes
- Bob and Austin – 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. Drew will suggest the Mayor provide a brief update about on-going projects within the city.
- 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. Remind attendees about the upcoming summer landscaping awards and encourage them to join the CBC.

#### After the event

- Drew and Mary Ann - donation to Master Gardeners Association 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 - door prizes. Drew will bring city stationery to the seminar for CBC members.

#### Door prizes

Three baskets from Carol

The following businesses have provided door prizes:

Burgundy Chic  
Dorothy Lane Market  
Centerville Florists  
City BBQ  
Bill's Donuts  
Loose Ends Brewery  
Dayton Dragons

Whit's Frozen Custard  
Boston Stoker  
Lock 27  
Mike's Car Wash  
Siebenthaler's  
Grandma's Gardens  
Nutmeg Café

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### **NEW BUSINESS:**

#### April events

- Arbor Day April 27, 11 AM at the Activity Center entrance driveway by the mural on Marion's Piazza building. CBC members are encouraged to attend.
- Tree City luncheon – Sue and Debbie from CBC and members of Public Works to attend. Host - Fairfield, OH

#### Four Corners

- Planting - Sat, May 20 at 10 AM, rain date Sun, May 21. Confirm attendance, group photo for social and Town Crier.
- Carol confirmed 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. If there are not enough flowers for Four Corners there may be potential to order more.
- Public Works will maintain and weed Four Corners this year.
  - Open discussion - 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
  - Grunder Landscaping's plan for Four Corners was distributed. The plans represent the city's desire for colorful and vibrant plants. Grunder will install new plants in the spring 2023. They will clear the beds based on their availability therefore, CBC's planting date of May 20 may change. Drew will inform CBC if a new date is needed and Carol will notify Graeter's and City BBQ if the date changes. The two flower beds at the entrance to Graeter's will remain the same. In 2024 the city will review cohesiveness among all city beds with CBC's input. Final changes to be made to Four Corners at that time.

#### Farmer's Market

- Farmer's Market June - August at Activity Park Saturdays, 9 AM to 1 PM. – Drew continues to work on vendors. A decision will be made about the Farmer's Market status in May.
- 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 stationery, mail to 2022 landscaping winners w/ invite to join the CBC.
- Gretchen recruited her neighbor who submitted an application.

#### **Urban Forestry Update: James Freeman**

- Mulching medians and pruning trees in the street canopies.
- 100 trees on city property by Virginia Ave. and Franklin St. were removed to accommodate parking.
- Arbor Day – planting of two red horse chestnut trees at the Activity Center entrance driveway by the mural on Marion's Piazza building. Trees will also be planted in parks around the city.

#### **Council Liaison Remarks: Joanne Rau**

- Stubbs Park renovation is out for bids. Council may consider breaking it into pieces versus the entire project.
- Benham's Grove plans are moving forward.

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**GOOD Of The ORDER**

- Zone assignments were tabled until May meeting.
- On April 13 the Centerville Citizens Police Alumni Association is sponsoring a fund raiser at City BBQ. Please mention you are there for the CCPAA fund raiser for them to receive 20% of the revenue.

Meeting adjourned at 8:11 PM. Minutes submitted by Debbie Schmidt.

**Next Commission Meeting**

Tuesday, May 2, 2023, 7:00 PM

Public Works Building