

**Clean & Beautiful Committee  
October 3, 2012  
Approved Minutes**

**Committee Members Present:**

Jeff Deelstra  
Pat Deelstra  
Lisa Rene Jones  
Matt Lovato  
Darrick Porter  
Jody Rushton-Porter  
Misty Smith

**Excused Committee Members:**

Brian Blank  
Avalon Sadler

**Absent Committee Members:**

Brenda Clark  
Carolyn Workman

**Staff Members Present:**

Cathie Alberico  
Craig Thomas

Chairman, Jeff Deelstra brought the October meeting to order at 5:35 p.m.

A motion to approve the minutes of August 1, 2012, was made by Misty Smith; Lisa Rene Jones seconded the motion. The motion passed all in favor.

Misty also made a motion to approve the minutes of September 8, 2012, asking for a minor clarification about her husband volunteering with the committee's group effort in future projects. Pat Deelstra seconded the motion. The motion passed all in favor with the correction to be made.

**Upcoming Events/Dates**

**Parkway Park Cleanup Project**

Saturday, October 20, from 9:00 a.m. to Noon, at 3405 W Parkway Blvd. (2700 S). Matt showed pictures of the park. He suggested that it just needs a general pick up and probably won't take much time. Flyers about the project need to be passed out to neighbors and businesses of the park. Pat asked for help to hand out the flyers. Pat, Jeff and Misty volunteered to do this on Saturday, October 13, 2012.

**Tree and Wreath Decoration**

**Friday and Saturday, November 9<sup>th</sup> and 10<sup>th</sup> from 9:00a.m. to 3:00p.m. in the lobby of City Hall.** Any time volunteered will be appreciated. We will be working on the outside tree, a tree for the Lobby, the outside wreaths for City Hall and the wreath for the Cultural Center. The tree and supplies will be delivered to City Hall on Wednesday or Thursday of that week. Please bring snacks to share with the group.

## **Budget Discussion**

A motion was made at the September retreat, to supplement or replace holiday decorations for up to \$500.00. The committee reinforced its approval of this expenditure.

## **Subcommittee Reports**

### **Small Beautification Projects**

Lisa led a discussion about the recent project at the **Animal Shelter**. She felt like we did not finish the cleanup. Because the shelter is a highly visible City venue, she would like to go back, invite the community and the employees that work in that building to join our efforts. She would like to see gravel used in the parking lot islands. Lisa inquired about how much rock would be needed to fill the islands. Craig suggested that if we wait until April, **we should ask Jason for permission to add rock and also ask him to help determine an estimate on how much product we would need.** Lisa was concerned if we had money in our budget to do this. Jeff added that we are working on our new budget and we do have some money left. Craig suggested researching what needs to be done and continue working on the pricing of supplies in November and December, so we have it ready to go in April. Pat suggested that we wait until spring to return to the shelter, to make it our first project next year. The committee's schedule is filling up for the rest of the year, and weather conditions are becoming a concern. The committee supported this idea.

Pat suggested that the committee **compile a request to the City, for help to maintain City venues and parks.** She went on to suggest that citizens not be fined for weeds and the appearance of their yard, until this request is addressed and resolved. She would like the support of the committee to request that our City properties be better maintained, her example being the outward appearance of the Community Preservation Building, which houses the Code Enforcement department. After spending three hours on a Saturday morning there, the committee was dismayed at the amount of work that needed to be done, and the disheveled appearance of the CPB grounds, suggesting a lack of any regular maintenance.

Darrick inquired as to who was supposed to maintain those properties; do they hire a landscape company? Craig replied that ultimately the CPB maintenance should fall back to the Parks and Rec department. For some other properties, Parks and Rec hire outside maintenance crews, City Hall being an example. Parks Department employees do park maintenance. Committee members wonder if there is confusion about this venue since it is on the site of a park. Ultimately the Parks Department has crews to mow properties, but they don't have personnel to weed, or maintain the grounds, a similar situation exists at the Cultural Center.

Jeff and Pat will start working on this request, and review for committee approval. The request will be addressed to the City manager.

### **3500 South Tree Replacement**

Jason Erikson of Parks and Rec was contacted. He said they use Zelcova trees, a tree with a caliber of 1½ to 2 inches would cost around \$150 to \$250.00. Jason indicated

that there is not a plan in place for replacing the missing trees. Questions about replacing dead or destroyed trees include: where will the funding come from and how many trees are needed, is there a maintenance plan in place to prune and care for the trees?

Craig did a dangerous inventory on his own in a vehicle, and estimated at least 20 trees are damaged or missing. Ideally 3500 South was supposed to have a boulevard type feel with the trees.

The committee would need to develop a plan for replacement trees. We would only have the ability to replace one or two trees at a time, with our current budget.

Fundraising ideas such as "Adopt a tree program" on our web site, and soliciting for donations from the businesses along 3500 South, also asking for donations on the web site were discussed.

**A service project for early 2013** was suggested, to inventory the trees, and what businesses they are located by. (*This project needs to go on the November Agenda.*) Until the inventory is completed, Jeff tabled the replacement tree topic for future discussion.

It was suggested that we be flexible in planning service projects, in case we need to return to the same area again. The committee discussed an idea presented at the retreat, that members take turns to determine a project, and if your project is selected, you would take ownership details to complete the project. This idea was well accepted.

#### 2013 Project Ideas

1. Inventory Trees on 3500 South
2. Solicit business to sponsor a tree, we will need to review legalities and procedures before asking for donations
3. Return to the Animal Shelter cleanup

#### **Education**

Suggestions for the web site: nominate a clean & beautiful yard, to be left up year round; Volunteer opportunities; suggest clean up projects; adopt a tree program; pictures of projects, before and after.

The committee is welcome to submit any pictures of projects, ideas etc. Craig can download them from your camera or you can email them to him.

#### **Banners**

Jeff asked the committee if they were interested in pursuing banners. It is a very expensive project. It was suggested to table Banners for a while. Misty volunteered to continue to research the cost of banners, to get quotes and information and to present her findings to the committee. *The February agenda was suggested.* She reiterated that the committee needs to develop a plan about banners, before approaching the City for help with this project. Jeff also reminded the committee to keep track of any time you might spend working on your own, and to pass the information on to Cathie or Craig.

Jeff asked that any ideas for future agenda items to be submitted.

The committee agreed to maintain the same meeting schedule for 2013. Craig pointed out that the January meeting would be held on January 2<sup>nd</sup>, and asked if anyone would be able to attend? Attendance at the meeting didn't need seem to be a problem with the members present. We will need a quorum of seven people for the meeting. Cathie will keep the committee informed.

We currently have two committee vacancies. Please recruit any friends and neighbors to attend a meeting.

Lisa said she got what she wanted, pet projects and work dates on the calendar. Getting out and accomplishing something for the city is worthwhile, everyone agreed. Committee members are encouraged to send Lisa ideas for Yard Clippings, for the WV Journal.

The WV Journal for September featured a front-page picture and story about the yard awards. There is also a story running on WVCTV about the Clean & Beautiful Awards.

Misty suggested that we send out emails to our past winners and judges about upcoming projects, to give back to the community.

With no further business to discuss the meeting was adjourned at 5:30 p.m.