



Fiscal Year 2023

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# Beautification/ Historical Commission Plan of Work

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Approved by the Beautification/ Historical Commission 4/18/23

Presented by:  
Teresa Graves, Director of Parks and Recreation

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# Mission Statement

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Charter Township of Brownstown Beautification/Historical Commission.

## **Mission Statement-**

The Beautification/Historical Commission is dedicated to continuing to enhance the Charter Township of Brownstown's beautiful community while working hard to ensure preservation of its historic sites while creating Civic Pride among the Community.

The Charter Township of Brownstown Beautification/Historical Commission endeavors to fulfill this mission, established by the Township Charter, by assisting the Township in developing and pursuing initiatives that promote the beautification and preservation of the Township.

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## **Beautification/Historical Commission**

The Beautification/Historical Commission is advisory to the Township Board and consists of between five and nine members who by experience have evidenced interest in the Beautification and History in the Charter Township of Brownstown.

Appointed by and reporting to the Township Board, this committee leads to main programs annually:

- Appreciation of Beautification Awards - This awards program recognizes residential properties for landscaping and structural site improvements, which are readily visible to the public.
- Ensure the Historic Preservation of property and space within the Charter Township of Brownstown.
- Develop programs for citizens to help beautify and maintain their property.

## **Parks and Recreation Director**

In accordance with the Code of Ordinances the Director of Parks and Recreation has been designated by the City Manager. The director serves as a liaison between the Township and the Parks and Recreation Commission.

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# **Annual Plan of Work**

## **Intent**

Being required to conduct a minimum of six (6) meetings during the fiscal year, the Beautification/Historical Commission seeks to perform its duties effectively and efficiently. To that end the Commission relies on an annual work plan to anticipate and organize those matters to be addressed. The Commission may periodically review and modify its work plan as needed to address evolving community needs.

## **Commission Meetings**

The Beautification/Historical Commission conducts regular meetings, which are open to public participation, at 7:00 PM in the Township Chambers on the Third Tuesday of the month unless otherwise specified at the previous meeting.

Agendas for such meetings will include, at a minimum, the following matters:

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Minutes of Prior Meeting
- 5) Call to Audience
- 6) Project Reports
- 7) Division Report
- 8) Old Business
- 9) New Business
- 10) Adjourn

The Parks and Recreation Commission, along with department staff, have compiled the following list of potential topics to be discussed throughout the year with the understanding that other topics may come up during the course of the year that take precedent.

<i>Project Reports</i>	<i>Division Report</i>
Maintaining Historical sites	Historical Update
Special Events for Current Year	Recreation - Seasonal Updates
	Events and Beautification Awards
	Event Evaluation and attendance