



BEAUTIFICATION COMMITTEE STAFF REPORT

ITEM NO. 4.5

DATE: November 5, 2025
TO: Chairperson and Members of the Beautification Committee
FROM: Marisa Gan, Management Analyst II
SUBJECT: Appoint an ad hoc committee for Arbor Day 2026

RECOMMENDED ACTION

Staff recommends the Beautification Committee appoint an ad hoc committee for Arbor Day 2026.

DECISION TYPE

Administrative

SUMMARY

The Beautification Committee will discuss the tasks related to the celebration of Arbor Day 2026 and appoint three members to the 2026 Arbor Day ad hoc committee.

DISCUSSION

At the November 5, 2025 Beautification Committee meeting, the Committee will nominate and appoint an ad hoc committee for the celebration of Arbor Day 2026. The Arbor Day ad hoc committee may have the following tasks:

- Determine the focus/scope of Arbor Day activities and giveaways
- Help solicit volunteers and donations
- Create tree-related social media content
- Fill gift bags for second graders and distribute to schools
- Attend tree planting at the Springtown Open Space
- Coordinate with schools
- Solicit feedback from schools after the event

The ad hoc committee will be comprised of up to three members. It will sunset after the May 2026 meeting of the Beautification Committee once all tasks have been completed.

ATTACHMENTS

Prepared by: Rebecca Aguilera
Administrative Clerk II