

BEAUTIFICATION COMMISSION AGENDA

November 21, 2018 – * 9:00 a.m. *****

Governmental Center

Call to Order

Pledge of Allegiance

Roll Call

Conflict of Interest-Any commission member who believes he or she has a conflict of interest regarding any item on this agenda shall so state that conflict at this time. Does any member believe they have a conflict of interest regarding any item on this agenda?

Approval of Minutes: October 17, 2018

Public Comments-Any citizen who wishes to address the Beautification Commission on a matter not listed on this agenda may speak at this time. Persons addressing the Beautification Commission may state their name, address, and if applicable, their affiliation. The Commission chair person should recognize the citizen before speaking. A five-minute limitation applies unless extended by the chair person. Citizens wishing to speak on matters listed on the agenda will be permitted, under the same limitations, to speak when the matter is brought before this commission.

Financial Report

Approval of Bills

Garden Report—Robyn VanColen

Arrowhead South

Yuchasz Walkway

Kid's Pond

Iva's North

Traverse Parking Garden

Boardwalk Sitting Garden

River and 31 Garden

Median Garden

Triangle Garden

Cedar Street Parking

Zupin/Anderson Garden

Blue Star Garden

Guild Garden

Pedestrian Garden

Old Business:

Posts and chains around downtown tree-on hold
Budget 2019-20

Report from Council
Report from DPW

New Business

Correspondence:

Adjournment:

Next Meeting, April 17, 2019

Beautification Commission Minutes
October 17, 2018

Present: Pat Stites, Sonja Perry, Janine Micunek, Lori Caruso, Susan Green

Excused: Sandy Ehlers

YGuest: Robin Shank

Call to order: 9:00 a.m.

Conflict of interest: None

Minutes of September 19 Meeting

Motion to approve by Perry, second by Caruso. Motion carried.

Financial Report

Invoices were submitted for approval: TNT for pruning weeping cherry at library and Mike's for pruning at Iva's garden (amounts).

Motion by Perry to approve paying invoices, second by Caruso. Motion carried.

Garden Club Report

Robin submitted a written summary of the year. On the Guild garden, Mike's said the tree is okay and if it is trimmed, then it should stay another five years. The scab may go away if fertilized. The bridge construction may affect the expansion of the Zupin garden. Installing edging for the extension will cost about \$2.50/sf (DPW). For the sign, Iva's budget should cover the cost of about \$500. The sign dedication will be on October 25. The Garden Club is requesting money for the hardscape from Beautification, the cost of which still needs to be determined.

Old Business

Chairman Stites proposed the 2019 budget of \$22,000. A line will be added for a capital outlay for improvements to the Zupin Garden in the amount of \$500.

Posts and chains will be installed at a rate of five per year.

DPW Report

The DPW is busy with winterization projects. Tree planting will be done in the spring. Chairman Stites requested that the invoices from DPW be submitted to Beautification by November for approval before winter recess.

New Business

Chairman Stites presented a plan for the renovation of the Boardwalk Garden to capture the original concept of enjoying the river while sitting in the garden. Phase I will be the removal of selective shrubs and trees, and cutting back or digging out a large amount of the inkberry and

sumac, which are taking over. Phase II will be to plant three river birches and move some perennials. Phase III will be to plant perennials to fill in and create summer interest. Motion by Perry to begin phase I this year with a second by Caruso. Motion carried.

Susan Green will purchase a plaque to honor Margaret LeBlond for her fifteen years of service and dedication to the Commission.

Correspondence

None

Adjournment

Motion to adjourn at 10:19 by Perry, second by Caruso. Motion carried.

Next Meeting

November 21, 2018

Respectfully submitted,
Janine Micunek

PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-693-550	BEAUTIFICATION	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 692 - BEAUTIFICATION DEPT						
101-692-700-000	SALARY & WAGES	3,300.00	290.55	23.43	3,009.45	8.80
101-692-715-000	SOCIAL SECURITY	250.00	22.25	1.79	227.75	8.90
101-692-716-000	HEALTH INSURANCE	1,450.00	921.60	0.00	528.40	63.56
101-692-718-000	RETIREMENT	350.00	29.41	2.34	320.59	8.40
101-692-719-000	SICK & ACCIDENT BENEFIT	60.00	40.17	0.00	19.83	66.95
101-692-720-000	WORKER'S COMP	90.00	75.07	54.38	14.93	83.41
101-692-757-000	SUPPLIES	3,400.00	1,576.67	0.00	1,823.33	46.37
101-692-818-000	BEAUTIFICATION/CONTRACTUAL	7,600.00	3,831.50	0.00	3,768.50	50.41
101-692-864-000	TRAINING/CONFERENCES	300.00	320.00	0.00	(20.00)	106.67
101-692-956-000	MISCELLANEOUS	500.00	150.00	0.00	350.00	30.00
101-692-977-300	CAPITAL OUTLAY IMPROVEMENTS	3,250.00	0.00	0.00	3,250.00	0.00
Total Dept 692 - BEAUTIFICATION DEPT		20,550.00	7,257.22	81.94	13,292.78	35.31
TOTAL EXPENDITURES		20,550.00	7,257.22	81.94	13,292.78	35.31
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		20,550.00	7,257.22	81.94	13,292.78	35.31
NET OF REVENUES & EXPENDITURES		(20,550.00)	(7,257.22)	(81.94)	(13,292.78)	35.31

PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 102 - N ARROWHEAD GARDEN						
Revenues						
Dept 000						
102-000-693-550	N ARROWHEAD GARDEN CONTRIBUTION	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 000		<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>
TOTAL REVENUES		<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>
Fund 102 - N ARROWHEAD GARDEN :						
TOTAL REVENUES		1,000.00	0.00	0.00	1,000.00	0.00
TOTAL EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES		<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>
TOTAL REVENUES - ALL FUNDS		1,000.00	0.00	0.00	1,000.00	0.00
TOTAL EXPENDITURES - ALL FUNDS		<u>20,550.00</u>	<u>7,257.22</u>	<u>81.94</u>	<u>13,292.78</u>	<u>35.31</u>
NET OF REVENUES & EXPENDITURES		<u>(19,550.00)</u>	<u>(7,257.22)</u>	<u>(81.94)</u>	<u>(12,292.78)</u>	<u>37.12</u>