

BEAUTIFICATION COMMISSION AGENDA

July 17, 2019 9:00 am

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: April 17, 2019

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: Dog Patch, \$39.75 (Iva's), Carol Haley, \$154.76 Pine Hill

Community Garden Report—Robyn Shank

Iva's North

South Arrowhead

Beulah Morrison, Gazebo

Blue Star

Guild, Library

Pedestrian Bridge

River Entrance

Township Hall

Yuchasz Walk-Through new plans

Zupin-Anderson

Beautification Gardens

Terrace Garden

Chlorination Building-weeded and planted!

Kids Pond and Cedar Street Parking

Triangle Garden, overgrown

Traverse Street Parking-weeded and mulched

Median, mulched and planted with new annuals, need another member to help here

Harbor Drive
Boardwalk Sitting Garden-Janine and Sandy

Old Business:

Bridge Boxes and planting schedule, what to do with the flowers

Report from Council

Report from DPW

New Business:

Triangle Garden, redo or leave as it is
Street tree tally and recommendation
Terrace Garden Update, Carol and Susan
Boardwalk Sitting Garden plans

Correspondence:

Adjournment:

Next meeting August 21, 2019

Beautification Regular Meeting *DRAFT* Minutes
Wednesday, June 19, 2019
Government Center, 315 Bridge Street

1. Meeting called to order @ 9:00 by Sonja Perry.
2. Roll Call
Present: Green, Ehlers, LeBlond, Perry, Haley, Micunek Also present: Village Manager William Cooper, DPW Superintendent Marcus Evans, Robyn Shank of the Elk Rapids Garden Club.
Approval of Agenda?
3. Approval of Minutes of Regular Meeting of May 15, 2019.
Motion by Haley, second by Green to approve. Motion carried.
4. Public Comment - None
5. Financial Report - New expense posted for DPW work. Haley noted that it would be helpful for there to be some type of notation as to what work the expense was charged for. Only one bill submitted last month for garden club.
Marcus noted the plan for this year is to mow Thurs. and Fri.
6. Approval of Bills - Snap Printing for garden brochures \$320, Elk Lake Floral for marigolds \$135, Paula George for ZA garden \$500, Tree Doctor for spraying \$234, Better Yards and Garden for cleaning etc. \$2375, Garden Club \$61.25. Motion by Micunek, second by Ehlers to approve. Motion carried.
7. Garden Report - Robyn reported gardens are up, running and looking great. Clarified that Dog Patch billed for first half and then second half of work done @ \$61.25 each. Motion by Ehlers, second by Green to amend payment of bills to include second billing by Dog Patch. Motion carried.
Also want to plant hydrangea's at Iva North Garden around sign. Motion by Haley, second by LeBlond to approve planting of hydrangeas. Motion carried.
Club would like to update Yuchasz Garden and will bring a plan to the committee some time in the future.
8. Beautification Gardens - Cleaning, mulching and water all done or being done. Boardwalk Sitting Garden being cleaned out. Janine recommended expanding the scope of the project from the original. Motion by Haley, second by Green to form subcommittee to enlarge scope of Boardwalk Garden project. Motion carried.
9. Old Business - Marcus is working with MDOT on approval of bridge planters and installation of irrigation. Most likely one month out. Cooper noted that MDOT tentatively plans to rebuild the bridge in 2020.
Marigold planting finished.

10. Report from Council - Bill noted village is working on an ethics ordinance and authorized an RFP for Ames St.
11. DPW Report - all pertinent business already discussed.
12. New Business - Garden brochures need to be distributed. Terrace Garden subcommittee approved by council and is putting together info and ideas. Haley put together plan for chlorination building. Motion by LeBlond, second by Micunek to approve \$200 for plantings. Motion carried.
Downtown trees. Members will review street tree material and bring back 5 recommendations next month to discuss.
13. Correspondence - Thank you from Paula George. Tree Dr. update.
13. Public Comments - Board
14. Adjournment - Motion by Haley, second by Green to adjourn the meeting at 10:35 p.m. Motion carried.

Minutes submitted by Carol Haley

Fund 101 - GENERAL FUND

GL Number	Description	2019-20 Orig Budget	2019-20 Amended Budget	YEAR-TO-DATE THRU 07/31/19	Available Balance	% Used
Revenues						
Department 000:						
101-000-693-550	BEAUTIFICATION	0.00	0.00	0.00	0.00	100.00
Total - Dept 000		0.00	0.00	0.00	0.00	100.00
Total Revenues		0.00	0.00	0.00	0.00	0.00
Expenditures						
Department 692: BEAUTIFICATION DEPT						
101-692-700-000 SALARY & WAGES						
03/12/2019	PR			4.47	147	
03/26/2019	PR			17.94	148	
04/09/2019	PR			6.72	149	
04/23/2019	PR			23.91	152	
05/07/2019	PR			5.97	153	
05/21/2019	PR			11.95	154	
06/04/2019	PR			23.91	156	
06/18/2019	PR			5.98	159	
07/02/2019	PR			196.11	161	
101-692-700-000	SALARY & WAGES	3,368.00	3,368.00	296.96	3,071.04	8.82
101-692-715-000 SOCIAL SECURITY						
03/12/2019	PR			0.34	147	
03/26/2019	PR			1.37	148	
04/09/2019	PR			0.52	149	
04/23/2019	PR			1.83	152	
05/07/2019	PR			0.46	153	
05/21/2019	PR			0.91	154	
06/04/2019	PR			1.83	156	
06/18/2019	PR			0.46	159	
07/02/2019	PR			15.00	161	
101-692-715-000	SOCIAL SECURITY	258.00	258.00	22.72	235.28	8.81
101-692-716-000 HEALTH INSURANCE						
03/14/2019	AP			118.82	Inv #: 'APRIL 2019' Vendor '001750'	
04/18/2019	AP			116.98	Inv #: 'MAY 2019' Vendor '001750'	
05/15/2019	AP			116.98	Inv #: 'JUNE 2019' Vendor '001750'	
06/16/2019	AP			116.98	Inv #: 'JULY 2019' Vendor '001750'	
101-692-716-000	HEALTH INSURANCE	1,448.00	1,448.00	469.76	978.24	32.44
101-692-718-000 RETIREMENT						
03/12/2019	PR			0.45	147	
03/26/2019	PR			1.79	148	
04/09/2019	PR			0.67	149	

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
 Balances as of 07/31/2019

Fund 101 - GENERAL FUND

GL Number	Description	2019-20 Orig Budget	2019-20 Amended Budget	YEAR-TO-DATE THRU 07/31/19	Available Balance	% Used
Expenditures						
Department 692: BEAUTIFICATION DEPT						
04/23/2019	PR SUMMARY PR 04/23/2019			2.39 152		
05/07/2019	PR SUMMARY PR 05/07/2019			0.60 153		
05/21/2019	PR SUMMARY PR 05/21/2019			1.19 154		
06/04/2019	PR SUMMARY PR 06/04/2019			2.39 156		
06/18/2019	PR SUMMARY PR 06/18/2019			0.59 159		
07/02/2019	PR SUMMARY PR 07/02/2019			19.61 161		
101-692-718-000	RETIREMENT	337.00	337.00	29.68	307.32	8.81
101-692-719-000 SICK & ACCIDENT BENEFIT						
03/24/2019	AP STANDARD INSURANCE CO			5.02 Inv #: 'APRIL 2019' Vendor '000979'		
04/24/2019	AP STANDARD INSURANCE CO			5.02 Inv #: 'MAY 2019' Vendor '000979'		
05/29/2019	AP STANDARD INSURANCE CO			5.02 Inv #: '162422' Vendor '000979'		
06/26/2019	AP RELIANCE STANDARD LIFE INS. CO.			14.06 Inv #: 'JULY 2019' Vendor '000076'		
101-692-719-000	SICK & ACCIDENT BENEFIT	60.00	60.00	29.12	30.88	48.53
101-692-720-000 WORKER'S COMP						
06/14/2019	AP MML WORKERS COMP FUND			18.22 Inv #: '5798205' Vendor '000569'		
101-692-720-000	WORKER'S COMP	102.00	102.00	18.22	83.78	17.86
101-692-757-000 SUPPLIES						
04/29/2019	AP ROBYN VAN COLEN			558.76 Inv #: 'APRIL 2019' Vendor '002121'		
06/11/2019	AP GILL-ROY'S HARDWARE			41.82 Inv #: 'MAY 2019' Vendor '000063'		
06/20/2019	AP ELK LAKE FLORAL			135.00 Inv #: '10210' Vendor '000513'		
06/20/2019	AP SNAP PRINTING			320.00 Inv #: '66145' Vendor '002118'		
101-692-757-000	SUPPLIES	4,000.00	4,000.00	1,055.58	2,944.42	26.39
101-692-818-000 BEAUTIFICATION/CONTRACTUAL						
06/20/2019	AP BETTER YARD GARDENS			2,375.00 Inv #: '1385' Vendor '001102'		
06/20/2019	AP NORTHERN MICHIGAN TREE DR			234.00 Inv #: 'SPRAY' Vendor '002384'		
101-692-818-000	BEAUTIFICATION/CONTRACTUAL	6,790.00	6,790.00	2,609.00	4,181.00	38.42
101-692-864-000	TRAINING/CONFERENCES	0.00	0.00	0.00	0.00	100.00
101-692-956-000 MISCELLANEOUS						
06/20/2019	AP PAULA JORGE			500.00 Inv #: 'MAY 2019' Vendor '002556'		
101-692-956-000	MISCELLANEOUS	500.00	500.00	500.00	0.00	100.00
101-692-977-300	CAPITAL OUTLAY IMPROVEMENTS	2,000.00	2,000.00	0.00	2,000.00	0.00
Total - Dept 692		18,863.00	18,863.00	5,031.04	13,831.96	26.67
Total Expenditures		18,863.00	18,863.00	5,031.04	13,831.96	26.67

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
Balances as of 07/31/2019

Fund 101 - GENERAL FUND

GL Number	Description	2019-20 Orig Budget	2019-20 Amended Budget	YEAR-TO-DATE THRU 07/31/19	Available Balance	% Used
	NET OF REVENUES AND EXPENDITURES	(18,863.00)	(18,863.00)	(5,031.04)	(13,831.96)	

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
 Balances as of 07/31/2019

Fund 102 - N ARROWHEAD GARDEN

GL Number	Description	2019-20 Orig Budget	2019-20 Amended Budget	YEAR-TO-DATE THRU 07/31/19	Available Balance	% Used
Revenues						
Department 000:						
102-000-693-550	N ARROWHEAD GARDEN CONTRIBUTIO	1,000.00	1,000.00	0.00	1,000.00	0.00
Total - Dept 000		1,000.00	1,000.00	0.00	1,000.00	0.00
Total Revenues		1,000.00	1,000.00	0.00	1,000.00	0.00
NET OF REVENUES AND EXPENDITURES		1,000.00	1,000.00	0.00	1,000.00	
TOTAL REVENUES - ALL FUNDS		1,000.00	1,000.00	0.00	1,000.00	0.00
TOTAL EXPENDITURES - ALL FUNDS		18,863.00	18,863.00	5,031.04	13,831.96	26.67
NET OF REVENUES AND EXPENDITURES		(17,863.00)	(17,863.00)	(5,031.04)	(12,831.96)	