

BEAUTIFICATION COMMISSION AGENDA

November 20 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: October 16, 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: Iva's. Pine Hill \$250. Iva's, Parshall Tee Care, \$600.

Community Garden Report—Ginny Dorner

Iva's North
South Arrowhead
Beulah Morrison
Blue Star
Guild, Library
Pedestrian Bridge
River Entrance
Township Hall
Yuchasz Walk,
Zupin-Anderson

Beautification Gardens

Terrace Garden
Chlorination Building
Kids Pond and Cedar Street Parking
Triangle Garden
Traverse Street Parking
Median

Harbor Drive
Boardwalk Sitting Garden

Old Business:

Budget

Mucinek, recommendations to Village Council, problem areas

Picnic tables for Boardwalk Garden

Thank you to Barb Mallaly

Redbud Tree, Marcus

Report from Council

Report from DPW

New Business:

Sign for Zupin-Anderson Garden

DPW, list for pruning and removal

Correspondence: none

Adjournment:

Next meeting, November 15, 2020

Beautification Regular Meeting *DRAFT* Minutes

Wednesday, October 16, 2019

Government Center, 315 Bridge Street

1. Meeting called to order @ 9:00am by Sonja Perry.
2. Roll Call
Present: Shank, Green, Ehlers, Perry, Harvey, Mucinek
3. Approval of Minutes of Regular Meeting of September 18, 2019
Motion by Perry, seconded by Ehlers
4. Public Comment – None
5. Financial Report – Presented
6. Approval of Bills – none presented
7. Garden Report - Robyn reported on Morrison Gazebo Garden Request for shrub removal and garden plan. Need cost list. Motion to approval by Ehlers, seconded by Green Yuchasz Walk Through Garden plant list presented. Garden Club Community Gardens Committee Report presented.
8. Beautification Gardens- Motion made by Mucinek, seconded by Elhers to identify problem areas along river bank and make recommendation to Village Council
 - a. North side of bridge to library
 - b. Terrace Garden – bank, crumbling timbers, mugs removed, stonework reshored
 - c. Buffer area of Boardwalk Garden, take out weeds and remove poison ivy
 - d. South side of bridge general cleanup
 - e. Harbor Drive on pond side, remove split fence and clean up area
9. Old Business – Bridge baskets to be taken down this week.
10. Report from Council – Budget
11. DPW Report – Budget. Bridge planters coming down this week
12. New Business- Thank you to Barb Mullaly for gift. Sonya to draft thank you note to her. Citizen who requested Redbud Tree is declining to pay. Marcus to provide bill to Sonya to send to citizen. Budget 2020 motion to approval by Ehlers, second by Harvey.
13. Correspondence- None
14. Adjournment – Motion by Ehlers, second by Shank @ 10:42am

Minutes submitted by Susan Green

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
 Balances as of 11/30/2019

Fund 101 - GENERAL FUND

| GL Number | Description | 2019-20 Orig Budget | 2019-20 Amended Budget | YEAR-TO-DATE THRU 11/30/19 | Available Balance | % Used |
|--|---------------------------|------------------------|---------------------------|-------------------------------|----------------------|-------------------------------------|
| Expenditures | | | | | | |
| Department 692: BEAUTIFICATION DEPT | | | | | | |
| 101-692-700-000 SALARY & WAGES | | | | | | |
| 03/12/2019 | PR SUMMARY PR 03/12/2019 | | | 4.47 147 | | |
| 03/26/2019 | PR SUMMARY PR 03/26/2019 | | | 17.94 148 | | |
| 04/09/2019 | PR SUMMARY PR 04/09/2019 | | | 6.72 149 | | |
| 04/23/2019 | PR SUMMARY PR 04/23/2019 | | | 23.91 152 | | |
| 05/07/2019 | PR SUMMARY PR 05/07/2019 | | | 5.97 153 | | |
| 05/21/2019 | PR SUMMARY PR 05/21/2019 | | | 11.95 154 | | |
| 06/04/2019 | PR SUMMARY PR 06/04/2019 | | | 23.91 156 | | |
| 06/18/2019 | PR SUMMARY PR 06/18/2019 | | | 5.98 159 | | |
| 07/02/2019 | PR SUMMARY PR 07/02/2019 | | | 196.11 161 | | |
| 07/16/2019 | PR SUMMARY PR 07/16/2019 | | | 11.94 162 | | |
| 07/30/2019 | PR SUMMARY PR 07/30/2019 | | | 5.22 163 | | |
| 08/13/2019 | PR SUMMARY PR 08/13/2019 | | | 8.22 164 | | |
| 09/10/2019 | PR SUMMARY PR 09/10/2019 | | | 35.86 166 | | |
| 09/24/2019 | PR SUMMARY PR 09/24/2019 | | | 5.97 167 | | |
| 10/22/2019 | PR SUMMARY PR 10/22/2019 | | | 30.63 169 | | |
| 11/05/2019 | PR SUMMARY PR 11/05/2019 | | | 23.91 171 | | |
| 101-692-700-000 | SALARY & WAGES | 3,368.00 | 3,368.00 | 418.71 | 2,949.29 | 12.43 |
| 101-692-715-000 SOCIAL SECURITY | | | | | | |
| 03/12/2019 | PR SUMMARY PR 03/12/2019 | | | 0.34 147 | | |
| 03/26/2019 | PR SUMMARY PR 03/26/2019 | | | 1.37 148 | | |
| 04/09/2019 | PR SUMMARY PR 04/09/2019 | | | 0.52 149 | | |
| 04/23/2019 | PR SUMMARY PR 04/23/2019 | | | 1.83 152 | | |
| 05/07/2019 | PR SUMMARY PR 05/07/2019 | | | 0.46 153 | | |
| 05/21/2019 | PR SUMMARY PR 05/21/2019 | | | 0.91 154 | | |
| 06/04/2019 | PR SUMMARY PR 06/04/2019 | | | 1.83 156 | | |
| 06/18/2019 | PR SUMMARY PR 06/18/2019 | | | 0.46 159 | | |
| 07/02/2019 | PR SUMMARY PR 07/02/2019 | | | 15.00 161 | | |
| 07/16/2019 | PR SUMMARY PR 07/16/2019 | | | 0.91 162 | | |
| 07/30/2019 | PR SUMMARY PR 07/30/2019 | | | 0.40 163 | | |
| 08/13/2019 | PR SUMMARY PR 08/13/2019 | | | 0.63 164 | | |
| 09/10/2019 | PR SUMMARY PR 09/10/2019 | | | 2.74 166 | | |
| 09/24/2019 | PR SUMMARY PR 09/24/2019 | | | 0.46 167 | | |
| 10/22/2019 | PR SUMMARY PR 10/22/2019 | | | 2.35 169 | | |
| 11/05/2019 | PR SUMMARY PR 11/05/2019 | | | 1.83 171 | | |
| 101-692-715-000 | SOCIAL SECURITY | 258.00 | 258.00 | 32.04 | 225.96 | 12.42 |
| 101-692-716-000 HEALTH INSURANCE | | | | | | |
| 03/14/2019 | AP BLUE CROSS BLUE SHIELD | | | 118.82 | | Inv #: 'APRIL 2019' Vendor '001750' |
| 04/18/2019 | AP BLUE CROSS BLUE SHIELD | | | 116.98 | | Inv #: 'MAY 2019' Vendor '001750' |

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
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Fund 101 - GENERAL FUND

| GL Number | Description | 2019-20 Orig Budget | 2019-20 Amended Budget | YEAR-TO-DATE THRU 11/30/19 | Available Balance | % Used |
|--|------------------------------------|------------------------|---------------------------|-------------------------------|----------------------|---|
| Expenditures | | | | | | |
| Department 692: BEAUTIFICATION DEPT | | | | | | |
| 05/15/2019 | AP BLUE CROSS BLUE SHIELD | | | 116.98 | | Inv #: 'JUNE 2019' Vendor '001750' |
| 06/16/2019 | AP BLUE CROSS BLUE SHIELD | | | 116.98 | | Inv #: 'JULY 2019' Vendor '001750' |
| 07/19/2019 | AP BLUE CROSS BLUE SHIELD | | | 116.98 | | Inv #: 'AUGUST 2019' Vendor '001750' |
| 08/22/2019 | AP BLUE CROSS BLUE SHIELD | | | 116.98 | | Inv #: 'SEPTEMBER 2019' Vendor '001750' |
| 09/16/2019 | AP BLUE CROSS BLUE SHIELD | | | 116.98 | | Inv #: 'OCT 2019' Vendor '001750' |
| 10/22/2019 | AP BLUE CROSS BLUE SHIELD | | | 116.98 | | Inv #: 'NOVEMBER 2019' Vendor '001750' |
| 101-692-716-000 | HEALTH INSURANCE | 1,448.00 | 1,448.00 | 937.68 | 510.32 | 64.76 |
| 101-692-718-000 RETIREMENT | | | | | | |
| 03/12/2019 | PR SUMMARY PR 03/12/2019 | | | 0.45 | | 147 |
| 03/26/2019 | PR SUMMARY PR 03/26/2019 | | | 1.79 | | 148 |
| 04/09/2019 | PR SUMMARY PR 04/09/2019 | | | 0.67 | | 149 |
| 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 |
| 07/16/2019 | PR SUMMARY PR 07/16/2019 | | | 1.19 | | 162 |
| 07/30/2019 | PR SUMMARY PR 07/30/2019 | | | 0.52 | | 163 |
| 08/13/2019 | PR SUMMARY PR 08/13/2019 | | | 0.82 | | 164 |
| 09/10/2019 | PR SUMMARY PR 09/10/2019 | | | 3.58 | | 166 |
| 09/24/2019 | PR SUMMARY PR 09/24/2019 | | | 0.60 | | 167 |
| 10/22/2019 | PR SUMMARY PR 10/22/2019 | | | 3.06 | | 169 |
| 11/05/2019 | PR SUMMARY PR 11/05/2019 | | | 2.39 | | 171 |
| 101-692-718-000 | RETIREMENT | 337.00 | 337.00 | 41.84 | 295.16 | 12.42 |
| 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' |
| 07/19/2019 | AP STANDARD INSURANCE CO | | | 0.50 | | Inv #: 'AUGUST 2019' Vendor '000979' |
| 07/19/2019 | AP STANDARD INSURANCE CO | | | 14.06 | | Inv #: 'JULY 2019' Vendor '000979' |
| 07/19/2019 | AP RELIANCE STANDARD LIFE INS. CO. | | | (14.06) | | Inv #: 'JULY 2019' Vendor '000076' |
| 08/22/2019 | AP STANDARD INSURANCE CO | | | 13.63 | | Inv #: 'SEPTEMBER 2019' Vendor '000979' |
| 09/23/2019 | AP STANDARD INSURANCE CO | | | 9.33 | | Inv #: 'OCTOBER 2019' Vendor '000979' |
| 10/22/2019 | AP STANDARD INSURANCE CO | | | 8.96 | | Inv #: 'NOVEMBER 2019' Vendor '000979' |
| 101-692-719-000 | SICK & ACCIDENT BENEFIT | 60.00 | 60.00 | 61.54 | (1.54) | 102.57 |
| 101-692-720-000 WORKER'S COMP | | | | | | |

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
 Balances as of 11/30/2019

Fund 101 - GENERAL FUND

| GL Number | Description | 2019-20 Orig Budget | 2019-20 Amended Budget | YEAR-TO-DATE THRU 11/30/19 | Available Balance | % Used |
|---|----------------------------------|------------------------|---------------------------|---|----------------------|-----------|
| Expenditures | | | | | | |
| Department 692: BEAUTIFICATION DEPT | | | | | | |
| 06/14/2019 | AP MML WORKERS COMP FUND | | | 18.22 Inv #: '5798205' Vendor '000569' | | |
| 08/09/2019 | AP MML WORKERS COMP FUND | | | 18.22 Inv #: '5799205' Vendor '000569' | | |
| 101-692-720-000 | WORKER'S COMP | 102.00 | 102.00 | 36.44 | 65.56 | 35.73 |
| 101-692-757-000 TREES/PLANTINGS | | | | | | |
| 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' | | |
| 06/30/2019 | JE TO CORRECT CODING FOR 101-692 | | | (320.00) JE: '0' Ref Num1: '1342 | | |
| 07/30/2019 | AP CAROL HALEY | | | 154.76 Inv #: 'REIMBURSEMENT' Vendor '002417' | | |
| 08/27/2019 | AP ELK LAKE FLORAL | | | 191.72 Inv #: '10257' Vendor '000513' | | |
| 09/17/2019 | AP FOUR SEASON NURSERY | | | 440.00 Inv #: '8792' Vendor '001238' | | |
| 09/17/2019 | AP PINE HILL NURSERY | | | 384.00 Inv #: 'LIME LIGHTS' Vendor '000511' | | |
| 09/17/2019 | AP SONJA PERRY | | | 27.99 Inv #: 'PLANT STARTER' Vendor '001794' | | |
| 10/01/2019 | AP FOUR SEASON NURSERY | | | 374.00 Inv #: '8792' Vendor '001238' | | |
| 10/01/2019 | AP BARKER CREEK NURSERY | | | 325.67 Inv #: '9199' Vendor '001159' | | |
| 10/08/2019 | AP FOUR SEASON NURSERY | | | (374.00) Inv #: '8792' Vendor '001238' | | |
| 10/08/2019 | AP FOUR SEASON NURSERY | | | (440.00) Inv #: '8792' Vendor '001238' | | |
| 101-692-757-000 | TREES/PLANTINGS | 4,000.00 | 4,000.00 | 1,819.72 | 2,180.28 | 45.49 |
| 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' | | |
| 09/17/2019 | AP BETTER YARDS AND GARDENS | | | 1,980.00 Inv #: '1524' Vendor '001102' | | |
| 09/17/2019 | AP NORTHERN MICHIGAN TREE DR | | | 234.00 Inv #: '2019 SERVICE' Vendor '002384' | | |
| 09/17/2019 | AP BARKER CREEK NURSERY | | | 1,439.97 Inv #: '2019262' Vendor '001159' | | |
| 101-692-818-000 | BEAUTIFICATION/CONTRACTUAL | 6,790.00 | 6,790.00 | 6,262.97 | 527.03 | 92.24 |
| 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 | 10,110.94 | 8,752.06 | 53.60 |
| Total Expenditures | | 18,863.00 | 18,863.00 | 10,110.94 | 8,752.06 | 53.60 |
| NET OF REVENUES AND EXPENDITURES | | (18,863.00) | (18,863.00) | (10,110.94) | (8,752.06) | |

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
 Balances as of 11/30/2019

Fund 102 - N ARROWHEAD GARDEN

| GL Number | Description | 2019-20 Orig Budget | 2019-20 Amended Budget | YEAR-TO-DATE THRU 11/30/19 | 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 | 10,110.94 | 8,752.06 | 53.60 |
| NET OF REVENUES AND EXPENDITURES | | (17,863.00) | (17,863.00) | (10,110.94) | (7,752.06) | |