

BEAUTIFICATION COMMISSION AGENDA

September 18, 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: July 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: Tree Doctor, \$234, Barker Creek, Pear Trees, \$744, Barker Creek, labor and materials, \$1439.97

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

Kids Pond and Cedar Street Parking

Triangle Garden, 8 small Limelight Hydrangea

Traverse Street Parking

Median
Harbor Drive
Boardwalk Sitting Garden-Janine and Sandy

Old Business:

Consumers Energy Tree Grant

Report from Council

Report from DPW

New Business:

Terrace Garden Update, Carol and Susan
Boardwalk Sitting Garden plans
Recruit members to commission, provide packet
Volunteer List
Goals of Beautification

Correspondence:

Adjournment:

Next meeting October 16, 2019

Beautification Regular Meeting **DRAFT** Minutes
Wednesday, August 21, 2019
Government Center, 315 Bridge Street

1. Meeting called to order @ 9:00 by Sonja Perry.
2. Roll Call
Present: Green, Ehlers, Perry, Haley, Mucinek Excused: LaBlond
3. Approval of Minutes of Regular Meeting of July 17, 2019.
Motion by Ehlers, second by Haley to approve minutes with name addition of Haley under Approval of Bills. Motion carried.
4. Public Comment -
5. Financial Report - 2 bills paid.
6. Approval of Bills - Motion to approve bills \$139.75 for Dog Patch (Iva's), \$291.72 to Elk Lake Floral for bridge basket flowers and soil (Sonya to clarify if soil is billed to DDA or BC), \$179.96 to Linda Gunch for Iva's, by Haley, second by Green. Motion carried.
7. Kate Tuttle, Releaf Michigan - brought informational materials and will be touring village Thurs. to look at 50 trees planted 2 years ago and report on their status.
8. Garden Report - Robyn not present to report. Sonya noted ZA garden designated an official pollinator garden and has sign, Iva's planted additional shrubs.
9. Beautification Gardens - BY&G recommended hydrangeas for the Triangle Garden. Ehlers to follow up. Terrace Garden pursuing next step - engineered drawing? Boardwalk Garden - cleanup continues.
10. Old Business - Bridge baskets planted thanks to help from garden club members.
11. Report from Council - none
12. DPW Report - none
13. New Business - Consumers Power Tree Grant can be applied for by Sept. 1, trees need to be planted by Nov. 8. \$100/tree for 20 trees. DDA, DPW and Village will help with additional costs. Much discussion followed. Motion by Ehlers, second by Haley, to budget \$750. Motion carried.
14. Correspondence - none
15. Adjournment - Motion by Ehlers, second by Green to adjourn at 10:44 p.m. Motion carried.

Minutes submitted by Carol Haley

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
 Balances as of 09/30/2019

Fund 101 - GENERAL FUND

GL Number	Description	2019-20 Orig Budget	2019-20 Amended Budget	YEAR-TO-DATE THRU 09/30/19	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 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	
101-692-700-000	SALARY & WAGES	3,368.00	3,368.00	358.20	3,009.80	10.64
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	
101-692-715-000	SOCIAL SECURITY	258.00	258.00	27.40	230.60	10.62
101-692-716-000 HEALTH INSURANCE						

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Expenditures						
Department 692: BEAUTIFICATION DEPT						
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'
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'
101-692-716-000	HEALTH INSURANCE	1,448.00	1,448.00	703.72	744.28	48.60
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
101-692-718-000	RETIREMENT	337.00	337.00	35.79	301.21	10.62
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'
101-692-719-000	SICK & ACCIDENT BENEFIT	60.00	60.00	43.25	16.75	72.08
101-692-720-000 WORKER'S COMP						
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 SUPPLIES						

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Fund 101 - GENERAL FUND

GL Number	Description	2019-20 Orig Budget	2019-20 Amended Budget	YEAR-TO-DATE THRU 09/30/19	Available Balance	% Used
Expenditures						
Department 692: BEAUTIFICATION DEPT						
04/29/2019	AP ROBYN VAN COLEN			558.76		
06/11/2019	AP GILL-ROY'S HARDWARE			41.82		
06/20/2019	AP ELK LAKE FLORAL			135.00		
06/20/2019	AP SNAP PRINTING			320.00		
07/30/2019	AP CAROL HALEY			154.76		
08/27/2019	AP ELK LAKE FLORAL			191.72		
101-692-757-000	SUPPLIES	4,000.00	4,000.00	1,402.06	2,597.94	35.05
101-692-818-000 BEAUTIFICATION/CONTRACTUAL						
06/20/2019	AP BETTER YARD GARDENS			2,375.00		
06/20/2019	AP NORTHERN MICHIGAN TREE DR			234.00		
101-692-818-000	BEAUTIFICATION/CONTRACTUAL	6,790.00	6,790.00	2,609.00	4,181.00	38.42
101-692-956-000 MISCELLANEOUS						
06/20/2019	AP PAULA JORGE			500.00		
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	5,715.86	13,147.14	30.30
Total Expenditures		18,863.00	18,863.00	5,715.86	13,147.14	30.30
NET OF REVENUES AND EXPENDITURES		(18,863.00)	(18,863.00)	(5,715.86)	(13,147.14)	

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
 Balances as of 09/30/2019

Fund 102 - N ARROWHEAD GARDEN

GL Number	Description	2019-20 Orig Budget	2019-20 Amended Budget	YEAR-TO-DATE THRU 09/30/19	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	5,715.86	13,147.14	30.30
NET OF REVENUES AND EXPENDITURES		(17,863.00)	(17,863.00)	(5,715.86)	(12,147.14)	