

# **BEAUTIFICATION COMMISSION AGENDA**

**November 3, 2021 9:00 am  
Government Building**

## **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 20, 2021**

**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:** Pine Hill \$346, liners, plants and fertilizer, \$Tree Doctor \$110. fertilize trees

## **Community Garden Report— Robyn Shank**

Iva's North

South Arrowhead

Beulah Morrison

Blue Star

Guild, Library

Pedestrian Bridge

River Entrance

Township Hall had an update last month

Yuchasz Walk Through

Zupin-Anderson

## **Beautification Gardens**

Terrace Garden,

Chlorination Building

Kids Pond and Cedar Street Parking, Trim down shrubs at fenceline

Triangle Garden water updated

Traverse Street Parking **leaves cleaned out in fall**

Median  
Harbor Drive  
Boardwalk Sitting Garden  
Fenceline by Tennis courts and Bumpouts

**Old Business:**

Tree Doctor, more trees to fertilize  
Borchures for 2022  
Tree selection Zimmerman  
Boardwalk garden final decision

**Report from Council, Laura**

**Report from DPW, Marcus**

**New Business:**

DPW trimming, chlorination building, Harbor drive, and Ceder st parking fench line shrubs  
Removal of spent plantings  
Goals and Accomplishments  
Budget for 2022  
Adopt -a- Garden report

\

**Correspondence:**

**Adjournment:**

**Next meeting April 20, 2022**

# Beautification Commission Minutes

October 20, 2021

## Call to Order

## Pledge of Allegiance

### Approval of the minutes: September 15, 2021:

A correction was made to the estimated cost of the hardscape for the Boardwalk Garden. (The estimated cost from looking at discussions in past minutes is about \$4500) The motion to approve the minutes was made by Robyn Shank and a second by Paula Jorge.

### Public Comments:

Reports from the crew leaders from Iva's North and Blue Star Gardens

**Iva's North Garden:** Cheryl Bachman is the crew leader and is joined this year by Karin Wolfe as a Co-Leader. Cheryl presented the Garden Club with a request to place a metal Arbor at the entrance to the walkway. They selected a design by a Michigan artist, Ann Gildner. Fellow gardeners would be asked to donate garden tools that would be incorporated into the arch. The sculpture would be of metal that would weather well and require little maintenance. Ida's North Garden has its own funding from an honorarium from Ida's family. Iva's daughter was very much in favor of this. The garden club unanimously approved with a motion by Susan Harvey and a second by Robyn Shank to allow this to be placed in the garden, pending approval by the Village Council. Laura Shumate, our Village Council representative, will bring this up to the Council for their approval.

**Blue Star Garden:** Jane Hamilton, Lori Bartz and Ann Craig presented us with a sign request for the Blue Star Garden to Honor Veterans. The sign would be 12"x18", 6mm thick and made of aluminum with Inkjet printing. The placement of the sign would be on the chamber side of the boat.

### Financial Report:

The budget is down to \$11,000, after paying bills, (the Garden Club is using their budget) and paying DPW charges.

### Approval of Bills:

*Tree Dr*, \$506.00, for fertilizing 17 trees; *McGough's*, \$68.00; *Gill-Roy's*, \$20.68; *White Flower Farm*, \$129.32; *Michigan Pollinator Garden*, \$27.85; *Amazon*, \$52.99. These bills, except for the *tree Dr* are to be taken from the Garden Club budget. There will be some bills that will be coming in to fertilizing some downtown trees that were not fertilized but need it. A motion was made by Paula Jorge to approve the bills, seconded by Susan Harvey and was unanimously approved.

### **Community Gardens:**

Fall report by Robyn Shank: The Garden Club had a very busy Fall. Robyn kept track of the volunteer's hours, amounting to 1,307. This is 450 more hour more than previous years. The Garden Club had grant money available and with their GC budget, the Gardeners able to do some removing and replanting in 8 of the 10 gardens, making significant changes. Terry Bertran from Barker's Creek had visited to all the gardens with their crews and made suggestions.

### **Beautification Gardens:**

*Terrace Garden:* no updates. Susan Green and Laura Shumate are assigned to work on getting some communication going. There had been no progress in connecting with the DDA and Kathy Wittbrodt.

*Traverse Street Parking:* needs the leaves cleaned out by DPW.

### **Old Business:**

*Tree Doctor* - we need to budget \$200 to fertilize 4-5 more downtown trees that the tree Dr noticed. Susan Green made a motion to fertilize the trees that were missed. Second by Robyn Shank, approved.

*Brochures* will be revised with the updated gardens, photos and description and the brochures will be dated. Laura and Sonja will do the updating of brochures. We use Snap Printing as they have all our information. Laura will call Brad and talk to him. Laura said she has done brochures in the past.

*New Village Trees-* Marcus says we need 4-5, maybe 6 new trees for the Village.

*Boardwalk Garden-* Sonja talked about limiting hardscape along the walk and leave the part by the river natural. Move this project to next year because it was not possible this year.

*Library Bridge* clean up on the right side. Marcus is supposed to do some clean up there.

### **New Business:**

*Plants and Supplies:* we need fertilizer and plants. Plants are on sale now. We need to add new coco liners for ½ of the bridge baskets. The liners are \$20 each and we should order them now for pick them up in the Spring. A motion was made by Jean Hatch for purchasing Fertilizer, coco liners and plants, a second by Susan Green. We need to replace dead trees around the Village

*Removal of spent plants-* Sonja will send an email after a frost and we will remove the tennis court flowers

*Butterfly City-* Sonja was concerned about us sponsoring a festival once a year. Laura casually mentioned the festival to Parks'n Recs and they seemed interested. Green Er is having an event next year and maybe we could all collaborate on this.

## ***Goals 2020 Goals and Accomplishments and 2020-2021***

### **Accomplishments in 2020-2021:**

Boardwalk Garden, complete garden area redo.

Selected and planted 25 trees in the Downtown and Village Streets

Planted flowers in the Bridge Baskets and along the tennis courts, and the walkway that leads to the beach (to the left of the Library Bridge)  
Identified invasive species along the Kid's Pond and Library Bridge  
Renewed the Curvey Garden by the Kids Pond  
Replanted the Triangle Garden  
Improved Harbor Drive by removing the old wooden fences and cleaned up trees  
Elk Lake Garden Club, continued our liaison relationship with them  
Removed the Bayberry bushes  
Created a Hosta Garden by the Boardwalk along Harbor Drive  
Removed the Spirea along the River in Memorial Park and replanted with Service Berry Trees.  
Maintained the Village Gardens and Public areas.  
Bridge Baskets, we added 10 additional baskets on the opposite side

**Goals 2021**

Adopt-A- Garden

New brochures  
Participate in becoming a Butterfly City  
Fertilize trees  
Boardwalk Garden, to revise the hardscape plan  
Terrace Garden, work with the DDA to formulate a garden plan  
Harbor Drive needs old plants removed and create a new garden bed  
Cedar Street needs the Weigela removed and two new garden beds created  
Invasive Species treatment to be done by Antrim County  
Elk Rapids Garden Club, continue maintaining our liaison relationship  
Continue to maintain the Village gardens and Public areas  
Revise our hardscape plan along the Boardwalk Garden

**Report from Council**

Laura Shumate, some of the Village streets will be blocked off for Halloween Trick or Treating  
University of Michigan and Michigan State will have a Tailgate Party on Oct 30th  
A Village audit was done and came back fine  
New strategic communication plan for better communication amongst all the commissions.  
ER Township is trying to figure out the property lines of the Island House.

ADJOURNMENT A motion was made by Susan Harvey to adjourn the meeting, a second by Susan Green, all in favor

Next meeting is November 3

Respectfully submitted by Susan Harvey

User: LORI

DB: Elk Rapids

PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 10/31/2021	ACTIVITY FOR MONTH 10/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 692 - BEAUTIFICATION DEPT						
101-692-700-000	SALARY & WAGES	3,520.00	3,952.79	64.24	(432.79)	112.30
101-692-715-000	SOCIAL SECURITY	269.00	302.36	4.92	(33.36)	112.40
101-692-716-000	HEALTH INSURANCE	1,584.00	1,026.72	128.34	557.28	64.82
101-692-718-000	RETIREMENT	352.00	395.23	6.41	(43.23)	112.28
101-692-719-000	SICK & ACCIDENT BENEFIT	59.00	39.52	0.00	19.48	66.98
101-692-720-000	WORKER'S COMP	78.00	36.00	0.00	42.00	46.15
101-692-757-000	TREES/PLANTINGS	8,700.00	3,431.04	348.71	5,268.96	39.44
101-692-818-000	BEAUTIFICATION/CONTRACTUAL	6,600.00	2,056.50	0.00	4,543.50	31.16
101-692-818-100	GARDEN CLUB	4,500.00	3,098.65	(210.67)	1,401.35	68.86
101-692-900-000	PRINTING/PUBLICATION	200.00	0.00	0.00	200.00	0.00
101-692-956-000	MISCELLANEOUS	150.00	38.22	0.00	111.78	25.48
Total Dept 692 - BEAUTIFICATION DEPT		26,012.00	14,377.03	341.95	11,634.97	55.27
TOTAL EXPENDITURES		26,012.00	14,377.03	341.95	11,634.97	55.27
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		26,012.00	14,377.03	341.95	11,634.97	55.27
NET OF REVENUES & EXPENDITURES		(26,012.00)	(14,377.03)	(341.95)	(11,634.97)	55.27