



**Lincolnwood Beautification Task Force
Monday, September 18, 2017
Board Conference Room
6900 N. Lincoln Ave.
6:00 P.M.**

1. Call to Order
2. Roll Call
3. Approval of Minutes
 - a. July 10, 2017
4. Old Business
 - a. Lincolnwood in Bloom Award
5. Staff Report
6. New Business
 - a. Review Planting Workbooks
 - i. Village Hall Entrances
 - ii. Community Center
 - iii. Lincoln Avenue Proesel Park Sign
 - iv. Lincoln Avenue
 - v. Madeline's Garden
 - vi. Morse/Kostner
 - b. Discussion Regarding Arbor Day 2018 Tree Planting Date and Location
7. Comments from the Public
8. Adjournment

Date Posted: September 13, 2017

By: Nadim Badran, Assistant to the Public Works Director



**Beautification Task Force Meeting
July 10, 2017
Village Hall
Board Conference Room**

Members Present

Gabriella Kowalczyk
Susan Perdomo
Eve Fink
Pamela Stavinoga

Members Absent

Mira Mazur, Chair
Terry Froman

Staff Present

Staff Liaison, Andrew Letson, Public Works Director
Staff Liaison, Nadim Badran, Assistant to the Public Works Director

I. Call to Order

- a. The meeting was called to order at 6:18 pm by Acting Chairperson Perdomo.

II. Roll Call

- a. Acting Chairperson Perdomo called the Roll. A quorum was present.

III. Approval of Minutes

- a. Member Stavinoga made a motion to approve the minutes of the June 19, 2017 meeting. Member Kowalczyk seconded the motion. The motion was approved 4-0 via a voice vote.

IV. Old Business

- a. No old business was discussed.

V. Staff Report

- a. Staff did not bring forward any items for discussion.

VI. Comments from the Public

- a. No comments from the public were brought forward.

VII. New Business

- a. Visit Planting Beds – Mr. Letson informed the Task Force that they would be visiting each planting bed to discuss what could be improved and to comment on the overall condition of the beds.
 - i. Village Hall Entrances – Member Stavinoga suggested adding manure to the planting beds to help the growth of the flowers by the Village Hall parking lot entrance. Additionally, Member Stavinoga noted that the Junipers by the door should be moved and should be replaced with Yews.

- ii. Community Center – Member Fink noted that she would like to see the Asters moved forward toward the edge of the planting area. Member Fink also noted that the dead branches in the Dogwood bushes should be trimmed. Acting Chair Perdomo stated that attention should be given to the weeds growing in the area. Member Stavinoga stated the Day Lilies by the Community Center Statue should be moved to the front of the statue and spread out among other empty spots. Member Stavinoga also noted Day Lilies should be put in front of the Fire Department in place of Rose bushes.
- iii. Lincoln Avenue Proesel Park Sign – Acting Chair Perdomo noted the Lantanas were not doing well, but other than that the bed looks nice.
- iv. Madeline’s Garden – Acting Chair Perdomo stated that the Village should not plant annuals in the planting area under the trees, and should instead use perennials. Member Stavinoga noted the Petunias look nice under the pergola and suggested changing the Mini Petunias to regular Petunias.
- v. Morse/Kostner – Acting Chair Perdomo stated that the Petunias are not doing well and she will plant new ones. Acting Chair Perdomo also stated that if the plants are properly pruned they may be able to last two years.

VIII. Adjournment

- a. With no further business to discuss, member Fink made a motion to adjourn, which was seconded by Member Stavinoga. The motion passed via voice vote with all in favor and none against. The meeting adjourned at 7:35 pm.

Minutes Recorded by:

Nadim Badran
Assistant to the Public Works Director

Staff Liaison



Beautification Task Force Planting Implementation Form

Location: Village Hall Entrances

Plant(s) Needed and Quantity: 1 Flat Green Leaf Pink Begonias (south entrance, east)
1 Flat Green Leaf White Begonias (south entrance, east)
Green/White & Blue Hostas (south entrance, west)
6 Pink Coneflowers on southwest corner
6 White Coneflowers on southwest corner
6 Upright Yews near Employee Entrance
8 Pink Sedum near Employee Entrance

Estimated Cost: \$200

Timeframe for Ordering Plants: November

Timeframe for Installing Plants: Summer

Staff Needed for Installation: One – Two Staff Members

Preparations Needed for Planting Area: Clear Area of Weeds
1 Inch of Manure in the Spring and Fall
Turning of the soil in the Spring
Transplant divided Stelas and Coreopsis from
Community Center

Ongoing Maintenance Needs: Spring / Fall Cleanup
Weekly visits from Village contractor

Other Considerations: _____

Soil Type: Clay

Light Condition: Partial Shade

Responsible Beautification Task Force Member(s): Pamela Stavinoga

Terry Froman



Beautification Task Force Planting Implementation Form

Location: Community Center

Plant(s) Needed and Quantity: Move perennials to fill in space

Estimated Cost: \$0

Timeframe for Ordering Plants: November

Timeframe for Installing Plants: Week Following Memorial Day

Staff Needed for Installation: One Staff Member

Preparations Needed for Planting Area: 1 Inch of Manure in the Spring and Fall
Turning of the soil in the Spring

Divide stelas and coreopsis and transplant to
Village Hall

Ongoing Maintenance Needs: Spring / Fall Cleanup
Weekly visits from Village contractor

Other Considerations: _____

Soil Type: Clay

Light Condition: Partial Shade

Responsible Beautification Task Force Member(s): Gabriella Kowalczyk
Eve Fink



Beautification Task Force Planting Implementation Form

Location: Lincoln Avenue Proesel Park Sign

Plant(s) Needed and Quantity: 75 Lantanas (Lemonade Yellow)
4 Trays Marigolds (inca)(orange)
Plant Day Lilies that were Divided in Morse / Kostner

Estimated Cost: \$140

Timeframe for Ordering Plants: November

Timeframe for Installing Plants: Week Following Memorial Day

Staff Needed for Installation: One Staff Member

Preparations Needed for Planting Area: 1 Inch of Manure in the Spring and Fall
Turning of the soil in the Spring

Ongoing Maintenance Needs: Spring / Fall Cleanup
Weekly visits from Village contractor

Other Considerations: _____

Soil Type: Clay

Light Condition: Sunny/No Shade

Responsible Beautification Task Force Member(s): Pamela Stavinoga
Terry Froman



Beautification Task Force Planting Implementation Form

Location: Lincoln Avenue

Plant(s) Needed and Quantity: Knockout Roses (as needed)

Estimated Cost: \$100

Timeframe for Ordering Plants: November

Timeframe for Installing Plants: Week Following Memorial Day

Staff Needed for Installation: One Staff Member

Preparations Needed for Planting Area:

Ongoing Maintenance Needs: Spring / Fall Cleanup
Weekly visits from Village contractor

Other Considerations: _____

Soil Type: Clay

Light Condition: Sunny

Responsible Beautification Task Force Member(s): Judy Friedman
Eve Fink



Beautification Task Force Planting Implementation Form

Location: Madeleine's Garden

Plant(s) Needed and Quantity: Blue Option:

- 188 Lucia Dark Blue Lobelias

Red Option:

- 296 Red Velvet Dragon Wing Begonias

White Option:

- 170 White Supertunia Mini White Petunia

Six Hanging Baskets

- Two with Red Dragon Wing Begonias
- Two with White Dragon Wing Begonias
- Two with Blue Lobelia

For Front of Bed:

- 30 White Petunias
- 30 Blue Petunias
- 30 Red Petunias

Estimated Cost: \$1,500 - \$2,000

Timeframe for Ordering Plants: November

Timeframe for Installing Plants: May

Staff Needed for Installation: Two – Three Staff Members

Preparations Needed for Planting Area: 1 Inch of Manure in the Spring and Fall
Turning of the soil in the Spring
Cut Grasses around Bed in March

Ongoing Maintenance Needs: Spring / Fall Cleanup
Normal Watering
Weekly Visits from Village contractor

Other Considerations: _____

Soil Type: Clay

Light Condition: Deep Shade

Responsible Beautification Task Force Member(s): Mira Mazur

Eve Fink



Beautification Task Force Planting Implementation Form

Location: Morse / Kostner

Plant(s) Needed and Quantity: 25 Purple Emperor Sedum
Yellow/Rose Lantana
70 4" Pots of Supertunia Sky Blue

Estimated Cost: \$125

Timeframe for Ordering Plants: November

Timeframe for Installing Plants: Plant After Memorial Day – First Week of June

Staff Needed for Installation: One – Two Staff Members

Preparations Needed for Planting Area: 1 Inch of Manure in the Spring and Fall
Turning of the soil in the Spring
Weekly visits from Village contractor
Divide the daylilies in the smaller bed in April.
Leftover daylilies will be moved to area under
Proesel Park sign on Lincoln Ave .

Ongoing Maintenance Needs: Spring / Fall Cleanup
Check on weeds and remove lambs' ear

Other Considerations: _____

Soil Type: Loam, with a tendency towards clay

Light Condition: Sunny/No Shade

Responsible Beautification Task Force Member(s): Susan Perdomo