



**Lincolnwood Beautification Commission
Monday, July 9, 2018
Board Conference Room
6900 N. Lincoln Ave.
6:00 P.M.**

1. Call to Order
2. Roll Call
3. Approval of Minutes from the April 30, 2018 Beautification Commission Meeting
4. Staff Report
 - a. Update on Pollinator Garden
5. Old Business
 - a. Visit Planting Beds (with approximate times for planned visit)
 - i. Village Hall Entrances (6:10 p.m.)
 - ii. Community Center (6:20 p.m.)
 - iii. Lincoln Avenue Proesel Park Sign (6:30 p.m.)
 - iv. Madeline's Garden (6:45 p.m.)
 - v. Morse/Kostner (7:10 p.m.)
6. New Business
7. Comments from the Public
8. Adjournment

Date Posted: July 5, 2018

By: Nadim Badran, Assistant to the Public Works Director



**Beautification Commission Meeting
April 30, 2018
Village Hall
Board Conference Room**

Members Present

Mira Mazur, Chair
Jaclyn Cassel
Pamela Stavinoga
Terry Froman
Georjean Hlepas Nickell – Trustee Liaison

Members Absent

Susan Perdomo
Eve Fink
Gabriella Kowalczyk

Staff Present

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

I. Call to Order

- a. The meeting was called to order at 6:00 p.m. by Chairperson Mazur.

II. Roll Call

- a. Chairperson Mazur called the Roll. A quorum was present.

III. Approval of Minutes

- a. Commissioner Cassel made a motion to approve the minutes of the February 26, 2018 meeting. Commissioner Froman seconded the motion. The motion was approved 4-0 via a voice vote.

IV. Election of Chair

- a. Commissioner Froman made a motion to elect Commissioner Mazur as the Chair of the Commission. Commissioner Stavinoga seconded the motion. The motion was approved 4-0 via a roll call vote.

V. Old Business

- a. Lincolnwood in Bloom – Garden Walk Date Change – Mr. Badran informed the Commission that the date of the garden walk was changed from April 28, 2018 to May 12, 2018 due to the impact the weather was having on the host's garden. The Commission did not have any objections to the change of date.
- b. Spring Planting Update – Mr. Badran reviewed the planting schedule and the types of flowers selected by the Commission. Mr. Badran stated the goal is to complete Madeline's Garden the week of May 14th in preparation for Memorial Day, and the remaining beds in the subsequent weeks.

VI. New Business

- a. Schedule of Meetings – Mr. Badran presented a proposed meeting schedule for the Commission. The Commission requested the September meeting be deleted due to holidays during that month, as well as change the August meeting date from the 13th

to the 20th. Mr. Badran stated he will modify the meeting schedule and send the new schedule to the Commission. Mr. Badran stated that the meeting dates are placeholders and will confirm with the Chair whether a meeting is needed that month or not based on available agenda topics.

- b. Review of Commission Scope – The group reviewed the Ordinance establishing the Beautification Commission, which includes the review of projects as assigned by the Village Board or Trustees, coordinating the annual Arbor Day and park plantings, and coordinating Village Beautification programs for residents and businesses.
- c. Discussion Regarding Goals for Boards and Commissions Dinner – The group requested that Mr. Badran assemble a list of goals for the Commission to present at the Boards and Commissions Dinner. Mr. Badran stated he would assemble the list of goals which would include the budget requests and routine functions of the Commission.

VII. Staff Report

- a. Touhy/Crawford Garbage Cans – Mr. Badran reported the ten garbage cans located along the Touhy Avenue/Crawford Avenue intersection have been replaced with the bins selected by the committee at the February 26, 2018 meeting.
- b. Nancy Haas Plaque – Mr. Badran stated the missing Nancy Haas plaque near the south entrance of Village Hall was being replaced later in the week.

VIII. Comments from the Public

- a. None

IX. Adjournment

- a. Chairwoman Mazur made a motion to adjourn, seconded by Commissioner Cassel. The motion passed via voice vote with all in favor and none against. The meeting adjourned at 6:25 p.m.

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: 24 Pink Dragon Wing Begonias
24 White Dragon Wing Begonias

Estimated Cost: <\$200

Timeframe for Ordering Plants: December

Timeframe for Installing Plants: Summer

Staff Needed for Installation: One – Two Staff Members

Preparations Needed for Planting Area: Clear Area of Weeds
Add mushroom compost in Fall and Spring
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: Partial Shade

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



Beautification Task Force Planting Implementation Form

Location: Lincoln Avenue Proesel Park Sign

Plant(s) Needed and Quantity: 8 Perennial Roseanne Geraniums
2 Trays Marigolds (inca)(Yellow)
2 Trays Red Zinnias

Estimated Cost: \$200

Timeframe for Ordering Plants: December

Timeframe for Installing Plants: Week Following Memorial Day

Staff Needed for Installation: One Staff Member

Preparations Needed for Planting Area: Turning of the soil in the Spring
Add mushroom compost in Fall and 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: Madeleine's Garden

Plant(s) Needed and Quantity: Red Option:

- 6 baskets of Red Velvet Dragon Wing Begonias

White Option:

- 16 flats of White Begonias

Six Hanging Baskets

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

Perennials

- 24 Helleborus Niger Christmas Rose
- ~~24 Japanese Forest Grass Albostriata~~
- 24 Fubuki Japanese Forest Grass

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

Timeframe for Ordering Plants: December

Timeframe for Installing Plants: May

Staff Needed for Installation: Two – Three Staff Members

Preparations Needed for Planting Area:

Add Mushroom Compost in Fall and Spring
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
Miracle Grow after planting

Other Considerations: _____

Soil Type: Clay

Light Condition: Deep Shade

Responsible Beautification Task Force Member(s): Mira Mazur

Eve Fink

Jaclyn Cassel



Beautification Task Force Planting Implementation Form

Location: Morse / Kostner

Plant(s) Needed and Quantity: 47 Yellow/Rose Lantana
6 Flats Pink Yinca

Estimated Cost: \$150

Timeframe for Ordering Plants: December

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: Add mushroom compost in Fall and Spring
Turning of the soil in the Spring
Weekly visits from Village contractor

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
Jaclyn Cassel