



**Lincolnwood Beautification Commission
Monday, April 8, 2019
Board Conference Room
6900 N. Lincoln Ave.
6:00 P.M.**

1. Call to Order
2. Roll Call
3. Approval of Minutes from the November 12, 2018 Beautification Commission Meeting
4. Staff Report
 - a. FY18/19 and Proposed FY19/20 Budget Updates
5. New Business
 - a. Appointment of Commissioner Maggie Weiss
 - b. Arbor Day Planting
 - c. Lincolnwood in Bloom 2019
6. Old Business
 - a. Confirm Planting Dates
 - b. Review Planting Workbooks
 - i. Madeline's Garden
 - ii. Morse/Kostner
 - iii. Lincoln Avenue Proesel Park Sign
 - iv. Village Hall Entrances
 - v. Community Center
7. Comments from the Public
8. Adjournment

Date Posted: April 4, 2019

By: Nadim Badran, Assistant to the Public Works Director



**Lincolnwood Beautification Commission
Monday, November 12, 2018 Meeting Minutes
Board Conference Room
6900 N. Lincoln Ave.
6:00 P.M.**

I. Call to Order

The Meeting was called to order at 6:01 p.m. by Chairperson Mazur.

II. Roll Call

Members Present

Mira Mazur, Chair
Commissioner Susan Perdomo
Commissioner Gabriella Kowalczyk
Commissioner Terry Froman
Commissioner Pamela Stavinoga (6:19 p.m.)

Members Absent

Commissioner Jaclyn Cassel

Others Present

Georjean Nickell, Trustee Liaison
Nadim Badran, Staff Liaison
Nick Urhausen, Urhausen Greenhouse
M. Sharon Mau, Resident

III. Approval of Minutes from the July 9, 2018 Beautification Commission Meeting

Commissioner Perdomo made a motion to approve the minutes of the July 9, 2018 Meeting Minutes. Commissioner Forman seconded the motion. The motion was approved 4-0 via voice vote.

IV. Staff Report

- a. Update on FY2018/19 Budget Requests
Mr. Badran stated the Madeline's Garden irrigation system has been completed and staff will have the Lincoln Avenue Proesel Park Sign Irrigation system completed prior to the next planting season. Mr. Badran stated that the School District has not provided any updated information on the U.P. Path Garden project.

Mr. Badran stated that Commissioner Eve Fink informed him that she was resigning from the Commission. Mr. Badran stated that Village President Bass reported he will be appointing a new Commissioner in the coming weeks.

V. Old Business

a. Lincolnwood In Bloom – Award

Mr. Badran displayed pictures from Ms. Ditta Pfaffinger, a resident who participated in the 2018 Lincolnwood in Bloom Contest. The Commission unanimously decided that Ms. Pfaffinger's garden was the first prize winner of the Contest. Mr. Badran stated he would reach out to Ms. Pfaffinger regarding her first place finish.

VI. New Business

a. Assemble Planting Workbooks

i. Madeline's Garden

Mr. Badran introduced Mr. Nick Urhausen from Urhausen Greenhouse to help opine on what flowers should be planted at each location. The Commissioners removed the perennials from the planting workbook for Madeline's Garden and increased the number of White Begonias to 20 flats.

ii. Morse/Kostner

Commissioner Perdomo stated she would like to keep the same quantity of Yellow/Rose Lantana and change the Yinca order to five flats of Rose Yinca and Mr. Goodbud Sedum. Mr. Urhausen stated he would determine the necessary amount of plants needed.

iii. Lincoln Avenue Proesel Park Sign

The Commission agreed to keep the planting the same as previous years.

iv. Village Hall Entrances

The Commission agreed to plant one flat of Star Series Zinnias.

v. Community Center

The Commission stated they would like to plant annuals at the Community Center including Red Salvia and Allium Millennium.

b. FY 2019/20 Budget Requests

Mr. Badran informed the Commission that the Village is going to begin preparing the next fiscal year budget in the coming weeks. Mr. Badran asked if the Commission had any budget requests for the next fiscal year. The Commission requested irrigation systems be installed at the Village Hall entrances and at the Community Center planting beds. Mr. Badran stated that he would include the request in the Public Works Department's Budget requests.

c. Establish 2019 Meeting Schedule

Mr. Badran presented a proposed 2019 meeting schedule to the Commission. The Commission did not have any objections to the proposed schedule.

VII. Comments from the Public

There were no comments from the public.

VIII. Adjournment

Commissioner Stavinoga made a motion to adjourn the meeting at 7:18 p.m. Commissioner Perdomo seconded the motion. The motion passed via voice with all in favor and none against.

Minutes Recorded by:

By: Nadim Badran, Assistant to the Public Works Director

Staff Liaison



Beautification Task Force Planting Implementation Form

Location: Madeleine's Garden

Plant(s) Needed and Quantity: Red Option:

- 6 Flats of Red Begonias

White Option:

- 20 flats of White Begonias

Six Hanging Baskets

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

Perennials

- None

Estimated Cost: \$1,500

Timeframe for Ordering Plants: December

Timeframe for Installing Plants: Week of May 13, 2019

Staff Needed for Installation: Two – Three Staff Members

Preparations Needed for Planting Area:

Add Osmocote during planting
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

Jaclyn Cassel



Beautification Task Force Planting Implementation Form

Location: Morse / Kostner

Plant(s) Needed and Quantity: 47 Yellow/Rose Lantana
5 Flats Rose Yinca
15 2-quart pots of Sedum Mr. Goodbud

Estimated Cost: \$250

Timeframe for Ordering Plants: Mid January

Timeframe for Installing Plants: Week of May 20, 2019

Staff Needed for Installation: One – Two Staff Members

Preparations Needed for Planting Area: Add Osmocote during planting
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



Beautification Task Force Planting Implementation Form

Location: Lincoln Avenue Proesel Park Sign

Plant(s) Needed and Quantity: Replace Roseanne Geraniums as needed
Move Asters to sides of planting bed
2 Trays Marigolds (inca)(Yellow)
2 Trays Red Zinnias

Estimated Cost: \$200

Timeframe for Ordering Plants: Mid January

Timeframe for Installing Plants: Week of June 3, 2019

Staff Needed for Installation: One Staff Member

Preparations Needed for Planting Area: Turning of the soil in the Spring
Add Osmocote while planting

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: Village Hall Entrances

Plant(s) Needed and Quantity: 1 flat of Orange Star Series Zinnias
5 Medium Hostas under Pine Tree
2 Large Hostas under Pine Tree

Estimated Cost: <\$200

Timeframe for Ordering Plants: Mid January

Timeframe for Installing Plants: Week of June 10, 2019

Staff Needed for Installation: One – Two Staff Members

Preparations Needed for Planting Area: Clear Area of Weeds
Add Osmocote while planting
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: Community Center

Plant(s) Needed and Quantity: Move Asters to back of bed and to other planting beds
Allium Millennium – 50 2 quart pots
Dwarf Red Salvia – Flat of 48

Estimated Cost: \$700

Timeframe for Ordering Plants: Mid January

Timeframe for Installing Plants: Week of June 17, 2019

Staff Needed for Installation: Two Staff Members

Preparations Needed for Planting Area: Add mushroom compost
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): Gabriella Kowalczyk
VACANT