

CITY OF NEW ALBANY
Beautification Committee Minutes
October 1, 2018

CALL TO ORDER:

Attendance: Keith Conlee [alderman rep] Jolyn Cooke [ward 3], Sam Creekmore [at large rep], Jane Ford (ward 4), Tim Kent (mayor); Jeff Olson [ward 1], Sandy Shaddinger (ward 2), Billye Jean Stroud (Main Street)

Absent: Billye Jean Stroud (main street)

- I. **READING APPROVAL OF MINUTES of 2018 September.**
- II. **REPORTS** – For the 2018-2019 city budget, the City Council designated \$54,500.00 to the Beautification Committee.
- III. **ANNOUNCEMENTS- Next committee meeting November 5, noon, Creekmore Landscape office.**

IV. **Business**

Topic	Follow-Up Discussion	Follow-Up Plan of Action/Responsibility/Date
Christmas Decorations for Carter Avenue	Discussion that snowflakes be ordered upon sale or discount offering; can wait if needed and order using next fiscal year budget since do not need until November. Swag located at city street department and transferred to LGW storage with other Christmas snowflake decorations. Discuss with Bill Mattox placing poles and hanging swag and snowflakes in early November.	2018 November <u>Sam, Mayor and Bill Mattox marked location of poles to hang swag over Carter Ave.</u> <u>Mayor to contact Bill Mattox.</u>
Hanging baskets	Mr. Peyton removed hanging baskets until spring; baskets stored at Creekmore Landscape.	2018 October Done
Tree preservation and tree survey	Sam discussed tree survey with David Fulgram during LGW Pruning Conference Sept 27. Anticipate cost \$4000. Mayor reported still pursuing grants through Urban Forestry and has been in discussion with David Fulgram of Fulgram Tree Service. This service could provide a tree survey utilizing GPS to identify and name trees in the city. Budget monies allocated for 'Beautification' (not the committee's \$25,000) will serve as matching funds if the grant is secured. No definitive date for approval of grant.	2018 November
LGW training session for	Sam reported Sept 27 conference was enthusiastically	Done

Pruning of trees/safety, etc.	received by LGW attendees, and presentation very helpful to crew. Presenters had come day before and taken city pictures to facilitate presentation. Mayor attended. Park Rec employees Terry and Alvin Parks attended hour each at separate times.	
Maintenance of Decorative city street poles/signs and city murals	Poles beginning to show signs of aging and rust. Need to be painted/restored. Billye Jean reported she delegated this responsibility to Main Street committee members who are working with Pat Norman; Main Street to cover expense; no expense to beautification budget.	2018 November Billye Jean and Mayor
Freedom Plaza signage repair and repair of concrete base	Repairs to base completed by Mr. Manny Graham. Upper tennis signage adjusted and hung by New Albany Sign Company. Jay Mills repaired and replaced Veterans sign.	Done
Quarterly residential and business beautification awards	Months of December, March, June and September designated award months ongoing. September residential award to Jim and Suzanne Hubbard, 401 Grant Drive; business award to New Birth Community Church, Clarke Street.	2018 December next award time Committee needs to observe areas that need to be acknowledged.
City flower bed maintenance	City Council continuing to discuss landscape management needs. No decision at this point on plan to manage ornamental beds, etc. Need to compile listing of ornamental beds.	2018 Ongoing Committee
Ward 3	Billye Jean reported that Community Center improvements would be part of M Partnership projects.	2018 November Billye Jean and Mayor to determine if Community Center will be part of M Partnership projects. Sam to assess landscape needs at community center.
Tree City USA	Discussion. New Albany Garden Club Arbor Day committee had been completing this application; application not been consistently completed. Sandy to follow up with Tracy Vanisi of NA Garden Club. Beautification Committee to serve as Tree Board.	2018 November Sandy and Mayor working on Tree City USA application.
Union County Courthouse	Jolyn contacted Steve Watson, Union County Supervisors, to offer assistance if needed from Beautification Committee.	Done
Container garden urns	Acknowledged good job by Master Gardeners; this expense	2018 November

around town	paid by MG. Send thank you note to MG.	Jolyn to send not to MG president. Done.
Building lights	Noted that several lights are out atop buildings downtown. Ask Bill Mattox to assess and replace.	2018 November Mayor
2018-2019 Fiscal year proposed priority list	Committee discussed and revised priority projects for new fiscal year based on budget allocation of \$54,500. (See attached).	2018 November (see attached below)

Table for Future Projects and Master Plan List (projects prioritized and completed pending funding; other listings documented so as not to omit; may be in phases over several years)	Priority	Cost (54,575 total projected cost for 2018-2019)	Notes <u>All projects subject to City Council approval.</u>
Operational Budget: -annual hanging basket plantings=\$2000 -urn/container gardens=\$1575 -replacement bulbs=\$500 -Misc. maintenance=\$1000	Ongoing	2018-2019 \$5075	Annual operational expenses. Union County Master Gardeners currently bare expense for urn/
Ornamental street poles and street signs	Ongoing	2018-2019 \$2000 from BC budget each fiscal year	Street signs for Dean Robbins subdivision ready for installation. Mayor to work with street department for installation. Jolyn contacted Eric and Susan Roberts; no composite list of all city streets; acquired list from Susan of signs previously ordered. Each alderman needs to identify areas in his ward that need ornamental street poles/signs.
Additional Tree Plantings -Bankhead - Carter Avenue (priority)		2018-2019 \$10,000 BC	Sam and Bill Mattox surveyed Carter for trees. Planning to use Crape Myrtles.
Banners for light poles (Done)	Ongoing	2018-2019 \$5,000 BC	Billye Jean will be accountable for designing and ordering seasonal and downtown and district banners.
Bankhead Cemetery	Grant	2018-2019 \$5000 BC	Project recommended by Keith. City has grant funding \$64,000 from MDOT to use on Bankhead. Sam prepared design budget; Keith to seek approval at Oct 2 city council meeting.
Pioneer Park		2018-2019 \$2000 BC	Committee to discuss further.
Painted Crosswalk for area mid-Main street which would connect Library parking area with downtown		2018-2019 \$20,000 BC	Discussion regarding safety concerns of needing crosswalk, and connecting Library parking areas to downtown for pedestrians. Sam presented

			design for Compass Rose and landscape/sidewalk from Library parking to Main Street. Committee very supportive of project. Andrew Yurlow name mentioned as painter.
Corner of Apple and Glade		2018-2019 \$2500 BC	Sam reported that School Board will cover cost of improvement at this time, if BC will cover half cost for the retaining wall.
Sod for BNA Park Parking Islands/Medians		2018-2019 \$3000 BC	Billye Jean to assign MPartner students scheduled Oct 13 in NA. Students to prep areas and lay sod. Sam to order sod.
Bankhead (West) Trees	No funding.		Continue discussion with MDOT and LGW.
Major Highway Intersections/Entrances to city/Tanglefoot Trail Plantings	No funding.	\$80,000	
Downtown Street Trees and Beds	No funding.		
Park Along the River—Access Road	No funding.		
Park Along the River Entrances/Bankhead Entrance to BNA Park	No funding.		
Tanglefoot Trailhead Arch (Arch completed)	Done	Grant	Sam ordered design/lettering for arch from lowest bidder Design Team Sign Company.
Arch Lettering/Emblem			
Bankhead Tree Line (native trees to MS) Location--Re-located to Park Place Drive [Sam presented numerous pictures of tree lined streets in major urban areas, plus a handout containing facts, benefits and myths about tree planting. Committee overwhelmingly endorsed tree planting and sharing this info with City Council and citizens at-large. See Attachments.] Sam has attended past two city council meetings, and this topic did not surface in City Council meeting.	Done- Trees planted and watering bags attached.	2017-2018 \$20,000 from Beautification funding Actual cost of pin oaks=\$8500 Labor of planting=\$4000 Watering bags (reusable) =\$2118 Watering Tank: \$400 pump \$300 accessories \$300 tank \$1500 trailer	Committee watering trees periodically. Sam to construct wording for proposed city ordinance to require tree plantings for new business locations.

		Approx. =\$3000 (total costs still under original budget)	
Trailhead Building/Bathrooms (Pictures of design plans available from Committee files.)		Pending grants	City Council approved construction pending securing the RTP grant of \$150,000. Brief discussion of design plan by Sam of Welcome Center. Plans pending based on location selection and funding. Grant pending.
Directional Signage around town (Include William Faulkner signage.) Jill Smith, museum curator, working on audio for 'walking tour' of historic downtown and designated areas; info for walking tour will influence directional signage and districts.	No funding	\$50,000 (to be completed in phases as budget available)	Sam continuing to work with sign companies for definitive style of signs, defined district areas, and location of various signage for vehicular/pedestrian/district/site markers.
Pocket Park (Arbor Completed) Need four (six foot) benches for pocket park area pending availability of Beautification funds.	Done No funding for benches.	\$7,000 from Beautification funding	Arbor project completed under budget. Needs additional benches.
Bankhead and Hwy 15	No funding,	\$30,000	Plan to be divided into phases. Sam to email design plan to committee.
Bike Path Extension (Century Bike Path consideration)	Grant needed.	\$300,000	Land for this project donated by John Young; areas are extension of trails and loop around Tallahatchie, Sportsplex, Tractor Supply and near hotels.

Meeting Adjourned

Minutes submitted by Jolyn Cooke; Minutes emailed to Committee Members, City Council, Susan Roberts, Frankie Roberts, and Jerry Shiverdecker.