



CITY OF LOWELL  
ARBOR BOARD AGENDA

MONDAY, NOVEMBER 13, 2017 AT 12 NOON

1. CALL TO ORDER; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
  - a. October 9, 2017 – Regular Meeting
4. REVIEW FINANCIAL REPORTS
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
7. NEW BUSINESS
  - a. Look Grant Awarded - \$2,000
8. BOARDMEMBER COMMENTS
9. ADJOURNMENT

**ARBOR BOARD OF LOWELL**  
**MONDAY, OCTOBER 9, 2017**  
**12 P.M.**

1. **CALL TO ORDER; ROLL CALL**

The Meeting was called to order at 11:58 p.m. and the roll was called.

Present: Perry Beachum, Diane LaWarre, Jim Hodges, Melissa Spino and Chair Reagan.

Absent: None.

Also Present: Lori Gerard and Steve Donkersloot.

2. **EXCUSE OF ABSENCE(S)**

None.

3. **APPROVAL OF AGENDA**

IT WAS MOVED BY HODGES and seconded by LAWARRE to approve the agenda with the addition of item 7 b. Trees at Skate Park.

YES: 5 NO: 0 ABSENT: 0 MOTION CARRIED.

4. **APPROVAL OF THE MINUTES.**

IT WAS MOVED BY BEACHUM and seconded by HODGES to approve the regular minutes of the June 12, 2017 meeting as written.

YES: 5 NO: 0 ABSENT: 0 MOTION CARRIED.

5. **REVIEW FINANCIAL REPORTS.**

IT WAS MOVED BY SPINO and seconded by LAWARRE to approve the financial reports as presented.

YES: 5 NO: 0 ABSENT: 0 MOTION CARRIED.

6. **CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.**

No comments were received.

7. **OLD BUSINESS.**

No comments were received.

8. **NEW BUSINESS.**

- a. Trees growing in right of Way – 800 block of Jefferson. LaWarre questioned if the trees had been trimmed yet. Hodges noted that we will have to communicate with Rich LaBombard on this. Hodges commented that we should offer the property owner Shannon Hanley a tree of her choice.
  
- b. Trees at Skate Park. Hodges stated that he received a message from Sue Ullery that the Parks Commission would like to have trees planted at the Skate Park. Beachum commented that the board traveled there for a meeting and asked the skaters what they would like to see at the park. They asked for shade and buffer trees. Spino suggested fast growing trees like Red or Silver Maples be planted or Poplars.

IT WAS MOVED BY HODGES and seconded by BEACHUM to approve \$1500 be designated for trees at the Skate Park.

YES: 5 NO: 0 ABSENT: 0 MOTION CARRIED

Hodges noted that they could use a tree at the Library chess table. Reagan suggested that the board look at the comprehensive tree plan to see what has been checked of the list. Beachum recommended replacing some of the trees that died at Creekside. Hodges noted that once the Youth Fair leaves and takes buildings with them there might be some barren land that needs trees. It was suggested that an application to the Look Fund might be appropriate. LaWarre added that we should ask for funds for just one project.

IT WAS MOVED BY LAWARRE and seconded by SPINO to approve a grant be written to the Look Fund for \$2000 for 8 trees at Creekside Park.

YES: 5 NO: 0 ABSENT: 0 MOTION CARRIED

9. **BOARDMEMBER COMMENTS.**

LaWarre mentioned that this would be Hodges last meeting. The board thanked him for his years of service.

IT WAS MOVED BY BEACHUM and seconded by SPINO to plant a tree at the Library in honor of Jim Hodges and his 23 years for service to the city. Hodges requested a Crimson Maple.

YES: 5 NO: 0 ABSENT: 0 MOTION CARRIED.

Donkersloot stated that the City should be making a transfer of funds to the Arbor Board. Last transfer was 2015. Sue Olin will be notified of this.

10. **ADJOURNMENT.**

IT WAS MOVED BY BEACHUM and seconded by LAWARRE to adjourn at 12:38 p.m.



**10-Nov-17**

**TREE FUND BEG. BALANCE            \$5,876.75**

**Revenues**

|            |                                |                   |
|------------|--------------------------------|-------------------|
| 7/5/2017   | <b>Grand Rapids Foundation</b> | <b>\$4,000.00</b> |
| 11/10/2017 | <b>Look Fund Grant</b>         | <b>\$2,000.00</b> |

**Total Revenues                        \$11,876.75**

**Expenditures**

|           |                           |                   |
|-----------|---------------------------|-------------------|
| 10/6/2017 | <b>Tree fund watering</b> | <b>\$4,717.50</b> |
|-----------|---------------------------|-------------------|

**Total Expenditures                  \$4,717.50**

**Ending balance                         \$7,159.25**



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November 10, 2017

Arbor Board of Lowell  
301 E. Main St.  
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Dear Arbor Board,

At the November 8, 2017 Look Memorial Fund Committee meeting, a grant in the amount of \$2,000.00 was approved to purchase eight trees, which will be planted at Creekside Park.

These funds are to be used in accordance within the budget submitted to the Look Committee. Please contact Suzanne Olin, City Treasurer or myself to make arrangements for preparation of the check(s). Documentation of receipts and/or invoices are needed in order to process the check(s).

Respectfully,

A handwritten signature in cursive script that reads "Susan Ullery".

Susan Ullery, Secretary  
Look Memorial Fund Committee