

LAKE CITY/COLUMBIA COUNTY BEAUTIFICATION COMMITTEE

Tuesday, June 12, 2012

4:00 P.M.

Agenda

- I. Call to order
- II. Review and adoption of minutes
- III. National Arbor Day celebration
  - A. Tree numbers/selections/sources
  - B. Contact assignments
  - C. Program
  - D. Publicity
  - E. Set-up
  - F. Leftover trees
  - G. Other
- IV. Other concerns
- V. Next meeting date
- VI. Adjournment

**LAKE CITY/COLUMBIA COUNTY BEAUTIFICATION COMMITTEE  
FEBRUARY 21, 2012**

**MINUTES**

There was a regular called meeting of the Lake City/Columbia County Beautification Committee held on February 21, 2012, located at City Hall, located at 205 North Marion Avenue and beginning at 4:00 P.M.

Present:                   Bettye Lane, Chair  
                              Stephen M. Witt, Mayor, City of Lake City  
                              Scarlet Frisina, Citizen, Board of County Commissioners  
                              Melinda Moses, Councilmember, City of Lake City  
                              James Montgomery, Citizen  
                              Faye Bowling-Warren, Citizen  
                              Nick Harwell, Airport Manager  
                              Grayson Cason, Assistant City Manager  
                              Michele Greene, Deputy City Clerk

Mr. Cason asked to address the committee regarding procedural issues. Ms. Lane stated he could address the committee as item III.

**I.     Call to order**

Ms. Lane called the meeting to order at 4:00 pm.

**II.    Review and adoption of minutes December 13, 2011**

**Ms. Bowling-Warren made a motion to adopt the December 13, 2011 minutes as published. Mr. Montgomery seconded the motion. The motion passed on a voice vote.**

**III.   Committee procedures (Grayson Cason)**

Mr. Cason explained this committee is an advisory committee to the Council and wanted to remind members that all matters need to be voted by the committee as a recommendation to be brought forward to the City Council for vote. Mr. Cason stated this includes any expenditures or acceptance of donations.

**IV.   Florida Arbor Day review**

- A.    Event quality
- B.    Special positives
- C.    Suggestions for improvement

Members discussed how they liked having the ceremony at the planting location. Ms. Lane commended the School Board staff for their assistance in setting up for the event.

**V.     Updates**

- A.    Projects and proposals

An update was provided on the Master Gardener's project at the Oaklawn Cemetery.

- B. Funding efforts  
Members discussed the need to solicit additional funds for the committee. **Ms. Frisina made a motion to recommend to the City Council to authorize Ms Bettye Lane as Chair of the Beautification Committee to approach both the City Council and the County Commission at the next year's budget process for funds to be allocated to the Beautification Committee. Mayor seconded the motion. The motion passed on a voice vote.**

Ms. Lane stated that the Beautification account has run into a deficit of \$198.52 after the 2012 Florida Arbor Day event. **Committee concurred to send the appropriate request needed to Vystar to solicit their annual contribution to the committee.** Mayor Witt stated he would contact Vystar regarding the funds. Ms. Bowling-Warren suggested soliciting donations from others as well, such as the new refuse service provider in the County.

- C. Original City Hall tree relocation  
Committee will get with Public Works Director Thomas Henry to find out the whereabouts of the tree that was planted at old City Hall.

#### **VI. Current concerns**

- A. National Arbor Day Tree Give Away
1. Date/Location/Time  
**Members concurred to hold the Annual Tree Give Away on Friday, April 27, 2012 beginning at 10 am at Memorial Stadium.**
  2. Contacts  
Ms. Lane stated the committee would work on contacts and tree selections at the next meeting.
  3. Program/Publicity  
Ms. Lane asked Mr. Harwell if he would do the program for this year's event.

#### **VII. Next meeting date**

The next meeting of the Lake City/Columbia County Beautification Committee will be held on March 20, 2012 at 4:00 pm in the Council Chambers at City Hall.

#### **VIII. Adjournment**

There being no further business, a motion to adjourn was made and duly seconded at 4:38 pm.

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Michele L. Greene, Deputy City Clerk

**LAKE CITY/COLUMBIA COUNTY BEAUTIFICATION COMMITTEE**  
**MARCH 20, 2012**

**MINUTES**

There was a special called meeting of the Lake City/Columbia County Beautification Committee held on March 20, 2012, located at City Hall, located at 205 North Marion Avenue and beginning at 4:00 P.M.

Present:                   Bettye Lane, Chair  
                              Scarlet Frisina, Citizen, Board of County Commissioners  
                              James Montgomery, Citizen  
                              Faye Bowling-Warren, Citizen  
                              Karl Burkhardt, Lake City Journal.com  
                              Nick Harwell, Airport Manager  
                              Grayson Cason, Assistant City Manager  
                              Linda Walser, Elliano's  
                              Debi Bennefield, Elliano's  
                              Thomas Henry, City Public Works Director  
                              Michele Greene, Deputy City Clerk

**I.     Call to order**

Ms. Lane called the meeting to order at 4:00 pm.

Ms. Lane stated the minutes from the February 14, 2012 meeting will be presented for review and adoption at the next regular called committee meeting.

**II.    Arbor Day Tree Give-Away**

**A.     Verified funds/resources**

Mr. Cason advised that a \$500 check was received from Vystar this week bringing the Beautification Committee account to a balance of \$301.48.

Ms. Lane reported that Ms. Moses indicated that Plum Creek had shown interest in financing a tree give away event. Ms. Moses has sent a letter requesting support to Plum Creek. Ms. Lane added it was uncertain the status of this possible resource.

Ms. Lane stated Zack Paulk with Wal-Mart will be sending her information on applying for grant funds through Wal-Mart.

**Mr. Burkhardt made a motion to graciously accept on behalf of the Beautification Committee a donation of a check in the amount of \$1000 from Mr. James Montgomery. Ms. Bowling-Warren seconded the motion. The motion passed on a voice vote.**

With these new funds, the Beautification Committee account balance is now \$1301.48.

B. Tree numbers/sources

Ms. Walser from Elliano's introduced Ms. Debi Bennefield and added Elliano's again would be happy to participate in the annual tree give away.

**Mr. Burkhardt made a motion to graciously accept the donation from Elliano's for the 2012 Annual Tree Give Away of 100 one (1) gallon red maples and 300 one (1) gallon dogwood trees; for total of 400 one gallon trees. Ms. Frisina seconded the motion. The motion passed on a voice vote.**

**Ms. Frisina made a motion to accept the generous donation of assorted seedlings from Dwight Stansel's Nurseries for the 2012 Annual Tree Give Away. Mr. Burkhardt seconded the motion. The motion passed on a voice vote.**

Ms. Bowling-Warren presented an email of the tree recommendations from Central FL Lands & Timber, LLC. **Mr. Burkhardt made a motion to recommend the purchase of the following one (1) gallon trees from Central FL Lands & Timber, LLC; American Elm, Dahoon Holly, Black Walnut, Live Oak, and Magnolia(if available) not to exceed \$1000.00. This motion also provides should the cost of the Magnolia be too high or the tree is unavailable, then the Laurel Oak will be chosen in lieu of the Magnolia. Mr. Cason seconded the motion. The motion passed on a voice vote.**

C. Contact assignments

1. Supervisor of Elections

**Mr. Cason made a motion to send a letter to Elizabeth Horne, Supervisor of Elections, inviting her office to participate in the Annual Tree Give-away by setting up a table to assist with voter registration needs. Mr. Burkhardt seconded the motion. The motion passed on a voice vote.**

2. Dave Clanton's staff

Mr. Henry stated that he had already ensured staff was notified.

D. Program

**Ms. Bowling-Warren made a motion to accept the generous donation from the Lake City Journal.com to cover the expense of the printing of the Annual Tree Give-Away programs at a cost of \$75.00. Ms. Frisina seconded the motion. The motion passed on a voice vote.**

Members discussed the assignments for the program:

Welcome	Scarlet Frisina
Pledge of Allegiance	Scarlet Frisina
National Anthem	Will ask if Audre' Washington will sing
Proclamation	Mayor Witt

Tree Give Away Procedures	Faye Bowling-Warren
Tree Planting & Care	Karl Burkhardt
Closing	Nick Harwell

E. Publicity

Members discussed publicity opportunities through the Lake City Journal. com, Lake City Reporter, and radio interviews.

F. Set-up

Mr. Henry stated he would have set up take care of and trees could be delivered to Memorial Stadium either Wednesday, April 25<sup>th</sup> or Thursday, April 126th.

**III. Other Concerns**

Members discussed providing “Thank You” letters to all the contributors to the 2012 Annual Tree Give-Away.

**IV. Next Meeting**

The next meeting of the Lake City/Columbia County Beautification Committee will be held on June 12, 2012 at 4:00 pm in the Council Chambers at City Hall.

**V. Adjournment**

There being no further business, a motion to adjourn was made and duly seconded at 4:50 pm.

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Michele L. Greene, Deputy City Clerk



## Michele Greene

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**From:** Joyce Bruner  
**Sent:** Friday, June 01, 2012 8:27 AM  
**To:** Alex Grace (agrace@anconstructionmanagement.com); Ann Raulerson; Audre Washington; Audrey Sikes; Bettye Lane (bettyelane@bellsouth.net); Faye Bowling- Warren (bowlingwarren@comcast.net); Gary Noland ; Grayson Cason; Hannah Brown (hbrown@lakecityreporter.com); harvey campbell; Ian Rodriguez; Jackie Kite; James Montgomery; john stanford; karl burkhardt; Ken Cheek; Melinda Moses; Michele Greene; Nick Harwell; penny stanley; Purchasing (Department); Radio Kuka (radiokuva@aol.com); Robert Bridges; Roger Little; Rose; Scarlet Frisina; Stephen Witt; Stew Lilker (StewLilker@ColumbiaCountyObserver.com); Thomas Henry; todd wilson; Tommy (tommy@965wjtk.com); Wendell Johnson  
**Subject:** Beautification Advisory Committee Meeting  
**Attachments:** Minutes Beautification Advisory Committee 022112.docx; Minutes Beautification Advisory Committee 032012.docx

### NOTICE OF MEETING

A Beautification Advisory Committee Meeting is scheduled for Tuesday, June 12, 2012, at 4:00 p.m. in the Council Chambers at City Hall. The minutes from the February 21, 2012 and March 20, 2012 are attached for your review. Thank you.

Joyce Bruner  
Executive Assistant

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City of Lake City  
205 North Marion Avenue  
Lake City, FL 32055  
Phone: 386-719-5768  
Fax: 386-752-4896  
Email: [brunerj@lcfia.com](mailto:brunerj@lcfia.com)

## **Michele Greene**

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**From:** Joyce Bruner  
**Sent:** Monday, June 11, 2012 9:52 AM  
**To:** Alex Grace (agrace@anconstructionmanagement.com); Ann Raulerson; Audre Washington; Audrey Sikes; Bettye Lane (bettyelane@bellsouth.net); Faye Bowling- Warren (bowlingwarren@comcast.net); Gary Noland ; Grayson Cason; Hannah Brown (hbrown@lakecityreporter.com); harvey campbell; Ian Rodriguez; Jackie Kite; James Montgomery; john stanford; karl burkhardt; Ken Cheek; Melinda Moses; Michele Greene; Nick Harwell; penny stanley; Purchasing (Department); Radio Kuka (radiokuva@aol.com); Robert Bridges; Roger Little; Rose; Scarlet Frisina; Stephen Witt; Stew Lilker (StewLilker@ColumbiaCountyObserver.com); Thomas Henry; todd wilson; Tommy (tommy@965wjtk.com); Wendell Johnson  
**Subject:** Beautification Advisory Committee Meeting

### **REMINDER**

A Beautification Advisory Committee Meeting is scheduled for Tuesday, June 12, 2012, at 4:00 p.m. in the Council Chambers at City Hall. Thank you.

Joyce Bruner  
Executive Assistant

Office of the City Manager  
City of Lake City  
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