

URBAN LANDSCAPE COMMISSION
MINUTES
November 28, 2012
Public Safety Building
Conference Room
(Amended and Approved 12/19/12)

1. **Welcome New Members:** Michael Hasenmyer, representing Landscape Architect, and Steve McBride, representing First Ward.
2. **Attendance and Approval of Minutes:** Marchetta Maupin, Judy Kierig, Julie Lattanzi, Annette Tanner, Jerry Steketee, Kitty Lozier, Steve McBride, Michael Hasenmyer, Nicole Panaccione.

Kierig made a motion to approve Minutes from June and August meetings; seconded by Hasenmyer. Motion was approved unanimously.

3. **Old Business:**
Public Safety Building Landscape Design Report (tree wells and plaza). Tree planters have been lowered.

Main Street kiosk was hit by a car and is down. The ULC would recommend that since the plaza would be redesigned, that Main Street would delay putting it back until it can coincide with the plaza work.

The location for the Zackquill Morgan statue is being considered for the plaza at the Public Safety Building. K. Hurst recommended that the City Engineer, Assistant City Manager, Sculptor, and a ULC rep meet in regards to the redesign.

4. **New Business:**
 - A. **Urban Landscape Center:** Currently Marchetta works out of and uses several locations, a tool room in City Hall, the Street Department, Boparc's maintenance facilities, and Valley Crossing. It is the ULC's goal to consolidate to one central location. K. Hurst will be working on a proposal and gathering financial figures. The ULC budget was reduced by \$10,000. It was understood that if a need is requested, it would be funded according to the City Manager. K. Hurst discussed the first step in achieving the new landscape center. It will be to create a project scope, list of criteria and projected cost. The location near the rail trail needs to be surveyed.
 - B. **City Website:** Every Board member was encouraged to review the website and provide comments or suggestions. One idea was to have a map with pins to current locations maintained by the ULC, maybe linking to photographs.
 - C. **Chamber Commissioner:** J. Kierig made a motion to remove the position of Chamber of Commerce representative from the Commission roster. M. Hasenmyer seconded the motion. Motion passed unanimously. Memo will be sent to the City Clerk's Office requesting removal of this position on Boards and

Commissions Membership roster.

- D. Your Community Foundation Trust Account for ULC:** The Trust would have to approach the Commission to begin the process of setting up the fund. The ULC should govern how the funds are used. Your Community Foundation would have a landscaping fund; the ULC would be the body to approve projects. The trust needs \$1000 seed money to get started. Perhaps Main Street Morgantown could provide the seed money, initially. The goal would be to build an endowment fund of \$10,000. ULC would have to get approval from the Community Foundation to be the gatekeeper for the account. J. Kierig will go to the Main Street Board with this request.
5. **Project Site Report:** M. Maupin is finishing the holiday baskets. Seasonal maintenance is ongoing.
6. **Boparc:** No report
7. **Tree Board Report:** this year the Municipal Tree Restoration Project, funded by a \$5,000 grant from Mon Power, was a great success. Reynolds Nursery received the contract. They did a great job planting and the tree quality was excellent. Trees were planted on Hite St., Mississippi St., Morgan Dr., South Walnut St., and at Jack Roberts Park.
8. **Proud of Our Town Awards:** The idea of recognizing someone's property that is not in "public view" was discussed. For example, someone's backyard or garden.
9. **Adjourn:** 6:00 p.m. Next meeting is scheduled for Wednesday, December 19, 2012 at 4:30 p.m. at the Public Safety Building.