



**TOWN OF SHADY SHORES
KEEP SHADY SHORES BEAUTIFUL
REGULAR SESSION
OCTOBER 5, 2020; 6:00 PM
SHADY SHORES COMMUNITY CENTER
VIRTUAL MEETING
SHADY SHORES, TX 76208**

In response to the coronavirus pandemic, effective March 16, 2020, Texas Governor Abbott suspended certain Open Meeting rules to allow meetings of government bodies that are accessible to the public to decrease large groups of people from assembling. The suspension temporarily removes the requirement that government officials and members of the public be physically present at a meeting location.

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_wnVjdKSoQt6k6diqrd0IBA

After registering, you will receive a confirmation email containing information about joining the webinar.

AGENDA

1. CALL TO ORDER
2. ROLL CALL
Establish a quorum
3. MINUTES:
 - a. Minutes- Consider and act on the minutes of the September 21, 2020 Keep Shady Shores Beautiful Meeting.
4. OLD BUSINESS
Consider and take action relative to ongoing projects and events as listed below.
 - a. Tree City- Consider and act on Tree City USA. Review proposed tree care ordinance and make changes as necessary.
 - b. Arbor Day Event- Consider and Act on setting a date and time for Arbor Day Event.
 - c. Lake Cities Recycles (Clean Up Day)- Consider and take appropriate action regarding Lake Cities Recycles Events.
 - d. Butterfly Garden- Consider and act on construction of butterfly garden on Town Hall Property
 - e. Garden Markers- Consider and Discuss the purchase of markers to identify the native plants in the Community Center Flower Beds.
5. NEW BUSINESS
Discuss any new projects to be considered at the next monthly meeting

- a. Fundraising Opportunities- Consider and act on fundraising opportunities, including brick sales for the memorial garden and other possible opportunities.

6. ADJOURN

The Keep Shady Shores Beautiful Agenda was posted in accordance with Texas Open Meetings Act on _____, _____, _____ at ____:____, ____M.

Wendy Withers, Town Secretary



AGENDA MEMORANDUM

DATE: October 5, 2020

TO: Keep Shady Shores Beautiful

FROM: Wendy Withers, Town Administrator

SUBJECT: Tree City- Consider and act on Tree City USA. Review proposed tree care ordinance and make changes as necessary.

BACKGROUND/INFORMATION:

Discuss the Tree Care Ordinance and the applicaiton process for becoming a Tree City.

- Tree Care Ordinance
- Tree Board
- Spending and Tracking
- Arbor Day Celebration

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Shady Shores Application
2. 4 Standards

REVIEWED BY:

TREE CITY USA® APPLICATION

Select one: ☒ First Time Applicant OR ☐ Recertification



TREE CITY USA status is awarded for work completed by the community during the calendar year. Please contact your State Urban Forestry Coordinator for your state's deadline, mailing address and any additional information required by your state. The common deadline is December 31 but can vary by state. Completed applications with attachments can be mailed to your State Urban Forestry Coordinator. To apply online and for additional information, please visit **portal.arborday.org**.

Community Information

Community Name (as it should appear on recognition materials) Town of Shady Shores

Community Website www.shady-shores.com

Mayor or Equivalent

First Name Cindy Last Name Aughinbaugh

Professional Title Mayor

Address 101 S. Shady Shores Road

City Shady Shores State TX Zip Code 76208

Email Address cindy.aughinbaugh@shady-shores.com

Phone Number (ex. 402-473-9553) 940.498.0044 Fax Number 940.497.2597

City Forestry Contact: Person who is responsible for completing and answering questions about this application.

First Name Wendy Last Name Withers

Professional Title Town Administrator

Address 101 S. Shady Shores Road

City Shady Shores State TX Zip Code 76208

Email Address wendy.withers@shady-shores.com

Phone Number (ex. 402-473-9553) 940.498.0044 ext 100 Fax Number 940.497.2597

Standard ①: Tree Board or Department

Frequency of Tree Board Meetings: ☐ Weekly ☐ Bi weekly ☒ Monthly ☐ Quarterly ☐ Semiannually ☐ Annually

Chairperson: If your city or town has a Tree Board, list your chairperson or head board member. If your city or town doesn't have a Tree Board, list your city department or manager.

First Name Nathan Last Name Abato

Professional Title Chairman

Address 101 S. Shady Shores Road

City Shady Shores State TX Zip Code 76208

Email Address njabato@yahoo.com

Phone Number (ex. 402-473-9553) 940.498.0044 Fax Number 940.497.2597

Other Tree Board Members or Staff

First Name Amy Last Name Whiting

First Name Chris Last Name Britton

First Name Tamara Last Name Ross

First Name Bill Last Name Krueger

If additional Tree Board members are needed, please attach.

OVER

Standard ②: A Community Tree Ordinance

Date Current Tree Ordinance was established _____

NEW Applicants (required): ☐ Current ordinance is attached.

RECERTIFICATIONS: ☐ Our ordinance as last submitted is unchanged and still in effect.
☐ Our ordinance has been changed. The new version is attached.

Standard ③: A Community Forestry Program with an Annual Budget of at Least \$2 per capita

Community Population 2640

To review program standards and application resources, visit arborday.org/treecity.

Tree Planting and Initial Care	\$ 1500
Tree Maintenance	\$ 1500
Tree Removals	\$ 4000.
Management	\$
Utility Line Clearance.....	\$
Volunteer Time.....	\$ 1000
Other (please explain)	\$
Total Community Forestry Expenditures.....	\$ 8,000

Please attach Annual Work plan (if required by your state) and supporting budget documents.

Trees Planted _____ Trees Pruned _____ Trees Removed _____

Standard ④: Arbor Day Observance and Proclamation

Date of observation _____

Please attach program of activities, photos, and/or news coverage. Attach Arbor Day Proclamation.

Mayor or Equivalent Signature

Title

Date

Application Certification To Be Completed By The State Forester:

Community: _____

The above named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained therein, said community is eligible to be certified as a Tree City USA community, having in my opinion met the four standards required for recognition.

State Forester Signature

Title

Date

Mail completed application with requested attachments to your state forester no later than December 31 (unless your state has instituted a different deadline.)



Tree City USA Standards

To qualify as a Tree City USA community, you must meet four standards established by the Arbor Day Foundation and the National Association of State Foresters. These standards were established to ensure that every qualifying [community*](#) would have a viable tree management program and that no community would be excluded because of size.

Four Standards for Tree City USA Recognition

■ Standard 1 | ■ Standard 2 | ■ Standard 3 | ■ Standard 4

Standard 1

A Tree Board or Department

Someone must be legally responsible for the care of all trees on city- or town-owned property. By delegating tree care decisions to a professional forester, arborist, city department, citizen-led tree board or some combination, city leaders determine who will perform necessary tree work. The public will also know who is accountable for decisions that impact community trees. Often, both professional staff and an advisory tree board are established, which is a good goal for most communities.

The formation of a tree board often stems from a group of citizens. In some cases a mayor or city officials have started the process. Either way, the benefits are immense. Involving residents and business owners creates wide awareness of what trees do for the community and provides broad support for better tree care.

Standard 2

A Tree Care Ordinance

A basic public tree care ordinance forms the foundation of a city's tree care program. It provides an opportunity to set good policy and back it with the force of law when necessary.

A key section of a qualifying ordinance is one that establishes the tree board or forestry department—or both—and gives one of them the responsibility for public tree care (as reflected in Standard 1). It should also assign the task of crafting and implementing a plan of work or for documenting annual tree care activities.

Ideally, the ordinance will also provide clear guidance for planting, maintaining and removing trees from streets, parks and other public spaces as well as activities that are required or prohibited. Beyond that, the ordinance should be flexible enough to fit the needs and circumstances of the particular community.

For tips and a checklist of important items to consider in writing or improving a tree ordinance, [see Tree City USA Bulletin #9](#).

Standard 3

A Community Forestry Program With an Annual Budget of at Least \$2 Per Capita

City trees provide many benefits—clean air, clean water, shade and beauty to name a few—but they also require an investment to remain healthy and sustainable. By providing support at or above the \$2 per capita minimum, a community demonstrates its commitment to grow and tend these valuable public assets. Budgets and expenditures require planning and accountability, which are fundamental to the long-term health of the tree canopy and the Tree City USA program.

 To meet this standard each year, the community must document at least \$2 per capita toward the planting, care and removal of city trees—and the planning efforts to make those things happen. At first this may seem like an impossible barrier to some communities. However, a little investigation usually reveals that more than this amount is already being spent on tree care. If not, this may signal serious neglect that will cost far more in the long run. In such a case, working toward Tree City USA recognition can be used to reexamine the community's budget priorities and redirect funds to properly care for its tree resources before it is too late.

Standard 4

An Arbor Day Observance and Proclamation

An effective program for community trees would not be complete without an annual Arbor Day ceremony. Citizens join together to celebrate the benefits of community trees and the work accomplished to plant and maintain them. By passing and reciting an official Arbor Day proclamation, public officials demonstrate their support for the community tree program and complete the requirements for becoming a Tree City USA!

This is the least challenging—and probably most enjoyable—standard to meet. An Arbor Day celebration can be simple and brief or an all-day or all-week observation. It can include a tree planting event, tree care activities or an award ceremony that honors leading tree planters. For children, Arbor Day may be their only exposure to the green world or a springboard to discussions about the complex issue of environmental quality.

The benefits of Arbor Day go far beyond the shade and beauty of new trees for the next generation. Arbor Day is a golden opportunity for publicity and to educate homeowners about proper tree care. Utility companies can join in to promote planting small trees beneath power lines or being careful when digging. Fire prevention messaging can also be worked into the event, as can conservation education about soil erosion or the need to protect wildlife habitat.



Tree City USA is an Arbor Day Foundation program in cooperation with:





AGENDA MEMORANDUM

DATE: October 5, 2020
TO: Keep Shady Shores Beautiful
FROM: Wendy Withers, Town Administrator
SUBJECT: **Arbor Day Event- Consider and Act on setting a date and time for Arbor Day Event.**

BACKGROUND/INFORMATION:

Consider and act on setting a date for an Arbor Day Celebration. Texas Arbor day is the first Friday in November (November 6). We could hold a small event that day or hold an event just before the Town Council meeting in November and combine the event with the Mayor's Proclamation that night, and just have a small dedication ceremony. The Town Council meeting is November 9th. Another option would be to hold the celebration the morning of the November 14, clean up day.

Total anticipated costs per Erik Trevino for installation of a 30g Live Oak (aprox. 6-7" tall) and tie into existing irrigation up to 50' for \$795. Live Oak trees are very hardy, stay green year round, grow to be very large shade trees.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. proclamation
2. proclamation sample

REVIEWED BY:



Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, _____, Mayor of the City of _____, do hereby proclaim _____ as

Arbor Day

In the City of _____, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this _____ day of _____
Mayor _____



Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

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Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this _____ day of _____
Mayor _____



AGENDA MEMORANDUM

DATE: October 5, 2020
TO: Keep Shady Shores Beautiful
FROM: Wendy Withers, Town Administrator
SUBJECT: **Lake Cities Recycles (Clean Up Day)- Consider and take appropriate action regarding Lake Cities Recycles Events.**

BACKGROUND/INFORMATION:

So far we have scheduled extra dumpsters; shred truck; and the electronics recycling collection. We are unable to do a tire collection here. Corinth representatives have made an agreement with Discount Tire to take tires that are collected from City of Corinth and Shady Shores at no charge. This would move the location of the collection to Corinth.

The event is scheduled for November 14, from 9 am - 12 pm. We have the banners from last year and plan to advertise through social media; eblast and the website.

FINANCIAL IMPLICATIONS:

Total Cost of the event is approximately
Computer E-Waste \$225
Magic Shred \$225
Dumpsters \$1,000

Total Cost \$1,450
Total KSSB Budget is \$5,000

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



AGENDA MEMORANDUM

DATE: October 5, 2020
TO: Keep Shady Shores Beautiful
FROM: Wendy Withers, Town Administrator
SUBJECT: **Butterfly Garden- Consider and act on construction of butterfly garden on Town Hall Property**

BACKGROUND/INFORMATION:

Continue discussion about the placement of Butterfly Garden and Walking Path.

Erik Trevino with Roots Lawn Care has provided a bid for several options. The Board should choose an option and make a recommendation to Town Council.

FINANCIAL IMPLICATIONS:

Pricing has been included for the construction of the Garden and the walking path. The Total KSSB Budget is 5,000. The Board could ask for additional funds from the Regular Budget, fundraisers and grant requests could be submitted to assist with the funding.

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Butterfly garden and walking path
2. Butterfly Garden Estimate
3. Walking Path Option 1 (1)
4. Walking Path Option 2 (1)
5. Butterfly Garden - Design Sketch

REVIEWED BY:

Wendy Withers

From: Erik Trevino <rootslawncare@outlook.com>
Sent: Sunday, December 1, 2019 6:49 PM
To: Wendy Withers
Subject: Walking Path and Butterfly Garden
Attachments: Town of Shady Shores - Butterfly Garden.pdf; Butterfly Garden - Design Sketch.jpg; Walking Path Option 1.jpg; Walking Path Option 2.jpg; Butterfly Garden Estimate.pdf

Hi Wendy,

Hope you had a nice weekend and a Happy Thanksgiving!

Here are the sketch/design, plant recommendations, and proposals we discussed for KSSB/Town Hall. Should I plan on attending tomorrow?

Walking Path – 3ft wide x 925ft long

Concrete Path – \$21,543

Gravel Path (Decomposed Granite with steel edging) – \$14,847

Mulch Path – \$6,748

70ft x 20ft Butterfly Garden (see design and detailed estimate attached)

Installation (prep, plants, and mulch) - \$8,843.50

Irrigation (2 new drip irrigation zones) - \$3,750

Plant Signs (signs to identify the different plants) - \$1,250

We also discussed adding a Live Oak and/or Cedar Elm tree to increase the tree diversity. Here is pricing for that:

Install 3" Live Oak (and irrigation) - \$695

Install 3" Cedar Elm (and irrigation) - \$695

If you would like additional information on anything or if you would like to see any adjustments/changes, please let me know. I will finish up the sketch for the walking path once they decide which option they prefer.

Thank you!

Erik Trevino
940-231-5724

Sent from [Mail](#) for Windows 10

Roots Lawn Care
PO Box 51
Saint Jo, TX 76265 US
(940) 231-5724
rootslawncare@outlook.com

Estimate

ADDRESS

Town of Shady Shores
101 S. Shady Shores Rd.
Shady Shores, TX 76208

SHIP TO

Town of Shady Shores
101 S. Shady Shores Rd.
Shady Shores, TX 76208

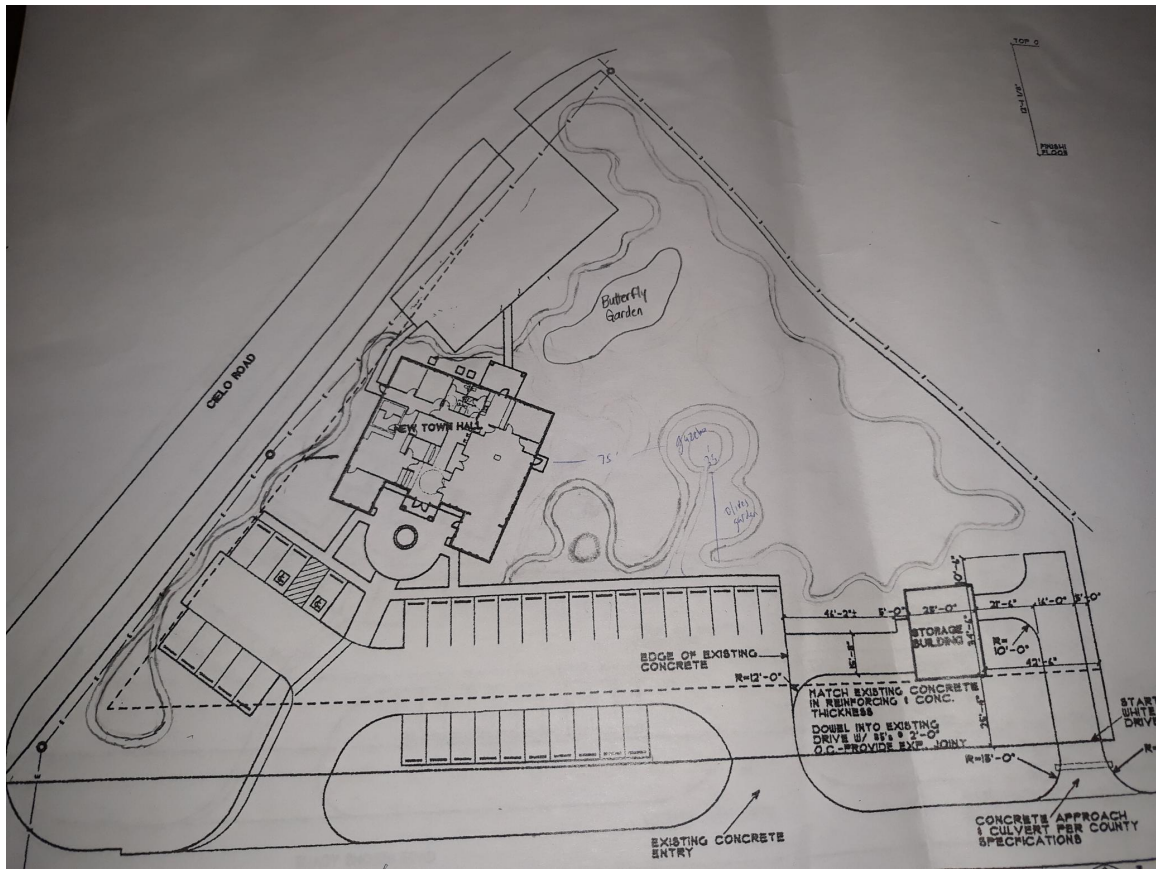
ESTIMATE # 1002**DATE 12/01/2019**

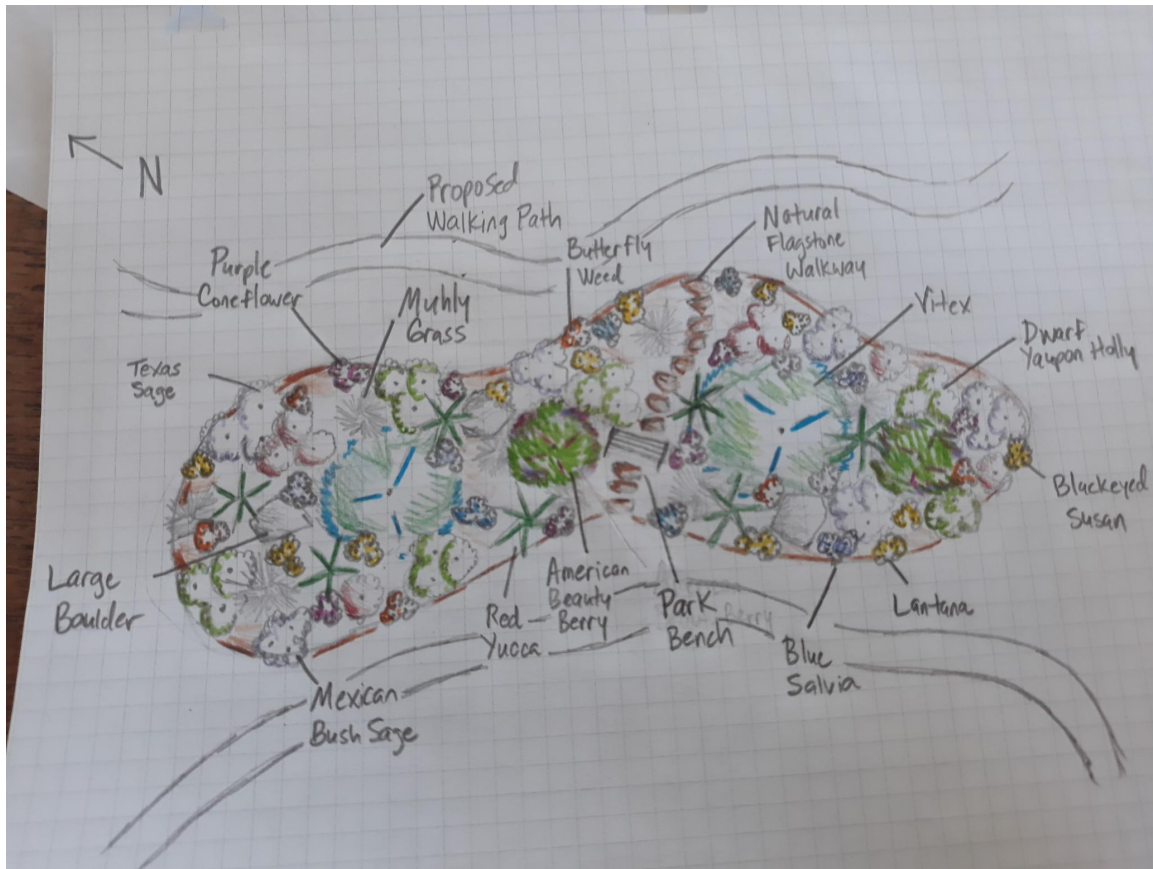
DATE	ACTIVITY	QTY	RATE	AMOUNT
12/01/2019	Sales Demo and Prep	1	656.00	656.00
12/01/2019	Sales Landfill/Dumping Fees	1	312.50	312.50
12/01/2019	Sales Landscape Soil, cu yds	13	87.50	1,137.50
12/01/2019	Sales Hardwood Mulch, cu yds	7	87.50	612.50
12/01/2019	Sales Flagstone, tons	3	375.00	1,125.00
12/01/2019	Sales Decomposed Granite, tons	1.50	187.50	281.25
12/01/2019	Sales 4' Park Bench	1	687.50	687.50
12/01/2019	Sales Flowering Perennials, 1g	105	12.50	1,312.50
12/01/2019	Sales Native Shrubs and Grasses, 3g	52	31.25	1,625.00
12/01/2019	Sales Large Boulders	3	93.75	281.25
12/01/2019	Sales Vitex, 15g	2	143.75	287.50
12/01/2019	Sales American Beauty Berry, 7g	2	75.00	150.00
12/01/2019	Sales Deliveries	3	125.00	375.00

TOTAL**\$8,843.50**

Accepted By

Accepted Date







AGENDA MEMORANDUM

DATE: October 5, 2020
TO: Keep Shady Shores Beautiful
FROM: Wendy Withers, Town Administrator
SUBJECT: **Garden Markers- Consider and Discuss the purchase of markers to identify the native plants in the Community Center Flower Beds.**

BACKGROUND/INFORMATION:

In order to identify the native plants that are planted around the community center the Board had previously discussed purchasing markers to identify the plants. A list of the Native Plants is attached.

FINANCIAL IMPLICATIONS:

The current markers that are placed near plants are gold and are purchased from Denton Trophy for approx. \$25 each engraved.

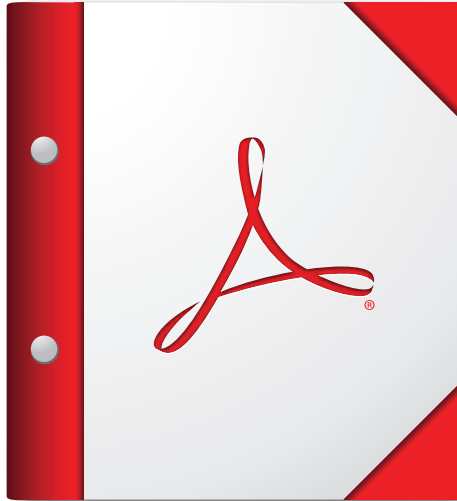
Board members may want to view other styles and designs I have included a few.

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Town of Shady Shores - List of Landscape Plants
2. Plant markers
3. Custom Stainless Steel Garden Markers _ PlaqueMaker

REVIEWED BY:



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Home (/) > GARDEN SERIES GARDEN MARKERS (/Our_Products-Garden_Series_Markers.html) > F-Style

F-Style

13 Gauge Galvanized Steel Post

Stainless Steel Nameplate

Qty 1 = bundle of 25 (posts & plates)

Post in the back with plate angled down and to the front

Nameplate has 1-1/8" x 3-1/2" flat surface for labeling

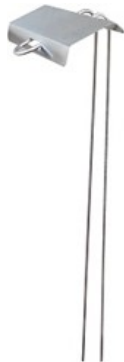
Products 1-3 of 3

Sort By...



Show

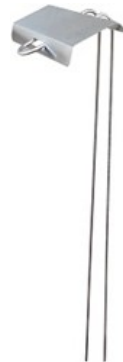
48 Per Page



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10_F_Style.html)

2F-10-25 (/F-Style_Plant_Markers-
10_F_Style.html)



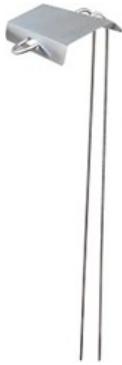
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\$20.50

\$23.50



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2F-20-25 (/F-Style_Plant_Markers-
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\$26.50

Contact Us

P: (Phone Number) 816-324-4931

E: (Email Address) support@kincaidgardens.com (<mailto:support@kincaidgardens.com>)

11000 County Road 366

Savannah, Missouri 64485

Store Info

HOME (/store/default.aspx)

ASSEMBLY INSTRUCTIONS (/plant-marker-assembly-instructions)

COMPANY INFO ()

MY CART (/store/shopcart.aspx)

Get to know us!



(<https://www.facebook.com/KincaidPlantMarkers/>)



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(http://www.youtube.com/channel/UC0IxZNZsbspS_qN46utE)

We Accept

© 2020 Kincaid Plant Markers

Ecommerce software by **AmeriCommerce** (<http://www.amercommerce.com>)

PlaqueMaker

4 MILLION PLAQUES MADE SINCE 1999

Click for Details

20 % OFF SOLID METAL SIGNS

MADE IN THE USA

Use Code: **USA20** for this Limited Time Offer

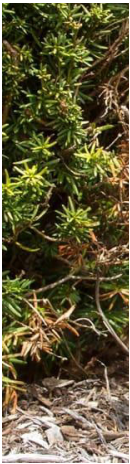
PlaqueMaker.com is still taking and shipping orders. All orders are cleaned and wiped down with alcohol prior to shipment.

Stainless Steel Garden Markers

★★★★★ 29 Reviews

SKU: SG-SST-GRDN-42

- Ideal for labeling plants and marking memorials
- Silver-tone rounded rectangular plaque made from 24-gauge 304 stainless steel
- For both indoor and outdoor use



()()

Preview Design

This product is expected to ship on **Friday, October 2** if you place your order within the next **7 hours and 22 minutes**.

Jump to Top



Quantity ?

-

1

+

Size ?

4x2" - \$28.00

Production Style ?

Standard

Add UV Color Printing

Options

Text Color : Black Laser Fused Image

Text ?

Text for Additional Items ?

Clipart / Artwork ?

Add clipart or upload files



Mounting ?

Preview Design

10" Garden Stake

Jump to Top

Gift Wrapping ⓘ

- No Gift Wrapping
- Add Gift Wrapping + \$5

Further Instructions

Subtotal

\$28.00 & FREE shipping on orders over \$50 details

Quantity discounts available ▾

Design & View

Add to Cart

Already have a Custom Design ID #? [Click Here](#)

Product Details

Streamline the look of plantings with these stainless steel garden markers. Opt for silver-tone signage with black laser-fused printing for a simple y...>

Specifications

Material:	304 stainless steel
Overall Size:	4 x 2"
Personalization Area:	3 1/2 x 1 1/2" 
Thickness:	24 gauge (1/40")
Shape:	Rounded corners

Preview Design

Mounting:	Included - 10" garden stake. Upgrades - 20" garden stake
Production Style:	Jump to Top Laser Fused - black ink is fused to the surface of the metal, or Color Printed - ink is printed on the surface and lasts for about 2 years
Artwork:	1 included in price, 2 maximum
Artwork File Types:	AI, JPG, PDF, PNG or EPS file
Usage:	Plant labels, In memory of..
Indoor / Outdoor:	Indoor or outdoor use
Production Time:	2 business days following proof approval for most orders. Proof will be received the next business day.
Maintenance:	No maintenance required
GTIN:	736952649942

Reviews 4.9 ★★★★★ >

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BBB Rating: A+
As of 9/29/2020
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(<https://www.shopperapproved.com/reviews/plaquemaker.com>)

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Contact Information

Email: help@plaquemaker.com

Preview Design

Phone (Toll Free): 866-880-9617

Phone (Local): 317-485-6052

Phone (Text): 317-342-1968

Fax: 317-485-6493

250 Business Park Dr.,

Fortville, IN 46040

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Preview Design



AGENDA MEMORANDUM

DATE: October 5, 2020

TO: Keep Shady Shores Beautiful

FROM: Wendy Withers, Town Administrator

SUBJECT: Fundraising Opportunities- Consider and act on fundraising opportunities, including brick sales for the memorial garden and other possible opportunities.

BACKGROUND/INFORMATION:

Previously the KSSB had a fundraiser to help offset costs of events by selling bricks. At that time we used ACME bricks to process our orders. It was not a good fit for the Town as Orders took a long time to complete.

There are two sizes of bricks offered here and the cost of manufacturing the brick is detailed on the attachment. The board could choose any amount to sell the bricks for. The previous board determined that all bricks should say either:

In Memory of or In Honor of:

FINANCIAL IMPLICATIONS:

The 4x8x 2 1/4 bricks which are standard size are priced at \$19.50. The Town Could Charge \$30 per brick or any other amount they choose.

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Fundraising Bricks

REVIEWED BY:

4 x 8 x 2 1/4 & 8 x 8 x 2 1/4



#30 - RED



#32 - ANTIQUE



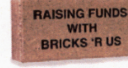
#33 - DARK ANTIQUE



#34 - MULBERRY



#36 - SUNSET RED



#41 - CARIBBEAN



#42 - CINNAMON



#43 - TANGERINE



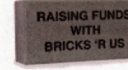
#44 MAHOGANY



#50 - IVORY



#52 - MAJESTIC



#53 - CIMMERIAN



#54 - CHOCOLATE

Dimensions	Price
4 x 8 x 2 1/4	\$19.00
8 x 8 x 2 1/4	\$29.50

Price includes: Brick, Engraving, and Shipping (within the Continental US)



HAVE QUESTIONS?
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