

City of Vienna

**Budget and Finance Meeting
Council Chambers
609 29th Street, Vienna, WV 26105
September 5, 2023
8:30 AM**

Unfinished Business – Ongoing:

None.

Unfinished Business – CDBG:

None.

New Business – CDBG:

None.

Unfinished Business – Capital Projects:

None.

New Business:

- General Fund Budget Revision #2
- Bid Recommendation: Plaza at the Pollinator Garden

Next Regular Budget and Finance Meeting Date:

October 3, 2023 at 8:30 AM

MEMORANDUM

TO: JIM LEACH
 FROM: Amy Roberts
 SUBJECT: 23-24 GENERAL FUND BUDGET REVISION #2
 DATE: 8/30/2023

DEPT	ACCT #	ACCT DESCRIPTION	EXPLANATION	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
			NET INCREASE / (DECREASE) TO REVENUE		0	
Buidling Inspection	436-03	SALARIES	CLASSIFICATION CHANGE FOR ADMINISTRATED ASSISTANT C3-C4	133,481	785	134,266
CONTINGENCIES	699		COVER THE ABOVE REVISIONS	172,940	-785	172,155
			NET INCREASE / (DECREASE) TO EXPENDITURES		0	

Pollinator Gardens

28th Street

Vienna, WV. 26105

Specifications for new sitting area

Courtyard Seat Walls:

Product: AB Courtyard Stone, Stone creek, with Stone creek3 Courtyard cap

- Locate and determine the location of the first column
- Layout entire wall and last column
- Install compacted base of 8" thick and 18" wide, compact with hand tamper
- Install 2" of leveling sand to begin block installation
- Install first course of block tamping and leveling into place
- Make sure blocks line up properly. The raised rings on top of the block lock the courses together by fitting into the blocks above. Glue each row.
- Continue stacking blocks in the pattern chosen until reaches seat height with cap
- Remember to offset the block seams on each course
- Finish wall with wall caps

Brick Paver patio:

Product: Oxford non-tumbled Elite paver, Mesquite Color

- Excavate all unsuitable, unstable or unconsolidated sub grade material
- When estimating depth of excavation, consider the final grad of the project. Add the height of the paver unit, depth of bedding sand and thickness of compacted base: sand 2", compacted base 6"
- Fill excavated site with the appropriate amount of base, and compact using a vibratory plate
- Install leveling sand, screed to allow a level base for brick pavers.
- Use Edge Pro paver restraint to secure brick edges
- Cut pavers to desired shape, use Diamond masonry blade
- Once pavers are set run a vibratory plate over the project to begin the interlocking process
- Sanding the brick pavers; spread dry paver joint sand (polymeric sand) over the surface of the pavers using a vibratory plate. Pass over the sanded pavers, this allows sand to properly fill the voids.
- Sweep remaining sand into voids, lightly blow off excess sand

DRAWING NUMBER

26TH STREET • VIENNA, WV

REVISED

DATE:

DRAWN BY

APPROVED BY:

SCALE: 1/8" = 1'-0"

POLLINATOR GARDENS
SITTING PLAZA



SEASONAL FLOWER
BEDS

OXFORD ELITE
NON-TUMBERED PAVING

16' COURTYARD
SEAT WALL

