

**MINUTES
TREE BOARD
WEDNESDAY SEPTEMBER 8, 2010
FIRST FLOOR COUNCIL ROOM
4:00 P.M.**

BOARD MEMBERS PRESENT:

Helen Chaplin
Marcy Brown-Marsden
Scott Wilson
Sara Beckelman
Jim Scrivner
Lorraine Taylor

IPAR STAFF MEMBERS PRESENT:

Chris Michalski
Mike Griffith
Becky Dietz

BOARD MEMBERS ABSENT:

Karen Harmon
Gareth Harrier
Arnold Martin

Item 1 – Call to order

Meeting was called to order by Marcy Brown-Marsden at 4:05 p.m.

Item 2 – Approval of Minutes

Lorraine Taylor made a motion to approve minutes. Jim Scrivner 2nd the motion. Motion passed unanimously.

Item 3 – Information Items

A. Director's Report

Chris Michalski thanked the board for moving forward with the committee's and also for their involvement with the Southwest tree removal.

Chris Michalski advised the board that the Budget Retreat was held on August 19-20, 2010. Chris reviewed the budget presentation made to Council.

Chris informed the board that he would like the board to produce educational materials regarding tree care, etc. Chris stated that he thought a tree farm is an educational and informational tool. The old tree farm is at Running Bear Park and the trees grew too large where they could not be transplanted. The new tree farm should be easily accessible and possibly have a native grass farm at the same location. Chris answered questions from board members.

B. Park Manager's Report

Mike Griffith advised the board that the tree that is posing a safety hazard at Southwest Park will be removed on September 17th. The Parks Department mailed out approximately 500 notices to nearby neighbors alerting them of the tree removal.

Mike Griffith updated the board with the following details regarding the tree assessment on medians and R.O.W.'s:

- The assessment started on Monday, August 16, 2010.
- Completion date is approximately September 16, 2010.
- As of September 7th, 3,100 trees had been inventoried. The target is 4,000.
- The trees will have a permanent number associated with them. All of the work associated with each tree will be logged into our Cityworks computer system creating a history file.
- The trees will be reviewed to create a Management Plan on work to be performed and scheduled.
- The data will also be transferred into the "i-Tree" software program to quantify the dollar value of annual environmental and aesthetic benefits, such as energy conservation, air quality improvements, CO2 reduction, storm water control and value of trees to the city.

Mike responded to questions from board members.

C. Chairman's Report

Marcy Brown-Marsden thanked all committee members for all of the work they have accomplished on their committees.

Item 4 – Committee Updates:

A. Education

Scott Wilson reported on the Education committee. The committee has discussed items such as pruning techniques among many others. It was brought out in discussion that citizens do not know where to get information regarding tree maintenance. It was suggested that there be a place on the city website to refer citizens to other sources of tree information.

B. Standards

Lorraine Taylor mentioned that the Standards committee overlaps with the Education committee. It was mentioned that there should be standards set for other departments to follow and also a standard set for replacing trees. Lorraine spoke with Councilman Joe Philipp regarding a possible ordinance on this issue.

C. Events

Gayle Averitt advised the board members of the Arbor Day schedule of events which include:

- Arbor Day Proclamation at November 11th City Council Meeting
- Arbor Day celebration at MacArthur High School at 10:30 a.m. on November 12th
- Boy Scouts planting the 100th tree at Northwest Park at 10:00 a.m. on November 13th

Board member Jim Scrivner announced that MacArthur High School won the paper recycling contest thus earning the celebration at MacArthur High School.

Fannin Tree Farm will donate the 100th tree to plant at Northwest Park.

Item 5 – Future Agenda Items

November 10th meeting – Education/Outreach Committee report

January 12, 2011 meeting – Standards Committee report

Item 6 – Adjournment

The meeting was adjourned at 5:16 p.m.