

## **City of Urbana Shade Tree Commission Minutes – June 9, 2022 at 7:00PM (170)**

### **Roll Call and Introductions:**

Present: Jim Lemon, Cindy Dunham, Doug Crabill, Stephanie Truelove, Doug George, and Mark Muirhead (arrived at 7:15PM due to another meeting)

Absent: Charles Moody

### **Reading and Approval of Minutes (5/19/2022)**

The minutes from the May 19, 2022 meeting were approved as prepared. Jim Lemon motioned to accept these minutes, and Doug George seconded this motion. This set of minutes was approved unanimously 5-0.

### **Old Business:**

Memorial Tree Program Update (Update Listing & GPS/GIS Update): Doug Crabill reported that efforts continue to update all Memorial Tree records into the city's GPS/GIS system to include multiple database fields, including Latitude/Longitude coordinates.

Oak Dale Cemetery-Arboretum Update: Doug Crabill reported that he hoped to submit the accreditation application to ArbNet (Morton Arboretum) for certification of Oak Dale Cemetery as a Level 1 arboretum soon from the draft application that Kerry Brugger had put together.

Karen Kerns Dresser Donation (Naming & Sign): Doug Crabill stated that Kerry Brugger reported that proposals for a new sign at the Oak Dale Cemetery entrance for Greenwood Arboretum had been received and that the proposed sign would be similar in material and style to the existing sign for Oak Dale Cemetery. In addition, new landscaping was previously installed at the Oak Dale Cemetery entrance in the fall of 2021.

Policies and Procedures (Administrative Regulation): Doug Crabill explained that the Shade Tree Commission will need to continue to develop policies and procedures that will address items not specifically addressed by the tree ordinance. Wooster, OH has a great example of policies and procedures. Potential policies include removal, owner planted trees, road/right of way blockage, reasons to warrant removal, planting/site preparation, and tree canopy goals. Kerry Brugger previously provided a draft document for a process flow for tree removals based on tree inventory results for review/evaluation by the commission. Doug Crabill shared that he would be working with other city staff to develop a notification process to initiate tree removals where needed by property owners.

Mulching: Doug Crabill reported that mulch was purchased through Mad River Mulch and Topsoil to complete the mulching of the newly planted Memorial Trees that were not mulched last fall. In

addition, he reported that the remaining Memorial Trees were mulched prior to Memorial Day as planned.

Bareroot Trees: Doug Crabill mentioned that he had spoken to Scott Wiesler, SoilMoist sales representative, at the Tree City USA Awards in Mt. Vernon the prior week. Scott Wiesler suggested Schichtel's Nursery near Buffalo, NY for bareroot stock. Doug Crabill had requested an availability list, but he had not received any response. Jim Lemon offered to follow up regarding an availability list.

Fall 2021 Memorial Tree Program: Doug Crabill reported that all sixteen (16) markers were installed before Memorial Day on the Memorial Trees that were planted at the Melvin Miller Park and Oak Dale Cemetery in the fall of 2021. In addition, he noted that all donors were notified.

Dr. E.W.B. Curry-Memorial Tree & Bur Oak @ PreK-8 School: Doug Crabill reported that students at Urbana Junior High had spearheaded an effort to plant a Memorial Tree at Oak Dale Cemetery in memory of Dr. E.W.B. Curry near the family gravesite. He reported that a local donor had paid the application fee, and payment had been made for the tree at Oak Dale Cemetery. In addition, Doug Crabill shared that a Bur Oak from the Tree City USA awards in Mt. Vernon will be planted at the school campus in the fall.

#### **New Business:**

Summer Maintenance and Trimming Projects: Doug Crabill and Mark Muirhead shared that they were working with Alistair Reynolds, ODNR Central Ohio Regional Urban Forester, regarding a tree pruning workshop for city staff and neighboring communities. Mark Muirhead shared that limb clearance activities would continue throughout the year as needed. Some smaller, dead trees in commercial areas were noted to require removal, and some pruning was noted to be required on younger trees around the city.

Tree Watering (Summer 2022): Doug Crabill shared that rainfall would be monitored as hotter summer weather settles in to ensure adequate moisture for newer plantings.

Misc. Business: The next meeting was scheduled for July 14, 2022 at 7PM. No August meeting will be held due to the Champaign County Fair.

Meeting adjourned. Motion to adjourn, Jim Lemon; Stephanie Truelove, second; all in favor (6-0).