

## **City of Urbana Shade Tree Commission Minutes – September 10, 2020 at 5:00PM (159)**

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

Present: Colin Stein, Jim Lemon, Doug Crabill, and Ward Lutz

### **Reading and Approval of Minutes (7/9/2020) & (8/13/2020)**

The minutes from the July 9, 2020 meeting and the August 13, 2020 meeting were not prepared in time for the meeting. No action was taken on these minutes.

### **Old Business:**

**Maintenance and Trimming Projects:** Ward Lutz and Jim Lemon reported that they completed some trimming on Miami Street and Park Avenue. They were not able to limb up trees, but they were able to remove suckers, water sprouts, etc. Furthermore, the commission members discussed how best to trim and stack debris in other locations for pickup in order to ensure social distancing protocols are followed.

**Memorial Tree Program Update:** Doug Crabill reported that the listing of Memorial Trees is due to be updated, and Ward Lutz offered to help with monitoring the condition and status of each Memorial Tree. Furthermore, Doug Crabill stated that he would work with Engineering Technician, Clay Miller, to get all of the Memorial Trees entered into the city's GPS/GIS system.

**Oakdale Cemetery-Arboretum Update:** Doug Crabill reported that the goal in 2020 is to submit an accreditation application to ArbNet (Morton Arboretum) for certification of Oak Dale Cemetery as a Level 1 arboretum. Kerry Brugger has already prepared a draft application. A minimum of twenty-five species are required to qualify as a Level 1 Arboretum. Over time, part of this effort will include an updated inventory of trees at Oak Dale Cemetery, including GPS coordinates for each tree. Doug Crabill reported that he had recently participated in a webinar regarding ArbNet certification.

**Karen Kerns Dresser Donation:** Doug Crabill shared that the Oak Dale Cemetery Board had also adopted the name of Greenwood Arboretum at Oak Dale Cemetery in Memory of Karen Kerns Dresser. In addition, he reported that the next step would be formal adoption of the naming of the arboretum at Oak Dale Cemetery through council legislation. Furthermore, the commission discussed potential signage locations for the arboretum, but no decision was made.

**Policies and Procedures:** 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. During this meeting, the commission adopted

one policy which calls for removal of any poor trees by city crews for trees that measure less than 10" DBH and in which city crews can safely complete removal where no extenuating circumstances are present. Jim Lemon motioned to approve this policy recommendation and Ward Lutz seconded this motion. All voted in attendance voted in favor. Motion passed 4-0.

Tree Program Funding: Doug Crabill explained that funding options would continue to be explored in the future, including a potential rewrite of the compost ordinance to include some type of fee for street trees.

Watering/Mulching: The commission discussed how to procure mulch for the tree commission's use. Doug Crabill will talk to Ryan Lantz about coordinating with his mulch deliveries.

Memorial Tree Program (Fall 2020 Planting): Doug Crabill reported that a press release had been published for the fall 2020 planting for the Memorial Tree Program. In addition, he reported that the program this year would include tree planting at the Old Graveyard at the intersection of North Kenton Street and East Ward Street.

#### **New Business:**

2020 Tree City USA Application: Doug Crabill reported that the Tree City USA application is due in early December, and he will be starting work on the application.

Misc. Business: Jim Lemon shared that he was hoping to secure a new bareroot tree source since the city's old supplier had been purchased by a larger supplier. Doug Crabill offered to contact Don Creamer in Washington Court House.

Meeting adjourned. Motion to adjourn, Colin Stein; Jim Lemon, second; all in favor (4-0).