TREE BOARD MEETING
January 7, 2015

12:30 p.m.
Planning & Development Conference Room

ROLL CALL

Members Present:	Vice Chairperson Harris, Farley	
Members Absent:	Chairperson Haston, Kinel, Olson	
Staff Present:	Tara Norback	Planning Assistant/ Ex Officio Member
	Joel Hornickel	Director of Planning and Development
	Keith Francis	Assistant Public Works Director

DISCUSSION

3. Approve Minutes.

Motion:
The motion by Vice-Chairperson Harris and seconded by Board Member Farley to approve minutes.

Ayes:	Harris, Farley, and Norback
Noes:	None.
Abstain:	None.
Absent:	Haston, Kinel, Olson

Motion to approve the November 5, 2014, minutes passed with a 3-0 vote.

4. Update regarding ongoing projects.

Ms. Norback updated the Board regarding the status of the RFP for Gretna Road which was due in February.

Mr. Hornickel discussed the details of the RFP as well as the process.

Ms. Norback stated she would follow up with the Parks Department regarding the hiring of a seasonal employee with the use of the Tree Board funds.

Vice-Chairperson Harris asked regarding the status of the Branson Hills trees.

Ms. Norback said she would follow up with the Parks Department.

5. Discussion of the 2015 Tree Board Projects and Goals

Ms. Norback stated she had submitted the Tree City USA application in December. However, she was not able to apply for the Growth Award which is an indicator of going above and beyond the four requirements of Tree City USA. In order to qualify, a total of ten points need to be obtain from the four categories provided by Tree City. Matt Filice, Assistant City Engineer, and Vice-Chairperson Harris had been discussing a tree identification project for twelve tags, six at Lakeside Forest, and six at Stockstill to help fulfill the Tree Boards educational component.

Vice-Chairperson Harris stated Matt Filice had visited the Springfield Nature Center and saw Tree ID signs attached by bungee cords.

Ms. Norback showed the Board the website for the Tree ID tags and the bungee cords.

MOTION:

Motion by Boardmember Farley and seconded by Ex Officio Member Norback to approve the expenditure not to exceed $200.

AYES: Vice-Chairperson Harris, Boardmember Farley, Ex Offico Member Norback
NOES: None.
ABSTAIN: None.
ABSENT: Olson and Chairperson Haston

Ms. Norback continued to review the four categories. She pointed out multiple topics within Category C: Planning and Management, many of which would be longer term goals. Discussion occurred whether a professional tree inventory was still needed or if the previous inventory conducted by and Intern would still be valid.

Mr. Hornickel stated the creation of a management plan should be the first step prior the inventory.

Ms. Norback continued the review and stated this may be a topic that would be addressed as staff would be hiring a consultant to assist with multiple codes and it may include the review of the landscaping ordinance.

Vice-Chairperson Harris noted the "no mowing" zones within the Wildlife Habitat and asked Mr. Francis if mowing could be reduced along Fall Creek Road extension.

Mr. Francis stated he would look into reducing the mowing area and discussed mowing the area once a year to keep saplings under control.

Ms. Norback continued the review and stated the Street Tree Planting could involve the Downtown Project and the special programs to eliminate destructive practices may come with the code update.

6. Request for other items to be placed on future agendas.

- North Beach Park Tree Update
- Seasonal Employee Update
- Gretna Road RFP
- Growth Award Top Goals
- Arbor Day

Mr. Hornickel stated the Mayor would like to meet with the Planning and Zoning Commission and the Tree Board at the February 10, 2015, Board of Aldermen meeting to review the last year and to mention any concerns. Staff would assist in preparing the information. Discussion continued and resulted in a February 4, 2015 meeting at 12:30pm to review some of the items for the next agenda as well as the Board presentation.

ADJOURNMENT

Motion by Board Member Farley and seconded by Ex Offico Member Norback, and unanimously carried to adjourn the meeting at 1:45 p.m.

Clark Harris, Vice-Chairperson — Date: 5-12-15

Tara Norback, Planning Assistant — Date: 5/12/15