

City of Urbana Shade Tree Commission Minutes – September 9, 2021 at 7:00PM (166)

Roll Call and Introductions:

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

Absent: Charles Moody

Reading and Approval of Minutes (7/8/2021)

The minutes from the July 8, 2021 meeting were approved as prepared. Ward Lutz motioned to accept these minutes, and Jim Lemon seconded this motion. This set of minutes were approved unanimously 6-0.

Old Business:

Maintenance and Trimming Projects: Jim Lemon reported that he and Doug George trimmed some limbs from trees in treelawns that were overhanging sidewalks on Boyce Street and Lafayette Avenue.

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 was now working with a manufacturer in the Cleveland area who specializes in markers that are cast from bronze or aluminum. The proposed concept is to add a sign below the Oak Dale Cemetery entrance sign that would be similar in material and style. In addition, Kerry Brugger has developed a landscape plan to replace the Arborvitae that were recently removed around and near the existing entrance sign at Oak Dale Cemetery.

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 remaining mulch would be utilized during planting efforts later this fall or it would be used to mulch any newer trees that had not been mulched previously.

Watering: Doug Crabill stated that the mulching efforts earlier in the summer had helped to mitigate stress caused by the newer trees drying out. Coupled with adequate rainfall, no supplemental watering has been required so far during the summer months.

2021 Street Tree Inventory: Jim Lemon reported that he would like to update the street tree inventory for 2021. He also indicated that he plans to note areas where topsoil is needed from previous stump removal work.

Bareroot Trees (Spring 2022): Doug Crabill that he had continued to correspond with Don Creamer in Washington Court House, and he is still trying to secure a new source for bareroot trees.

New Business:

Fall 2021 Memorial Tree Program: Doug Crabill reported that applications are being accepted for the 2021 Memorial Trees to be planted later this fall. In addition, he shared that a press release had been published in the *Urbana Daily Citizen*. Also, he emphasized that the planting would be completed before Thanksgiving this year to ensure that the efforts could be counted towards the city's Tree City USA application. Lastly, the commission discussed a resident's concern regarding the placement of a tree at the Old Graveyard at East Ward Street and North Kenton Street.

Misc. Business: Doug Crabill shared that an Urban Canopy Restoration Program grant was being made available through the Ohio Department of Natural Resources. Based on the information required for a successful grant application, the commission determined that a program application was not feasible at this time.

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