



## SHADE TREE COMMISSION

Board Meeting Minutes

March 14, 2018

### Opening:

A meeting of the Lebanon Shade Tree Commission was held at 5:00 p.m. on 3/14/2018 at the Lebanon City Building. The meeting was called to order by Mickie Marquis.

### In Attendance:

Mickie Marquis, Margaret Uchtman, Jim Ludwick, Don Mowry, Casey Burdick

A. **Approval of January Minutes:** Motion to approve Jim Ludwick, Seconded by Margaret Uchtman.

B. **Agenda:**

### New Business:

- a. 2018 Tree Planting Program- Casey Burdick has finished the tree planting program order for both street tree plantings and 200 S. Broadway planting. There will be 30 street trees ordered and 22 trees ordered for the 200 S. Broadway site. The street trees include a mix of species recommended by the on staff arborist Kevin McKinney and Casey Burdick. The 200 S. Broadway trees are a mix of pollinator friendly trees and shrubs recommended by Casey Burdick. Both tree lists will be sent out for bid to get estimates from local nurseries for the tree and installation within the next week.
- b. NRAC Grant- Turtle Creek Channel & Floodplain Restoration- The contractor candidates were narrowed down to 3 from 5 and the City did interviews on March 12 and narrowed the field down to one and sent out an updated RFP to determine how the company intends on moving forward with this project.
- c. 2018 Arbor Day Poster Contest – Celebrate Trees Every Season, Every Day; Posters due March 30<sup>th</sup>- The schools have been notified and three will be participating. Casey Burdick will be sending out a reminder of the submission deadline this week.  
Posters will be judged on April 4<sup>th</sup>, the April Shade Tree Commission meeting has been moved up to do the judging. The winners will be invited to be on the City Show on April 17<sup>th</sup> at 4pm and recognized at the City Council Meeting April 24<sup>th</sup>.
- d. 2018 Arbor Day Ceremony – Friday, April 27<sup>th</sup> at Donovan School- The school has been notified and the event will be held from 2:15-3pm. Casey Burdick invited the Park Board and Miller Park Board to attend per Mickie Marquis recommendation. Casey is reaching out to the principal at Donovan to finalize details for the event.
- e. Taking Root Great Tree Summit – February 24<sup>th</sup> at YMCA- Recap. This event went well and was well attended by over 100 people from SW Ohio. The Shade Tree Commission was well

represented. Casey Burdick gave a short presentation about Lebanon's tree program. Mickie Marquis, Jim Ludwick, and Mike Saracina were in attendance.

- f. 2018 Tree City Award Recognition – Friday, April 20<sup>th</sup> – The event will be in Miamisburg, OH this year. The official invite was received and the majority of the board will be attending. Registration will be sent in this week. Casey Burdick will be driving and can take any members of the Commission that are interested.
- g. Miller Park Seedling Planting Event (April 6) – Scott Brunka has been working with Karol Aylor at Lebanon schools to organize a volunteer day with 3<sup>rd</sup> and 4<sup>th</sup> graders. There will be a small seedling tree planting in Miller Park that day along with some “clean-up” efforts at Harmon Park. Casey Burdick ordered 40 seedlings from the Warren County SWCD for this planting, including Burr Oak, Swamp White Oak, Pawpaw, and Spicebush.
- h. City Show- Poster Contest winners & Shade Tree- April 17, 4pm at the City Electric Building on Sycamore Street. Please let Casey know if you would like to be on the show.
- i. Beautification Awards- Mickie Marquis is working on updating the Beautification application to match some of the National Garden Clubs specs to make it possible to get national recognition for some of the outstanding landscapes here in Lebanon and will send recommended changes to Casey Burdick.

#### **Goal Setting for 2018 - Qualifying for Tree City USA Awards (staff)**

- a. 2018 Tree City Award Application- Casey Burdick will be taking this over from Scott Brunka as part of her new responsibilities.

**Next Meeting Wednesday, April 4<sup>th</sup> at 5:00 PM in the City Building**

Submitted by Casey Burdick