



Abilene Tree Board Meeting Agenda
Abilene Public Library – 209 NW 4th Street
August 26, 2020 – 5:30 pm

Call to Order

Approval of Agenda

Agenda approval for the August 26, 2020 Tree Board meeting.

Approval of Minutes

Meeting minutes approval for the February 25, 2020 meeting.

Old and New Business

1. 2020 Budget
2. Cost Share Program
3. Arbor Day Proclamation

Comments

Adjournment



Abilene Tree Board Meeting Minutes
Abilene Public Library – 209 NW 4th Street
February 25, 2020 – 5:30 pm

Members Present: John Barbur (Chair), Steve Flynn (Vice-Chair), Drew Snitker and Tony Whitehair

Members Absent: Tim Strunk

Staff Present: Jennie Hiatt

Others Present: none

Call to Order

The meeting was called to order by Barbur at 5:30 pm.

Approval of the Agenda

Snitker made a motion to approve the agenda as written. The motion was seconded by Flynn. Motion carried unanimously. (4-0)

Approval of the Minutes from the October 1, 2019 Meeting

Flynn made a motion to approve the minutes as written. The motion was seconded by Snitker. Motion carried unanimously. (4-0)

Business

Barbur introduced Tony Whitehair as the newest member to the Tree Board.

1. Election of 2020 Officers

Snitker made a motion to elect Barbur as Chair. The motion was seconded by Flynn. Motion carried unanimously. (4-0)

Snitker made a motion to elect Fynn as Vice-Chair. The motion was seconded by Whitehair. Motion carried unanimously. (4-0)

2. Parks and Recreation Trees

Hiatt stated that Joy Maas and Corey Jones were able to purchase 14 trees for \$1,419.

3. Arbor Day Poster Contest

Barbur delivered the winning poster to Manhattan. The poster was not a district winner this year.

4. TCUSA Recognition Day and Tour

Barbur gave an update on the Tree City USA program to be held in Salina at the Rolling Hills Zoo.

5. 2020 Cost Share Program

To be discussed further at the next meeting.

6. Arbor Day/Fourth Grade Foresters

To be discussed and planned at the next meeting.

7. Arbor Day Proclamation

There was discussion regarding the proclamation.

Comments

Whitehair discussed the grant received through the Quality Life Coalition and Blue Cross/Blue Shield for the Community Orchard for 10 trees, including apple, pear, peach, cherry, along with some blackberry and raspberry and shrubs with trellis.

It was decided to hold a special Tree Board meeting on March 25th to discuss the Cost Share Program and plan the Arbor Day/Fourth Grade Forester Program.

Adjournment

Flynn made a motion to adjourn the meeting. The motion was seconded by Whitehair. Motion carried unanimously (4-0) and the meeting was adjourned at 7:00 pm.

Attest:

Minutes Approved,

Jennie Hiatt
Administrative Assistant

John Barbur, Chair
Steve Flynn, Vice-Chair

"Current Information"

Abilene Tree Planting Spring Cost-Share Program

This service provides high quality, low cost trees to homeowners to plant in street easement areas (between sidewalks and street curbs) to improve the long-term beauty of Abilene and add value to the property.

Homeowner Cost: \$75.00 per tree

2010 Approved Tree List:

Burr Oak, River Birch, Shingle Oak, Sawtooth Oak, Aristocrat Pear, Eastern Redbud, Caddo Sugar Maple, Bonfire Sugar Maple, Legacy Sugar Maple & Majestick Shadblow (Serviceberry)

Homeowner Receives:

1. A selected tree(s) from the list of authorized trees identified for the program.
2. Planting & care instructions.
3. Staking kit.
4. Slow release irrigation reservoir bag.
5. Bag of planting mulch

Requirements:

1. Homeowner must have adequate space within the street-front easement to plant a selected tree. (Only small growing trees will be allowed for planting under overhead utilities.)
2. Submission and approval of a tree planting permit request.
3. Submission of payment of \$75.00 per tree upon approval of the permit.
4. On site delivery to be arranged.
5. Homeowner must provide proper planting and care of tree(s) as identified in the permit and instruction. Homeowner may hire a contractor to plant the tree(s) to meet their requirement.

Applications are available at the Community Development Office, 2nd Floor of City Hall or at www.abilenecityhall.com. Any questions please feel free to call (785) 263-2355 or send e-mail to cityinspection@abilenecityhall.com.

"Current Application"

Print Form



ABILENE
KANSAS

APPLICATION TO PLANT, PRUNE OR REMOVE PUBLIC TREE

Date:

Address of Tree Site:

Name of Applicant:

Address::

Home Phone:

Work Phone:

Name & address of owner of abutting lot, if applicant is lessee or agent of owner:

Phone Number

Application to:

SPECIES:

- ☐ PLANT
☐ PRUNE
☐ REMOVE

QUANTITY:

Tree desired to be pruned or removed is:

☐ DISEASED

☐ DEAD

☐ CASUALTY DAMAGE

☐ OTHER

(Please explain)

Applicant's Signature

Staff Approval

The foregoing application is approved this _____ day of _____, 20__, subject to the following conditions:

Staff Notes:

CITY INSPECTOR

THIS PERMIT WILL EXPIRE SIX (6) MONTHS FROM ITS DATE OF APPROVAL AS STATED ABOVE. IF THE WORK AUTHORIZED BY THIS PERMIT IS NOT COMPLETED BY THAT EXPIRATION DATE, A NEW PERMIT MUST BE APPLIED FOR.

Town of Chesterton

Tree Cost Share Program

Street Department

1490 Broadway Chesterton, IN 46304

Phone 219-926-2222

Fax 219-926-1684

"Example"

Tree Cost Share Program Application

Name of Applicant _____ Contact Phone Number _____
(i.e. Giftee, Tenant, Property Owner)

Name of Property Owner _____ Contact Phone Number _____
(If Different From Above)

Address of Tree Location _____

Answer the following questions to determine eligibility.

YES	NO	QUESTION
		Are you the property owner, or acting on their behalf with their written permission? See below.
		Do you have a vacant planting site? A vacant street tree planting site is typically located between the sidewalk and the road edge in the street right of way.
		Once the application is approved, the Town will invoice you for \$75. Are you prepared to pay the fee to cover the cost of the tree?
		Do you have the ability and the desire to care for the tree? This will consist of regular watering the first two years, then general maintenance as directed in the tree care guide attached to the tree.

If you selected yes for all of the above questions, then select a first (with a 1) and second (with a 2) choice tree for planting from the options below

Trees for Small Planting Sites

- ☐ Eastern Redbud
- ☐ Flowering Dogwood
- ☐ Serviceberry
- ☐ Japanese Tree Lilac

- ☐ I would like a tree planted that is not on this list. Please list the common or scientific name here _____
This request will be evaluated by the Street Department.

- ☐ I would like the Street Department to select an appropriate tree species for my site.

Trees for Medium Planting Sites

- ☐ Flowering Pear
- ☐ Autumn Flame Red Maple

Trees for Large Planting Sites

- ☐ Sugar Maple
- ☐ Deborah (Schwedler) Maple
- ☐ White Oak
- ☐ Swamp White Oak
- ☐ Scarlett Oak
- ☐ Bur Oak
- ☐ Basswood
- ☐ Honey Locust
- ☐ Kentucky Coffeetree
- ☐ American Elm

What to expect next.

- The Street Department will review your application. If it is accepted, you will be notified of your acceptance in the program. The Town will send an invoice to the applicant for \$75 per tree. If the application is not accepted, you will be notified with an explanation. A typical reason for a denied application is the location of underground or overhead utilities
- Your street tree will be planted in the spring on an appropriate date determined by the Street Department.
- Your street tree will be 1 ¼" to 2" caliper tree. Caliper is the diameter measurement of the trunk taken 6" above ground level. The height of the tree at planting will be between 6' and 12' depending on the species selected.
- After your tree is planted, follow the care instructions that are attached to your tree.

Applicant	Date
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Property Owner	Date
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Street Commissioner _____ Date _____

By entering into this agreement, the Town of Chesterton agrees to verify the approved planting site, purchase the tree, locate the utilities, dig the hole, plant the tree, and provide tree care information.

The Street Department may limit the number of accepted applications due to tree planting time constraints and limited personnel.

The proceeds that are collected from the cost share program will be used to purchase public trees in the Town of Chesterton and provide funding for urban forestry activities.

CITY OF ABILENE
STATE OF KANSAS

Proclamation

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, AND

WHEREAS, this holiday, called Arbor Day was first observed with the planting of more than a million trees in Nebraska, AND

WHEREAS, Arbor Day is now observed throughout the nation and the world, AND

WHEREAS, trees in our city increase property values, enhance the vitality and beauty our community, and provide an inviting environment for visitors, AND

WHEREAS, the City of Abilene has been recognized as a Tree City USA for **28 years** by The National Arbor Day Foundation and desires to continue tree-planting and care of its trees.

NOW THEREFORE, I, CHRIS OSTERMANN, MAYOR OF THE CITY OF ABILENE, KANSAS, with the City Council, do hereby proclaim April 24, 2020 as Spring Arbor Day and _____, 2020 as Fall Arbor Day in the City of Abilene and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, AND

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the City of Abilene, Kansas, this the 19th day of October, 2020.

(ATTEST)

Chris Ostermann, Mayor

Penny Soukup, CMC
City Clerk