

# Pendleton Urban Forestry Committee

## Meeting Minutes

Pendleton Town Hall  
July 19, 2019

### 1. Meeting Called to Order

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- Meeting called to order by Vice President Christi Kelly. President Taylor Metz then arrived and the gavel was passed.

### 2. Roll Call and Determination of Quorum

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- Linda Castor
- Kate Edwards
- Christi Kelly
- Heidi McClintick
- Taylor Metz

Planning Staff member Rachel Christenson was in attendance. Denise McKee with Falls Park was also in attendance.

### 3. Approval of Minutes of Previous Meeting

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- Taylor Metz motioned, seconded by Christi Kelly, the approval of June 11 2019 meeting minutes. Motion carried.

### 4. Old Business Discussed

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- 2019 Tree City USA Application - Growth Award
  - o Publicity Goal (5 points): Updates on Urban Forestry section of Town Newsletter.
    - o Member Questionnaire to help Rachel with our section of the Newsletter.
  - o Tree Inventory and Analysis (7 points): Updates on the tree inventory update.
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- Tornado Recovery Efforts
  - o Urban Forest Strike Team Update
    - o The Town was unable to get the Strike Team
  - o Discussion on IDNR assistance for Tree Inventory Update, Tree Removal and Replanting Funds
    - o Carrie now suggesting that we apply for a tree inventory update and getting funding through them to do that update. Rachel has the application and has been in touch with Davey. She also shared some changes to the data we want, such as available tree planting spaces. Also eliminating certain data now that we know we haven't used it. The grant is a 50/50 match and she advised she would figure out our funding part of that. Sometimes funding must be in place before you will be considered, but she will advise if a fundraiser will work. The

applications are due by early September and will be awarded in September, so we might be able to get Davey this year.

- She would also like to do a tree planting project and get funding for those new trees too. Might be a two part grant.
- And, if we don't need the matching funds right away, we could guess on how many trees we would like to plant and do what we did for the State Street tree planting project and see if people want to donate money to have tree planted in their yard and then use those monies as part of our matching funds.
- McClintick asked about Carrie's earmarked funds mentioned in the last meeting. Christenson understands that is money we still have to match. This is the same grant discussed above.
- Denise McKee asked how the park fits in. Rachel advised we could do a joint project. So if the Park had funding available for a tree planting, then let's put that into the grant application so we score higher, rather than put it in two separate ones. Denise voiced her excitement to work together with the PUF team, and said she would do all the research on their end regarding donations funds that they can tap into.
- Denise shared several topics of interest going on in Falls Park and their overall plans. She also shared the Park Board meetings are the fourth Wednesday of the month at 6pm at the Park Office.
  
- National Arbor Day Foundation Update - Disaster Recovery Tree Support
  - There is no information yet on the programs Carrie was trying to get going. The energy savings trees team. The 500 trees for residential homes. Christenson will offer her assistance to Carrie if needed.
  
- Tractor Supply Company Tree Planting Event
  - Nine Star has funding opportunity for tree projects and
  - Tractor Supply Company, and this was also addressed to Denise, wants to do a tree planting event in the Park. Christenson would like to get this one going instead of waiting on the tree inventory update. We know we want to plant some sycamores in the Park because they have been such a big part of the Park. Denise said she would be happy to be the point person for this event and contact Tractor Supply. Denise advised they have the Friends of the Park, Friends of the Library, First Merchants is wanting to do a community day and help with some sort of project. Perhaps October before Blue Grass Farms will have mature trees ready to be dug out, with planting towards the end of October early November. The Park's plan is to first replace the memorial trees that were lost, as close to the match of the tree lost. Christenson suggested a meeting between Tractor Supply, Denise and Christenson. Denise and Rachel agree that is would be best to promote it as a joint program between PUF and the Park, and include the other groups interested. Have a big community day.
  - Christenson reminded that the South Madison Community Foundation was the center point for all volunteers following the tornado and they have a big list of people willing to do things, so we could reach out to them for anyone interested in tree related activities. She also suggested we could also do a questionnaire and blast it out on Facebook and the Town website and the Park website, saying if there was a Community Day where we can plant trees, let us know who you are.

- It was suggested the Community Day might be an opportunity to pass out the remaining buttons and pencils. Have a table set up, perhaps a donation bucket or a fund raiser or shirt sales. We can use our big flag. We could have people let us know their interest in purchasing trees for their property or donate a tree elsewhere either during that event or shortly after the event. Or even next spring or again next spring. Carry it forward.
  - Rachel said the 1400 or 1500 Newsletter folks could be given options of where they would be interested in receiving updated information, such as Urban Forestry or the Park or Meditation Garden or playground, they can be tagged in the software program so they receive topics of interest.
  - At the Park's Public Forum sign in sheet, we could even ask them to 'check all that apply'. August 15<sup>th</sup> at 6:30. Rachel will invite all boards and commissions to that as well.
- Memorial Tree Program
  - Discussion of potential partnership with Falls Park.
  - Rachel reported one concern we hear about when we go to different tree events is the way the trees are tagged. Suggested maybe a discussion on a collaboration on the Memorial Tree Program and still meeting the needs of how the families want it to be, but making it easier for us to manage. Even getting the information out there would be a neat thing.
  - Rachel felt the memorial trees, if identified during the inventory, could be identified on our tree inventory and perhaps there could be a cell for the memorial statement to be typed.
  - Denise felt the program needs to be better advertised and provide information on how the program is set up.
  - Rachel said one of the things we can get points for on the Growth Award is developing a program or publication or whatever and this could be that. So if we work with Denise and the Park on putting together a brochure or flyer or an information packet on the Memorial Tree Program to include some of the frequently asked questions and give them the parameters of the program. The PUF Committee (aka: Taylor) could even help determine or approve a proper location to plant a desired species in a location best suited for it.
  - Rachel is hoping to have the inventory wrapped up by the end of the year.
  - Linda asked about the possibility of her purchasing and planting a tree where one use to be by her family there. Rachel felt the cemetery could also be part of the memorial tree program, as long as the two groups are working together and present it as one program.
  - Denise even suggested that perhaps the program would be best served if it came through PUF. Rachel felt either way would work, but does feel people gravitate to the Park, so it makes sense the Park would be the initial contact.
  - Taylor suggests we flush out the details of what it will all look like. At that point figure out where it best needs to be housed. PUF has been talking for years about the memorial trees and how special they are and an important part of the community. The plaque with the chain around the trunk and if that is the best solution. At one point we talked about a central location of a digital map where you can scroll over trees and areas, like we sat here on our first date and have that tagged at that location.
  - Rachel showed the historic walking tour and it's available online. It shows on a map where all of the historic markers are located, which we could do with the trees, and so you move around on the map it tells you what is going on at each site and feels we

could do this similar thing with the memorial tree program. Who donated it. A photo of the person honored. Going well beyond what the tag offers.

- Rachel noted the trees that have the tags, the tags need to remain, but if the tag ever gets damaged, give them a heads up that the tag will not be replaced.
- Perhaps little gold leaves engraved with the name but on a central piece of art in the park.
- Heidi suggested we look to places like Arlington National Cemetery and their location program. If a good system is out there we don't have to recreate the wheel. She also felt if the tags are ever taken off for any reason, they should be offered back to the family.
- Taylor said an Action Item out of this would be figuring out sometime to coordinate with the Park and having a sit down. Put some bullets together or a skeleton together. Christi felt that could be done at a regular meeting. Kate asked if this needed to be presented to the Park Board and it was agreed. Denise felt the August Park Board meeting would be appropriate. Rachel asked Denise if she could share any forms and information so we can see where we are starting and how to move forward.

## 5. New Business Discussed -

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- No new business

## 6. Next Meeting - August 27, 2018 (4:30pm)

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## 7. Adjournment

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- The meeting was adjourned at 5:45pm.