

## Pendleton Urban Forestry Committee

MEETING DATE: July 16, 2022  
LOCATION: Pendleton Town Hall  
100 W. State Street Pendleton, Indiana  
TIME: 6:00 p.m.

### ORDER OF BUSINESS

#### I. CALL TO ORDER

Meeting was called to order by Carol Hanna at 6:04 pm.

#### II. ROLL CALL AND DETERMINATION OF QUORUM

Board members in attendance were Jeanette Isbell, Carol Hanna and Julia Avey. A quorum was established.

Individual representing the Town was Zoning and Planning Administrator Denise McKee, Planning Department Intern Rees Wimmer, Attorney Evan McMullen representing Town Attorney Jeff Graham and Town Council Member Marissa Skaggs.

#### III. APPROVAL OF MEETING MINUTES

**Motion to approve June 16, 2022 meeting minutes made by Jeanette Isbell; seconded by Julia Avey; all members present voted in favor of motion; motion carried.**

#### IV. OLD BUSINESS

##### a. PUFC Facebook Page - Update

Denise McKee presented two options for Facebook management for the new Pendleton Urban Forestry Committee FB Page to the PUFC members for consideration and vote:

- Solutions4ebiz, current Social Media Manager for the Town of Pendleton – Option 1
  - Page set up fee \$100 (1-time); \$75 per month management fee
  - Create/post 1-2 posts per week
  - Provide artwork, page details & content
  - Funding would be covered by Urban Forestry Account (current balance \$9800.00), which will need to also cover some Tree Planting Projects (Franklin Street Project) and Tree Management Plan Update
- Planning Department Intern, Rees Wimmer – Option 2
  - Page set-up provided by Planning Department/Planning & Zoning Administrator, using Town email address for administrative rights
  - Planning Department Intern (Wimmer) to create one post per week
  - Planning Department Intern can assist with artwork and creativity, with information, pictures, page details, content provided by Planning and Zoning Administrator & PUFC members

- Funding will be covered by Planning Department Intern hourly wages (approximately 1 hour per week)

**Motion to Accept Option 2 – Planning Department Intern for Facebook Manager of the PUFC FB Page made by Jeanette Isbell; seconded by Julia Avey; all members present voted in favor of said motion; motion carried.**

**b. Tree Management Plan/TreeKeeper- Davey Resource Group - Update**

Denise McKee reported the following:

- McKee met with Arin Flint, Consultant of Davey Resource Group, on July 6, 2022
- Flint will provide service/consulting estimates no later than October 2022.
- Quote to cover two service estimates:
  - 2023 Update to the Tree Management Plan [DRG also developed the 2016 Tree Management Plan]
    - Flint plans to attend November or December PUFC Meeting to present scope of work/process of Tree Management Plan Update
  - Tree Trimming/Removal Management & Oversight Service
    - Objective is to split the Town jurisdiction in five (5) sections
    - Provide tree analysis on a 5-year rotating schedule – covering 1/5 sections per year, advising the Town of Pendleton on trees that need attention/care/removal.
    - Create working relationship/communication with Plant Growth Management – Service Provider of tree trimming and removal under powerlines and on utility easements for the Town of Pendleton.
- DRG works with several towns/cities, ranging from “as needed consultation” to complete tree care management program.
- DRG can work with the Town of Pendleton based on budget and scope/needs.
- TreeKeeper subscription ends April 2023. When time nears, DRG will notify the Town of Pendleton of costs to renew. Most subscription plans last 3 years.

**V. NEW BUSINESS**

**a. Arbor Day Foundation Resources:**

Denise McKee reported the following:

- Tree Board Handbook – Alana Tucker provided complimentary copies for board members
- ACT Program – Matt Spitson – Network of community-based tree planting organizations dedicated to planting trees and inspiring tree planters in their communities; education and training resources; Planning Staff will make contact in August
- Tree City USA – Alana Tucker – Celebration of tree communities - apply end of December; Town of Pendleton has been Tree City USA for 12 years. Growth

Award is award given to towns/cities that go above and beyond the Tree City USA criteria, programming that encourage community engagement and education (goal to obtain in 2023).

- Tree Proposal Grant Program – Shannon Jerram, ADF Project Development Manager; McKee met with Jerram on June 28<sup>th</sup>; Offers Tree Planting Grant that has year-round revolving application process. If project is selected, ADF will find donor to cover costs. Program would be ideal for Stormwater Tree Planting Initiative 2023 – details discussed later in meeting.

**b. Franklin Street Tree Planting Project – Fall 2022:**

- Tree survey completed along with Street Department Supervisor, Rick Bowlin (July 8<sup>th</sup> and July 20<sup>th</sup>)
- Locations for 19 trees identified in right-of-way islands
- Blue Grass Farms to provide inventory options – variety of small, slow growing trees
- Tentative plans to plant trees mid-September to early October
- Most northwest and southeast sections cannot accommodate new tree plantings due to existing gas line and already existing trees.

**c. Stormwater Tree Planting Initiative – 2023:**

- MS4 Partnership of Madison County [8 partners]
- General Permit Public Outreach Component – which requires identification and addressing of three community-wide stormwater related issues per year.
- Planning Department Intern, Rees Wimmer, has been researching Rain Barrel and came up with idea that if residents were to purchase rain barrels (that can be painted by local artists/students), each resident could receive a free tree.
- McKee stated that this program would be very fitting for General Permit Public Outreach Component and encouraged PUFC members to review Rain Barrel Page. Town website link to Rain Barrel page provided in presentation. McKee to present this idea to the MS4 Partnership meeting that is coming up in Fall 2022.
- Rain Barrel Section under the Planning Department Page outlines great information/resources including, but not limited to:
  - Definition and purpose
  - Financial benefits (savings 30% of water use- 300 gallons per day- \$35 per month)
  - Other benefits – flooding and stormwater run-off control
  - Where to purchase barrels
  - Graphic/image illustrating how to properly install a rain barrel

**d. Opportunities coming up for PUFC:**

Denise McKee shared about the following:

- Arbor Day Foundation – Pendleton Elementary School Tree Planting in honor of Arbor Day
  - To contact Principal Eric Schill second week of school to schedule tree planting date/time as well as to seek tree species preference.

- Memorial Tree Program – Application Review/Plantings
  - Have not received contact from Falls Park as to fall tree plantings, however, will touch base with Park Director Aaron Burris in August for update on how/when PUFC members can assist.
- Franklin Street Tree Species Selection – Zoning and Planning Administrator will contact Blue Grass Farms, providing map and image of the right-of-way island, for advice on best tree selection/diversity options. Will narrow list and then present recommendations to PUFC members at the August PUFC meeting for final selection.

## VI. ADJOURNMENT

Meeting was adjourned by Carol Hanna at 7:23 p.m.

Next meeting August 18, 2022 at 6 pm.