

TREE BOARD MEETING

July 6, 2011

12:30 p.m.

Planning & Development Conference Room

Roll Call

Members Present:	Chairman Olson	
	Board Member Haston	
	Board Member Kinel	
Staff Present:	Tara Norback	Planning Assistant
	Joel Hornickel	Senior Planner

DISCUSSION

Meeting Started at 12:30 p.m.

Roll was taken.

The Board reviewed the minutes from the May 4th meeting. Board Member Haston mentioned that his personal information was incorrect. Tara Norback said that she would correct the information.

Chairman Olson began the discussion regarding setting the terms of the officers. Board Member Kinel made a motion to nominate Chairman Olson for another year term and Board Member Haston to serve as Co-Chair. The motion was seconded by Haston. None were opposed in the vote.

The terms that were decided were to have the officer's role follow their appointment time. Ken Olson was appointed to the board in 2010 and was elected chairman and has served one (1) year. Olson will now serve one more year, until 2012, to the end of his current appointment. Greg Haston was appointed and has taken the place of Walt Stone whose term was until 2013. Greg will serve for two (2) years to the end of his current appointment. Thereafter, if the chair is not reappointed then the co-chair will automatically become chair and a new co-chair will be selected.

The next item is the update regarding ongoing projects. Joel Hornickel discussed the progress with the downtown plan. He met with David Miller, City Engineer who will make a request in the budget for contracting out the design work including trees, lighting, sidewalks, utilities, etc. The DBMA (Downtown Branson Main Street Association) was encouraged to emphasize the priority of the project to keep it in the budget. Joel discussed the importance to hire a design professional to assure things are done correctly and due to the extensive amount of time needed for the project, it wouldn't be feasible for staff. The project will take 5 years and approximately \$5 million for sidewalks and infrastructure alone. The request from the DBMA

was for construction to start January 1st and end May 1st every year. The goal is for the RFQ (request for qualifications) by beginning of 2012.

Other updates include the trimming of the downtown trees. Greg Haston showed pictures of what a pear tree looked like before and after trimming and after time had passed. Olson asked what the progress was regarding the trimming and Tara stated that Hansen's had not gotten back with her regarding the estimated time it would take for each tree to assure the funds were available.

The next update was that of the TRIM grant that Tara applied for at the beginning of June. Tara explained that the original plan was for trees to be planted along the new Fall Creek Road extension. However, the right of way was not as large as had been anticipated. Therefore, the plan changed to plant trees in front of Lakeside Forest and to trim and remove any trees from the parking lot to the Owen's home. The grant winners will be announced in August or September.

The next item on the agenda was the Landscape Funds. Tara went through the handout and first explained the different types of accounts, where the funds come from and how the funds are determined. She went through the activity since the last meeting from what monies had been forfeited, deposited and refunded.

The process for use of the funds was discussed. Tara explained that Jim Lawson, Director of Planning and Development, sent the proposed process to the finance director to make sure that there wouldn't be any auditing issues with the process. Tara is waiting to hear back and will update the board at the next meeting. Ben Kinel suggested that as part of the process, if staff has a project they would like to propose that they turn it in to Tara 30 days in advance of the meeting to assure that each member has enough time to review the project.

The next item on the agenda was ArborFest and if the board wanted it as a yearly project or every other year. They stated that they wanted it every year to show the boards commitment. Ideas for plantings were discussed as well as the maintenance. It was decided that a portion of the Cahill trail need three (3) trees and then we would also hold a tree disease clinic where people can bring in pictures and parts of their tree to identify what is wrong with it.

Chairman Olson asked if there had been any response to the Memorial Tree Program. Tara informed them that there had been one request but she has not received anything. Olson suggested that the funeral homes are notified. Tara agreed and mentioned that she would look into the possibility of putting something on the utility bill.

Items to discuss at the September 7th meeting:

1. Guidelines and policy for Tree Funds
2. Update regarding Arborfest
3. Report of available funds to set project budgets

The meeting was adjourned at 2:05pm. Motioned by Board member Kinel and seconded by Board member Haston.

Kenton Olson, Chairperson

Date

Tara Norback, Planning Assistant

Date