

Manchester Tree Advisory Board Minutes

January 20, 2020

5:30pm - 6:30pm

Location: Manchester Police Department, 200 Highlands Blvd Dr, Manchester, MO 63011

Attendance:

Mike Stemmler - Board Chair (2020)

Nancy Miller – Board Member (2022)

Jane Sharp - Board Secretary (2021)

Dave Pracht, Assistant Director of Public Works

Bob Ruck – Director of Public Works

Stephanie Hardesty, Parks Department

Alderman Megan Huether

Jacob McMains, City Forester (Davey Resource Group)

Andy Berg, City Forester (Davey Resource Group)

1. Call to Order: 5:32pm Bob Ruck
2. Approval of Minutes – Mr. Stemmler motioned to approve minutes; Ms. Miller seconded. October 7th, 2019 minutes approved.
3. Jacob McMains introduced Andy Berg as an additional DRG forester contact.
4. Bob reported on the TRIM grant update - Manchester is taking over Howard George Drive. MoDot sold a lot near Mandalay Drive - 7 trees are now on private property. Possibly reach out to the homeowners on those 7 trees per our project. Moving on with all trees minus the 7, at the very least. TRIM grant funds cannot be used for those 7. Manchester will simply suggest to take part in the overall scope of the project. Will the homeowner pick up the cost of removals/planting? Can we offer homeowner free trees from Forest Releaf? Perhaps the homeowner shares the removal costs with the city - homeowner has them “dropped” and the city picks them up?
5. Municipal Tree Packet – The packet has been approved. We need to review the table of contents and set a deadline to launch online. Bob to provide minor edits to Jacob tomorrow (1/21/2020). Bob agrees that this can be launched by the end of January. To use social media, other media to make residents aware of the packet launch. Post on website by 1/31/2020.
6. Jacob has begun the process on the Growth Award. Anticipating a response this week regarding continued accreditation (I believe you guys discussed). We increased our per capita spending and included the municipal tree packet (the 2 criteria necessary). Jacob is confident we will be recertified.
7. Email list is set up and working.
8. Arbor Day 2020
 - a. April 25th

- b. Tree planting discussion. What and where in the park? Jacob and Andy to possibly look at the site during the introductory meeting of staff.
- c. Children's activity - Karen (master naturalist, unsure of last name) to spearhead children's activities while Andy/Jacob works on an adult educational opportunity. Jacob explained the synopsis/importance of an adult/children hybrid educational opportunity/talk focusing on proper selection/installation/establishment. Jacob recommends the demo is geared toward ALL age groups (perhaps allowing the children to help with the labor aspects to engage them).
- d. We're titling the "adult portion" as "Young Tree Maintenance"
- e. 8-9am is the seedling giveaway, 9-9:20am is the tree demo/talk, children's activity to begin about 9:30. Jacob/Andy to stick around for further Q&A up until 10am.
- f. The Children's activity will take place in Pavilion 1 while the Adult section will be in the Park Building. Do we need to dial in logistics to keep adults with/near their children?
- g. Compost pick-up to take place at the lower lot. Volunteers to man the pick-up during the event.
- h. Schedule to be emailed amongst the group for approval.

9. Discussion

- a. Outreach brochure/card content - Jacob suggested we utilize space within the brochure to market the Municipal Tree Packet. Perhaps each brochure focuses on one topic (volcano mulch, right tree/right place, pruning, fall tree planting, seasonal topics, etc.) Include contact information, general information about the Board, etc. This is a great opportunity to get our email address out there. Jacob suggested setting an action item where he will draft content for a few brochures. The group agreed but set a deadline of March.
- b. TRIM 2020 Application Ideas - Jacob went over the important dates regarding the application process. Jacob asked if the Board has any project ideas. Jacob to create a standing agenda item for the next meeting which will present the TRIM process/purpose to the Board.

10. Motion to adjourn by Mr. Stemmler and seconded by Ms. Sharp at 6:27pm