

Community Forestry Advisory Board Quarterly Meeting Minutes

Location: Parks & Recreation Administration Office, 3131 O Street, Third Floor

Date: Tuesday, March 14, 2023

Time: 4:00 p.m.

Attendees: Members Present: Erin Chambers, Jessica Gieseke, Brian Munk, Pete Smith, Mark Wilson,
Members Absent: Lachel Bradley-Williams
Staff Members Present: Sara Hartzell, Michael Fallon, Kaylyn Nerverve, Maggie Stuckey-Ross,
J.J. Yost, Chris Myers, Mike Comstock, Pam Hoffman
Members of the public present: Kendall Weyers, Randy Gordon – Parks Foundation.

Agenda items

1. **Call to Order:** Erin Chambers called the meeting to order at 4:00 p.m. and recognized the Open Meetings Act posted on the wall.
2. **Roll Call:** Roll Call was taken. Quorum was present.
3. **Minutes from the December 13, 2022 meeting were approved.** Motion made by Pete Smith and seconded by Brian Munk.
4. **Public Comments:** None.
5. **Committee Reports**
 - a. **Outreach/Education/Events – Kaylyn Nerverve**
 - i. **Arbor Day Celebration Event:** Event planning is still ongoing. The Arbor Day Foundation is spearheading the event. Did a site tour at Antelope Park and will set up by the Bandshell. Sara Hartzell reached out to Solidago Conservancy and the Park Foundation about having a booth.
 - b. **Policy/Regulation Board Development**
 - i. **Bylaw Amendment discussion -Jessica Gieseke** – Last Policy Committee meeting there was discussion on updating the language in the bylaws. Amendment to bring it in line with City Ordinance. Assistant City Attorney Jocelyn Golden was asked to come to a future policy committee meeting about other changes.
 - ii. **New calendar format – Sara Hartzell** – the calendar would go out to all members and staff and show what agendas would look like for the year. A draft was sent out with the meeting packet. The calendar format will help the committee to move forward and have short- and long-term goals. Other items can be added prior to the meetings.
 - iii. **Staff Report sheets – Sara Hartzell** – Staff report sheets will go out to all board members ahead of time and allows board members to decide if they have questions of staff so staff can plan accordingly.

6. **Consideration and Action on Bylaw Amendment** – to bring Bylaws into alignment with Municipal Code. Article VI Section 2: “Special meetings may be called by the Chairperson of the Board, or in absence of the Chair, by the Vice-Chairperson, or upon written request signed by ~~four~~ three members of the Board and filed with the Director. The purpose of the meeting shall be stated in the call. Except in cases of emergency, notice shall be given as provided for in Section 1.” Motion to approve was made by Erin Chambers and seconded by Peter Smith.

Review of Draft Strategic Plan Materials Erin Chambers – nice thorough summary. Sara Hartzell – looked at the duties that were in the city ordinance and put them with the board members/committees where it made sense. Training for Board Members: Tree Board University. Policy Committee wants to do brainstorming on agencies/groups that would be interested in the board. Pete Smith suggested developing a good list for outreach. Community Forestry Master Plan – review and provide feedback, review legislation, conduct intensive review of municipal code for gaps. Promote installation and maintenance of landscape.

7. Staff Reports

- a. **Director’s Report** –Maggie Stuckey-Ross – completed grant application and hopefully we will receive it.
- b. **EAB Response & Recovery** – Mike Comstock – Goals: treat 2550 public Ash Trees annually; remove 800 public Ash Trees annually; replace Ash Trees on a 1:1 basis; replace non-Ash Trees on a 1:1 basis; remove 750 non-ash street and median trees annually; remove 1500 street and median stumps annually; maintain a street tree pruning cycle of 15 years.
- c. **Tree Planting Projects** – Kaylyn Neverve – Airport entry – 132 trees planted by Nebraska Nursery & Color Garden with a 2-year maintenance contract. 200 trees planted in Airpark with a SUFR Grant. 21 trees to be installed at Viet Hao (23rd & O Street and Cotner & P Street. 260 trees to be planted in Parks between the end of April and early May.

Adjourn: Meeting adjourned at 4:42 p.m. Motion made by Pete Smith and seconded by Erin Chambers.

Minutes prepared by Pam Hoffman, Office Specialist.

Next Quarterly Board meeting will be on June 13, 2023.