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This meeting of the Tree Board was called to order on Wednesday, April 20, 2016 at 5:30 P.M. at Grimes City Hall.

Roll Call: Present: Mark Dungan, Allison Courtright, Russ Lickteig, James Hinchliff, Greg Hayes Absent: Lee Goldsmith, Charmin Sterbenz

I. GENERAL AGENDA ITEMS

I. APPROVAL OF THE AGENDA

Motion by Lickteig, Second by Hayes to approve the agenda.

Roll call: Ayes-All; Nays-0 Motion passes: 5 - 0.

II. APPROVAL OF THE MINUTES

Motion by Hinchliff, Second by Lickteig to approve the minutes from March 30, 2016.

Roll call: Ayes-All; Nays-0 Motion passes: 5 - 0.

II. PUBLIC AGENDA ITEMS

1. Event Planning- Arbor Day

Courtright notified the Board that she has submitted donation requests for Arbor Day supplies with a number of local merchants. Courtright also said that she expected about 10 Girl Scouts that will be volunteers for the event and she was told that FFA would be in touch closer to the event date with more specific information about how many from their group would be attending. Courtright also said there was interest by the Park and Recreation Board to have some of their members attend and the Park and Rec Director Brett Barber, who volunteered to take photos that day. Goldsmith said that a representative from the Arboretum would be in attendance as well. After discussion it was decided that BDI would be approached to make a banner for the Tree Board. Goldsmith stated that we would be receiving 200 seedlings from the DNR to give away that day. Goldsmith recommended that the Board get plastic bags and twine to repackage the seedlings to hand out. Sterbenz provided fliers to be distributed around town to promote the Arbor Day event.

2. Tree Bid Review

After review and discussion, Timber Pine Landscaping was determined to be the successful bid for supplying plant material for Glenstone Park Arbor Day event.

Motion by Lickteig Second by Hayes to approve Timber Pine Landscaping to provide trees for the Glenstone Park Arbor Day event.

Roll call: Ayes-All; Nays-0 Motion passes: 5 - 0.

All planting materials should be delivered to the Public Works Shop located at 1400 SE Destination Drive about a week prior to the event. The plants will be kept on a City truck and transferred to the park Saturday morning along with shovels.

After discussion, it was decided that Dungan would mark the locations for the trees prior to the Public Works Department auguring holes the day before the event. Public Works staff will water in the trees once planted.

III. PUBLIC FORUM-

No one was present to address the board.

Old Business- None

New Business- None

Next meeting will be May 18, 2016.

IV. ADJOURNMENT

Meeting Adjourned at 6:15 pm

Charmin Sterbenz, Chair

DRAFT