

TREE BOARD MEETING (CITY HALL)
February 13, 2023; 4:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Chair Ramos called the Meeting to Order at 4:30PM

ROLL CALL and ESTABLISH QUORUM

PRESENT

Chairperson, Iris Ramos
Board Member, Terri Burney-Bisett
Board Member, Nanci Coddington
Board Member, Jacob McElroy (Arrived at 4:39PM)
Board Member, Dorothy Tasian
Council Liaison, Brent Pulley

ABSENT

Board Member, Cindy Jones
Alt. Board Member, Nan Simpson
Alt. Board Member, Cindy Jones

STAFF PRESENT

City Manager, Kevin Rule
City Secretary, Suzanne MacKenzie

PUBLIC COMMENTS

None were offered.

CONSENT CALENDAR

1. Approval of Regular Meeting Minutes from January 9, 2023.

Motion was made by Member Tasian to approve the minutes. (2:50) Motion was seconded by Member Bisett.

A roll call vote was taken.

Voting Yea: Chairperson Ramos, Member Coddington, Member Tasian, Member Burney-Bisett

Motion Passed: 4-0-0

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Tree Board Liaison.

1. Whole community pulled together during the ice storm. City Manager Rule will provide additional details.
2. Oak Wilt Assistance Application is ready: Council responses to Tree Board questions below.
 - a. Maximum reimbursement to each resident is $\frac{1}{4}$ of quarterly budget amount;
 - b. Current application focuses on oak trees only;
 - c. City Staff makes decision for recipients;
3. RFP for City Arborist is ready.

Report by City Manager.

1. Summarized actions taken by City Staff during Ice Storm:
 - a. Obtained right of way vendors (4) – some vendors still working;
 - b. Working on gathering volunteer group to help residents;
 - c. Waste Connections has begun pick-up;
 - d. Hays County Transfer Station is available to accept residents who want to drop off brush with truck/trailer;
 - e. New email address was created for residents to sign up for assistance; and
 - f. First City Staff Volunteer Brush Clean Up Crew working on Wednesday, starting at 10A.
2. For future events, City Staff will create a volunteer database, based on email responses.
3. Mayor signed an Emergency Declaration so residents can clean up their properties.
4. Encourages residents to sign up for email and text alerts.

Report by City Secretary. – None provided.

SPECIAL ORDERS

2. **Discuss and Take Possible Action Regarding Changes in Tree Board Membership and Recognition and Appreciation For Board Service By Former Tree Board Member, Monica Rasco.**

Master Gardener and new Board Member, Nanci Coddington was introduced and welcomed. Monica Rasco's contributions were acknowledged, and her departure was recognized.

Board Members stopped discussions to celebrate her departure. (5:12P - 5:20P)

3. **Discuss and Take Possible Action Regarding The Terms(s) of Each Tree Board Member and Alternate, As Well As The Nominating Council Member For Each.**

City Manager Rule listed the terms for the Board Members. Board Member changes would happen in January of each year.

Chair Ramos is looking for more stability in the Board to maintain momentum.

Council Liaison Pulley agreed to take concerns to the City Council, as it would be their decision to change the Tree Board Ordinance.

No action was taken.

4. **Discuss and Take Possible Action Regarding The Role of Tree Board Members and Alternate, As Well As Possible Attendance Requirements.**

Council Liaison Pulley clarified that to satisfy the requirements of becoming a Tree City USA, the Tree Board was created by Ordinance to help maintain and care for our trees and educate the public on the care of our trees.

Motion was made by Member Bisett that after three(3) unexcused absences that the Chair has the option to declare a position vacant and will tell the Liaison to advise the Council to fill the position. (1:07:40) Motion was seconded by Member Tasian.

A roll call vote was taken.

Voting Yea: Member Coddington, Member McElroy, Member Tasian, Member Burney-Bisett, Chairperson Ramos

Motion Passed: 5-0-0

NEW BUSINESS

5. **Discuss and Take Possible Action Regarding the Role of the Tree Board Going Forward After Recent Ice Storm Events And Consider Taking Action to Update the Tree Survey from 2022.**

Motion was made by Member Tasian to begin the process of updating the existing Tree Survey but delay until it is safe to do so. (1:20:35) Motion was seconded by Member McElroy.

Amendment to the motion was made by Member Coddington (1:21:30) to start the Tree Survey in early Spring, possibly April. Motion was seconded by Member Bisett.

A roll call vote was taken on the amendment.

Voting Yea: Member Burney-Bisett, Member Tasian, Chairperson Ramos, Member Coddington, Member McElroy

Motion Passed: 5-0-0

A roll call vote was taken on the main motion.

Voting Yea: Member Tasian, Chairperson Ramos, Member Coddington, Member Burney-Bisett, Member McElroy

Motion Passed: 5-0-0

Chair Ramos would like a cheat sheet on Tree Health before the Board performs the Tree Survey Update. Member McElroy agreed to provide a guide.

6. **Discuss and Take Possible Action Regarding The City Tree Arborist Request For (RFP).**

The RFP has been approved by Council, but not sent out due to the Weather Event. We may not get a high response rate, because more money can be earned in the clean-up.

Chair Ramos would like to see the finalized document.

The interview process will be done by City Staff, with invitations to a Board Member and the Board Liaison.

Chair Ramos postponed this item until the next meeting.

7. **Workshop To Discuss Ideas For Further Engagement and Education of Community About Tree Care and Oak Wilt Disease.**

Workshop was opened at 6:10P.

Discussion of (1) an event at CYJ or at the City Park with Carl Flocke about Oak Wilt – Dorothy will speak to him at the Blue Hole Event; (2) go door to door with information, people don't read email; (3) mailout.

Workshop was closed at 6:21P.

8. **Report from Jacob McElroy Regarding Research For Grant Possibilities In The Support of Property Owners with Oak Wilt Diseased Trees.**

- a. Texas Urban Forestry Council Microgrant Program - \$1500 matching microgrant;
- b. TXOakWilt.org – cost share assistance; and
- c. Texas Forestry Service

Liaison Pulley requested that Member McElroy send the links to City Manager Rule. Member McElroy stated he still has additional research to do on this topic.

9. **Discuss and Take Possible Action on the Procurement of the Oak Wilt Map of the City from Karl Flocke.**

Discussion of reaching out to Karl regarding his position on distributing the map. No action taken.

ANNOUNCEMENTS

ADJOURN

Chair Ramos Adjourned the Meeting at 6:34PM

Iris Ramos, Chairperson

Suzanne Mac Kenzie, City Secretary