

**Minutes of the Avon Lake Citizens Tree Commission  
September 13, 2023, 7pm , Old Firehouse**

**Roll Call:**

- **Present**
  - Voting Members: Michael Thain; Terry Robison; Councilperson Jennifer Fenderbosch
  - Guest: Public Works Director Kevin Brubaker
  
- **Not Present**
  - Amanda Byrnes
  - Urban Forester (Vacant)

**Quorum:** Yes

**Minutes of Prior Meetings:**

- Minutes from August 9, 2023 meeting
  - **Motion:** Accept the minutes from the August meeting. Jennifer Fenderbosch 1st, Michael Thain 2nd. Unanimously approved.

**City Council Report:**

- **Approved 2 new pieces of equipment to help with stump removal – mini excavator and track steer**
  
- **Arbor Day Foundation – applications for awards due soon.**
  
- **Urban forester grant – to be available middle of this month.**
  - New division chair will be announced at next week's Tree City Awards, and grant will be announced after that.

**Urban Forester Report:**

- N/A

**Old Business**

- **Update: Grant Application through Ohio Division of Forestry for funds from US Forest Service's Urban & Community Forestry Inflation Reduction Act Grants**
  - Grant to reforest the shoreline (by the powerhouse)
  - Jennifer is working on finding someone to write the grant (needs to be full time city staff person).
  
- **Progress on 2024 5th Grade Field Day/Arbor Day planning**
  - Requests for funding assistance have gone out to 6 industry partners.
  
- **Date set for TC Academy homework with Matt Leiden/Steph Miller – Master Planting Design (11/17/2023)**
  - Jennifer is working on getting city maps made (full city and the area of Jaycox road we will be focused on).

**New Business:**

- **2023 and 2024 Budget for Tree Commission and Urban Forestry**

- Jennifer presented discussion of various budget items, including:
  - Classes for city staff (6 individuals)
- TCA classes for Tree Commissioners
- Tree City awards ceremony
- Urban Forester Conference in NE Ohio
- Ohio ISA Conference for Urban Forester
- Public Outreach Education
- PO for seedlings for Arbor Day giveaway
- Urban Forester salary

**Garden Club wants to plant 3 trees in Miller Rd park**

- Black Tupelo (male and female) first choice, chestnut oak 2nd choice, swamp white oak 3rd choice
  - **Motion:** the tree commission recommends the garden club tree selections to the Ohio urban forester for approval. Jennifer Fenderbosch 1st, Michael Thain 2nd. Unanimously approved.
- **Arbor Day celebration/seedling giveaway selection**
    - Tupelo or hornbeam

**Open Discussion:**

- N/A

**Motion to adjourn** –Jennifer Fenderbosch 1st, Terry Robison 2nd. Unanimously approved.

**Next meeting** October 11, 2023, Old Firehouse.

**Respectfully submitted,**

**Michael Thain, Secretary**