

**CITY OF EDGERTON
CITY HALL
12 ALBION STREET
EDGERTON, WI**

TREE BOARD

Monday, April 3, 2023 at 6:00 p.m.

NOTICE: The meeting noticed above will also be live streamed on a Zoom platform: To view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at www.cityofedgerton.com. Due to occasional technical difficulties, citizen participation via Zoom may not be possible.

1. Call to order; Roll Call.
2. Confirmation of Appropriate Meeting Notice Posted on Friday, March 31, 2023.
3. Approve December 12, 2022 meeting minutes.
4. Consider Arbor Day celebration and tree planting.
5. Consider planting of city provided trees on private property policy.
6. Update on WDNR tree inventory grant.
7. Update on gravel bed trees.
8. Staff report.
9. Adjourn.

cc:	All Commission Members Department Heads	City Administrator City Engineer	All Council Members Newspapers
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NOTICE: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: 884-3341

"Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision-making responsibility. The only action to be taken at this meeting will be action by the Public Works Committee."

**DECEMBER 12, 2022 TREE BOARD MEETING MINUTES
CITY OF EDGERTON**

Sarah Beckwith called the meeting to order at 5:00 p.m.

Present: Sarah Beckwith, Rebecca Diedrick, Judy Furan, Barb Steponkus, Kathy Klein, Barb Bublitz and Tim Shaw

Others Present: City Administrator Ramona Flanigan and Municipal Services Director Howard Moser

Flanigan confirmed the meeting agendas were properly posted on Friday, December 9, 2022 at the Post Office, Edgerton Library, City Hall and the City's website.

APPROVAL OF MINUTES: A Shaw/Diedrick motion to approve the September 6, 2022 Tree Board meeting minutes passed on a 5/0/2 roll call vote. Steponkus and Klein abstained from the vote.

WDNR GRANT APPLICATION FOR A TREE INVENTORY: Moser stated that the application was submitted and the City was awarded the WDNR grant for a tree inventory. The tree inventory will start this year with the assistance of a forestry intern.

GIS MAPPING: The GIS mapping process has started and the base maps are currently being worked on (utilities, underground utilities, etc.).

GRAVEL BED TREES: There were no tree fatalities in the gravel bed this year. Street trees were planted in the Fall and the process went well.

LOCATION FOR 2023 STREET TREE PLANTING: The Board reviewed a few locations for the 2023 street tree planting including Wileman Drive, West Meadows, Elm High Drive, Central Park and Swift Street.

A Beckwith/Shaw motion to approve plating street trees in the West Meadows subdivision in 2023 passed on a 7/0 roll call vote.

Being no other business before the Board, a Beckwith/Diedrick motion to adjourn passed, all voted in favor.

Ramona Flanigan/mjf
City Administrator

CITY OF EDGERTON PRIVATE PROPERTY TREE PLANTING PROGRAM

Staff is proposing the implementation of a private property tree planting program to enhance the urban forest.

Currently the City has an annual tree planting program to plant trees in street terraces. In many instances the terrace in front of a property is not a viable planting site. This could be due to a variety of factors including overhead wires, narrow turf area, underground utilities, utility poles, sign posts, etc. In instances such as these, residents are told that they are not eligible for a tree.

Staff believes that allowing the planting of a new tree on private property would prove beneficial to the urban forest for the following reasons:

1. It would increase the number of viable planting sites throughout the city
2. It would increase the space for the development of a healthy root structure
3. It would allow more residents to participate in the annual planting program
4. It would allow an increase in the tree canopy without the city's responsibility of maintaining additional trees
5. It would increase the variety of available trees per site by avoiding restrictions of the terrace

If the city were to plant a tree on private property because the terrace was unsuitable for planting the property owners would be required to sign an agreement which allows city staff to plant the tree on their property within 10 feet of the public right of way and requires the homeowner take responsibility of the tree care after planting. The city would provide a one-year warranty for each tree which may be voided by failure to properly care for the new planting.

This program would not replace the current street tree planting program but rather act as an enhancement.

Policy Questions:

1. Do we charge a fee for trees on private property? How much?
2. Do we allow trees to be planted on private property if the terrace is suitable for planting?



PRIVATE PROPERTY PLANTING AGREEMENT

When planting trees on the city right-of-way is not feasible or at resident's request, the city, with approval from the homeowner, may plant trees on private property within ten (10) feet of the public right-of-way.

This form serves as an agreement between the city and the property owner that allows city staff to access the property to plant the tree(s) and holds the city harmless of all damages after the tree has been planted.

Form to be completed by City Staff

Name of Resident: _____
Property Address: _____
Property Owner Phone Number: (____) ____ -- _____ Email _____
Species of Tree: _____
Location of Tree: _____
Date Tree was Planted: _____

Terms and Conditions

- Trees planted on private property shall become, and remain, the property of the homeowner or future homeowner after the tree has been planted.
- All trees will be planted using the city's tree planting specifications.
- All care and maintenance of the tree(s) that are planted will be the responsibility of the homeowner once the tree is planted in the ground.
- Trees planted on private property shall have a one-year warranty provided by the city. The warranty may be void if the property owner fails to properly care for the new planting.
- The city is to be held harmless for any damage the tree may cause after it has been planted.

By signing this form, I agree to and understand all of the terms and conditions of this agreement. I understand that it is my responsibility to care for the tree once it has been planted and that the city is to be held harmless for any damage caused to my property or the general public.

Property Owner Signature: _____ Date: _____

Municipal Director Signature: _____ Date: _____