



CITY OF  
MANITOWOC

Joseph S. McLafferty  
Director, Parks, Recreation  
and Senior Center

**MUNICIPAL TREE COMMISSION MEETING  
CITIZEN PARK CONFERENCE ROOM  
Tuesday, March 10, 2009 4:45 PM**

**MINUTES**

Commissioners Present: Chairman Glenn Pfeffer, Alderman Dean Graunke; Nic Levendusky; Rick Schwarz; and Todd Holschbach

Ex-Officio Members Present: Joe McLafferty, Randy Albright, and Allen Boruch



OFFICE OF  
PARKS, RECREATION  
AND SENIOR CENTER

- I. The meeting was called to order by Chairman Glenn Pfeffer at 4:47 pm.
- II. A motion was made by D. Graunke, seconded by T. Holschbach to amend the minutes of Tuesday, April 25, 2008 meeting. The minutes were amended to read: 35<sup>th</sup> to Custer Street to Meadow Lane, Owner of property is responsible for marking property. The motion carried 5-0 in favor. A motion was made by N. Levendusky, seconded by R. Schwarz to approve the minutes of Tuesday, November 18, 2008. The motion carried 5-0 in favor.
- III. Assistant Parks Director R. Albright reported that there were 51 trees removed from November of 2008 to March of 2009. There are another 27 terrace trees that still need to be removed. The Park staff has removed snow in the terrace areas to continue with the tree removals. The Park staff has worked efficiently to get the list down so they are ready for more calls in the spring. R. Albright described the process of the online Stratapoint system to be used for tree removals.



IV. Old Business

- a. Violation and Penalty Ordinance Counsel-The Assistant City Attorney rendered an opinion on the letter that I sent concerning fines for trees. Currently, the \$25 per tree is the initial citation that can be given for any offense. In addition, the \$4,000 can be requested through the City Attorney's office per tree on top of the \$25 per tree initial fine. The City Attorney may choose to bring this to civil court on top of both of these fines. While talking with Asst. City Attorney Kathleen McDaniel, she is very willing to help us regain all monies for tree damage in the future. Therefore, Kathleen suggested that we seek the restitution money as outlined above for each tree offense.
- b. StrataPoint, Incorporated was hired to do the Park Tree Inventory and put it on the new GIS system. In January, they were asked to put all the current Street Trees on the GIS system as well and to complete a Parks Tree Management Plan. They are currently working through both of these areas to accomplish both of these items by the end of June 2009. The WDNR grant will cover both of these areas as well.

V. New Business

- a. Jeff Edgar from Silver Creek Nurseries contacted Director J. McLafferty about the 2010 Tour Des Trees route. He suggested that we get involved with the tour of our trees group or projects as they go through Manitowoc in 2010. If the Tree Commission is interested, we will make arrangements for an overnight stay for the group and to arrange for a special event in July of 2010.
- b. Director J. McLafferty spoke with Jamie Zastrow the new Executive Director of Mainly Manitowoc for the downtown. She is excited to be in her new role but is trying to figure out what role that Mainly Manitowoc will play in re-establishing the downtown and surrounding areas. She wants to be involved with the downtown beautification and will work with us to improve the landscaping in the downtown area. Jamie will be contacted to talk to the group.

- c. This year the 26<sup>th</sup> Annual Tree City, USA celebration will be on Friday, April 24, 2009. The Commission discussed doing the celebration at Red Arrow Park. The celebration will take place beginning at noon to 1:30pm. The Izaak Walton League will donate two trees for the celebration.
  - d. There is a Smart Growth and Urban Forestry Web Cast, Thursday, March 19, 2009 from Noon to 1:00pm. CST. This is a free web cast and anyone wishing to learn more about this partnership will gain: knowledge about the green infrastructure, urban greening, and land banking. Challenges of creating attractive and healthier built environments, financial sustainability, what authority and partnerships are necessary and why trees should be included in planning. Interested Commissioners will come to Citizen Park for the session. Director J. McLafferty included other dates for upcoming training in 2009.
  - e. Director J. McLafferty asked the Commission if they would like to see a web page created for tree information. Currently, the copies of the agendas and minutes are forwarded to the Clerks Office for record. Joe asked if anyone on the Commission is interested in helping design a new section for trees on the Park and Recreation Web Page. Commissioners commented that they would like to see more information on trees on a webpage.
- VI. Next meeting scheduled for April 24, 2009, 11am at Red Arrow Park, if inclement weather the meeting will be at Silver Creek Fieldhouse.
- VII. A motion was made by R. Schwartz, seconded by N. Levendusky to adjourn the meeting at 5:49pm. The motion carried 5-0 all in favor.