

Dean Fund Committee Meeting
May 18, 2016 @ 9:00 a.m.
Guy C. Larcom City Hall – 6th Floor Conference Room
301 E. Huron St., Ann Arbor
MINUTES

Members Present: Edith Bletcher, Jane Immonen, Ben Muth, Sue Perry, Ken Westerman, Don Wortman

Staff Present: Steve Goebel, Kerry Gray, Matt Waldsmith

Benjamin Muth called the meeting to order at 9:03 a.m.

Public Comment: None

Action Item #1- Approve May 18, 2016 Agenda

Ken Westerman motioned to approve May 18 agenda; **Jane Immonen** seconded the motion. Committee unanimously approved.

Action Item #2- Review April 12, 2016 Meeting Minutes

Sue Perry motioned to approve April 12, 2016 meeting minutes; **Mr. Westerman** seconded the motion. Committee unanimously approved.

Information item #1 Dean Fund Committee Membership

- a. Welcomed newest Committee member Don Wortman
- b. Oath of Office Cards were completed by Edith Bletcher, Ben Muth and Don Wortman
Edith Bletcher term through May 31, 2018
Ben Muth term through May 31, 2018
Ken Westerman term through May 31, 2018
- c. Vacancies
 - a. Still one vacancy on the Committee.

Information Item #2: FY 16 Dean Fund Budget Report & Project Status Updates

Project Update:

- **Vesper Project-** Tree Pruning - \$5,337.51, went over budget for the pruning. There are still 4 crabapple trees that need to be planted at a cost of approximately \$1,300.
Ms. Bletcher motioned to increase the Vesper project budget by \$3,000 to \$6,600 to cover the tree pruning and tree planting; **Ms. Perry** seconded the motion. Committee unanimously approved.
- **Triangle Neighborhood-** Planted 23 trees and ground several stumps in the neighborhood in early May. Charges for this project have not posted to the Dean Fund account yet, it typically takes several weeks. Robert Bauman, the resident who applied to the Dean Fund Committee for planting in the neighborhood handed out doorhangers to residents who received trees ,with the Dean Fund information and the tree care instructions.
- **Scarlett Middle School** – planted 2 trees for Arbor Day/Earth Day with students from Scarlett Middle School on April 29, 2016. The event went very well.
- **Citizen Pruner Program-** Tools for the Citizen Pruner program will be purchased by the end of June.

Information item #3: Forestry Supervisor

Matt Waldsmith will be taking over as Forestry Supervisor as of June 6. Steve Goebel will become the Stormwater Supervisor and will remain there for up to 1 year. Forestry is one of eight areas in Field Operations (Public Works) with eight supervisors that oversee each area. As part of a 5-level progression system, the Supervisors have to become proficient in other work areas to move through the progression levels and build redundancy in the system so the supervisors can assist each other.

Information item #4: Next Meeting Date – June 15, 2016

Mr. Westerman motioned to cancel the June 15 meeting; **Ms. Perry seconded**. Committee unanimously approved.

Discussion Item #1: Main Street Area Association- Elizabeth Dean Promenade Tree Maintenance Proposal

The Main Street Area Association formally requested. \$2,490 for tree maintenance, watering, deep root tree fertilization, weeding and mulch installation of the beds in the Elizabeth Dean Promenade.

Mr. Wortman motioned to approve the Main Street Areas Association’s request for \$2,490 to water and maintain the trees in the Dean Promenade for this growing season. **Mr. Westerman seconded**. Committee unanimously approved.

Committee would like to look into options for maintaining the promenade, including hiring their own contractor to complete the work.

Discussion Item #2: Project Ideas FY 2017

- Identify list of landmark trees along streets that could use work
- Develop long-range plan to guide future Dean Fund supported projects
- Ask Forestry staff for project ideas
- Dean Fund Committee Tour to look at past projects and identify new projects.

Mr. Muth adjourned the meeting at 10:20 a.m.

<u>DEAN FUND BUDGET</u>	FY 16
Investment Income (Projected)	\$25,000
Prior Year Fund Balance	\$30,000
Total	\$55,000

<u>DEAN FUND BUDGET</u>	FY 17
Investment Income (Projected)	\$27,500
Prior Year Fund Balance	\$30,000
Total	\$57,500

Project Name	Approved Amount	Status
Triangle Neighborhood Proposal- Tree Planting (~22 trees)	\$6,600	Approved 10/13/2015
Removal, replacement and trimming of crabapple trees on Vesper St.	\$6,600	Approved \$3,600 10/13/2015 Approved \$3,00 05/18/2016
Citizen Pruner Program	\$2,000	Approved 03/08/2016
Scarlett Middle School tree planting	\$1,000	Approved 04/12/2016
Total	\$16,200	
Remaining Unencumbered Budget	\$38,800	

2016 Meeting Calendar (REVISED)

January 12, 2016 -- CANCELLED

February 9, 2016 -- CANCELLED

March 8, 2016

April 12, 2016

May 18, 2016 (Wednesday)

June 15, 2016 (Wednesday) -- CANCELLED

July 20, 2016 (Wednesday)

August 17, 2016 (Wednesday)

September 21, 2016 (Wednesday)

October 11, 2016

November 8, 2016

December 13, 2016