

## Tree and Landscape Advisory Committee Meeting

Thursday, November 17, 2022

10:00 a.m.

305 SW A Street, Bentonville, AR

Zoom Meeting – the public and non-committee members may contact [bbirchfield@bentonvillear.com](mailto:bbirchfield@bentonvillear.com) to request participation via Zoom.

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**Mission Statement:** The City of Bentonville Tree & Landscape Advisory Committee serves as an advisory committee to the City Council and to City Staff working to maintain, improve, renew and protect the urban forest in public rights-of-way, as well as to share information with the public, enhance appreciation of trees, promote proper tree care, and encourage participation in the development of Bentonville's urban forest.

**Tagline:** Grow with trees.

### Members

Gulizar Baggson, 12/31/23

Nathan Lembke, Chair, 12/31/23

David Short, 12/31/22

Jessie Wagner, Vice-Chair, 12/31/23

Ralph Weber, 12/31/24

Stephen Gilbert, 12/31/24

Mark Bray, 12/31/24

### Ex-Officio City Council

Holly Hook, 12/31/22

### Staff

Baylea Birchfield, Planner

Geoff Braga, Urban Forester

Emily Krol, Horticulturalist

## AGENDA

**OPEN MEETING** - Meeting is being recorded.

**1. \*Meeting Summary Approval –October 20, 2022**

### NEW BUSINESS

**2. Fall Tree Giveaway Recap**

**3. 2022 Tree Giveaway Dates**

- Saturday, April 22<sup>nd</sup> and Saturday, October 21<sup>st</sup>

**4. December meeting**

**5. Open Position**

**ADJOURN MEETING**

*\* Attachment*

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## AGENDA

**OPEN MEETING** - Meeting is being recorded.

### 1. \*Meeting Summary Approval –September 15, 2022

- Motion to approve the minutes by David, seconded by Ralph
- Approved

### OLD BUSINESS

#### 2. **Reminder** - Tree Giveaway is Saturday, October 22<sup>nd</sup>

- Baylea asked which members would be in attendance. David, Ralph, Holly and her son, Jessie, Stephen, Gulizar, and two members of the Planning Department will be in attendance.
- Parks and Rec will not be in attendance. Baylea will make sure the cones are moved out of the stalls and any remaining trees are placed against the building. Parks will arrive early Monday morning to clean any soil in the parking lot.
- \*Vests, tree type sheets, and a planting guide will be available the day of. Ralph will pass out the planting guide to residents when he directs traffic.
- Jessie and Holly will check names off the iPads. Gulizar and Binay will be stationed at the non-reserved area. Everyone else will help load trees into cars.
- Trees are very tall. A reminder email will be sent out tomorrow to ensure the public is aware that they will need a truck to transport their trees.

#### 3. **Tree Preservation and Maintenance Manual**

- Three members of planning staff have begun drafting a manual. They are preparing to present their draft to their director and other departments. Once this is complete, they will share it with the committee.

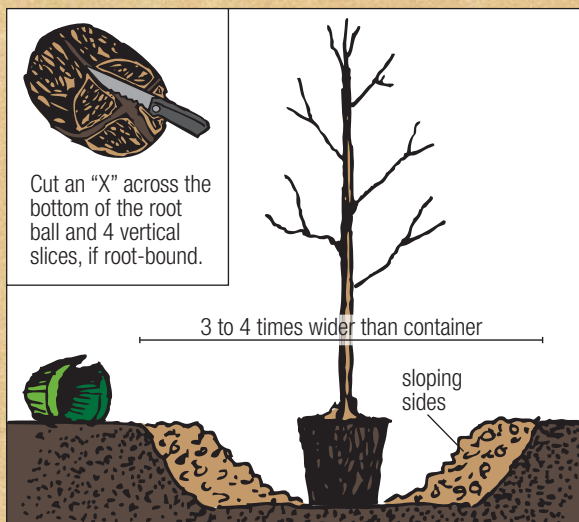
### ADJOURN MEETING

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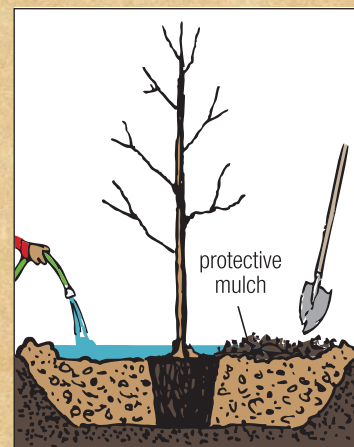
# How to Plant Containerized Trees

*Trees from nurseries are often potted in a container. These instructions are for planting containerized trees.*

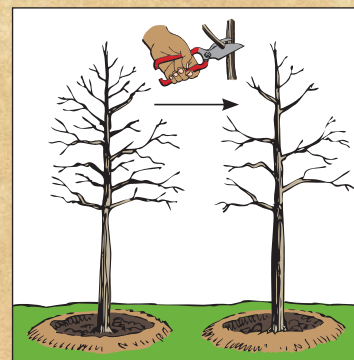
- 1 Dig a hole the same depth of the container and 3 to 4 times wider than the container. The hole should have sloping sides like a saucer to allow for proper root growth.
- 2 Lay the tree on its side and carefully remove the tree from the container, keeping the soil around the roots intact. It helps to tap the outside of the container to loosen the edge. Carefully slide the tree from the container. Don't yank the tree out of the container as this can separate the roots from the tree.
- 3 Sometimes containerized trees become root-bound or the roots look like they're about to circle the root ball. If your tree is like this, cut an X across the bottom of the root ball and four vertical slices along the sides of the root ball with a sharp knife.
- 4 Set the tree in the middle of the hole. Avoid planting the tree too deep. If the root collar sits below the top of the hole, compact some soil under the tree so that the root flare at the base of the trunk is slightly above ground level. Using some soil, secure the tree in a straight position, then fill and firmly pack the hole with the original soil, making sure there aren't any air pockets. Keep backfilling until the soil is just below the root collar.



- 5 Create a water-holding basin around the hole and give the tree a good watering. After the water has soaked in, spread protective mulch 2-4 inches deep in a 3-foot diameter area around the base of the tree, but not touching the trunk.



- 6 The soil and mulch around your trees should be kept moist but not soggy. During dry weather, generously water the tree every 7 to 10 days during the first year. Water slowly at the dripline.
- 7 Remove any tags and labels from the tree as these will affect the tree as it grows. You may need to prune any broken or dead branches. (Please refer to the [arborday.org](http://arborday.org) pruning guide.)



**Fertilizer?** DO NOT use fertilizer, potting soil, or chemicals on your newly planted trees. Such products will kill your young trees.

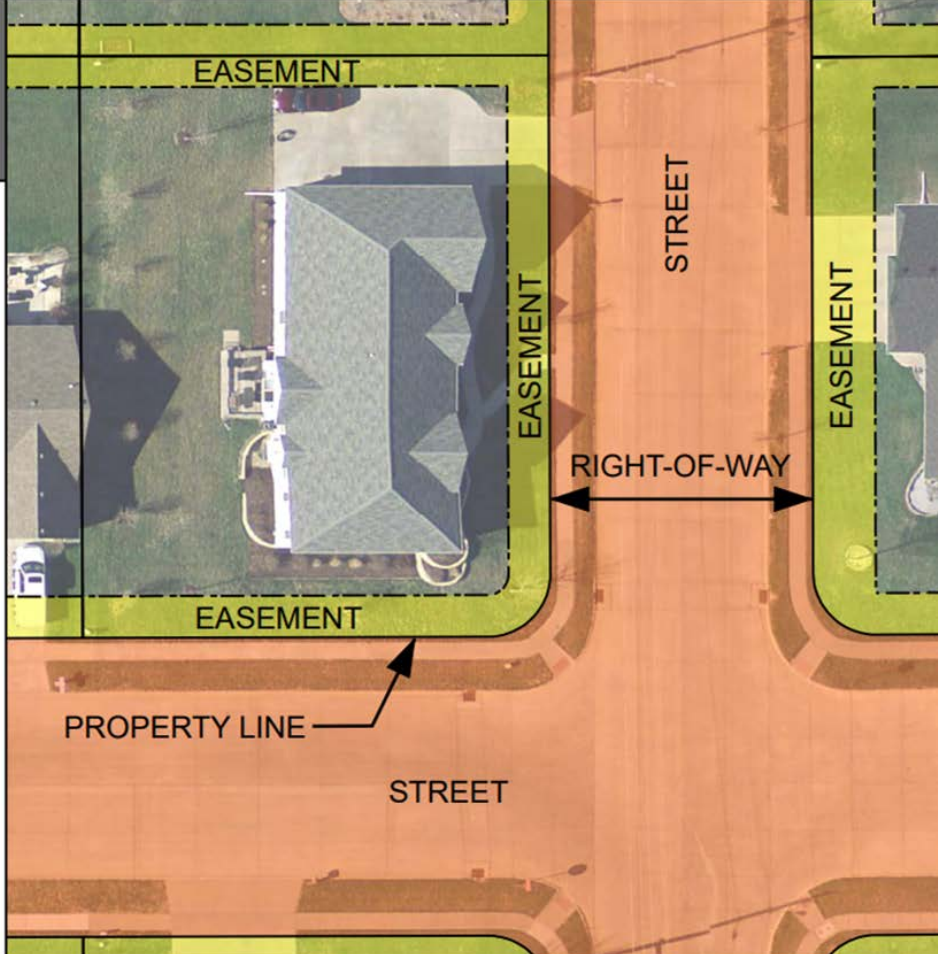


**Watering:** Keeping your trees watered is important during their first year. Keep the soil and mulch moist but not soggy. In dry weather, you should water generously every 7 to 10 days. The water should soak into the soil and mulch. Avoid watering so much that you see standing water.



## When do I need a Right of Way Permit?

ROW permits are always required during any work upon, in, under, above or about any street, alley, curb, gutter, sidewalk, driveway, or any public right-of-way...This includes Tree/Scrub planting. Any trees planted within the ROW without a permit are subject to removal.

<b>Property Easements &amp; Right-of-Way</b>		
<p><b>Easements are:</b></p> <ul style="list-style-type: none"><li>- Areas of your property used for utilities, storm water drainage, sewer lines, etc...</li></ul> <p><b>Easements are not:</b></p> <ul style="list-style-type: none"><li>- To be built on or permanently obstructed without prior authorization.</li><li>- The same size, type, or location for every property.</li></ul> <p><b>Common types of easements:</b></p> <ul style="list-style-type: none"><li>- Utility</li><li>- Access</li><li>- Drainage</li><li>- Temporary construction</li></ul> <p><b>Right-of-Way (ROW) is:</b></p> <ul style="list-style-type: none"><li>- Comprised of the public and private areas of land dedicated to public travel or the provision of utility services.</li><li>- Sidewalks and grassy areas (boulevards) in the ROW are maintained by the adjacent property owner.</li></ul>		

For more information:

