

RECORD OF PROCEEDINGS

Minutes of Tree Board

Held October 21, 2025

Call to Order

Meeting called to order 5:33 PM.

Sylvia Harlow	Chair	Present
Patricia Bond	Member	Present
Sharon Duff	Member	Present
Jeanie Gay	Member	Present
Erica Grooms	Member	Present

Staff Present: Parks and Recreation Director Brent Shane; Building and Zoning Administrator Brent Carpenter

Approval of Minutes

Tree Board Meeting Minutes - August 19, 2025

Mrs. Harlow asked if there were any changes or corrections to the August 19, 2025, Tree Board meeting minutes. Hearing none, the minutes were approved as submitted.

Business

Parks and Recreation Director Brent Shane covered the Tree Board meeting in the absence of City Planner Nick Sorice.

2025 Tree City USA

Mr. Shane said City staff is working on the Tree City USA application which is due December 2, 2025. He stated a lot of work goes into the application process. He reported that the Arbor Day Proclamation was completed in April, the Street Division is maintaining the City-owned trees, and the Parks and Recreation Department held an Arbor Day event where tree saplings were given away. He noted that after the Vision Plan unfolds, hopefully that will be a great thing to add to the application. He said he and Mr. Sorice look forward to giving the board an update on the Tree City USA status, and by the December 16, 2025, Tree Board meeting, the application will have been submitted.

Winter Tree Care Article

Mr. Shane reviewed the educational article regarding prepping trees for the colder weather, especially in southwest Ohio, to make sure the trees are healthy come springtime.

Other Business

There was no other business.

Adjournment

Meeting adjourned at 5:36 PM.

ATTEST: Parks and Recreation Director, Brent Shane

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ATTEST: City Planner, Nick Sorice