

SMITHFIELD CITY TREE COMMITTEE Minutes, January 13, 2026 6:00 P.M.

Present: Haley, Jack, Jeff, Jennifer, Mair, Todd Excused: Nick Reithal

1. **Discussion on Spring activities:** Arbor Day poster contest for elementary (and Sky View?), Health Days: Jeff provided a Poster Contest Rules. Jennifer confirmed poster judges. Posters due by April 24. Jack will ask Kayo to create one page handout for teachers on our theme “America 250, Trees all Shapes, Colors, and Sizes”. Health Days is May 9, where a tree will be planted for Arbor Day. Top poster winners and families from our three elementary schools will be invited to attend tree planting. Jack will order 30 trees from state to be given as prizes at Health Days booth for tree trivia. Todd suggested that tree recipients will be invited to take photos of them planting their trees at home, and photos shared on Tree Committee website. Haley mentioned the National Liberty Tree Planting program that we have the option of participating in. <https://america250sar.org/libertytree/>
2. **Discussion on tree code final draft changes-** Mair and Todd had met with Justin, our City manager, to discuss some questions on the City tree code. Our code allow 5, committee members. We now have 7 counting Todd. Thus we will be designating 2 members as alternates. Considerable discussion ensued regarding wording on street (parking strip) trees vs park trees. Wording was changed for clarification, and adjacent property owner responsibilities for street trees. Todd will share the alterations.
3. **Our tree committee budget-** Todd reported we have \$1,000, our full annual budget. Approximately \$600 will be spent on Arbor Day poster winners and purchasing a tree to be planted in Forrester Acres on Health Days. The remainder may be available as a grant match for City Arborist to purchase more trees for Mack Park should he be successful with his grant application.
4. **City Arborist report.** James has applied for a grant ranging from \$1,500 - \$2,500 to purchase trees for Mack Park. He is quite confident he will be successful. The Tree Committee has offered some dollar matching and in-kind such as labor, and equipment (shovels, etc.)
5. **Discussion on policy for adding tree committee members.** Todd explained the process which is to take names of candidates before the Council and Mayor for approval. Suggestions may come from the Tree Committee members, but not required.
6. **Other business:** Jeff mentioned the new council member Chris Olsen has offered to assist with our tree inventory, which is needed for updating our Tree Management Plan.
7. Next meeting February 3rd

Next Meeting: February 3, 2026