



OFFICIAL PUBLIC NOTICE

MEETING OF THE TREE BOARD

WEDNESDAY, OCTOBER 22, 2025 AT 5:15 PM

CONFERENCE ROOM AT THE MUNICIPAL BUILDING, 450 S. MAIN STREET, RICHLAND CENTER, WI 53581

AGENDA

CALL TO ORDER *Roll Call for the meeting, determine whether a quorum is present; determine whether the meeting has been properly noticed.*

CITY FORESTER UPDATE

[Tree](#) Cut List

Tree Cutting/Pruning Update

[Training](#) Update

REPORTS, REQUESTS, CONCERNS *No action will be taken on any matter originating under this item.*

SET NEXT MEETING DATE

ADJOURNMENT

Posted this 20 day of October, 2025 by 4:30 PM.

Copy to the official newspaper the Richland Observer.

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, City Administrator at 450 S. Main St., Richland Center, WI. 53581 or call 608-647-3466. Notice is hereby given that the council members who are not members of this committee may attend this meeting so as to constitute a quorum of the city council. Any such council member attendance will be for information gathering, discussion, and/or related purposes and will not result in the direct decision making by the city council at the committee meeting. The City of Richland Center is an equal opportunity employer, provider, and lender.

2026 Tree Cut List

LOCATIONS	# & TYPE OF TREE	LETTER SENT	NEW TREE	CUT DATE	STUMPS DATE
591 E 4th St	1 Maple 1 tree at corner				
Corner Haseltine & East					
290 W Union St	1 Ash				
Free methodist church	1 Crabapple				
432 N Park St	1 Ash				
809 E Burton St (on Rosa)	1 Maple				
813 Park St	1 Maple				
309 Third St	Small Ornamental				
Red Playground	1 Maple				
493 Grove St	1 Pine				
TRIMMING	OWNER CONTACT		PHONE #	TREE TYPE	DATE TRIM
HAZARD TREES PENDING	OWNER		LETTER SENT	TREE TYPE	CUT??

Community Tree Management Institute 2025-2026

Daily Schedule

TUESDAY NOVEMBER 4, 2025 – GREEN LAKE CONFERENCE CENTER

4:00PM Registration Opens, Bauer Lodge

Visit the check-in table for your room key, meal tickets and other registration materials. Find your room in Bauer Lodge, get comfortable and explore your surroundings!

5:30–6:30PM Dinner, Kraft Center

Get acquainted with CTMI staff and fellow students over dinner.

WEDNESDAY, NOVEMBER 5, 2025 – GREEN LAKE CONFERENCE CENTER

7:15–8:15AM Breakfast, Kraft Center

7:30AM Registration Reopens, Bauer Lodge

November 5th arrivals need to stop by the check-in table for a room key and other registration materials.

Unless otherwise noted, all lessons will take place in the Morehouse Room, Bauer Lodge

8:15AM CTMI Orientation

Find out what CTMI is about, what to expect and what's expected of you. Become better acquainted with other students.

8:35AM Urban & Community Forestry (U&CF): A Canopy View – Dan Buckler

What is an urban forest? How does a healthy urban forest benefit your community? What are the characteristics of the urban forest in your community and how can management increase its benefits?

9:30AM Break

9:55AM Connecting U&CF with Land Use and Other Community Issues – Eric Olson

Comprehensive planning is central to effective local governance. Explore the relationship between urban forests and community growth, land use, economic development and other local governance issues in communities of various sizes.

10:35AM Break

- 10:40AM Maximizing Small-Community Forestry Programs – Sarah Repp & Kirk Packard**
Can small communities have effective U&CF programs? Yes, they can! An experienced forester from a smaller Wisconsin city shares insights and tips for overcoming common small-community challenges to help you make that 20% of your job 100% effective.
- 11:30AM Tree Politics & Policy – PANEL DISCUSSION – Mike Jentsch, Sarah Repp & Kirk Packard**
We'll examine the political nature of urban forestry, including local political structure and processes, roles in the political arena, and the concept of political capital. The theme of this lesson is navigating tree politics by cultivating key relationships and creating opportunities for win-win situations.
- 12:00PM-1:00PM Lunch, Kraft Center**
- 1:00PM Community Awareness & Support – Mike Jentsch**
Does your community value trees and support budget expenditures for tree management? Learn strategies other Wisconsin municipalities use to get residents and decision makers to value trees and support local forestry programs.
- 1:45PM Developing a Leadership Approach to UCF – Wendy Herman**
To be effective, program managers need leadership skills. Not a born leader, you say? In this lesson, you will use the results of your *As I See Myself* personal style profile to develop – or improve on – a leadership style that's uniquely you.
- 2:45PM Break**
- 3:00PM Community Awareness & Support – EXERCISE – Jenn Janness**
Come prepared to tackle some public awareness problems & create marketing plans unique to those situations.
- 3:50PM Citizen Tree Boards & Other Program Volunteers – John Norquist**
Does your forestry program have—or need—a citizen tree board? Though tree boards can be powerful advocates, recruiting and managing program volunteers can be a challenge! Learn tips and tricks for working with tree boards and volunteers from an experienced pro who has been involved in one of the most active tree boards in the state.
- 4:50PM Daily Review**
- 5:00PM Adjourn**
- 5:05PM Group photo**
- 5:30–6:30PM Dinner, Kraft Center**

THURSDAY, NOVEMBER 6, 2025 – GREEN LAKE CONFERENCE CENTER

Room check-out is 10:00AM

7:15–8:15AM Breakfast, Kraft Center

8:15AM Trees & Legal Issues – Kassie Lang

Delve into the important and sometimes mystifying topics of municipal authority, responsibility and liability for urban trees. Become familiar with common terminology & standards and understand the legal basis for urban tree management in Wisconsin.

9:45AM Break

10:05AM Tree Ordinance Development & Administration – Abby Krause

Municipal tree ordinances can be effective tools or just a lot of words not worth the paper they're printed on. What makes the difference? Learn how to develop (or revise) and use ordinances and other regulatory tools to accomplish U&CF program management goals.

11:00AM Break (and/or floating time)

11:15AM UCF Program Budgeting & Financing – Jay Dampier

Is there a magic money tree somewhere? Delivering forestry services with ever-shrinking budgets compels thinking beyond traditional funding methods. This lesson will help you determine, prioritize and make a case for your program's budget needs and discuss some possible funding alternatives.

12:00AM–1:00PM Lunch, Kraft Center

1:00PM Partnerships – Dennis Fermenich

Partnerships can be an efficient way to complete a project, engage the community and expand your base of support. Learn techniques and tools for maintaining effective partnerships and connecting with local funders. Bring your own successful partnerships to share.

1:30PM Working with Utilities – ATC rep (Joe Benzschawel?) & Paul Fliss

Coexistence between trees and electric utilities is an achievable goal. This lesson includes some basics about electric lines and tree practices within the utility corridor, then proposes ideas for engaging your utility service provider as a partner in vegetation management to create win-win-win situations.

2:20PM Break

- 2:40PM Partnership – EXERCISE – Laura Buntrock**
This small-group exercise will hone students' skills identifying, recruiting and working with possible program partners to strengthen their U&CF program back home.
- 3:25PM Introduction to Student Projects; Daily Review – Olivia Witthun**
Become acquainted with the student project requirement of CTMI. The day will end with a brief wrap-up and an opportunity for your feedback & questions.
- 3:35PM Adjourn**
Safe travels; see you in March!