



## **CITY OF WILLARD TREE BOARD MEETING**

**December 11, 2025 at 4:00 PM**

**Willard Community Center, 222 W. Jackson St., Willard,  
MO**

### **AGENDA**

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Update Posted on December 9, 2025, at 4:00 p.m.

The tentative agenda of this meeting includes:

#### **CALL THE MEETING TO ORDER**

- 1. ROLL CALL**
- 2. APPROVAL OF MINUTES**
  - A. September Minutes**
- 3. DISCUSSION ON THE 2026 BUDGET**
- 4. NEW BUSINESS**
- 5. UNFINISHED BUSINESS**
- 6. ADJOURN MEETING**

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Rebecca Hansen, City Clerk

CITY OF WILLARD TREE BOARD MEETING  
MINUTES

September 4, 2025

Willard Community Building, 222 W. Jackson St., Willard, Missouri

**Call to Order:**

The meeting was called to order at 4:00 p.m. by Jason Knight, Parks Director and acting Board Chair.

**Roll Call:**

**Members Present:** Rick Flint, Duane Parker, Janine Clark-Berry, Rick Stenberg

**Guest Present:** Justin Holmes (MDC)

**Staff Present:** Jason Knight (Parks Director)

**Agenda Items:**

- Roll Call
- New Business
- Old Business
- Close Meeting

**New Business**

**1. Arbor Day Event – October 30, 2025**

The board discussed plans for the upcoming Arbor Day event scheduled for October 30, 2025. Ideas included educational signage, a short presentation on proper tree care, and involving local school groups or community volunteers in planting or mulching activities. Holmes offered to assist with providing educational materials and suggested highlighting the city's Tree City USA status as part of the event promotion.

**2. General Discussion of Needed Tree Work**

The board engaged in a general discussion of tree maintenance needs throughout the city, including pruning of low limbs along sidewalks and trails, removal of declining trees in high-traffic areas, Knight agreed to coordinate with Public Works to prioritize locations and to consult with MDC on best practices for pruning and hazard mitigation where necessary. Holmes reiterated MDC's willingness to provide technical guidance on site-specific issues.

**Old Business**

**1. Follow-Up on October Planting**

Knight provided an update on the planned planting at the Frisco trailhead and other designated areas, scheduled for October. Grant funding for the project has been confirmed. Holmes restated that a fall planting timeline remains appropriate but noted that site preparation—such as vegetation control and soil assessment—should be completed in advance. Clark-Berry again expressed support for prioritizing native species in the planting plan. Holmes confirmed that using native trees will continue to benefit the city's scoring for related grants and cost-share opportunities.

**Adjournment**

Flint made a motion to adjourn the meeting. The motion was seconded by Stenberg. The meeting was adjourned at 4:45 p.m.

**Minutes Prepared By:**

Jason Knight, Parks Director

September 4, 2025