



Zebulon Parks & Recreation Department  
Tree Board  
October 19, 2020

The Town of Zebulon Tree Board will hold a meeting on Monday, October 19<sup>th</sup>, 2020 immediately following the Parks and Recreation Advisory Board Meeting. The Parks and Recreation Advisory Board Meeting begins at 6:00 PM. Both meetings will be held at the Zebulon Town Hall, 1003 N. Arendell Avenue.

### Meeting Agenda

1. Call to Order
2. Approval of Agenda
3. Public Comment: Due to Covid-19, all wishing to speak must submit comments, 400 words or less, to Hannah Blische (hblische@townofzebulon.org) by 3 PM on October 19th. Comments will be read as written to the Parks and Recreation Board at the time of public comments.
4. Consent
  - a. Adoption of Minutes
    - i. September 21<sup>st</sup>, 2020
5. New Business
  - a. Tree City USA Projects
  - b. Little River Park- Urban Forestry Plan Implementation: Kudzu
6. Open Discussion
7. Staff Update
  - a. Board Next Steps
8. Adjournment

**Zebulon Parks & Recreation Department  
Tree Board Meeting  
September 23, 2020**

The Town of Zebulon Tree Board will hold a meeting on Monday, September 21st, 2020 immediately following the Parks and Recreation Advisory Board Meeting. The Parks and Recreation Advisory Board Meeting begins at 6:00 PM. Both meetings will be held at the Zebulon Town Hall, 1003 N. Arendell Avenue.

Board Member Attendance: Andi Wrenn, Debbie Wheless, Dexter De'Andre Privette, Garrett Underhill

**Meeting Agenda**

1. Call to Order  
Start – 7:51 PM  
Andi Wrenn called the meeting to order
2. Approval of Agenda  
1<sup>st</sup> Dexter Privette  
2<sup>nd</sup> Garrett Underhill  
All voted in favor
3. Public Comment  
No Comments
4. Consent
  - a. Adoption of Minutes
    - i. October 21<sup>st</sup>, 2019  
1<sup>st</sup> Debbie Wheless  
2<sup>nd</sup> Dexter Privette  
All voted in favor
5. Presentations
  - a. Tree City USA Projects – Tim Hale presented
    - Last year ZPRD took on the Tree City USA project
    - Tim Hale has been facilitating Tree City USA
    - In order to gain Tree City USA status must meet certain standards
    - Tree City has discouraged having arbor day celebrations during COVID
    - Zebulon still plans to designate a day as arbor day in Zebulon this year
    - This year, would like to match the opposite side of the sidewalk by lining with single stem white crepe myrtles at Wakelon Elementary.
    - As we move forward, the tree board is encouraged to be thinking about places in town that would like to see trees and share some ideas.
  - b. Urban Forestry Plans- Sheila Long Presented
    - When the tornado hit little river park, 80 trees were damaged
    - NC forestry service created an urban forestry plan for \$5 per acre at both Little River Park and Zebulon Community Park.
    - Community Park:
      - Identified potential for beetles, diseases, and other things to be on the lookout for
      - Frisbee golf course is very bare from heavy use. We have already tasked staff with putting extra focus on disc golf course

- Tree monitoring at community park that may need to come down. We just had 7 trees removed that were dead and a hazard.
  - Invasive planting such as Privette should be considered for removing.
  - Pollinator habitats, stream restoration, etc. suggested
  - Little River Park:
    - Some damage to tree floor with storm recovery.
    - Continue tree monitoring.
    - Most notable concern is the amount of invasive plants such as kudzu. They stated that herbicides will provide the most cost effective and eradivative methods to remove it. An area of about 8 acres at Little River has been taken over by Kudzu. Sheila requested a quote from Restoration Sytems to eradicate the Kudzu. They have extensive experience with stream restorations and conservation efforts. The year long process will be just over \$11,000. We are asking the tree board to consider if it wants to recommend funds be requested in the upcoming budget year to address the Kudzu.
    - Andi Wrenn asked if we had considered goats.
      - Sheila responded that, yes, we very favorably considered goats and had talked with others who had experience with goats. The downside of goats is that the forestry service believes it would take 4 years to effectively eradicate the kudzu with goats and that Kudzu is highly flammable in its doormat state and there is a lot there that continues down Gannon Avenue. There is also a loss of recreation potential.
    - Garrett Underhill asked if we had considered a controlled burn.
      - Sheila Long responded that we asked the forestry service if this location would be a good candidate for a controlled burn and they shared that it was not.
    - Look through the plan, ask questions, Sheila Long will be asking the board if the request that this be included in the operating budget for next year.
6. Open Discussion
7. Staff Updates
- a. Next Regular Meeting: **October 19th**
8. Adjournment
- Andi Wrenn moved to adjourn the meeting
- 1<sup>st</sup> Debbie Wheless
- 2<sup>nd</sup> Garrett Underhill
- All voted in favor
- End - 8:14 PM



STAFF REPORT  
Tree City USA  
October 19, 2020

**Topic: Park Rules**

From: Sheila Long, Parks & Recreation Director  
Prepared by: Tim Hale, Community Center Coordinator  
Sheila Long, Parks & Recreation Director

**Executive Summary:**

The Board received information pertaining to the 2020 Tree City USA Arbor Day project. The board is being asked if they want to proceed with the Arbor Day project as presented at Wakelon Elementary School

**Background:**

In order for the Town of Zebulon to maintain its "Tree City USA" recognition, the town must meet 4 standards established by the Arbor Day Foundation and the National Association of State Foresters. The 4 standards include a tree board, a tree care ordinance, a community forestry program with an annual budget of at least \$2 per capita, and an Arbor Day Observance and Proclamation.

These standards were established to ensure that every qualifying community would have a viable tree management plan and program. The Town of Zebulon has proudly earned the Tree City USA distinction 15 years in a row, dating back to 2005 and has also received the Tree City USA Growth Award in 2008.

For our 2020 Arbor Day Observation, staff would like to plant 5 single stem white Crape Myrtle's at the Wakelon Elementary School Upper Soccer Field. These new trees will take the place of existing trees that have died, and in some cases, been removed from this site. It will also tie together the project from 2019 and take us to completion at the Wakelon Elementary School soccer site for now. Once mature, these Crape Myrtle's, or Natchez Crape Myrtle officially, will be a large shrub or small tree with smooth, dark, cinnamon brown, exfoliating bark. Glossy dark green leaves turn vibrant orange-red in fall. Panicles of pure white, soft textured flowers bloom all summer. These trees make an excellent specimen or accent and are perfect for group planting.

This standard requiring an event to observe Arbor Day has been waived for 2020 due to COVID-19. We will still work with the Mayor to do a proclamation in the month of November.

**Discussion:**

The discussion before the board is whether to approve the recommended 2020 Tree City USA Arbor Day project as presented for Wakelon Elementary School.

Sample motion:

*I make a motion to approve the recommended 2020 Tree City USA Arbor Day project as presented for Wakelon Elementary School.*



STAFF REPORT  
Little River Park- Urban Forestry Plan Implementation- Kudzu  
October 19, 2020

**Topic: Park Rules**

From: Sheila Long, Parks & Recreation Director  
Prepared by: Sheila Long, Parks & Recreation Director

**Executive Summary:**

The Board received information pertaining to implementing the Little River Urban Forestry Plan recommendation to eradicate Kudzu and other invasive plants from the property. The board is being asked if they want to recommend this project be proposed in the upcoming budget process.

**Background:**

Following the tornado at Little River Park last year which damaged more than 70 trees, the town worked with the NC forestry service to create an urban forestry plan at Little River Park. Among their recommendations, the forestry service recommended removal of invasive species such as the Kudzu which has taken over a majority of the Eastern side of the park. The Forestry Service stated herbicides will provide the most cost effective and efficient method to remove it. An area of about 8 acres at Little River has been taken over by Kudzu.

Restoration Systems was asked to provide a quote to eradicate the Kudzu. They have extensive experience with stream restorations and conservation efforts. The year long process will be just over \$11,000.

**Discussion:**

The discussion before the board is whether or not to recommend the Invasive Plant/Kudzu Removal project in the FY 22 budget process.

Sample motion:

*I make a motion to recommend the parks and recreation staff request funding in the FY22 budget process to eradicate the invasive plants such as Kudzu at Little River Park by means of herbicide treatment.*



September 9, 2020

Project: Little River Park, Town of Zebulon : Kudzu Treatment

On behalf of Restoration Systems (RS), we appreciate the opportunity to propose a quote for managing kudzu within the Town of Zebulon's Little River Park off Water Plant Road. As we discussed in person, multiple treatments are required to fully control this species in this setting. There is plenty of literature regarding effective treatment approaches- I recommend the [NC Invasive Plant Council website](#) as a starting point to learn more. Ideally you would develop an integrated pest management plan (IPM) for all of your properties that allows you to rely on your regularly scheduled grounds crews for necessary treatments once you have the larger areas back under control. In the long run this is the most cost-effective way to keep invasive species in check. If you decide to follow that approach we are happy to work as a consultant to assist with the plan development and execution.

Our current proposal is focused on the +/- 8 acres of kudzu off of Water Plant Road. We suggest that you begin the treatment effort with a chemical treatment in the 2020 growing season, to be completed by October 9th, 2020. Low vines would be treated with a broadcast foliar treatment, while larger climbing vines would be treated with a cut stump application. See Quote 1.

Because multiple treatments will be required for full control I have added a second option for your review. Quote 2 includes the initial 2020 treatment (as in Quote 1) and adds two additional treatments to be performed next growing season. Table 1 details each quote along with our methods and pricing.

Table 1: Methods and Prices

Proposal:	Method	Treatment Period	Number of Treatments	Price
Quote 1	Broadcast Spraying, Cut and Stump Spray	September 2020 – October 2020	1	<b>\$5,865.00</b>
Quote 2	Broadcast Spraying, Cut and Stump Spray	September 2020 – October 2021	3	<b>\$11,471.25</b>

Payment for Quote 1 would be due upon completion of the work. Table 2 details the payment terms for Quote 2 based on treatment milestones.

Table 2: Quote 2 Payment Milestones

Milestone	Percentage of total price	Payment Amount
Late-Growing Season Sept - Oct 2020	50%	<b>\$5,735.63</b>
Early-Growing Season March - June 2021	25%	<b>\$2,867.81</b>
Late-Growing Season June – Oct 2021	25%	<b>\$2,867.81</b>

Feel free to contact me with any questions at 252-299-1655 or [mharrell@restorationsystems.com](mailto:mharrell@restorationsystems.com).

Sincerely,

Matthew Harrell  
 Restoration Systems, LLC