

**MEETING:                   REGULAR MEETING OF THE TREE ADVISORY BOARD**

**DATE & TIME:           Thursday, July 9, 2026 at 1:30 PM**

**LOCATION:                   Germantown Village Hall Board Room  
N112 W17001 Mequon Road**

**NOTICE:** Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to [comments@germantownwi.gov](mailto:comments@germantownwi.gov) by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

## **AGENDA**

- I.     **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II.    **ROLL CALL:**
- III.   **ANNOUNCEMENTS:**
- IV.    **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a four (4) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.) Comments that may be injurious to village personnel or other individuals will not be allowed.*
- V.     **MEETING MINUTES:**
  - A.     March 5, 2026, Meeting Minutes (ACTION)
- VI.    **UNFINISHED BUSINESS:**
  - A.     Section 1.331 Tree Advisory Board Municipal Code Review (DISCUSSION AND POSSIBLE ACTION)
  - B.     Germantown Approved Tree List Review (DISCUSSION AND POSSIBLE ACTION)
- VII.   **NEW BUSINESS:**
  - A.     Memorial Tree & Bench Program Revitalization (DISCUSSION AND ACTION)
  - B.     Review of 2026 and 2027 Budget for Tree Maintenance (DISCUSSION AND ACTION)
  - C.     Review of 2026 and 2027 Budget for Tree Replacement (DISCUSSION AND ACTION)
  - D.     Leadership Germantown Group Project Proposal (DISCUSSION AND POSSIBLE ACTION)
- VIII. **NEXT MEETING DATE:**
- IX.    **ADJOURNMENT:**

TREE ADVISORY BOARD AGENDA

July 9, 2026

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UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Village Clerk at (262)250-4745 at least 2 days prior to the meeting.

Notice is hereby given that a possible quorum of other boards, committees, and/or commissions may attend this meeting to gather information about an item over which they have decision-making responsibility. This may constitute a meeting of these bodies per State ex rel. Badke v Greendale Village Board, even though these bodies will not take formal action at this meeting.

<b>MEETING:</b>	<b>REGULAR MEETING OF THE TREE ADVISORY BOARD</b>
<b>DATE AND TIME:</b>	<b>Thursday, March 5, 2026 5:30 PM</b>
<b>LOCATION:</b>	<b>Germantown Village Hall Conference Room A N112W17001 Mequon Road</b>

**MINUTES**

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

Chairperson Trustee Jan Miller called the Tree Advisory Board meeting to order at 5:31 PM.

- II. **ROLL CALL:**

**Present:** Trustee Jan Miller, Citizen Member Elizabeth Tarantino, Village Forester Nathan Schuettpelz

**Also Present:** Superintendent of Highways, Parks, Buildings, and Grounds Scott Anderson, Deputy Clerk Maddy Laufenberg

- III. **INTRODUCTIONS:**

- IV. **ANNOUNCEMENTS:**

Trustee Miller announced Arbor Day (April 24, 2026) and Earth Day (April 22, 2026).

- V. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a four (4) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.) Comments that may be injurious to village personnel or other individuals will not be allowed.*

- VI. **NEW BUSINESS:**

- A. Section 1.331 Tree Advisory Board Municipal Code Review (DISCUSSION AND POSSIBLE ACTION)

Board members reviewed section 1.331 of the Germantown Municipal Code relating to the Tree Advisory Board and discussed a general schedule for future meetings. Forester Scheuttpelz advised that meetings held in January, July, and December

would be most beneficial so that direction may be given during planting, pruning, and budget periods throughout the year.

B. Village Comprehensive Tree Program Review (DISCUSSION AND POSSIBLE ACTION)

Board members reviewed the Village Comprehensive Tree Plan and discussed the memorial tree and bench program, updating the Village website with relevant information, and the Village budget for tree maintenance.

C. Section 17.60 Trees Municipal Code Review (DISCUSSION AND POSSIBLE ACTION)

This item was postponed to a later meeting.

D. Germantown Approved Tree List Review (DISCUSSION AND POSSIBLE ACTION)

This item was postponed to a later meeting.

**VII. NEXT MEETING:**

July 9, 2026, and July 16, 2026, at 1:30 PM were tentatively reserved for the next meeting of the Tree Advisory Board.

**VIII. ADJOURNMENT:**

Chairperson Trustee Jan Miller adjourned the Tree Advisory Board meeting at 6:57 PM.

**BUSINESS OF THE TREE ADVISORY BOARD**

MEETING DATE: July 9, 2026

PLACEMENT: Action Item

ITEM TITLE: Section 1.331 Tree Advisory Board Municipal Code Review  
(DISCUSSION AND POSSIBLE ACTION)

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. GermantownWICodeofOrdinances (5)

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

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### **1.331 TREE ADVISORY BOARD. (Cr. Ord. #05-2025)**

- (1) **CREATION.** There is hereby created a Tree Advisory Board of the Village of Germantown.
- (2) **MEMBERSHIP.** The Tree Advisory Board shall consist of 3 regular members. The membership shall consist of a Village Trustee, one citizen, and the Village Forester. The Village Trustee and citizen members shall be appointed by the Village President and confirmed by the Village Board.
- (3) **TERM.** The Village Trustee and citizen members shall be appointed for staggered two-year terms. The initial appointment of the Village Trustee shall be for one year, and the initial appointment of the citizen member shall be for two years. In the event that the term of the Village Trustee member extends beyond that person's term of office on the Village Board, a vacancy shall be deemed to exist which shall be filled for the residue of the term in the manner provided for in section 1.331(2). The Village Forester shall hold office conterminous with their appointment as the Forester.
- (4) **CHAIR.** The Village Trustee member shall be the chairperson of the Tree Advisory Board.
- (5) **MEETINGS.** Meetings of the Tree Advisory Board shall occur at the call of the chairman or a majority of the members of the Board.
- (6) **DUTIES AND AUTHORITY.**
  - (a) The Board shall render such advice and recommendations as it deems appropriate with respect to the Comprehensive Tree Plan.
  - (b) The Board shall annually render advice and recommendation to the Public Works and Highways Committee with respect to the Village's annual operation plan, communication plan, and 5-year plan. The Board shall also render such advice, recommendation, or report as may be requested by the Plan Commission, Public Works and Highways Committee, and/or Village Board.
  - (c) The Board shall hear and decide appeals under section 17.60(9).

**BUSINESS OF THE TREE ADVISORY BOARD**

MEETING DATE: July 9, 2026

PLACEMENT: Action Item

ITEM TITLE: Germantown Approved Tree List Review (DISCUSSION AND POSSIBLE ACTION)

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. Approved Trees\_Comprehensive Tree Plan - Final Draft\_2

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

followed this rule, or perhaps maintained even less tree diversity, may have lost as many as one in five trees because of EAB.

The Village of Germantown now adopts a “20-10-5” rule. This means that no more than twenty percent of trees will be planted from one family, no more than ten percent from one genus and no more than five percent from one species. This rule will be evaluated in future years as current research seems to indicate that even more species diversity may be required to ensure the most resilient urban forest.

It is also worth noting that diversity should address age, size and location and those factors should play a role in decisions that are made regarding new planting.

**Geographic Information System (GIS).** The Germantown GIS must be updated with the location, species and year planted for all trees. Similarly, if an identified tree plot is left vacant the GIS must be updated.

**Condition Assessment:** Over a 5-year cycle, the Village will conduct a condition assessment of all urban trees identified in GIS. The condition rating will be added as an attribute to the tree asset in GIS.

**Approved Tree List.** The following trees are approved for planting in the ROW and parks:

*SMALL TREES*

Scientific Name	Common Name	Cultivars
<i>Amelanchier arborea</i>	Downy Serviceberry	
<i>Amelanchier x grandiflora</i>	Apple Serviceberry	‘Autumn Brilliance’, ‘Robin Hill’
<i>Amelanchier laevis</i>	Allegheny Serviceberry	‘Cumulus’, ‘Lustre’
<i>Carpinus caroliniana</i>	American Hornbeam	‘Firespire’
<i>Cercis canadensis</i>	Eastern Redbud	
<i>Crataegus crusgalli inermis</i>	Thornless Cockspur Hawthorn	
<i>Crataegus phaenopyrum</i>	Washington Hawthorn	
<i>Crataegus viridis</i>	Winter King Hawthorn	‘Winter King’
<i>Maackia amurensis</i>	Amur Maackia	‘Starburst’, ‘Summertime’, ‘JFS-Schichtell’
<i>Malus spp.</i>	Flowering Crabapple	‘Adirondack’, ‘Jewelcole’, ‘Bob White’, ‘Harvest Gold’, ‘Jackii’, ‘Prairiefire’, ‘Professor Sprenger’, ‘Red Bud’, ‘Royal Raindrops’, ‘Sugar Tyme’, ‘Lanzam’, ‘Hargozam’
<i>Ostrya virginiana</i>	Ironwood	

<i>Syringa pekinensis</i>	Peking Lilac	'China Snow'
<i>Syringa reticulata</i>	Japanese Tree Lilac	'Ivory Silk', 'Summer Snow', 'Snowcap', 'Ivory Pillar', 'Snowdance'
<i>Cornus mas</i>	Cornelian Cherry Dogwood	'Golden Glory'
<i>Prunus sargentii</i>	Sargent Cherry	'JFS-KW58'

#### MEDIUM TREES

Scientific Name	Common Name	Cultivars
<i>Aesculus glabra</i>	Ohio Buckeye	'Sunset'
<i>Cladrastis kentuckea</i>	American Yellowwood	
<i>Carpinus betulus</i>	Hornbeam	'JFS-KW1CB'; 'Fastigiata'
<i>Phellodendron amurense</i>	Amur Cork tree	
<i>Nyssa sylvatica</i>	Black Tupelo	
<i>Tilia spp.</i>	Linden	'Crimean'; 'Harvest Gold'; 'Sterling'; PNI 6051'

#### LARGE TREES

Scientific Name	Common Name	Cultivars
<i>Aesculus flava</i>	Yellow Buckeye	
<i>Carya cordiformis</i>	Bitternut Hickory	
<i>Celtis occidentalis</i>	Hackberry	'Prairie Pride', 'Chicagoland', 'Windy Village', 'JFS-KSU1'
<i>Cercidiphyllum japonicum</i>	Katsuratree	
<i>Corylus colurna</i>	Turkish Filbert	Autumn Gold'
<i>Eucommia ulmoides</i>	Hardy Rubber Tree	
<i>Gingko biloba</i>	Gingko (male only)	Autumn Gold', 'Magyar', 'Princeton Sentry'
<i>Gleditsia triacanthos inermis</i>	Thornless Honeylocust	Imperial', 'Shademaster', 'Skyline/Skycole', 'Sunburst', 'Street Keeper/Draves'
<i>Gymnocladus dioicus</i>	Kentucky Coffeetree	'Espresso', 'Prairie Titan', 'Decaf'
<i>Liriodendron tulipifera</i>	Tuliptree	
<i>Platanus x acerifolia</i>	London Planetree	'Exclamation'
<i>Quercus bicolor</i>	Swamp White Oak	

<i>Quercus x</i> 'Crimschmidt'	Crimson Spire Oak	
<i>Quercus macrocarpa</i>	Bur Oak	
<i>Quercus robur</i>	English Oak	'Skymaster', 'Regal Prince', 'JFS-KW1QX'
<i>Quercus rubra</i>	Red Oak	
<i>Quercus x macdanielii</i> 'Clemons'	Heritage Oak	
<i>Quercus muehlenbergii</i>	Chinkapin Oak	
<i>Quercus x schuettei</i>	Swamp x Bur Oak	
<i>Ulmus x</i>	Hybrid Elm	'Accolade', 'New Horizon', 'Regal', 'Triumph', 'Discovery', 'Frontier', 'Pioneer', 'Cathedral'
<i>Ulmus parvifolia</i>	Lacebark Elm	

#### EVERGREENS TREES

Do not plant on streets, evergreens obstruct visibility making them hazardous on street locations. Acceptable trees for parks and non-street tree locations.

Scientific Name	Common Name	Cultivars
<i>Abies concolor</i>	White Fir	
<i>Xanthocyparis nootkatensis</i>	Nootka Cypress	
<i>Juniperus chinensis</i>	Chinese Juniper	Iowa', 'Mounntbatten'
<i>Juniperus x</i>	Star Power Juniper	JN Select Blue'
<i>Picea glauca var. densata</i>	Black Hills Spruce	
<i>Picea omorika</i>	Serbian Spruce	
<i>Pinus bungeana</i>	Lacebark Pine	
<i>Pinus flexilis</i>	Limber Pine	Vanderwolf's Pyramid'
<i>Pinus strobus</i>	Eastern White Pine	Fastigiata'
<i>Pinus sylvestris</i>	Scotch Pine	
<i>Pseudotsuga menziesii</i>	Douglasfir	
<i>Thuja occidentalis</i>	Arborvitae	Smaragd', 'Hetz Wintergreen', 'Sunkist', 'Techny'

<i>Thuja plicata</i>	Western White Cedar	
<i>Tsuga canadensis</i>	Canadian Hemlock	
<i>Metasequoia glyptostroboides</i> *	Dawn Redwood*	‘Gold Rush’
<i>Taxodium distichum</i> *	Baldcypress*	‘Shawnee Brave’

The approved tree list is comprehensive, but subject to annual review with the update of this plan. The list provides the species of tree and its projected crown height when fully mature. Trees are placed in three categories:

Small (mature crown height under 30 feet)

Medium (mature crown height between 30 and 45 feet)

Large (mature crown height over 45 feet)

**New Planting Locations.** Street trees are a vital part of public infrastructure, reducing stormwater runoff, reducing heat, enhancing property values, and providing wildlife habitat. However, street trees share space with other public infrastructure, requiring careful selection of tree planting locations in the right-of-way. Because of this the following should take place:

*Utility marking:* The applicant shall call Diggers Hotline to identify the locations of underground utilities before identifying a new location or conducting any ground-disturbing activities.

*Utility and Infrastructure Spacing:* An appropriate amount of space must be allocated between a new tree planting location and existing infrastructure.

*Spacing requirements:* Mature tree size and planting site size define the minimum tree spacing requirements. Alternative designs may be approved by the Village Forester.

Large planting sites:

Improved sites greater than or equal to 6.0 feet wide without overhead high-voltage wires

Unimproved sites without overhead high-voltage wires

Medium planting sites:

Improved sites greater than or equal to 4.0 feet wide but less than 6.0 feet wide with or without overhead high-voltage wires

Improved sites greater than or equal to 6.0 feet wide with overhead high-voltage wires

Unimproved sites with overhead high-voltage wires

Small planting sites:

**BUSINESS OF THE TREE ADVISORY BOARD**

MEETING DATE: July 9, 2026

PLACEMENT: Discussion

ITEM TITLE: Memorial Tree & Bench Program Revitalization (DISCUSSION AND ACTION)

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. celebration tree brochure\_202105141531468712

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

Austrian White Pine



Bitternut Hickory



Northern Catalpa



Swamp White Oak

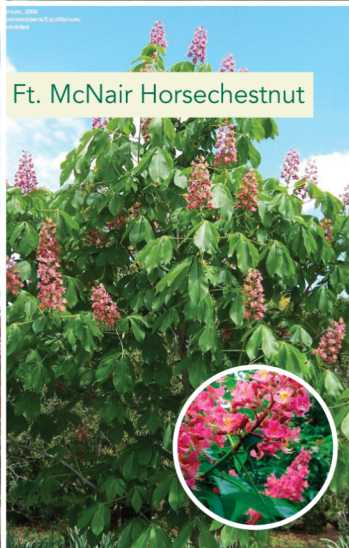


# Celebration Tree & Bench Program

Freeman Maple



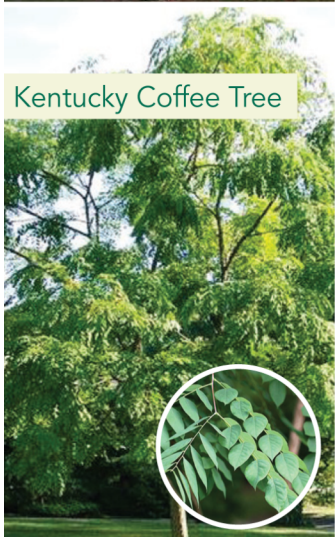
Ft. McNair Horsechestnut



The mission of the *Germantown Park and Recreation Department* is to enhance the quality of life for all residents in the community through the development and maintenance of park lands and facilities as well as providing a variety of quality recreation programs and special events. We want to promote, preserve and enhance parks and recreation for Germantown. The gift for this program will be accepted as a donation to the Germantown Park and Recreation Department and is tax deductible. We understand that a tax deduction may not be your goal with this project; however we feel that we should inform you of your options. Thank you for participating in the Celebration Tree and Bench program. For more information, call (262) 250-4710.



Kentucky Coffee Tree



London Planetree



# Celebration Tree & Bench Program

This program provides the opportunity to donate a tree or bench in celebration, honor or memory of a person or event. Trees and benches will be placed in the Germantown Park System. Your donation to this program will provide a lasting memory and beautify the community.

## Planting a Tree:

### Select a tree.

We are open to all types of trees, although Village personnel will have final approval. Trees are approximately 1½" – 2½" in diameter and 7'-10'tall. We recommend the following species: Austrian White Pine, Northern Catalpa, Kentucky Coffeetree, London Planetree, Freeman Maple, Swamp White Oak, Bitternut Hickory, and Ft. McNair Horsechestnut.

### Select a location and wordage.

Most of the Village parks have space for additional trees. Indicate where you would like to plant the tree. We will try to honor your wishes; however the Village may offer additional recommendations. A tree bracelet plaque will be put on the tree with the engraved with your message.

### Complete the application.

Submit application with gift payable to the Germantown Park & Recreation Department, N112 W17001 Mequon Rd/ Germantown, WI 53022. A gift of \$400 per tree is necessary. The gift reflects the tree, delivery, soil preparation, planting, mulch, watering, perpetual care, and recognition plaque.

### Plant the tree.

Attendance during the planting is welcome, but not required. Let us know how you would like to be involved. Trees are planted in the spring or fall only.

## Installing a Bench:

### Select a location.

Most of the Village parks have space for additional benches. Indicate the location you would like the bench to be installed. We will try to honor your wishes; however the Department may offer additional recommendations.

### Select Wordage.

A plaque will be installed on the bench with the engraved signifying your message.

### Complete the application.

Submit application with gift payable to the Germantown Park & Recreation Department, N112W17001 Mequon Road Germantown, WI 53022.

A gift of \$1250 for benches in Village parks is necessary. The gift reflects the bench, delivery, site preparation, concrete, plaque engraving, and perpetual care.

### Install the bench.

Attendance during the bench installation is welcome, but not required. Let us know how you would like to be involved.

*The Park and Recreation Department maintains a permanent record of Celebration Trees & Benches. The bench and recognition plaque will be warrantied for ten years. The tree & recognition plaque will be warrantied for five years.*

## Order Form

### Mail check and order form to:

Germantown Park & Recreation Department  
N112 W17001 Mequon Road  
Germantown, WI 53022  
(262) 250-4710  
www.village.germantown.wi.us

Donor Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone (home/cell): \_\_\_\_\_

Email: \_\_\_\_\_

Tree (\$450)       Bench (\$1250)

Plaque to Read: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Preferred Village Park: \_\_\_\_\_

- |                       |                       |
|-----------------------|-----------------------|
| 1. Alt Bauer Park     | 6. Kinderberg Park    |
| 2. Dheinsville Park   | 7. Little League Park |
| 3. Firemen's Park     | 8. Schoen Laufen Park |
| 4. Friendenfeld Park  | 9. Wiedenbach Park    |
| 5. Haupt Strasse Park |                       |

Preferred Tree: \_\_\_\_\_

- |                             |                        |
|-----------------------------|------------------------|
| 1. Austrian White Pine      | 5. Kentucky Coffeetree |
| 2. Bitternut Hickory        | 6. London Planetree    |
| 3. Freeman Maple            | 7. Northern Catalpa    |
| 4. Ft. McNair Horsechestnut | 8. Swamp White Oak     |

**BUSINESS OF THE TREE ADVISORY BOARD**

MEETING DATE: July 9, 2026

PLACEMENT: Discussion

ITEM TITLE: Review of 2026 and 2027 Budget for Tree Maintenance  
(DISCUSSION AND ACTION)

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. Germantown 2025 Forestry YE Review\_2026 Planning

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

Germantown 2025 Forestry Planning – 12.9.2025

Attendees – Matt Mortweldt, Scott Anderson, Katie Rodger, Bill Waech, Nate Schuettpelz

2025 Forestry Review			
	Budget	Spent	Contractor
Pruning	\$ 70,000.00	\$ 39,734.05	Crawford
EAB Treatment	\$ 10,000.00	\$ 5,282.00	Crawford
Planting	\$ 35,000.00	\$ 29,250.00	Larsen
Consultant	\$ 20,000.00	\$ 18,000.00	Wachtel
Sum	\$135,000.00	\$ 92,266.05	
*Unknown additional contract forestrywork not included			

2026 Budget as identified in Comprehensive Tree Plan

Emerald Ash Borer Treatment - \$10,000

- 2025 Contract: 1,048" total DBH treated; 64 trees
- Price per inch: \$4.75; Total invoice: \$5,282.00
- 2026 plan – Treat “6-1-2026” Trees. 71 trees 1,104” Total DBH
- Treatment specs ready by late February, bid through March, award early April.

Tree Planting - \$35,000

- 2025 Contract: 90 trees, \$29,250. \$269-\$479/tree. Avg. \$320.43/tree.
- 2026 Plan: ~90 trees @ \$400/tree in “Year 3” zone
- **DPW April xx. Need proposal numbers back by March xx.**
- Planting specs ready by Friday January 24<sup>th</sup>.

Consider Fall Planting Contract, utilizing potential budget surplus.

- Need specs by mid-August, bid through mid-September, award late September/early October

Tree Pruning - \$70,000

- 2025 Contract – 300 trees, \$39,734.05. \$106.80 - \$160/tree.
- 2026 Plan: ~300 trees, in “Year 2” zone
- Specs ready for advertisement June 27<sup>th</sup>.
- **Need numbers back by early August, mid-late August approval.**
- Work to commence October 1<sup>st</sup> – December 31<sup>st</sup>.

Contracted forestry work - \$20,000

Forestry Consultant - \$20,000

#### 2026 Tree Board

- Jan Miller - Trustee, Forester, Elizabeth Tarnatino – Citizen. Jan oversees calling first meeting and setting agenda
- Idea is to hold 2 – 3 meetings annually. Review current forestry operations and comprehensive tree plan. Present recommendations and revisions to public works committee by mid-year if needed.

Total - \$125,000. General operating funding. \$30,000 capital borrowing.

**BUSINESS OF THE TREE ADVISORY BOARD**

MEETING DATE: July 9, 2026

PLACEMENT: Discussion

ITEM TITLE: Review of 2026 and 2027 Budget for Tree Replacement  
(DISCUSSION AND ACTION)

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

**BUSINESS OF THE TREE ADVISORY BOARD**

MEETING DATE: July 9, 2026

PLACEMENT: Discussion

ITEM TITLE: Leadership Germantown Group Project Proposal (DISCUSSION  
AND POSSIBLE ACTION)

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

STAFF RECOMMENDATION:

ACTION BY COMMITTEE: