

October 21, 2025

Conference Room	Public Works Building	12:15 PM
	601 S 26th St Bismarck, ND 58504	

The Forestry Advisory Board (FAB) is scheduled to meet Tuesday, October 21, 2025, at 12:15 PM in the Landfill East Conference Room of the Public Works Building.

AGENDA

Call to Order

Public Comment

Approval of July 15, 2025 Meeting Minutes

Land Development Code Update - Landscaping, Buffering and Screening

2025-2026 Grants Update

2025 Contracts Update

2025 Dutch Elm Disease Report

2025 Tree Planting and Partners In Planting Program Update

2026 Arbor Day

2025 Term Expirations (Carolyn Godfread and Dawn Kopp)

Other Items

ADJOURN

FORESTRY ADVISORY BOARD

MEETING MINUTES – July 15, 2025

In attendance:

Greg Zenker	Brett Gurholt	Mitch Becker	Dawn Kopp
Doug Prchal	Kate Herzog	Dave Mayer	Amy Sakariassen
Steve Salwei	Christy Ames-Davis	Eric Gabbert	

Brett Gurholt called the meeting to order at 12:18 p.m.

There were no public comments.

Approval of the minutes from the April 15, 2025, regular meeting of the FAB:

There were no questions or comments on the minutes. Greg Zenker moved to approve the minutes.

Dawn Kopp seconded the motion. All were in favor and the motion carried.

Christy introduced Steve Salwei, Service Operations Director.

Forestry Division Activities Update:

- Christy reported forestry is fully staffed with 10 fulltime employees and 8 seasonal employees. We have 2 new forestry techs and 4 arborists.
- Forestry staff completed elmwood inspections in April. They inspected 941 elmwood piles. There were 65 piles/addresses containing elmwood.
- They planted 193 trees this spring on the boulevard around Normandy Park and at various other boulevard locations.
- To date Forestry staff is at 17% of the 20% needed for time spent working in parks.
- There are two seasonal staff inspecting trees for signs of Dutch Elm disease (DED). Currently they have found 22 boulevard trees and 5 private trees testing positive for DED. Most of the trees that have DED have been in the Cathedral District.
- Forestry employees worked a total of 715 hours between June 20th & July 4th for storm damage clean- up from the June 20th storm. The Street Dept helped with clean-up. Tree debris was accepted at the curb on for 2 weeks and was picked up by Street Dept staff. There were over 200 trees touched for pruning or removal. The forestry crew is still working on some left-over storm damage clean-up. Steve Salwei reported that the governor declared a statewide disaster and activated the State Emergency Operations Plan following the June 20th storm. Steve has asked all divisions to keep a record of time and funds spent as he is working on filing for disaster assistance with North Dakota Dept of Emergency services. He stated he will keep the FAB informed.
- Christy reported that the Forestry Division has set up two areas in Bismarck providing free single grind wood chips to the public on a trial basis. The two sites are located at Cottonwood Park & The Ash Coulee Water Tower. The wood chips are sourced from their tree maintenance work and are intended for homeowners' use. Piles will be refilled as the Forestry Division's workload and location allow. For commercial use, or for residents preferring to pick them up elsewhere, single-grind wood chips are available at the Bismarck landfill.

2025 Grants Update:

- Christy reported Forestry is in the 2nd and final year of the Inflation Reduction Act (IRA) Grant. This was one of the biggest grants we have had. Forestry staff planted 89 trees in spring through this grant. The trees are being planted in areas with low tree canopy cover. The tree species being planted are Elm, Alder, Linden, Honeylocust, Oak, and Hackberry. Spring planting was done between 9th and 26th St and Rosser Ave and

Broadway Ave. The IRA Grant will conclude this Fall. Forestry will move into different areas for planting @60 trees. The areas have not been decided yet. Christy stated she will submit the paperwork & complete the grant.

- Parks & Rec received an America the Beautiful (ATB) Grant for Normandy Park. There were 37 boulevard trees, and 44 park trees planted. Christy reported they received good feedback regarding the trees that were planted. Doug Prchal stated they did a good job on species selection. Forestry staff planted the trees. There is a mixture of Prairie Stature Oak, Corinthian Linden, Bur Oak, Scotch Pine and Accolade Elm trees.
- 2026 Grant Outlook – Christy applied for 2026 spring America the Beautiful (ATB) Grant however we did not receive it. Parks and Rec did receive the spring ATB grant. Christy stated there will be a grant opportunity this fall for ash tree removal and replacement.

2025 Contracts Update:

- Beaver Creek Tree Service has the pruning contract. This is their 3rd and final year of the contract. Their first list for pruning has been completed. They pruned 290 trees in the Cottonwood loop area. They have used 20% of the funds so far. They are currently working north of Bismarck Expressway & south of Main Avenue. There are 200 trees to prune in these areas. When pruning has been completed in these areas the contractor will have @500 more trees to prune this year. Christy stated she would like to have next year's contractor work on pruning bigger elms. The bids for the Forestry pruning contract will be open this Fall. Brett Gurholt asked if bids come in lower can we add more trees to the contract. Christy stated they can. Christy stated the bid price will dictate how many trees can be pruned each year. This year our budget for contract pruning is \$130,000.
- Don's Stump Grinding has the stump removal contract. This is their 3rd and final year. The first list is completed. It is a \$30,000 contract and have used about 20% of the funds have been used so far.
- Tree Max has the contract for the Ash tree removals. This is their 2nd year contract. There are 103 trees to be removed under this contract. Once they are done with removals Forestry will measure stumps for Beaver Creek Tree Service. They have the contract to grind the stumps.

Other Business:

- Mitch Becker asked if there was a way for City Planning requirements for commercial tree and shrub planting to be more flexible. He stated he would like to see commercial landscaping to be planned more for future rather than just meeting requirements. Dave Mayer stated there had been a lot of ordinance discussion for commercial landscaping. Christy stated she believes they are currently discussing changes. She stated she will discuss this with Mike Miller.
- Dave Mayer asked Christy about the Bismarck Emerald Ash Borer workshop. Christy reported the meeting was well attended & good information. She stated she was able to see how they inject a tree. It was reported the only place EAB has been found in North Dakota is Fargo. Dave said he will need to check ash trees that they can possibly save.

Meeting Adjourned at 12:50 p.m.



TO: Christy Ames-Davis, City Forester

FROM: Jenny Wollmuth, AICP, CFM, Senior Planner – Community Development Department

DATE: October 10, 2025

ITEM: Land Development Code Update – Landscaping, Buffering and Screening

REQUEST:

Update Forestry Advisory board on proposed changes to landscaping, buffering and screening requirements outlined in Title 14.

Please place this item on the October 21, 2025 meeting agenda.

BACKGROUND INFORMATION:

The City of Bismarck began the process to update Title 14, which governs zoning, subdivision of land, and related provisions including requirements for landscaping, buffering and screening in 2024. The updated code will be referred to as the Land Development Code (LDC) and is the first major update to Title 14 since 1982.

A working draft of the proposed changes can be found using the link and password below. The landscaping, buffering and screening section can be found on page 41.

Link: <https://www.bismarckldc.org/module-2-development-standards>

Password: SCModule2

Please feel free to review. Questions and comments can be made within the document for your convenience.

STAFF CONTACT INFORMATION:

Daniel Nairn AICP, Acting Community Development Director | 701-355-1854 or dnairn@bismarcknd.gov

Jenny Wollmuth, AICP, CFM, Senior Planner | 701-355-1845 or jwollmuth@bismarcknd.gov