

**SHADE TREE COMMISSION  
MOTION SUMMARY  
March 22, 2016**

ITEM 1. Roll Call

Chairman Olen called the meeting to order at 7:00 p.m.

Members Present: Shannon Brewster, Jim Buck, Dave Carey, Juliette Rike, Tom Wolber, Councilmember George Hellinger, Vice-Chairwoman Susan Wright, and Chairman Paul Olen

Members Absent: Brenda Hendricks and Tom Glissman

Staff Present: Doug Richmond, City Arborist and Linda Mathews, Customer Service Liaison

**Motion to Excuse:** Mr. Wolber moved to excuse Mr. Glissman and Ms. Hendricks, seconded by Mr. Buck. Motion approved by an 8-0 vote.

ITEM 2. APPROVAL OF MOTION SUMMARY of Shade Tree Commission meeting of February 23, 2016 as recorded and transcribed.

**Motion:** Vice-Chairwoman Wright moved to approve the Motion Summary for the February 23, 2016 meeting, seconded by Councilmember Hellinger. Motion approved with an 8-0 vote.

ITEM 3. PUBLIC COMMENTS

ITEM 4. DISCUSSION of 2016 Arbor Day Activities

Chairman Olen discussed potential activities to include in the Arbor Day celebration and the May 6, 2016 First Friday event. Chairman Olen recommended that the sign-up sheet be distributed online to all members. Vice-Chairwoman Wright plans to send out the volunteer sign-up sheet through email.

Mr. Richmond recommended that the annual tree planting event take place at the YMCA and that they use a Shumard Oak tree for the celebration. Ms. Mathews indicated that she had left a message with staff at the YMCA to coordinate the planting with the Healthy Kids Day, on April 30, 2016. The Commission members were in agreement to the recommendations by Mr. Richmond for the tree species and placement.

Ms. Brewster volunteered to coordinate different activities to have at the event.

A discussion was held regarding the pamphlet to be used. Mr. Buck recommended that the topic of sustainability be addressed in the pamphlet, as well as, the city logo be added. Ms. Mathews stated that all drafts must be submitted at least 30 days prior to the event for staff approval.

Vice-Chairwoman Wright recommended that this topic be finalized at the next regularly scheduled meeting.

**Motion:** Vice-Chairwoman Wright moved that the Annual Arbor Day tree planting ceremony be held on April 30, 2016 at the YMCA, subject to approval and to participate in the First Friday event May 6, 2016 subject to approval and to hand out seedlings at both events, seconded by Mr. Wolber. Motion approved by an 8-0 vote.

ITEM 5. ARBORIST REPORT

Mr. Richmond reviewed the provided monthly summary. Mr. Richmond stated that 484 street trees were pruned. The Commission members were made aware that an outside contractor was utilized to assist in the pruning.

Mr. Richmond provided information regarding the reopening of the Hidden Valley Golf Course.

Mr. Richmond stated that the City of Delaware was awarded the Tree City U.S.A. Award, which will be presented April 21, 2016. Mr. Richmond requested that Commission members confirm their attendance to the event. Vice-Chairwoman Wright and Ms. Brewster informed Mr. Richmond of their intent to attend the event.

Mr. Richmond provided information regarding the need for volunteers for removal of invasive species along Cherry Street on March 31, 2016.

ITEM 6. STAFF COMMENTS

ITEM 7. MEMBER COMMENTS

Vice-Chairwoman Wright reviewed the Annual Report draft to members, and requested any input or suggestions from members.

Mr. Wolber discussed the past role of the Commission to provide a Beautification Award and felt that further discussion should be held to determine if to officially discontinue the award or to resume the presentation of the award.

ITEM 8. PLAN REVIEWS

A. Belmont Place-Sections 2 & 3 (Informational Only)

ITEM 9. ADJOURNMENT

**Motion:** Mr. Wolber moved to adjourn the meeting, seconded by Mr. Carey. The Shade Tree Commission meeting adjourned at 7:58 p.m.

  
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Chairman Olen

  
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Clerk