

**CITY OF DELAWARE
SHADE TREE COMMISSION
CITY COUNCIL CHAMBERS
CITY HALL
1 SOUTH SANDUSKY STREET
7:00 P.M.**

AGENDA

OCTOBER 25, 2016

1. ROLL CALL
2. INTRODUCTION OF NEW STUDENT REPRESENTATIVE
3. APPROVAL of the Motion Summary for the meeting held September 27, 2016 as recorded and transcribed.
4. PUBLIC COMMENTS
5. DISCUSSION of Tree Conservation Easement at Dempsey Land Lab
6. ARBORIST REPORT
7. STAFF COMMENTS
8. MEMBER COMMENTS
9. PLAN REVIEWS
10. ADJOURNMENT

ITEM 3

**SHADE TREE COMMISSION
MOTION SUMMARY
September 27, 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, Tom Wolber, Becki Wood-Meek, Councilmember George Hellinger, and Chairman Paul Olen

Members Absent: Marisa Sulek, Tom Glissman, Vice-Chairwoman Susan Wright

Staff Present: Ted Miller, Parks and Natural Resource Director, Doug Richmond, City Arborist, Linda Mathews, Customer Service Liaison, and Collin Smith, Watershed Coordinator

Motion to Excuse: Mr. Carey moved to excuse Ms. Sulek, Mr. Glissman, and Vice-Chairwoman Wright, seconded by Mr. Wolber. Motion approved by a 7-0 vote.

Chairman Olen introduced new Commission Member, Becki Wood-Meek.

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

Motion: Councilman Hellinger moved to approve the Motion Summary for the August 23, 2016 meeting, seconded by Mr. Buck. Motion approved with a 7-0 vote.

ITEM 3. PUBLIC COMMENTS

Collin Smith introduced himself and discussed his role as the new Watershed Coordinator.

ITEM 5. ARBORIST REPORT

Mr. Richmond reviewed the Arborist Report. Mr. Richmond stated that 5 trees were removed due to mortality issues. Mr. Richmond discussed the tree backlog status.

Mr. Buck requested information regarding the south side plans for the new Speedway on U.S. 23. Mr. Richmond explained that the plans just recently arrived and will be presented to the Commission at a later date.

Mr. Miller discussed current plans to amend the ordinance regarding the tree bank fund to clarify the use of the funds. Mr. Richmond discussed current projection to replace approximately 200 trees. Mr. Richmond discussed the need to get an outside contractor to assist with the planting of the trees.

ITEM 6. STAFF COMMENTS

ITEM 7. MEMBER COMMENTS

Mr. Carey provided an update regarding recent pruning efforts in his neighborhood by the City of Delaware.

Mr. Carey requested information on the homeowner's responsibility for curb maintenance. A discussion was held on the homeowner's responsibility for curb and sidewalk maintenance. Ms. Mathews recommended that concerns be addressed at the next Public Works meeting and to the City Engineer.

Chairman Olen requested information on the maximum amount of trees to plant in the spring time. Mr. Richmond discussed the preference to plant trees in the fall due to potential drought concerns in spring and summer months. Mr. Richmond indicated that many trees planted in the spring are cost share trees and the tree for the Arbor Day dedication.

Mr. Wolber provided information regarding the book, *The Hidden Life of Trees*, by Peter Wohlleben.

ITEM 8. PLAN REVIEWS

- a. Preserve at Quail Pass-Phase 2 (Revised)-Plans approved as submitted.
- b. Coughlin's Crossing (Informational)

ITEM 9. ADJOURNMENT

Motion: Mr. Wolber moved to adjourn the meeting, seconded by Mr. Buck. The Shade Tree Commission meeting adjourned at 7:37 p.m.

Chairman Olen

Clerk

ITEM 6

**Arborist Report
Monthly Summary
Reporting Month- October 2016**

Activity completed in **October** 2016

I. Tree and Stump Removals

- **8** Trees were removed in October 2016 by City Staff or Contractors due to mortality issues and or Storm Damage.. .

II. Tree Maintenance

- **283** street trees were pruned by City Staff in October 2016 for street, sidewalk, and signage clearance,

III. Inventories

- Current backlog of Street Trees to plant is 293 trees. This includes trees removed in 2013, 2014, 2015 and 2016. **City Staff is currently planning on planting 213 trees this Fall. Tree Species list to be planted has been provided to Shade Tree Commission.**

IV. Issues/Projects/Concerns

- Ongoing project to shape street trees to allow for sidewalk and roadway clearance based on CSR request and areas needing the most attention. Work will continue on this project throughout 2016.

V. Staff

City Parks department staff will assist in street tree pruning operations and planting operations as availability will allow.

ITEM 7

Customer Service Requests
September 2016

Requests for Inspection for Viability	1
Request for Pruning/Removals (full/branch)	8
Misc. Inspections/Special Projects	4
Inspects-Accident Related Damage	1
Total Service Requests	14