

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

**AGENDA**

February 27, 2018

1. ROLL CALL
2. APPROVAL of the Motion Summary for the meeting held January 23, 2018, as recorded and transcribed.
3. PUBLIC COMMENTS
4. DISCUSSION of Community Outreach Activities
  - A. Arbor Day/Healthy Kids Day
  - B. First Friday
  - C. NOW Festival
5. DISCUSSION of Creating a Resolution to Council Regarding the BIA
6. ARBORIST REPORT
7. STAFF COMMENTS
8. MEMBERS COMMENTS
9. ADJOURNMENT

**SHADE TREE COMMISSION**  
**January 23, 2018**  
**MOTION SUMMARY**

ITEM 1. Roll Call

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

Members Present: Shannon Brewster, Tom Glissman, Tom Wolber, Becki Wood-Meek, Gracie Schafer, Vice-Chairwoman Susan Wright, and Chairman Paul Olen

Members Absent: Jim Buck and Dave Carey

Staff Present: Chad Green, Project Engineer, Caroline Cicerchi, Watershed Sustainability Coordinator and Doug Richmond, Arborist

**Motion to Excuse:** Mr. Wolber moved to excuse Mr. Buck and Mr. Carey, seconded by Chairman Olen. Motion approved with a 7-0 vote.

ITEM 2. APPROVAL OF MOTION SUMMARY of Shade Tree Commission meeting of November 28, 2017 as recorded and transcribed.

**Motion:** Vice-Chairwoman Wright moved to approve the Motion Summary for the November 28, 2017 meeting, seconded by Mr. Wolber. Motion approved with a 7-0 vote.

ITEM 3. PUBLIC COMMENTS

ITEM 4. DISCUSSION of East William Street Tree Mitigation Plan

Mr. Green and Mr. Richmond reviewed the East William Street Tree Mitigation Plan. Mr. Green informed the Commission that staff was in the process of contacting homeowners affected and determine their interest in having a tree planted in their yard as a replacement. He explained that the tree would then become the homeowner's responsibility. Mr. Richmond informed the Commission that he was working on a species list and reviewed the designated areas for the replacement trees to be planted.

ITEM 5. ARBORIST REPORT

Mr. Richmond reviewed the changes to the Arborist Report and reviewed the report for the month of December. He discussed tree removal and pruning. Mr. Richmond informed them that the 38 trees removed in 2017 are expected to be replaced in the spring or fall of 2018.

ITEM 6. STAFF COMMENTS

Ms. Cicerchi discussed with the Commission opportunities for outreach activities in 2018. She discussed a program through Green Columbus is which they will assist in organizing an invasive species removal and help plant seedlings during Earth Week, April 14 through April 21, 2018. She presented this project with a possible location at Mingo Park or Cherry Street. Ms. Cicerchi also discussed the NOW Watershed Festival and that the first organizational meeting is potentially scheduled for February 19, 2018. Ms. Schafer discussed the possibility of have students from Hayes High School to volunteer in outreach activities and events.

The Shade Tree discussed their outreach activities that include Healthy Kids Day, First Friday, Arbor Day, and the NOW Watershed Festival. The Commission was in agreement to continue to participate in the NOW Watershed Festival. They requested that the next meeting agenda include outreach activities for further discussion and planning.

#### ITEM 7. MEMBER COMMENTS

Mr. Wolber discussed previous Commission discussion relating to tree canopies and the need to focus on establishing guidelines. He also provided an article to relating to invasive species being banned in the State of Ohio.

A discussion was held on past discussions relating to the BIA and the new executive director. Chairman Olen discussed creating a resolution to present to Council that future meetings with the BIA and city staff should include a representative of the Shade Tree Commission. The Commission discussed that this stipulation should be if the meeting involves the Shade Tree's jurisdiction and a discussion was held on having a staff member present to represent the Commission. Chairman Olen requested that this discussion continue at a future meeting.

#### ITEM 8. PLAN REVIEWS

A. Glenwood Commons – Approved as submitted

#### ITEM 9. ADJOURNMENT

**Motion:** Mr. Wolber moved to adjourn the meeting, seconded by Ms. Brewster. The Shade Tree Commission meeting adjourned at 8:05 p.m.

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Chairman Olen

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Clerk

**Arborist Report  
Monthly Summary  
Reporting Month January 2018**

Activity completed in January 2018

**I. Tree and Stump Removals**

1 large caliber trees have been removed by contractor due to being deemed hazardous trees.

**II. Tree Maintenance**

89 street trees were pruned for street, sidewalk, and signage clearance.

**III. Issues/Concerns**

- Ongoing project to shape street trees to allow for sidewalk and roadway clearance based on CSR request and areas needing the most attention. Project will continue and intensify through 2018. A five year maintenance program has been implemented for the street tree maintenance which would include clearance pruning and removal of undesirable or destructive trees.
- Delaware was named to be a Tree City USA community for the 37<sup>th</sup> Consecutive year. The Awards program this year will be held in Grove City, Ohio on April 19<sup>th</sup> at the Aladdin Shrine Center. Please let Linda Mathews know if you are interested in attending as registration is required.

**IV. Staff**

No new issues.

## **Arborist Report 2017 Yearly Summary**

Urban Forestry Activity completed in 2017

### **I. Tree and Stump Removals**

**85** trees have been removed by the City due to being deemed hazardous trees. These trees have been added to the replacement lists or were replaced in 2017.

### **II. Tree Maintenance**

**851** street trees were pruned for street, sidewalk, and signage clearance. These trees have been implemented into a five year pruning plan and will be scheduled for regular service again in 2022 barring any needed CSR driven clearance pruning.

### **III. Inventories – Additional 2017 totals**

- A total of 26 Development and Building Landscape planting plans were reviewed and approved by The Shade Tree Commission during the course of 2017.
- A total of 232 replacement street trees were planted in 2017. There are still 38 trees that were removed in 2017 that should be planted in 2018 when Spring or Fall Street tree planting occurs.
- An additional 100 Trees were planted at Oak Grove Cemetery through a donation made by Mr. William West. These trees were chosen and planted in locations to provide understory trees to Cemetery that will also provide color and interest to the tree canopy here.

### **IV. Issues/Concerns**

- Ongoing project to shape street trees to allow for sidewalk and roadway clearance based on CSR request and areas needing the most attention. Project will continue and intensify through 2018. A five year maintenance program has been implemented for the street tree maintenance which would include clearance pruning and removal of undesirable or destructive trees.