

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

AGENDA

FEBRUARY 28, 2017

1. ROLL CALL
2. APPROVAL of Motion Summary for the meeting held January 24, 2017 as recorded and transcribed.
3. PUBLIC COMMENTS
4. RECOMMENDATION of the Tree Bank Fund
5. DISCUSSION of Community Outreach Programs
 - A. Arbor Day
 - B. City Council Annual Report
 - C. First Friday
 - D. Healthy Kids Day
 - E. NOW Festival
6. ARBORIST REPORT
7. STAFF COMMENTS
8. MEMBERS COMMENTS
9. PLAN REVIEWS
 - A. Enclaves at Adalee
 - B. Communities at Glenross, Section 11
 - C. Stratford Church Office Building - Informational
10. ADJOURNMENT

SHADE TREE COMMISSION
January 24, 2017
MOTION SUMMARY

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 Glissman, Marisa Sulek (arrived 7:02 p.m.), Tom Wolber, Becki Wood-Meek, Councilmember George Hellinger, Vice-Chairwoman Susan Wright, and Chairman Paul Olen

Staff Present: Ted Miller (Parks and Natural Resource Director), Doug Richmond (City Arborist), Linda Mathews (Customer Service Liaison)

ITEM 2. ELECTION of Chair and Vice-Chair

Motion: Vice-Chairwoman Wright moved to nominate Mr. Olen as Chairperson, seconded by Mr. Carey. There were no other nominations. Motion approved by a 10-0 vote.

Motion: Chairman Olen moved to nominate Ms. Wright as Vice-Chairwoman, seconded by Mr. Wolber. There were no other nominations. Motion approved by a 10-0 vote.

Mr. Wolber volunteered to assume the responsibility of writing the Annual Report.

ITEM 3. APPROVAL OF MOTION SUMMARY of Shade Tree Commission meeting of October 25, 2016 as recorded and transcribed.

Motion: Vice-Chairwoman Wright moved to approve the Motion Summary for the October 25, 2016 meeting, seconded by Councilman Hellinger. Motion approved with a 10-0 vote.

ITEM 4. PUBLIC COMMENTS

ITEM 5. RECOMMENDATION of the Tree Bank Fund

Mr. Miller reviewed the revised language to designate Tree Bank Funds for street tree replacement. Mr. Miller explained that funds can carry over from year to year. Discussion was held to keep a reserve balance in the fund. The Commission recommended that language be added to designate that 25% of the years beginning balance remain as a reserve balance at the end of the year.

Discussion was held on the use of the fund for site prep. The Commission recommended that twice a year they are updated on the status of the Tree Bank Fund.

Mr. Wolber discussed the use of the fund to also be used for educational and professional purchases. Mr. Wolber requested that the fund not be used for hanging baskets and holiday trees.

Mr. Wolber voiced questions regarding the 2017 Tree Fund Budget. Mr. Miller reviewed the budget and addressed the allocation of funds.

Mr. Miller to incorporate recommendations by the Commission into the language and bring forth at the next meeting for review.

ITEM 6. ARBORIST REPORT

Mr. Richmond reviewed with the Commission the Arborist Report. Discussion was held regarding the street pruning. Mr. Richmond estimated that 75% of the pruning was completed by city staff.

ITEM 7. STAFF COMMENTS

ITEM 8. MEMBER COMMENTS

Mr. Wolber voiced a concern regarding plans approved by Council in the past without the approval by the Shade Tree Commission. Mr. Richmond informed them that all plans that have been submitted to him have been presented to the Commission. Discussion was held on the timing of review of landscape plans throughout the development process.

Discussion was held regarding the date of June 10, 2017 for the upcoming NOW Festival and educational table by the Shade Tree Commission.

Mr. Olen discussed upcoming community outreach and educational opportunities that will be upcoming, including Arbor Day and the NOW Festival. The Commission requested that Mr. Carey inquire about tree saplings to distribute for Arbor Day.

Vice-Chairwoman Wright requested that discussion on upcoming agendas include Arbor Day, Watershed Festival, First Friday events, and the Annual Report to City Council.

Mr. Carey discussed the documentary, Trees in Trouble, and discussed possible venue locations to watch the film.

ITEM 8. PLAN REVIEWS

- a. Midway Structural – Approved as submitted
- b. Ohio Wesleyan Honor Housing – 81 Oak Hill Avenue – Approved as submitted
- c. Braumiller Woods Section 3 – Approved with changes to tree species as recommended by City Arborist

ITEM 9. ADJOURNMENT

Motion: Mr. Carey moved to adjourn the meeting, seconded by Chairman Olen. The Shade Tree Commission meeting adjourned at 8:08 p.m.

Chairman Olen

Clerk



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Healthy Kids Day April 29, 2017 8:30-11:30AM

We would like to invite you to take part the YMCA's Healthy Kids Day on April 29th from 8:30-11:30AM. The purpose of the event is promote kids health, safety and active lifestyles.

Last year we had between 500-600 people and we have been growing each year.

This is a free event for the community and has included activities and organizations such as the Bounce House, Swim Test, Kid Fit Testing, Police, Fire, American Red Cross, Demonstrations, Preservation Parks, Delaware Co. Library, DATA Bus, American Red Cross Bloodmobile, Doctors, Dentists, Delaware Health District, Job & Family Services and many other groups and organizations.

As a participant, your organization can have a table, do a demonstration, teach a class, have outdoor space or any combination. Demonstration times are limited, please call. We have both indoor and outdoor space available. To reserve a table please send in the attached form. We will provide a table and two chairs. Please let us know if you need electricity, are bringing a vehicle or any other special considerations.

Please return the registration form by April 10. If you are unable to attend, but, would still like to be represented, we are seeking sponsors. Your organization will be prominently displayed throughout the event as a sponsor. Thank you for your participation and I look forward to seeing you at Healthy Kids and Safe Family Day!

Roger Hanafin – YMCA Youth, Teen and Family Director
740-203-3051 – rhanafin@ymcacolumbus.org



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Healthy Kids and Safe Family Day Registration Form

April 29, 8:30-11:30AM

Please return by April 10st to:

Roger Hanafin

Mail: 1121 S. Houk Rd, Delaware OH 43015

Email: rhanafin@ymcacolumbus.org

Name of Organization/Business: _____

Contact Person: _____

Contact Phone: _____

Contact Email: _____

Please check which items you need:

Indoor ___ Outdoor ___ Table ___ Chairs ___ Electricity ___

Any other considerations?:

Please remember that the theme of the event is **Kids Health and Safety** when considering handing out items. The most successful tables are ones that have an interactive activity for the children. The event is scheduled to run from 8:30-11:30AM. We ask that organizations stay through the entire event. You will be able to set-up as early as 7:30AM.

If you have questions, or if you wish to be a financial sponsor, please contact Roger Hanafin, Youth, Teen and Family Director, at 740-203-3051.



**Arborist Report
Monthly Summary
Reporting Month-February 2017**

Activity completed in February 2017.

I. Tree and Stump Removals

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

II. Tree Maintenance

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

III. Inventories

- **The City has a current backlog of 121 trees. This number of trees include the past backlog of trees that were removed and trees that were removed in 2016.**

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 through 2017. 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.
- The City of Delaware has been named a Tree City USA again this year making 36th consecutive year its been a member. The Tree City USA awards presentation will be held April 19th at the Chadwick Arboretum at OSU. If you wish to attend please let Ted Miller know.

V. Staff

No new issues.

MEMORANDUM

TO: Dean Stelzer, Finance Director
 FROM: Douglas Richmond, City Arborist
 DATE: 1.10.17
 RE: Oak Grove Cemetery- Future Tree Planting and Development

2017 Oak Grove Cemetery Current Tree Inventory and future tree planting and development

Species of Tree	# of trees	% of total Trees
Shagbark Hickory (Carya ovata)	114	23%
Red Maple (Acer rubra)	97	19%
Oak Species	90	18%
Sugar Maple (Acer sacchrum)	52	10%
Norway Spruce	31	6%
Callery Pear	19	4%
Hemlock	15	3%
Crabapple Species	14	4%
Red Bud and Dogwood	12	2%
Cherry and Plum (Black and Weeping)	15	3%
Horsechestnut	6	1%
Yellow Popular, Sycamore, Magnolia, Elm, Cottonwood, Contorted Filbert, Walnut, Locust, White Pine, Osage Orange, Red Mulberry, Catulpa, Sweer Gum, Birch, and Ginko.(4 trees or less)	37	7%
Total trees	502	100%

Above is a tree inventory and percentage of tree species currently planted or growing in the Oak Grove Cemetery. As evident with the percentages, Hickory, Maple, and Oak varieties make up 70% of the Current Tree Population. While additional Oak tree Varieties should be considered to be planted here in keeping with the name of the Cemetery, I would not recommend planting any more Maple varieties here. I would recommend a blended mixture of proven species of small to large growing trees currently on the Delaware Shade Tree Commission's approved Tree lists. While we can look at other trees other than what would be planted on streets here in Delaware, many of those particular species would work well in these planting spaces. Especially in the areas of the Cemetery that are going to be developed for drives and burial areas in the near future. Oak (Quercus), Elm (Ulmus), and Ginko (ginko biloba) would

make excellent choices for plantings along the newer sections of driveways in the cemetery. I would also plan on planting a number of specimen type trees such as Tuliptree (*Liriodendron tulipifera*), Cucumber Tree (*Magnolia acuminata*), American Sycamore (*Platanus occidentalis*), or London Planetree (*Platanus x acerfolia*) to create interest and contrast in the newer and older sections of the Cemetery. I would plan on planting many smaller species such as Dogwood (*Cornus florida*), Eastern Redbud (*Cercis canadensis*), Tricolor Beach (*Fagus sylvatica*) and American Hornbeam (*Carpinus caroliniana*) to add a layer of contrasting color and size to the older sections of the cemetery that currently are mostly populated with large and mature trees. I would also consider building mounds and creating a natural barrier along Liberty Rd of a mixture of Norway Spruce (*Picea abies*) and White Pine (*Pinus strobus*) trees. Also, smaller accent trees such as upright Crabapple (*Malus*) trees could be added in this mounding. By adding these tree species to the Cemetery we are diversifying the tree population here and creating contrast and color to the Cemetery while still planting proven species that will not only survive but should thrive in this area.

Costs

On average each tree will cost approximately \$135.00 for a 1.75”- 2” caliper tree for the deciduous species and \$100.00 each for a 5’-6’ evergreen tree. This approximate cost is for purchase of the tree only and does not cover any Labor installation costs.

Approximate Total Numbers needed and Costs

Small Ornamental Trees	- 28	= \$ 3,780.00
Large Street Type Trees	- 85	= \$11,475.00
Specimen Type Trees	- 26	= \$ 3,510.00
Evergreen Trees	- 50	= \$ <u>5,000.00</u>
Total Trees	189	Cost Total \$23,765.00

Tree Stakes	200	= \$ 368.00
Chain Lock	2	= \$ 80.00

Total Cost \$ 24,213.00

Please let me know if you should have any additional questions, concerns or ideas. Thank you.

Douglas Richmond
 City Arborist
 Cert. #OH-6353A
 Parks and Natural Resources
 City of Delaware, Ohio
 (740) 203-1402 – Office
DRichmond@delawareohio.net

Customer Service Requests
January 2017

Request for Pruning/Removals (full/branch)	1
Inspects-Accident Related Damage	1
Viability Inspections	1
Tree Debris Removal	6
Stump Removals	7
Total Service Requests	16

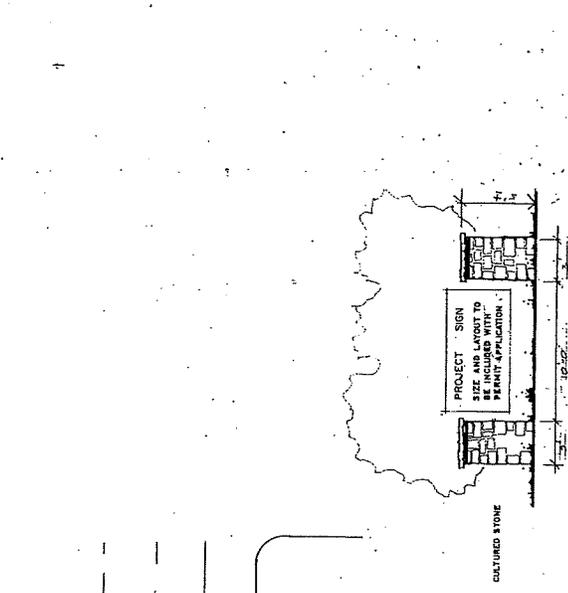


BOZZACCO CO., INC.
 LANDSCAPE DESIGN
 SITE CONTRACTING
 336 LONDON RD.
 DELAWARE, OHIO
 43015-1000

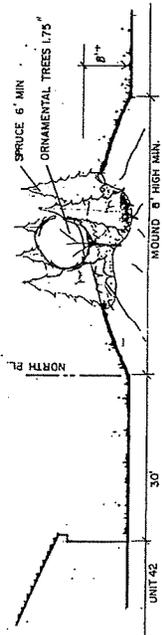
THE ENCLAVE AT ADALEE • LANDSCAPE PLAN

DRAWN: 1-22-17
 REVISIONS:

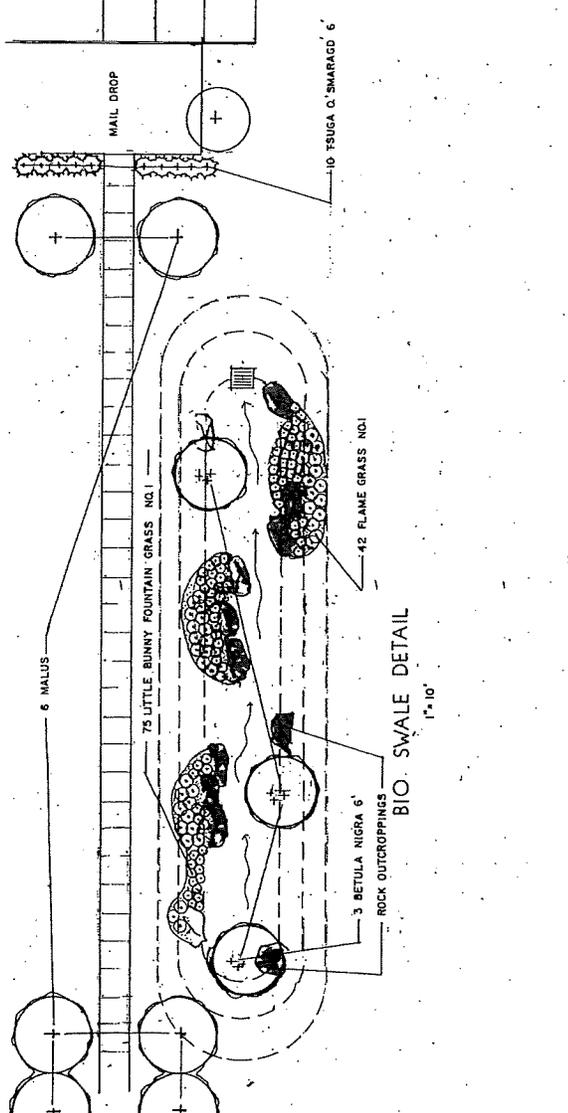
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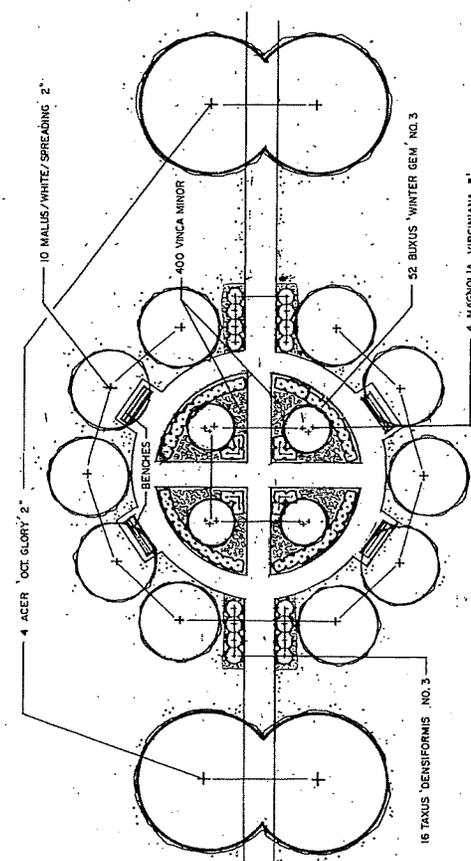
SIGN CONCEPT
 1/4" = 1'-0"



DETAIL 'A-A' TYP
 1" = 10"



BIO SWALE DETAIL
 1" = 10"



SITTING AREA DETAIL
 1" = 10"

