

**APPROVED Minutes of the Tree and Landscape Board
City Hall, City of College Park
July 15, 2015**

<u>Term Exp.</u>	<u>Members</u>	<u>Present</u>	<u>Absent</u>
N/A	Brenda Alexander, Public Works Deputy Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	Steven Beavers, Planning Dept. Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11/30/2016	John Krouse, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12/31/2014	John Lea-Cox, City Forester	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9/30/2016	Joseph Smith, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10/31/2016	Mark Wimer, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>

N/A	Janis Oppelt, CBE Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Mr. Krouse called the meeting to order at 7:03 p.m.

1. Quorum

Mr. Beavers talked about the discussion he had with Janeen Miller, City Clerk, regarding the quorum for the TLB and stated that the TLB charter is phrased as if it refers to the five appointed resident members. However, the City Attorney interpreted that the Charter requires only three of the five members of the TLB to meet the quorum. The charter states: “A quorum shall consist of a majority of the appointed members.” Mr. Beavers referred to Mr. Wimer’s November 2012 memo to the City Council in which he requested amending the TLB charter to replace “sitting members” with “standing members”; however, “sitting” was replaced with “appointed” instead. Since the TLB charter was amended incorrectly, the Board TLB can request a change to the wording. Mr. Krouse requested a copy of the previously recommended changes for discussion and approval at the August 2015 meeting.

2. Approval of the Meeting Minutes

Motion: Approval of the April 15, 2015 TLB meeting minutes with corrections. (No meetings were held in May and June 2015).

Moved: Mr. Wimer
Aye: Unanimous

Second: Mr. Smith
Nay: 0

Abstain: 0

3. Public Works Activities

- The landscape crew continues to do quite a bit of weeding due to the recent rains. The recent contracted tree work included 12 prunings and 24 removals.
- Ms. Alexander met with a Pepco representative to review a plan that was started today on Guilford Drive in conjunction with the new apartment building. The power line on Guilford Drive was located too close to the new building and will need to be relocated to the other side of the street; this also requires about 12 trees to be removed. Approximately 20 ash trees were previously marked for removal by the City due to their declining conditions. Pepco has agreed to also remove some of the ash trees as well as install replacement trees.

- Approximately 90 interior lights at Public Works were recently replaced with more energy efficient LED lights in the fleet garage, supply building, truck garage, and cart building. Approval for the project was through the Pepco Small Business Program, and the City will be reimbursed approximately 70% of the cost. The City Council recently approved the third project to replace all interior lights in the parking garage; it is scheduled to be completed before the beginning of the fall semester. The majority of the cost of the project will be paid for by Pepco; the remainder will be reimbursed by an MEA grant that the city was awarded.
- The solid waste routes have changed which may have affected some residents.

4. Planning Activities

- Mr. Beavers reported that the City has received two Chesapeake Bay Trust grants: one is through the Prince George's County Storm Water Stewardship Program which is administered by the Chesapeake Bay Trust; the other is through the Green Streets, Green Jobs, Green Towns Program which is directly administered by the Chesapeake Bay Trust. One is for Narragansett Parkway, and the other is for Rhode Island Avenue between Greenbelt Road and Tecumseh on the western side of the trolley trail that is located directly across from the permaculture project. Mr. Beavers passed around the plans for the bioswale area as well as a planting list for members to review. The plans for Narragansett Parkway include a tree box and rain garden. He will request additional information regarding the quantity of proposed plantings, which are scheduled to begin around August or September 2015. The contractor will be responsible for the maintenance of the plantings, and it will be paid for through the County.
- Mr. Beavers reported that there are 20 plots in the community garden which are 4'x10' and rent for \$15 per year. There are currently 16 gardeners (some have multiple plots), and some crops have been harvested. A shipment of wood chips was recently received that will be put down, and Phase 1 of the community garden will be complete.

5. Tree Informational Flyer

Due to the major changes to the flyer, it was reviewed and edited to fit on one page by the TLB members in attendance. Ms. Alexander will insert the edits before sending it to Pepco for their review and approval. Once approved, copies will be distributed to the City Council members for their list serves; the flyer will also appear on the character generator (Comcast and Verizon) and on the City's constant contact.

6. State of the Trees Report

Mr. Wimer and Mr. Smith are working on the next phase of the State of the Trees Report.

8. Committee for a Better Environment (CBE) Activities

- There are currently five volunteers for the permaculture garden, and weekly weeding is needed.
- CBE has two new members.
- CBE recently funded the purchase of gator bags and two dog waste stations.

9. Adjournment

The TLB meeting adjourned at 8:53 p.m. The next TLB meeting is scheduled for August 19 at 7:00 p.m. in City Hall.

Minutes prepared by Debra Pinkett, Contract Secretary for the City of College Park