

**Tree and Landscape Board
City Hall, City of College Park
September 21, 2016**

<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, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4/30/17	John Lea-Cox, City Forester	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8/30/2017	Christine O'Brien, member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	Janis Oppelt/CBE Representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9/30/2016	Joseph Smith, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	<u>Guest Attendees</u>		
	Eileen Nivera, MNCPPC/Parks & Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Jason Mills, Soltesz/Civic designer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Tasha Brokenberry, Corvias/Clean Water Partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Kristina Bisby, Clean Water Partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Ian Obligin, MNCPPC, DRR	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Scott Somers, City Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	Carleveva Thompson, Contract Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I. Call to Order

Mr. Smith called the meeting to order at 7:00 pm.

II. Hollywood Park Construction/Redevelopment

Mr. Krouse discussed the possible development of storm water management facilities in Hollywood Neighborhood Park. A presentation of the project was made by Ken Dunn from Soltesz at the North College Park Citizens Association meeting.

Ms. Nivera explained that the Clean Water Partnership (CWP) met with the MNCPP Parks division to implement a program for clean water in Prince Georges County. Hollywood Park was identified as an ideal location for one of their facilities. CWP was asked to show a concept of how this would improve the county's goals as well as provide improvements in the park. The first proposal was to put the storm water facility on the tennis courts and now a second proposal has been drafted, which is displayed on a diagram. Ms. Nivera asked for Ms. Brokenberry and/or Mr. Mills to provide background information on this project.

Ms. Brokenberry introduced herself as a program manager with Corvias, which has a 30-year public/private partnership with Prince Georges County for storm water management and other various projects. Corvias also has an aggressive economic development goal to implement projects and work with local, small minority businesses and non-profits to create a new industry and work with non-profits and other agencies to implement projects and gain buy-ins.

Mr. Mills explained how neighborhoods are reviewed to implement ways for better storm water management. Mr. Mills shows on the diagram of Hollywood Park how the drainage point comes to one location. Based on input from Park and Planning, there were discussions to move the pond to a new location. Mr. Mills explained this is in a preliminary stage and the reason for attending the NCPA meeting was to get community input and hear ideas and concerns.

Mr. Krouse stated his concerns with this project. With the use of Google Maps, Mr. Krouse showed an area on the map where there is a view of a pond near Greenbelt Metro Station and discussed how the water from the park drains here. Mr. Krouse is concerned that the diagram outlining Hollywood Park is not showing an accurate drawing of the large trees that are located in the park nor the large forest adjacent to the park.

Mr. Mills explained that based on the plan, there will be removal of mature trees, but there is no estimated count on the number of trees. Mr. Mills stated that Mr. Krouse is correct on the removal of mature trees and that they are not touching the flood plain, which is why the pond is staying in its location. There was discussion regarding a pond located near Greenbelt Metro and whether this pond is going away and if water from Hollywood Park is draining into this pond. Mr. Obligin asked for clarification whether the existing pond at the Greenbelt Metro is going away or is the water flowing away? Mr. Mills stated that he saw a storm water management plan and the pond is not a part of the project.

Mr. Krouse is concerned about the removal of trees in Hollywood Park. The diagram that represents the park is not an accurate representation of the current trees in the park or the forest that sits behind the park.

Mr. Mills asked the TLB to consolidate their concerns and provide them to Park and Planning. Ms. Nivera asked are there opportunities to look at other locations. Mr. Mills stated there is no opportunity and this is why they presented to Park and Planning that Hollywood Park is a viable location. Mr. Mills asked what is the result of this discussion. Mr. Smith explained that this was brought to his attention by member Mr. Krouse because trees are involved. The TLB will continue to discuss and outline concerns.

III. Update on Wichita Trees

The Board submitted a position letter to the City Council and the City Council has voted to remove the trees. Mr. Smith would like a recap of what he may have missed in regards to the council's decision. Mr. Smith asked what steps should TLB take when residents have an issue with trees. Mr. Somers stated that residents submitted a request to replace trees and residents also attended the city council meeting to state their concerns, which were sewer issues, sidewalk issues, electrical issues, and issues with bird droppings, and birds singing at night. Mr. Somers discussed the Strategic Plan to provide facilities to meet community needs and to replace the trees. Mr. Smith asked are the trees being replaced in the same location or in a different location. Mr. Somers explained there is knowledge of the sewer locations, but locations have not been discussed. Mr. Somers stated that residents asked to have native trees put back and Ms. Alexander has created a list of tree options. Mr. Somers would like to have a meeting with residents from Wichita to see what species of trees residents would like planted. Mr. Smith stated that the TLB doesn't want to see trees be easily removed because of resident requests and asked is there a policy to prevent trees from being removed by request. Mr. Somers thinks having a policy is a good idea and thinks the TLB members can draft a policy, but if this is an isolated incident, then a policy is not necessary. Mr. Somers believes this is an isolated incident on Wichita. The horticulturist states that Zelkovas are good street trees but these trees are apparently causing sewer issues. Mr. Somers stated that going forward, the city may seek other trees to plant instead of Zelkovas. At this time, the city does not have a tree canopy protection ordinance.

IV. Review Minutes from Last Meeting

The minutes of the August 17, 2016 meeting were reviewed and several edits were made.

Motion: To adopt the TLB meeting minutes with changes.

Moved: Mr. Krouse

Second: Ms. O'Brien

Aye: Unanimous

Nay: 0

Abstain: 0

V. Planning Report

- Mr. Beavers stated the construction on Rhode Island Ave and Narragansett parkway will start in October, with construction starting on the parkway first, for 4-6 weeks and then will begin on Rhode Island Ave. Completion scheduled for November.
- Roadway and sidewalks are complete on Randolph Macon Avenue, which will be renamed Howard Ave.
- Reminder that College Park Day is Saturday 9/24.

VI. Public Works Report

- Pepco has begun working on line clearance activities in North College Park. Information was sent out by Constant Contact, Twitter and Facebook. The remainder of the feeders are being pruned by end of September.
- Received the MDE compost facility permit.
- Work at Duval Field has slowed down. Utilities have been shut off and should receive building permit to continue construction. There is discussion of installing a new underground irrigation line along the new trees on the sidewalk area so they can get water. Ms. Alexander proposed for the TLB group to consider additional funding from the Alice Kennington tree fund to support the installation of the irrigation system.

VII. Update on Tree Canopy Protection Guidelines

- Ms. Alexander discussed feedback from the City Attorney on how the property owner would submit an application plus a \$25 fee.
- The next steps are to write up what the board wants to present to council.
- A copy of this guideline is included with meeting minutes.

VIII. Update on Policy re: Hazardous Trees in Our Community

Mr. Krouse discussed updating a hazardous tree policy. Ms. Alexander read an email from the City Attorney where the Board can make recommendations but the recommendations would need to be approved by the City Council. Mr. Krouse discussed the current city code and that the College Park tree canopy is getting older and there are a lot of dead trees that have caused some accidents. Mr. Krouse brought up various locations that currently have dead trees. Mr. Krouse is concerned that code enforcement is not reporting the dead trees and they fall down with a lot of energy. Mr. Somers explained that code enforcement looks mostly at rental inspections. Mr. Krouse would like to have an updated city code with a clear definition of hazardous trees and to have code enforcement be able to identify these hazards. Mr. Somers suggests the TLB draft revisions to the city code with the help of a staff liason. Ms. Alexander expressed the need to work more closely with code enforcement. Mr. Krouse recommends this item stay on the agenda for the next meeting and the TLB will work on revising the city code to address the issue of hazardous trees

IX. New Business

- **Benefits of Large Trees Brochure** – tabled for the next meeting

Mr. Krouse would like to keep the Hollywood Park Construction on the agenda until there are resolutions. Mr. Smith would like to receive an accurate count of how many trees would be removed.

X. Conclude/Confirm Next Meeting

The next TLB meeting is scheduled for October 19, 2016. A motion to adjourn was made by Ms. O'Brien and seconded by Mr. Krouse. Meeting ended at 8:55pm.

City of College Park

Tree Canopy Enhancement Program

This new program in FY 17 is funded (\$1,000) in the public works tree & landscape maintenance program. The CBE voted at their July meeting to contribute \$1,000 of their budget to this program as well, thereby creating a funding pool of \$2,000 for trees to be planted on private property.

Property Owner shall submit an application accompanied by a \$25.00 processing fee, payable to The City of College Park, to the horticulturist at the Dept. of Public Works and include:

- property owner's name, address and contact info
- the property owner will sign the application if it is submitted by a tenant
- desired tree planting location on property
- type of tree to be planted (if known) from selected tree list
- location of underground utilities (if known)

Upon receipt of TCEP application, the site will be inspected to determine if it suitable for a tree installation. Following the site inspection, the applicant (property owner) will be contacted to review TCEP application and program details. If an application is denied the processing fee will be returned.

The minimum size tree to be planted funded by the TCEP program is 1.5" caliper or 5' – 6' in height.

Underground utilities at the planting site will be marked prior to tree planting.

Trees will be supplied and planted by a contractor.

Tree maintenance instructions will be provided to the property owner.

The property owner will sign a release of liability upon approval of the application.

The annual maximum value a property owner is eligible for is \$300.00 or \$1,000.00 in a 5 year period.

The Tree Canopy Enhancement Program will be administered through a procurement process. A bid will be advertised to contractor's in the nursery trade to supply and install selected trees at specific locations based on property owner approved applications. A tree guarantee, by the installation contractor, will be provided to the property owner for the newly planted tree.

The property owner will be responsible for maintenance of the installed tree on their property. In the event a property owner does not adequately maintain a tree planted through the TCEP program subsequent applications to participate in the program, by the property owner, may not be approved.

A release of liability will need to be drafted for this new program.