

**Minutes of the Tree and Landscape Board  
Davis Hall, City of College Park  
August 21, 2019**

<u>Term Exp.</u>	<u>Members</u>	<u>Present</u>	<u>Absent</u>
N/A	Brenda Alexander, Public Works Assistant Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>
04/30/2021	John Lea-Cox, City Forester	<input checked="" type="checkbox"/>	<input type="checkbox"/>
04/30/2021	Christine O'Brien, member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10/31/2019	James Meyer, member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
04/09/2021	Janet Wagner, member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
04/30/2021	Rashawna Alfred, member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
04/30/2021	Todd Reitzel, member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Andrea McNamara, CBE representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Oscar Gregory, CBE representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Carleveva Thompson, Contract Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Ms. Alfred called the meeting to order at 7:05 pm.

**1. Approval of Meeting Agenda:** The agenda for the August 21, 2019 meeting was reviewed and no amendments were made.

**Motion:** Accept August meeting agenda as presented.

**Moved:** Mr. Reitzel                      **Second:** Ms. O'Brien

**Aye:** Unanimous      **Nay:** 0                      **Abstain:** 0

**2. Approval of July Meeting Minutes:** The minutes of the July 17, 2019 meeting were reviewed, and corrections were made.

**Motion:** Adopt July meeting minutes as amended.

**Moved:** Mr. Reitzel                      **Second:** Ms. Wagner

**Aye:** Unanimous      **Nay:** 0                      **Abstain:** 0

**3. Public Works Department Report:** Ms. Alexander shared the following highlights:

- The crew has been working on weeding in various areas around the City.
- The crew has also been pruning in Old Town neighborhood to provide clearance over the sidewalks and streets.
- The crew is also watering flower areas as well as newly planted trees.
- The interior painting project of the Old Parrish House is nearly complete, and the window treatments will be installed next week.

**4. CBE Report:** No CBE report was provided.

#### **4. Old Business**

##### **a. Annual Report**

The Board reviewed the draft annual report and edits were provided. Ms. Alfred will update the report and send out to the Board for final review prior to submission.

##### **b. Tree planting programs in College**

The Board reviewed the updated Trees for City Residents brochure and City Tree Programs flyer. The Communications Coordinator added the City name and logo and will make further edits.

#### **5. New Business**

##### **a. Draft Urban Forest Chapter and recommendations to Council**

The Board reviewed the draft Urban Forest Chapter and the following suggested changes were discussed:

- Circumference requirement: 24-inch circumference/~8-inch diameter
- Add permitting required to remove evasive species.
- No application fee required for permits.
- Pruning – no more than 25% can be removed.
- Include that tree replacements should be planted within 6-months. Link tree removal with the Tree Canopy Enhancement Program to encourage replacement.
- Add that tree removals are required by a licensed, bonded and insured tree expert.

The Board will need to discuss further how to incorporate the use of an Arborist in the recommendations.

##### **b. English Ivy on Trees**

Mr. Meyer expressed concern about English Ivy growing on Oak trees as the ivy can kill trees. Ms. Alexander stated a volunteer group could remove the ivy from the trees.

**c. Tree Canopy Enhancement Program** – The Board will review the current guidelines at a future meeting.

#### **6. Next Meeting Date**

The next meeting will be held on September 18, 2019 at Davis Hall.

#### **7. Adjournment**

Ms. Alfred made a motion to adjourn the meeting. Second by Ms. O'Brien. The meeting adjourned at 9:14 pm.