

**Minutes of the Tree and Landscape Board
City of College Park
Virtual Meeting
January 18, 2023, 7:00PM**

<u>Term Exp.</u>	<u>Members</u>	<u>Present</u>	<u>Absent</u>
Staff	Brenda Alexander, Public Works Assistant Director	<input checked="" type="checkbox"/>	
Staff	David Wigglesworth, City Arborist	<input checked="" type="checkbox"/>	
06/30/2022	John Lea-Cox, City Forester		<input checked="" type="checkbox"/>
06/30/2023	Christine O'Brien, Chair	<input checked="" type="checkbox"/>	
06/30/2024	Todd Reitzel, member	<input checked="" type="checkbox"/>	
06/30/2024	John Horowitz, member		<input checked="" type="checkbox"/>
	Emily Friend, member	<input checked="" type="checkbox"/>	
	Alec Lynde, CBE representative	<input checked="" type="checkbox"/>	

Also Present: Carleveva Thompson, Contract Secretary

Ms. O'Brien called the meeting to order at 7:07 p.m.

- 1. Approval of Meeting Agenda:** The Board reviewed the meeting agenda and item #3 was changed from the November meeting minutes to December meeting minutes.

Motion: Approve the January 18, 2023, agenda as amended.

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

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

- 2. Approval of December Meeting Minutes:** The Board reviewed the meeting minutes of the December 19, 2022, meeting and edits were made to the minutes.

Motion: Accept the December meeting minutes as amended.

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

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

- 3. Public Works Department Report:** Ms. Alexander and Mr. Wigglesworth shared the following highlights:

- From December 15 to January 17, 5 new tree permit applications received and approved.
- Met with two tree planting contractors and one contractor was selected. A contract was submitted to legal for review and approval.
- Over a quarter of the contracted street tree work is complete.
- Working on a draft RFP for tree canopy assessment for the City.

- Drafted a reminder letter for residents to plant replacement trees after tree removal permit is issued.
- The department is working on the budget for FY2024.

4. CBE Report: Mr. Lynde shared the following highlight:

- The Better Bag Act was on the City Council’s agenda and a public hearing will be scheduled.

5. Old Business

a. Municipal Scene Article

The Board discussed the following topics for monthly articles:

- Health Benefits of Trees – February
- Tree Permitting Process – March (Mr. Reitzel)
- Bees in Trees – April (Ms. Friend)
- Emerald Ash Borer – May (Ms. O’Brien)
- Newly Planted Tree Care – June
- Contracted Tree Planting – July/August
- Protect Trees from Deer – September/October
- Hiring an Arborist – November/December

b. Community Ideas

- Vine Removal group
- Trolley Trail Walk
- Favorite Tree Autumn contest
- Cooperative Extension Talk

6. New Business

a. Confirm Monthly Meeting Day

The Board was asked by the City Clerk’s office to confirm the monthly meeting day and the Board decided the meetings will remain on the third Wednesday of each month.

b. Arbor Day

A North College Park resident requested to have a tree planted in North College Park to use for holiday tree lighting. Ms. Alexander suggested the resident discuss the idea at a North College Park Civic Association meeting to obtain community input and also suggested tree planting locations.

c. Work Plans

Ms. Alexander provided an update that the Council approved the work plans that were submitted for the Boards and Committees.

7. Next Meeting Date

The next meeting is scheduled on February 15, 2022, at 7:00 p.m.

8. Adjourn

Mr. Reitzel motioned to adjourn the meeting. Second by Ms. Friend. All members in favor, no opposed. Motion carries, 4-0-0.

The meeting adjourned at 9:04 p.m.