

**FINAL Minutes of the Tree and Landscape Board  
Davis Hall, City of College Park  
May 15, 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 type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
	Carleveva Thompson, Contract Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

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

**Motion:** Accept April meeting minutes as amended.

**Moved:** Mr. Meyer

**Second:** Ms. O'Brien

**Aye:** Unanimous

**Nay:** 0

**Abstain:** 0

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

- Laborers were interviewed and one landscape laborer was offered a position.
- Currently interviewing for part-time summer seasonal positions.
- Summer annuals were delivered and installation has started.
- The Arbor Day event at St. Andrew's Episcopal Church went very well. The nursery school students at the church pre-school did a great job and residents from different City Districts participated.
- Bid has been submitted for contract tree work.

**3. CBE Report:** Mr. Gregory shared the following highlights:

- A green cleaning event was held at City Hall on Saturday May 11<sup>th</sup>. CBE provided spray bottles and attendees were able to make homemade window cleaner.
- Mr. Larson will be writing an article on green cleaning.
- A presentation on SMART-Pay-It will be presented to the CBE and the CBE will vote on a proposal to move forward.

**4. Old Business**

**a. Tree Canopy Assessment**

Ms. O'Brien discussed a video that she watched that showed how San Diego adds an information tag to newly planted trees to advertise the type of tree and residents can learn more about the tree by scanning the barcode on the tag.

The University of Maryland Environmental Finance Center has reached out to Ms. Alexander regarding an urban tree canopy workshop. Ms. Alexander will provide more information to members interested in attending.

**b. Review of Tree Ordinances**

The TLB will be reviewing tree ordinances from various cities related to tree removal requirements on private property. Ms. O'Brien created a Google Doc with the various tree ordinances uploaded for TLB members to review. Ms. Alfred will create a spreadsheet to add to Google Docs listed with criteria the Board would like included in the City's new tree ordinance. Members were instructed to review two city codes and identify key points from each city code to include as criteria in the spreadsheet.

**c. City planning representative assigned to TLB**

Ms. Alexander will follow up on having a planning representative assigned to the Board.

**d. Area of land at end of Odessa**

The request for a Department of National Resources community parks and playgrounds grant to add a playground at the end of Odessa was denied. That area may be included in the widening of the Beltway.

**5. New Business**

**a. TCEP**

Mr. Meyer would like the Board to create a pamphlet that contains more information of the TCEP with a list of trees that the City will reimburse residents. These pamphlets can possibly be available on a table at the City's Farmers markets.

**6. Next Meeting Date**

The next meeting will be held on June 19, 2019 at Davis Hall.

**7. Adjournment**

Ms. Alexander motion to adjourn the meeting. Second by Ms. O'Brien. The meeting adjourned at 8:56pm.