

**Minutes of the Tree and Landscape Board
Davis Hall, City of College Park
September 18, 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 type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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 September 18, 2019 meeting was reviewed and an amendment was made.

Motion: Accept September meeting agenda with amendment.

Moved: Ms. Alfred

Second: Ms. O'Brien

Aye: Unanimous

Nay: 0

Abstain: 0

2. Approval of August Meeting Minutes: The minutes of the August 21, 2019 meeting were reviewed and corrections were made.

Motion: Adopt August meeting minutes as amended.

Moved: Ms. Alfred

Second: Ms. McNamara

Aye: Unanimous

Nay: 0

Abstain: 0

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

- The landscape crew continue weeding in various locations, such as Guilford Run, Cattail Hill, Calvert Hills, Berwyn, and Old Town.
- The crew is continuing watering activities with the use of 2 trucks.
- The crew is working on pruning to improve street and sidewalk clearance.
- A bid was sent for City wide contract tree work to remove 27 trees, pruning 22 trees, and grinding stumps of 28 City wide trees.
- Developing a planting plan for a new island that was created on Wake Forest and Beechwood.
- Looking for locations to plant street tree replacements.

4. CBE Report: Ms. McNamera shared the following highlights:

- Met with Scott Somers and Robert Masili regarding ways to present the bulk trash proposal to Mayor and Council.
- Working on the SMART report.
- Presented a Green Award to Proteus Bicycles.
- Finalized annual report and focused on goals for this year.
- Starting to look into GTA traps for mosquitos.

5. Old Business

a. Annual Report

The Board reviewed the updated annual report and additional edits were made.

Motion: Approve annual report with edits.

Moved: Mr. Reitzel

Second: Ms. McNamara

Aye: Unanimous

Nay: 0

Abstain: 0

b. Tree planting programs in College

The Board reviewed the updated tree brochure and flyer, additional corrections are needed.

6. New Business

a. Butterfly Garden

There is interest in developing a pollinator garden in the City.

b. Draft Tree recommendations to Council

The Board discussed including the following recommendations for tree permitting:

- Pruning: no more than 20%.
- Permitting application needed if pruning over 20%.
- Requirements for tree replacements:
 - 24-36 circumference - 1 tree
 - 37-50 circumference - 2 trees
 - 51-64 circumference - 3 trees
 - 65-above circumference - 4 trees
- Tree replacement onsite or pay fee of \$150/tree
- Public Works Director or designee to make final decision on tree removal applications.

c. Calvert Hills Resident Survey

Ms. Wagner discussed a survey that was distributed electronically through Calvert Hills' list serve regarding policies on tree removal and protecting trees.

7. Next Meeting Date

The next meeting will be held on October 16, 2019.

8. Adjournment

Ms. Alfred made a motion to adjourn the meeting. Second by Ms. Wagner. The meeting adjourned at 9:13 pm.