

## **Findlay Shade Tree Commission**

### **Minutes January 13, 2014**

The January 13, 2014 meeting of The Findlay Shade Tree Commission, rescheduled from 1/6/14 do to a winter storm, was called to order at 4:00 pm by Chairman Tim Brugeman at the Findlay Municipal Building, 3<sup>rd</sup> Floor Conference Room. Lynn Harwig was welcomed as a new Tree Commission member recently appointed by Mayor Lydia Mihalik.

**Members present:** Anne Spence, Lynn Harwig, Ed Crawford, Tom Mills, Paul Schmelzer, Dave Honse, Tim Brugeman **Members absent / excused:** Deb Seng, Dave Gasior

**Secretary's Minutes:** Ed Crawford made a motion to accept the Secretary's Minutes from 11/04/2013 Tom Mills seconded; motion passed.

#### **Election**

Discussion about 2014 officers resulted with a motion by Ed Crawford to elect Tom Mills-Chair, Ed Crawford-Vice Chair, and Deb Seng-Secretary; Tom Mills seconded, motion to approve unanimous.

Tom Mills continued with the meeting agenda, thanked Tim for his years as Chairman and work he is doing for the Tree Commission. Tom hopes to get more volunteers involved and especially Master Gardeners and the many opportunities to get involved in 2014.

A list of Tree Commission Members and related City representatives contact information prepared by Kathy Launder was distributed. Please let Kathy know of any changes.

#### **Reports**

**Anne Spence** announced she will continue to serve as City Council representative on the Tree Commission. The 2014 City Budget has been approved including \$2500 for tree programs. Spending will go through the Public Works Department for purchase orders and any special arrangements. There is some flexibility for use of the funds this year for Tree Commission activities and expenses, but mostly it is to purchase trees. The City can serve as fiscal agent for grants and donations; funds would need appropriated by Council for the intended purposes.

**Paul Schmelzer** listed local efforts for projects and planning as part of the City's Capital Improvement Plan, Ohio Department of Transportation and other local developments like the new Arts Center and Downtown Study. The Tree Commission can assist where needed.

**Dave Honse** was thanked for getting the Tree City USA nomination approved for another year. Tree Commission members will assist the 2014 application to the National Arbor Day Foundation next fall with Dave. He would also like to be able to check Adopt-A-Tree locations in advance in case roadwork is planned at sites requested.

#### **Old Business**

**The 2013 Annual Report was reviewed** and endorsed to send on to the Mayor and City Council highlighting Tree Commission activities. Members asked that a thank you note and recognition by City Council be extended to retiring member Mike Jurkiewicz. Tim will work with Kathy Launder on this.

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### **Minutes January 6, 2014**

**Master Tree Planning work** to date was outlined by Tom, with several neighborhoods to be done in 2014. Dave Gasior and Tom met recently with Urban Forester Stephanie Miller of ODNR Forestry for assistance. The Sherman Park Neighborhood is first, with other areas on the west side of Main St. between Sherman Park and Mound Park slated next. Results will be presented to the Tree Commission, explaining this process and recommendations.

**Sherman Park NeighborWoods Project** was reviewed with new maps provided by Van Horn Hoover Associates and a flier sent to neighbors. The local project leader Jay Yeater now has 12 families involved and \$575 committed for the spring project. A neighborhood meeting is planned the end of January; Jay is setting this up at Jefferson School. Tree plans and a grant application to The Community Foundation needs to be done in February. Nursery orders are recommended mid-March. Tentative date for the planting project is a Saturday late April / early May. Tim will stay involved with this project to keep it on track. City help will be needed to remove some old trees and dig holes for new trees in the park.

**Arbor Day activities** will be held on or around April 25 at Jefferson School working with Mary Flickinger. A Tree Commission working group is needed to work on details with Mary at the school.

**The current "Tree Ordinance"** (Chapter 913 – Shade Tree Commission and Tree Regulations) was circulated, a combination of the original ordinance by City Council and several amendments. Tim outlined some of the history and parts that may not be appropriate. Discussion resulted in possible changes needed to update the ordinance with further review. A working group will be appointed to go over it in detail, coordinating with Paul Schmelzer and Dave Honse so it works well for the City to enforce, and set a process to make the changes.

#### **New Business**

**Plans for 2014** were discussed with some dates already set for this year; others pending work still need for NeighborWoods and Arbor Day. Tom Mills will help organized a community education / training workshop at Firestone Park for Young Tree training / pruning new trees. The Adopt-A-Tree Program will start later June / July with applications, possibly targeting neighborhoods that have had Master Tree Planting completed. A working group to plan details of this program will be appointed.

The next tree Commission meeting will be February 3. All agreed to continue the current schedule of first Monday of the month except for Labor Day, September 1. Tom will notify Kathy to reserve the room.

Motion to adjourn by Tim, seconded by Tom, motion unanimous to adjourn at 5:20 pm.

Submitted by

Lynn Farwig & Tim Brugeman