



**TUESDAY OCTOBER 7, 2025 7:30 A.M.**  
**BOB CRANE COMMUNITY CENTER - BOARD ROOM**  
**3200 TREMONT RD.**

- 1) Welcome: call to order and roll call – Chair Kim Landsbergen / Staff Veronica Trommer
- 2) Approval of Minutes from August 5, 2025 – Chair Kim Landsbergen
- 3) Public Attendance - Chair Kim Landsbergen
- 4) Discussion items – Chair Kim Landsbergen and Staff Sam Simmons
  - a) Tree Canopy Assessment – Update from Davey Resource Group
  - b) Leaf Management - <https://www.upperarlingtonoh.gov/306/Leaf-Collection>
- 5) Updates from staff: - Staff Sam Simmons
  - a) General/Operational Forestry Updates
  - b) Contracts
  - c) Park Updates
  - d) CIP/Development
- 6) Friends of UA Parks Update
- 7) Horticulture Update – Libby Roach
- 8) Future meetings – Topics and location
- 9) Adjournment – Chair Kim Landsbergen

Next Meeting – December 2, 2025

**THE PUBLIC IS CORDIALLY INVITED TO ATTEND ALL COMMISSION MEETINGS.**

Upon request to the City Clerk’s office, special accommodations for people with disabilities (i.e., interpreting services, audio recording, etc.) will be arranged for any City meetings open to the public. Requests for special accommodations should be submitted at least 72 hours in advance.

**AUGUST 5, 2025, 7:30 A.M.**  
**WESTOVER PARK**  
**2111 WESTOVER RD**

The City Tree Commission met inside the shelter at Westover Park and was called to order at 7:38 AM by Chair Kim Landsbergen.

**1. Welcome: Call to order and roll call - Chair/Veronica Trommer**

**MEMBERS PRESENT:**

<u> X </u> Chair Kim Landsbergen	<u> X </u> Vice-Chair J.P. Ratajczak
<u> </u> Kathy Duke	<u> </u> Laura Oldham
<u> X </u> Scott Zanon	<u> X </u> Laura Fay
<u> X </u> Blythe Price	

**ALSO PRESENT:**

Parks & Forestry Superintendent Samantha Simmons, Forestry Supervisor Matt Stewart and Administrative Assistant Veronica Trommer.

**MEMBERS ABSENT:**

Kathy Duke, Laura Oldham and associate members Libby Roach and Karla Gengler-Nowak

**Motion to approve member's absences:**

**Motion:** Kim

**First:** Scott

**Second:** Laura Fay

Motion passed

**2. Approval of Minutes**

Motion to approve the minutes of the Tree Commission meeting for June 3, 2025

**Motioned:** Kim

**First:** Laura Fay

**Second:** J.P

Motion passed

**3. Public participation**

No public participation

**4. Discussion items**

4.1. Tree Canopy Update –

Davey signed a contract with us to do the assessment after both legal teams agreed on the terms. Davey will be using the most up to date lidar mapping techniques.

It should take about 12 weeks to complete.

4.1.1. The City issued a request for quotes for a tree canopy assessment under a tight timeline and received two responses: Davey Tree and PlanIt Geo. Both companies were interviewed. We felt most comfortable selecting Davey due to their approach, experience, and strong GIS expertise.

A contract was signed with Davey after their legal team and the City’s legal counsel and both agreed upon the terms. A kick off meeting is scheduled in the coming weeks.

Davey will use the most up-to-date LiDAR data and supplement with Nearmap aerial imagery (updated every six months, managed by the City’s GIS team). While LiDAR may not easily distinguish tree maturity, it will clearly identify canopy coverage and gaps.

We can use this information for future planting potential and to help support the City’s Urban Forestry Master Plan. The project is estimated to take about 12 weeks and the preliminary results are expected in January. The results will be shared with the Commission before presenting to City Council.

4.2. Westover Trees -

4.2.1. The Commission discussed the Westover White Oak near the playground. The tree has significant value due to its age, size and importance to the community. It is estimated to be between 200-250 years old. It may have 3-5 years before major intervention has to take place. Communication with nearby residents will be important when significant management and/or removal is required.



## 5. Updates from staff

### 5.1. Forestry

- The Tree crew is currently behind on work orders due to storm damage and seasonal demands but are working through backlog.
- Inventory work (currently being done by Bri Reading) is generating additional preventative maintenance work orders.

### 5.2. Contracts

- A tree and stump removal contract are underway, with another contract planned for fall.
- The fall planting contractor has already been secured and the nursery list being finalized.
- Sidewalk repair contracts will be beginning soon (this year was split into a leveling/grinding contract and replacement panel contract).

### 5.3. Park Updates

- Park Fridays: Tree crew has been working in parks on Fridays as part of their regular schedule.
- A meeting for the new Fancyburg maintenance yard took place a few weeks ago. The project was also introduced to staff for feedback, which will be incorporated into the final design.
- Project Timeline: Fall 2025: Finalize design and bid process. 2026: Begin construction/break ground.

### 5.4. CIP Updates

- The 10-year Capital Improvement Plan is currently under review by the Finance Department and City Council.
- Fancyburg: Planned improvements include replacement of the playground, shelter, pickleball courts, and parking lot. The City Manager recommended completing all upgrades in one year to minimize disruption for park users.

### 5.5. Development

- Staff has been reviewing several commercial projects and Matt continues working with contractors on new home builds.
- National Church Residences Project (near Northwest Kiwanis Park): Redevelopment is underway, including redesign of the facility. As part of the project, National Church Residences will gift a portion of the stormwater retention pond and adjacent land to the City.



- The City will assume ownership of the north side portion, with shared maintenance agreements continuing. The south side is owned by multiple private property owners with parcel-based ownership. The city will put in a shared-use path along the north side of the pond, connecting the commercial area to the park.

**6. Future meetings** – Topics and location

- Leaf management practices
- Possibility of holding a future meeting at OSU Golf Course, as done in past years.
- Possible adjustment to the December meeting time depending on the timeline of the tree canopy assessment.

**7. Adjournment**

**Motioned:** Kim

**First:** Scott

**Second:** Laura Fay

**Meeting adjourned: 9:08 a.m.**

ATTEST:

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**Secretary Veronica Trommer**

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**Chair Kim Landsbergen**

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*The next Commission meeting is scheduled for October 7<sup>th</sup> at 7:30 a.m.*