



TUESDAY AUGUST 4, 2026 7:30 A.M.

FANCYBURG PARK SHELTER 3375 KIOKA AVE.

- 1) Welcome/call to order - Chair J.P. Ratajczak/Staff Veronica Trommer
 - a) Roll call
 - b) Welcome new Commissioner: Shawn Welch
- 2) Approval of Minutes from June 2, 2026 – Chair J.P. Ratajczak
- 3) Public Attendance - Chair J.P. Ratajczak
- 4) Discussion items – Chair J.P. Ratajczak and Staff Sam Simmons
 - a) Trees and UA History – Guest Kristin Greenberg, Executive Director Upper Arlington Historical Society (see packet attachment)
- 5) Updates from staff: - Staff Sam Simmons
 - a) General/Operational Forestry Updates
 - i) Urban Forestry Master Plan update
 - ii) Public contact – packet attachment email and response
 - b) Contracts
 - c) Park Updates
 - i) Fancyburg
 - d) CIP/Development
- 6) Friends of UA Parks Update
- 7) Horticulture Update – Staff Sam Simmons
- 8) Future meetings – Topics and locations
- 9) Adjournment – Chair J.P. Ratajczak

Next Meeting October 6, 2026

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.





JUNE 2, 2026 7:30 A.M.
THE BOB CRANE COMMUNITY CENTER
3200 TREMONT RD

The City Tree Commission met at the boardroom of the Bob Crane Community Center and was called to order at 7:31 am by Chair J.P. Ratajczak

1. Welcome: Call to order and roll call - Chair J.P. Ratajczak / Laura Fay

MEMBERS PRESENT:

 X Chair J.P. Ratajczak
 X Kathy Duke
 X Scott Zanon
 Blythe Price

 X Vice-Chair Laura Fay
 Vacant
 X Kim Landsbergen

ALSO PRESENT:

Associate member Karla Gengler-Nowak, Parks & Recreation Director Debbie McLaughlin, Deputy Director of Parks & Rec. Jeff Anderson, Superintendent Samantha Simmons, Forestry Supervisor Matt Stewart, and the OHM Team.

MEMBERS ABSENT: Blythe Price

Motion to excuse commission member Blythe Price

Motioned: J.P.

First: Laura

Second: Kathy

Motion passed

2. Approval of Minutes

Motion to approve the minutes of the Tree Commission meeting for April 7, 2026 with the noted change of species from Swamp White to Chinkapin oaks being planted at Sunny 95 on Arbor Day.

Motioned: J.P.

First: Laura Fay

Second: Scott

Motion passed

3. Public participation

No public participation

4. Discussion items

- a. Urban Forestry Master Plan discussion with consultant , OHM Advisors.
 - Jeff Anderson gave an overview of the process for the City's Master Plan, Parks and Rec Master Plan and Urban Forestry Master Plan (UFMP).
 - Rick Fay and Sarah Hudda from OHM presented the UFMP progress and led a discussion to hear from the Tree Commission.
 - Discussion included:
 - Outreach and education
 - Resources and protections for residents
 - Partnerships with neighb
- b. Education / Outreach
 - i. Farmer's Market 7/29
 - Advertise fall tree give aways and have info about mulch volcanoes
- c. Board and Commission Applications

5. Updates from staff

- a. General/Operational Forestry Updates-
 - DLL planted 250 b & b trees, and 100 bare root trees were planted by city staff.

6. Friends of UA Parks

- FOUAP will be working at Miller Park on June 27th to remove invasives

7. Future meetings – Topics and location

Adjournment

Motioned: J.P.

First: Laura Fay

Second: Kathy

Meeting adjourned: 9:00 a.m.

ATTEST:

Secretary: Laura Fay

Chair: J.P. Ratajczak

* * *



The next Commission meeting is scheduled for August 4th at 7:30 a.m.



UPPER ARLINGTON MASTER PLAN

A Community Vision For 2040

Street Tree Commission – June 2, 2026

Overview

- ❑ Comprehensive Plan elements
- ❑ Project Approach
- ❑ Schedule
- ❑ Urban Forestry evaluation in-process
- ❑ Street Tree Commissioners – guiding thoughts

PROJECT UPDATES



**UPPER ARLINGTON
MASTER PLAN**
A Community Vision For 2040

Comprehensive Plan

- ☐ Land Use, Housing, & Economic Development
- ☐ Parks and Recreation
- ☐ Mobility
- ☐ Emerging Technology, Resilience, and Disruptions



Project Approach and Schedule



Phase I : Launch & Coordinate (January - June 2026)

This phase establishes the project foundation, including formation of a community Steering Committee, launch of public communications, and initial outreach efforts. It also includes a detailed review of existing conditions to inform both plans.



Phase II : Educate & Engage (July - October 2026)

During this phase, residents will be invited to participate through surveys and public meetings. Community input will help define shared values, identify priorities, and shape an early framework for future land use and investment.



Phase III: Collaborate & Envision (November - January 2027)

City staff, the Steering Committee, and the consultant team will work together in collaborative workshops to translate community input and analysis into a first draft of the Master Plan and Parks & Recreation Plan.



Phase IV: Synthesize & Refine (February - May 2027)

Draft plans will be shared with the community for feedback. Input from residents, including a second survey, will be used to refine recommendations, confirm priorities, and strengthen the plans in preparation for adoption.



Phase V: Finalize & Adopt (June - August 2027)

The final phase focuses on formal review and adoption of the plans. It also marks a moment to reflect on the process and celebrate the community vision that will guide Upper Arlington into the future.

Upcoming Engagement Dates



Brainstorm Media Pop-up Events:

- ☐ Littleton's Market (July & August)



Online Community Survey #1

- ☐ August



Community Workshop #1:

- ☐ Wednesday, September 2nd at the Bob Crane Community Center



Upper Arlington Pop-Up Events:

- ☐ Labor Day Arts Festival on Monday, September 7th
- ☐ UA Farmers' Market on Wednesday, September 9th



URBAN FORESTRY UPDATES



**UPPER ARLINGTON
MASTER PLAN**
A Community Vision For 2040

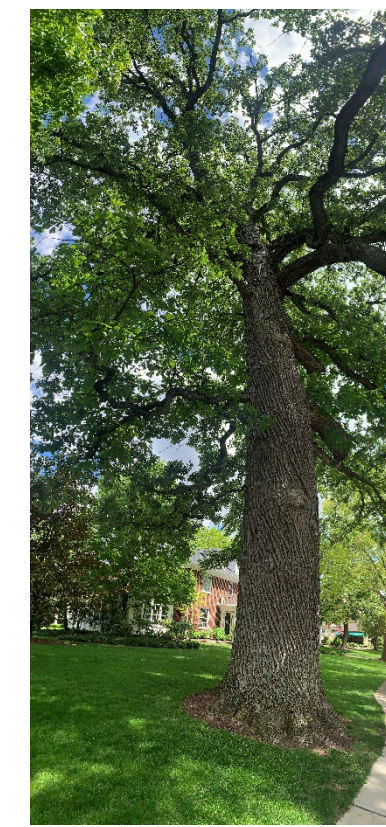
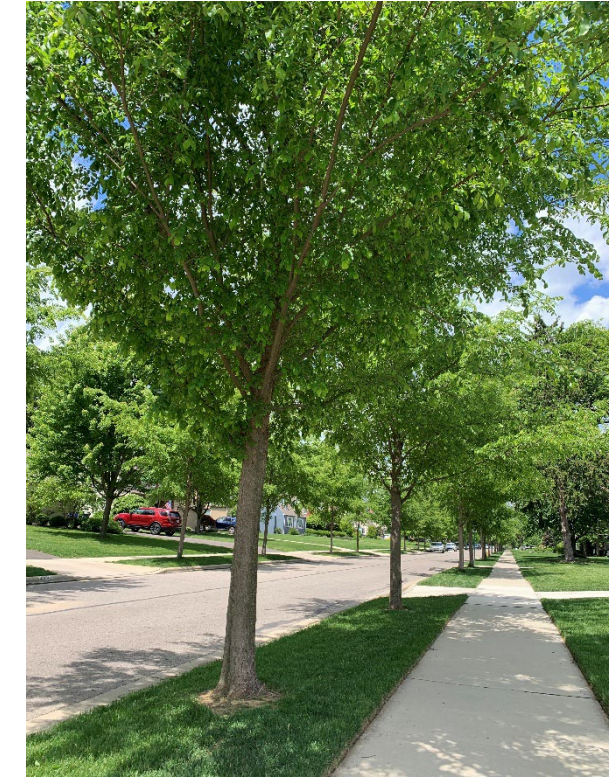
Initial review

Street Tree Work Permit: Test-drove the process

Master Plan Analysis

- ☐ Identify potential S.M.A.R.T goals (Specific, Measurable, Achievable, Relevant, Time-Bound) to help achieve goals/objectives
- ☐ Evaluate current mix of maintenance contracts and in-house services
- ☐ Identify opportunities for Tree Commission to support the Urban Forestry program
- ☐ Updating statistics
- ☐ Evaluate existing operations and resources utilization
- ☐ Review Urban Forestry Maintenance Plan language
- ☐ Refine/ clarify Street Tree removal criteria and replacement process

Tour with Forestry Staff



**UPPER ARLINGTON
MASTER PLAN**
A Community Vision For 2040

Urban Forestry – Emerging Themes



Capacity constraints – There is potential for more resources to do jobs efficiently, effectively, and to have equal pairs to ensure team safety.



Weighing In-House Work vs. Contractors – Current operations are a mix of in-house and contracted work, but contractor reliability can be a pain-point which causes additional work for team.



Enhancing Operations – Challenges exist with location of field office which limits productivity during work hours.



Improving Policy Process for Code Enforcement – Streamline process for improved awareness, accountability, and enforcement.

Urban Forestry – Emerging Themes



Modernizing Resident to City Communication and Tracking – Finding opportunities to simplify the resident processes of tree planting, removal, and other requests to effectively communicate between city staff and resident populations.



Integration of Forestry into City Planning, Development, and Zoning Ordinance Requirements – Opportunities exist to enhance ways the City as a whole engages with Forestry to best utilize skillsets. Additionally, updated Code would help clarify expectations to the public of forestry requirements.



COMMISSIONERS THOUGHTS

- **Key Issues from Street Tree Commission**
- **Recurring challenges**
- **Big Ideas**
- **Opportunities for Improvement**





ROOTED IN COMMUNITY: THE STORY OF UPPER ARLINGTON'S TREES

A proposal for a *History Speaks* presentation(*) in spring of 2027, sponsored by the Upper Arlington Historical Society in partnership with the City of UA and the City Tree Commission.

Executive Summary: Trees have always been a cornerstone of Upper Arlington's community identity. From early sales brochures highlighting the planting of trees as a key attraction for buyers to UA's current commitments as a "Tree City," this presentation explores how UA's trees have transformed and defined the city. The proposed program will trace the evolution of our tree heritage, and hear from our local experts on how we sustain this identity today.

Target Audience: Community residents, local history enthusiasts, and anyone interested in the landscape of Upper Arlington. The presentation will be recorded and available on the Upper Arlington Historical Society's YouTube channel for those unable to attend and future reference.

Key Takeaways:

- Gain historical insight into how UA's early development prioritized trees.
- Learn about UA's ongoing commitment to the "Tree City" designation.
- Discuss "famous trees" in Upper Arlington and designation programs
- Spotlight the work of, and areas of engagement with, Parks & Forestry and the UA Tree Commission.

Presentation Format, Duration, and Location: 45 minutes featuring a slide presentation, then a 15 minute Q&A session. Suggested venues - Amelita Mirolo Barn, Friends Theater @ Tremont Library.

Potential Speakers:

- **Kristin Greenberg:** UA Historical Society Executive Director.
- **Samantha Simmons:** Parks & Forestry Superintendent.
- **JP Ratajczak:** UA Tree Commission.
- **Steve Cothrel:** Former Parks & Forestry Superintendent.
- **Matthew Stewart:** Forestry Supervisor and Sidewalk Maintenance Program Manager.

Suggested Topics (for discussion):

Early history of trees, beginning of the City's Forestry Division & Tree Commission, Tree City definition, Canopy study, Street Tree program, Commemorative Tree programs, Centennial Trees, Tree Treks, native trees, upcoming tree-related events (i.e., in 2030).

(*)*History Speaks* is the Upper Arlington Historical Society's annual speaker series offering historical context on topics of community interest. Past presentations have featured the history of UA's Fourth of July celebrations, trash collection in UA, and the UA Fire Division. These events typically attract between 50 and 175 attendees. To view recordings of previous presentations, please visit tinyurl.com/UA-his-speaks.

"It Costs No More To Live In Upper Arlington"

Flowering crabs on Roxbury Rd. are in bloom this week. Roxbury Rd., from Fifth Ave. to Cambridge Boulevard, is one of the few streets in Columbus which is ~~uniformly planted in flowering trees~~. This street is planted with Japanese flowering crabs of the pink variety and this week will present a very wonderful display of color.

The trees are of uniform size and have been planted for about 15 years.

It is the beautiful surroundings made by trees and shrubs together with the many beautiful flowers that make the homes in Upper Arlington the most outstanding ones in the City of Columbus.

Drive through the Village and note the beauty of Upper Arlington.

Re: A message for City Tree Commission Commission member

From Samantha Simmons <ssimmons@uaoh.net>

Date Tue 7/28/2026 11:50 AM

To phylliscummins@msn.com <phylliscummins@msn.com>

Bcc Debbie McLaughlin <dmclaughlin@uaoh.net>; Matthew Stewart <mstewart@uaoh.net>; Veronica Trommer <vtrommer@uaoh.net>; Rich King <rich@linkapm.com>

Phyllis,
Thank you for your email.

Immediately following a construction project at Arlington Crossing the City identified the several trees that were directly damaged as part of the construction project and the responsibility of the Condo Association to remove. From there the City took on responsibility of ongoing monitoring for additional removal needs. The two Zelkovas near the Milden intersection were damaged along the building side because of construction. Following that, the trees were pruned to clear the intersection's traffic signal. This important clearing work, necessitated removing some significant limbs from the street side. The resulting health and condition of these two trees was not viable. They were identified for removal, spotted with a red dot and recently removed.

These trees are schedule for replacement this fall. Please let me know if you have any questions,

Sam

Samantha Simmons

Parks and Forestry Superintendent | Parks and Recreation Department

The City of Upper Arlington

3600 Tremont Road, Upper Arlington, OH 43221

o: 614-583-5361

e: ssimmons@uaoh.net | upperarlingtonoh.gov



City of **Upper Arlington**

From: no-reply@onboard.clerkbase.com <no-reply@onboard.clerkbase.com>

Sent: Monday, July 27, 2026 12:37 PM

Subject: A message for City Tree Commission Commission member

**City Tree Commission has received a
message via OnBoardGOV**

I just submitted a complaint about two trees that were removed on Tremont Road, just north of the Milden Road intersection. Who at Upper Arlington is responsible for resolving this complaint, including a plan for replacing the trees. Three trees along Tremont Road in front of Arlington Crossing were to be replaced as a result of damage during the exterior building project, but these trees were not included in the trees to be removed, so it appears they were mistakenly cut down. These trees provided privacy, shade, and noise control for several units at Arlington Crossing. As UA taxpayers, we are very concerned about why this happened.

Thanks.
Phyllis Cummins

From: Phyllis Cummins (phylliscummins@msn.com)