



TUESDAY JUNE 6, 2023 7:30 A.M.
NORTHWEST KIWANIS PARK
4840 STONEHAVEN DR

- Welcome: call to order and roll call – Chair Hala Zahreddine/ Veronica Trommer
 - Approval of Minutes from April 4, 2023 – Chair Hala Zahreddine
 - Public Attendance - Chair Hala Zahreddine
 - Discussion items – Chair Hala Zahreddine
 - New Commissioner Kathy Duke
 - Education Outreach – JP, Karla, Laura
 - Updates from Community Affairs Dept
- *education /outreach drafts included for reference
- Booth at Farmer’s Market Opportunity
 1. See attached list for dates
 2. Brainstorm ideas
 - Tree Trek ID
 1. Dog tag Machine - review sample
 - ODNR Urban Reforestation Grant - Sam
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- Updates from staff: - Chair/Sam Simmons
 - General/Operational Forestry updates
 - Contracts
 - Park updates
 - CIP
 - Development
 - Friends of UA Parks Update – Karla Gengler-Nowak
 - Horticulture Update – Libby Roach
 - Future meetings – topics and location



- Adjournment – Chair Hala Zahreddine

Next Meeting – August 1, 2023

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.





FEBRUARY 7, 2023 7:30 A.M.
MUNICIPAL SERVICE CENTER LOWER-LEVEL MEETING ROOM
3600 TREMONT RD

The City Tree Commission met at MSC LLCR and was called to order at 7:32 AM by Vice-Chair Kim Landbergen.

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

MEMBERS PRESENT:

<u> </u> Chair	<u> X </u> Vice-Chair Kim Landsbergen
<u> X </u> Hala Zahreddine	<u> X </u> J.P. Ratajczak
<u> X </u> Scott Zanon	<u> X </u> Laura Fay
<u> X </u> Craig Thompson	

ALSO PRESENT:

Associate Members Karla Gengler-Nowak and Libby Roach, Director Debbie McLaughlin, Parks & Forestry Superintendent Samantha Simmons, Community Affairs Manager Brian Hedge, and Administrative Assistant Veronica Trommer.

MEMBERS ABSENT:

No members absent

2. Approval of Minutes

Motion to approve the minutes of the Tree Commission meeting for December 6, 2022.

Motioned: Kim

First: Scott

Second: Hala

Motion passed

3. Public participation



No public participation

4. Election of Officers

Motion to Nominate Hala new Chair of the Tree Commission: Scott

Second: Kim

Motion passed: Hala is now chair

Motion to Elect Kim the Vice Chairman of the Tree Commission: JP

Second: Scott

Motion passed: Kim continues as Vice-Chair

5. Discussion items

- **Education Outreach – JP, Karla, Laura**
JP and Sam have been discussing a top 10 list of issues for education including invasives, weed eater damage, construction, vines on trees, appropriate species for location and fear of large trees. Using links on the city website is a valuable tool for residents to access information.
We are also looking into how police can help us deter solicitation for tree companies going door to door. A solicitation permit is needed to do work, but we have no way to enforce this with staff.
- **Brand Presentation – Community Affairs, Brian Hedge**
We want universal appeal for Parks & Recreation. Brian went through and explained the process.
To unify departments and the community center, the brand will be built into the building and website with visuals. The cities new brand will be rolling out soon.
- **ODNR Urban Reforestation Grant**
 - **Species list review-** Included in the packet. This list will be based on availability.
 - **Contract services-** Contractual services used for the grant will use prevailing wage.
- **Hilliard Tree Commission Invite**





Hilliard Commission would like to meet with Upper Arlington Commission to network and share ideas.

- Arbor Day 2023

Arbor Day is on Friday April 28th. If commissioners would like to attend we can get details by the next meeting.

6. Updates from staff-Sam Simmons

- General/Operational Forestry updates

The winter pruning contract was approved by council. The contractor is pruning two thirds of the contract and staff will be pruning one third in house. Staff is doing more including some of the stump, removal and pruning contracts in house in addition to the cost share tree plantings.

We are combining the tree removal and stump contracts as one contract this year instead of separate contracts.

The planting contract is being bid as one contract for spring and fall to lock in costs. Kim will be speaking at the Ohio Tree Care Conference and the city arborists will all be attending the conference.

- Park updates

City staff have been using the brush hog at Northwest, Thompson and Northam Parks to knock down the weeds.

7. Friends of UA Parks – Karla Gengler-Nowak

Friends of UA will be working on honeysuckle removal on the south side of Fancyburg. On April 15th FOUAP will be planting 350 trees at the Thompson Wetlands.

8. Horticulture Update – Libby Roach

We are wrapping up our 23/24 contracts. Bids are much higher this year. Bildsten will be doing the Mallway and Northam but we will not be doing baskets on Tremont Rd. until after construction on Tremont Rd. is done. Yellowstone Landscape will be doing



landscape maintenance and Clover will be doing the spring clean-up. We will be doing new wildflower/pollinator seeding at several parks around town this year, planning and ordering seed for these projects now. Last but not least, we will be packing the Northam History walk full of color again this year. Annuals have already been ordered.

9. Future meetings – topics and location

Tree Commission will be taking a one hour ethics training class for the city.

10. Adjournment

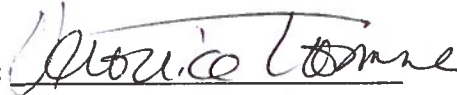
Motioned: Hala

First: Scott

Second: Kim

Meeting adjourned: 8:58 a.m.

ATTEST:



Secretary Veronica Trommer



Chair Hala Zahreddine

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



April 4, 2023

The City Tree Commission met at Upper Arlington Municipal Service Center, Lower-Level Meeting Room, and was called to order at 7:35 AM by Chair Hala Zahreddine.

1. Welcome: Call to order with attendance

MEMBERS PRESENT:

X Chair Hala Zahreddine

X Vice-Chair Kim Landsbergen

X J.P. Ratajczak

X Craig Thompson

X Scott Zanon

X Laura Fay

ALSO PRESENT:

Associate Member Karla Gengler-Nowak, Debbie McLaughlin Director of Parks and Recreation, Superintendent of Parks and Forestry Samantha Simmons, and Forestry Administrative Assistant Veronica Trommer.

Kim Landsbergen left the meeting at 8:25 am

MEMBERS ABSENT:

No members absent

2. Approval of Minutes

Motion to approve the minutes of the Tree Commission meeting for February 7, 2023.

Motioned: Chair Hala

First: Laura

Second: Scott

Motion passed

3. Public Participation

No public participation

4. Discussion Items

ODNR Urban Reforestation Grant

- The contract doesn't need to be prevailing wage. This will make it more cost efficient and help us with getting other projects done in house since the arborists won't have to plant any of the grant trees.

Education / Outreach

- JP updated the commission on the progress.
- New Community Affairs staff member will be working with all City Departments but focusing on Parks & Rec. They would be able to assist with some of our education/outreach goals. Commissioners suggested that it would be beneficial to have her at Tree Commission meetings.
- Engagement with the community through social media. It would be helpful if stories were run on social media more than once. Hash tags may also be helpful.
- Kiosk with list of small, medium, and large species with a QR code.
- JP, Karla, and Laura will continue to work as a smaller group with staff on putting together information.

Arbor Day

- April 28th 2023 will take place at the Northwest corner of the Mallway near Jones Middle School. Julia Gomez, a teacher with Jones, will have her 8th grade students there to help plant the Chinkapin oak. The Principal and Superintendent will also be attending the ceremony.
- Franklin County Soil and Water is having their annual plant sale. Any leftover plants will be given to teachers and students.

Hilliard Shade Commission

- We will try to coordinate with Hilliard to be at their next meeting on June 6th at 7 pm
- If we have more than three commissioners it will be considered an official meeting.
- Ask Hilliard for their agenda prior to meeting with them.

5. Staff Reports

General/Operational Updates

- Rewilding Wellington – Wellington School, FLOW, and the city will be working together to removed invasives and plant native species in the area just north of the driveway leading into the school. The city will also be installing a rustic fence around the Legg-Walcutt Cemetery.
- The Parks department is working on digitalizing our park work order system. Tablets are on order for staff who will start using Public Work's Hiperweb system to enter work orders.
- We are in the process of hiring seasonal staff, we have hired five short term and one long term seasonal to date.

Forestry Update:

- The removal contract is beginning. We started getting trees in from the nurseries and the planting contractor is getting ready to begin.

Horticulture Update:

- The spring landscape maintenance is nearly complete.
- Pollinator gardens are being installed at Burbank near the retention pond, Thompson Park and on the steep hillside along Riverside Drive at Wyandot Park.
- Bildsten has begun installing the hanging baskets and doing maintenance on them.

Park Update:

- There is no down time for park staff. Some of the projects for the winter months include shelter restroom updates and brush hogging some areas to maintain control of invasives.

CIP Update:

- Northam Park field drainage-fields will be closed for the rest of this and next year.
- Comprehensive park plan- ratio of the size of the city versus how many athletic fields and level of services provided.
- The new sports court will be opening this weekend. It was enlarged for box lacrosse and was partially funded by donors.
- The Community Center ground breaking is April 17th and has a 20-24 month schedule for construction to be completed.

6. **FOUAP Update:**

- In March FOUAP worked on the hill at Thompson Park due to the soggy conditions.
- Planting near the pond at Thompson on April 15th
- OSU volunteer day at Cardiff Woods on April 16th
- Miller Park on April 22nd at 9 am. FLOW may pair up with FOUAP for planting.
- Karla had a booth at the sustainability fair where many people stopped to ask about invasives.

7. **New Business & future topics**

- New commission member will be joining next meeting.
- Inflation Reduction Act funding ODNR over the next 5 years.
- Future meeting locations and topics for discussion.

8. **Motion to Adjourn**

Motioned: Chair Hala

First: Scott

Seconded: J.P.

Adjourned: 8:47 A.M.

ATTEST: _____

Secretary Veronica Trommer

Chairperson

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The next Commission meeting is scheduled for June 6th at 7:30 a.m.

Farmers Market City Booth

MARKET DATES/SIGN UP SCHEDULE available as of 06/01/23

May

17

24

July

26

August

23

30

September

6

13

20

October

4

11

25