



TUESDAY FEBRUARY 13, 2024 7:30 A.M.
MUNICIPAL BUILDING LOWER LEVEL MEETING ROOM
3600 TREMONT RD

1. Welcome: call to order and roll call – Chair Hala Zahreddine/ Veronica Trommer
2. Approval of Minutes from October 3, 2023 – Chair Hala Zahreddine
3. Public Attendance - Chair Hala Zahreddine
4. Election of Officers:
 - 4.1. Motion to Elect the Chairman of the Tree Commission
 - 4.1.1. Second
 - 4.1.2. Discussion
 - 4.1.3. Vote
 - 4.2. Motion to Elect the Vice Chairman of the Tree Commission
 - 4.2.1. Second
 - 4.2.2. Discussion
 - 4.2.3. Vote
5. Discussion items – Chair Hala Zahreddine and Sam Simmon
 - 5.1. The Sustainability Fair
 - 5.2. Arbor Day
 - 5.3. Social Media quick update
 - 5.2.1. Tools for document sharing and collaboration: Microsoft Teams
 - 5.2.2. Civil Clerk
 - 5.3. Updates from staff: - Chair/Sam Simmons
 - 5.4. General/Operational Forestry updates
 - 5.5. Contracts
 - 5.6. Park updates
 - 5.7. CIP
 - 5.8. Development
6. Friends of UA Parks Update – Karla Gengler-Nowak
7. Horticulture Update – Libby Roach
8. Future meetings – topics and location





9. Adjournment – Chair Hala Zahreddine

Next Meeting – April 2, 2024

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.



October 3, 2023

The City Tree Commission met at Northwest Kiwanis Park and was called to order at 7:33 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

X Kathy Duke

ALSO PRESENT:

Associate member Karla Gengler-Nowak, Director of Parks and Recreation, Superintendent of Parks and Forestry Samantha Simmons, Communications Specialist Maggie Rochon, and Forestry Administrative Assistant Veronica Trommer.

Member Craig Thompson left the meeting at 8:45 am.

MEMBERS ABSENT:

Associate member Libby Roach

2. Approval of Minutes

Motion to approve the minutes of the Tree Commission meeting for August 1, 2023.

Motioned: Chair Hala

First: Scott

Second: Kathy

Motion passed

3. Public Participation

No public participation

4. Discussion Items

Education / Outreach

- Social Media – Brain Hedge (Community Affairs Manager) will be moving on. Maggie Rochon (Community Affairs Specialist) worked through the rebranding process with Brian and has an eye for photography. She worked with VIP clientele in Cincinnati as well. Maggie will go through Sam for Tree Commission on the Graphic Design.
- JP will be working on a rolling calendar with twelve months of content. We will have one post per month and can do up to one year in advance. There will be a tree planting post on social media on October 10th. Tree ID will be November's post and December will feature I Tree software.
- Tree Commission at the Community Farmer's Market was a success- Twenty-two people gave their information for the Children's Book. We could possibly do a tree give away at the Farmer's Market in the spring.
- The Activity Guide has a tree ID class and a fall crafting class. The commissioners could help run the classes to get a captive audience for tree information. Kim offered to teach a class or do a program on invasives. The Activity Guide is developing for the winter season now-Sam will check out cut off dates for the seasons.
- Tree Commission is interested in having a booth at The Sustainability Fair that takes place in the Upper Arlington Library and at Park Festivals.
- Juniors and Seniors in Upper Arlington High School need six hours of Community Service by the end of September.

5. Staff Reports

General/Operational Updates

- Equipment, both new and old has been breaking down. The new Ford bucket truck has been in the shop for over two months getting repaired. We have been using the extra allowance for tree contractors to do bucket work for us on jobs that cannot wait.

Forestry Update:

- The nursery stock is out to bid for both street and grant trees.
- The fall tree and stump contracts are now underway.

Horticulture Update:

- Wrapping up a very dry year with a lot of watering and adding a few projects.
- Horticulture will be assisting with the landscaping of some medians around town.
- Landscape maintenance and hanging basket contractors are close to wrapping up for the year with updated contracts for the next two years going out to bid soon.

FOUAP Update:

- October 21st FOUAP will be at Northwest Kiwanis Park working on removing grape vines.
- November 11th they will be working at Thompson Park
- December 9th they will be working at Fancyburg Park
- 2024 dates are set and will be added to the online calendar soon.

CIP Update:

- Thompson playground is due to be replaced. The work should begin this fall and they hope to have the work completed by mid – May of next year. The city has already started their community outreach with residents.
- Bids for The Northam Tennis Courts are going out this week.
- Northam Park construction is wrapping up for the year. The boulder and flower beds are shifting east from their original home.

6. New Business & Future Topics

- The December meeting will be at either be at The Municipal Building or The Public Service Center.

7. Motion to Adjourn

Motioned: Chair Hala

First: JP

Seconded: Kim

Meeting Adjourned: 8:46 A.M.

ATTEST: _____

Secretary Veronica Trommer

Chairperson Hala Zahreddine

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The next Commission meeting is scheduled for December 5th at 7:30 a.m.