

**CITY OF SHAVANO PARK
TREE COMMITTEE MEETING
900 SADDLETREE COURT, SHAVANO PARK, TX 78231
TUESDAY, JANUARY 12, 2016
6:30 PM**

MINUTES

1. CALL TO ORDER

Chairman Smith called the meeting to order at 6:30 p.m.

2. ROLL CALL

PRESENT:

Kim Lane
Randy Smith
Bob Bradley
Randi Wayland
Howard Marnan
Gerald S. Reamey
Kenneth Chorn
Louise Chumley
Brandon Peterson
Betty Boazman
Alderman Maisel

ABSENT:

Nancy E. Bula
Niko Papanikolaou
Mark Kroeze

3. CITIZENS TO BE HEARD

No one signed up to address the Committee at this time.

4. MINUTES

a. December 8, 2015

The minutes were approved Committee Member Reamey made a motion to approve the minutes as presented

Committee Member Bradley seconded the motion.

Minutes were approved as presented.

5. REGULAR BUSINESS

a. Update - Tree USA application - Public Works Director

PW Director Peterson informed the Committee that the Tree USA application was submitted by the due date.

b. Update - FireWise Subcommittee - Committee Member Wayland

Committee Member Wayland informed the Committee that the sub-committee had not met since the last meeting.

c. Establish - tree permitting compliance – Chairman Smith

Chairman Smith combined discussion agenda item c and e due to similarities.

There was a consensus to appoint a sub-committee for the purpose of reviewing the Oak Wilt prevention, promotion, education and compliance.

Committee Member Reamey
Committee Member Chumley

Committee Member Bradley

An update will be presented at the next meeting.

d. Update - Inventory of public trees – Chairman Smith

A discussion was held to discuss possible tools Mark Kroeze may have available to simplify inventory of public trees, tracking health of the trees, tree trimming, attractiveness of the trees and removal of dead trees within the City.

e. Update - Oak Wilt – prevention – promotion – education – Mark Kroeze
Hollywood Park tour – schedule – Public Works Director

PW Director Peterson provided several dates for the Committee to select for the site tour.

a. The consensus is that site tour would be held Feb. 18th at 4:00 p.m.

An update will be presented at the next meeting.

f. Update - Signage – informing citizens of oak pruning schedule

Discussion was held on the possibility of adding signs alerting citizens of tree trimming schedule, possible signage, locations, and notification options (i.e. i-INFO, city marquee, speed trailer)

a. Arbor day Subcommittee - meeting update – Alderman Maisel

Alderman Maisel meeting updated the Committee on the subcommittee meeting and some of the events planned for Earth Day / Arbor Day.

6. Future Agenda Items

No items listed as a potential future agenda will be considered unless listed as a regular agenda item.

7. Discussion / action - Scheduling next meeting for the third Tuesday, April 19, 2016

Committee Member Bradley made a motion to schedule the next meeting for April 19, 2016 @ 6:30 p.m.

Committee Member Reamey seconded the motion.

Motion carried unanimously.

8. ADJOURNMENT

Committee Member Wayland made a motion to adjourn the meeting.

Committee Member Boazman seconded the motion.

The meeting adjourned at 7:40 p.m.

Randy Smith, Chairman

Zina Tedford
City Secretary

**CITY OF SHAVANO PARK
TREE COMMITTEE MEETING
900 SADDLETREE COURT, SHAVANO PARK, TX 78231
TUESDAY, April 19, 2016
6:30 PM**

AGENDA

1. CALL TO ORDER

Chairman Smith called the meeting to order at 6:37 p.m.

2. ROLL CALL

PRESENT:

Randy Smith
Bob Bradley
Randi Wayland
Howard Marnan
Gerald S. Reamey
Kenneth Chorn
Louise Chumley
Brandon Peterson
Betty Boazman
Nancy E. Bula
Alderman Maisel

ABSENT:

Kim Lane
Betty Boazman
Niko Papanikolaos
Mark Kroese

3. CITIZENS TO BE HEARD

No one signed up to address the Committee this evening.

4. MINUTES

a. January 12, 2016

Committee Member Bradley made a motion to approve the minutes as written.

Alderman Maisel seconded the motion.

The minutes were approved unanimously.

5. REGULAR BUSINESS

a. FireWise Subcommittee –Committee Member Wayland

Committee Member Wayland informed the Committee that the Firewise application has been submitted by Fire Chief Naughton.

b. Update – Subcommittee – Chairman Smith

I. OakWilt Prevention, education, promotion and determine how to achieve compliance and combining resources with local area tree organizations.

Chairman Smith stated that OakWilt is not affecting Shavano Park only. It is a concern throughout San Antonio. Discussion involved the possibility of combining resources with local tree organizations to work through this regional concern.

II. Tree trimming education

c. Inventory of public trees – PW Director Peterson

Public Works Director Brandon Peterson will prepare a map dividing the city into sections. The map will be presented at the next meeting to ask Committee Members to monitor specific areas.

d. Update Signage – PW Director Peterson

Suggestions will be submitted to PW Director and he will present them at next meeting for consideration.

e. Update – Arbor Day Event – Alderman Maisel

Alderman Maisel updated the Tree Committee on the upcoming Arbor / Earth Event.

6. Future Agenda Items

No items listed as a potential future agenda will be considered unless listed as a regular agenda item.

7. Discussion / action - Scheduling next meeting

Alderman Maisel made a motion to schedule the next meeting to June 21, 2016. Committee Member Wayland seconded the motion.

Motion carried unanimously.

8. ADJOURNMENT

Meeting adjourned at 7:50 p.m.

Randy Smith
Chairman

Zina Tedford
City Secretary

**CITY OF SHAVANO PARK
TREE COMMITTEE MEETING
900 SADDLETREE COURT, SHAVANO PARK, TX 78231
TUESDAY, June 21, 2016
6:30 PM**

MINUTES

1. CALL TO ORDER

Chairman Smith called the meeting to order at 6:30 p.m.

2. ROLL CALL

PRESENT

Randy Smith
Bob Bradley
Randi Wayland
Howard Marnan
Kenneth Chorn
Louise Chumley
Brandon Peterson
Betty Boazman
Nancy E. Bula
Kim Lane

ABSENT

Gerald Reamey
Niko Papanikolaos
Mark Kroese

3. CITIZENS TO BE HEARD

No one signed up to address the Committee at this time.

4. MINUTES

a. April 19, 2016

Committee Member Bradley made a motion to approve the minutes.

Committee Member Chorn seconded the motion.

The minutes were approved as presented.

5. REGULAR BUSINESS

a. After action report – Arbor / Earth Day 2016

Discussion held for the future Arbor Day events. This is the first time the Tree Committee has been involved and will start preparing for next year soon.

b. Update – Oak Wilt Sub-Committee – Chairman Smith

Chairman Smith discussed the spread of oak wilt through red oak and the importance of education.

The difference between Red Oak vs a Live Oak. An article will be submitted for the Roadrunner on tree care.

c. Update – Tree Inventory – PW Director Peterson

Public Works Director Peterson informed the Committee that he is working with Mark Kroese to prepare an inventory process.

d. Update Signage – PW Director Peterson

Signage discussed and suggestions will be sent out to Committee Members.

e. Discussion – Organizing a local city task force or coalition on oak wilt – Chairman Smith
Committee Member Bradley volunteered to assist in contacting the HOA’s.

6. Future Agenda Items

No items listed as a potential future agenda will be considered unless listed as a regular agenda item.
Heritage tree and preservation guidelines

7. Discussion / action - Scheduling next meeting

The next meeting is scheduled for September 20, 2016 @ 6:30 p.m.

8. ADJOURNMENT

Committee Member Wayland made a motion to adjourn the meeting.

Committee Member Bradley seconded the motion.

The meeting adjourned.

Randy Smith
Chairman

Zina Tedford
City Secretary

1. CALL TO ORDER

Chairman Smith called the meeting to order at 6:30 p.m.

2. ROLL CALL

PRESENT:

Randy Smith
Bob Bradley
Randi Wayland
Howard Marnan
Gerald S. Reamey
Kenneth Chorn
Louise Chumley
Brandon Peterson
Betty Boazman
Nancy E. Bula
Kim Lane
Betty Boazman
Mark Kroese
Alderman Hisel

ABSENT:

Niko Papanikolaos

3. CITIZENS TO BE HEARD

No one signed up to address the Committee at this time.

4. MINUTES

a. June 21, 2016

Committee Member Bradley made a motion to approve the minutes.

Committee Member Chorn seconded the motion.

Minutes were approved as presented.

5. REGULAR BUSINESS

a. Discussion / action – Requirements / status of Tree City USA Award 2016

Discussion involved code enforcement, current budget and growth award application point system.

b. Update / Report from the Oak Wilt Sub-Committee – Chairman Smith

The Oak Wilt Sub-Committee met and presented several points in discussion:

- There is a disconnect between bulk/brush pick times coinciding with tree trimming months
- Announce tree trimming months i.e. door hangers
- Update and provide “How to prevent Oak Wilt” information brochures to citizens and contractors.
- implement processes for Contractors to acknowledge that they are aware of the oak wilt and how to prevent before issuing permit

c. Discussion – Tree Inventory process for City of Shavano Park – PW Director Peterson

Discussion involved how the Tree Inventory process should focus on:

- certain areas and the dead trees,
- if trees need to be removed, we need a program to replace trees.

d. Update / Signage – Creating signage that informs residents of Tree Trimming schedule - PW Director Peterson

Discussion was held on the purchasing and installation of signs using the language presented by Committee Member Chumley.

e. Discussion / action – recommendation to demonstrate one (1) acre of underbrush in the municipal tract as part of Firewise – Chief Naughton

Chief Naughton presented an overview of the proposed project.

Committee Member Reamey made a motion to recommend to City Council to consider authorizing this project as part of firewise.

Committee Member Wayland seconded the motion.

The motion carried unanimously.

f. Discussion – Organizing a local city task force or coalition on oak wilt – Chairman Smith
Discussion was held about contacting other residents at neighboring HOA's and educating the public on oakwilt.

Discussion on this item contacting residents at neighboring HOA's to work with Committee Member Bradley in coordinating and educating neighbors regarding oak wilt.

6. Future Agenda Items

No items listed as a potential future agenda will be considered unless listed as a regular agenda item.

- a. Tree City USA – goals and projects /planting dates
- b. Arbor Day Committee

7. Discussion / action - Scheduling next meeting

Committee Member Reamey made a motion to schedule the next meeting January 17, 2017

Committee Member Bradley seconded the motion.

Motion carried unanimously.

8. ADJOURNMENT

The meeting adjourned.

Randy Smith
Chairman

Zina Tedford
City Secretary