

**CITY OF SHAVANO PARK  
TREE COMMITTEE MEETING  
900 SADDLETREE COURT, SHAVANO PARK, TX 78231  
TUESDAY, JANUARY 17, 2017  
6:30 PM  
MINUTES**

**1. CALL TO ORDER**

Chairman Smith called the meeting to order at 6:35 p.m.

**2. ROLL CALL**

|                  |                   |
|------------------|-------------------|
| PRESENT:         | ABSENT:           |
| Randy Smith      | Niko Papanikolaos |
| Bob Bradley      | Kenneth Chorn     |
| Randi Wayland    | Louise Chumley    |
| Howard Marnan    |                   |
| Gerald S. Reamey |                   |
| Brandon Peterson |                   |
| Nancy E. Bula    |                   |
| Kim Lane         |                   |
| J. David Pierce  |                   |
| A.D. Smoot       |                   |
| M.J. Smoot       |                   |
| Vicky Maisel     |                   |
| Mark Kroese      |                   |

**3. CITIZENS TO BE HEARD**

The Tree Committee welcomes Citizens to be heard, we request that if you wish to speak that you follow these guidelines – Resolution No. 04-11 residents are given three (3) minutes to speak during Citizens to heard. Citizens are only allowed to speak once and cannot pass their time allotment to someone else. In compliance with the Texas Open Meetings Act, the Tree Committee may no deliberate on comments (Attorney General Opinion – JC0169)

Ms. Kautz addressed the Citizen Tree Committee regarding Arbor /Earth Day Event.

**4. INTRODUCTION**

a. Newly appointed members

Newly appointed members, M.J. Smoot, A.D. Smoot, J. David Pierce and Vicky Maisel introduced themselves to the Committee.

**5. MINUTES**

a. September 20, 2016

The minutes were approved as presented.

**6. REGULAR BUSINESS**

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

City Manager Hill presented a brief overview of the steps the City has taken in oak wilt prevention.

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

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

d. Discussion – Organizing a local city task force or coalition on oak wilt – Chairman Smith

e. Discussion / action – Arbor / Earth Day 2017 (April 22)

I. Theme

“FireWise- Fire Prevention Saves Trees”

II. Selection of Subcommittee and Chairman

Sub-committee members are: M.J. Smoot, Vicky Maisel (Co-Chair), Bob Bradley and Randi Wayland (Chair).

III. Tree Planting Ceremony

**7. 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

b. Biggest Tree competition, most beautiful

**8. Discussion / action - Scheduling next meeting**

The next meeting is scheduled for March 21<sup>st</sup>.

**9. ADJOURNMENT**

Committee Member Maisel made a motion to adjourn the meeting.

Committee Member Pierce seconded the motion.

The meeting adjourned at 8:35 p.m.



Randy Smith  
Chairman



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Zina Tedford  
City Secretary

**CITY OF SHAVANO PARK  
TREE COMMITTEE MEETING  
900 SADDLETREE COURT, SHAVANO PARK, TX 78231  
TUESDAY, MARCH 21, 2017  
**6:30 PM**  
AGENDA**

1. CALL TO ORDER

2. ROLL CALL

3. CITIZENS TO BE HEARD

The Tree Committee welcomes Citizens to be heard, we request that if you wish to speak that you follow these guidelines – Resolution No. 04-11 residents are given three (3) minutes to speak during Citizens to heard. Citizens are only allowed to speak once and cannot pass their time allotment to someone else. In compliance with the Texas Open Meetings Act, the Tree Committee may no deliberate on comments (Attorney General Opinion – JC0169)

4. MINUTES

a. January 21, 2017

5. REGULAR BUSINESS

a. Discussion / action – Arbor / Earth Day 2017 (April 22)

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

7. Discussion / action - Scheduling next meeting

8. ADJOURNMENT

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named City of Shavano Park Citizen Tree Committee is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on this the 15th day of March 2017 at 10:45 a.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Zina Tedford  
City Secretary

Accessibility Statement

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

**CITY OF SHAVANO PARK  
TREE COMMITTEE MEETING  
900 SADDLETREE COURT, SHAVANO PARK, TX 78231  
TUESDAY, JUNE 20, 2017  
**6:30 PM**  
MINUTES**

1. CALL TO ORDER

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

2. ROLL CALL

|                  |                   |
|------------------|-------------------|
| Randy Smith      | Gerald S. Reamey  |
| Howard Marnan    | Niko Papanikolaos |
| Bob Bradley      | Nancy E. Bula     |
| Randi Wayland    | Kim Lane          |
| Kenneth Chorn    |                   |
| Mary Ann Hisel   |                   |
| J. David Pierce  |                   |
| A.D. Smoot       |                   |
| M.J. Smoot       |                   |
| Louise Chumley   |                   |
| Mark Kroese      |                   |
| Brandon Peterson |                   |

3. CITIZENS TO BE HEARD

No one signed up to address the Tree Committee.

4. MINUTES

a. March 21, 2017

The minutes were approved as presented.

5. REGULAR BUSINESS

a. Update / Report from the Oak Wilt Sub-Committee – Chairman Smith  
The sub-committee has not met.

b. Discussion – Tree Inventory process for City of Shavano Park – PW Director Peterson  
Public Works Director Peterson informed the Committee has been going out to document dead trees or other issues prior to scheduling the removal of dead trees.

c. Discussion – Organizing a local city task force or coalition on oak wilt – Chairman Smith  
There has not been any luck in coordinating a local task force or coalition on oak wilt with HOA's.

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
- b. Arbor Day 2018

7. Discussion / action - Scheduling next meeting

There was general consensus for scheduling the next meeting for September 19, 2017 at 6:30 p.m.

8. ADJOURNMENT

The meeting adjourned.

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Randy Smith  
Chairman

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Zina Tedford  
City Secretary

**CITY OF SHAVANO PARK  
TREE COMMITTEE MEETING  
900 SADDLETREE COURT, SHAVANO PARK, TX 78231  
TUESDAY, SEPTEMBER 19, 2017  
**6:30 PM**  
MINUTES**

1. CALL TO ORDER

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

2. ROLL CALL

Randy Smith  
Howard Marnan  
Randi Wayland  
Kenneth Chorn  
J. David Pierce  
A.D. Smoot  
M.J. Smoot  
Gerald Reamey  
Kim Lane  
Nancy Bula  
Louise Chumley  
Mary Ann Hisel  
Mark Kroese  
Brandon Peterson

3. CITIZENS TO BE HEARD

No one signed up to address the Tree Committee.

4. NOMINATION / APPOINTMENT

a. Chairman

Randi Wayland nominated Randy Smith as Chairman.

Howard Marnan seconded the motion.

The motion to appoint Randy Smith as Chairman carried unanimously.

b. Vice – Chairman

M.J. Smoot nominated J. David Pierce.

A.D. Smoot seconded the motion.

The motion to appoint J. David Pierce as Vice-Chair carried unanimously.

5. CONSENT AGENDA

a. Approval – Tree Committee minutes, June 20, 2017

The minutes of June 20, 2017 were approved as presented.

6. REGULAR BUSINESS

a. Update - Report from the Oak Wilt Sub-Committee - Chairman Smith

Update was presented on oak wilt.

b. Discussion / action - Size of Tree Committee - Chairman Smith

Discussion on number of members for Tree Committee.

c. Discussion - Update on Tree City USA - Chairman Smith  
Update on Tree City USA application.

d. Discussion - Overview of the National Wildlife Foundation Certification Program  
Discussion on National Wildlife Foundation Certification Program.

e. Discussion / Feedback – Online Tree Permitting Process – Chairman Smith  
Discussion for Tree Permitting included; tracking, time for issuing permits, concerns with information and timeliness, public education, booth for Arbor Day, and placing information in Shavano Park Directory.

f. Discussion / Appointment - Arbor Day 2018 and selection of Event Chairman - Chairman Smith  
Randi Wayland will be chairing this year's Arbor Day event.

g. Discussion - Update on Firewise / Shaded Fuel Break - Chief Naughton  
Chief Naughton provided a flyer on the Shaded Fuel Break and discussed status of Firewise application.

## 7. CHAIRMAN ANNOUNCEMENTS

a. Advise members to contact City staff to add new or old agenda items.

b. Advise members of pending agenda items, as follows:

- i. Tree City USA
- ii. Arbor Day 2018
- iii. Compliance Awareness
- iv. Tree Inventory process for City of Shavano Park

8. Discussion / action - Scheduling next meeting: **December, (12<sup>th</sup> or 19<sup>th</sup>) 2017**

The next Tree Committee will be held December 12, 2017 at 6:00 p.m.

## 9. ADJOURNMENT

Louise Chumley made a motion to adjourn the meeting.

Nancy Bula seconded the motion.

Meeting adjourned.

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Zina Tedford  
City Secretary

## 1. CALL TO ORDER

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

- |                 |                |
|-----------------|----------------|
| 2. ROLL CALL    | ABSENT         |
| Randy Smith     | Louise Chumley |
| Howard Marnan   | Kenneth Chorn  |
| Randi Wayland   |                |
| J. David Pierce |                |
| A.D. Smoot      |                |
| M.J. Smoot      |                |
| Gerald Reamey   |                |
| Kim Lane        |                |
| Nancy Bula      |                |
| Mary Ann Hisel  |                |

## 3. CITIZENS TO BE HEARD

No citizens signed up to address the Citizen Tree Committee.

## 4. CONSENT AGENDA

- a. Approval – Tree Committee minutes, September 19, 2017  
The minutes were approved as presented.

## 5. REGULAR BUSINESS

- a. Update / discussion - Report from the Oak Wilt Sub-Committee and review tree regulations that apply to commercial contractors for tree damage at a commercial site - Chairman Smith

Discussion was held regarding a number of topics regarding Oak Wilt, permits, Roadrunner Articles, brush pick up reporting, education, and artwork.

### b. Discussion / action - Update Tree City USA application

City Manager Hill informed the Citizen Tree Committee that the application is completed and will be signed by the Mayor for submittal.

- c. Discussion / action - Planning for Arbor Day 2018 events and consideration for 5K run - City Manager Hill & Randi Wayland

Discussion was held and it is the consensus of the Citizen Tree Committee not to have a 5K run/walk.

## 6. CHAIRMAN ANNOUNCEMENTS

- a. Advise members to contact City staff to add new or old agenda items.  
Consensus is to notify staff one week before.
- b. Advise members of pending agenda items, as follows:
  - ii. Arbor Day 2018.
  - iii. Compliance Awareness
  - iv. Tree Inventory process for City of Shavano Park

## 7. Discussion / action - Scheduling next meeting: March 13<sup>th</sup> or 20<sup>th</sup>, 2018

The consensus was to schedule the next meeting on March 20<sup>th</sup>.



**8. ADJOURNMENT**

D. Pierce made a motion to adjourn the meeting.

N. Bula seconded the motion.

Meeting adjourned.

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Randy Smith  
Chairman

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Zina Tedford  
City Secretary