

**WINCHESTER TREE COMMISSION
MINUTES
June 25, 2009**

The regular, June monthly meeting of the Winchester Tree Commission was held on Thursday, June 25, 2009 at 4:00 p.m. in the Conference Room of the Administration Building at City Yards.

Mr. Farris, Chair, called the meeting to order.

Mr. Farris made a motion to accept the May minutes; seconded by Mr. Roulston, motion was approved.

Members present: Ms. Allison Major, Mr. T'ai Roulston, Mr. Patrick Farris and Ms. Mary Stickley.

Members absent: Ms. Chris Scully and Ms. Kate Christen

Staff present: Clint Cantrell, Tim Stern and Tom Hoy

Old Business:

- 1) **Urban Tree Canopy Goal Report:** Mr. Farris stated that the report was received and Ms. Barbara White stated that it looks like exactly what they needed. Mr. Farris stated that the next stage is to get the City Council to endorse the report. Tom Hoy stated that the Public Services Committee had to endorse the report before the City Council does. Tim Stern stated that the final draft had to be turned in before September 30, 2009. Mr. Farris stated that this allows a two month period to get the report endorsed by the Tree Commission and the Natural Resources Advisory Board so that it can be submitted to the Public Services Committee.

Mr. Farris made a motion to endorse the Urban Tree Canopy Goal Report; seconded by Mr. Roulston, motion was approved.

New Business:

- 1) **Discussion of Tree Removal/Trimming requests:**

Corner of Braddock Street and Cork Street

An emergency tree trimming was completed on a Walnut Tree and two Zelkova Trees because vehicles were running into low branches as they passed by the construction site.

Corner of Braddock Street and Leicester Street

An emergency tree trimming was completed on a Maple Tree because vehicles were running into low branches as they passed by the construction site.

Corner of Braddock Street and Clifford Street

An emergency tree trimming was completed on 2 Pear Trees because vehicles were running into low branches as they passed by the construction site.

Amherst Street beside Southern States near the traffic signal

Mr. Farris made a motion to remove the tree located beside Southern States near the traffic signal and replace it with a tree of the same species at the nearest available location; seconded by Ms. Major, motion was approved.

725 Van Fossen Street

Ms. Stickley made a motion to remove the tree located at 725 Van Fossen Street; seconded by Mr. Roulston, motion was approved.

2) Construction of Tree Commission meeting and business protocol:

Mr. Farris asked for volunteers to work with him, Tim Stern and Tom Hoy to come up with a protocol of the way the Tree Commission does business. Mr. Farris stated that what he means by the way business is conducted is how meetings are conducted and the way the trim/removal/planting request sheet appears. Mr. Farris stated that he thinks it is a good idea that the Tree Commission establishes the way they do business and make sure that is agreed on by Tom Hoy and Tim Stern. Mr. Farris stated that there should be something in writing stating that the Parks and Recreation Department oversees their own trees. Mr. Farris stated that a written protocol would give members something to refer and new members would know what the Tree Commission does and how they do it. Tom Hoy stated that the city would provide information to assist in the writing of the protocol.

Comments from Commission Members:

- 1) Mr. Roulston asked if there is a tag that can be placed on trees that have been requested for trimming or removal so that the people in the neighborhood will know what is going on. Tom Hoy asked Mr. Farris to get the Tree Commission to come up with what they would like the tag to say and then City staff will acquire the tags. Ms. Major asked if the trimming and removal requests could also be posted on the website. Mr. Farris stated that Mr. Shambaugh is willing to work with the Tree Commission to post information on the city website. Mr. Farris stated that he would come up with something and email it to the members.

- 2) Mr. Farris stated that he was contacted by the Winchester Star regarding Oscar the Tree. Mr. Farris stated that a sign was placed in front of the tree to contact the Tree Commission if you want the tree to remain. Mr. Farris stated that the developer owns the land. Mr. Farris stated that he informed the Winchester Star that the tree is not reviewable by the Tree Commission because it is not a city tree. Tom Hoy stated that Ms. Nancy Stam is having a fundraiser at her house on July 25, 2009 to help save the tree.

Mr. Farris made a motion that the Tree Commission issues a statement of support for the preservation of the Chinkapin Oak located on Stonehouse Circle and that this tree adds significantly to the treescape and tree canopy of the City of Winchester; seconded by Mr. Roulston, motion was approved.

Tom Hoy asked Mr. Farris if a press release will be issued. Mr. Farris stated that a press release will be issued. Tom Hoy stated that the press release needed to go through him and Tim Stern and then they will forward it to Anne Lewis. Mr. Farris stated that he will create the press release and send it out to Tree Commission members and after he receives feedback from the members he will incorporate their comments and send it to Tim Stern and Tom Hoy.

Comments from City Staff:

- 1) Tom Hoy asked if it would be possible to review the planting list at the next meeting. Mr. Farris said he would like to review the planting and removal lists.
- 2) Tim Stern submitted the staff report for the month of May.

Adjourn:

With no further business to discuss, Ms. Stickley made a motion to adjourn; seconded by Mr. Farris, motion was approved.

**CITY OF WINCHESTER
TREE COMMISSION
STAFF REPORT FOR MAY 2009
SUBMITTED JUNE 25, 2009**

This report is a summary of contractor expenses and an activity listing of trimmings, plantings, removals and stump grindings for the month of May 2009.

**EXPENSES REPORT
(Billings for May 2009)**

CONTRACTOR TRIMMINGS:	CONTRACTOR PLANTINGS:	CONTRACTOR REMOVALS:	TOTAL:
\$ 0	\$ 572.00	\$ 0	\$ 572.00

ACTIVITY REPORT

TRIMMING:	PLANTINGS:	REMOVALS:	STUMP GRINDING:
S.E. corner of S. Braddock St. and Pall Mall St. (x3)	201 Parkway St.	20 E. Piccadilly St. (Pear tree)	Corner of Handley Ave. and Cecil St.
S.W. Corner of Cameron St. and Monmouth St. (x2)	Island at Opequon Ave. and Hollingsworth Dr. (x2)	Across from 20 E. Piccadilly St. (Pear tree)	
620 S. Braddock St. (x2)	512 Jefferson St.	41 E. Piccadilly St. (Pear tree)	
N.E. Corner of Clifford St. and S. Loudoun St. (X3)		44 E. Piccadilly St. (Pear tree)	
Van Fossen St. beside school (x3)		50 E. Piccadilly St. (Pear tree)	
1600 Handley Ave.		N.E. corner of Handley Ave. and Bellview Ave. (Pear tree)	
312 Sheridan Ave. (removed broken branch)		1624 Handley Ave. (dead Cherry tree)	
1419 Commerce St.			
N.E. corner of Eagle Dr. and Hollingsworth Dr.			
1727 Valley Ave. (removed sprouts)			
1624 Handley Ave. (x2)			
20 Trees	4 trees	7 trees	1 stumps