

**WINCHESTER TREE COMMISSION  
MINUTES  
June 28, 2012**

The regularly scheduled monthly meeting of the Winchester Tree Commission was held on Thursday, June 28, 2012 in the Conference Room at City Yards.

Mr. Patrick Farris, Tree Commission Chair, called the meeting to order at 4:00 p.m.

Mary Stickley made a motion to approve the May 24, 2012 minutes; seconded by Patrick Farris; motion was approved by a 2-0 vote, T'ai Roulston was an abstention.

**Members present:** Patrick Farris, Mary Stickley, T'ai Roulston, and Natural Resources Advisory Board Liaison Gerald Crowell

**Members absent:** Allison Major, Kate Christen and Donna Downing

**Staff present:** Tom Hoy, Jennifer Jenkins and Mandy Ricketts

**Guests Present:** Mr. Marc Handy

**Guest Comments:**

Mr. Handy attended the June 2012 Tree Commission meeting with a concern about the tree located at 115 E. Clifford Street. Mr. Handy feels the tree should be removed, but also wants to encourage the trees that are removed will be replaced. Mr. Handy said Clifford Street has lost four trees over the last three years. Mr. Handy said he is aware that the removal and stump grinding process is an expensive process, but he is afraid the tree has affected the water pipes under the tree, as well as the sidewalk. Mr. Handy said the neighbors at 115 E. Clifford Street, where the tree is currently located, are more than happy to purchase an approved tree for the replanting. Mr. Farris said the City has an outstanding rule that states unless the location where the tree was removed stands as unfit for another tree to be replanted in the same place for various reasons, the tree is added to the planting list. Mr. Farris said if the tree at 115 E. Clifford Street is added to the removal list, it will automatically be added to the replant list. Mr. Farris said the replant list is on a first come first serve basis. Due to the expense it costs to grind the stumps and replant a tree, the list is long and the City can only plant trees according to the funding they receive. Mr. Farris also told Mr. Handy the Adopt a Tree program is available to the neighbors at 115 E. Clifford who have offered to pay for the tree. Mr. Farris said there is a Memorial tree that can be planted, and the process is very similar to that of the Adopt a tree process. Mr. Handy asked if the stump beside the tree at 115 E. Clifford Street could be removed. Mrs. Jenkins added that she has already added that stump to the stump grinding list. Mr. Handy said there are two more trees at the corner of Cameron Street and Clifford Street where trees were removed and never replanted. Mrs. Jenkins said she will add these locations to the replanting list.

**New Business:**

**a.) Consideration of Tree Prune/Removal Requests:**

**115 E. Clifford Street**

Mr. Roulston made a motion to remove the tree located at 115 E. Clifford Street and add this sidewalk to the repair list; seconded by Mr. Farris; motion to recommend removal was approved by a 3-0 vote.

**332 W. Whitlock Avenue**

Ms. Stickley made a motion to remove the tree located at 332 W. Whitlock Avenue; seconded by Mr. Roulston; motion to recommend removal was approved by a 3-0 vote.

**331 W. Whitlock Avenue**

Mr. Farris made a motion to remove the tree located at 331 W. Whitlock Avenue; seconded by Ms. Stickley; motion to recommend removal was approved by a 3-0 vote.

**740 Frederick Avenue**

Mr. Farris made a motion to deny the removal request and prune the tree as needed, located at 740 Frederick Avenue, per arborist recommendation and add this tree to the observation list; seconded by Mr. Roulston; motion to recommend denial of removal was approved by a 3-0 vote.

**438 Mosby Street**

Mr. Farris made a motion to remove the tree located at 438 Mosby Street; seconded by Ms. Stickley; motion to recommend removal was approved by a 3-0 vote.

**2917 Grace Street**

Mr. Farris made a motion to deny the removal request and prune the tree as needed, located at 2917 Grace Street, and add this tree to the one year observation list; seconded by Mr. Roulston; motion to recommend denial of removal was approved by a 3-0 vote.

**b.) July meeting**

Mrs. Jenkins said she will be on vacation in July, which will affect the July 2012 meeting. Mrs. Jenkins wants to cancel the July meeting. If the meeting is rescheduled, it will not allow Mrs. Jenkins or the Tree Commission the amount of time to evaluate the trees that is necessary. Mr. Farris said his only concern is responsiveness, in case of an issue. Mr. Farris asked if there is a point person in charge in case Mr. Farris needs to contact someone regarding a tree issue a citizen may have. Mr. Hoy said either himself or Tom Denney can be contacted. Mr. Farris said he does not mind waiting until August for

a meeting, as long as the issued are taken care of in that time frame where Mrs. Jenkins is on vacation.

**Old Business:**

No old business to be discussed.

**Comments from Commission Members:**

Mr. Roulston said he has been reappointed into the Tree Commission. Mr. Farris congratulated him. Ms. Stickley asked if she can still serve as part of the Tree Commission until she is told she cannot serve without renewing her membership. Mr. Hoy asked Ms. Stickley if she has written a letter and asked to be reappointed. Ms. Stickley said no she has not done so yet. Mr. Farris said if you are in your second term, you cannot show up until your seat has been filled. Mr. Farris said if you have just finished your first term, he is almost certain Ms. Stickley can show up until she has been reappointed because she is eligible. Mr. Hoy said she is still on the commission since no action has been taken.

**Comments from City Staff:**

Mr. Hoy said the Tree Canopy meeting scheduled for July 10, 2012 has been cancelled. Mr. Hoy said the Tree Canopy Initiative is still going to get planting dates that evening, and move forward with their spot on the utility bills and tree topping flyers. Mr. Hoy said he is going to be making this same announcement at the Natural Resources Advisory Board meeting this evening. Mr. Hoy said he will send Kate Christen an email to make her aware of the changes.

**Comments from NRAB Liaison:**

Mr. Crowell said the Natural Resources Advisory Board is waiting on an answer from Brad Veach from Parks and Recreation about the Shawnee Springs Preserve and see when they want to continue to move forward.

**Adjourn:**

With no further business to discuss, the meeting was adjourned at 4:23 p.m.

**CITY OF WINCHESTER  
 TREE COMMISSION  
 STAFF REPORT FOR MAY 2012  
 SUBMITTED JUNE 28, 2012**

**EXPENSES and ACTIVITY REPORT: May 2012**

<b>CONTRACTOR PRUNING</b>	<b>CONTRACTOR PLANTINGS</b>	<b>CONTRACTOR REMOVALS</b>	<b>TOTAL</b>
<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**ACTIVITY REPORT- CONTRACTOR**

<b>PRUNING</b>	<b>PLANTINGS</b>	<b>REMOVALS</b>	<b>STUMP GRINDING</b>
<b>Total: 0</b>	<b>Total: 0</b>	<b>Total: 0</b>	<b>Total: 0</b>

**ACTIVITY REPORT- PUBLIC WORKS**

<b>PRUNING</b>	<b>PLANTINGS</b>	<b>REMOVALS</b>	<b>STUMP GRINDING</b>
217 S. Washington	145 Lambden - 3		952 Kinzel
300 S. Washington	414 W. Monmouth		17 Glaize Ave
303 S. Washington	204 Roszel - 2		18 Glaize Ave
			8 Glaize Ave
			Loudoun Auto
			202 S. Wash
			315 Handley Ave
			349 Opequon
			539 W. Cecil
			958 Kinzel Dr
			441 Handley Ave
			Liberty
			637 Dunlap
			2 Montague Ave
			12 Gerrard
			215 W. Clifford - 2
			699 Woodland
<b>Total: 3</b>	<b>Total: 6</b>	<b>Total: 0</b>	<b>Total: 18</b>