

**AGENDA  
CITY OF ST. CHARLES  
TREE COMMISSION MEETING  
RALPH GRATHOFF, CHAIR**

**THURSDAY, JANUARY 11, 2018 – 7:00 P.M.  
CITY HALL, COUNCIL COMMITTEE ROOM  
2 EAST MAIN STREET**

- 1. Call to Order and Pledge of Allegiance**
- 2. Roll Call: Blaine, Brens, Duerr, Grathoff, Hauser, Myers, Otto, Wilfong, Ziegler**
- 3. Introduction of Visitors, Comments and Concerns**
- 4. Minutes: Review and Approval**
  - A. Motion to accept and place on file minutes of the November 9, 2017 Tree Commission meeting
- 5. Natural Resources Commission**
- 6. Arbor Day**
  - A. Tree City USA 20th year – Jeremy Craft
- 7. Old Business**
- 8. New Business**
  - A. Commission Expirations April 30, 2018 – AJ Reineking
- 9. Committee Reports**
  - A. Education Committee
  - B. Langum Park Clean-Up Committee
- 10. Communications**
  - A. Motion to accept and place on file Public Services Division Tree Activity Reports for November and December 2017
- 11. Additional Items from Commissioners, Staff or Citizens**
  - A. Commissioners
  - B. Staff
  - C. Visitors
- 12. Adjournment**

**Next meeting – March 8, 2018**

**MINUTES  
CITY OF ST. CHARLES  
TREE COMMISSION MEETING  
RALPH GRATHOFF, CHAIRMAN  
November 9, 2017**

**Members Present:** Chair. Ralph Grathoff, Kathy Brens, Jon Duerr, Raymond Hauser, Suzi Myers, Ron Ziegler

**Members Absent:** Valerie Blaine, Pam Otto, Caroline Wilfong

**Others Present:** Chris Adesso, Marcelline D'Argento

**Visitors Present:** Heather Gondreau, Lee Haggas, Loren Nagy

**1. Call to Order & Pledge of Allegiance**

The meeting was convened by Chair. Grathoff at 7:05 p.m.

**2. Introduction of Visitors, Comments and Concerns**

None.

**3. Minutes Review and Approval**

Motion to approve and place into the public record the minutes of the September 14, 2017 Tree Commission meeting. Motion by Comm. Brens, second by Comm. Myers to approve the minutes. Voice vote: unanimous; nays – none. Motion carried at 7:09 p.m.

**4. Old Business**

None.

**5. Natural Resources Commission**

The Commissioners reviewed the second draft of the revisions to City Code to reflect the transition by the Tree Commission to a Natural Resources Commission. Comm. Myers noted it may be difficult to get four high school students to commit to participating on the NRC, however, four students are not required for the NRC [four is the maximum number of student participants as proposed in the draft Code]. Comm. Brens will check the curriculum at St. Charles East High School, and reach out to teachers and students to encourage participation with the NRC. NRC participation could also be included on students' college applications. The Commissioners requested the addition of the word "pruning" to the activities listed in Section 12.20.050 paragraph 3; staff will make this addition.

Chair. Grathoff confirmed the next step for the transition would be review of the proposed Code amendments by the City's legal counsel; Mr. Adesso confirmed. The Tree Commission would not need to review the draft Code again unless changes were made by legal counsel. Comm. Myers inquired as to the possible timing of the transition. Mr. Adesso explained the next Government Services Committee meeting would be the fourth Monday of January 2018. Chair. Grathoff noted the transition could be completed by February 2018.

Motion by Comm. Duerr to approve the second draft of the amendments to City Code 12.20 [with the afore-mentioned addition] and forward to the City's legal counsel for review, second by Comm. Brens. Voice vote: unanimous; nays – none. Motion carried at 7:17 p.m.

**6. New Business**

Chair. Grathoff inquired as to possible new salting practices this winter. Mr. Adesso explained the City is continuing its sustainable salting practices, and crews are receiving training on de-icing and snow plowing techniques and operations. Mr. Adesso noted the City has been using significantly less salt and also applying a reddish-brown colored commercial product. The commercial product is effective when applied at lower temperatures and helps prevent snow from bonding to the pavement, thereby reducing the need to apply large amounts of salt.

Mr. Adesso noted the City's snow fleet has been gradually updated with new trucks/equipment that provide better control and strategic salting. Comm. Hauser inquired as to the expense of untreated versus pre-treated salt. Mr. Adesso explained that although pre-treated salt is more expensive, the City uses less.

Comm. Duerr commented on the culvert project at the campus of Thompson Middle School. Comm. Duerr spoke with the schools' maintenance staff and was informed that the project was related to City requirements and that the upper portion of the detention area will be used for athletic fields. Comm. Duerr inquired as to whether the school project was related to the City's State Street Creek Watershed Plan. Mr. Adesso clarified that detention requirements are based upon the county's ordinances. The school detention project was not an identified project in the City's Plan, but it does benefit the watershed. Mr. Adesso stated the City's Watershed and Stormwater Master Plans are required for grant funding, and the City may receive grants for native landscapes, creekbed restorations and other projects.

Comm. Duerr inquired if the proposed plans for relocating the Police Department to West Main Street have been finalized yet, and noted there is marshland under old shopping mall. Mr. Adesso explained the Police Dept will be required to have detention similar to the Thompson Middle School project based on the county's ordinances. Comm. Brens noted the trees around the old shopping mall should be preserved.

Mr. Nagy inquired as to potential plans to replace the Fox River dam. Mr. Adesso explained a study and concept plan were developed for the Active River Project. A civil engineering firm conducted a proof of concept which included a hydrology study, cost estimates and permitting requirements. Mr. Adesso encouraged the Commissioners and visitors to review the River Corridor Foundation website which includes its Master Plan; the Bob Leonard River Walk, among other projects, was part of the Master Plan.

**7. Committee Reports**

**A. Education Committee**

Chair. Grathoff and Comm. Myers commented on the positive responses received from the school libraries regarding the book, *The Sparrow and the Trees*, which was donated to the City's elementary schools by the Tree Commission in October.

**B. Langum Woods Clean-Up**

Mr. Adesso informed the Commission about a competition promoted by the Forest Preserve District of Kane County. The competition was between Geneva High School and Batavia High School for the largest brush pile from clearing Buckthorn and Honeysuckle from forest preserve property. This may be a way to involve students in the clean-up of Langum Woods.

**8. Communications – Approval of Public Services Division Tree Activity Reports for September and October 2017**

Motion by Comm. Duerr to approve the above-referenced reports and place into the public record, second by Comm. Brens. Voice vote: unanimous; nays – none. Motion carried at 7:40 p.m.

**9. Additional Items**

**A. Commissioners**

Comm. Myers was in Slovenia recently when tree planting was being done. She spoke with one of the workers who informed her they also value diversity in planting.

Comm. Brens expressed her thanks to everyone at Public Works who worked to repair the water main break and restore the parkway in front of her home.

**B. City Staff**

None.

**C. Visitors**

Ms. Gondreau commented on pumpkin collection last Saturday, November 4th at the farm near the Northern Illinois Food Bank in Geneva. This may be a possible event for the NRC next year.

**10. Adjournment**

Motion by Comm. Myers to adjourn the meeting, second by Comm. Ziegler. Voice vote: unanimous; nays – none. Motion carried at 7:50 p.m.

<b>SUMMARY Fiscal Year 2017/2018</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APRIL</b>	<b>TOTAL</b>
Trimming - Public Services	51	92	59	27	264	91	186	86					<b>856</b>
Trimming - Contractor	2	0	31	0	0	0	0	0					<b>33</b>
Removal - Public Services	11	26	13	29	33	22	4	0					<b>138</b>
Removal - Contractor	3	0	6	5	16	1	0	0					<b>31</b>
Emergency Removal - Public Services	5	2	1	0	1	0	0	0					<b>9</b>
Emergency Removal - Contractor	2	0	0	0	0	0	0	0					<b>2</b>
Plantings - Public Services	0	0	0	0	0	0	0	0					<b>0</b>
Plantings - Contractor	163	0	0	0	152	0	0						<b>315</b>

**COMMENTS**

**TREE REPORT TOTALS Nov - Dec 2017**

<b>TRIMMING PUBLIC SERVICES</b>	<b>TOTAL 272</b>
	<b>Nov 186</b>
	<b>Dec 086</b>
<b>REMOVALS PUBLIC SERVICES</b>	<b>TOTAL 4</b>

**DATA**

WorkType	Crew	Quadrant	Address	Suffix	Street	Site	Comp	Comp	Comp	Count
Call - Trimming Request	In-House Trimming	SW	125		11th St /S	1	11	28	2017	1
Call - Trimming Request	In-House Trimming	SE	1524		Jobe Ave	1	11	1	2017	1
Call - Trimming Request	In-House Trimming	SE	1571		Tyler Rd /S	1	11	1	2017	1
Call - Trimming Request	In-House Trimming	SE	1810		Cambridge Dr	2	11	8	2017	1
Call - Trimming Request	In-House Trimming	FW	3541		Matisse Dr	1	11	3	2017	1
Call - Trimming Request	In-House Trimming	FW	3611		Matisse Dr	2	11	3	2017	1
Call - Trimming Request	In-House Crew	SE	112		8th Ave /S	1	12	14	2017	1
Call - Trimming Request	In-House Trimming	NE	1575		Hampton Course	1	11	8	2017	1
Call - Trimming Request	In-House Trimming	SE	1465		Liberty Ct	1	11	8	2017	1
Call - Trimming Request	In-House Trimming	FW	3555		Matisse Dr	1	11	3	2017	1
Call - Trimming Request	In-House Trimming	SW	516		Horne St	1	11	28	2017	1
Call - Trimming Request	In-House Trimming	SW	1207		3rd St /S	1	11	28	2017	1
Call - Trimming Request	In-House Trimming	NE	403		Fulton Ave	2	11	17	2017	1
										<b>13</b>
Trimming-Internal Request	In-House Trimming	SW	418		Horne St	1	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	515		Horne St	1	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	611		Horne St	1	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	613		Horne St	2	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1037		4th St /S	3	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1102		5th St /S	3	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1321		Ash St	1	11	8	2017	1
Trimming-Internal Request	In-House Trimming	SE	1569		Tyler Rd /S	1	11	1	2017	1
Trimming-Internal Request	In-House Trimming	FW	3541		Matisse Dr	2	11	3	2017	1
Trimming-Internal Request	In-House Trimming	SW	418		Horne St	2	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	519		6th St /S	3	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	519		Horne St	1	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	611		Horne St	2	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	617		Horne St	2	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1031		5th St /S	2	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1037		4th St /S	1	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1101		5th St /S	3	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1102		5th St /S	2	11	28	2017	2
Trimming-Internal Request	In-House Trimming	SW	1103		4th St /S	2	11	28	2017	1
Trimming-Internal Request	In-House Trimming	FW	3541		Matisse Dr	3	11	3	2017	1
Trimming-Internal Request	In-House Trimming	SW	516		Horne St	2	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	617		Horne St	1	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1037		4th St /S	2	11	28	2017	2
Trimming-Internal Request	In-House Trimming	SW	1101		5th St /S	1	11	28	2017	2
Trimming-Internal Request	In-House Trimming	SW	1101		6th St /S	1	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1103		4th St /S	1	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SE	1810		Cambridge Dr	1	11	8	2017	1
Trimming-Internal Request	In-House Trimming	SW	418		Horne St	3	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	516		Horne St	1	11	28	2017	2
Trimming-Internal Request	In-House Trimming	SW	613		Horne St	1	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	617		Horne St	3	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1031		5th St /S	1	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1101		5th St /S	2	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1102		5th St /S	1	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1102		5th St /S	4	11	28	2017	1
Trimming-Internal Request	In-House Trimming	SW	1103		4th St /S	3	11	28	2017	1
Trimming-Internal Request	In-House Trimming	FW	431		Horizon Dr. West	2	11	3	2017	1
Trimming-Internal Request	In-House Trimming	FW	3534		Deville Ln	1	11	3	2017	1
										<b>42</b>
Zone Trimming FW	In-House Trimming	FW	106		Remington Dr.	3	11	17	2017	3

Zone Trimming FW	In-House Trimming	FW	130		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	189		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	211		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	217		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	228		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	270		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	271		Remington Dr.	2	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	278		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	288		Birch Ln.	2	11	17	2017	1
Zone Trimming SE	In-House Trimming	SE	860		Equity Dr.	2	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	861	x	Equity Dr.	1	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	880	x	Equity Dr.	1	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	902		Equity Dr.	2	12	4	2017	2
Zone Trimming SE	In-House Trimming	SE	941		Enterprise Ct.	1	12	4	2017	2
Zone Trimming SE	In-House Trimming	SE	941		Enterprise Ct.	4	12	4	2017	2
Zone Trimming SE	In-House Trimming	SE	941	x	Equity Dr.	1	12	4	2017	3
Zone Trimming SE	In-House Trimming	SE	941	x	Equity Dr.	4	12	4	2017	3
Zone Trimming SE	In-House Trimming	SE	1120		Hidden Glen Circle	2	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1121		Hidden Glen Circle	1	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1124		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1134		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1136		Hidden Glen Circle	2	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1137		Hidden Glen Circle	1	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1140		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming FW	In-House Trimming	FW	100		Birch Ln.	2	11	17	2017	2
Zone Trimming FW	In-House Trimming	FW	106		Remington Dr.	1	11	17	2017	6
Zone Trimming FW	In-House Trimming	FW	148		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	193		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	210		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	212		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	223		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	283		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	296		Remington Dr.	1	11	17	2017	3
Zone Trimming SE	In-House Trimming	SE	861	x	Equity Dr.	2	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	882		Equity Dr.	1	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	882		Equity Dr.	4	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	901	x	Equity Dr.	1	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	902		Equity Dr.	3	12	4	2017	2
Zone Trimming SE	In-House Trimming	SE	941	x	Equity Dr.	6	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	942		Equity Dr.	2	12	4	2017	2
Zone Trimming SE	In-House Trimming	SE	1121		Hidden Glen Circle	3	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1126		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1128		Hidden Glen Circle	2	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1132		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1137		Hidden Glen Circle	3	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1141		Hidden Glen Circle	2	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1142		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1221		Hidden Glen Circle	2	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1232		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	3455		Legacy Blvd.	3	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	3455		Legacy Blvd.	6	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	3515	x	Legacy Blvd.	3	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	3555	x	Legacy Blvd.	1	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	1220		Hidden Glen Circle	1	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1221		Hidden Glen Circle	3	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1232		Hidden Glen Circle	2	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1236		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	3455		Legacy Blvd.	2	12	4	2017	2
Zone Trimming SE	In-House Trimming	SE	3455		Legacy Blvd.	5	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	3515	x	Legacy Blvd.	2	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	3545	x	Legacy Blvd.	1	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	3545	x	Legacy Blvd.	4	12	4	2017	1

Zone Trimming SE	In-House Trimming	SE	1220		Hidden Glen Circle	2	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1221		Hidden Glen Circle	1	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1224		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1240		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	3455		Legacy Blvd.	1	12	4	2017	2
Zone Trimming SE	In-House Trimming	SE	3455		Legacy Blvd.	4	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	3515	x	Legacy Blvd.	1	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	3545	x	Legacy Blvd.	3	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	3555	x	Legacy Blvd.	3	12	4	2017	1
Zone Trimming FW	In-House Trimming	FW	105		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	106		Remington Dr.	2	11	17	2017	6
Zone Trimming FW	In-House Trimming	FW	117		Remington Dr.	1	11	17	2017	6
Zone Trimming FW	In-House Trimming	FW	118		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	136		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	181		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	200		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	211		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	229		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	253		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	271		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	282		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	288		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	290		Remington Dr.	1	11	17	2017	3
Zone Trimming SE	In-House Trimming	SE	860		Equity Dr.	1	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	861	x	Equity Dr.	3	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	880	x	Equity Dr.	3	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	882		Equity Dr.	2	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	901	x	Equity Dr.	2	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	902		Equity Dr.	1	12	4	2017	2
Zone Trimming SE	In-House Trimming	SE	902		Equity Dr.	4	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	941		Enterprise Ct.	3	12	4	2017	2
Zone Trimming SE	In-House Trimming	SE	941	x	Equity Dr.	3	12	4	2017	3
Zone Trimming SE	In-House Trimming	SE	942		Equity Dr.	3	12	4	2017	2
Zone Trimming SE	In-House Trimming	SE	1121		Hidden Glen Circle	2	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1122		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1124		Hidden Glen Circle	2	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1128		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1137		Hidden Glen Circle	2	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1138		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	1141		Hidden Glen Circle	1	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1228		Hidden Glen Circle	1	12	5	2017	1
Zone Trimming SE	In-House Trimming	SE	3545	x	Legacy Blvd.	2	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	3555	x	Legacy Blvd.	2	12	4	2017	1
Zone Trimming FW	In-House Trimming	FW	100		Birch Ln.	1	11	17	2017	2
Zone Trimming FW	In-House Trimming	FW	112		Remington Dr.	1	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	117		Remington Dr.	2	11	17	2017	3
Zone Trimming FW	In-House Trimming	FW	177		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	216		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	277		Birch Ln.	1	11	17	2017	1
Zone Trimming FW	In-House Trimming	FW	288		Birch Ln.	3	11	17	2017	1
Zone Trimming SE	In-House Trimming	SE	860		Equity Dr.	3	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	880	x	Equity Dr.	2	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	882		Equity Dr.	3	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	901	x	Equity Dr.	3	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	941		Enterprise Ct.	2	12	4	2017	2
Zone Trimming SE	In-House Trimming	SE	941		Enterprise Ct.	5	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	941	x	Equity Dr.	2	12	4	2017	3
Zone Trimming SE	In-House Trimming	SE	941	x	Equity Dr.	5	12	4	2017	3
Zone Trimming SE	In-House Trimming	SE	942		Equity Dr.	1	12	4	2017	2
Zone Trimming SE	In-House Trimming	SE	942		Equity Dr.	4	12	4	2017	1
Zone Trimming SE	In-House Trimming	SE	1120		Hidden Glen Circle	1	12	5	2017	2
Zone Trimming SE	In-House Trimming	SE	1130		Hidden Glen Circle	1	12	5	2017	1





**AMENDMENTS BY STAFF 12/06/17  
TO DEFINITIONS AND PURPOSE AND INTENT  
FOR REVIEW BY TREE COMMISSION**

12.20.010 – Definitions

As used within this Chapter, the following terms shall have the meanings set forth in this Section:

- A. "Parkway" – ~~A portion of the right-of-way ("ROW") between the edge of the pavement structure or curbing and the lot or parcel adjacent to the ROW. The parkway may include sidewalk, driveway, trees, shrubs, seeded and/or sodded lawn areas and utility services as defined in Chapter 12.04.005.~~ means a strip of land is part of the dedicated street right-of-way extending from the edge of the street pavement or curb line to the right-of-way property line.
- B. "Arborist" – The City Arborist of St. Charles, Illinois, a position requiring expertise in the field of arboriculture.
- C. "Shrubbery" – ~~means a~~ A group of low, usually several stemmed woody plants.
- D. "Property Owner" The record owner or contract purchaser of any parcel of land.
- E. "Tree" – ~~means a~~ A woody perennial plant having a main stem or trunk exceeding ten feet in height at maturity.
- F. "Root Flare" – ~~means~~ The exposed roots that flare out from the base of the tree.
- G. "Volcano Mulching" – ~~means m~~ Mulch that has been piled up too high around the trunk of the tree similar to a volcano.
- H. "ISA" – ~~means~~ International Society of Arboriculture.
- I. Right of Way or ROW – A strip of land occupied or intended to be occupied by a street, sidewalk and/or railroad, and by electrical transmission lines, oil or gas pipelines, water mains, sanitary or storm sewer mains, trees and/or for other special uses. The usage of the term "right-of-way" for land platting purposes shall mean that every right-of-way hereafter established and shown on a final plat is to be separate and distinct from the lots or parcels adjoining such right-of-way and not included within the dimensions or areas of such lots or parcels. Right-of-ways intended for streets, crosswalks, water mains, sanitary sewers, storm drains, trees or any other use involving maintenance by a public agency shall be dedicated to public use by the make of the plat on which such right-of-way is established as defined by Chapter 12.30.30. ~~"R.O.W." means right-of-way.~~

(2012-M-47: § 5; 2007-M-56: § 1; 1998-M-28: § 1; Prior code: § 12.501)

12.20 – Natural Resources ~~Trees and Shrubs~~

12.20.020 – Purpose and intent

A. Purpose – ~~It is t~~The purpose of this Chapter is to:

1. ~~promote and p~~Protect the City's natural resources, and promote environmental values and stewardship within the community.

2. Protect the public health, safety and general welfare of the community by providing for the regulation of ~~the~~ planting, maintenance and removal of trees and shrubs within the eCity.  
(Ord. 2012-M-47 § 5.)

B. Intent – It is the intent of the City Council of St. Charles that the terms of this Chapter shall be construed so as to promote:

1. Environmental programs and awareness, and natural resources conservation and education.
2. ~~The p~~Planting, maintenance, restoration and survival of desirable trees and shrubs within the eCity.
3. The protection of community residents from personal injury and property damage, and the protection of the City St. Charles from property damage, caused or threatened by ~~the~~ improper planting, maintenance, or removal of trees and shrubs located within or affecting eCity owned property or the eCity right-of-way.

(2012-M-47: § 5; 1998-M-28: § 1)

DRAFT APPROVED BY TREE COMMISSION ON 11/09/17

AMENDMENTS BY STAFF 12/06/17

12.20.040 – Natural Resources Commission~~Tree Commission~~: establishment, composition, appointment of members

A. Establishment – The St. Charles Natural Resources Commission ~~Tree Commission~~ (hereinafter "NRC ~~Tree Commission~~" {formerly the St. Charles Tree Commission}) is hereby established and incorporates the functions and duties of the former Tree Commission. ~~Its~~ The NRC's functions and duties are limited to those set forth in this chapter.

B. Composition – The NRC St. Charles Tree Commission shall be composed of eleven ~~nine~~ commissioners. All commissioners shall be appointed by the Mayor with the approval of the City Council. All commissioners shall serve

without pay. Subject to the exceptions in paragraph “~~C~~” immediately below, each commissioner shall serve for a term of four years.

- C. Appointment of Members – ~~Five (5) Four~~ of the ~~eleven (11) nine~~ commissioners initially appointed to the ~~NRC Free Commission~~ shall serve for a term of two ~~(2)~~ years; ~~six (6) five~~ of the ~~eleven (11) nine~~ commissioners initially appointed shall serve for a term of four ~~(4)~~ years. Terms shall start on May 1. Determination of the initial term length (two or four year) shall be by lot. The Chairperson of the ~~NRC Free Commission~~ shall be elected by majority vote of the ~~NRC Free Commission~~ and shall be subject to re-election annually on May 1. The NRC may also include one (1) or more, not exceeding four (4), non-voting member(s) who shall be a high school student and/or college student resident having an interest in the duties and mission of the NRC. Student members shall be appointed by the NRC and shall serve on the NRC for a minimum of one (1) school semester and a maximum term of two (2) years. Student members may be appointed to the NRC at the age of eighteen (18) if a vacancy exists on the NRC.
- D. Expiration or Vacation of Terms – Within thirty days following the expiration of the term of any appointed commissioner, a successor shall be appointed by the Mayor with the approval of the City Council, and the successor shall serve for a term of four ~~(4)~~ years. Should any commissioner resign or be removed from the ~~NRC Free Commission~~, a successor shall be appointed by the Mayor with the approval of the City Council and shall serve for the unexpired period of the vacated term. A member of the ~~NRC Free Commission~~ may be removed by the Mayor with the approval of a majority of the City Council.
- E. Official Meetings – The NRC shall meet twelve (12) times per year on the second Thursday of every calendar month.

(1998-M-32: § 1; 1998-M-28: § 1)

#### 12.20.050 – Natural Resources ~~Free~~ Commission Duties

- A. Duties – The ~~NRC Free Commission~~ shall perform the following duties:
1. Within a reasonable time after the appointment of the ~~NRC Free Commission~~, upon call of the Chairperson of the ~~NRC Free Commission~~, the ~~NRC Free Commission~~ shall meet and adopt rules

of procedure for regular and special meetings to fulfill the duties imposed upon it by this Chapter.

2. Serve as a resource and advocate to City Government in developing policies and practices in an environmentally conscious manner.
3. The ~~NRC~~Tree Commission shall advise and consult the City's Government Services Committee on any matter pertaining to the ~~topics matters~~ covered in this Chapter and its enforcement. The topics under which this advice and consultation may be given may include, but are not limited to, any of the following:
  - a. Amendment to this Chapter and alteration or revisions of the ~~U~~urban Forestry ~~Management~~ Plan;
  - b. Policy concerning ~~matters of City business as outlined in this Chapter; selection, planting, maintenance, and removal of trees and shrubs within the City;~~
  - c. ~~Recommend investigation into practices of green infrastructure, sustainable business practices and programs, native species and ecological restorations and other matters of importance that may influence the City's environmental footprint. allocation of funds and expenditures of funds by Department of Public Works for planting and maintenance of trees and shrubs on city-owned property or right-of-way.~~
  - d. Establishment of educational and informational programs including, but not limited to, ~~natural resources conservation, environmental awareness and behavior, public health, an annual yearly~~ Arbor Day celebration ~~and the City's Tree City USA designation.~~  
(Ord. 2012-M-47 § 5.)
  - e. ~~Investigate and recommend to the City's Public Works Department and the City Council as it may consider appropriate to support:~~  
~~Preservation, conservation, education, enhancement and protection of the environment, natural resources and environmental values of the City, including the quality of land, air and water and the interrelationship that exists between them and all biotic systems living things within the limits of the City.~~

All recommendations by the NRC and information resulting from the NRC's activities shall be forwarded to the designated representative of the City's Public Works Department and the City Council.

f. Advise the City Council on such matters as may be requested.

4. ~~The NRC Tree Commission~~, with the assistance of the City's Public Works Department and City Arborist, shall ~~develop, and each subsequent year,~~ update the Urban Forestry Management Plan annually. The Urban Forestry Management Plan shall outline the City's urban forestry program activities for ~~a minimum of~~ the next five (5) years. ~~Theis Urban Forestry Management Plan~~ shall describe the urban forestry activities to be undertaken by the City, the reasons for those activities, the possible funding source(s), the means of accomplishing the activities, the alternatives available to the City to fund or accomplish the activity, the projected date of completion and the consequences if the activity is not completed. Activities ~~may~~ include, but are not limited to, street tree inventory, planting, pruning, tree removal, beautification projects and educational projects.
5. The ~~NRC Tree Commission~~, with the assistance of the Public Works Department and the City Arborist, shall develop and periodically review and revise, as necessary, the City's Trees and Shrubs ordinance. This ordinance shall contain regulations and standards for the planting, maintenance and removal of trees and shrubs upon City-owned property and the City right-of-way. (Ord. 2012-M-47 § 5.)
6. The ~~NRC Tree Commission~~ shall cause the Urban Forestry Management Plan and the Trees and Shrubs Ordinance, and all revisions and amendments to it, to be published and promulgated and shall cause copies of the ordinance and all revisions and amendments to it, to be available for public inspection at the office of the City Clerk. The Trees and Shrubs Ordinance and any revisions and additions thereto shall become effective upon the approval date

~~of effective date of any ordinance approving~~ the ordinance or revision or amendments thereto.

7. The ~~NRC Tree Commission~~ shall inform the public about the activities of the ~~NRC Tree Commission~~.
8. The City shall issue such permits as are required by this Chapter and shall obtain as a condition precedent to the issuance of such permits the written agreement of each person who applies for such permits that he or she will comply with the requirement of this Chapter, the Urban Forestry Management Plan and with the regulations and standards of the Trees and Shrubs Ordinance. The City's Public Works Department shall have the right to inspect all work performed pursuant to such permits. If the City's Public Works Department finds that the work performed is not in compliance with the requirements of this Chapter, the Urban Forestry Management Plan or with the regulations or standards of the Trees and Shrubs Ordinance, the Public Works Department shall provide written notice of ~~its his/her~~ findings to the permit applicant. The notice shall contain a copy of Section 12.20 of this Chapter, and the permit shall be nullified and ~~shall be voided. -and the~~ The City's Public Works Department may issue a written order that the permit applicant cease and desist all work for which the permit was required. The permit applicant shall be subject to penalty under the terms of the Ordinance. The City's Public Works Department may take steps to correct the results of the non-complying work and the reasonable costs of such steps shall be charged to the permit applicant.

#### Public Utility Companies

Nothing in this section shall be construed to exempt public utility companies or their agents from any of the requirements of this Ordinance