



ST. CHARLES  
SINCE 1834

## AGENDA ITEM EXECUTIVE SUMMARY

Title: Tree Commission Minutes – Information only

Presenter: Peter Suhr

*Please check appropriate box:*

<input checked="" type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 02.03.14
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	N/A	Budgeted:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> X
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If NO, please explain how item will be funded:

### Executive Summary:

A duty of the Tree Commission is to advise and consult with the Government Services Committee. November 2013 meeting minutes are attached.

### Attachments: *(please list)*

Tree Commission Minutes – November meeting minutes

### Recommendation / Suggested Action *(briefly explain):*

For information only.

*For office use only:*

*Agenda Item Number: 3.b*

**MINUTES  
CITY OF ST. CHARLES  
TREE COMMISSION MEETING  
BILL BANGS, CHAIRMAN  
THURSDAY, NOVEMBER 14, 2013 – 7:00 PM**

**Members Present:** Ron Ziegler, Valerie Blaine, Jon Duerr, Suzi Myers, Pam Otto, Caroline Wilfong

**Members Absent:** Chairman Bill Bangs, Ralph Grathoff, Phil Zavitz

**Others Present:** Chris Adesso, Nicole Wang

**1. Call to Order**

The meeting was convened by Ron Ziegler (acting Chairman) at 7:05pm.

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

**3. Minutes: Review and Approval**

- A. Motion to accept and place on file the minutes of the September 12, 2013 Tree Commission Meeting as presented. Motion by Comm. Duerr, second by Comm. Myers to accept the minutes.
- B. Motion to accept and place on file the October 2, 2013 Joint Meeting with Batavia Tree Commission. Motion by Comm. Duerr, second by Comm. Myers to accept the minutes.

**Voice vote:** unanimous; Nays – None; Absent: Chairman Bangs, Grathoff, Zavitz  
- Motion carried at 7:07pm.

**4. Old Business**

- A. Discussion on City Forestry Plan/Ordinance: Please see updated Plan for changes discussed under the topics of History and Diversity. Comm. Duerr asked to have staff provide information regarding the current tree inventory. Comm. Otto and Myers will provide information under the Special Projects, Parks (Langum Woods) section. Comm. Duerr will review potential Emergency Management Plan/Guidelines as there are no guidelines currently in place.

Comm. Myers presented the Commissioners with a History of the St. Charles Tree Commission. See attached information. Comm. Duerr requested to add when EAB became an issue for the City. A history of EAB related to when it began, City of St. Charles Program and financial information.

- B. Review of Joint Meeting with Batavia  
Comm. Zavitz noted the meeting with Batavia included a walk along River Street in downtown Batavia.
  - i. Planting Soil Vault Information: The Batavia Commission provided detail on planting use of soil vaults in downtown areas. Per Mr. Adesso, this information will be provided to the Public Works Engineering Department for consideration.

**5. New Business**

- A. Update on Emerald Ash Borer  
Mr. Adesso commented that the number of ash trees to remove for the program is drawing to an end. He will be presenting information on the EAB program at the next Council meeting. He will be asking for feedback from the Council on how they want to proceed with the program as there are still ash trees on City property. The council meeting is November 25, 2013.

Comm. Myers asked Mr. Adesso to keep the Commissioners updated for the next phase of the program. Comm. Ziegler asked Mr. Adesso if the City did the work right? Mr. Adesso shared that the program has been successful with most of the feedback from the community being positive. Comm. Ziegler stated that this is what the Commission is all about.

B. News or Concerns from Public Works

Mr. Adesso stated that the fall 2013 planting is complete and ahead of schedule. Comm. Ziegler asked who the tree provider is? Mr. Adesso commented that Pedersen Co. is the current contracted provider. He also stated that Graf Tree Care gave positive feedback on the tree stock that was provided by Pedersen Co. Graf Tree Care has recommended Pedersen Co. to other municipalities as a result.

Comm. Ziegler asked if wire baskets are still left on the root ball of trees at planting. Mr. Adesso stated that wire baskets are left on at planting per industry standard.

***1-9-14 Tree Commission Meeting Further discussion to Approve Minutes:*** Comm. Ziegler requested to add for the record that there is controversy regarding the industry standard for handling wire baskets at tree planting. Comm. Ziegler stated that the International Society of Arboriculture communicates to “...remove the top half of wire baskets after a tree has been placed in the ground for planting to half the root ball and do not turn under any burlap...”. Comm. Ziegler stated this issue is something the Commission should think about as the City is planting a lot of trees. Mr. Adesso commented the City uses the planting detail from one industry standard source. Care is given to remove or cut away ropes and burlap per each trees needs at time of planting and the wire baskets are left alone. Mr. Adesso stated the Cities consulting Arborist gave positive feedback about the nursery stock, methods and procedures used after a thorough review of planted trees this fall. Comm. Ziegler stated he was satisfied with Mr. Adesso’s answer regarding the matter of wire baskets at planting. Mr. Adesso stated that staff is committed to doing their best.

**6. Committee Reports**

- A. Education Committee – None
- B. Publicity Committee – None
- C. Arbor Day Committee

Comm. Ziegler asked when we begin planning for Arbor Day? Mrs. Wang stated that planning typically begins in January. Comm. Wilfong asked about the possibility of another tree planting award and if Davis Elementary could be the site considered. She has approached the Principal and will continue to pursue working with the Davis Elementary community. Comm. Myers stated the District 303 library has a video about Arbor Day and the use of trees. The Davis librarian should be able to find this video. Mr. Adesso commented that thirteen trees were planted this fall on City property along Fellows Street and Horne Street near Davis Elementary. Comm. Wilfong stated that she is seeking to motivate the school to be more involved in the Arbor Day Foundation activities.

**7. Communications**

- A. Motion to accept and place on file the Electric Division / Public Services Division Tree Activity Reports for October through September, 2013. Motion by Comm. Otto, second by Comm. Duerr to accept the reports as presented.

**Voice vote:** unanimous; Nays – None; Absent: Chairman Bangs, Grathoff, Zavitz  
- Motion carried at 8:10pm.

- B. Review of the Tree Species Requests Reports for September 1, 2013 through October 31, 2013

Comm. Ziegler recommended the Bowhall Maple species as it is bred for parkway situations. He stated it is columnar and does not spread too wide.

#### **8. Additional Items – Comments**

- A. Commissioners

Comm. Ziegler stated that Chairman Bangs is moving to Colorado very soon. He asked how the next Chairman is decided. Comm. Myers stated that a nomination for Chairman is usually internal and then the new chairman moves into the position.

Comm. Ziegler stated that he is glad to have the Commissioners interest in trees and that Comm. Wilfong has joined the Commission. He asked if there will be an appreciation dinner this year. Mrs. Wang stated that she will check with the Mayor's office regarding a dinner.

Comm. Otto mentioned that Munhall School's fourth grade teacher, Ms. Tiesch, has a forestry unit. They could also be considered for an Arbor Day tree award.

- B. Staff: None
- C. Visitors: None

#### **9. Adjournment**

**Motion by Comm. Duerr to adjourn the meeting at 8:35pm, seconded by Comm. Wilfong.**

**Voice vote:** unanimous; Nays – None; Absent: Chairman Bangs, Grathoff, Zavitz  
- Motion carried at 8:35pm.

Next meeting will be January 9, 2014 at City Hall, Council Committee Room.  
Call 630-377-4405 with agenda items before the next meeting.