

**AGENDA
CITY OF ST. CHARLES
TREE COMMISSION MEETING
RON ZIEGLER, INTERIM CHAIRMAN**

**THURSDAY, MAY 8, 2014 – 7:00 PM
CITY HALL, COUNCIL COMMITTEE ROOM
2 E. MAIN STREET**

- 1. Call to Order**
- 2. Roll Call: Blaine, Duerr, Grathoff, Hauser, Myers, Otto, Wilfong, Zavitz, Ziegler,**
- 3. Introduction of Visitors and Their Comments and Concerns**
- 4. Minutes: Review and Approval**
 - A. Motion to accept and place on file the minutes of the April 10, 2014, Tree Commission Meeting
 - B. Motion to accept and place on file the minutes of the July 11, 2013, Tree Commission Meeting
- 5. Old Business**
 - A. Discussion on City Forestry Plan/Ordinance
- 6. New Business**
 - A. Update on Emerald Ash Borer
 - B. News or Concerns from Public Works
 - C. Langum Woods Fall Cleanup
- 7. Committee Reports**
 - A. Education Committee
 - B. Publicity Committee
 - C. Arbor Day Committee
- 8. Communications**
 - A. Electric Division / Public Services Division Tree Activity Report for March and April 2014.
 - B. Tree Species Requests Report for March and April 2014.
- 9. Additional Items – Comments**
 - A. Commissioners
 - B. Staff
 - C. Visitors
- 10. Adjournment**

Next meeting will be July 10, 2014 at City Hall, Council Committee Room.
Call 630-377-4405 with agenda items before the next meeting.

**MINUTES
CITY OF ST. CHARLES
TREE COMMISSION MEETING
APRIL 10, 2014**

Members Present: Interim Chair. Ron Ziegler, Jon Duerr, Ralph Grathoff, Raymond Hauser, Suzi Myers, Pam Otto, Caroline Wilfong, Phil Zavitz

Members Absent: Valerie Blaine

Others Present: Chris Adesso, Isabel Soderlind, Nicole Wang

Visitors Present: None

1. Call to Order & Pledge of Allegiance

The meeting was convened by Comm. Ziegler at 7:01pm.

2. Roll Call

3. Introductions of Visitors - Comments and Concerns: None

4. Minutes Review and Approval

- A. Motion to accept and place on file the minutes of the March 13, 2014 Tree Commission meeting. Motion by Comm. Myers, second by Comm. Zavitz to accept and place on file the minutes.

Voice vote: unanimous; Nays – None; Absent: Valerie Blaine, Pam Otto
- Motion carried at 7:05 pm.

5. New Business

A. Update on Emerald Ash Borer: None

B. News and Concerns from Public Works:

- a. Brief discussion regarding the email distributed by Graf Tree Care and the effects of the winter on the evergreen species. The commission appreciated the City distributing the information so they were all aware of the situation. (See attached email.)
- b. Just a reminder that Commissioner Myers and Commissioner Wilfong will be attending the City's Commissioners Orientation Meeting on April 14, at 5:30 p.m. The meeting will be held at Century Stations. Commissioners Hauser and Duerr will be attending the June 2, session which begins at 5:30 p.m. in the Council Chambers.

C. Langum Woods Spring Clean Up:

Discussion regarding Langum Woods Spring Clean Up was postponed until later in the meeting; Commissioner Otto was not present at the time the agenda item was scheduled to be discussed. (This agenda item was discussed after the of Arbor Day discussion.)

According to Commissioner Otto, Haines School would not be able to participate in the annual spring clean-up of Langum Woods. The Committee discussed setting a date and moving forward with the clean-up using adult volunteers from the Kane County Certified Volunteers Naturalist group. No specific date was indicated at this time. Comm. Otto would contact the group and determine a date late in April or early May.

D. National Safe Digging Month

Interim Chair. Ziegler reminded the committee that April is designated as the National Safety Digging month. JULIE has a simple 811 Illinois One Call System "Before You Dig" program. By placing the call to JULIE the utilities in designated areas are marked within 48 hours. A simple call addresses any safety concerns and prevents costly damage to underground utilities. As committee members advocating the planting of trees, Interim Chairman Ziegler requested the committee do its best to remind the community to call JULIE before digging.

6. Committee Reports

- A. Education Committee:** None
- B. Publicity Committee:** None
- C. Arbor Day Committee:**

Pam Otto entered the meeting at approximately 7:15 p.m.

The Arbor Day celebration will be held at Lincoln Park on April 25 at 4:00 p.m. Nicole Wang led the review of the Arbor Day Celebration Checklist. (See attached documentation for complete listing.). Set up should begin around 2:00 p.m.

Invitation and Programs: Mrs. Wang has been working on the programs. She will be send a copy via email to all the commissioners for their review before final printing.

Presentation of Colors: This item is still outstanding. Several options were discussed:

1. Dwight and James Sullivan, visitors at the last meeting from Boy Scout Troop 1, mentioned they would be interested committee. No one has received a response from them.
2. Past Scout Master Chris Scott could be an option.
3. Comm. Zavitz indicated he would contact Paul Jensen at the Baker Church. Mr. Jensen is a scout master and his troop may be interested in participating. Comm. Zavitz requested sandbags be available to hold the bases of the flags.

Tree Demonstration: Chris Scott has confirmed that he will perform.

Musician: Comm. Myers confirmed Rick Weals will play guitar for the event.

Press Release: A press release was sent out on April 3. This was also distributed through Twitter and Facebook. Various commissioners had indicated they had already seen some publicity on the local papers regarding the Arbor Day Celebration.

Food, Table, Chairs, Reading Materials: City of St. Charles will be responsible for setting this up.

Tent: Tent has been ordered and set up by 2:00 p.m. It will be located in the same general vicinity as last year.

Tribute To Trees: Art work from all age groups have been represented, submissions have come in from the elementary school, middle school and adults. Kristin Bedford, a photo hobbyist from Batavia, and James Gebhardt from St. Charles, have submitted a series of photographs. Rebecca Hubbs from Wredling Middle School and Doreen Tieche from Munhall School have also submitted art samples from students.

All the art work has been set up in the Atrium window of the Municipal Building and is on display for the entire month of April.

Stewardship Award: Mr. Adesso indicated that he made some inquiries regarding the City receiving the Stewardship Award. While the City appreciates the recognition for its effort, no formal award was needed. The committee however stated they wanted to move forward and recognize the City of St. Charles to receive the Stewardship Award on the Arbor Day program.

Motion to nominate the City of St. Charles for the Stewardship Award at Arbor Day. Motion by Comm. Duerr, second by Comm. Otto.

Voice vote: unanimous; Nays – None; Absent: Valerie Blaine
- Motion carried at 7:35 p.m.

A plaque will be ordered with the verbiage to fit the nomination. Invitations would be extended to previous mayors, Sue Klinkhamer and Don DeWitte. Comm Duerr and Grathoff will make the calls. Mayor Ray Rogina, is already scheduled to attend.

District 303 Tree Award: The presentation has been scheduled for 11:00 a.m. on April 25 at Munhall School. The ceremony will last approximately 20 minutes and all the commissioners were encouraged to participate. A White Oak has been ordered. John Baird and Pedersen Company will be there to assist with the planting efforts.

Davis School: Comm. Wilfong has been working with the principal and library staff at Davis Primary School regarding Arbor Day. The library staff has scheduled time during Arbor Day week for the commissioners to participate. Readings are scheduled for Wednesday, April 23. Commissioners. Otto, Myers and Blaine volunteered. Comm. Otto will be visiting April 17. Comm. Wilfong mentioned the numerous activities, poems and art work including an 8' by 8' mural on display.

Mrs. Wang will create Arbor Day invitations to be distributed to the classes that have participated.

One hundred wooden tree coasters or “Tree Cookies” have been cut. All participants will receive one.

7. Communications

A. Electric Division/Tree Activity Reports

None at this time. Reports will be provided at the upcoming May meeting for the months of March and April, 2014

10. Additional Items – Comments

A. Commissioners:

Comm. Hauser: Indicated that he had not been familiar with the term “Tree Cookies”. Chris Adesso explained that these are small cut sections of a city ash tree which look similar to a round “cookie”.

Comm. Wilfong: Was pleased that the commission had decided to move forward with the Stewardship Award to the City. A strong effort has been made by past mayors and city staff to protect its city trees and felt they should be recognized.

Comm. Grathoff: Looking forward to Arbor Day.

Comm. Otto: Recognized the excellent organizational logistics and efforts made by Mrs. Wang regarding Arbor Day.

Comm. Myers: Also praised Nicole’s efforts to coordinate all the logistics of Arbor Day.

Interim Chair. Ziegler: Nicole has been the right hand person to the Commission and has done an excellent job assisting the Commission and its efforts.

B. Staff:

Mr. Adesso: Also recognized Nicole’s efforts with the Tree Commission.

Mrs. Wang: Announced that she has enjoyed her time supporting the Tree Commission the last two and half years, but she would no longer be working for the City. Her last day would be April 25, but would be at the Arbor Day Celebration that afternoon as resident of the City of St. Charles.

11. Adjournment

Motion by Comm. Myers to adjourn meeting, second by Comm. Hauser.

Voice vote: unanimous; Nays – None; Absent: Valerie Blaine
- Motion carried at 7:58 pm.

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**CITY OF ST. CHARLES, IL
TREE COMMISSION
THURSDAY, JULY 11, 2013**

Members Present: Valerie Blaine, Jon Duerr, Suzi Myers, Ron Ziegler

Members Absent: Bill Bangs, Ralph Grathoff, Pam Otto, Phil Zavitz

Staff Present: Chris Adesso, Marcelline D'Argento, Mark Koenen, Peter Suhr, Nicole Wang

Visitors: Mayor, Ray Rogina; resident William Lynch

Speaker: Phil Graff, Graff Tree Care

1. Opening of Meeting and Pledge of Allegiance

The meeting was convened by Comm. Ziegler at 7:03 pm.

2. Roll Call

Four Members of the Tree Commission were in attendance; a non-quorum.

3. Introductions

The Commissioners and staff introduced themselves to Mayor Rogina.

4. Minutes - Review and Approval

Deferred until the September 12, 2013 meeting.

5. Presentation and Discussion of City Forestry Plan / Ordinance

Mr. Graff presented information on the City's Spring 2013 Reforestation Plan, which focused on species diversity and space diversity [no mono-cultures]. Mr. Graff noted the City of St. Charles has done good work in keeping up on tree removals and replacements, generally replacing Ash trees infested with the Emerald Ash Borer (EAB) with new trees on a one for one basis.

Mr. Graff described previous species-specific diseases such as the American Chestnut fungal blight in the 1930s; Dutch Elm disease in the 1960s; and currently EAB, which first appeared in the 1990s. Mr. Graff noted the pattern of disease/infestation, and stated Maples may be the next natural tree disaster. Maples account for 31% of the City's public trees. By comparison, prior to EAB, Ash trees accounted for 22% of the City's public tree population.

Mr. Graff explained how 750 planting sites were assessed in preparation for Spring 2013 planting. Criteria for planting including soil conditions, light and shade levels, grow space, streetlights, street signs, parkway width, and street traffic were reviewed. Complimentary resources such as FEMA flood data, county soil maps, and information from the National Wetlands Inventory were utilized in conjunction with Google Earth and Global Positioning System (GPS) information. Data was gathered and entered into the City's Global Information

System (GIS) for each tree site, and the species best suited for each site were selected. Maps and planting lists were then provided the City's planting contractor. Mr. Suhr reported that prior to the EAB infestation, the City planted 100 - 150 trees annually, while 800 trees will be planted in the fall of 2013.

Mr. Graff reported that a representative from Graff Tree Care attended and gave a presentation at an international conference in San Diego. The conference was held by ESRI, an organization that offers GIS applications and services related to environmental issues. Mr. Graff was pleased to report the topic of Graff Tree Care's presentation was the use of GIS by the City of St. Charles and Graff Tree Care [as described above], and was well-received by the international audience.

Comm. Ziegler emphasized the importance of educating residents on tree care, and gave examples of improper care such as volcano mulching and the use of weed whips in close proximity to trees. Mr. Graff stated overall the City's public outreach has been good, with a strong Arbor Day program. Mr. Koenen noted residents often depend on landscapers for tree care and suggested education may be required for landscaping workers. Mr. Adesso noted the professional organization of the Illinois Landscaping Contractors Association. Mr. Suhr stated the City may consider having certified landscapers practice in St. Charles, and cited McHenry County requires certification for snow plow operators.

6. New Business

Deferred until the September 12, 2013 meeting.

7. Committee Reports

Deferred until the September 12, 2013 meeting.

8. Communications

Deferred until the September 12, 2013 meeting.

9. Comments

The Commissioners and staffed thanked Mayor Rogina for his attendance at the meeting, and thanked Mr. Graff for his presentation.

Mr. Lynch commented he is a resident of St. Charles Township and attended the meeting to obtain information relevant to the removal of several trees on his private property. Mr. Lynch found the meeting to be informative.

10. Adjournment

The meeting adjourned at 8:10 p.m.

/md

Month	Trimmed: Street Division		Trimmed: Contractor		Removal: Street Division		Removal: Contractor		Emergency Removal: Street Division		Emergency Removal: Contractor		Plantings: Street Division		Plantings: Contractor		Moved: Street Division		Moved: Contractor	
May-13	2	0	16	279	0	0	0	701	0	0	0	0	0	0	0	0	0	0	0	0
Jun-13	7	4	33	73	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jul-13	103	5	26	140	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aug-13	68	0	33	183	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sep-13	181	0	14	133	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Oct-13	56	1	18	133	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nov-13	0	0	7	55	2	1	0	769	0	0	0	0	0	0	0	0	0	0	5	0
Dec-13	7	0	4	45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jan-14	1	0	4	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Feb-14	1	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mar-14	10	0	6	0	0	0	0	630	0	0	0	0	0	0	0	0	0	0	0	0
Apr-14	0	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Running Total	436	12	163	1041	8	6	0	2100	0	0	0	0	2100	0	0	0	0	0	5	0

Comments:

Quadrant	Address	Suffix	Street	Side	Site	Species	WorkType	Completed Date			Completed By
								MM	DD	YY	
NE	39		Southgate Course	Front	1	Maple: Crimson King	Prune - Crown Clean NE	3	19	2014	In-House Trimming
NE	1315		Winners Cup Cir	Front	1	Maple: Crimson King	Prune - Crown Clean NE	3	20	2014	In-House Trimming
NE	1315		Winners Cup Cir	Front	2	Maple: Crimson King	Prune - Crown Clean NE	3	20	2014	In-House Trimming
SW	813		2nd St /S	Front	1	Elm American	Prune - Crown Clean SW	4	1	2014	Skyline Tree Service-Removal's
SW	825		2nd St /S	Front	1	Lilac Japanese Tree	Prune - Crown Clean SW	4	1	2014	Skyline Tree Service-Removal's
NW	919		Thornwood Ct	Side	1	Locust: Thornless Shademaster	Pruning Review	3	18	2014	In-House Trimming
SW	119		17th St /S	Front	1	Linden Littleleaf Greenspire	SD CleanUp - InHouse	3	18	2014	In-House Crew
NE	2494 x		Royal St Georges Ct	Front	1	Maple: Autumn Blaze	SD CleanUp - InHouse	3	18	2014	In-House Crew
NE	29		Stirrup Cup Ct	Front	1	DNR	Call - Trimming Request	3	6	2014	In-House Crew
NE	47		12th Ave /N	Front	1	Maple: Marmo Freeman	Call - Trimming Request	3	26	2014	In-House Trimming
NE	47		12th Ave /N	Front	2	Maple: Marmo Freeman	Call - Trimming Request	3	26	2014	In-House Trimming
SE	1121		12th Ave /S	Side	1	Stump	Call - Trimming Request	3	31	2014	In-House Trimming
						Total In House Trimming:	10				
						Total Contracted Trimming:	2				
						Total Tree's Trimmed:	12				

Quadrant	Address	Suffix	Street	Side	Site	Species	WorkType	Completed Date			Completed By
								MM	DD	YY	
FW	3026		Langston Circle	Front	1	Planting Site FW	Pull Cut Tree	3	31	2014	In-House Removal
NE	410		Tyler Rd	Front	4	Stump	Removal-NE	3	18	2014	In-House Crew
NE	1104		Wing Ave	Front	6	Stump	Removal-NE	3	18	2014	In-House Removal
NE	1309		Winners Cup Cir	Front	1	Stump	Removal-NE	3	18	2014	In-House Removal
SE	1701		Tyler Rd /S	Side	1	Stump	Removal-SE	3	19	2014	In-House Removal
FW	177		Birch Ln.	Front	1	Ash Removed	Cut & Pull EAB Removal	3	27	2014	In-House Crew
						Removals In-House:	6				
						Removals Contracted:	0				
						Total Removals:	6				

Quadrant	Address	Suffix	Street	Side	Site	Species	WorkType	Completed Date			Completed By
								MM	DD	YY	
NE	1020		Wing Ave	Rear	1	DNR	Removal Emergency	4	11	2014	Skyline Tree Service-Removal's
SE	1121		12th Ave /S	Side	1	Stump	Removal Emergency	4	2	2014	Skyline Tree Service-Removal's
						Emergency Removals In-House:	0				
						Emergency Removals Contracted:	2				
						Total Emergency Removals:	2				

Electric Tree Report April 2014

Address	Parkway	Trimmed	Contractor	Date Started	Date Completed
McDonalds	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	4-1-14	4/1/2014
Roosevelt St. from Alley to 62 Roosevelt St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	4-2-14	4/2/2014
502 Prairie St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	4-2-14	4/1/2014
121 Beatrice Ave. on S. 2nd Ave. side	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Skyline	4-4-14	4/4/2014
418 Beatrice Ave.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Skyline	4-4-14	4/4/2014
720 Madison & 901 Jackson Ave.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Skyline	4-4-14	4/4/2014
903 & 921 S. 11th Ave.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Skyline	4-4-14	4/4/2014
4 trees on N. 4th St. between Mark St. & State St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	4-4-14	4/4/2014
120 State St. (1 tree)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	4-4-14	4/4/2014
SEC N. 4th Ave & Cedar Ave., 102 & 112 N. 5th Ave., 805 Cedar Ave.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Skyline	4-7-14	4/7/2014
8 trees on N. 6th St. between State St. & Mark St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	4-7-14	4/7/2014
7 trees on N. 7th St. between State St. & Main St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	4-7 & 4-8-14	4/8/2014
6 trees on Cedar St. from N. 7th St. to N. 5th St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	4-8-14	4/8/2014
Riverside Ave. from Langum Park N. to South Ave.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	4-9-14 & 4-10 & 11-14	4/11/2014
1015, 1027 & 1031 Ronzheimer Ave.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Skyline	4-10-14	4/10/2014
Adams Ave. from S. 4th Ave. E. to Jackson Ave.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	4-10-14 & 4-11-14	4/11/2014
315 S. 7th Ave.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Skyline	4-14-14	4/14/2014
720, 716, 945 South Ave.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Skyline	4-14-14	4/14/2014
205 & 211 Moore Ave. & 415, 421 Division St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Skyline	4-14 & 4-15-14	4/15/2014

Electric Tree Report March 2014

Address	Parkway	Trimmed	Contractor	Date Started	Date Completed
From 1147 Geneva Rd. to Willow Gate Ln.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-18-14	3/18/2014
Geneva Rd. from 1337 to Roosevelt St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-18-14	3/18/2014
1147 Geneva Rd. to Mosedale St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-18-14	3/18/2014
S. 2nd St. from 330 to Viewpointe Dr.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-18-14, 3-20-14 & 3-24-14	3/24/2014
Alley between 3rd & 2nd St. & S. of 2nd St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-21-14 & 3-24-14	3/21/2014
S. 2nd St. from Cutler St. to Bowman St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-24-14	3/24/2014
Horne St. from Pine St. to Geneva Rd.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-24-14	3/24/2014
Alley between Elm & Ash & Between Ash & Pine St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-24-14	4/24/2014
Horne St. from alley to 99 Horne St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-24-14 & 3-25-14	3/25/2014
Mosedale St. from alley to Rt. 31	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-26-14	3/30/2014
Fellows St. from alley between 2nd & 3rd St. to dead end	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-31-14	3/31/2014
Alley from Fellows to Roosevelt St. between 2nd & 3rd St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-31-14	3/31/2014
Alley between Fellows to the backyard of 108 McKinley St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-31-14	3/31/2014
McKinley St. from alley to alley E. of Ash St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-31-14	3/31/2014
From 322 S. 3rd St. to Indiana E. to 221 Indana St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-31-14	3/31/2014
S. 3rd St. from Prairie W. to vacant lot of Oak St.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DeMar	3-31-14	3/31/2014