



City of Colleyville Colleyville Tree Board Agenda

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
www.colleyville.com

Monday, April 23, 2018
6:00 p.m.

Colleyville Parks House
5201 Bransford Road

1. CALL TO ORDER

2. APPROVAL OF MINUTES

October 30, 2017

3. REGULAR AGENDA ITEMS

- 3a** Introduction of the newly appointed Colleyville Parks and Recreation Director
- 3b** Discussion of mistletoe eradication
- 3c** Discussion of protecting trees on school property
- 3d** Discussion of priority plan for the Tree Board's objectives

4. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, April 20, 2018 by 5:00 p.m.

Christine Loven, TRMC
City Secretary

A quorum of the Colleyville City Council and/or any other Colleyville Board, Commission, or Committee may be in attendance at this meeting.

Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion.

If you plan to attend this public meeting and have a disability that requires special accommodations, please advise at least 48 hours in advance at 817.503.1180, and reasonable accommodations will be made to assist you.



City of Colleyville

Colleyville Tree Board

DRAFT MINUTES

City Hall
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Monday, October 30, 2017
6:00 p.m.

Colleyville Parks Office
5109 Bransford Road

1. CALL TO ORDER

Parks Manager, Heather Dowell, called the meeting of the Colleyville Tree Board to order on October 30, 2017, at 6:07 p.m.

Present: Board Members Ryan Milokovich, Joan Meeks, Anne Dyson, Natalie Genco, and John Hillebrand. City staff: Parks Manager Heather Dowell, Urban Forester Caleb Tandy and Administrative Secretary Julie Prewitt.

Absent: Board member Hillary Schwanbeck.

2. APPROVAL OF MINUTES

January 5, 2015

Board member Natalie Genco moved to approve the January 5, 2015 meeting minutes as written. Board Member John Hillebrand seconded the motion. The motion carried unanimously.

3. REGULAR AGENDA ITEMS

3a Introduction of Colleyville Tree Board members

Parks Manager, Heather Dowell, facilitated introductions around the room, starting with Board Member John Hillebrand and continued around the table. Each board member introduced themselves and discussed their interest and concerns for the City of Colleyville and its trees.

3b Update the Colleyville Tree Board on status of trees in Colleyville

City of Colleyville's Urban Forester, Caleb Tandy, informed the board about the recent approval to update the city's Land Development Code. The earlier codes will be updated first, and the Tree Section will be done separately.

Urban Forester Tandy and the board continued to discuss current code and changes that would be desired to be made during updates. Discussion continued between board and Urban Forester Tandy covering various building projects around Colleyville; detailing what is required to do before excavating property and

removing trees from a property and what steps may be taken or added to code to help protect the trees.

Board member John Hillebrand inquired if it would help if the Tree Board drafted a letter to the City Manager identifying communication issues with permit process and would like the process reviewed to help ensure more trees are not destroyed during the building process. Urban Forester Tandy stated, maybe. It is two different departments that handle the process, Tandy has made his director aware of the problem.

The board continued to discuss code and signage required for a project effecting trees in the City of Colleyville.

Urban Forester Tandy updated the Tree Board concerning preserving Native Trees and identifying heritage trees and how it relates to Colleyville's Land Code.

Board member Natalie Genco asked when was the last time a tree inventory was done. Urban Forester Tandy stated he believed in 2005 the Texas Forest did a street tree survey. Board member Genco asked where we could find the tree ordinance and is that what Tandy was wanting to update. Urban Forester Tandy stated the ordinance is Chapter 5 of the City of Colleyville's Land Code and yes, that is what he would like updated. Urban Forester Tandy stated he had all of the current and past codes and could email it. Board members Natalie Genco and John Hillebrand asked for the information to be emailed to them.

Urban Forester Tandy stated a problem with the code relating to Street trees, the Tree Board is supposed to come up with a plan to manage the Street Trees. Board member Natalie Genco stated she would like to do that. Urban Forester Tandy stated you would need some type of inventory before starting to manage it. Board member Joan Meeks stated how do we manage something we don't know what is there. Parks Manager Heather Dowell stated that is a big problem, some of the property maybe private property when we think it is public or right of way. Manager Dowell stated it has been discussed to have a tree survey as part of the Parks, Recreation and Open Space Master Plan.

The board continued to discuss tree surveys that could be conducted and what tree mitigation has occurred in Colleyville.

Board member Natalie Genco asked for clarification on tree trimming requirements and low hanging branches in streets. Discussion continued concerning low hanging tree branches, trimming and traffic flow.

Board member John Hillebrand asked if there was a known schedule for checking trees needing trimming. Urban Forester, Caleb Tandy, stated he believed it is complaint driven.

Board member Natalie Genco asked about the trees overhanging on John McCain. Parks Manager, Heather Dowell, stated she can send an email letting Code Enforcement know the trees on John McCain were discussed needing attention at this meeting.

Board member John Hillebrand asked Parks Manager Dowell to give an estimate on cost of having a tree survey done. Manager Dowell stated it depended on how extensive the survey, trying to get as many city trees as possible \$50,000 to \$100,000. Board member Hillebrand asked if that was for a sample survey. Manager Dowell stated that would be for a survey. A sample survey, IEco, that would not be as expensive. Cost would be dependent upon how much information is already available.

Board member Joan Meeks asked if the expense of the survey could be paid from the Tree fund. Manager Dowell stated she would have to look, it is being addressed during the Master Plan.

Discussion continued discussing tree surveys.

Board member Natalie Genco asked if the city's Tree Ordinance includes requirements about tree roots not being encircling/girdled and planted above grade when planting a new tree. Urban Forester Tandy stated no.

Board member Ryan Milokovich requested to outline meeting purpose. Parks Manager Dowell stated to allow the board to identify it's priorities and a basic plan to accomplish them. Urban Forester Tandy read the 1998 Ordinance O-96-1130 stating the duties and responsibilities of the Colleyville Tree Board.

Discussion continued concerning tree care/manage within the city.

Board member Ryan Milokovich outlined Tree Board objectives

1. Tree Survey
2. Refining Tree Ordinances
3. Public Education of trees
4. Preservation of green space

Board member Ryan Milokovich referenced earlier discussion of tagging the trees in a survey, and asked if the tags can be interactive. Parks manager Dowell stated some of the new tags have QR codes, you have to have that type of data base.

Board member Ryan Milokovich asked why was it stated that Heritage Trees are not available anymore. Urban Forester Caleb Tandy stated that they grow and develop extremely slow. Parks Manager stated Post Oaks are not available to purchase in commercial nurseries because they don't grow, propagate well.

Manager Dowell stated she has been able to buy Black Jacks from Rennerwood, but people are not able to go out and purchase them.

Discussion continued discussing objectives for the board and how often to meet.

Board member Ryan Milokovich made the motion to make the Tree Board's objectives:

1. Tree Survey
2. Refining Tree Ordinances
3. Public Education of trees
4. Preservation of green space

Board member Joan Meeks seconded the motion. The motion passed unanimously.

Board member Ryan Milokovich made the motion for the Colleyville Tree Board to meet quarterly starting in January 2018. Board member John Hillebrand seconded the motion. The passed unanimously.

3c Upcoming combined Arbor Day/Pumpkin Mash Dash event

Parks Manager Heather Dowell informed the board about the first combined Arbor Day event with Keep Colleyville Beautiful's Pumpkin Mash Dash.

Board member Natalie Genco asked who will be chair of the board. Parks Manager Dowell stated the board will vote on a chair and vice chair in January.

4. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA

5. ADJOURNMENT

Board member Natalie Genco moved to adjourn the meeting, and board member Anne Dyson seconded. Motion carried unanimously. Parks Manager Heather Dowell adjourned the meeting at 7:57 p.m.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE ____ DAY OF _____, ____.

Minutes taken and prepared by:

*Julie Prewitt
Administrative Secretary*



City of Colleyville Colleyville Tree Board Agenda Briefing

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Agenda Number 3a	Agenda Date 04/23/2018	Number
Type Regular Agenda Items		
Department Parks and Recreation		
Title		
Introduction of the newly appointed Colleyville Parks and Recreation Director		



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Agenda Number 3b	Agenda Date 04/23/2018	Number
Type Regular Agenda Items		
Department Parks and Recreation		
Title		
Discussion of mistletoe eradication		



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Agenda Number 3c	Agenda Date 04/23/2018	Number
Type Regular Agenda Items		
Department Parks and Recreation Advisory Board		
Title		
Discussion of protecting trees on school property		



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Agenda Number 3d	Agenda Date 04/23/2018	Number
Type Regular Agenda Items		
Department Parks and Recreation		
Title		
Discussion of priority plan for the Tree Board's objectives		
