



## NOTICE OF PUBLIC MEETING

CITY OF ALBANY  
TREE COMMISSION  
Albany City Hall, Willamette Room  
333 Broadalbin Street SW

Thursday, December 18, 2008  
3:00 p.m.

### AGENDA

- |           |   |              |
|-----------|---|--------------|
| 3:00 p.m. | 1. CALL TO ORDER                                  | Tom Krupicka |
|           | 2. ROLL CALL                                      |              |
|           | 3. COMMENTS FROM THE PUBLIC                       |              |
|           | 4. APPROVAL OF MINUTES                            |              |
| 3:15 p.m. | 5. Scheduled Business                             |              |
|           | a) Tree Code Summary                              | All          |
|           | b) Arbor Week '09                                 | All          |
|           | c) Tree City USA Application                      | All          |
|           | d) Heritage Tree Candidates                       | All          |
| 4:00 pm   | 6. BUSINESS FROM THE COMMISSION                   |              |
|           | 7. NEXT MEETING DATE – Thursday, January 15, 2009 |              |
| 4:30 p.m. | 8. ADJOURNMENT                                    |              |

### PLEASE BRING YOUR COPY OF:

- Urban Forestry Management Plan

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The location of the meeting/hearing is accessible to the disabled. If you need special accommodations to attend or participate, please notify the Human Resources Department in advance by calling 917-7501.

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**CITY OF ALBANY  
TREE COMMISSION  
Albany City Hall, Willamette Room**

Thursday, November 20, 2008  
3:00 p.m.

**MINUTES**

Commission members present: Dick Miles, Barb Bolden, Tom Krupicka David Smith  
Commission members absent: Mark Azevedo,  
Staff present: Craig Carnagey, City Forester, Tari Hayes, Administrative Assistant  
Others present: Bodie Dickerson, Peggy Fourne

**1. CALL TO ORDER**

Tom Krupicka called the meeting to order at 3:00 pm.

**2. ROLL CALL**

**3. COMMENTS FROM THE PUBLIC**

Bodie Dickerson expressed concern with the City Attorney's interpretation of the Tree Commission's rights and responsibilities as laid out in the Albany Municipal Code (AMC) Chapter 2.23.

**4. APPROVAL OF MINUTES**

The Commission accepted the September minutes as they stand. Bodie Dickerson's exception is noted. The City Forester will submit the section of minutes in question to the City Attorney for clarification. The answers will be revisited at a later date. The Commission accepted the October minutes with changes. Smith was absent in October and did not vote.

**5. SCHEDULED BUSINESS (order switched as Commissioner's request)**

a) Outstanding Tree Issues

1040 Willetta SW - Bontrager Properties II – Property owner requests a permit to remove a cedar tree that he feels is a hazard to his rental house. The tree is on the east side of the existing house. The Commission discussed the request and will invite the property owner to the December Tree Commission meeting so he can provide additional details. Commissioners will visit the site prior to the December Commission meeting. They put off any decision until the December meeting.

**ACTION ITEM:**

- City Forester will invite the property owner to the December meeting.

b) Tree Code Revision Discussion

Definition of “Grove or Groves” - Follow Up

The Tree Commission discussed the definition of grove or groves. After discussion it was determined that the most appropriate definition is as follows:

“Grove” or “Groves” of trees means two or more trees in a stand with a continuous or nearly continuous canopy and/or root system that are similar in species, composition, size, age, or structure.

Miscellaneous Edits

In the definition of “tree circumference” edit the last sentence to read: These individual trunks must be greater than 6 inches in circumference to be included.

Review of Plan

The Urban Forestry Management Plan, AMC and ADC will be updated with the most recent changes and edits. Copies of the AMC and ADC will be sent to the city planning department and the city attorney for review. Feedback will be shared at the December Tree Commission meeting. City attorney feedback may not be received until January due to workload issues.

The City Forester would like the Tree Commission to present these changes combined with the Urban Forestry Management Plan, the anticipated Tree City USA award and the Arbor Day Proclamation to City Council at a February or March Council meeting.

c) Heritage Tree Candidates

The Albany Heritage Tree Programs was established to recognize, foster appreciation of, and protect trees having historic significance to our community. The community can find additional information on the City’s Urban Forestry website. A pamphlet with additional program information and the listing of the eight trees currently designated is available at the Parks and Recreation front counter.

The Tree Commission discussed a number of candidates for Heritage Tree or Heritage Grove designations. Some of the trees and groves are on City owned property and can move through the designation process quickly. The Commissioners and the City Forester will work on obtaining permission and applications for the December meeting.

**ACTION ITEMS:**

- The City Forester will send Krupicka the name of the property owner of the Japanese maple under consideration. Krupicka will contact the new property owners.
- Krupicka will also contact the property owner at 8<sup>th</sup> St and Washington (behind Henderson Park) regarding a grove of trees that may be Heritage Grove candidates.
- Miles and Dickerson will contact the property owner at 340 Queen St regarding a large White Oak that may be a Heritage Tree candidate.
- The City Forester will follow up on:
  - A tree at 4<sup>th</sup> and Ellsworth on county property
  - Designation for groves of trees in Eleanor Hackleman and Hazelwood parks

## **6. BUSINESS FROM THE COMMISSION**

The City Forester asked the Commission for their input regarding the 2009 Arbor Day Festivities. The City usually holds an Arbor Day event on Arbor Day. Last year the city also had tree and shrub plantings with local elementary schools throughout the week. The Commission brainstormed some ideas for the celebration that included:

- Promoting the Legacy Forest in Lexington Park
- Possible holding a lottery-style tree give-a-way in 2009 given anticipated budget constraints
- Arranging some classroom education and possible competitions leading up to Arbor Week
- Promotion and tour of Heritage Trees
- Inviting the City's Environmental Services and Recreation Departments to partner with the Commission on the planning and celebration of the Arbor Week

The Commissioners will bring additional ideas to the December meeting.

### **ACTION ITEM:**

- The City Forester will invite the Recreation Program Special Events Coordinator to a Commission meeting in December or January to assist with Arbor Day planning.

## **7. NEXT MEETING DATE**

The next meeting of the Tree Commission is scheduled for Thursday, December 20, 2008 at 3:00 p.m. in the Willamette Room in Albany City Hall.

## **8. ADJOURNMENT**

The meeting adjourned at 4:30 p.m.

Submitted by  
Tari Hayes  
Parks and Recreation Administrative Assistant