

**CITY OF LOS BANOS
TREE COMMISSION MEETING MINUTES
FEBRUARY 8, 2017**

**ACTION MINUTES – These minutes are prepared to depict
action taken for agenda items presented to the
Tree Commission.**

CALL TO ORDER: Vice Chairperson Menefee called the Tree Commission Meeting to order at 5:05 p.m. Prior to meeting, the following Tree Commission Members received the oath of office: Steve Creighton and Stefanie Rubio.

PLEDGE OF ALLEGIANCE: Commissioner Creighton led the pledge of allegiance.

ROLL CALL – MEMBERS OF THE TREE COMMISSION PRESENT: Creighton Latham, Menefee, Rubio, and Spevak.

STAFF MEMBERS PRESENT: Public Works Director/City Engineer Fachin, Parks and Recreation Operations Manager Cardoza, Public Works Administrative Clerk II Nelson

NOMINATION AND SELECTION OF CHAIR AND VICE CHAIR FOR 2017: Motion by Spevak, seconded by Menefee to nominate Latham to serve as Chairperson for 2017. After discussion, the motion to nominate Latham as Chairperson for 2017 carried by the affirmative vote of all Tree Commission Members present. Motion by Spevak, seconded by Latham to nominate Menefee to serve as Vice Chairperson for 2017. After discussion, the motion carried by the affirmative vote of all Tree Commission Members present.

CONSIDERATION OF APPROVAL OF AGENDA: Motion by Menefee, seconded by Spevak to approve the agenda as submitted. The motion carried by the affirmative vote of all Tree Commission Members present.

CONSIDERATION OF APPROVAL OF THE ACTION MINUTES FOR THE MEETING OF NOVEMBER 9, 2016: Motion by Latham, seconded by Menefee to approve the minutes as submitted. The motion carried by the affirmative vote of all Tree Commission Members present.

PUBLIC FORUM: MEMBERS OF THE PUBLIC MAY ADDRESS THE COUNCIL ON ANY ITEM OF PUBLIC INTEREST THAT IS WITHIN THE JURISDICTION OF THE CITY; INCLUDES AGENDA AND NON-AGENDA ITEMS. NO ACTION WILL BE TAKEN ON NON-AGENDA ITEMS. DETAILED GUIDELINES ARE POSTED ON THE COUNCIL CHAMBER INFORMATIONAL TABLE. No one came forward to speak and the public forum was closed.

29th ANNUAL ARBOR DAY CELEBRATION AND 27TH TREE CITY USA PROGRAM REPORT: Parks and Recreation Operations Manager Cardoza reported on Arbor Day which is to be held at Oliveira Park on Friday, March 3, 2017

at 4:00 p.m. Arbor Day is an annual event for the public to attend with awards to be given for the art contest along with a tree planting demonstration. A few local groups will be attending for planting of the trees. Cardoza was hoping some of the commissioners would be available to participate in handing out the awards. Menefee and Latham said they will be attending this year. Cardoza and Fachin explained to the incoming commissioners the process for the special tree awards given to businesses and residents. After some discussion, the Commissioners decided to have the following businesses contacted: Save Mart Parking Lot, United Methodist Church, Tom Kaljian Real Estate Parking Lot, Merced County Fairgrounds, and Arts Council. Parks and Recreation Operations Manager Cardoza will be making contact with the recipients to see if they accept, and would be able to attend Arbor Day.

PARKS & RECREATION MANAGERS REPORT: Parks and Recreation Operations Manager Cardoza introduced himself to the incoming commissioners. Cardoza reported the various locations around town where the city has been trimming and planting trees. Cardoza spoke about the January wind storm which caused considerable damage to approximately 34 trees around town with many incidents we received assistance from our other divisions. Spevak asked for an update on replacement of the dying and diseased trees downtown and in parks. Cardoza responded work to the downtown area will happen in March or April, depending on weather. There was further discussion pertaining to the master plans for the parks.

PUBLIC WORKS DIRECTOR/CITY ENGINEER REPORT: Public Works Director/City Engineer Fachin welcomed new commissioners Creighton and Rubio. Fachin gave a little history about the Public Works divisions and will have a handout of the Tree Commissioners duties, terms, etc. at the next meeting. Fachin talked about the state continuing with drought measures and explained that the City will continue to monitor resident's water conservation to meet the Urban Water Management Plan. There was discussion pertaining to the City Landscape Ordinance.

COMMISSION MEMBER REPORTS:

CREIGHTON: Creighton is new to the commission and had no report. He did say a few words about himself so everyone could get to know him.

LATHAM: Latham commented she is also relatively new to this commission. Latham wanted to report about the Food Forrest planting at the local community college campus. She explained plans are being done for project of the different type trees and native plants being planted.

MENEFEE: Menefee has seen that residents are pruning their trees and some, she considers, are topping them. We had previously discussed putting a video on the website, but not sure we if did. Menefee was wondering information could be put on the City channel. It was discussed with City staff that the information is on the website under the Tree Commission site, and will also put a link on the City channel for a period of time letting residents know where they could find correct tree trimming.

RUBIO: Rubio questioned, "What does the Commissioner's Report consist of?" Cardoza explained different situations she might see around town pertaining to trees that would be included. Rubio then spoke about how she loves hiking and she enjoys the trees, as well. Rubio commented about being in the insurance field and reviewing the last meeting minutes regarding pruning trees. She finds the residents don't understand what the responsibility of homeowners to care and maintain their trees is compared to the trees by the sidewalk that the City maintains. She suggested having a seminar or another way to inform residents. Fachin explained the City can't staff a seminar due to lack of funds and suggests we could add information on the website. Fachin explained different safety situations in which the City will help and maintain.

SPEVAK: Spevak continued and suggested to maybe have an overall general tree presentation at the college with an Arborist in the future. Spevak will be writing a column on Arbor Day, pruning and new members to the Tree Commission, if anyone would like me to include anything please let me know. Welcome and thanks to Steve and Stefanie for joining the Commission.

ADJOURNMENT: The meeting was adjourned at the hour of 6:06 p.m.

APPROVED:

Brenda Latham, Chairperson

ATTEST:

Patricia Nelson, Secretary