

DRAFT
CITY OF REDLANDS
STREET TREE COMMITTEE
February 27, 2020
MINUTES

1. CALL TO ORDER at 5:35 pm – Attendance

Present: Chris Sedmack
Janet Ward
Andy Hoder
Lorraine Enriquez
Anna Allissi

Council Liaison: Eddie Tejada
Charley Duggan

QOL Staff: Erik Reeves
Jocelynn Santa Cruz

- 2. PUBLIC COMMENTS:** Introduced new Redlands City Manager, Charley Duggan. He reported he is asking to increase the street tree trimming/maintenance budget by \$75,000 in addition to the already funded \$170,000 to help make a difference in the community with regards to city tree trimming and maintenance.

Andy Hoder introduced new Street Tree Committee member Anna Allissi.

Mark Monsma, citizen, spoke on two Eucalyptus trees being tagged by Southern California Edison (SCE) for removal on Ridge Street. Trees appear healthy and wanted to know why they were tagged since Edison electrical wires were on the opposite side of Pacific/Ridge Streets. Erik Reeves reported speaking to Chuck Dykes, Edison certified tree arborist and in charge of tree assessment. Erik will check on tree, neighbors upset. Edison has rules that trees need to be lowered to prevent falling on electrical wires. Trees may be trimmed and lowered to meet requirement.

- 3. APPROVAL OF MINUTES:** November 13, 2019 – regular meeting, Janet Ward motioned, Lorraine Enriquez 2nd. Minutes approved unanimously (Chris Sedmack, Janet Ward, Andy Hoder, Lorraine Enriquez, Anna Allissi.)

4. STATUS REPORTS:

A. *Bi-monthly review of any new City parkway street trees in proposed developments* – Erik Reeves reported nothing new except conceptual plans on a few upcoming projects. Projects will have Street Trees. Currently, dead Pear Tree stumps being grinded on State Street then will be replanted with 36" box new Pear tree variety. A 4-story parking structure by the future rail line will be planted with palms and plan was approved by Planning Commission.

A. *Bi-monthly Street Tree Overview (FCS) – Update on City parkway trees trimmed, removed, or planted* – Jocelynn Santa Cruz handed out October, November, December 2019 tree removal and tree trim lists.

5. OLD BUSINESS:

A. *Discuss staff report to City Council on Historical and Landmark designations of trees* – Jocelynn Santa Cruz Tabled until April 2020 STC Meeting.

B. Discussion and possible action on Street Tree Trimming Donation Program – Janet Ward will meet with Jocelynn Santa-Cruz, brochure already approved, Janet Ward will get them printed up by Citrograph Printers.

1. Erik Reeves will notify the STC when funds are available for city tree trimming.
2. Erik Reeves will give the STC list of possible trees to trim. STC can make input to proposed list.
3. West Coast Arborist is vendor used to trim trees on proposed list.
4. West Coast Arborist will bill Shelli Stockton and the Redlands Community Foundation.
5. The Redlands Community Foundation will pay West Coast Arborist invoice.

C. Update from staff on Oak trees on San Mateo Street – Erik Reeves reported they have lost tree trimmers and only have 2 current city tree workers, and they are playing catch-up with tree trimming projects. Erik Reeves reported that some concrete section of sidewalks on San Mateo Ave/Olive will be removed and replaced with decomposed granite. 2 Oak trees will have to be removed.

D. Update from staff on Tree city USA status – Jocelynn Santa Cruz reported Redlands is now Tree City USA on the city website.

E. Update from staff on dead Palm on 5th Avenue and Ford Street – Erik Reeves will remove dead Palms when able to. The palms on east Palm have all been trimmed.

F. Update from staff on utility bill memo – care and watering of Crape Myrtle. Jocelynn Santa Cruz will rerun Crape Myrtle care and water, once approved, in the next utility bill cycle.

6. NEW BUSINESS:

A. Discussion and possible action on tree removal at the following locations:

1441 E. Raeme Avenue – (Holly Oak) – Tabled to allow Street Tree Committee members and city to assess Holly Oak.

B. Discussion and possible action on Plant-a-thon partnership with UofR & Esri – University of Redlands IT Department and ESRI working with schools to be part of the Plant-a-thon program to provide small trees to schools to be planted on private properties. Some students may not have yard to plant trees in, so in order for them to participate, Erik Reeves will take some small trees and place them at the Fire Garden located by Ford Park until they can be planted into 15 gallon pots. Then a spot will be found to plant the new trees into. Small trees to be handed out in April 2020.

C. Discussion and possible action on establishing a tree planting schedule – New city tree plantings have been frozen for a couple of years. With current rainfall, city will plant 40-50 new trees when street trees are removed and are on the city's on-going street planting list.

D. Discussion and possible action on updating Street Tree Policy & Guidelines Manual – Janet Ward and Gus Ortega working on updating City Council approved Manual.

E. Discussion and possible action on annual Committee report to City Council – To be presented to City Council April 7, 2020. Andy Hoder and Chris Sedmack to work on State of the Street Tree Committee Report, 2019 Street Tree Accomplishments, and 2020 Goals.

F. Discuss Committee member updates – Chris Sedmack passed out new brochure "Bird Nests Protected when Pruning Trees" by Linda Richards. Website link will be in

Redlands City website and the Redlands Horticultural and Improvement Society's website. Motion made by Janet Ward and Lorraine Enriquez seconded to have Andy Hoder as new Street Tree Committee Chairman. Motion passed unanimously (Chris Sedmack, Janet Ward, Andy Hoder, Lorraine Enrique, Anna Allissiz.)

7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

A. Discussion on possible WCA or other companies to trim our city Street Trees

8. ADJOURNMENT AT 6:50 PM TO NEXT REGULAR MEETING, Thursday, April 2020.

Submitted by Chris Sedmack, Secretary

STREET TREE COMMITTEE AGENDA

NOTICE OF MEETING CANCELLATION

The following information comprises the agenda of the regular meeting of the Street Tree Committee to be held at 5:30 p.m. on Thursday, April 23, 2020, in the Council Chambers, 35 Cajon Street, Suite 2, Redlands, California.

The regular meeting scheduled for Thursday, April 23, 2020, has been cancelled.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact Goutam Dobe, of Municipal Utilities and Engineering Department at (909) 798-7584 ext. 2. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

(28 CFR 35.102-35.104 ADA Title II)

NOTE: Any writings or documents distributed to a majority of the Street Tree Committee regarding an open session agenda item less than 72 hours before this meeting are available for public inspection at the Facilities & Community Services office, 35 Cajon Street, Suite 222.



STREET TREE COMMITTEE AGENDA

NOTICE OF MEETING CANCELLATION

The following information comprises the agenda of the regular meeting of the Street Tree Committee to be held at 5:30 p.m. on Thursday, June 25, 2020, in the City Council Chambers, 35 Cajon Street, Redlands, California.

The regular meeting scheduled for Thursday, June 25, 2020, has been cancelled.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact Timothy Sullivan of Quality of Life Department at (909) 798-7655. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

(28 CFR 35.102-35.104 ADA Title II)

NOTE: Any writings or documents distributed to a majority of the Street Tree Committee regarding an open session agenda item, less than 24 hours before this meeting, are available for public inspection at the Quality of Life Office, 35 Cajon Street, Suite 222.

**DRAFT
CITY OF REDLANDS
STREET TREE COMMITTEE
October 22, 2020
MINUTES**

1. CALL TO ORDER at 5:32pm – Attendance

Present: Andy Hoder
 Janet Ward
 Lorraine Enriquez
 Anna Allissi
 Paul Hodson

Council Liaison: Toni Momberger

QOL Staff: Erik Reeves
 Jocelynn Santa Cruz

2. PUBLIC COMMENTS: staff read statements from two residents who had tree concerns; both are on the agenda under new business: 926 Kensington Dr. and 1341 Magnolia Ave.

3. APPROVAL OF MINUTES: February 27, 2020 – regular meeting, Janet Ward motioned, Lorraine Enriquez 2nd. Motion carried.

4. STATUS REPORTS:

A. Bi-monthly review of any new City parkway street trees in proposed developments – Erik Reeves reported that new development projects are being completed but no new planting. A tree palette is being reviewed for buildings on Park Ave. north of Citrus Valley HS. Committee chair Hoder commented that he hopes they are not palm trees.

A. Bi-monthly Street Tree Overview (FCS) – Update on City parkway trees trimmed, removed, or planted – Jocelynn Santa Cruz handed out a list of trees that have been removed or trimmed from February through September 2020.

5. OLD BUSINESS:

A. Discuss staff report to City Council on Historical and Landmark designations of trees Janet motioned to recommend having list of landmark trees prepared for City Council review, Andy 2nd, motion carried.

B. Discussion and possible action on Street Tree Trimming Donation Program – Staff will forward completed brochure to Committee member Janet to take to the printing company for duplication and distribution.

C. Update from staff on Oak trees on San Mateo Street – this item was tabled as it is an ongoing project.

D. Update from staff on Tree city USA status – Staff checked with Tree City USA but has not heard back from the organization. Staff will continue to check on the status.

E. Update from staff on dead Palm on 5th Avenue and Ford Street – Erik Reeves stated the trees are still on the list to be removed.

F. *Update from staff on utility bill memo – care and watering of Crape Myrtle.* The memo was forwarded to the review committee.

6. NEW BUSINESS:

A. *Discussion and possible action on tree removal at the following locations:*

- 1441 E. Raeme Ave (Holly Oak) – The committee viewed request and recommended not to remove the tree.
- 1039 Cedar Ave (Pepper tree) – Committee member Paul Hodson motioned to recommend removal, Janet Ward 2nd, motion carried.
- 1317 Morrison Dr (Chinese sweet gum) – Paul motioned to recommend removal, Lorraine 2nd, motion carried
- 926 Kensington Dr (Liquidambar) – Janet motioned to recommend removal, Paul 2nd, motion carried.
- 175 Tamarisk St (Japanese black pine) – Paul motioned that the tree does not meet criteria for removal, Janet 2nd, motion carried.
- 321 S Center St (Southern magnolia) – The committee recommended the tree receive a trim, it is a healthy tree and does not meet criteria for removal.
- 1326 Susan Ave (Liquidambar) – Lorraine motioned the recommendation for removal, Paul 2nd, Janet and Anna were a nay vote, motion carried by Lorraine, Paul, Andy.
- 1411 E Palm Ave (Liquidambar) – Paul motioned to recommend the removal of the tree, Lorraine 2nd, Janet was a nay vote, motion carried by Paul, Lorraine, Anna, and Andy.
- 1341 Magnolia Ave (Southern magnolia) – Janet motioned that the tree does not meet criteria for removal, Anna 2nd, Paul and Andy were a nay vote, motion carried that the tree stays.

B. *Discussion and possible action on a tree planting schedule.* The committee requested this item be tabled.

D. *Discussion and possible action on updating Street Tree Policy & Guidelines Manual* The committee is still working on this update and requested this item be tabled.

E. *Discussion and possible action on annual Committee report to City Council* – To be presented to City Council April 7, 2020. Andy Hoder and Chris Sedmack to work on State of the Street Tree Committee Report, 2019 Street Tree Accomplishments, and 2020 Goals.

F. *Discuss and possible action on amending Chap 12 of the municipal code* – Erik provided information on inconsistencies between the municipal code and the Street Tree policy and guidelines. Lorraine motioned to have staff review and present to the committee the current information and what the new information should look like, Paul 2nd, motion carried.

G. *Discussion on contractual services* – Erik updated committee on where the city is with tree contractual services for the fiscal year.

7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

8. **ADJOURNMENT AT 6:50 PM TO NEXT REGULAR MEETING** December 24, 2020 – Holiday. Staff will provide alternative dates for a special meeting.

Submitted by staff

STREET TREE COMMITTEE AGENDA

NOTICE OF MEETING CANCELLATION

The following information comprises the agenda of the regular meeting of the Street Tree Committee to be held at 5:30 p.m. on Thursday, December 24, 2020, via Zoom.

The regular meeting scheduled for Thursday, December 24, 2020, has been cancelled.

A special meeting has been scheduled for **Wednesday, December 16, 2020 at 5:30 p.m.**

HOW TO SUBMIT COMMENTS: In order to have your public comment read into the public record at the meeting, members of the public are asked to submit comments (250 words or less) prior to 5:00 p.m. on Tuesday, December 15, 2020, by email at ereeves@cityofredlands.org or by telephone at 909-798-7570.

Individuals with a disability, consistent with the Americans with Disabilities Act, who need assistance with public comment, may contact Erik Reeves by telephone at 909-798-7570 or by email at ereeves@cityofredlands.org at least two hours before the meeting to make alternate arrangements.

The following information comprises the agenda for a special meeting of the Street Tree Committee of the City of Redlands at the date and time noted below.

Zoom meeting information:

Please click the link below to join the webinar:

<https://cityofredlands.zoom.us/j/91407105958?pwd=TVdiSGNrMDNFUEpDYVZiUW9ha29kQT09>

Webinar ID: 914 0710 5958

Passcode: 700678

Telephone: (for higher quality, dial a number based on your current location):

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

888 788 0099 US Toll-free

877 853 5247 US Toll-free

DRAFT
CITY OF REDLANDS
STREET TREE COMMITTEE
December 16, 2020
MINUTES

1. CALL TO ORDER at 5:48 pm – Attendance via ZOOM

Present: Andy Hoder
 Chris Sedmack
 Janet Ward
 Lorraine Enriquez
 Paul Hodson

Council Liaison: None

QOL Staff: Erik Reeves
 Jocelynn Santa Cruz

2. PUBLIC COMMENTS: None

3. APPROVAL OF MINUTES: October 22, 2020 regular meeting – Janet Ward motioned, Chris Sedmack 2nd. Minutes approved unanimously (Andy Hoder, Chris Sedmack, Janet Ward, Paul Hodson, Lorraine Enriquez.)

4. STATUS REPORTS:

- A. *Bi-monthly review of any new City parkway street trees in proposed developments* – In holding pattern due to COVID-19.
 - Eureka/Stuart St. – Street Trees on South side of Stuart St. – Oaks
 - *Housing Development* – San Bernardino Ave/Texas, SE corner – 150 parkway trees to be used from street tree palette. Trees from East corridor specific plan.
- B. *Bi-monthly Street Tree Overview (QOL) – Update on City parkway trees trimmed, removed, or planted* – Erik Reeves reported no big tree trimming areas, West Coast Arborist doing some pockets of little trimming, wind clean-up.
- C. *Tree removal and tree trimmed lists* – Jocelynn Santa Cruz will attach list to minutes.

5. OLD BUSINESS:

- A. *Discuss staff report to City Council on Historical and Landmark designations of trees* – staff explained that the Historical and Landmark Tree designation will be on the January 19 City Council agenda.
- B. *Update from staff on Oak trees on San Mateo Street* – Tabled. Project will be worked on after COVID 19 – using decomposed granite for damaged sidewalk areas.
- C. *Update from staff on Tree City USA – status* – staff is getting status on when already submitted 2019 will appear on Tree City USA website, will submit 2020 for Tree City USA website.
- D. *Update from staff on dead palm on 5th and Ford Streets* – Tabled.

- E. *Update from staff on utility bill memo – care and watering of Crape myrtles – Jocelynn Santa Cruz submitted insert for review to be included on water bill in Spring or early summer, depending on COVID-19.*
- F. *Discussion and possible action on establishing a tree planting schedule – The University of Redlands and the Fallows Program will work with the city to plant trees, education and outreach programs. The Made-In-The-Shade program is at \$480.00 per tree if West Coast Arborist trims one tree. Follow-up needed to establish how this program will be implemented (notification to public, addition to City's website, form to be used, etc.)*
- G. *Discussion and possible action on updating Street Tree Policy & Guidelines Manual – Tabled. Janet Ward will meet with staff.*
- H. *Continue discussion on amending Chapter 12 of the Redlands Municipal Code – Andy Hoder and Janet Ward will meet with staff. Erik Reeves to provide further information on amendments.*

6. NEW BUSINESS:

- A. *Discussion and possible action on tree removal at the following locations:*
 - *1447 Cambridge Avenue – Palm tree - Paul Hodson motioned to not remove Palm tree and to trim tree instead. Janet Ward 2nd. Tree will be put on city's accelerated tree trimming schedule. Motion carried unanimously: (Andy Hoder, Chris Sedmack, Janet Ward, Paul Hodson, Lorraine Enriquez.)*
 - *718 Sherwood Street – Palm tree – Andy Hoder motioned to not remove Palm tree and to trim tree instead. Lorraine Enrique 2nd. Motion carried unanimously: (Andy Hoder, Chris Sedmack, Janet Ward, Paul Hodson, Lorraine Enriquez.)*
- B. *Discuss Committee member updates – Terms expiring 2/16/2021, appointed to fill unexpired terms of previous STC members. Both current members agreed to continue with another 4-year term.*

Paul Hodson
Anna Allissi

7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

- A. *Discussion on Model Water Efficiency (MWELO)*
- B. *Possible firewood companies to remove dead trees in city parkways*
- C. *Donation program brochure*
- D. *STC Comments Section*
- E. *Discussion on parkway tree trimming permits in front of schools (Cope)*
- F. *Discussion on limiting Crape myrtles in parkways*

8. ADJOURNMENT AT 7:04 PM TO NEXT REGULAR MEETING, Thursday, February 25, 2021.

Submitted by Chris Sedmack, Secretary