

**Tree Committee Members:**  
Susann Ortega-Chair  
Kellie Carlin- Vice Chair  
Edie Kausch  
Kacey Stotesbery  
Carol Troy  
Susan Allen-Alternate

**MINUTES**  
**ST. HELENA TREE COMMITTEE**  
ST. HELENA CITY HALL, CONFERENCE ROOM  
1480 MAIN STREET, ST. HELENA  
**Regular Meeting - Thursday, January 9, 2014**  
**3:30 pm**

**1. ROLL CALL**

Present: Susann Ortega, Edie Kausch, Kacey Stotesbery, Kellie Carlin, and Susan Allen.

Absent: Carol Troy

Staff: City Arborist Jim Haller, Senior Management Analyst Kathy Robinson

**2. APPROVAL OF MINUTES**

A. December 19, 2013 – Special Meeting;

*Motion made by Committee member Kausch to approve. Seconded by Committee member Stotesbery. Approved 5-0.*

**3. PUBLIC FORUM:** An opportunity for the public to directly address the Committee on items of interest to the public that are not listed on the agenda. Any person addressing the Committee should provide his or her name and address, and limit comments to five minutes. **Because of restrictions imposed by the Brown Act, the Committee may not engage in substantive discussion, nor take action on matters not described on the agenda.**

None.

**4. REPORTS BY STAFF AND COMMITTEE:** Reports by staff and/or committee on items of general interest. *Brief questions for clarification may be posed and answered, and Committee may request that items be placed on a future agenda. Except under certain circumstances, the Brown Act prohibits any other discussion or action by the Tree Committee.*

City Arborist said Tree City USA application submitted in December. Caltrans removed their six trees from the Tunnel of Elms with stump removal scheduled for the 13<sup>th</sup>. He's ordered the trees and will start to plant. He is also working on the dead tree on Charter Oak and notice was sent giving owner 30 days to take it down.

Committee member Stotesbery asked when will Main Street trees come down, Arborist Haller replied that it might be next week.

**5. PERMITS TO BE DISCUSSED:**

A. 1131 Paulson Court.

Applicant Dinah Cross James commented that the tree will continue to be a problem for the water line and is pulling up the driveway. The neighbor's tree was top heavy and fell. Committee member Stotesbery asked if another tree need to be planted in its place and Arborist Haller responded no.

Chair Ortega asked if the tree could be removed without impacting the Oaks and Arborist Haller responded yes.

*Motion made by Committee member Stotesbery to remove tree and stumps with no replacement required and with caution to the Oaks. Seconded by Committee member Kausch. Approved 5-0.*

## **6. SCHEDULED MATTERS:**

### **A. Discussion on updating tree ordinance.**

Public Comment. Phil Murphy of 1418 Sylvaner stated that he take no issue with public right of way. Feels that if an owner plants a tree, they should be allowed to take it out. He wants the Tree Committee to take into account the property owner. Alternate Committee member Allen mentioned that they discussed only Oaks, Redwood that are larger than six inches, mostly native large trees, and they didn't think that it included fruits, nuts trees. Committee continued discussion about what the ordinance included.

Murphy reiterated that he hopes the committee will consider the homeowner when they make changes. Murphy said he was glad to see than everyone on the committee were residents from St. Helena. Chair Ortega responded that Deer Park residents are allowed to be on, as they have a sphere of influence. Murphy stated that the stipulations of who can be on committee should be changed.

Question was asked if there is any way to publish the agenda a week ahead of time. Kausch suggested to have Jesse publish in paper that Tree Committee is working on the ordinance. Tree Committee will be have public comment and have it vetted through the public.

Stotesbery asked committee to review handout and TC could comment at next meeting.

### **B. Discussion of finalizing Main Street tree plan.**

TC hopeful to vote on short list on trees so Downtown Renaissance knows what trees are on it. Stotesbery handed out Main Street Plan list with numbers about the trees and what the numbers mean.

Committee discussed Stotesbery ideas on public outreach i.e. Cheers! Committee members stated that Cheers! was gone and that it would not have been a good venue as most participants were out of Towner's and also were not interested stakeholders. Committee members discuss other venues, Harvest festival, pet parade, etc. A venue that would have a lot of in-Towner's. Stotesbery explained that the outreach would entail handing out a flyer to participants and then labeling all trees with the City Arborists evaluation number and then explaining what the number means as far as the health of the tree. The number would have an associated color i.e. green would be for 1 (healthiest) and brown would be for 5 (unhealthiest). Then let the participants know that the plan was to replace all the unhealthy trees. Committee member Allen suggested that a more appropriate audience would include an Arbor Day audience. Arborist Haller offered his Arbor activities to include this. Maybe have it up for a week. Committee member thought it would be good to have the visual.

Chair Ortega handed out a short list of what the TC plans on providing the Downtown Renaissance.

Committee discussed protecting large and healthy trees, standards of maintenance, etc. Remove the dying or dead trees. Stated that health and safety will decide the plan and the number to be replaced, maximum of six at the appropriate time. Variety of trees are Pistache, Chanticlear pear and Sourghum. Once irrigation to tree wells are established then more types of trees may be considered. Committee discussed City's pruning schedule. Routine every three year, structural pruning for young trees annually as needed. Also require a tree grate and a 3ft surround permeable surface around the tree and provide irrigation. Stotesbery will prepare final plan and present to TC.

### **C. Discussion of quarterly report for City Council. None.**

- D. Discuss draft letter to Mayor to invite Planning Commission members and City Council to TC meeting.

Stotesbery retyped based on changes. Ask committee to proof and if it is good it can be sent to the Mayor.

*Motion made by Committee member Kausch to approve sending letter to the Mayor. Seconded by Committee member Ortega. Approved 5-0.*

**7. TENTATIVE AGENDA ITEMS FOR NEXT MEETING:**

- A. Committee to decide which items to place on agenda for next meeting.

8. **ADJOURNMENT:** A motion will be in order to adjourn to a regularly scheduled meeting of the Tree Committee on February 13, 2014 at 3:30 P.M. in the main conference room of City Hall located at 1480 Main Street, St. Helena, CA.

Kathy Robinson  
Tree Committee Secretary