

Tree Committee Members:

Kacey Stotesbery - Chair
Edie Kausch – Vice Chair
Carol Troy
Connie Kay
Scott Freeland
Susan Allen-Alternate
Joan Westgate-Alternate

**MINUTES
ST. HELENA TREE COMMITTEE
ST. HELENA CITY HALL, CONFERENCE ROOM
1480 MAIN STREET, ST. HELENA
Regular Meeting – Thursday, August 13, 2015
3:30 pm – 5:00 pm**

1. ROLL CALL

Present: Kacey Stotesbery, Edie Kausch, Connie Kay, Scott Freeland, Susan Allen and Joan Westgate.

Absent: Carol Troy.

Staff: Operations Manager Kathy Robinson, City Arborist Carols Uribe.

2. **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.**

Committee action: Received comments from public.

3. **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.*

Committee action: Chair Stotesbery motioned that the committee consider moving Scheduled Matters Item 6.B to the end of the agenda, seconded by Committee Member Kay, and approved (5-0).

4. **CONSENT CALENDAR:** Members of the Tree Committee or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless that is done, on motion may be used to adopt all recommendation actions.

A. Tree Committee Regular Meeting Minutes of August 13, 2015.

Committee action: Committee Vice Chair Kausch moved to approve Consent Item A, seconded by Committee Member Freeland, approved (5-0).

5. **PERMITS TO BE REVIEWED:**

- A. None.

6. **SCHEDULED MATTERS:**

- A. Appointment: Tree Committee to appoint member to join Susan Allen on the Mennen Re-Oaking of St. Helena sub-committee.

Committee Action: Committee Chair Stotesbery motioned to nominate Freeland, seconded by Committee Member Kay, and approved (5-0).

- B. Discussion: Tree Committee to review Tree Management Guidelines (a guideline that provides directions to staff, tree committee members and the public about City trees)

Committee Action: No action. Discussion occurred.

- C. Discussion: Tree Committee review protocols proposed by Chair Stotesbery and to establish/affirm a protocol to follow when reviewing, approving and denying tree permits.

Committee Action: No action. Discussion occurred.

- D. Discussion: Tree Committee to review and update outstanding mitigated tree list from approved tree permit removals.

Committee Action: No action. Discussion occurred.

- E. Discussion: Provide an opportunity for new Tree Committee members to review in an open discussion what proposed revisions to the Tree Ordinance were made by previous tree committee members, and to review drafting comments received from Mayor Galbraith to Chair Stotesbery.

Committee Action: No action. Discussion occurred.

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

- A. Downtown Renaissance on update from Pam Simpson
- B. Kathleen Forni
- C. Review Master Tree plan and Heritage Tree
- D. 1648 Scott Tree accident update
- E. Review and appointment Management Guide revision

- 8. **ADJOURNMENT:** Adjourn to a regularly scheduled meeting of the Tree Committee on November 12, 2015.