

CITY OF GAHANNA
LANDSCAPE BOARD
MINUTES – March 5, 2008

CALL TO ORDER:

Melissa Hyde, Chair called the Landscape Board meeting to order on Wednesday, March 5, 2008 at 6:02 p.m. in the City of Gahanna Municipal Building.

ROLL CALL:

Present: Jane Allinder– arrived 6:03 pm
Mark DiGiando
Melissa Hyde
Teresa Woolley
Joseph Keehner

In attendance from the City Administration was Tony Collins, Director, Troy Euton, Deputy Director, Department of Parks & Recreation and Isobel Sherwood, Clerk of Council, City of Gahanna.

APPROVAL OF MINUTES:

Woolley made a **MOTION** to approve the minutes from the February 6, 2007 meeting; seconded by DiGiando. **On roll call vote:** Woolley, Yes, Hyde, Yes, Keehner, Yes, Allinder, Yes, and DiGiando, Yes. **The motion carried 5 - 0.**

ADDITIONS OR CORRECTIONS TO THE AGENDA

None

APPROVAL OF AGENDA:

Keehner made a **MOTION** to approve the March 5, 2008 agenda; seconded by Woolley. **On roll call vote:** Hyde, Yes, Keehner, Yes, Allinder, Yes, DiGiando, Yes, and Woolley, Yes. **The motion carried 5 – 0.**

OLD BUSINESS:

Rules of Operation

Collins distributed updated copies of the Boards Rules of Operation. Sherwood reviewed the rules and found some inconsistencies that need addressed. After some discussion the following changes will be made and a draft will be brought back to the next meeting.

2.1 No person shall be elected Chair or Vice Chair without ~~four affirmatives votes~~ **a majority vote** from the Board members.

2.4 and 4.2 need to be consistent who is responsible for the minutes.

2.4 Secretary – A majority of the Board shall appoint a Secretary from amongst its members. ~~To see that a record of the Board's proceedings is made., the Board shall~~ ~~The Secretary shall either personally prepare such proceedings, or in a proper case, shall delegate the responsibility to a City employee designated for that purpose.~~ **The Secretary is responsible for preparing and keeping a**

record of the board's proceedings as a matter for practicality the Board delegates this responsibility to a Department of Parks & Recreation representative. In the absence of a representative from the Department of Parks & Recreation, the Secretary of the Board shall record such proceedings. with the Board shall then sign a copy of The minutes shall be signed by the preparer once approved by the Board.

3.5 Rules of Business

- iv. ~~Consideration/approval of Agenda.~~ **Additions or correction to Agenda**
- ix, x, and xi will be deleted

Ordinance 913

Collins shared that the Tree Replacement Code 914 is currently in the Administrative review process and once Council passes legislation it will be used to give to Developers or a City Project Manager to use for development. Collins said there are three separate pieces; Code 914 is the Tree Replacement Ordinance; Code 913 is the Landscaping Requirements and was created in response to Code 154. Code 154 requires the Landscape Board to annually adopt a Street Tree Plan; which is "The Comprehensive Landscape Plan".

The Board was given the current 913 Ordinance in their Board packet. Collins distributed a revised draft of Code 913 with the recommended changes. After some discussion Sherwood said she would like the Board to review Code 913 and make their recommendations. Code 913 will be readdressed at the next Board meeting.

2008 Landscape Awards

Hyde requested comments on the draft of the Landscape Award Nomination form. Keehner requested that category Residential Entrance Ways be changed to Residential Neighborhood Entrance Ways. Woolley suggested the * comment be changed to: For judging purposes, landscape must be visible from the street. The changes will be made and the Department of Parks & Recreation will post on their website and create a press release.

Arbor Day

Euton explained the Arbor Day celebration will be at Lincoln Elementary School on April 25, 2008 at 10 am. The proposed agenda will be similar to past years. Some of the children will be present. A representative from the Mayor's office will read a proclamation. A representative from the Landscape Board and Rob Wendling will speak. A couple of trees will be planted at the celebration. After some discussion Board Member Joseph Keehner will represent the Landscape Board at the event.

NEW BUSINESS:

None

CORRESPONDENCE AND ACTIONS:

None

POLL MEMBERS FOR COMMENT:

None

ADJOURNMENT:

Allinder made a **MOTION** to adjourn; seconded by DiGiando. **On roll call vote:** Allinder, Yes, DiGiando, Yes, Woolley, Yes, Hyde, Yes, and Keehner, Yes. **The motion carried 5 - 0 meeting adjourned.**

The Landscape Board meeting adjourned at 7:15 p.m.

Submitted by,

Pam Crossmock, Administrative Assistant

Approved this _____ day of _____ 2008

Melissa Hyde, Chair