

Commission Meeting Minutes  
City of Takoma Park  
June 8, 2021

The meeting convened remotely at 7:00 PM on June 8, 2021.

Attendees: Commissioners Carol Hotton, Chair (Ward 3), Nancy Cohen, Secretary (Ward 1), Bart Sheard (Ward 3), James Woodworth, Vice Chair (Ward 2), and Marty Frye (Urban Forest Manager)

1. The Minutes from the May 13, 2021 meeting were approved (3-0) on a motion by Carol Hotton, seconded by Bart Sheard (James Woodworth arrived after minutes were approved)
2. Public Comment: None
3. Urban Forest Manager Report:
  - The street tree planting is about half done.
  - There have been no appeals made and none are pending.
  - Initiative to remove trees that died or may be hazardous to property. Consideration given to hanging 'door tags' on homes to alert occupants of trees considered hazardous or potentially hazardous due to location or condition.
  - Plans underway to hire an intern whose responsibility would be intensive outreach.
4. Meeting with City Officials re TC-2020-01 and TC-2020-02: Commissioners decided on rescheduling the June meeting to June 20<sup>th</sup> to provide adequate time for invitees to be available, to invite the Mayor and all Councilmembers and the Public Works Director and to focus the meeting on post decision issues that have arisen after our most recent hearing. Commissioner Cohen volunteered to draft the invitation to invitees and Commissioner Sheard volunteered to draft summaries of the most recent hearing findings.
5. Discussion of draft establishment statute of Tree Commission: Commissioners reviewed the draft developed by the Chair making modifications regarding membership, what constitutes a quorum for hearings and left open meeting dates and times for monthly meeting. Chair Hotton will forward the document to the Council subcommittee reviewing City committees and commissions.

The meeting adjourned at 8:36 pm.

Nancy Cohen  
Secretary