



**TOWN OF SHADY SHORES
KEEP SHADY SHORES BEAUTIFUL
REGULAR SESSION
FEBRUARY 3, 2020; 7:00 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

AGENDA

1. CALL TO ORDER
2. ROLL CALL
Establish a quorum
3. MINUTES:
 - a. Consider and act on the minutes of the January 6, 2020 Keep Shady Shores Beautiful Meeting.
4. OLD BUSINESS
Consider and take action relative to ongoing projects and events as listed below.
 - a. Lake Cities Recycles- Recap
 - b. Tree City - conduct a worksession relative to seeking a designation of "Tree City" for the Town of Shady Shores.
 - 2) Discuss details of the Upcoming Arbor Day Event
 - c. Keep Shady Shores Beautiful Logo- Consider and review possible logos for Keep Shady Shores Beautiful.
 - d. Walking Trail-Native Gardens
5. NEW BUSINESS
Discuss any new projects to be considered at the next monthly meeting
6. ADJOURN

The Keep Shady Shores Beautiful Agenda was posted in accordance with Texas Open Meetings Act on _____,
_____, _____ at ____:____, ____M.

Wendy Withers, Town Secretary



TOWN OF SHADY SHORES
KEEP SHADY SHORES BEAUTIFUL
JANUARY 6, 2020; 7 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TEXAS 76208

MINUTES

1. CALL TO ORDER

Tamara Ross called the meeting to order at 7:18 pm

2. ROLL CALL

Nathan Abato	Absent	Bill Krueger	Present
Chris Britton	Absent	Tamara Ross	Present
Amy Whiting	Present	Peggy Goldsmith	Absent (Alternate)

3. MINUTES

Motion was made by Bill Krueger and seconded by Amy Whiting to accept the minutes of the November 4, 2019 Keep Shady Shores Beautiful meeting, as written. Motion carried unanimously.

4. OLD BUSINESS: It was decided to table any discussion regarding old business until more member could be present. It was suggested that next meeting should include discussion on the new KSSB logo, the landscape plan and the Arbor Day portal issues.

5. NEW BUSINESS

Bill Krueger presented a possible article for the newsletter or email blast regarding leaves and keeping bar ditches cleaned out.

6. ADJOURN

Motion was made by Amy Whiting and seconded by Bill Krueger to adjourn at 7:24 pm.
Motion passed unanimously

PASSED AND APPROVED THIS _____ DAY OF _____, 2020

APPROVED:

Nathan Abato, Chairman

ATTEST:

Joan Davis, Office Clerk



AGENDA MEMORANDUM

DATE: January 6, 2020
TO: Keep Shady Shores Beautiful
FROM: Wendy Withers, Town Administrator
SUBJECT: Lake Cities Recycles- Recap

BACKGROUND/INFORMATION:

Keep Shady Shores Beautiful held it's first ever annual Lake Cities Recycles Event. This was held in conjunction with Lake Dallas, and the City of Corinth. The town collected over 3,000 lbs of tires. We also provided a shred truck and electronics recycling pick-up. Residents were also authorized to use additional locations in the City of Corinth this year.

FINANCIAL IMPLICATIONS:

Magic Shred- \$750
Computer Crusher- \$225
Re-Usable Banner: \$15

Total Cost to Shady Shores: \$ 330

RECOMMENDATION/ACTION DESIRED:

Tires Recycled- 3,000 lbs
E-Waste Recycled- 1,280

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



AGENDA MEMORANDUM

DATE: January 6, 2020
TO: Keep Shady Shores Beautiful
FROM: Wendy Withers, Town Administrator
SUBJECT: **Tree City - conduct a worksession relative to seeking a designation of "Tree City" for the Town of Shady Shores.**

BACKGROUND/INFORMATION:

The Board voted to pursue designation as a Tree City at the November 2019 Keep Shady Shores Beautiful Meeting. One of the requirements is to pass a Tree Care Ordinance. A sample Ordinance is attached for review.

In addition the following conditions will need to be met:

- 1) Arbor Day Celebration- we have one scheduled
- 2) Mayor's Proclamation
- 3) Designation of a Tree Care Board
- 4) Budget

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Paul Johnson - *Urban Forestry Program Coordinator*

Texas A&M Forest Service
6330 Highway 290 East, Suite 115
Austin, TX 78723

512-872-2816 | Fax: 512-339-6329 | pjohnson@tfs.tamu.edu

[Visit Website](#)

The Tree City USA Contact for Texas is not the Urban Forester. It is:

Gretchen Riley
Texas A&M Forest Service
200 Technology Way, Ste. 1281
College Station, TX 77845
979-458-7373
griley@tfs.tamu.edu

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. 4 Standards

2. TREE CARE ORDINANCE
3. proclamation
4. sample-expenditure-sheet
5. new-app

REVIEWED BY:



Tree City USA Standards

To qualify as a Tree City USA community, you must meet four standards established by the Arbor Day Foundation and the National Association of State Foresters. These standards were established to ensure that every qualifying [community*](#) would have a viable tree management program and that no community would be excluded because of size.

Four Standards for Tree City USA Recognition

■ Standard 1 | ■ Standard 2 | ■ Standard 3 | ■ Standard 4

Standard 1

A Tree Board or Department

Someone must be legally responsible for the care of all trees on city- or town-owned property. By delegating tree care decisions to a professional forester, arborist, city department, citizen-led tree board or some combination, city leaders determine who will perform necessary tree work. The public will also know who is accountable for decisions that impact community trees. Often, both professional staff and an advisory tree board are established, which is a good goal for most communities.

The formation of a tree board often stems from a group of citizens. In some cases a mayor or city officials have started the process. Either way, the benefits are immense. Involving residents and business owners creates wide awareness of what trees do for the community and provides broad support for better tree care.

Standard 2

A Tree Care Ordinance

A basic public tree care ordinance forms the foundation of a city's tree care program. It provides an opportunity to set good policy and back it with the force of law when necessary.

A key section of a qualifying ordinance is one that establishes the tree board or forestry department—or both—and gives one of them the responsibility for public tree care (as reflected in Standard 1). It should also assign the task of crafting and implementing a plan of work or for documenting annual tree care activities.

Ideally, the ordinance will also provide clear guidance for planting, maintaining and removing trees from streets, parks and other public spaces as well as activities that are required or prohibited. Beyond that, the ordinance should be flexible enough to fit the needs and circumstances of the particular community.

For tips and a checklist of important items to consider in writing or improving a tree ordinance, [see Tree City USA Bulletin #9](#).

Standard 3

A Community Forestry Program With an Annual Budget of at Least \$2 Per Capita

City trees provide many benefits—clean air, clean water, shade and beauty to name a few—but they also require an investment to remain healthy and sustainable. By providing support at or above the \$2 per capita minimum, a community demonstrates its commitment to grow and tend these valuable public assets. Budgets and expenditures require planning and accountability, which are fundamental to the long-term health of the tree canopy and the Tree City USA program.

 To meet this standard each year, the community must document at least \$2 per capita toward the planting, care and removal of city trees—and the planning efforts to make those things happen. At first this may seem like an impossible barrier to some communities. However, a little investigation usually reveals that more than this amount is already being spent on tree care. If not, this may signal serious neglect that will cost far more in the long run. In such a case, working toward Tree City USA recognition can be used to reexamine the community's budget priorities and redirect funds to properly care for its tree resources before it is too late.

Standard 4

An Arbor Day Observance and Proclamation

An effective program for community trees would not be complete without an annual Arbor Day ceremony. Citizens join together to celebrate the benefits of community trees and the work accomplished to plant and maintain them. By passing and reciting an official Arbor Day proclamation, public officials demonstrate their support for the community tree program and complete the requirements for becoming a Tree City USA!

This is the least challenging—and probably most enjoyable—standard to meet. An Arbor Day celebration can be simple and brief or an all-day or all-week observation. It can include a tree planting event, tree care activities or an award ceremony that honors leading tree planters. For children, Arbor Day may be their only exposure to the green world or a springboard to discussions about the complex issue of environmental quality.

The benefits of Arbor Day go far beyond the shade and beauty of new trees for the next generation. Arbor Day is a golden opportunity for publicity and to educate homeowners about proper tree care. Utility companies can join in to promote planting small trees beneath power lines or being careful when digging. Fire prevention messaging can also be worked into the event, as can conservation education about soil erosion or the need to protect wildlife habitat.



Tree City USA is an Arbor Day Foundation program in cooperation with:



TREE CARE ORDINANCE

SECTION 1. DEFINITIONS

STREET TREES: “Street Trees” are defined as trees, shrubs, bushes, and all other woody vegetation on land lying between property lines on either side of all streets or right of ways within the Town.

PARK TREES: “Park Trees” are defined as trees, shrubs bushes and all other woody vegetation in public parks or areas owned by the Town.

SECTION 2. CREATION AND ESTABLISHMENT OF A TREE BOARD

The Keep Shady Shores Beautiful board shall serve as the Tree Board for the Town of Shady Shores.

SECTION 3. DUTIES AND RESPONSIBILITIES

It shall be the responsibility of the Board to study investigate and develop and/or update annually, and administer a written plan for the care, preservation, pruning, planting, replanting, removal and disposition of trees and shrubs in parks, along streets in other public areas. Such plan will be presented to the Town Council and upon their acceptance and approval shall constitute the official comprehensive tree plan for the Town of shady Shores.

The Board when requested by the Town Council shall consider, investigate, make finding, report and recommend upon any special matter of question coming within the scope of this work.

SECTION 4. STREET TREE SPECIES TO BE PLANTED

The following list constitutes the official Street Tree Species for the Town of Shady Shores. No species other than those included in this list may be planted as Street Trees without the approval and written permission of the Tree Board.

Small Trees	Medium Trees	Large Trees

SECTION 5. SPACING

The spacing of Street Trees will be in accordance with the three species size classes listed in Section 4 of this Ordinance, and no trees may be planted closer together than the following:

Small Trees 30', Medium Trees 40' and Large Trees 50'; except in special plantings designed or approved by an landscape architect.

SECTION 6. DISTANCE FROM CURB, SIDEWALK AND STREET

The distance trees may be planted from curb, curblin, sidewalks and or road right of ways will be in accordance with the three species size classes listed in section 4 of this ordinance and no trees may be planted closer to any curb or sidewalk or right of way than the following Small Trees 2', Medium Trees 3' and Large Trees 4'.

No Trees of any size shall be planted in the bar ditches.

SECTION 7. DISTANCE FROM STREET CORNERS AND FIREPLUGS

No Street Tree shall be planted closer than 35' of any street corner measured from the nearest intersecting curb, curblin or road right of way. Not Street Tree shall be planted closer than 10' of any fireplug.

SECTION 8. UTILITIES

No Street Trees other than those species listed as Small Trees in Section 5 of this ordinance may be planted under or within 10 lateral feet of any overhead utility wire, or over or within 5 lateral feet of any underground water line, sewer line, transmission or other utility.

SECTION 9 PUBLIC TREE CARE

The Town shall have the right to plant prune maintain, and remove trees, plants and shrubs within the lines of all streets, alleys, avenues, lanes, squares ad public grounds, as may be necessary to insure public safety or to preserve or enhance the symmetry and beauty of such public grounds.

The Tree board may remove or cause to have removed any tree or part thereof which is in an unsafe condition or which by reason of it's nature is injurious to sewers, electric power lines, gas lines, water lines, or other public improvements or is affected with any injurious fungus, insect or other pest. This Section does not prohibit the planting of Street Trees by adjacent property owners providing that the selection and location of said trees in in accordance with Sections 5 through 9 of this Ordinance.

SECTION 10. TREE TOPPING

It shall be unlawful as a normal practice for any person, firm or Town department to top any Street Tree park tree or other tree on public property. Topping is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this ordinance at the determination of the Tree Board.

SECTION 11. PRUNING, CORNER CLEARANCE

Every owner of any tree overhanging any street or right-of-way within the Town shall prune the branches so that such branches shall not obstruct the light from any street lamp or obstruct the view of any street intersection and so that there shall be a clear space of fourteen (14') feet above the surface of the street or sidewalk. Said owners shall remove dead, diseased or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public. The Town shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a streetlight or interferes with visibility of any traffic control device or sign.

SECTION 12. DEAD OR DISEASED TREE REMOVAL ON PRIVATE PROPERTY

The Town shall have the right to cause the removal of any dead or diseased trees on private property within the town, when such trees constitute a hazard to life and property or harbor insects or disease which constitutes potential threat to other trees within the Town. The Tree Board will notify in writing the owners of such trees. Removal shall be done by said owners at their own expense within 60 days after the date of notice. In the event of failure of owners to comply with such provisions, the Town shall have the authority to remove such trees and bill the owners the cost of said removal and the administrative charge.

SECTION 13. REMOVAL OF STUMPS

All stumps of street and park trees shall be removed below the surface of the ground so that the top of the stump shall not project above the surface of the ground.



Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, _____, Mayor of the City of _____, do hereby proclaim _____ as

Arbor Day

In the City of _____, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this _____ day of _____
Mayor _____

The following expenses for public tree care (street, park, cemetery) may be counted in meeting the \$2 per capita requirement for Standard 3:

- city workers' salaries (or percentage thereof if tree care is only a portion of their job)
- contract work
- tree board salary (most are volunteer, some are paid)
- tree purchases
- watering
- fertilizing
- insect control
- staking
- mulching
- dead tree removal
- stump removal
- pruning by city employees
- leaf and brush pick-up
- biomass recycling
- survey or inventory expenses
- computer inventory software
- equipment purchases
- equipment rental
- equipment maintenance
- Arbor Day program
- prizes for Arbor Day contests
- tree care conferences and workshops attended by city workers
- memberships in and donations to tree organizations
- public education materials—brochures, newsletters, etc.
- administrative time
- insurance

(grant monies expended for any of these items may be counted)

TREE CITY USA® APPLICATION

Select one: ☐ First Time Applicant OR ☐ Recertification



TREE CITY USA status is awarded for work completed by the community during the calendar year. Please contact your State Urban Forestry Coordinator for your state's deadline, mailing address and any additional information required by your state. The common deadline is December 31 but can vary by state. Completed applications with attachments can be mailed to your State Urban Forestry Coordinator. To apply online and for additional information, please visit **portal.arborday.org**.

Community Information

Community Name (as it should appear on recognition materials) _____

Community Website _____

Mayor or Equivalent

First Name _____ Last Name _____

Professional Title _____

Address _____

City _____ State _____ Zip Code _____

Email Address _____

Phone Number (ex. 402-473-9553) _____ Fax Number _____

City Forestry Contact: Person who is responsible for completing and answering questions about this application.

First Name _____ Last Name _____

Professional Title _____

Address _____

City _____ State _____ Zip Code _____

Email Address _____

Phone Number (ex. 402-473-9553) _____ Fax Number _____

Standard ①: Tree Board or Department

Frequency of Tree Board Meetings: ☐ Weekly ☐ Bi weekly ☐ Monthly ☐ Quarterly ☐ Semiannually ☐ Annually

Chairperson: If your city or town has a Tree Board, list your chairperson or head board member. If your city or town doesn't have a Tree Board, list your city department or manager.

First Name _____ Last Name _____

Professional Title _____

Address _____

City _____ State _____ Zip Code _____

Email Address _____

Phone Number (ex. 402-473-9553) _____ Fax Number _____

Other Tree Board Members or Staff

First Name _____ Last Name _____

First Name _____ Last Name _____

First Name _____ Last Name _____

First Name _____ Last Name _____

If additional Tree Board members are needed, please attach.

OVER

Standard ②: A Community Tree Ordinance

Date Current Tree Ordinance was established _____

NEW Applicants (required): ☐ Current ordinance is attached.

RECERTIFICATIONS: ☐ Our ordinance as last submitted is unchanged and still in effect.
☐ Our ordinance has been changed. The new version is attached.

Standard ③: A Community Forestry Program with an Annual Budget of at Least \$2 per capita

Community Population _____

To review program standards and application resources, visit arborday.org/treecity.

Tree Planting and Initial Care\$ _____

Tree Maintenance\$ _____

Tree Removals\$ _____

Management\$ _____

Utility Line Clearance.....\$ _____

Volunteer Time.....\$ _____

Other (please explain) _____ \$ _____

Total Community Forestry Expenditures.....\$ _____

Please attach Annual Work plan (if required by your state) and supporting budget documents.

Trees Planted _____ Trees Pruned _____ Trees Removed _____

Standard ④: Arbor Day Observance and Proclamation

Date of observation _____

Please attach program of activities, photos, and/or news coverage. Attach Arbor Day Proclamation.

Mayor or Equivalent Signature

Title

Date

Application Certification To Be Completed By The State Forester:

Community: _____

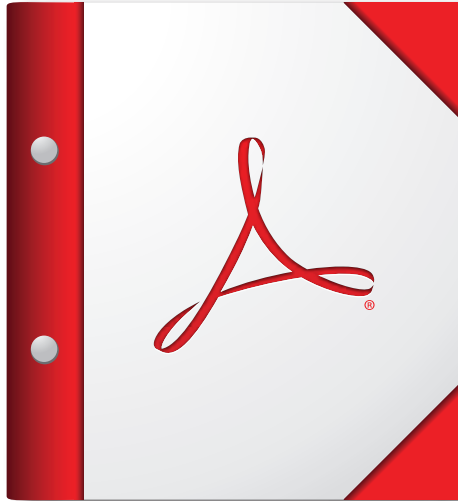
The above named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained therein, said community is eligible to be certified as a Tree City USA community, having in my opinion met the four standards required for recognition.

State Forester Signature

Title

Date

Mail completed application with requested attachments to your state forester no later than December 31 (unless your state has instituted a different deadline.)



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AGENDA MEMORANDUM

DATE: December 2, 2019
TO: Keep Shady Shores Beautiful
FROM: Wendy Withers, Town Administrator
SUBJECT: Keep Shady Shores Beautiful Logo- Consider and review possible logos for Keep Shady Shores Beautiful.

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



AGENDA MEMORANDUM

DATE: February 3, 2020
TO: Keep Shady Shores Beautiful
FROM: Wendy Withers, Town Administrator
SUBJECT: Walking Trail-Native Gardens

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

