

# Chesapeake Arboretum Advisory Board

## Meeting Minutes

### November 18, 2019

*4pm at the Chesapeake Arboretum*

#### **Board Members Present:**

Richard Pippin  
Linda Bradley  
Phil Johnson  
Deb Pearson  
Roxanne Stonecypher  
Dee Zagurski

#### **PR&T Staff Present:**

Mike Barber, Director  
Kevin Kaul, Park Manager  
Lynn Jordan, Acting Secretary

#### **Board Member Absent:**

Michelli Booker

The meeting was called to order at 4:15 pm with a quorum present. Correction to Minutes of September 30, 2019 – R. Stonecypher provided the name of the person who wants to look at the family bible, which is Amy Williams Jonak. The correction was approved as amended.

#### **COMMITTEE REPORTS**

##### Standing Committees

##### **Arboretum Programs**

**AutumnFest:** There were positive comments about AutumnFest. It was well attended, there were a lot of children and the Master Gardeners area where the animals were had great visitation. One suggestion for next year was to have more vendors. The IB Oscar Smith High School students were a big help. K. Kaul described an incident where a flag blew over on top of one of the band members from Cedar Room Ramblers. It was mentioned that the tree that was planted during the ceremony is now missing.

##### **Arboretum Operations** – No Report

**Bylaws:** R. Stonecypher will look at the SOPs and make sure they're consistent with the amended Bylaws for January.

##### **City Council Liaison** – No report.

**Invasives:** L. Bradley brought up the previously discussed goat project at the Arboretum. After several conversations with various parties, it was decided that the Arboretum isn't ready for goats. P. Johnson commented that if animals are brought on city property it's considered a zoo and all regulations would have to be followed for that. The trails need to be maintained for Invasives and a plan should be put together in January with the new committees.

**Trail Names** – At this point, the recommendation to name trails would be to name them after trees.

##### **Volunteers** – No report.

**Unfinished Business:** No report.

**Staff Reports:**

- K. Kaul received a quote to build Bridge C, and there is money to do it. The contractor will also backfill the area with mulch. There was some discussion about whether to build Bridge C or use the money for other Arboretum projects. K. Kaul mentioned that citizens have called him requesting that the bridge be built. D. Pearson made a motion to build Bridge C and D. Zagurski seconded it. After a 4-2 vote, the motion passed.
- Roof repairs have been made (shingles, flashing and all trim work). The changes will be kept compatible to the way the house is now. There were big holes previously. A meeting is scheduled this week with Kimley Horn to do a baseline inspection and recommendations for the house. Results should be available for January's meeting.
- The nursery was winterized, to prevent frozen pipes.
- An Arboretum map is needed.
- The Williams family provided maps which Kevin will forward to P. Johnson.
- The large pecan tree was evaluated and it was recommended to trim it. There's a branch leaning on a neighbor's property so that will be removed. Cost is approximately \$1500.

M. Barber provided updates:

- Provided some background on the new city manager, Chris Price. He came from Prince William County and previously worked for the City of Chesapeake in Planning.
- Parks, Recreation and Tourism will be handling City gateways with some signage and landscaping, a project that was supported by Mr. Baker. There are also aging neighborhood entranceways that have landscaping issues. One of which is at Georgetown Road and Military Highway. Public Works removed the landscaping. The license plate beautification funding can help with improvements and beautification. A maintenance plan is needed with volunteers or the sheriff's crew. Adopt-A-Spots and similar programs in the city have been consolidated. The program is now on a calendar year basis so groups have to renew each year. A recent example of one of these landscaping maintenance projects was on Volvo Parkway and Battlefield Boulevard.
- There is a request from PRT for a new historical services division which would probably fall under the department. The historical advisory group that comes under Planning is currently conducting an inventory of city artifacts and documents. This division should have a positive effect on the Arboretum.

**New Business:**

Elections – R. Stonecypher, chair of the nominating committee, presented nominations for Richard Pippin for Chair and Linda Bradley for Vice Chair. P. Johnson made a motion to close the nominations with a supporting vote. D. Pearson seconded the motion. The motion was approved unanimously.

### Standing Committee Assignments:

It was decided that committee names would be revised with assignments as below. R. Pippin reminded L. Bradley that as a vice chair she would be ex-officio for all committees. He also mentioned that the committees will meet outside of the Board meetings and bring back their ideas and recommendations to the Board meetings for review. The Standing Committees are in the SOPs and R. Stonecypher will make sure these committees are included in the revised SOP.

The new committees and chairs for 2020 are as follows:

**Operations | Programs** – D. Zagurski

**City Council Liaison** – R. Pippin and L. Bradley

**Invasives** – L. Bradley

**Volunteers** – D. Pearson

**Historical** – R. Stonecypher as Chair and P. Johnson as Vice Chair.

**Capital | Project | Trails** – P. Johnson

### Board Member Comments

- D. Pearson proposed SpringFest, an event in the spring, in addition to AutumnFest. The committee will discuss and get back to the board. M. Barber added that the event is not in this year's budget and there are many other competing events (for resources) in the spring.
- Holiday Gathering – This event could be held after the January 27<sup>th</sup> meeting. A recommended list of volunteers from the Board is needed for planning. L. Bradley would like the event to be held outside again and asked for the large tent and heater.
- D. Zagurski reported that the large tree that came down near Bridge E is causing erosion of the bank and also issues with the trail.

The next meeting will be January 27, 2020 at 4pm at the Chesapeake Arboretum.

The meeting was adjourned at 5:17 pm.

Minutes submitted by Lynn Jordan