



ORDINANCE 2026-07

AN ORDINANCE ENACTING CHAPTER 153 OF THE CODIFIED ORDINANCES OF THE CITY OF POWELL, OHIO, TO ESTABLISH A TREE BOARD AND PROVIDE FOR THE ADMINISTRATION, DUTIES, AND RESPONSIBILITIES RELATED TO PUBLIC TREE CARE

WHEREAS, the City of Powell has been recognized as a Tree City USA community for over twenty-seven (27) years and desires to maintain such designation through continued compliance with program standards; and

WHEREAS, the Tree City USA program requires participating communities to maintain a tree board or department responsible for public tree care, adopt a public tree care ordinance, provide annual investment in tree management, and observe Arbor Day; and

WHEREAS, City Council has determined that establishing a dedicated Tree Board will clearly define responsibility for public tree care policy, urban forestry planning, and community engagement related to the City's tree canopy; and

WHEREAS, City Council finds that the establishment of a Tree Board will promote the preservation, planting, maintenance, and management of public trees, enhance environmental quality, and support the health, safety, and welfare of the community

WHEREAS, City Council desires to enact a new Chapter of the Codified Ordinances to formally establish the Tree Board and define its structure, duties, and administrative support.

NOW THEREFORE BE IT ORDAINED BY THE CITY OF POWELL, COUNTY OF DELAWARE, STATE OF OHIO, AS FOLLOWS:

Section 1: That a new Chapter 153 of the Codified Ordinances of the City of Powell, Ohio, is hereby enacted to read as follows:

CHAPTER 153 – TREE BOARD

Sections:

- 153.01 Established
- 153.02 Organization
- 153.03 Duties
- 153.04 Staff Support and Administration
- 153.05 Tree Programs and Community Engagement

153.01 – ESTABLISHED

There is hereby established a Tree Board for the City of Powell which shall serve as the advisory body responsible for matters relating to the care, preservation, planting, removal, and maintenance of public trees within the City.

City Council
Heather Karr, Mayor

Kurt Ramsey

Leif Carlson

David Lester

Tom Counts

Tyler Herrmann

Carlos Crawford

(a) Membership

The Tree Board shall consist of up to six members, including:

- One Chairperson; and
- Up to five additional members.

Members shall be comprised of City of Powell staff and residents unless otherwise authorized by Council due to special expertise in arboriculture, horticulture, environmental science, landscape architecture, planning, or related fields.

All members shall be appointed by a majority vote of the entire membership of City Council.

(b) Term

Members of the Tree Board shall serve a term of three years or until resignation or removal.

Terms shall be staggered so that approximately one-third of the membership expires each year. Members may be reappointed to successive terms.

(c) Vacancies

Any vacancy occurring on the Tree Board shall be filled by Council for the remainder of the unexpired term.

(d) Removal

Members may be removed at any time, with or without cause, by a majority vote of Council.

(e) Compensation

Citizen members shall serve without compensation. City staff appointed to the Tree Board shall be compensated at their regular rate of pay for time worked in connection with Board meetings and related duties. Non-exempt employees shall be compensated in accordance with applicable wage and hour laws, including overtime requirements.

153.02 – ORGANIZATION

(a) Officers

At its first meeting each calendar year, the Tree Board shall elect from its membership:

- Chairperson

(b) Meetings

Members will meet at least six (6) times per year.

- Monthly/bi-monthly/other are only acceptable options.
- These meetings are required.
- Working meetings are fine as long as there is a quorum.

(c) Open Meetings

All meetings of the Tree Board shall be conducted in accordance with the Ohio Open Meetings Act and shall be open to the public.

(d) Minutes

Minutes shall be maintained for all meetings for official record.

(e) Rules of Procedure

The Tree Board may adopt rules of procedure consistent with City policies and applicable law, subject to review by the City Council and City Manager.

153.03 – DUTIES

City Council					
Heather Karr, Mayor					
Kurt Ramsey	Leif Carlson	David Lester	Tom Counts	Tyler Herrmann	Carlos Crawford

The Tree Board shall serve in an advisory capacity to the City Council and City Manager on matters relating to the community forest and public tree management.

The Tree Board shall perform the following duties:

(a) Urban Forestry Planning

Assist in the development, review, and recommendation of policies, programs, and plans related to the planting, preservation, maintenance, and removal of public trees within the City.

(b) Community Forestry Management

Advise on best practices for the care and maintenance of trees located within:

- Public parks
- Street rights-of-way
- Municipal facilities
- Other public lands

(c) Tree City USA Participation

Support the City's participation in the Tree City USA program and assist the City in meeting its standards, including:

- Maintaining a tree board or department
- Establishing a community forestry program
- Supporting Arbor Day activities
- Encouraging investment in public tree care

(d) Tree Planting and Preservation

Encourage and promote tree planting initiatives throughout the community and provide recommendations regarding:

- Appropriate tree species
- Tree preservation practices
- Replacement or removal of public trees

(e) Public Engagement

Encourage community awareness and involvement in urban forestry through educational outreach and participation in events such as Arbor Day celebrations.

(f) Recommendations to Council

Submit recommendations to City Council and the City Manager regarding:

- Public tree policies
- Tree-related ordinances
- Long-term tree planning strategies

153.04 – STAFF SUPPORT AND ADMINISTRATION

(a) City Administration

The City Manager, Public Service Director, or their designee shall serve as the primary staff liaison to the Tree Board.

(b) Technical Assistance

The Tree Board may request assistance from City departments including:

- Public Service
- Planning and Zoning
- Parks and Recreation
- Engineering

(c) Budgetary Oversight

Any expenditures related to Tree Board activities shall be subject to approval through the City's normal budgetary and purchasing procedures and must be approved by the Finance Director and City Manager.

153.05 – TREE PROGRAMS AND COMMUNITY ENGAGEMENT

(a) Tree Planting Programs

The City may establish programs encouraging the planting of trees on public property and within public rights-of-way.

(b) Community Tree Initiatives

Programs may include community partnerships, volunteer planting initiatives, or cost-sharing opportunities to encourage tree planting within the community.

(c) Public Right-of-Way Trees

The planting of trees within public rights-of-way shall comply with standards established by the City and must be approved by the Public Service Director or their designee.

(d) Tree Maintenance Responsibilities

The City shall retain responsibility for the care, pruning, removal, and maintenance of trees located within public rights-of-way unless otherwise provided by ordinance.

Section 2: It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of the Council and that all deliberations of this Council and any of its committees which resulted in such formal actions were in meetings so open to the public in compliance with all legal requirements of the City of Powell, Delaware County, Ohio.

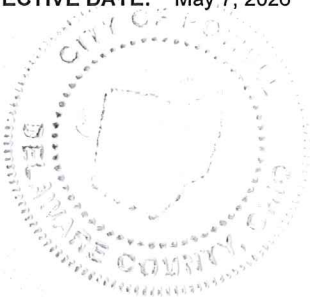
Section 3: That this Ordinance shall take effect on the earliest period allowed by law.

Heather C. Karr 4/7/26
Heather Karr Date
Mayor

Elaine McCloskey 4/7/26
Elaine McCloskey Date
City Clerk

EFFECTIVE DATE: May 7, 2026

This legislation has been posted in accordance with the City Charter on this date 4/8/26
Emccloskey City Clerk





OFFICE OF THE CITY MANAGER

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MEMO

From: Andrew D. White, City Manager
To: Members of the City Council
Initiated By: Melissa Hindman, Parks and Recreation Manager
Re: Ordinance 2026-07– AN ORDINANCE ENACTING CHAPTER 153 OF THE CODIFIED ORDINANCES OF THE CITY OF POWELL, OHIO, TO ESTABLISH A TREE BOARD AND PROVIDE FOR THE ADMINISTRATION, DUTIES, AND RESPONSIBILITIES RELATED TO PUBLIC TREE CARE.
Date: April 7, 2026

Summary:

This ordinance establishes a Tree Board for the City of Powell by enacting a new Chapter within the Codified Ordinances. The Tree Board will serve as an advisory body to City Council and Administration on matters related to public tree care, urban forestry planning, and community tree initiatives.

The creation of a Tree Board is a required component of the Tree City USA program, which is administered by the Arbor Day Foundation. To qualify for and maintain Tree City USA designation, a community must maintain a tree board or department responsible for public tree care, adopt a tree care ordinance, invest in tree management, and observe Arbor Day annually.

The City of Powell has been recognized as a Tree City USA community for over twenty-seven (27) years. In order to remain in compliance with program requirements and modernize the City's approach to urban forestry, this ordinance establishes a standalone Tree Board with clearly defined responsibilities and structure.

The Tree Board will be responsible for providing recommendations related to tree planting, maintenance, preservation, and long-term canopy management. The Board will also support the City's participation in Tree City USA, including assisting with Arbor Day activities and community engagement efforts.

This ordinance is intended to work in coordination with the repeal of Chapter 153 (Parks and Recreation Advisory Board) and the elimination of the Arbor Advisory Subcommittee, replacing the prior structure with a more focused and effective advisory body dedicated to public tree care.

Legal Review:

The Law Director's office has reviewed and approved as to form.

Financial Review:

There is no direct financial impact associated with the establishment of the Tree Board. Existing expenditures related to tree maintenance and urban forestry activities are already incorporated within current departmental operations and budgets.

Recommendation:

Staff recommends approval of Ordinance 2026-07 following the second reading.