

Harry Kim  
Mayor



## County of Hawaii

### ARBORIST ADVISORY COMMITTEE

Aupuni Center • 101 Pauahi Street, Suite 3 • Hilo, Hawaii 96720  
Phone (808) 961-8288 • Fax (808) 961-8742

#### Minutes

Meeting on October 19, 2006

Planning Department Conference Room – Aupuni Center – Hilo, Hawaii

**Present:** AAC members: Chairperson Leonard Bisel, Jan Anderson, Sharron Stanbro & Esther Imamura (Planning staff)

County Agency Representative:  
Diane Noda, Corporation Counsel

#### CALL TO ORDER

The meeting was called to order at 10:35 am.

#### ACCEPTANCE OF MINUTES

It was moved by J. Anderson and seconded by S. Stanbro to accept the minutes of the August 24, 2006 meeting. Motion passed unanimously.

#### PUBLIC STATEMENTS

None

#### UNFINISHED BUSINESS

1. Report on County Council action on the nominations of the Brazilian Fern Tree and the Moreton Bay Fig – S. Stanbro/E. Imamura.

S. Stanbro reported that she and E. Imamura attended the Council hearing. Although Gwen Hobbs was off-island, Mrs. Burgess and her niece, Kaliko Chun were present. Further, attending and presenting testimony was Scott Seymore. Both trees were approved unanimously.

Counsel Noda suggested that when we install the sign for the tree, we inform that district's Council person.

2. Report on the Banyan Tree at the King Kamehameha Hotel – S. Stanbro.

S. Stanbro stated that the ownership of the hotel property has changed. She has contacted the current owner but has not gotten a response back. She will continue to pursue this matter.

3. Revised logo design – Chair Bisel.

Chair Bisel reported that he hasn't heard back from Rose Foggia on the proposed design change to the aloha shirt. After discussion, it was moved by J. Anderson and seconded by S. Stanbro to leave the first revision as is. The change to the logo would be too small to be distinguishable as an aloha print. Motion passed unanimously.

4. Sample Tree Sign – S. Stanbro.

S. Stanbro made some changes but still had questions on the centering and alignment of the elements. Chair Bisel stated that he'll bring in previously acquired information on the signs and mounting for the signs. He'll also check with local sign companies and let them know that cost and durability are issues.

5. Proposed Grant Request to submit to Kaulunani Council – M. Kraus.

M. Kraus was not available.

NEW BUSINESS

1. Exceptional Tree Assessment Form – J. Anderson.

J. Anderson reported that she made two copies of data for each tree. One will be for our files and the other for M. Kraus to keep in his vehicle to utilize when he is in the appropriate area and has the time to assess the tree. It was agreed that M. Kraus should review the form and changes by him be incorporated. We also need to decide how often the trees should be assessed.

2. Revision to the Acceptance Form for Exceptional Tree Status by Real Property Owner – Counsel Noda.

a. Exceptional Tree Nomination Form: On the back of the form include the following for clarification purposes:

Above "Date of Introduction:"

***For staff use only.***

***County Council Action***

b. Acceptance Form for Exceptional Tree Status by Real Property Owner:

(1) First page, first line, remove (***or authorized agent of the owner***) – so the Committee doesn't have to verify that the agent has the authorization to submit the application.

- (2) Add *Council* before District – Generally, the Council Chairperson will let that District’s Council person introduce it at the public hearings.
- (3) In the third paragraph, delete *Hawaii County Arborist Advisory Committee and the Hawaii County*; add *Department of Public Works, Building Division and Office of the County Clerk* - to reflect what the County Code says.
- (4) Second page, delete *or Agent’s* – Again, so we don’t make it more cumbersome than it needs to be. If there is a problem with the owner not being able to sign the acceptance form, the Committee could consider it at the time it comes up, on a case by case basis.

It was moved by S. Stambro and seconded by J. Anderson to approve changes to the Acceptance Form and Exceptional Tree Nomination Form as described by Counsel Noda. Motion passes unanimously.

### **Amendment to the Agenda to add to New Business**

Chair Bisel moved to amend the agenda to add to New Business. J. Anderson seconded the motion. Motion carried unanimously

1. Pruning of an Exceptional Tree located at DOE, Hilo Annex - Lloyd Shimazu, Project Coordinator.

By telephone and fax on October 19, 2006, L. Shimazu, a certified arborist, reported that a large branch had recently fallen and that selective pruning work was required. (This is Exceptional Tree #12, the Bo or Peepul Tree, located at the Old Riverside School). Any company bidding would be required to have a certified arborist and the work would be overseen by L. Shimazu.

Chair Bisel noted that they’ve taken all the right steps and recommended approval of the pruning. J. Anderson wanted the bid specs to include wording that it is an Exceptional Tree. Counsel Noda mentioned that it should also include reference to Hawaii County Code Section 14-65. Chair Bisel amended his motion to say that we write a letter authorizing the pruning of the tree with the stipulation that they include in the request for bids that this is an Exceptional Tree and that it should be pruned in accordance with Hawaii County Code Section 14-65. Motion approved unanimously.

2. August 23, 2006 letter from Beth Dykstra, Project Coordinator for planning for the Hilo Bayfront Trails Project, asking this Committee to serve or participate as a stakeholder.

J. Anderson and Counsel Noda noted that it’s beyond the scope of the authorized duties of the Committee. Chair Bisel stated that if any of their work would affect an Exceptional Tree, we would gladly participate at that time. He will email a response to her.

### ADMINISTRATIVE MATTERS

None.

## ANNOUNCEMENTS

1. The next meeting will be held on Thursday, November 16, 2006 in the Planning Department Conference Room at 10:00 am.
2. For the next agenda:
  - a. Recruitment to Fill Vacancy on the Committee
  - b. Update and Revise the Rules of Practice and Procedure.

## ADJOURNMENT

The meeting adjourned at 11:20 am.

**APPROVED: January 18, 2007**