



## MAYOR DAVID J. NARKEWICZ

City of Northampton

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September 29, 2020

Northampton City Council  
210 Main Street, Room 3  
Northampton, MA 01060

To the Honorable Members of the City Council,

Pursuant to my authority under Article 6, Section 6-1 of the City Charter, I am respectfully submitting the attached Administrative Order making the following changes to the City's Administrative Code:

**(1) Change the name of the Public Shade Tree Commission to the Urban Forestry Commission.**

This change to the name of the Public Shade Tree Commission has come at the request of both the Commission itself and the Tree Warden to better reflect the broader mission of this important multiple-member body which extends beyond public shade trees to promoting and preserving the city's entire tree canopy.

**(2) Change the membership composition of the newly-renamed Urban Forestry Commission and designate an ex-officio Chair.**

This Administrative Order also modifies the membership composition of the newly renamed Urban Forestry Commission from seven city residents to six city residents and the city's Tree Warden. It also designates the city's Tree Warden as the ex-officio Chair of the Commission.

Since the creation of the Public Shade Tree Commission by Administrative Order in November of 2014, the city's Tree Warden has played an active and central role in the work of the body and attended all of its meetings. Making the city's Tree Warden a member of the Commission would formalize that role and making them the ex-officio Chair would align it with my 2019 Administrative Orders changing the Transportation and Parking Commission and the Energy and Sustainability Commission. There is currently a vacancy on the Commission following the resignation of founding member and former longtime Chair, Lilly Lombard, so this change will be fairly seamless and not require a resignation.

Thank you in advance for your review of these proposed changes to our Administrative Code. I stand ready to answer any questions or provide additional information and respectfully request the City Council's approval of the attached Administrative Order.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Narkewicz', written over a light blue horizontal line.

David J. Narkewicz  
Mayor

cc: City Clerk



## ADMINISTRATIVE ORDER

**Amend City of Northampton Administrative Code,  
Part II Multiple-Member Appointive Organization, Section 23.0 as follows:**

### **23.0. ~~Public Shade Tree Commission~~ Urban Forestry Commission**

#### Established

There shall be an ~~Public Shade Tree~~ **Urban Forestry** Commission consisting of seven members **as follows: Tree Warden plus 6 members of the public. The Tree Warden shall serve as Chair and one of the members of the public shall be elected Vice Chair.**

#### Authorities and Responsibilities

The ~~Public Shade Tree~~ **Urban Forestry** Commission preserves, protects and promotes City shade trees. The Commission advises and assists the Tree Warden and Mayor in researching and developing plans, programs and policies for achieving a tree canopy that supports Northampton's goals of public health, beautification, economic and environmental sustainability, and resilience in the face of climate change. The Commission reviews and makes recommendations on ordinance and zoning regulations related to trees. It receives and reviews input from City residents, businesses, and neighborhoods on issues or concerns related to trees, makes planting and maintenance recommendations guided by industry best practices, and works to promote knowledge and awareness of the benefits of an actively managed urban forest.

The ~~Public Shade Tree~~ **Urban Forestry** Commission is an advisory multiple-member body of the City.