




Paul St. Cyr  
DPW Commissioner  
Shannon Cohan  
Superintendent of Parks and Open Spaces

## MEMORANDUM

**TO:** Thomas A. Golden Jr., City Manager 

**FROM:** Shannon Cohan, Superintendent of Parks and Open Spaces

**CC:** Paul St. Cyr, DPW Commissioner

**DATE:** February 2, 2023

**SUBJECT:** **MOTION RESPONSE – 11/15/22 - C. Robinson** - Req. City Mgr. Have Proper Department Provide Detailed Plan Of Action To Address Leaf Removal Efforts In Public Greenspace.

*Each autumn, once the cutting season ends and the deciduous trees begin to shed their leaves, the Parks Department takes the following plan of action as it moves into “Leaf Removal Operations”.*

- *The leaf removal of public green spaces involves 2 separate teams (2 crews each team).*
- *The first teams consists of Parks personnel making piles of leaves using 2 hurricane blowers and backpack blowers.*
- *Once the piles are created they are picked up by the either the dump box with tow behind vacuum or the self-contained leaf vacuum unit or (depending on pile size) both.*
- *The Parks personnel focus on the larger more visible parks and then divide into groups for the smaller parks.*
- *The order of parks is determined by the superintendent, general foreman or the group leaders discretion.*
- *As trees shed their leaves at different rates depending on condition, winds, etc., the order is prioritized by which location has dropped a considerable volume of leaves.*
- *Most of the larger parks have to be picked up numerous times throughout the fall while the smaller parks, often with fewer trees may be serviced only a few times. The department continues the leaf pick up process as long as the weather cooperates and debris has not frozen to the ground.*