

City of Poquoson  
Department of Public Works



## MEMORANDUM

Date: July 26, 2016

To: Randy Wheeler and Judy Wiggins

From: Tom Jones

Subject: Tree Trimming

Below is the PA that I would like to get out to the citizens. Please review; tweak/change however you think it should read. Let me know and then we will get Vicki to get it out to the Public.

Over the next several weeks the Public Works Department will be trimming all trees and shrubs that are hanging out past the curb and gutter into the City's Right of Way. This is being done as to keep the Right of Way clear for vehicular traffic as well as for our City Street Sweeper to properly clean the curb and gutter.

If you have any questions or concerns please call Poquoson Public Works at 868-3590.