



**CITY OF URBANA
TREE COMMISSION MEETING**

DATE: Wednesday, December 4, 2024
TIME: 1:30 PM
PLACE: 706 South Glover Avenue Urbana, IL 61802

MINUTES

Members Present: Carol Augspurger, Paul D’Agostino, Scott Dossett, Alex Julius

Members Absent: Elise Doody-Jones, Justin Vozzo

Others Present: Kevin Sanderson, Stewart Berlocher

A. Call to Order and Roll Call

Carol Augspurger called the meeting to order at 1:28 pm. Roll call was taken. A Quorum of Members was present.

B. Changes to the Agenda

none at this time of the meeting; there was an addition during Unfinished Business

C. Approval of Minutes of Previous Meeting

1. September 4, 2024 meeting minutes

Paul D’Agostino motioned to approve the minutes, Scott Dossett seconded. Motion approved with a unanimous vote.

D. Public Input

Stewart Berlocher said he will be coming back to the Tree Commission. He will speak with Kevin after the meeting on what needs to be done for that to happen.

Stewart also asked for the Commissioners for their thoughts on scheduling a talk that he gave at the U of I about the history of Big Grove. He is considering giving the presentation again at a more public place. Carol agreed that the Urbana Free Library would be a good place. Stewart will give Kevin the information about when he would like it to be scheduled & Kevin can help get in contact with the library.

E. Unfinished Business

1. Final revised tree species & shrub list for MOP

The final revisions for the tree species & shrub list were approved during the September 4th meeting. Corrections on names & spellings have been made. Carol noticed that on Tables IV & V there were some names bolded. These will be corrected as well before the list goes out to the public.

2. *addition* Input & Voting Privileges of a Commissioner Attending Virtually

Kevin Sanderson said that he just got clarification from the City Clerk that members attending

a meeting virtually can have input and can vote as long as there is a quorum physically present for the meeting.

F. Reports of City Officials and Staff and Reports of Committees

1. Winter removal list – Kevin Sanderson

Kevin is working on the procurement to go out to bid for winter tree removals. There is about a \$64,000 budget for removals of which about \$55,000 will be spent for the trees on the Winter removal list. This is about \$2,000-\$2,500 per tree removal including stump removal.

Paul asked about the risk rating on the list. Kevin said that the risk rating is done through the Davey Tree Keeper website. There are 4 categories that give a tree a score of up to 10; the higher the number the worse the tree is. Paul suggested that a short explanation of what is wrong with a tree be added to the removal list.

Kevin mentioned that there is a Hackberry that he just found earlier in the week that he needs to add to the Winter removal list. It is located on Oregon.

2. July 15, 2024 storm removals – Kevin Sanderson

The City has done some stump removals from the July storm. Some removals on this list are also on the contractor list for Winter removal list. Kevin explained that “tree clean” means removal of damaged branches from trees.

3. Donation planting procurement – Kevin Sanderson

Donation planting bids went out early this fall. 5 vendors responded for supplying trees; 1 vendor responded for supplying & planting trees. The bid came to about \$285 per tree planted, which includes the installation and initial mulching & watering of the trees. The City will do the watering after that. There are a total of about 100 sites available. Kevin will be sending out letters this winter to residents in the site areas to see if they are interested in having a tree planted. Most of the plantings will be done in Spring 2025 and some will be done in Fall 2025.

G. New Business

1. Elect Vice-Chair of Tree Commission

With the resignation of Michael Stevenson, the Vice-Chair position is open for Tree Commission. There were no nominations, so Scott Dossett volunteered. There was a vote taken and the motion passed unanimously to make Scott Dossett the Vice-Chair of the Tree Commission.

2. Approve 2025 meeting dates: March 5, June 4, September 3, December 3

Paul D’Agostino motioned to approve the 2025 meeting dates of March 5th, June 4th, September 3rd, and December 3rd, Alex Julius seconded. Motion approved with a unanimous voice vote.

3. Discuss possible new time for future meetings

Alex Julius mentioned that having Tree Commission meetings in the middle of a workday is challenging for those members that are still in the workforce. A discussion began about possibly changing the time of the meeting. It was decided to discuss further when Elise and Justin could be present for their input on possible times.

H. Announcements

1. Vacant seat appointments: Elise Doody-Jones & Justin Vozzo

There are 2 new members of the Tree Commission. Elise Doody-Jones is a teacher of HVAC & Plumbing at Parkland and she is an interested party. Justin Vozzo works for the U of I Extension in forestry outreach.

I. Future Topics

Paul D'Agostino would like to discuss visibility issues & safety concerns caused by plantings in the parkway. An example he had was at the corner of Maple & Green. Paul will make a list of other areas that he notices and send them to Kevin for him to look at.

Kevin Sanderson would like to have a discussion regarding Landscape Right-of Way (ROW) Permits.

Alex Julius will give her presentation on Risk Assessment Tools at a future meeting.

J. Adjournment

Scott Dossett motioned to adjourn the meeting, Paul D'Agostino seconded. Motion approved with a unanimous voice vote. The meeting adjourned at 2:06 pm.