



## CITY OF URBANA TREE COMMISSION MEETING

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**DATE:** Wednesday, June 4, 2025  
**TIME:** 1:30 PM  
**PLACE:** 706 South Glover Avenue Urbana, IL 61802

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### MINUTES

**Members Present:** Carol Augspurger, Stewart Berlocher, Scott Dossett, Justin Vozzo,  
Alex Julius (via Microsoft Teams)

**Members Absent:** Paul D'Agostino, Elise Doody-Jones

**Others Present:** Kevin Sanderson

#### A. Call to Order and Roll Call

Carol Augspurger called the meeting to order at 1:30 pm. Roll call was taken. A Quorum of Members was present.

#### B. Changes to the Agenda

none

#### C. Approval of Minutes of Previous Meeting

##### 1. December 4, 2024 meeting minutes

Scott Dossett motioned to approve the minutes, Stewart Berlocher seconded. Motion approved with a unanimous voice vote.

##### 2. March 5, 2025 meeting minutes

Scott Dossett motioned to approve the minutes, Stewart Berlocher seconded. Motion approved with a unanimous voice vote.

#### D. Public Input

none

#### E. Unfinished Business

##### 1. Possible new time for future meetings

The current meeting time of 1:30 pm is inconvenient for those who are working. Different times were discussed. Scott Dossett motioned to move the meeting times to 4 pm, Stewart Berlocher seconded. Motion approved with a unanimous voice vote.

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

##### 1. 2025 Contractor Removal list – Kevin Sanderson

All trees on the 2025 Contractor Removal list have been removed, now they are stump grinding them. About ten of the sites will be re-plant sites, the others are no planting sites. Five additional sites were added because of extra funds available.

## **2. 2025 Replacement Sites – Kevin Sanderson**

There were 55 replacement trees planted where previous trees were removed. There was a question about who maintains these newly planted trees. Some are watered by the City, while others are watered by the residents. Letters were sent to residents that need to maintain the trees at their property.

## **3. 2025 Donation Planting Procurement – Kevin Sanderson**

Most of the donation plantings are in the southeast part of town. Others are in the North Lincoln [Avenue] area. About 90% went into vacant sites. The City receives anonymous donations; as well as some donations from Rotary Club or memorials.

## **4. Arbor Day 50<sup>th</sup> Celebration – Kevin Sanderson**

The celebration was set up for four plantings and for kids to watch the forestry truck. The celebration had to be moved inside because of rain. There was a good turnout, and Mike Brunk was part of it. The City received a proclamation from the Governor of Illinois.

## **G. New Business**

### **1. Right-of-Way (ROW) Permits – Kevin Sanderson**

The Tree and Landscape Permit is what is normally used or handed out to residents. There are parts of two other documents that could be used for the permit, also. Kevin is getting input from the City Engineering Department on how to combine all three documents into one permit for the City tree/landscape right-of-way.

The goal is to put the permit on the City website once the new version is complete. This is the only permit that isn't on the City website and many don't know that it exists.

Paul D'Agostino has experience with permitting. Scott Dossett motioned to table this discussion until Paul is present at a future meeting, Stewart Berlocher seconded. Motion approved with a unanimous voice vote.

## **H. Announcements**

### **1. Vacant seat appointments: Stewart Berlocher**

Stewart was re-appointed to Tree Commission and will stay through September 2025. He is working on finding his replacement. John Marlin is someone that he has approached regarding replacing him.

It was said that it would be good to have someone with an Urban Forestry background or a resident of Urbana for a different perspective.

## **I. Future Topics**

Alex Julius will give her presentation on Risk Assessment Tools at a future meeting. She didn't present it this meeting since she was traveling.

Stewart Berlocher is trying to get his Big Grove talk scheduled at the [Urbana Free] Library.

## **J. Adjournment**

Scott Dossett motioned to adjourn the meeting, Stewart Berlocher seconded. Motion approved with a unanimous voice vote. The meeting adjourned at 2:26 pm.