



CITY OF URBANA TREE COMMISSION MEETING

DATE: Wednesday, September 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: none

Others Present: Kevin Sanderson

A. Call to Order and Roll Call

Carol Augspurger called the meeting to order at 1:34 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. June 7, 2023 Meeting Minutes

A deletion of an extra word in point 7d was made. Scott Dossett motioned to approve the minutes with the revision, Paul D'Agostino seconded. Motion approved with a unanimous voice vote.

2. July 19, 2023 Special Meeting Minutes

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

3. December 6, 2023 Meeting Minutes

A few capitalization corrections were made in point E1. Scott Dossett motioned to approve the minutes with the revisions, Paul D'Agostino seconded. Motion approved with a unanimous voice vote.

D. Public Input

Carol Augspurger motioned to commend the strong contributions of Stewart Berlocher, Bridget McGill, and Michael Stevenson during their tenure on the Tree Commission, Scott Dossett seconded. Motion approved with a unanimous voice vote.

E. Unfinished Business

1. Final tree species & shrub updated lists for manual

Kevin said that the updated lists are from previous meetings and notes he had taken. These lists will become the final list for the Material of Practice manual. There was discussion regarding both lists needing uniform formatting & spelling corrections, as well as addition of Latin names.

Scott Dossett motioned to approve the final tree species list with the revisions, Paul D'Agostino seconded. Motion approved with a unanimous voice vote.

Scott Dossett motioned to approve the final shrub list with the revisions, Paul D'Agostino seconded. Motion approved with a unanimous voice vote.

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

1. Spring/Fall 2024 planting list – Kevin Sanderson

Carol asked for clarification of what co-op tree means on the list. Kevin said that a co-op tree is half paid for by the resident and they get to have input on what tree they would like planted. Moving forward it is encouraged for the residents to choose from the list of approved trees that was passed in the Unfinished Business portion of this meeting.

2. Fall Donation planting procurement – Kevin Sanderson

Kevin said that a procurement bidding process is being finalized and will go out on September 6th. This is for up to 50 trees to be planted by a contractor this Fall. Kevin sent out 100 questionnaire letters for new planting sites. He only received a few responses, so he will be picking sites that he feels are appropriate. The sites are in an area of North Lincoln and Southeast Washington.

3. July 16, 2024 storm – Kevin Sanderson

Regarding the storm on July 16th, Kevin said that it was contained to one area. 7 trees were lost that night and 5 more will have to come down. All trees in the affected area will be assessed.

4. Forestry staff, equipment update – Kevin Sanderson

The city was without any Arbor Techs for months. Because of this, 6 months went by without any maintenance aside from landscape & ground work. Since then, 2 Arbor Techs have been hired. Neither are certified, but both are working on becoming certified. It is approved for a 3rd Arbor Tech position; which is posted externally.

The city has purchased 2 new chippers, a new stump grinder, and is looking to upgrade the bucket truck to a mini-bucket. The current bucket truck was out of service from January – May.

G. New Business

1. Revisit bylaws and member attendance

Looking at the bylaws, there were some questions that need to be looked at. They are:

(1) Can a commission member have input if he/she is at meeting virtually?

(2) Can a commission member who is attending virtually participate in voting?

Kevin will clarify with the City Clerk about voting over Zoom.

It was also pointed out that punctuation in 16A needs corrected.

H. Announcements

None

I. Future Topics

Carol Augspurger said that the next meeting is December 4, 2024.

Paul asked if the city applies for grants to help with the budget. Kevin said that they have applied for a planting grant 4-5 years ago, but not for funding. The city works together with the Park District on a grant for inventory.

Alex offered to bring her presentation on Advanced Risk Assessment Tools to a future meeting.

J. Adjournment

Scott Dossett motioned to adjourn the meeting. Carol Augspurger seconded. Motion approved with a unanimous vote. The meeting adjourned at 2:23 p.m.