



## Urban Forestry Commission Item 7.

Cravath Lakefront room 2nd floor 312 West  
Whitewater Str, Whitewater, WI, 53190 \*In Person  
and Virtual

**Monday, February 24, 2025 - 5:30 PM**

### **CALL TO ORDER**

Meeting called at 5:32 p.m.

### **ROLL CALL**

#### **PRESENT**

Board Member Sherry Stanek  
Chairperson Nicholas Alt  
Board Member Joshua Kapfer  
Board Member Kerry Katovich  
Board Member Carol McCormick  
Board Member Bill Chandler

#### **ABSENT**

Council Representative Brienne Brown

#### **STAFF**

Andrew Beckman, Arborist

#### **LANDMARKS MEMBER**

Pat Blackmer

### **APPROVAL OF AGENDA**

*A committee member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the Committee to be implemented. The agenda shall be approved at each meeting even if no changes are being made at that meeting.*

Motion made by Board Member McCormick, Seconded by Board Member Kapfer.

Voting Yea: Board Member Stanek, Chairperson Alt, Board Member Kapfer, Board Member Katovich, Board Member McCormick, Board Member Chandler

### **CONSENT AGENDA**

*Items on the Consent Agenda will be approved together unless any committee member requests that an item be removed for individual consideration.*

### **HEARING OF CITIZEN COMMENTS**

*No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.*

***To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial \*6 to unmute your phone and dial \*9 to raise your hand.***

## **TREASURER'S REPORT**

1. Treasurer's Report.

Sherry provided a back ground that prior to the current board Urban Forestry received a donation of \$800.00 from Peter Underwood and his wife to be put towards educational programs on bees, trees and birds.

At that time Chuck Nass who was the arborist at that time recommended that the Urban Forestry Commission get a regular checking account and provided the City Tax ID to open the account so we were not paying fees.

Recently, Karen Dieter who is the comptroller of the city recently inform Kevin Boehm, Park and Recs Direction that since the checking account has a City Tax ID number that it needs to be available to be audited and viewed by the City.

We viewed this as petty cash which is not ok with the City.

We have two choses. We can either closed the current checking account with the City Tax ID and turn the money over to the City for Deposit into Fund 245 which is were Urban Forestry and Parks money is kept. This would allow the City to front us money for the tree sale and other projects.

Or we closed the current account and open a new account not associated with the City's Tax ID. The City will issue us a check for that they hold in for us in the 245 Account which is currently \$1,311.76. They would no longer front us funds for trees for the tree sale or other projects. We would be on our own.

We have never been a separate entity or a 501 3c. We don't have money coming in. We are an advisory committee to the city.

Kapner asked what Alt is most worried about with the money.

2. Discussion and possible action on segregated funds between the City and Urban Forestry Commission.

Matter was discussed in the Treasurer's Report.

Tabled to next meeting.

## **STAFF REPORT**

Beckman stated that the structure pruning of the smaller trees is continuing.

## **CONSIDERATIONS / DISCUSSIONS / REPORTS**

3. Discussion and possible action related to the Territorial Oak.

Beckman stated that entire tree wood is at shop. We have two slabs available. The tree was actually two trees.

Stanek stated one of the cookies is to go to the Historical Society. The other is for the arboretum.

Beckman stated that they still need to be treated.

Walworth County Historically wanted a slab

Blackmer asked about the stump.

Beckman stated that he is waiting for direction.

Stanek stated that she would like stump to stay. The center of the tree had a lot of rot.

Blackmer stated that it is not entirely Urban Forestry choice. Landmarks also has to weigh in on what will happen.

Chandler asked about whether the sign was easily stolen.

Beckman explained that is about 3 to 4 foot high monument that is permanent it was just removed during removal of the tree so it would not be damaged.

Beckman would like to look at lowering it.

**Chandler made a motion that the marker be place back next to the Territorial Oak Stump. where it was previously located.**

Motion made by Board Member Chandler, Seconded by Board Member McCormick.  
Voting Yea: Board Member Stanek, Chairperson Alt, Board Member Kapfer, Board Member Katovich, Board Member McCormick, Board Member Chandler.

Blackmer asked about the stump.

**Stanek made a motion that the stump remain until Urban Forestry and Landmarks can have further discussion. Second was made by Kapfer.**

Motion made by Board Member Stanek, Seconded by Board Member Kapfer.  
Voting Yea: Board Member Stanek, Chairperson Alt, Board Member Kapfer, Board Member Katovich, Board Member McCormick, Board Member Chandler

4. Discussion and possible action on making alternate a permanent member of commission.  
No action taken.
5. Discussion and possible approval of Landscape plan for Martin Bower located at 411 N Newcomb Street.

Beckman stated that the only the only thing change with this site is the southeast corner, they are adding a dumpster enclosure with 6 arborvitaes. The piece to the north east is already an impervious surface. They are making loading docks so no change to impervious surface.

**Motion by Stanek to approve the dumpster pad and the six arborvitaes.**

Motion made by Board Member Stanek, Seconded by Board Member McCormick.  
Voting Yea: Board Member Stanek, Chairperson Alt, Board Member Kapfer, Board Member Katovich, Board Member McCormick, Board Member Chandler.

6. Discussion and possible approval of the landscape plan for contractor shops to be located at Greenway Court.

Beckman stated that he had issues with the species with of freeman maple which is a broad description. Beckman recommended 4 freeman maples, two celebration maples and two sienna glen maples.

Alt suggested 3 Shoei mountain ash 3 black tupelo 3 yellowwood.

Beckman stated that he created a more diversified list.

**Stanek made a motion to approve the landscape plans with changes that the city forester is recommending.**

Motion made by Board Member Stanek, Seconded by Board Member McCormick.  
Voting Yea: Board Member Stanek, Chairperson Alt, Board Member Kapfer, Board Member Katovich, Board Member McCormick, Board Member Chandler

7. Discussion and possible action regarding landscaping guidelines.

McCormick explained that this came from Plan Commission with questions regarding updating and the point system. Due to having no information it was recommended it come back to this commission.

Beckman stated that he had the deer in the headlights look at the last meeting since no where in the landscaping guidelines policy does it explain the points system. At some point it was getting revised, however that person left and it never got passed on for completion. We are one of the few communities that actually has our landscape guidelines on our website. Beckman stated there is not much wrong with our landscape guidelines once you put the point system in it.

Alt stated that the old plants and species listed no longer works, however we can add points to the new plant species.

**Motion by Chandler to have Beckman, arborist update the new plant list and add the points to each plant and add to the policy with a new revised date.**

Motion made by Board Member Chandler, Seconded by Board Member Stanek.  
Voting Yea: Board Member Stanek, Chairperson Alt, Board Member Kapfer, Board Member Katovich, Board Member McCormick, Board Member Chandler

#### TREE CITY

8. Discussion on how is funding going to be secured on a continual basis for the future?

Matter Tabled

9. Discussion and possible action regarding 2025 Tree Sale

A. Amount to spend on trees.

B. Making sure order contains more of what people are requesting.

Matter Tabled

**FUTURE AGENDA ITEMS**

-Website updates for Tree Sale

-Advertising for Tree Sale

**NEXT MEETING DATE MARCH 24, 2025**

**ADJOURNMENT**

Meeting was adjourned at 6:47 p.m.

Motion made by Board Member McCormick, Seconded by Board Member Kapfer.

Voting Yea: Board Member Stanek, Chairperson Alt, Board Member Kapfer, Board Member Katovich,  
Board Member McCormick, Board Member Chandler