



Urban Forestry Commission Meeting
Monday, July 22, 2024 – 4:30 PM
Cravath Lakefront Room
312 W. Whitewater Street
Whitewater, WI 53190
Hybrid Meeting

Meeting Minutes

Call to Order and Roll Call

Present: Bill Chandler, Rose Mary Leaver (phone), Nick Alt, Brienne Brown, Carol McCormick
Absent: Ryan Tevis
Staff: Andrew Beckman, Kevin Boehm
Guests: Taylor Zeinhart

Meeting called to order at 4:30 by Beckmann

Approval of Agenda

Recommended by Boehm to move Election of Chairperson, Election of Vice Chairperson and Election of Treasurer to before the consent agenda. Motioned by Alt to move Election of Chairperson, Election of Vice Chairperson and Election of Treasurer above the Consent Agenda. Seconded by Chandler. Ayes: Chandler, Alt, McCormick, Leaver. Nays: None.

Election of Chairperson

Nick Alt volunteered to be Chairperson. Ayes: Chandler, Alt, McCormick, Leaver. Nays: None

Election of Vice Chairperson

Bill Chandler volunteered to be Vice Chairperson. Ayes: Chandler, Alt, McCormick, Leaver. Nays: None

Election of Treasurer

Rosemary Leaver will continue being the treasurer but is looking to leave the commission as a member. She will continue until then. Ayes: Alt, Chandler, McCormick, Leaver. Nays: None

Consent Agenda

- 1. Approval of Minutes from May 13, 2024**

Motioned by Chandler, seconded by McCormick to approve. Ayes: Chandler, Leaver, Alt, McCormick. Nays: None

2. Approval of Minutes from June 24, 2024

There are no minutes from June meeting since there wasn't a meeting.

Hearing of Citizen Comments

No Comments

Treasurer's Report

Leaver gave a treasurer's report of having a balance of \$1014.09 in Savings at Premier Bank.

Considerations/Discussions/Reports

4. Discussion and possible consideration to change the start time of the meetings from 4:30 p.m. to 5:30 p.m.

Motioned by McCormick to move the start time of the Urban Forestry Commission from 4:30 to 5:30 p.m.. Seconded by Chandler. Ayes: Chandler, McCormick, Brown, Alt, Leaver. Nays: None

5. Discussion and possible approval of landscape plan for a development located at the corner of Jakes Way and Moraine View Parkway Tax Parcel #WP 00044.

Discussion was held about the landscape plans. Beckmann would prefer a better a diverse landscape plan. Motion was made by Brown to approve the plans with the staff recommendations to be provided by Alt and Beckmann. Seconded by McCormick. Ayes: Chandler, McCormick, Alt, Leaver, Beckmann, Brown. Nays: None.

Staff Report

Beckmann provided a report on work being performed by streets department. Ash tree Treatment for Emerald Ash Borer has been completed. Crews have been working on tree trimming and a contractor has been working on some tree removal with some more work to be completed. Crews assisted the Town of Richmond with storm cleanup. Alt would like to see construction plans on any City projects that will affect any street trees so the UFC can review the plans and try to save any trees.

Tree City

6. 2024 Tree Sale Report/Information

a. Proceeds from the Sale

\$2070.85 in 2024

b. Where are these profits now?

c. If these funds are not in our Treasury, plan on returning them to our Treasury.

Boehm gave a report that the City holds the funds in a special fund account. These funds are then used to maintenance of trees throughout the city. The funds are not set aside for the Urban Forestry Commission. Money is forwarded to the UFC to purchase the inventory for the Tree Sale. The funds are used throughout the city specifically for trees. Boehm suggested having a

meeting with the Director of Finance. Boehm will have the conversation with the Finance Director. Alt gave a history of the way it has been done and why. Pressure was put on Alt for the tree sale and had to get a guarantor for the tree sale. He doesn't feel the city should be getting the funds if they aren't putting in the work for the sale. He would like to see the funds go to the UFC and the UFC gifting any money they decide back to the City. Alt would like to ask for that money back. Nick wants to do the Tree Sale separate from the City and then decide what money goes where. Then the UFC will have a say so. Boehm will bring the item back after finding out more information from the Finance Department.

d. Plans for the use of these profits

7. Upkeep of the Arboretum

- a. Descriptions of the tasks that need to be completed.**
- b. What part of this is to be cared for by the City.**
- c. What part is to be cared for by a group of volunteers created for this purpose.**
- d. Who is interested in developing a group of volunteers to care for the arboretum?**
- e. Who would like to develop tasks that need to be completed by the Arboretum care coalitions/Friends of Starin Park Arboretum?**
- f. How is funding going to be secured on a continual basis for the Arboretum at Starin Park?**

Alt will create a list of what needs to be done, and then bring it to the next meeting before further discussion on how to approach the care of the Arboretum. Beckmann advised that the City will spray the weeds but will not be responsible for adding mulch to any of the planting beds but could supply the mulch. Boehm will find out from finance what the UFC Fund in the city budget is intended for and the controls.

8. Discussion and possible action on planning for 2025 Tree sale

- a. Request for no parking signs from streets**
- b. Upper Shelter use**
- c. Length of Event**

Discussion was had on the length of the sale. Motioned by Brown, seconded by Chandler to have a 2 day sale with an extra day planned for a rain date. Ayes: Chandler, Brown, McCormick, Alt, Leaver. Nays: None

d. Consistent Times

Motioned by Alt and seconded by Brown to have the time of the event from 10:30 am to 6pm on Friday, 8am to 4pm on Saturday and 12pm to 4pm on Sunday. Ayes: Brown, Alt, McCormick. Nays: Chandler, Leaver.

Motioned by Alt and seconded by Brown to hold the 2025 Tree Sale on Friday April 25th, Saturday April 26, and Sunday April 27. Ayes: McCormick, Alt, Leaver, Brown, Chandler. Nays: None

e. Approval for number of trees and shrubs to purchase.

Year 1 150 trees were purchased with no leftovers. Year 2 200 trees 17 leftover. Year 3 250 trees were purchased 4 trees leftover. Discussion was had to purchase 350. Motioned by Alt, seconded by McCormick to purchase 350 trees for the 2025 Tree Sale. Ayes: Chandler, Brown, McCormick, Alt. Nays: Leaver

Motioned by McCormick and seconded by Brown to allow Alt to make a list of selected trees and bring to the next meeting. Ayes: Chandler, Brown, McCormick, Alt, Leaver. Nays: None

f. Approval of amount of money to spend for these trees.

Alt to bring amount to next meeting.

Bird City

9. Discussion and possible action on placing additional Purple Martin Houses in the Community.

10. Discussion and possible approval of Letter to be dispersed/delivered to the residents near Skyway Park in the Park Crest residential subdivision for purpose of adding a Purple Martin Bird House to this neighborhood.

Motioned by Alt, Seconded Chandler by to table the Bird City discussion to the next meeting. Ayes: Chandler, Alt, Leaver, McCormick. Nays: None.

Future Agenda Items

- a. Other grants availability and desire to pursue

Adjournment

- b. Adjourned by Nick Alt to adjourn at 5:58 PM.

Respectfully Submitted,

Kevin Boehm

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