



Urban Forestry Commission

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

Monday, March 24, 2025 - 5:30 PM

**Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.
Citizen participation is welcome during topic discussion periods.**

Please click the link below to join the webinar:

Topic: Urban Forestry Commission

Time: Mar 24, 2025 05:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86740339960?pwd=Vq2Y4CsbTA4vMOaVliqno7Tz0JxQWx.1>

Meeting ID: 867 4033 9960

Passcode: 110869

One tap mobile

+13126266799,,86740339960#,,,,*110869# US (Chicago)

Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number: (262) 473-0108.

AGENDA

CALL TO ORDER

Meeting called to order by Chairperson Alt at 5:32

ROLL CALL

PRESENT

Chairperson Nick Alt

Board Member Kerry Katovich Arrived at 5:35

Board Member Joshua Kapfer Arrived at 5:35

Board Member Sherry Stanek

Board Member Bill Chandler

Board Member Carol McCormick

ABSENT

Council Representative Brienne Brown

OTHERS PRESENT

City Forester Andrew Beckman

City Staff Kevin Boehm
Citizen David Stone

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 Stanek, Seconded by Board Member McCormick.

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

CONSENT AGENDA

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

1. Minutes of January 27, 2025.
2. Minutes of February 24, 2025.

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

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

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.

None

TREASURER'S REPORT

3. Treasurer's Report

Treasurer Stanek reported a balance of 905.25

4. Update on segregating funds between City and Urban Forestry Commission.

Chairperson Alt gave a report stating the commission has to absolutely has to close the existing bank account because it has the city EIN number associated to it. Options are to open a new account not associated with the city. Or to deposit the funds with the City Finance Department into fund 245. The funds will be available for the commission to use.

STAFF REPORT

Beckman provided a staff report stating crews are trimming trees and some removals. Staff will be performing stump grindings as weather allows. Staff have been doing GIS tree inventory.

CONSIDERATIONS / DISCUSSIONS / REPORTS

5. Discussion and possible action to make Kerry Katovich a permanent member of the commission.

Motion made by Chairperson Alt, Seconded by Board Member Chandler.

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

Abstain: Board Member Katovich

6. Discussion and possible approval of updated Landscape plan for Martin Bower located at 411 N Newcomb Street.

Motion made by Board Member Stanek to recommend to the Planning Commission approve plan with the addition of a screen around the generator per the planning guidelines, Seconded by Board Member McCormick.

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

7. Discussion and possible action on retaining the stump and replacing all signage at the Territorial Oak until a time when rot or hazard dictates removal of the stump.

Motion made by Board Member Stanek to leave the stump until the current forester deems the stump unsafe and directs city staff to re-install the signage that was removed from the tree and immediate area, Seconded by Board Member McCormick.

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

8. Discussion and possible approval of final revision of the City of Whitewater, Landscape Design Guidelines and Standards.

Motion made by Board Member Stanek, Seconded by Board Member Chandler.

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

Motion made by Chairperson Alt to amend the original motion to ensure that White Oak is added to the approved list, seconded by Board Member Katovich.

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

TREE CITY

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

Motion made by Board Member Stanek to table the item and add the item as a future agenda item with no date set, Seconded by Board Member McCormick.

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

10. 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.

Chairperson Alt stated that this item is already complete.

11. Discussion on website updates for 2025 Tree Sale

Chairperson Alt stated that this item is already done.

12. Discussion on advertising for Tree Sale

Board Member Stanek gave an update on signage, banners and 4x4 signs, and bookmarks. Boehm stated that he will get permission from Code Enforcement to install the signage at the city entrances.

13. Discussion on payment of Arboretum website domain.

Boehm presented an issue with billing for the domain name and he needs access to the receipt to ensure proper payment.

BIRD CITY

Board Member Chandler gave an update on the Purple Martin houses and gave a written report that is attached.

FUTURE AGENDA ITEMS

- Bird Fair **STANEK**
- Setting a date for a volunteer work day at the Arboretum. Picking up sticks, remove straps and stakes, light pruning, and installation of mulch. **ALT**
- Discussion on how funding is going to be secured on a continual basis for the future.

ADJOURNMENT

Moved by Board Member McCormick, Seconded by Stanek to Adjourn.

A quorum of the Common Council may be present. This notice is given to inform the public that no formal action will be taken at this meeting.

Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting.