

**City of Urbana, Illinois**

**Minutes of the Urbana Tree Commission Meeting**  
**Public Works Engineering Conference Room**  
**706 S. Glover Ave.**  
**Urbana, IL 61802**

**Wednesday, September 3, 2014**  
**1:30 p.m.**

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**Members Present:** Barbara Anderson, Stewart Berlocher, Thom Fehrmann, Derek Liebert, Michael Stevenson

**Members Absent:** Carol Augspurger, Jeff Dawson, Darin Eastburn

**Staff Present:** Michael Brunk, City of Urbana Arborist

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**Call to Order**

The meeting was called to order at 1:45 p.m.

**Approval of Meeting Minutes**

The minutes from March 5, 2014 were presented for approval. Stevenson moved to approve the minutes, Anderson seconded, and the minutes were approved.

**Public Input**

There was no public input.

**Former Business**

**a. 312 S. Coler Hackberry Update**

Brunk announced that plans for any of the memorial ideas presented at the March meeting were on hold, as the city council did not approve the allocation of funds for the project due to the need to fund the Windsor Road reconstruction. Brunk said he had applied for a \$5,000 grant to help fund the memorial, and that if the grant was awarded there would likely be a special meeting called to revisit the issue.

## **New Business**

### **a. 301 Griggs Bur Oak Legacy Tree Nomination**

The Commission reviewed a legacy tree nomination for a private Bur Oak at 301 Griggs (see attached). Discussion ensued regarding the qualifications that the tree met, specifically the age of the tree and its probable connection to the Big Grove. After discussion, Stevenson moved to recommend approval of the tree to City council based on its historical value. Berlocher seconded, and the motion was approved.

### **b. Summer Storm Damage**

Brunk presented photographs of several downed trees and limbs which fell during summer storms. Stevenson commented that reducing the City's pruning cycle could help prevent some of this damage, since it would proactively remove damaged limbs before they fell.

### **c. Climate Action Plan**

Commission members reviewed Goal 4, Action 2 and Action 4 of the Urbana Climate Action Plan draft at the request of Scott Tess, the City's Environmental Manager. Goal 2 addresses the City's pruning cycle, and recommends reducing it to more closely align with the industry standard of five years. Goal 4 addresses tree diversity, and recommends reducing tree species, genus, and family preponderance to 5%, 10%, and 30% respectively. Discussion ensued regarding the feasibility of these goals.

Brunk confirmed that the City the tree population in the City is already relatively diverse, with no single species occurring at more than 6% and no single genus occurring at more than 20%. After discussion, Fehrmann moved to make an official recommendation of 5%, 15%, and 30%. Berlocher seconded, and the motion was approved.

Commission members also discussed reduction of the City's pruning cycle. Brunk noted that reducing the cycle to seven years would require the City to employ four full time arbor technicians as opposed to the current two. Fehrmann moved to support Goal 4, Action 2 as written. Stevenson seconded, and the motion was approved.

### **d. Tree Commission Bylaws**

Fletcher-Washington said she would draft new bylaws for the Commission to review at the next meeting.

## **Adjournment**

There being no further business, the meeting was adjourned at 3:29 p.m.







# Basic Tree Risk Assessment Form

Client 301 Griggs Legacy Tree Date Aug 18 2014 Time 11 am  
 Address/Tree location 301 Griggs Tree no. \_\_\_\_\_ Sheet \_\_\_\_\_ of \_\_\_\_\_  
 Tree species Bur Oak dbh 48 Height 84 Crown spread dia. 72  
 Assessor(s) M. Brunk Time frame 2 hrs Tools used Clinometer

## Target Assessment

Target number	Target description	Target zone			Occupancy rate 1-rare 2-occasional 3-frequent 4-constant	Practical to move target?	Restriction practical?
		Target within drip line	Target within 1 x Ht.	Target within 1.5 x Ht.			
1	People on sidewalk	X			2	NO	NO
2	People in street	X			2	NO	NO
3	House	X			4	NO	NO
4	People in House	X			3	NO	NO

## Site Factors

History of failures Lightning Strike little to no effect Topography Flat ☒ Slope ☐ % Aspect \_\_\_\_\_  
 Site changes None ☒ Grade change ☐ Site clearing ☐ Changed soil hydrology ☐ Root cuts ☐ Describe \_\_\_\_\_  
 Soil conditions Limited volume ☐ Saturated ☐ Shallow ☐ Compacted ☐ Pavement over roots ☒ 50 % Describe house, street, bldgs  
 Prevailing wind direction W Common weather Strong winds ☒ Ice ☐ Snow ☐ Heavy rain ☐ Describe 55 mph every 2yr wind

## Tree Health and Species Profile

Vigor Low ☐ Normal ☒ High ☐ Foliage None (seasonal) ☐ None (dead) ☐ Normal 100 % Chlorotic \_\_\_\_\_ % Necrotic \_\_\_\_\_ %  
 Pests \_\_\_\_\_ Abiotic \_\_\_\_\_  
 Species failure profile Branches ☐ Trunk ☐ Roots ☐ Describe Not common in Bur Oaks (generally do not fail)

## Load Factors

Wind exposure Protected ☐ Partial ☒ Full ☐ Wind funneling ☐ Relative crown size Small ☐ Medium ☐ Large ☒  
 Crown density Sparse ☐ Normal ☒ Dense ☐ Interior branches Few ☐ Normal ☒ Dense ☐ Vines/Mistletoe/Moss ☐ \_\_\_\_\_  
 Recent or planned change in load factors N/A

## Tree Defects and Conditions Affecting the Likelihood of Failure

### — Crown and Branches —

Unbalanced crown ☐ LCR 83 %  
 Dead twigs/branches ☐ 31 % overall Max. dia. 1"  
 Broken/Hangers Number 0 Max. dia. \_\_\_\_\_  
 Over-extended branches ☐  
 Pruning history  
 Crown cleaned ☒ Thinned ☐ Raised ☐  
 Reduced ☐ Topped ☐ Lion-tailed ☐  
 Flush cuts ☐ Other roof clearance  
 Cracks ☐ Lightning damage ☐  
 Codominant ☐ Included bark ☐  
 Weak attachments ☐ Cavity/Nest hole \_\_\_\_\_ % circ.  
 Previous branch failures ☐ Similar branches present ☐  
 Dead/Missing bark ☐ Cankers/Galls/Burls ☐ Sapwood damage/decay ☐  
 Conks ☐ Heartwood decay ☐  
 Response growth \_\_\_\_\_  
 Main concern(s) signs of response wood and slight sunken vertical area under lowest branch over sidewalk & street curbline  
 Load on defect N/A ☐ Minor ☒ Moderate ☐ Significant ☐  
 Likelihood of failure Improbable ☐ Possible ☒ Probable ☐ Imminent ☐

### — Trunk —

Dead/Missing bark ☐ Abnormal bark texture/color ☐  
 Codominant stems ☐ Included bark ☐ Cracks ☐  
 Sapwood damage/decay ☐ Cankers/Galls/Burls ☐ Sap ooze ☐  
 Lightning damage ☒ Heartwood decay ☐ Conks/Mushrooms ☐  
 Cavity/Nest hole \_\_\_\_\_ % circ. Depth \_\_\_\_\_ Poor taper ☐  
 Lean \_\_\_\_\_ ° Corrected? \_\_\_\_\_  
 Response growth yes; could be from lightning  
 Main concern(s) minor response wood on trunk under lowest limb on side  
 Load on defect N/A ☐ Minor ☒ Moderate ☐ Significant ☐  
 Likelihood of failure Improbable ☒ Possible ☐ Probable ☐ Imminent ☐

### — Roots and Root Collar —

Collar buried/Not visible ☐ Depth \_\_\_\_\_ Stem girdling ☐  
 Dead ☐ Decay ☐ Conks/Mushrooms ☐  
 Ooze ☐ Cavity ☐ \_\_\_\_\_ % circ.  
 Cracks ☐ Cut/Damaged roots ☐ Distance from trunk \_\_\_\_\_  
 Root plate lifting ☐ Soil weakness ☐  
 Response growth \_\_\_\_\_  
 Main concern(s) None  
 Load on defect N/A ☒ Minor ☐ Moderate ☐ Significant ☐  
 Likelihood of failure Improbable ☒ Possible ☐ Probable ☐ Imminent ☐



# Risk Categorization

Condition number	Tree part	Conditions of concern	Part size	Fall distance	Target number	Target protection	Likelihood								Consequences				Risk rating of part (from Matrix 2)																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
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Matrix 1. Likelihood matrix.

Likelihood of Failure	Likelihood of Impacting Target			
	Very low	Low	Medium	High
Imminent	Unlikely	Somewhat likely	Likely	Very likely
Probable	Unlikely	Unlikely	Somewhat likely	Likely
Possible	Unlikely	Unlikely	Unlikely	Somewhat likely
Improbable	Unlikely	Unlikely	Unlikely	Unlikely

Matrix 2. Risk rating matrix.

Likelihood of Failure & Impact	Consequences of Failure			
	Negligible	Minor	Significant	Severe
Very likely	Low	Moderate	High	Extreme
Likely	Low	Moderate	High	High
Somewhat likely	Low	Low	Moderate	Moderate
Unlikely	Low	Low	Low	Low

Notes, explanations, descriptions Bur Oak has been well maintained and is in good to very good condition. Crown is full throughout and LCR (Live Crown Ratio) is well above 1/2 - 2/3 rule

Mitigation options none recommended at this time

Residual risk \_\_\_\_\_  
Residual risk \_\_\_\_\_  
Residual risk \_\_\_\_\_  
Residual risk \_\_\_\_\_

Overall tree risk rating ☒ Low ☐ Moderate ☐ High ☐ Extreme

Overall residual risk ☐ Low ☐ Moderate ☐ High ☐ Extreme

Data ☒ Final ☐ Preliminary Advanced assessment needed ☒ No ☐ Yes-Type/Reason \_\_\_\_\_

Inspection limitations ☐ None ☐ Visibility ☒ Access ☐ Vines ☐ Root collar buried Describe Ground inspection only

Work priority 1 ☐ 2 ☐ 3 ☐ 4 ☐

Recommended inspection interval 3yr



City of Urbana  
Public Works Department

## Legacy Tree Owner Consent Form

Name of Property Owner Dorothy Neumann Date 8/8/14

Address 301 W. Griggs St, Urbana, IL Phone 344-1427

- ☒ I have read and understand the benefits available to owners of designated Legacy Trees and the process for designating a nominated tree.
- ☒ I have read and understand the terms for de-listing a designated tree.
- ☒ I have read and understand the recommended practices to ensure the long-term health of a Legacy Tree and that following these practices may cause some detriments to the future use of my property.

☒ I hereby consent to allow the City Arborist and the Urbana Tree Commission to assess and potentially designate the nominated tree(s) on my property.

☐ I do not consent to allow the City Arborist and the Urbana Tree Commission to assess and potentially designate the nominated tree(s) on my property.

☒ I hereby consent to allow the City Arborist and the Urbana Tree Commission to install a Legacy Tree plaque on my property.

☐ I do not consent to allow the City Arborist and the Urbana Tree Commission to install a Legacy Tree plaque on my property.

Name of Property Owner(s) Dorothy J. Neumann

Signature of Property Owner(s) Dorothy J. Neumann

**Please attach any interesting facts or stories about your nominated tree(s).**

*City Arborist use only*

Signature of City Arborist \_\_\_\_\_ Date \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please return completed form to the Urbana City Arborist at  
Urbana Public Works, 706 S. Glover Ave, Urbana IL 61802 [www.urbanaininois.us/legacytree](http://www.urbanaininois.us/legacytree)





City of Urbana  
Public Works Department

## Legacy Tree Nomination Form

Any Urbana resident may nominate a tree. Nominated trees will be evaluated by the Urbana City Arborist and approved by the Urbana Tree Commission pending property owner consent.

### Tree Information

\*denotes required field. Please print legibly.

Tree Species/Common Name Quercus macrocarpa / Burr Oak

\*Address where tree is located 301 W. Griggs St,

\*Property owner Name Dorothy Neumann

\*Property owner Address 301 W. Griggs St

Is the tree located on public or private property?

☒ Public

☐ Private

Is the tree readily visible from the street or sidewalk?

☒ Yes

☐ No

Is the tree within 15 feet of overhead utilities?

☒ Yes

☐ No

Why should this tree be designated as a Legacy Tree?

☒ Size

☐ Rarity

☒ Age

☐ Historic/Notable Event

☐ Ecological Value

☐ Location

☐ Aesthetics

☐ IL/US Big Tree Register

Indicate trunk diameter at breast height

(4.5 ft from ground). Use the sketch as a guide.

Image source: University of Minnesota Extension

B: 151.5"

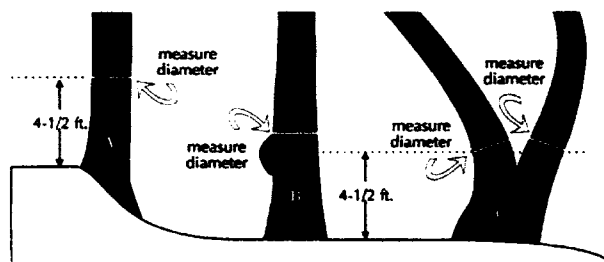


Figure 2-1. Measure stem diameter at breast height (DBH)

### Nominator Information

Nominator's Name Dorothy Neumann Phone 344-1427

Nominator's Address 301 W. Griggs St

How did you learn about the Legacy Tree Program? a friend

Please explain your choice and share any information or stories about the tree(s) you're nominating. Feel free to submit attachments.

My house was built around 1890 according to the Sanborn insurance maps. I feel sure the tree was here before the house was built. It has withstood a huge lightning strike.

Please return completed form to the Urbana City Arborist at  
Urbana Public Works, 706 S. Glover Ave, Urbana IL 61802 [www.urbanaindinois.us/legacytrees](http://www.urbanaindinois.us/legacytrees)



It shades my house keeping it cool in the summer and provides food for urban wild life. I hope when I'm gone this designation will protect it.

Des