

CHARLOTTESVILLE TREE COMMISSION MINUTES
June 3, 2025 - 5:00–7:00pm
In-Person Meeting–Parks and Recreation Office

- In attendance
 - Tyler Miller
 - Woody Parrish
 - Susan McKinnon
 - Shanti Levy
 - Steven Gaines
 - Hannah Brown

Call to Order and Approval of Minutes

- Meeting was called to order at 5:02
- Minutes of the May meeting were approved.

Staff Report

- Urban Forest Management Plan
 - Data acquisition complete. Data based on current (2025) imaging. City will receive separate reports for Vegetation Analysis, Canopy Assessment, and Street Tree Inventory. Reports expected by June 15.
 - Grant is expected to close out June 30. City may choose to cover some funding shortfalls to achieve desired scope.
- Invasive Plant Control
 - Chemical treatments to resume this summer, except at Free Bridge, where RCA will manage invasives.
- Urban Forestry Technician
 - City has made a job offer. Hope to have technician onboard in June.

New/Old Business

- Tree Commission Vacant Seats
 - There are currently three vacant seats on the Tree Commission. Two of these seats must be filled by residents of low-income neighborhoods.
 - Commission reviewed a draft flyer advertising vacancies, Vacancies to be publicized to neighborhood associations via flyers, newsletters, websites, meeting announcements.
- Letter to City Council
 - Tree Commission sent a letter to City Council reflecting on the recent unplanned removal of a mature street tree impacted by construction activity.
 - Follow-up to clarify what recommended actions require legislative action by City Council as opposed to policy/procedural changes.
- Meeting with Public Works

- Steve and Tyler met with Public Works to discuss Tree Commission's recommended revisions to the City's stormwater utility fee structure. Dialogue to continue.
- Implementation of Microsoft Teams
 - Steve will spearhead implementation of Teams in Tree Commission workflow.
- Legislative Update
 - House Bill 2630 enacted in March, 2025 allows localities more flexibility in managing tree preservation/replacement during development. This would be by means of cash contribution to a tree canopy fund in lieu of full compliance with on-site tree canopy requirements. Tree Commission to study expected impact and make recommendation to City Council.

Committee Reports

- Codes & Practices – No report
- Education & Advocacy – No report
- Arbor – Preliminary report by Shanti on her project to identify and map parcels/locations that present particular risks or opportunities.

Meeting was adjourned at 7:00pm