

## CHARLOTTESVILLE TREE COMMISSION

October 7, 2025

5:00 – 7:00 pm

**In-Person Meeting – Parks and Recreation Office  
(Downtown Mall, Adjacent to Parking Garage)**

- Call to Order** (*S. McKinnon*) **5:00**
- Approval of August Minutes** (*S. McKinnon*) **5:00-5:15**
- Discussion of minutes and secretary position
- Staff Report and Discussion** (*S. Gaines*) **5:15-5:35**
- Urban Forest Management Plan – Update***
- Parks and Recreation will continue working with Eocene Environmental Consultants to compose an up-to-date Urban Forest Management plan.
  - City staff is awaiting permission to modify the original scope of the plan to just focus on the Urban Tree Inventory, Vegetation Analysis (private property), and the Urban Canopy Analysis. Once permission is completed, we will continue with plan composition.
- Invasive Plant Control Update***
- Rx Fire to resume forestry mulching/herbicide treatments/pollinator installations/tree installations this fall. All management plans are available on TEAMS.
- Tree Planting Fall 2025***
- Request for Quote (RFQ) was completed in Mid-September and sent to City Procurement. In total, 119 trees will be planted in City owned rights of way, schools, and parks
- Downtown Mall Trees***
- Staff will be conducting tree walks on the DTM on October 13<sup>th</sup> and October 22 from 5:30-7:00. Parks and Recreation will be doing annual pruning in January 2026.
- City Advisory Boards***
- Charlottesville City Managers recently announced the new public-facing Boards and Commissions website <https://boards.charlottesville.gov/>. This might help offer full transparency about TC seats, terms, etc.
- New/Old Business** **5:35-6:35**
- Update and follow-through on Tree Commission Recruitment (*All*)
    - Revision of flyer
    - Criteria question for LINR seats
  - Member registration and use of Teams (*S. Gaines and All*)
  - Debriefing and discussion of meeting with Kellie Brown and Staff (*JD and All*)
    - Action items
  - Discussion of what to include in SOTF report (*All*)
    - Action items
    - Timeline

**Committee Reports****6:35-6:55**

- Arbor Committee (*M. Tolbert, S. Levy, H. Brown*)
- Codes Committee (*JD Brown*)
- Education and Advocacy (*W. Parrish*)
  - Woody Parrish on CHIPP's Locust Meadows HOA effort

**General Public Comment****6:55-7:00****Adjourn****7:00**

(f) At the discretion of the Chair, public comments related to particular agenda items may be solicited at that point in the meeting.

*Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call the ADA Coordinator at (434) 970-3182 or submit a request via email to [ada@charlottesville.gov](mailto:ada@charlottesville.gov). The City of Charlottesville requests that you provide a 48-hour notice so that proper arrangements may be made.*