

**KIRKWOOD URBAN FORESTRY COMMISSION**

**MEETING MINUTES**

**City of Kirkwood**

**139 S. Kirkwood Road**

**Kirkwood, MO 63122**

**November 29, 2022**

**PRESENT:** Tanner Craft, Mike Hankins, Chris Molitor, Renee Werner, Nancy Luetzow – Council Liaison, Cory Meyer – Urban Forester, Joshua Carron – Assistant Urban Forester, David Weidler – Staff Liaison

**ABSENT:** Mariah Harris,

**GUESTS: n/a**

1. Call To Order: The meeting was called to order at 7:00 p.m. by **Mike Hankins**.
2. Secretary Report: A motion was made by **Renee Werner** and seconded by **Chris Molitor** to approve the minutes as submitted. Minutes from the October 27, 2022, meeting of the Commission were approved unanimously.
3. Tree Removal Requests: 625 Simmons
	1. The motion was made by **Tanner Craft** and seconded by **Chris Molitor** to approve the tree removal. The motion was approved unanimously.
4. Urban Forester Report: Calls for dead trees in the right of way have reduced. The Electric Department is transitioning zones in the City to remove more problem trees. The tree inventory is being updated as removals are occurring. The Forestry Division with the Procurement Department are bidding tree removal and maintenance agreements, nurseries, and planting. Currently the Forestry Division is reviewing and rewriting the ordinance regarding trees and will provide an update at the next meeting. The pruning program is on hold as the City has shifted to hazard pruning only.
5. Activity Reports
	1. Junior Treekeepers Program: Josh will be the staff liaison to provide continuity and will be working with Tanner to provide an update in January.
	2. Education and Outreach:
	3. Award and Grant Submittals:
		1. Tree City, USA. Recertification (Growth award if applicable) Due 12/31/22
		2. MDC - Missouri Arbor Award of Excellence: Due 12/01/22
		3. KUFC Advocate Award – Due 3/31/2023
	4. KUFC Annual Report: Due 1/31/2023
		1. Mike and David W. to work together.
	5. Event Participation:
		1. Earth Day/Arbor Day - Forestry will be working with the Parks Department and SBD on this upcoming year’s event.
6. Old Business:
	1. T-shirts – Mike reported on an option for shirts. A motion was made by **Mike Hankins** and seconded by **Renee Werner** to approve the purchase of shirts for the Commission in the amount of not to exceed $250.00. The motion was approved unanimously.
	2. Saplings – Cory placed an order for saplings for future events as discussed last meeting.
7. New Business:

**NEXT MEETING:** January 24, 2022 at 7:00 p.m.

**ADJOURN:** Motion to adjourn 7:53 p.m. made by **Tanner Craft** and seconded by **Chris Molitor**.

Mike Hankins, Chair\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Approved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_