



## KIRKWOOD URBAN FORESTRY COMMISSION

### MEETING MINUTES

City of Kirkwood

139 S. Kirkwood Road

Kirkwood, MO 63122

February 28, 2023

**PRESENT:** Mike Hankins, Chris Molitor, Mariah Harris, Shane Staten, Renee Werner, Nancy Luetzow – Council Liaison, Joshua Carron - Assistant Urban Forester, Cory Meyer – Staff Liaison

**ABSENT:** Tanner Craft

**GUESTS:** Craig Murphy, Frontenac Forestry

- I. **Call To Order:** The meeting was called to order at 7:00 p.m. by **Mike Hankins**.
- II. **Secretary Report:** A motion was made by **Renee Werner** and seconded by **Chris Molitor** to approve the minutes as submitted. Minutes from January 24, 2023, meeting of the Commission were approved unanimously.
- III. **Tree Removal Requests:**
  - a. 1 Sugar Creek Trail: Tree A (Callery Pear) in City ROW. Requested to be removed.
    - i. A motion was made by **Chris Molitor** and seconded by **Renee Werner** to remove the tree as submitted.
  - b. 320 Crest: Tree A (24" sweetgum) is a shaded tree. Requested to be removed.
    - i. A motion was made by **Mike Hankins** and seconded by **Renee Werner** to remove the tree as submitted.
  - c. 424 S Taylor: Tree A (22" American elm) in City ROW. Requested to be removed.
    - i. A motion was made by **Mariah Harris** and seconded by **Chris Molitor** to remove the tree as submitted.
- IV. **Urban Forester Report:** Plan to continue cycle pruning in March. May need to consider a 6-year cycle vs an 8-year. Plan to get ahead of the clearance pruning due to road improvements; 21 trees are marked for removal; the majority are ash trees. The forester is proactive in removing hazardous trees. Renewable contracts are coming to an end in the fiscal year (April) and will be going back out for new contracts.
- V. **Activity Reports**
  - a. Junior Treekeepers Program: Summer 2023 would resemble the format of the last few years. **Tanner Croft** is leading the summer 2023 coordination; **Chris Molitor** and **Mike Hankins** volunteered to help with Joshua as staff. Joshua noted that 12-18 months of planning is needed to roll out a more robust program in the Summer of 2024. The creation of a sub-committee to focus on the new program development/framework was recommended.
  - b. Education and Outreach: N/A
  - c. Award and Grant Submittals:
    - i. Tree City, USA. Recertification (Growth award if applicable): Due 12/31/23

- ii. MDC - Missouri Arbor Award of Excellence: Due 12/01/23
- iii. KUFC Advocate Award: Due 3/31/2024
- iv. Utility Insert Information: Due July Meeting
- d. KUFC Annual Report: Due 1/31/2024
- e. Event Participation: Arbor Day 2023
  - i. April 29, 2023 - 9 am-12 pm. Sponsored by Kirkwood Electric with a growing list of vendors. The plan is to plant 33 trees, 2 being large canopy trees in front of O.K. Hatchery Feed & Garden. Food trucks will be present to provide food/beverage during the event. **Renee Werner** and **Mike Hankins** volunteered to be copied on the email communications and assist with planning the event. **Mariah Harris** volunteered to run the UFC booth. 8 am set up; 9 am-12 pm event; 12-1 pm breakdown.

**VI. Old Business:**

- a. **KUFC Shirts:** **Mike Hankins** will place the order and have it delivered to the City office.
- b. **Tree Ordinance Review/Approval:**
  - i. **Cory Meyer** asked for comments and questions on the 2022-2023 Tree Ordinance Proposed Update.
    1. Consideration of a clarified purpose statement was requested.
    2. Consideration to clarify that item **F.1.i.1.a** is *always required*.
    3. Request to include **caliper** in the definitions section.
    4. SECTION 3 is a typo and should instead read Section 24-6.
    5. Craig Murphy (guest) noted there is no mention of shared trees that are split between lot lines. Cory noted this is a civil issue between neighbors or builder and neighbor. Craig approved and agreed with the overall ordinance revisions.
  - ii. A motion was made by **Chris Molitor** and seconded by **Shane Staten** to endorse the update with the suggested modifications made during the meeting.

**VII. New Business: N/A**

**NEXT MEETING:** March 28, 2023, at 7:00 p.m.

**ADJOURN:** Motion to adjourn 8:58 p.m. made by **Mariah Harris** and seconded by **Renee Werner**.

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

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