



KIRKWOOD URBAN FORESTRY COMMISSION

MEETING MINUTES

City of Kirkwood

139 S. Kirkwood Road

Kirkwood, MO 63122

March 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

- I. **Call To Order:** The meeting was called to order at 7:02 p.m. by **Mike Hankins**.
- II. **Secretary Report:** A motion was made by **Renee Werner** and seconded by **Mike Hankins** to approve the minutes with the revision of the guest's name as Andrew Hasterhoff. Minutes from February 28, 2023, meeting of the Commission were approved unanimously with the revision.
- III. **Tree Removal Requests:**
 - a. 328 Electric: Honey Locust - requested to be removed. The tree is not in a great spot on a small lot.
 - i. A motion was made by **Renee Werner** and seconded by **Mariah Harris** to remove the tree as submitted. All members approved unanimously.
- IV. **Urban Forester Report:** New fiscal year is April 1, 2023. Pruning is complete, and plans are approved to drop the 8-year pruning cycle to 6 years. New contracts (tree planting, removal, pruning/maintenance, purchasing, and stump removal) are being secured and approved. Held a meeting with the Home Builders Association (HBA) regarding the proposed ordinance changes. Requesting:
 - i. add an administrative clause to allow a variance of the ordinance when experiencing difficulty with tree protection.
 1. The Commission is asking for clarification or an example. The ordinance is in place to preserve, protect and enhance the tree canopy. There is concern that a variance would lower efforts of protection.
 - ii. include a canopy coverage for screening trees
 1. The Commission recommends not counting screening trees as frontage trees, to give a small percentage towards the 35% canopy coverage.
- V. **Activity Reports**
 - a. Junior Treekeepers Program: **Mike Hankins** will check in with **Tanner Croft** on Summer 2023 planning. **Chris Molitor**, **Mike Hankins**, and **Joshua Carron** are the sub-committee focusing on future programming. They will begin to meet next month outside of the monthly UFC meeting. These sub-committee meetings will be open to the public.
 - 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
 - 1. The 2023 nomination is Jerry Pence, Associate Professor and Horticulture Program Coordinator at Meremac Community College
 - 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. Vendors are secured. **Mariah Harris** volunteered to run the UFC booth and will attend the planning meeting on Thursday, 4/6. Set up is 8 - 9 am; Mariah will arrive by 7:30 am to help coordinate set up. **Mike Hankins** will pick up the UFC booth items and saplings. **Cory Meyer** will distribute the sign-up genius for volunteers once ready.
- VI. **Old Business:**
- a. **KUFC Shirts:** **Mike Hankins** will hand out at the April meeting.
- VII. **New Business:**
- a. **UFC Commission Members:** Reminder the Commission is short one person and all are encouraged to seek friends, family or neighbors that may be interested in serving.

NEXT MEETING: April 25, 2023, at 7:00 p.m.

ADJOURN: Motion to adjourn 8:07 p.m. made by **Chris Molitor** and seconded by **Renee Werner**.

Mike Hankins, Chair _____

Date Approved _____