



## KIRKWOOD URBAN FORESTRY COMMISSION

### MEETING MINUTES

City of Kirkwood

139 S. Kirkwood Road

Kirkwood, MO 63122

January 23, 2024

**PRESENT:** Mike Hankins, Chris Molitor, JoAnne Osburn, Shane Staten, Cory Meyer-Urban Forester  
– Joshua Carron-Assistant Urban Forester Staff Liaison

**ABSENT:** Tanner Craft, Tim Cox

- I. **Call to Order:** Mike Hankins called the meeting to order at 7:01 p.m.
- II. **Secretary Report:** No Minutes to Review
- III. **Tree Removal Requests:**
  - a. **116 N Van Buren – Tree “G” 20 inch Pin Oak**
    - i. A motion was made by **JoAnne Osburn** and seconded by **Chris Molitor** to remove the tree as submitted, with the stipulation that it is replaced with a site-specific tree (Small Flowering tree due to overhead infrastructure). All members approved unanimously.
  - b. **514 N Holmes – Tree “17” 4 inch flowering dogwood**
    - i. A motion was made by **Shane Staten** and seconded by **Chris Molitor** to remove the tree as submitted. All members approved unanimously.
- IV. **Urban Forester Report:**
  - a. Urban Forest is in Great shape
  - b. Tree Planting efforts:
    - i. 80 trees delivered, approximately 50 already planted
    - ii. Are not going to meet our goal of planting 140 tree
  - c. Approximately 200 removals so far this fiscal year
  - d. Pruning is underway – mostly in zone 6 and 7
  - e. Fiscal year 2025 will look to adjust current maintenance zone
    - i. Currently 8 zones – adjust to 4 or 5
    - ii. Look to have all tree addressed in a 4/5 year cycle as opposed to an 8 year cycle
  - f. Kirkwood Electric Vegetation Management
    - i. Seen a decrease in overall number of outages and duration of outages
- V. **Activity Reports**
  - a. Junior Tree keepers Program:
    - i. Commission needs to explore the idea of possible suspension of the program for the summer of 2024
    - ii. Commission needs to start planning for the summer of 2025 – Due Sep / Oct of 2024
  - 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. Applications for Tree City USA, Growth Award, and Tree Line USA went out in December of 2023
  - iii. MDC - Missouri Arbor Award of Excellence: Due 08/07/23
    - 1. Deadline for application should be right around the same timeframe as 2023, but no formal announcement has been made as of yet
  - iv. KUFC Advocate Award: Due 3/31/2024
    - 1. Need to start thinking about candidates. Decision needs to be made by February meeting.
    - 2. The 2023 nomination is Jerry Pence, Associate Professor and Horticulture Program Coordinator at Meramec Community College
    - 3. Present both Awards in March / April 2024
  - v. Utility Insert Information: Due July Meeting
- d. KUFC Annual Report: Due 1/31/2024
- e. Event Participation:
  - i. Arbor Day 2024 – Planning Update
    - 1. Forestry and staff held a meeting in December, Event to be held April 20, 2024
    - 2. It will be a combined event with Parks (Beer Run) and Downtown Special Business District (Coffee event)
    - 3. Event will be sponsored by Kirkwood Electric
    - 4. Community planting event – 33 Trees: looking at S. Fillmore and 1 other location
    - 5. Tree Planting demonstration in the Farmers market Greenway
  - ii. Cars and Guitars – N/A
  - iii. Green Tree Festival – N/A

## VI. Old Business:

- a. **KUFC Shirts:** Mike Hankins will order more shirts.

## VII. New Business:

- a. **New Staff Liaison Appointed:** Joshua Carron
- b. **Urban Forester Resignation:** Cory Meyer provided an update to the commission that he has turned in his letter of resignation, effective March 8, 2024. Cory is moving on from the City of Kirkwood to explore another opportunity
- c. **Urban Forestry Internship:** Cory announced that there is a plan in place to have a Summer Internship. Currently exploring the idea of having that position filled with Meramec Horticulture students.
- d. **MDC Seedling Order:** A motion was made by **Shane Staten** and seconded by JoAnne Osburn to order 150 seedling from Missouri Departments of Conservation. The seedling will be passed out at the Spring Arbor Day celebration. All members approved unanimously.

**NEXT MEETING:** February 27, 2024, at 7:00 p.m.

**ADJOURN:** Motion to adjourn 8:08 p.m. made by **Chris Molitor** and seconded by **JoAnne Osburn**.

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

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