

CITY OF PRAIRIE VILLAGE  
**NOTICE OF VIRTUAL MEETING**

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COMMITTEE: **TREE BOARD**  
MEETING DATE & TIME: **WEDNESDAY, SEPTEMBER 2ND, 6:00PM**  
LOCATION: **CITY OF PRAIRIE VILLAGE**  
**ZOOM VIRTUAL MEETING**

**COUNCIL MEMBERS MAY BE PRESENT AT THIS MEETING**

*If you are unable to attend, please notify Bridget Tolle at 913-385-4647 or [btolle@pvkansas.com](mailto:btolle@pvkansas.com).*

**TREE BOARD**  
City of Prairie Village, Kansas

**Agenda**

**Wednesday – September 2, 2020 6:00 PM Meeting**  
**ZOOM Video Conference Meeting**

Board Members: Chad Herring, Deborah Nixon, Deborah Brown, Frank Riott, Mark Morgan, Kevin Dunn, Connie Link McKenzie, Kim Biagioli, and Kellen Jenkins

Other Attendees: Beth Held, James Carney, Bridget Tolle, and Sarah Crowder

- 1) Review and approve minutes from August 5, 2020 meeting**
  
- 2) Fall Tree Planting Project**
  
- 3) Summary of Frank's tree protection presentation to City Council on 8/17**
  
- 4) Action Plans from Student Poster Contest committee and Board Member/  
Student Education committee**
  
- 5) Tree Recommendations committee update**
  
- 6) Old Business (including September 30, 2020 fall seminar)**
  
- 7) New Business**
  
- 8) Agenda for next meeting – November 4, 2020**

TREE BOARD

City of Prairie Village

Minutes

Wednesday, August 5, 2020 6:00 PM meeting

ZOOM Video Conference

Board Members: Deborah Nixon, Deb Brown, Frank Riott, Mark Morgan, Kevin Dunn, Connie Link McKenzie, Kim Biagioli, Kellen Jenkins, Chad Herring

Other Attendees: Bridget Tolle, James Carney, Beth Held, Sarah Crowder

- 1) Review and approve minutes from June 3, 2020 meeting
  - a. Frank motion to approve minutes from June 3. Second by Chad Herring
  - b. Minutes approved
- 2) Update on Tree Protection Ordinance – vote on the draft
  - a. Kevin: Since the June meeting, there have been several drafts. Confirms all have reviewed the Aug. 2<sup>nd</sup> version. Ask Chad for clarification of ordinance and zoning
  - b. Chad: City staff has additional work to do on this. PV needs to decide how infractions will be processed. Suggests getting concepts down and then asking the city council for guidance after the presentation.
  - c. Frank: Whether this is zoning or ordinance doesn't make a big difference. Foremost is protection of majestic right away trees and those on public property. Would like to vote tonight on presenting the concept to the city council for their consideration.
  - d. Frank: Highlights key changes to the draft. This covers private property only during the building permit phase. It covers public property at all times. Other changes – added section on stormwater runoff and section on land disturbance. Most changes in the past week concern tree removal to make it clear that if a tree is removed, it must be replaced with trees equal to DBH and/or pay into the fund. Decided that the appeal process goes to the city council and not the tree board. Other changes – all trees be reviewed by tree community manager before removal. If a tree needs to be removed because it is dead, the city pays for public trees, owner pays for private trees.
  - e. Frank: requests vote on presenting to city council
  - f. Mark: Great work, Frank. What is the distinction between feature trees and state champion trees? State champions trees stand at 12 trees currently. Suggests proactive communication approach to ensure owners of state champion trees understand the new ordinance and the importance of it.
  - g. Frank: Agrees on communication needs for the preservation of state champion trees.
  - h. James: Would it help to have a copy of a similar presentation made to the city council?
  - i. Frank: That would help.

- j. Chad: James, that would be helpful. Suggests supplying council with a document concerning key features to pair with the presentation. Gives suggestions on presentation and supporting documents.
  - k. Chad: Suggests board discuss how the scope of the ordinance was determined, how public and private only under construction is a compromise.
  - l. Kevin: Why we decided to limit to just construction periods is because that's the only time to realistically enforce the ordinance.
  - m. DN: I feel comfortable with the change. I think we stand a better chance with the compromise.
  - n. Mark: I'm okay with the compromise. Going back to state champ trees, if a homeowner has a concern about the tree, is there a way for them to seek advice?
  - o. DN: What are you looking for Chad?
  - p. Chad: I just wanted some formal conversation so we could document that we noted those changes.
  - q. DN: Who is the tree community manager?
  - r. Frank: How it is written, in Fairway, it's the public works officer who can then appoint someone to that role. I'm not looking for a new role or to add to the budget. I think we can do this with our raising any costs.
  - s. KB: I think it is adequately defined in the current draft.
  - t. DN: And the presentation is clear that you are not asking for additional resources.
  - u. Frank: I think that's clear in the document. It's up to the staff to figure out how they want to implement this work.
  - v. Kevin: Ready for a vote?
  - w. Frank: I motion that we take the rough ideas outlined in the draft to the council for the next steps and further consideration.
  - x. Chad: I second
  - y. Kevin: Calls for a vote. Unanimous
  - z. Kevin: Will this come before the council on August 17?
  - aa. Chad: Next steps would be for Wes and Adam to advise when to bring it before the council. That is dependent on the agenda.
  - bb. Chad: Today, MARC had a landscape and green infrastructure workshop. This continues to be something MARC is supporting, and therefore the mayor is encouraging the council to educate themselves. The council likes the ideas presented by MARC - refer to them during the presentation.
- 3) Fall Seminar/ Arbor Day Update
- a. Kevin: Fall Seminar has changed since the last meeting. Deb Nixon reached out to Dennis Patton. Patton was only available to speak on September 30. Committee members think this year should be kept simple without adding on an Arbor Day presentation. How much to pay Dennis? Deb suggested offering \$250 for speaking. Need board approval. Money is available in the budget.
  - b. Frank: Seems high for one hour.
  - c. DN: That's a reasonable rate for this type of talk. Sites other examples.
  - d. Frank: \$200 seems more reasonable.
  - e. DN: Dennis will be managing the entire presentation too.

- f. Kevin: Frank is okay with \$200. Opens to comment. Moves to allow Dennis to be paid \$200 to speak at the fall seminar. Frank seconds the motion. Motion passes.
- 4) Action Plans from Student Poster Contest committee and Board Member/ Student Education committee
- a. Not discussed
- 5) Fall Tree Planting Project
- a. Frank: next step now that 5k budget is approved, Sarah working to recruit volunteers. The next step is for the board to brainstorm locations before mid-September to finalize. Asks for suggestions.
  - b. Sarah Crowder, project manager for the Heartland Tree Alliance: Explains she is with KCMO committee working on tree ordinance and is sitting in on the meeting to learn about PV. Looking at only doing half the normal number: 15 total. Confident she can recruit volunteers in time. If COVID worsens, confident trees will be planted regardless. Suggests finalizing location asap so promotion can begin in mid-September.
  - c. Bthhd: Questions if trees need to be all in one location.
  - d. Sarah: Confirms can have multiple locations
  - e. DN: Where are we looking?
  - f. Frank: right of way trees.
  - g. DN: suggests in front of Panera at Mission and 83<sup>rd</sup>.
  - h. James Carney: suggests a different location for safety reasons and utility lines.
  - i. Bridget: City is working with Panera property management to remove current trees and plant new trees.
  - j. Kevin: In the past, the plantings have been in areas where ash trees have died. Any place to replace now?
  - k. DN: Has anyone looked at ash trees on Belinder?
  - l. Bridget: We could check on that.
  - m. Frank: Suggests a main through street as it's the best bang for the buck. Acknowledges safety but says it was safely managed in previous years. Suggests site on Roe and 67th near new parks and along 63<sup>rd</sup> near field.
  - n. Jamie: I know the section you are talking about but will need to check it out.
  - o. James: Open to seeking new sites but cautions that decision will be made on the utilities present.
  - p. Sarah: The school on 63<sup>rd</sup> may be at capacity but says she will follow up.
  - q. Frank: South side of the street near the football field would be beautiful.
  - r. Sarah: It would be but that would be Shawnee Mission district taking on the maintenance of the trees.
  - s. Frank: volunteers to call the school district for more information.
  - t. Sarah: will give Frank contact info.
  - u. Frank: asks the board to collect more ideas for the next meeting.
  - v. Mark M: Roe 67<sup>th</sup> to 69<sup>th</sup> was the runner up last year.
  - w. Frank: confirms it was and suggests that finishing the area would look nice. Will contact Joan Levins and will ask about the spot near the football field.
  - x. Bridget: What football field?
  - y. Frank: Indian Hills field along the linked fence.

- z. Bridget: there are overhead power lines there.
  - aa. Sarah: confirms there are lines, and that would cause problems with the trees in the future.
  - bb. Sarah: Suggests a neighborhood from the year prior due to resident response.
  - cc. James: reaffirms the positive activity in the neighborhood. Suggests PV HOA north of Tomahawk.
  - dd. DN: What's the name of the new development that used to be a country club?
  - ee. James: Suggests checking back next year due to continuing construction on that site.
  - ff. Kevin: Anything else?
  - gg. DN: When is a decision needed?
  - hh. Sarah: September board meeting.
  - ii. Mark: Frank, should we email you?
  - jj. Frank: Suggests bringing up suggestions at the next meeting. Email the whole board ahead of time if you have a strong contender.
- 6) Old Business
- a. DN: Adding a sign for hornbeam tree at Wassmer Park demonstration garden with a sign. Bridget to go ahead with the sign.
  - b. Bridget: Collection cost information.
  - c. Mark: The Tree Board nominated three trees as state champions to Kansas Forestry in June: a swamp white oak at 4300 Oxford, a yellowwood at 5632 W. 81st Terrace, and a Chinesedate "Jujube" on a city island at 71st Terrace and Cedar. Kim Bomberger from Kansas Forestry has held off coming to town to take measurements of the trees because of the coronavirus but may take tree measurements this fall.
- 7) New Business
- a. Kevin: Suggests board receive information and instruction on what constitutes an open meeting. Gives example of a reply-all email and how that can be considered a public meeting
  - b. Kevin: Next meeting is September 2. Most likely will be a zoom meeting.
- 8) Agenda for next meeting – September 2, 2020
- a. Not discussed