

CITY OF PRAIRIE VILLAGE  
**NOTICE OF HYBRID MEETING**

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COMMITTEE: **TREE BOARD**  
MEETING DATE & TIME: **WEDNESDAY, MAY 4TH, 6:00PM**  
LOCATION: **PRAIRIE VILLAGE PUBLIC WORKS**  
**3535 SOMERSET DR**  
**CONFERENCE ROOM 104**

**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 – May 4, 2022 6:00 pm**  
**Hybrid Meeting**

Board Members: Greg Shelton, Deborah Brown, Mark Morgan, Kevin Dunn, Kim Biagioli, Kellen Jenkins, Tricia Suellentrop, Beth Held, and Karen Hogan

Other Attendees: Bridget Tolle

- 1) Review and approve minutes from April 6, 2022 meeting**
  
- 2) Update on Tree Board portal**
  
- 3) Fall Seminar – lining up speaker, outreach to Fairway for participation**
  
- 4) Updating Arboretum Map**
  
- 5) Strategic Plan, Tree Protection Law and Outreach committee updates**
  
- 6) Old Business ( 2022 Arbor Day ceremonies)**
  
- 7) New Business**
  
- 8) Agenda for next meeting – June 1, 2022 --- outdoor setting?**

# TREE BOARD

City of Prairie Village, Kansas

## Wednesday – April 6, 2022 6:00PM Meeting Zoom Video Conference Meeting

Board Members Present: Deb Brown, Mark Morgan, Kevin Dunn, Kellen Jenkins, Beth Held, Greg Shelton, Karen Hogan. Absent: Tricia Sullentrop, Kim Biagioli.

Other Attendees: Bridget Tolle

Chair Kevin Dunn brought the meeting to order at 6:03pm.

- 1) Review and approve minutes from March 2, 2022 meeting – A correction was made to item #4 on the PV Tree Ordinance regarding that the “board has wide latitude on how it carries out that mission”. Greg Shelton motioned to approve the March 2nd minutes. Seconded by Deb Brown. All approved.
- 2) Arbor Day poster winner ceremony on April 23<sup>rd</sup> at McCrum Park – Bridget had a certificate made for the winner, Evelyn Stidham, and the Mayor presented it to her in Peggy Lawler’s 5<sup>th</sup> grade class at Highlands Elementary school. It was suggested that perhaps a member of the Tree Board could attend the presentation next year. The ceremony will be at 10am on April 23<sup>rd</sup> at McCrum Park. Two trees have been planted by PVPW in Evelyn’s honor as her poster was the overall Kansas State Champion winner. Kevin will bring refreshments. Bridget has reserved the shelter. Deb will bring coffee from Panera. Kevin will take photos of event and send to Mark to post on Tree Board website and for a Village Voice article. Bridget to send out an e-mail invitation.
- 3) Arbor Day ceremony on April 30<sup>th</sup> at Wassmer Park – Ceremony is at 10am to honor Deb Nixon. Article is going out in the May/June Village Voice. Kevin will be bring drinks and a card table. Beth will bring treats. Bridget will bring a tent as we do not have the shelter. Tree Board members asked to be there by 9:45am. Bridget will send out invites via e-mail.
- 4) Future Meetings – To Zoom or not to Zoom – Some Board members were fine with returning to in-person meetings, and a couple would rather still zoom. A suggestion was made to alternate: zoom one month and in-person next. Greg mentioned that other committees started to go back to in person meetings recently. A hybrid meeting is not an option. Mark suggested a outdoor meeting in July or August. Greg suggested it could be at a park with ongoing improvements like Harmon, Santa Fe Pavillion, Talifero, etc. Bridget will look

into reserving a shelter a month in advance. The May meeting will be planned as in-person, with a final decision communicated to board members late April.

- 5) Setting up a portal for Tree Board members – As a followup to the website work on the Tree Board’s webpage last year, a suggestion was made to create an online portal for Tree Board members to access key working documents. Greg and Mark discussed setting up a Tree Board folder on google or setting up a drop box account that can be accessed with a link and is password protected. Greg suggested a letter be sent to Wes Jordan and Tim Schwarzkopf asking for input. Kevin will draft the letter and send to Greg and Mark for review.
- 6) Strategic Plan and Outreach committee – Beth and Greg reported that they have contacted a member of the Tree Board in Fairway. May be discussing a partnership in next few weeks with our Tree Board to discuss public outreach and other tree maintenance programs. Beth mentioned also looking into a possible partnership with Mission and Roeland Park Tree Boards. Kevin will forward correspondence between Beth and Fairway tree Board to rest of OV Tree Board.
- 7) Tree Protection Law – June 1, 2022 will be the 1 year anniversary of the PV tree Ordinance. Kevin mentioned the possibility of interviewing Bridget and others at PVPW on how the past year has evolved in terms of how handling enforcement; violations; etc.
- 8) Old Business – Regarding the upcoming work at Harmon park this summer, Bridget will contact Melissa Prenger for schedule of work and what trees will be impacted. Greg mentioned that the Parks & Rec Committee recently approved a 5 year plan for PV parks..
- 9) New Business ...
  - Fall Seminar – Kevin mentioned that we need to start discussing this and will bring up at May meeting.
  - Budget – Kevin discussed the budget for Fall Street tree Planting and that it was \$5000 in 2017 for 25 trees planted. In 2020 and 2021 ~15 trees were planted. The budget for street trees will increase to \$7500 in 2023. Our annual budget of \$500 has been the same for several years. We do have approval to spend up to this amount on the Fall Seminar speaker in 2022.
- 10) Agenda for Next meeting – May 4, 2022
  - Discuss Fall Seminar

Chair Kevin Dunn adjourned the meeting at 7:00pm.

Minutes prepared by Mark Morgan