

CITY OF PRAIRIE VILLAGE
NOTICE OF MEETING

COMMITTEE: **TREE BOARD**
MEETING DATE & TIME: **WEDNESDAY, FEBRUARY 7TH, 6:00PM**
LOCATION: **PRAIRIE VILLAGE PUBLIC WORKS**
3535 SOMERSET DR
PRAIRIE VILLAGE, KS 66208

If you are unable to attend, please notify Bridget Tolle at 913-385-4647 or btolle@pvkansas.com.

TREE BOARD
City of Prairie Village, Kansas

Agenda

Wednesday – February 7, 2024 6:00 PM Meeting
Prairie Village Public Works
3535 Somerset Drive

Board members: Mark Morgan, Kevin Dunn, Beth Held, Lindsay Voitik, Mark Kaufman, Kirk Walters, and Greg Shelton

Other attendees: Bridget Tolle

- 1) Introduce Council Member Greg Shelton**

- 2) Review and approve minutes from November 1, 2023 meeting**

- 3) Nominate Tree Board chair for 2024**

- 4) Nominate applicants to fill two Tree Board vacancies**

- 5) Tree City USA application data, essay, and Growth Award – Bridget**

- 6) Arbor Day Event - Honoree nominations due Feb. 29th**
 - a. Tree species selection**
 - b. Date, Time, Location**
 - c. Volunteers to bring refreshments**

- 7) March/April Village Voice Article Requests Submitted**
 - a. Contain The Rain**
 - b. Save the Date: Arbor Day Event**

- 8) Old Business**
 - a. Volunteer Waivers (Please Review CP001)**
 - b. Select Tree Board Meeting Months (6 meetings per year)**
 - c. Minute Taking Assignments**
 - d. MARC Tree Canopy Aerial Imagery Update**

- 9) New Business**
 - a. 5218 w 69th ter - potential homeowner request to remove ROW tree**

- 10) Agenda for next meeting**

TREE BOARD
City of Prairie Village, KS

Minutes of Nov. 1, 2023

Meeting started at 6:01 pm.

Board Members present: Kevin Dunn (chair), Mark Kaufman (minutes), Mark Morgan, Lindsay Voitik, Beth Held, Kirk Walters.

Other Attendees: James Carney; Bridget Tolle; James Rosa

- 1) Previous minutes of August 2, 2023 were approved unanimously, without any changes.
- 2) Strategic Plan: Measuring City Tree Canopy – Kevin suggested that having a fuller discussion of the Strategic Plan once the new Tree Board members join our Board in 2024. It was noted that Tom Jacobs, head of Mid America Regional Council, has done an aerial survey of the entire metro region, including Prairie Village. These results, from 2021, would be available to us without cost. Beth noted that she has worked with Tom in the past, and offered to contact him for an update. Mark M and Lindsay discussed having alternative methods of measuring canopy such as iTree for backups.
- 3) 2024 Arbor Day Poster Contest: The option to proceed with this was discussed by the Board. If we became involved in judging the contest it would be in January. Mark Morgan noted that prior information about this process was posted on the Google Drive, and is available to us. It was noted that in previous years our Board would get started in about September working on this project. It is relatively late in the year to begin at this time. After extended discussion, the Board decided not to become involved with judging for this contest in January of 2024, but might offer to do so again in future years.
- 4) Recommended reading list for Johnson County Library: Kevin encouraged Board members to let him know, over the next week or two, if anyone has any suggested books. The Board also discussed the possibility of creating a “Reading Corner” section of our website, that could contain a variety of types of suggested readings related to the mission of our Tree Board.
- 5) Staff Report: Fall Street Tree Plantings, & Winter Tree Pruning.
 - (a) Fall Street Tree Planting: Bridget noted that the city is planting 103 “replacement trees,” mostly street trees, but also some park trees. The Board discussed the various types of trees that are being planted, as well as options for the future.
 - (b) Winter Tree Pruning – It was noted that Kansas City Tree Care will be doing this work for the city during December, January and February. The plan is for this to be

completed prior to March, and before Spring bugs become a challenge to this project.

- 6) Old Business: Fall Seminar – The Board reviewed this recent event. Various Board members commented on what a high-quality program it was, and that local attendance was very good. Members of the public asked many questions, made many comments, and seemed to become quite engaged. Kevin thanked Bridget for being one of the presenters and for doing an excellent job; she needed to step in as a replacement, shortly before the event. Members of the public reacted positively to the “tree lists” that were available for them. The lists led to some interesting and informative discussions between the presenters and the members of the public who were present.
- 7) New Business:
 - Kevin led Board members in a discussion about who will be “taking minutes” during the Board meetings in 2024. The following was agreed to: February meeting will be Lindsay. For March it will be Beth. In April it will be Kirk. In May it will be Kevin. In June it will be Mark Morgan.
 - Recruiting potential new Tree Board members: there are multiple openings at the present time, and Kevin informed Board members that they are permitted to “recruit” new Board members, who will then need to apply, and go through the normal and prescribed selection processes.
 - Arbor Day article in the Village Voice: This article will be due during the first week in December, in order to be published in the January/February edition of the Village Voice.
- 8) The next Tree Board meeting is scheduled for February 7, 2024.

The meeting was adjourned at 6:59 pm.

First Name	Last Name	Address	Ward	First Choice	Second Choice	Third Choice	Personal Information
Paul	Bilski	5317 W 79th St	Ward 4	Planning Commission	Diversity Committee	Environmental Committee	Licensed Architect, 12+/- service on Corinth Hills Homes Assoc. Board, 28 years working
David	Gleason	7743 birch street	Ward 2	Tree Board	Parks & Recreation	Diversity Committee	I've lived in prairie village since 2005. I enjoy running, disc golf, bowling and darts. I have 19 years of wildlife removal and pest control experience.
Garry	Polley	7930 Reinhardt Lane	Ward 6	Environmental Committee	Parks & Recreation	Tree Board	I'm a software developer and climate friendly resident living in Prairie Village since July of 2021. I have 2 kiddos that love to play outside and view nature. It's through that
Robert	Schmitz	7415 Fontana	Ward 3	Tree Board	Tree Board	Tree Board	I have been a Prairie Village resident for nearly most of my life and have been in my current residence for over 35 years. I retired earlier this year and would like to contribute to the city. Although my career was in IT, I have a BS in Forest Management from the University of Missouri. I also have an MBA from Rockhurst. A neighbor, Lindsay Voitek, is a member of the Tree Board and suggested I apply for one of the vacancies.
Whitney	Wilson	6737 Granada Lane	Ward 1	Tree Board	Tree Board	Tree Board	Hello, I'm a K-State Master Naturalist (a.k.a. motivated tree planter) and general advocate for conservation in our region. I participate in activities with ClimateActionKC and am a board member of WaterOne because I believe we must protect our water sources. Kristen Riott and Kevin Dunn recommended I apply to the tree board to support tree planting and similar activities in our neighborhood. I would be delighted to support our city in this way.

Application Information

Application ID: 358561
 Partner: Prairie Village
 Program: Tree City USA
 Application Type: Tree City USA
 Start Date: 12/19/2023
 Status: Pending State Review

Primary Contact Information

First Name Bridget	Last Name Tolle	
Title Urban Forestry Specialist		
Address 1 3535 Somerset Dr		
Address 2		
City Prairie Village	State Kansas	Zip Code 66208
Country United States		

Details

Mayor or Equivalent Contact Information

FirstName: Eric
LastName: Mikkelson
Email: emikkelson@pvkansas.com
Phone: +1 (913) 381-6464
StreetAddress1: 7700 Mission Road
City: Prairie Village
Country: United States
State: Kansas
County: Johnson County
ZipCode: 66208

City Forestry Contact Information

FirstName: Bridget
LastName: Tolle
Title: Urban Forestry Specialist
Email: btolle@pvkansas.com
Phone: +1(913)385-4647
City: Prairie Village
Country: United States
State: Kansas
County: Johnson County
ZipCode: 66208

PR/Communications Contact Information

Partner Intake Information

PartnerName: Prairie Village
Website: <https://www.pvkansas.com/departments/public-works/operations-maintenance/tree-maintenance>
GenericEmail: publicworks@pvkansas.com
Facebook: <https://www.facebook.com/CityofPrairieVillage/>
Twitter: <https://twitter.com/prairievillage>
PartnerGroup: Prairie Village
PartnerSubCategory: City
Population: 22792
WorksWithSchools: 1
AdditionalStickers: 3

Shipping address for recognition materials

ShippingAddress1: 2610 Claflin Rd
City: Manhattan

County: Riley County
State: Kansas
Country: United States
ZipCode: 66502

Standard 1 - A Tree Board or Department

Select which best describes your community

Community has both a Tree Board and a Department Chair/City Manager

Tree Board Chairperson Contact Information

FirstName: Kevin
LastName: Dunn
Email: kvndn@aol.com
Phone: +1 (913) 980-2362
StreetAddress1: 8901 Catalina Dr
City: Prairie Village
Country: United States
State: Kansas
County: Johnson County
ZipCode: 66208

Additional Board Member Contact Information

FirstName: Mark
LastName: Morgan
Email: mcmprairie@aol.com
Country: United States

FirstName: Beth
LastName: Held
Email: bthhld@yahoo.com
Country: United States

FirstName: Kirk
LastName: Walters
Email: kwalters@debruce.net
Country: United States

FirstName: Mark
LastName: Kaufman
Email: Kaufmanmark@yahoo.com
Country: United States

FirstName: Lindsay
LastName: Voitik
Email: lvoitik99@gmail.com
Country: United States

Tree Board Meeting Frequency

Monthly

Please Explain:

Department Chair or City Manager Contact Information

FirstName: Bridget
LastName: Tolle
Title: Urban Forestry Specialist
Email: btolle@pvkansas.com
Phone: +1(913)385-4647
StreetAddress1: 3535 Somerset Dr
City: Prairie Village
Country: United States
State: Kansas
County: Johnson County
ZipCode: 66208

Standard 2 - A Community Tree Ordinance

Our Attached Ordinance

Is in effect 24/7/365

Copy and paste relevant language from your community's uploaded ordinance addressing delegation of authority over public trees in the box below.

Copy and paste relevant language from your community's uploaded ordinance addressing clear guidance over public trees in the box below.

Date current tree ordinance was established

08/07/1995

Attach your community's current public tree care ordinance

completed

Ordinance Changes

My community ordinance has not changed this past calendar year

Standard 3 - A Community Forestry Program with an Annual Budget of at Least \$2 per Capita

Community Population

22792

Tree Planting and Initial Care

64293

Tree Maintenance

150697

Tree Removal

93780

Management

13802

Utility Line Clearance

Volunteer Time (Hours)

420

Are there other costs to report?

Yes

Other Costs

478575

Other Costs Description

Tree debris removal from major storm

Total Expenditures:

0

Total Expenditures per capita:

35.74

Community Tree Management Statistics

Number of Trees Planted

119

Number of Trees Pruned

3361

Number of Trees Removed

124

Optional Attachments

Annual work plan (if required by your state)

Supporting Budget Documents

completed

Standard 4 - An Arbor Day Observance and Proclamation

When did your community celebrate Arbor Day?

EventType: Arbor Day Observance

EventDate: 2023-04-29

EventFiles: Arbor Day 2023 Facebook Post.pdf, Melinda Lewis right Green Team left.jpg, url_0b7dba.png

ApplicationId: 358561

Attach your signed Arbor Day proclamation

completed

Signature

Mayor Signature

Mayor or Equivalent Signature Method

Signed Document

Download the PDF summary application, sign it, and upload it below.

Upload Signed Document

completed

First Name

Last Name

Professional Title

Date

As Mayor or Equivalent of the Community I certify that the information in this application is accurate by signing my name below.

By submitting your application, you are granting the Arbor Day Foundation and its assigns, licensees, successors, representatives, employees, program partners, and agents (collectively, the "Arbor Day Foundation"), the irrevocable and unrestricted right to use uploaded images from this application. You grant the Arbor Day Foundation the irrevocable right to use, copy, prepare derivative works from, distribute, and publish the provided photographs in any medium or means of distribution, including print, social media sites such as Facebook and Twitter and Arbor Day Foundation publications or on its website, for any lawful commercial or other purpose, and to register the copyright of such photographs throughout the world. By granting rights to the photos, you are representing that you own the rights to the uploaded pictures in this application and that Arbor Day Foundation has permission to use said photos.

1

By submitting your application, you agree to the Tree City USA terms and conditions.

Application Information

Application ID: 358656
 Partner: Prairie Village
 Program: Tree City USA
 Application Type: State-Specific Questions
 Start Date: 12/20/2023
 Status: Submitted

Primary Contact Information

First Name **Last Name**

Title

Address 1

Address 2

City **State** **Zip Code**

Country

State-Specific Questions

Management Plan

Date board established (first-time applicants only):

Do you have an inventory/management plan?

Does your community have an urban forest management plan?

The Publication Summary of Community Highlights was very well received last year. We are therefore incorporating this as an annual submission requirement for the Tree City USA Certification. Each prospective Tree City Community is asked to submit a brief description of their forestry program accomplishments from the past year. This information will be shared with other Kansas communities in booklet form at the Annual Kansas Tree City USA Recognition Day. It is our hope and intention that this information will continue to facilitate networking among tree managers and to share ideas for making good programs even better.

The City of Prairie Village would like to recognize the Tree Board on their many accomplishments throughout the year. Their focus this year was mainly on tree protection, tree planting, and public education. This year the Prairie Village Tree Board held their annual Arbor Day event on April 29th at Porter Park. A Shagbark Hickory was planted in recognition of Arbor Day and honored the Prairie Elementary Green Team; a group of students who made a positive environmental impact in their school and the community. The event was well attended by many members of the community including students, parents, staff, Mayor, and City Council Members. The Shagbark Hickory is a nice, native addition to the Prairie Village Arboretum. Also, in April on the 26th, the Tree Board and Kansas Forest Service held a State Champion tree measurement training workshop at Taliaferro Park. The group learned what defines a State Champion Tree, how to properly measure trees, and how to nominate them for State Champion. A group of 5th and 6th grade students and their teachers from Highlawn Montessori School participated in this educational workshop. The Tree Board was also measured and nominated a new State Champion Tree that exists in a backyard in Prairie Village. This English Oak was recognized by Kansas Forest Service and added to the Kansas Forest Service State Champion Tree list. Each year the Prairie Village Tree Board coordinates a Fall Seminar where they bring in speakers to discuss various tree topics. This year's topic was a panel discussion on the use of native vs non-native tree species and the benefits that both can provide. Heartland Tree Alliance Program Manager, Sarah Crowder, Multistudio Landscape Architect, Robert Whitman, and Prairie Village Urban Forestry Specialist, Bridget Tolle, spoke on this topic and answered questions provided by Tree Board Chair, Kevin Dunn, and the public. This educational event was also well attended by many members of the community. On July 14th, Prairie Village and surrounding areas experienced a major storm event with wind speeds reaching over 70mph causing widespread, extensive damage to trees. The City coordinated a curbside debris cleanup and removed hazard trees from City parks and rights of way. The City continued to remove dead/diseased/dying/storm damaged trees on City property and is dedicated to replanting every tree that has been removed. Some additional accomplishments include the increased tree trimming and planting budget, a partial tree inventory update, and the continued inspections and enforcement of the City's Tree Protection Ordinance and Landscape Design Standards.

Please include a list of accomplishments/activities.

Please list your major accomplishments for the current year, 75 word maximum.

Who manages public street trees in your community? Please provide name and contact information.

Application Information

Application ID: 358562
 Partner: Prairie Village
 Program: Tree City USA
 Application Type: Growth Award
 Start Date: 12/19/2023
 Status: Pending State Review

Primary Contact Information

First Name	Last Name	
Bridget	Tolle	
Title		
Urban Forestry Specialist		
Address 1		
3535 Somerset Dr		
Address 2		
City	State	Zip Code
Prairie Village	Kansas	66208
Country		
United States		

Growth Award

Total Points: 18

A1. Budget Increase: 4 pts

Provide budget amounts from prior TCUSA applications vs. upcoming year

Tree Trimming Budget Increase: 2020-\$100,000, 2021-\$110,000, 2022-\$110,000, 2023-\$120,000 Tree
 Planting Budget Increase: 2020 to 2022 - \$35,000, 2023-\$42,000

Upload supporting document(s)
 completed

A5. Emergency Appropriation: 2 pts

Describe emergency and the process for receiving additional funds to address it

On July 14th 2023 a sever thunderstorm swept through Prairie Village with sustained hurricane force winds reaching speeds greater than 70mph causing widespread damage to trees and structures throughout Johnson County, KS. In response, the City coordinated a citywide curbside tree debris pickup and removed hazard trees and branches from City property. The City Council approved of \$700,000 to be used from the City's emergency account to pay to the debris collection. This is a separate account from normal tree maintenance operations. Ultimately \$565,000 was spent on tree debris collection, removal of storm damaged trees, and trimming of hazardous tree branches. The 35,000 cubic yards of tree debris were taken to local tree recycling centers. The City applied for reimbursement through FEMA. Prairie Village is dedicated to replacing every storm damaged tree that was removed during this storm.

Upload supporting document(s)
 completed

B6. Tree Inventory Portion: 3 pts

Describe area surveyed, tree numbers, percent of total trees

Tree inventory was updated for 2 districts and 1 park within Prairie Village. A total of 845 park and street trees were updated which is 8.84% of the total 9555 City trees.

Upload PDF of summary data report
 completed

D19. Tree Protection: 4 pts

Summarize tree protection and inspection program

In 2023 the Urban Forestry Specialist inspected 167 home rebuild and major addition sites on a monthly basis to ensure and enforce the protection and planting of trees on public and private property as required by the Tree Protection Ordinance and Landscape Design Standards. 257 trees were removed on these sites, 499 trees were planted, and 553 were protected.

Upload supporting document(s)

completed

E12. Community Forestry Report: 3 pts

Summarize report findings, describe presentation

In Feb of 2023, the Tree Board and Urban Forestry Specialist presented to City Council on the Tree Board accomplishments and Tree Protection Ordinance achievements from 2022. The current state of the urban forest was questioned by council and discussed. Prairie Village has an aging urban forest mostly comprised of 70+ year old Pin Oaks. About 100 of these trees are needing to be removed each year due to disease, storm damage, and decay. Tree Board stressed the importance of planting a diversity of new trees in their place.

Upload PDF of report

completed

E23. Youth Education: 2 pts

Describe education program, lessons delivered, attendance

In April of 2023 the Tree Board and Staff met with elementary students on 3 occasions to discuss trees. On April 24th, the Prairie Village Urban Forestry Specialist met with the fifth and sixth grade level students at Highlawn Montessori to discuss urban forestry, her job duties, and the benefit that trees provide to the community. She answered questions from students and heard their own stories and experiences with trees. On April 26th, Kim Bomberger from Kansas Forest Service provided a Champion Tree Measurement Training Workshop with Tree Board members, City staff, and 5th/6th grade students from Highlawn Montessori School. The students answered math questions related to measuring trees, learned about how we measure trees, and discussed the importance trees play in our community. On April 29th, the Tree Board honored the Prairie Elementary Green Team during their Arbor Day event for their role in raising money to plant trees at their school, creating idle free parking areas at their school, and volunteering in their community to pick up trash and mulch park trees. Tree Board members provided information about the native Shagbark Hickory tree. Urban Forestry Specialist explained how to properly plant and care for a young tree, and the Mayor explained how trees are so crucial for the future of Prairie Village.

Upload supporting document(s)

completed

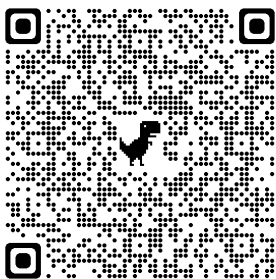
PLANTING A NATIVE TREE?

Get up to 50% refunded!

 **CONTAIN THE RAIN**

Planting trees can help reduce utility usage in both the summer and winter when they are planted in the right location. Planting shade trees on the south and west sides of your house can cool your home during hot summer months. Planting evergreens on the north side of your home can create a wind break from freezing winter winds. Planting native trees can provide habitat and food sources for birds and other urban wildlife. Through “Contain the Rain” funded by Johnson County, you can help restore the urban forest of Prairie Village. Some native trees that qualify include Bur Oak, Sugar Maple, and Downy Serviceberry. Apply to get a 50% match up to \$150 each with a limit of 2 trees per household. The project must be completed by October 31st of 2024. For more questions about the program call Public Works at 913-385-4647, click on this link, or scan the QR code below.

<https://www.pvkansas.com/departments/public-works/stormwater-drainage/sustainable-landscape-solutions-reimbursement-program>



Save the Date



Prairie Village Arbor Day Event

Saturday, April 27th, 2024 at 10:00am
Wassmer Park - 6700 Roe Avenue

Join the Prairie Village Tree Board in celebrating Arbor Day with the planting of a tree. The 2024 honoree will be announced in early April on the City website and social media.

www.pvkansas.com