

CITY OF PRAIRIE VILLAGE
NOTICE OF MEETING

COMMITTEE: **TREE BOARD**
MEETING DATE & TIME: **WEDNESDAY, MARCH 6TH, 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 – March 6, 2024 6:00 PM Meeting
Public Works Building
3535 Somerset Drive

Board Members: Kevin Dunn, Beth Held, Mark Kaufman, Mark Morgan, Rob Schmitz, Greg Shelton (Council Liaison), Lindsay Voitik (Chair), Kirk Walters, and Whitney Wilson

Other Attendees: Bridget Tolle (Urban Forestry Specialist, Public Works)

1. Introduce new Board members Rob Schmitz and Whitney Wilson
2. Review and approve minutes from February 7, 2024 Meeting
3. Arbor Day event
 - a. Vote on 2024 Arbor Day nominees
 - b. Tree species selection - Bridget's recommendation
 - c. Location, Date, Time – Wassmer Park at 6700 Roe Avenue on Saturday, April 27th, 2024 at 10:00 am
 - d. Determine volunteers to bring refreshments (no plastic water bottles and retain receipts for city reimbursement from Tree Board budget)
4. Old Business
 - a. Remaining Volunteer Waivers
 - b. Select Tree Board Meeting Months (6 months required) - February, March, April, May, June, August, September, October, November previously proposed
 - c. Minute Taking Assignments – (proposed March – Beth, April – Kirk, May – Kevin, and June – Mark Morgan)
 - d. MARC Tree Canopy Aerial Imagery Update
 - e. Fall Tree Seminar (Topic, date, speakers)
 - f. Potential event partnerships with Environmental Committee
5. New Business
 - a. Status of updating map(s) of city park trees and state champion trees
 - b. Review potential 2024 Tree Board Committee Assignments - e.g., Tree protection ordinance issues, Online tree map, New Board member education, Public outreach (educational articles, social media), Events
6. Agenda for next meeting – April 3, 2024

TREE BOARD

City of Prairie Village, Kansas

Minutes of February 7, 2024

Meeting started at 6:03 pm.

Board members present: Kevin Dunn (chair), Lindsay Voitik (minutes), Mark Morgan, Beth Held, Mark Kaufman and Greg Shelton

Other attendees: Bridget Tolle, John Grier (supporting tree removal appeal), Missy McGillicuddy

- 1) Introduced Council Member Greg Shelton. Welcomed back Greg who supported the Tree Board prior to his assignment to the Planning Commission (just rotated off) and is currently also supporting the Environmental Committee.
- 2) Previous minutes from November 1, 2023 were approved unanimously, without any changes.
- 3) Board agreed to revise the agenda to place New Business earlier in the agenda so attendees specifically present for the New Business tree removal appeal could leave the meeting once the request was discussed.
- 4) New Business
 - a. 5218 W. 69th Terrace - potential homeowner request to remove ROW tree – Reviewed request with potential homeowner, John Grier, who was advocating the removal in support of the builder’s request to remove the tree. The tree was determined to be young and healthy, not a public hazard and treated by the builder as required by the tree ordinance. The tree didn’t meet the ordinance criteria for removal and the request was denied.
- 5) Nominate Tree Board Chair for 2024 – Kevin nominated Lindsay and the Board approved the nomination.
- 6) Nominate applicants to fill two Tree Board vacancies – The Board reviewed the applications and recommended Robert Schmitz and Whitney Wilson for the Mayor’s review/approval and City Council approval. Kevin will touch base with Whitney and Lindsay with Robert to share their status within the prescribed selection process. Final status is expected after the 2/20/24 City Council Meeting.
- 7) Tree City USA application data, essay, and Growth Award – Bridget reviewed the application and indicated Prairie Village is expecting FEMA funds to help defray the July 2023 storm tree debris removal costs. The Growth Award status is anticipated from Tree City USA in April. The Board members discussed the details included in the application and thanked Bridget for her work.
- 8) Arbor Day Event - Honoree nominations due Feb. 29th – No new nominations to date and Kevin proposed Dennis Patton as a potential nominee. Lindsay will follow up with her Extension contact for guidance based on news about Dennis’ health status and any resulting considerations potentially impacting his nomination.
 - a. Tree species selection – Kevin proposed 2 options (Yellow Wood and White Oak). Bridget will review the potential planting sites to see which option is best suited for Wassmer Park.

- b. Date, Time, Location – Prairie Village Arbor Day event is scheduled for Saturday, April 27th, 2024 at 10:00 am for Wassmer Park – 6700 Roe Avenue.
- c. Volunteers to bring refreshments – Deferred to March when the new Board members are anticipated to join the meeting.

9) March/April Village Voice Article Requests Submitted

- a. Contain the Rain – Reviewed the request and no updates requested during the meeting.
- b. Save the Date: Arbor Day Event - Reviewed the request and no updates requested during the meeting.

10) Old Business

- a. Volunteer Waivers (Please Review CP001) – Tree Board members present at the meeting signed new waivers and provided them to Bridget.
- b. Select Tree Board Meeting Months (6 meetings per year) – Discussed previous years' meeting schedule to inform this year's schedule and agreed to defer to the March meeting when new members are anticipated to join the meeting.
- c. Minute Taking Assignments – Proposed previously agreed upon assignment (March – Beth, April – Kirk, May – Kevin, and June – Mark Morgan). Deferred decision to March meeting after finalizing Tree Board Meeting Months.
- d. MARC Tree Canopy Aerial Imagery Update – No update and Beth will follow-up.

11) The next Tree Board meeting is scheduled for March 6, 2024.

The meeting adjourned at 7:28 pm.