

**Kirkwood Urban Forestry Commission**  
**Meeting Minutes**  
**City of Kirkwood**  
**139 South Kirkwood Rd**  
**Kirkwood, MO 63122**  
**June 26, 2024**



**PRESENT:** Mike Hankins (Chair), Tim Cox, JoAnne Osburn, John Baker, Joshua Carron-Urban Forester, Staff Liaison, Gina Jaksetic, City Council Liaison

**ABSENT:** Tanner Craft, Shane Staten

**I. Call to Order:** Mike Hankins called the meeting to order at 7:08 p.m.

**II. Secretary Report:** A motion was made by **JoAnne Osburn** and seconded by **Tim Cox** to approve the minutes as submitted. Minutes from May 28, 2024, meeting of the Commission were approved unanimously.

**III. Tree Removal Requests:** None

**IV. Activity Reports:**

a. The Mayor has appointed a new Urban Forestry Commission member.

b. Mike will request time to present the KUFC awards for the past two years and the annual reports at the August City Council meeting. He will advise Commission members of the date so that we can attend.

c. Utility Insert Information: Two topics on the insert: 1) drought care of trees/benefits of trees during a drought, and 2) changes in City forestry practices in utility areas and how that has reduced the number and duration of power outages. Josh will produce a draft to share at the July meeting and will contact Kirkwood Electric to request delaying the insert to the October bill rather than September. He may involve **Jessica Winter**, communications director, for help.

d. Event Participation:

i. **Tim Cox** attended Cars and Guitars. He didn't feel that KUFC would be a good fit for this event.

ii. Green Tree Festival 9/13-9/15. Josh will try to obtain trees to give away. We will try to print instruction sheets to improve planting success. Mike will visit Powder Valley and Mark Gruber for updated handouts.

**V. Urban Forester Report:**

a. Josh is moving to a new position with Kirkwood Electric. He will juggle both roles through July. A search for a new Urban Forester is on-going.

b. Josh reports significant amounts of desiccation, browning and premature drop of leaves as well as cicada damage. He reminds us that we are in a 20 year drought,

despite a wet spring. The success of Arbor Day tree plantings is highly dependent on homeowner care after planting.

- c. Pruning and tree removals centered around hazards.
- d. Josh met with **Jessica Winter**, Communications Manager, to update our website and provide links so that information presented by Kirkwood Electric, Forestry, and Urban Forest Commission is consolidated and consistent.

**VI. Old Business:**

- a. **KUFC Shirts:** Mike got a quote for five shirts of each size at about \$330 for 20 shirts and will get a second quote and bring the bids for discussion in July. We have not spent any funds in this fiscal year beginning April 1.
- b. **Urban Forestry Internship:** Urban Forestry has hired a summer intern, **Edward Piper**. His duties will include initial tree care, tree inventory, risk assessments.
- c. **Urban Forest Master Plan:** Two copies of the master plan have been printed. Gina has requested that more be available to the City Council members to better answer constituent questions.
- d. **Homeowner Care of Newly-Planted Trees door hanger:** Josh will reach out to Jessica Winter to complete the minor graphical edits and add QR codes to the back of the door hangers linking to more information. We plan to pass out during events and during spring planting season.
- e. **Junior Tree Keepers Program:** No Plans for Summer 2024. Josh suggested that we form a subcommittee when we are fully staffed to devise a plan to present to the Parks Commission between Greentree and Thanksgiving.

**VI. New Business:** none.

**NEXT MEETING:** July 23, 2024, at 7:00 p.m.

**ADJOURN:** Motion to adjourn 8:32 p.m. made by **John Baker** and seconded by **Mike Hankins**.

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

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