

**MINUTES OF THE MEETING OF THE  
URBAN FORESTRY COMMISSION  
UNIVERSITY CITY, ST. LOUIS COUNTY, MISSOURI  
WEDNESDAY, JANUARY 8, 2020**

**Agenda Item #1: Call Meeting to Order**

Forestry Commission President Kristin Sobatka called the meeting to order at 6:06 pm.

**Agenda Item #2: Roll Call**

Those in attendance included Commission President Kristin Sobatka, Commission Vice-President Barbara Chicherio, Commission Members Dianne Benjamin, Irv Logan, David Rowan, and Julie Teixeira. Also in attendance was Director of Parks, Recreation and Forestry Darren Dunkle, and Forestry Supervisor Jacob Kaiser. Absent were Commission Liaison Jeff Hales and Commission Member Mary Harvey.

**Agenda Item #3: Approval of Agenda**

Commission Member Teixeira motioned and Commission Member Logan seconded to approve the agenda with no changes. The motion was approved unanimously.

**Agenda Item #4: Approval of Minutes**

Commission Member Rowan motioned and Commission Member Logan seconded to approve the minutes of November 13, 2019 with no changes. The motion was approved unanimously.

**Agenda Item #5: Citizens' Comments**

None

**Agenda Item #6: Department Report** – Jacob Kaiser reported the following:

- 1) We are still in tree removal mode as there is no planting due to Spring stock.
- 2) The Department has lost one crew member. The job will post tomorrow – Thursday, January 9, 2020.
- 3) The contractor for the removal of Ash trees went to Omni Tree and was approved by the City Council.
- 4) The contractor for tree trimming went to Gamma Tree and will be presented to City Council for approval on Monday, January 13, 2020.
- 5) Jacob is going to look into securing treatment for some of the Ash trees and will send this out for bid.

**Agenda Item #7: Council Liaison Report**

None

**Agenda Item #8: Unfinished Business**

- 1) Jacob and Darren will be send an email to the Tree Keepers group in order to set up a meeting to determine what capacity they will serve.
- 2) The flyer developed by the Urban Forestry Commission has been submitted and will be “prettied up” so that it can be used at the joint Earth Day/Arbor Day celebration on Saturday, April 18, 2020.
- 3) Jacob and Darren are currently working with individuals at Public Works to set up the framework for the joint Earth Day/Arbor Day celebration. This will be further discussed at the March meeting of the Urban Forestry Commission.
- 4) Darren is working on putting together a binder of operating procedures and policies for the Urban Forestry Commission to give to all members and new members when applicable.

- 5) Dianne mentioned that she is still working on the wording about the native tree species in the tree inventory (under tree selection) and will send this out upon completion. She wishes to gather more information after attending the Green Practices meeting.

**Agenda Item #9: New Business**

- 1) The City has reapplied to continue to be recognized by Tree City USA.
- 2) In order to receive the Growth Award, a city must demonstrate growth by acquiring a minimum of 10 points using various methods. The Acceptable Tree List, the Pest Management Plan, and the Emerald Ash Borer Plan were submitted as our evidence with an assessed point value of 14. Other areas where points can be granted could be the Commission Flyer, the Tree Inventory, and/or the Earth Day/Arbor Day Celebration. We will continue to apply for this award each year.
- 3) The Parks and Recreation Department will be updating the record keeping system it uses to track amounts of pesticides/herbicides applied to city properties. This should make it easier to provide this information should it be requested in the future.

**Agenda Item #10: Adjournment**

Commission Member Teixeira made a motion to adjourn and was seconded by Commission Member Logan and was approved unanimously. Meeting adjourned at 6:39 pm.

Notes taken and submitted by Commission Member Teixeira.