



**CITY OF UNIVERSITY CITY
REGULAR MEETING OF THE URBAN FORESTRY COMMISSION
Centennial Commons 7210 Olive Blvd.
Wednesday, March 13th, 2024
6:00 P.M.**

AGENDA

On March 20, 2020, City Manager Gregory Rose declared a State of Emergency for the City of University City due to the COVID-19 Pandemic. Due to the ongoing efforts to limit the spread of the COVID-19 virus, those who are not fully vaccinated are asked to wear face coverings.

- a) MEETING CALLED TO ORDER**
- b) ROLL CALL**
- c) APPROVAL OF AGENDA**
- d) APPROVAL OF MINUTES** – January 10th, 2024
- e) CITIZEN PARTICIPATION**
- f) DEPARTMENT REPORT**
 - a. Ruth Woods
 - b. In-house vs contract work
 - c. Hazardous Trees-High Risk
 - d. Federal Funds
 - e. Public Outreach
- g) COUNCIL LIAISON REPORT**
- h) UNFINISHED BUSINESS**
- i) NEW BUSINESS**
 - a. Arbor Day Celebration
 - b. Communication Plan
 - c. Feedback from Jacob on KPI's
 - d. State/County Street Trees
 - e. Quantify number of new planting areas and determine KPI
- j) COMMISSION COMMENTS**
- k) NEXT MEETING DATE**
- l) ADJOURNMENT**



To: Darin Girdler; Todd Strubhart; Urban Forestry Commission
From: Jacob Kaiser

Date: 2/14/2024

Subject: **JANURARY FORESTRY REPORT**

Removed 27 trees, 184 man-hours were spent on removals.

Pruned 19 trees, 13 man-hours spent on pruning.

Related forestry work:

- 8 Loads of woodchips were taken to Heman Park.
- 4 Loads of sweepings of bark and twigs were taken to recycle area in Ruth Park.
- 3 Load of logs on the crane truck taken to Heman Park.

Comments:

City staff worked on smaller removals

Contractor removed 44 trees in the month of January

All tree removal contracts are completed

Gamma began tree pruning contract



To: Darin Girdler; Todd Strubhart; Urban Forestry Commission
From: Jacob Kaiser

Date: 3/6/2024

Subject: **FEBRUARY FORESTRY REPORT**

Removed 9 trees, 171 man-hours were spent on removals.

Pruned 49 trees, 101 man-hours spent on pruning.

Related forestry work:

- 11 Loads of woodchips were taken to Heman Park.
- 5 Loads of sweepings of bark and twigs were taken to recycle area in Ruth Park.
- 10 Load of logs on the crane truck taken to Heman Park.

Comments:

Planting season will begin on March 15th.



Department of Parks, Recreation, and Forestry

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In-House vs. Contract Forestry Work 2023

- **Removals**
 - In-house Staff-67%
 - Contractor-33%
- **Pruning**
 - In-house Staff-14%
 - Contractor-86%
- **Planting**
 - In-house Staff-55%
 - Contractor-45%

**MINUTES OF THE MEETING OF THE
URBAN FORESTRY COMMISSION
UNIVERSITY CITY, ST. LOUIS COUNTY, MISSOURI
Wednesday January 10, 2024
(DRAFT)**

Agenda Item A: Call Meeting to Order

The meeting was called to order at 6:03 pm.

Agenda Item B: Roll Call

Those in attendance included Commission President Timothy Schroeder, Vice President Dana Barhard, Secretary Kathy Freese, and Commission Members Roger McFarland, Linda Freid, Council Person Aleta Klein and Deputy Director of Parks Todd Stewart (in attended in place of Jacob Kaiser). Not in attendance were Forestry Supervisor Jacob Kaiser and Commission Members Aaron Bitzer and Jane Zeni.

Introduction:

Tim Schorder introduced the idea of following Roberts Rules of Order in order to conduct more efficient meetings where everyone has a chance to speak. He further announced that all appeals must be submitted to the commission one meeting in advance of a discussion to prepare for that discussion. This does not eliminate citizen partition. Finally, Tim requested Agenda Items H: Unfinished Business and I: New Business be brought forward to be after E: Citizen's Comments.

The changes were made into motion by Tim, seconded by Kathy Freeze and passed unanimously.

Agenda Item C: Approval of Agenda

Commission Member Freese motioned, and Commission Member Freid seconded to accept the revised agenda. The motion was approved unanimously.

Agenda Item D: Approval of Minutes

Vice President Barhard motioned to approve the minutes from November 2023 and Commission Member McFarland seconded. The motion was approved unanimously.

Agenda Item E: Citizens' Comments

There were no citizen comments.

Agenda Item F (Formerly Item H): Unfinished Business

There was no unfinished business.

Agenda Item G (Formally Item I): New Business

Commission President Timothy Schroeder lead a Brainstorming Session on Sustainability Metrics. The commission identified 14 metrics they were interested in knowing. They are listed as follows in the order presented.

Each item was then given a group number (shown before each line) to classify the items.

- 1 Canopy Coverage
- 1 Number of Trees
- 2 Percent of Contract Work vs. In-house

- 1 Number Pruned, Planted or Removed
- 2 Volunteer Work
- 1 Age Diversity
- 1 Species Diversity
- 4 State / County Trees
- 1 Size Class Distribution
- 4 New Planting Areas
- 4 Resident Communication
- 3 Watering Manhours
- 3 Removal of High-Risk Trees
- 2 Storm response Time in Manhours

After regrouping the items, each classification was given a name and each item was assigned a measurement methodology (shown in red) to create the following chart:

Status

- 1 Canopy Coverage Percent vs. Goal
- 1 Number of Trees Number
- 1 Number Pruned, Planted or Removed # & % of Goal / City vs. Contract
- 1 Age Diversity Number & Percent of Goal
- 1 Species Diversity Number & Percent of Goal
- 1 Size Class Distribution Number

Labor

- 2 Percent of Contract Work vs. In-house Number of Hours & Dollars
- 2 Volunteer Work Number of Hours
- 2 Storm response Time in Manhours Hours, Dollars, and Division

Risk Mitigation

- 3 Watering Manhours Manhours
- 3 Removal of High-Risk Trees Manhours

Future Impacts

- 4 State / County Trees Inventory / Plan
- 4 New Planting Areas Inventory / Plan
- 4 Resident Communication Goals:
4 U-City Roars
Website
U-City News
Social Media

The question of how Ruth Woods fits into the plan was discussed. It was noted the woods counts in the overall canopy cover of the city and must therefore be included in future plans.

A photo of the actual marker board is attached.

Agenda Item H (Formerly Item F): Department Report –

There was no Departmental Report due to the absence of Forestry Supervisor, Jacob Kaiser.

The commission brainstormed a list of items to address with Jacob in the future:

- How can Ruth Woods metrics fit into future reports?
- What was the breakdown of in-house vs. contract work for pruning, removals and planting?
- Of the hazardous trees removed how many were high risk?
- How can we better apply for federal funds and create better outreach / citizen communications?

Agenda Item G: Council Liaison Report – Council Member Klein reported that the City Council has passed the Comprehensive Plan. There will be a study session on the use of Centennial Commons. New classes there will begin in March and the gym and soccer field should open in the fall. City Council has passed a zoning change to allow a mixed used retail / apartment building at the former location of Craft Alliance and the bank,

Agenda Item J: Commission Comments

There were no commission comments.

Agenda Item #12: Adjournment

Commission President Timothy Schroeder motioned to adjourn. The motion was approved unanimously at 7:35 pm.

