

# **Tree Plan 2022 of the City of Mission, Kansas**

This Plan, originally adopted by the Tree Board on September 17, 2007, is in compliance with Chapter 230 of the Mission Municipal Code and promotes beautification and environmental sustainability to the City of Mission, Kansas, through:

1. Proper development and maintenance of trees on City-owned property,
2. Raising awareness and continuing education of the City of Mission staff and residents on the importance of trees in reducing energy consumption and enhancing environmental well-being for the entire community,
3. Maintenance of standards of achievement worthy of continued Tree City USA recognition by the National Arbor Day Foundation for the City of Mission, Kansas.

## **MISSION STATEMENT:**

The Parks, Recreation & Tree Commission is committed to maintaining and promoting healthy ecosystems which are the cornerstone of our community's vitality, longevity, resilience and ecological well-being.

## **INTERFACE WITH GOVERNING BODY and CITY STAFF**

1. Bi-annually in even numbered years, or as needed, the Parks, Recreation & Tree Commission will make recommendations of suggested updates to Chapter 230 of the Mission Municipal Code, the Tree Plan, and Parks, Recreation & Tree Commission Rules and Regulations. These recommendations will include any needed additions or deletions to the list of allowable and prohibited trees included in Chapter 240 and will be submitted to council for consideration.
2. Annually, by April 1, the Parks, Recreation & Tree Commission will submit their annual budget request for the next calendar year to the City Administrator. The budget shall include monies specifically "earmarked" for tree planting, tree removal and replacement.
3. All plans and supporting pertinent information for landscaping improvements on commercial and City owned property may be submitted to the Parks, Recreation & Tree Commission for their review and recommendation to ensure all trees and shrubs comply with the area and enhance the environmental well-being of the community.
4. The Parks, Recreation & Tree Commission will create, with the Public Works Superintendent, Parks Technician, appropriate City personnel and properly certified private contractors hired by the City, a reasonable timetable, based upon the order of importance, for the trimming, pruning and removal of all existing hazardous, dead, diseased or injured trees on City property. Removal of dead trees will include a cut flush with the ground and evaluation for replacement, in the next appropriate planting season, of a tree of at least 1 ½ inch in caliper in the same relative location. The Parks, Recreation & Tree

Commission will submit to the Governing Body a recommended timetable and order of importance for the annual and/or biannual trimming and pruning of all trees on City property and recommendations, based on the 10% Rule, for species of the mandatory replacement trees. The 10% Rule ensures the future health of the landscape from infestations and disease epidemics in that no one tree, species or variety of species should be more than 10% of the total population. The 10% Rule further develops a landscape which provides for spring, fall and winter interest through a total inventory consisting of 30% evergreen trees and 70% deciduous trees with 10% of these being spring flowering, 15% providing spectacular fall foliage and 5% winter interest with berries or spectacular bark.

- a. Continuing education and support for training of the personnel responsible for tree maintenance will be provided. Annually, a Parks, Recreation & Tree Commission member will meet with the Public Works Superintendent and personnel responsible for grounds maintenance and verify that trucks are equipped with the proper equipment to perform trimming and pruning and personnel are instructed in the proper procedures for maintaining a healthy landscape, including watering, trimming, pruning, shaping and mulching of the trees, mowing and trimming areas abutting and adjacent to the trees and completing any basic first-aid to damaged and injured trees. This support will include review of and compliance with procedures for reporting problem trees to the Public Works Superintendent who will investigate and report to the Parks, Recreation & Tree Commission any action taken.

## **INTERFACE WITH THE LANDSCAPE**

1. The Parks, Recreation & Tree Commission members will report at their scheduled meetings any update to the tree-risk inventory of trees located on City property, and of any trees on residential property which can be identified from the street, as hazardous, dead, diseased or injured, or which could cause harm to the tree or human populations in Mission. Parks, Recreation & Tree Commission members are not authorized to go on residential property to perform this function. However, trees needing attention located on residential properties will be documented on Tree City USA report forms, and in the minutes of the meeting. This information for Code Enforcement review will be given to the city's Community Development Department. Action will be taken by appropriate City personnel for any violations of the Municipal Code.
2. Periodically, as needed, the Parks, Recreation & Tree Commission will engage the Kansas State Forester or another certified arborist with the approval of the City Administrator, to conduct a tree inventory on City owned property. The City shall be divided into 4 quadrants. On a rotating basis, modified for storm damage or natural disaster, the selected quadrant will be inventoried identifying trees by species and variety. The inventory will further identify any dead, diseased, injured or hazardous trees, trees in need of pruning, stump removal and any new plantings that may be necessary. A member of the

Parks, Recreation & Tree Commission will accompany the arborist during this inventory. The inventory will be provided to the Governing Body.

3. Recommendations made to the Governing Body for replacement of trees will be considerate of the existing landscape and comply with the Kansas State University Extension Office 10% Rule. The Parks, Recreation & Tree Commission will develop recommendations being mindful of using environmentally sustainable landscaping as barriers to traffic sound and screening from commercial sites without restricting visibility for safe pedestrian and vehicular traffic. The recommendations will also be mindful of reducing energy consumption and enhancing environmental well-being of the entire community.

### **INTERFACE WITH THE COMMUNITY**

1. As a means of educating and serving the community, the Parks, Recreation & Tree Commission will provide to the City's website manager for publications, references of useful and pertinent information relative to maintaining a healthy, aesthetically attractive, resilient and environmentally sustainable landscape.
2. The Parks, Recreation & Tree Commission will submit timely information regarding trees and tree care to be published in the Mission Magazine and City social media channels.
3. The Parks, Recreation & Tree Commission will coordinate community activities in observance of Arbor Day, such as the City's official proclamation, tree planting, and community education throughout the year, and the Kansas Forest Service Arbor Day Poster Contest.
4. If merchants, commercial property owners and management companies in the City of Mission are not in compliance with Chapter 240 of the Mission Municipal Code in regards to maintaining healthy landscaping and removal of hazardous, dead or diseased trees and landscaping in accordance with an approved Final Development Plan, the Parks, Recreation & Tree Commission will file a written report with the Community Development department or other responsible personnel so the appropriate enforcement mechanisms and tools may be initiated.

### **Interface with Other Public Entities and Utility Providers**

1. Recognizing that the primary goals and objectives of the City of Mission's Tree Plan are to provide for the proper development and maintenance of trees on public property, it is noted that there are other entities who regularly interact with the City on issues related to the development of, maintenance of, and education on Mission's urban forest and tree canopy.
2. Maintenance of trees in areas such as KDOT Right-of-Way or utility easements has the potential to impact the City of Mission in a number of

ways including aesthetic considerations, disruption of utility service and damage to public or private property.

3. The Parks, Recreation and Tree Commission acknowledges that staff will be responsible for identifying and maintaining the appropriate communication strategies and channels with these other entities and providers so that information can be shared, and questions or concerns addressed in a consistent and well-documented manner.
4. If there are additional policies, practices or information that are desired to address maintenance of trees on quasi-public property, those should be referred to the Parks, Recreation & Tree Commission for further review, evaluation or recommendation.

Adopted and approved by the Mission City Council this 22nd day of February 2022.

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Solana Flora, Mayor

ATTEST:

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Audrey M. McClanahan, City Clerk