

**CITY OF VALLEY CENTER
OUTDOOR SPACES & PUBLIC PROPERTIES BOARD**

AGENDA

JANUARY 13, 2021

**THE OUTDOOR SPACES & PUBLIC PROPERTIES BOARD SHALL HOLD ITS REGULAR
MEETINGS VIA ZOOM MEETING, BEGINNING AT 6:00 P.M.**

<https://us02web.zoom.us/j/84285590559?pwd=THNQWHovV1A4eE4zcjRxcXhvS0s0QT09>

- 1. CALL TO ORDER** Larry Hoetmer, Andy Quandt, Tammy Miller, Tina Payne, Jordan Wright, Michael Mosher, Roger Stewart (chair)
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. PUBLIC FORUM** (*Citizen input and requests*)
- 5. OLD BUSINESS**
 - A. None

- 6. NEW BUSINESS**
 - A. Discussion: Outdoor Spaces Board Community Involvement – Partnerships & Projects.
Project & Partnership Opportunities
 1. Wetland Park
 2. Tree Replacement Program & pamphlet
 3. Library Butterfly Garden
 4. Other ideas & suggestions

 - B. 2 year Re-appointments (expire February 2021): Stewart, Hoetmer and Payne

- 7. STAFF REPORTS**
 - Neal Owings

- 8. BOARD MEMBER REPORTS**
 - Larry Hoetmer
 - Andy Quandt
 - Tammy Miller
 - Tina Payne
 - Jordan Wright
 - Michael Mosher
 - Roger Stewart

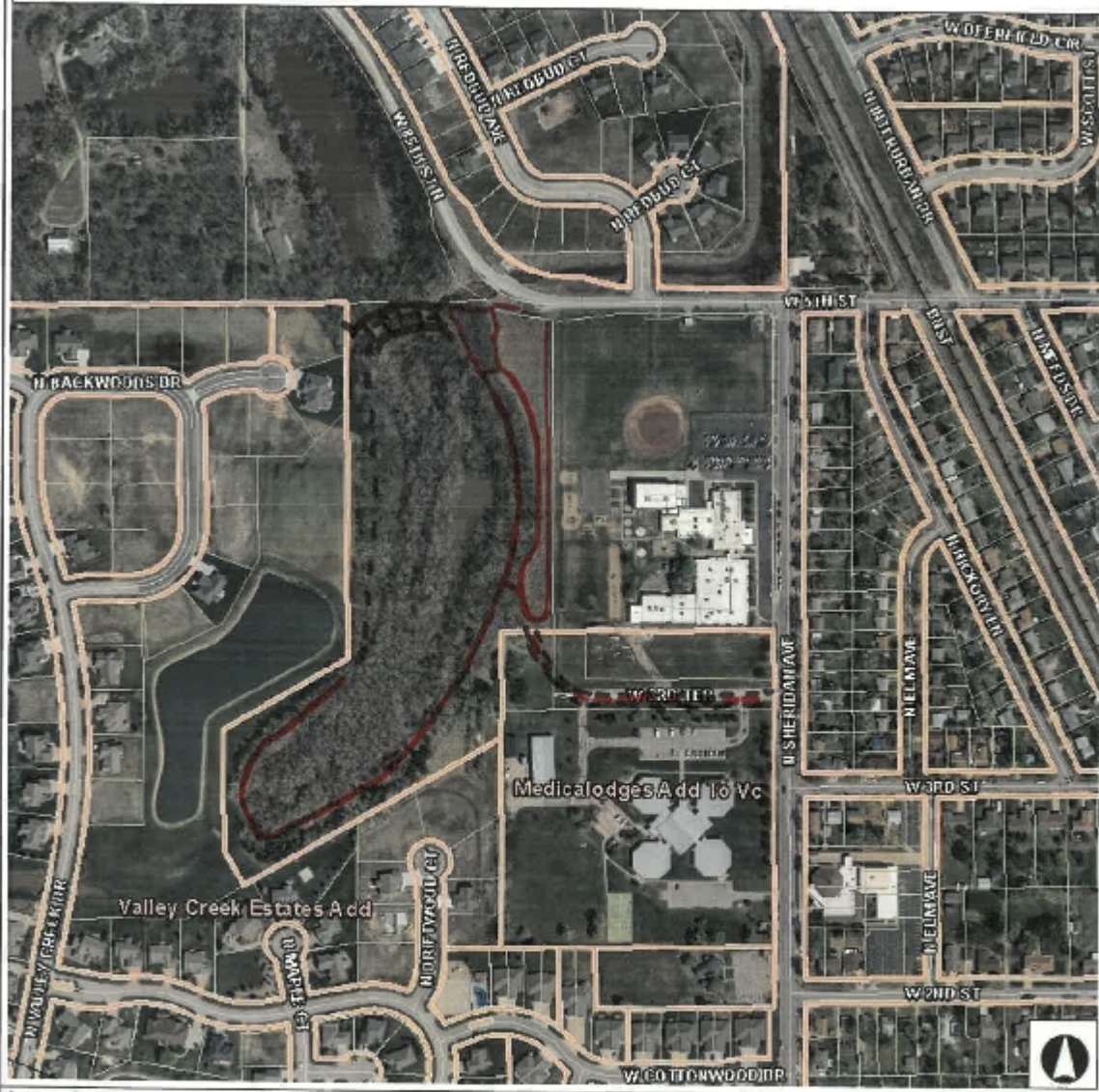
- 9. NEXT MEETING / ADJOURN**

All items listed on this agenda are potential action items unless otherwise noted. The agenda may be modified or changed at the meeting without prior notice.

This is an open meeting, open to the public, subject to the Kansas Open Meetings Act (KOMA). The City of Valley Center is committed to providing reasonable accommodations for persons with disabilities upon request of the individual. Individuals with disabilities requiring an accommodation to attend the meeting should contact the City Clerk in a timely manner, at cityclerk@valleycenter-ks.gov or by phone at (316)755-7310.

For additional information on any item on the agenda, please visit www.valleycenter-ks.gov or call (316) 755-7310.

Valley Center, KS



- Legend**
- Road
 - 1-lane/1-way
 - 1-1/2-lane
 - 2-lane
 - 3-lane
 - 4-lane
 - All Other Values
 - Railroad
 - Parcel

Notes



This Cadastral Map is for informational purposes only. It does not purport to represent a plat or a survey of the parcels shown and shall not be used for conveyance or the establishment of property boundaries.
 THIS MAP IS NOT TO BE USED FOR NAVIGATION

Tree Incentive Program (TIP) Information

Mission: The Tree Incentive Program (or TIP) is an effort to foster support and educate citizens on the concepts of how to “Plant the Right Tree in the Right Place”.

How It Works: The tree incentive program is designed to offer a monetary incentive for planting a specific tree(s) in a targeted location according to local ordinances and guidelines.

- ◆ The City of Valley Center will reimburse 50% of the cost of a tree(s) up to \$100 dollars for **an approved tree to be planted according to tree ordinance specifications and guidelines**. There is a limit of two (2) tree reimbursements per year. Municipal code relating to tree planting location and spacing must be observed to obtain approval for reimbursement. This information is available in the “Trees for Valley Center” pamphlet and the Valley Center municipal codebook at City Hall.
- ◆ There will be a Spring and a Fall Tree Incentive Program. The program dates are as follows: **Spring: February 1st – April 30th and Fall: September 1st – November 30th**. Note: if the 1st falls on a weekend or holiday then the program will begin on the next business day. All requests for reimbursement must be returned no later than one (1) week after each program date.
- ◆ The number of applications given out for reimbursement of trees is dependent upon annual budget allocation. There will be approximately \$2000 allocated per year. These funds will be split up equally for the Spring and Fall time slots. An original receipt and completed application & questionnaire is required for reimbursement.
- ◆ Funds will be awarded to approved applicants on a 1st come 1st serve basis. After the funds are depleted for a given program, applicants may be placed on a priority listing for the next program date. Applicants still interested in participating in the next program will be required to respond to a letter of notification.
- ◆ Each application is valid for one tree only. If you wish to be reimbursed for a second tree an additional application must be completed.
- ◆ The “Trees for Valley Center” pamphlet contains guidelines for tree planting specifications as well as an approved list of trees that are well suited for this area. The South Central Preferred Tree Species List, available from the Sedgwick County Extension Office, is also an approved list of tree selections. These pamphlets are not all-inclusive. Approvals for tree selections outside of these two lists are subject to the approval of the Valley Center Tree Board or City Park Superintendent.
- ◆ The City of Valley Center is not responsible for honoring any warranty or loss of a tree associated with the purchase of a tree planted in conjunction with this program.

Qualifications & Reimbursement:

- ◆ Residents requesting to participate in the Tree Incentive Program must reside in Valley Center City Limits. Proof of residency is required at time of application. (ie: Kansas drivers license or a current water bill). City of Valley Center employees, Valley Center Park and Tree Board Members and members of the immediate families (within household) of these two entities are not eligible for participation in this program.
- ◆ Trees may be planted anywhere on the property in compliance with municipal code and spacing guidelines in the Trees for Valley Center pamphlet. Additionally, a qualifying tree must be purchased during the corresponding program time slot of which you are participating in. (Spring program or Fall program)
- ◆ Trees to be planted on more than three (3) acres must be planted within 100 feet of the home/business.
- ◆ Only one residence / property owner may receive reimbursement for up to (2) trees per year. Each residence / property owner may receive a maximum of six (6) trees through the Tree Incentive Program over a five-year period.
- ◆ A business/organization requesting to participate in the Tree Incentive Program must be located in the Valley Center City Limits. A business/organization may only receive up to two (2) trees per year and a maximum of ten (10) trees through the tree incentive program over a five-year period.
- ◆ A Tree Incentive Program form must be filled out prior to planting. Forms will be available at City Hall. Planting guidelines in the “Trees for Valley Center Pamphlet” or municipal code must be followed.

- ◆ A member of the Valley Center Tree Board or the Park Superintendent will perform approval/inspections.
- ◆ Inspection / approvals will usually be made within 10 working days once the request has been made. Once a request is approved, a reimbursement check will be mailed within 4 weeks.
- ◆ Tree planting, staking and soil amendments associated with the purchase of a tree are not eligible expenses for TIP reimbursement

TIP Application # _____
Received _____
Spring / Fall Year _____
Received _____

Date _____
Time _____
VC Resident _____

Y / N

Tree Incentive Program

(TIP) Application

Name (print): _____

Address: _____

Daytime Phone #: _____ Alt. Phone #: _____

- ◆ Are you participating as a: (check one) resident _____ business _____

Business /Other - Name: _____

Address: _____ Phone#: _____

- ◆ Have you ever participated in the Tree Incentive Program before? Yes / No
If so, how many trees have you, planted through the program? _____
- ◆ For assistance contact the Park Superintendent @ 755-7320 or Valley Center Park and Tree Board @ www.parkandtreeboard@valleycenterks.org
- ◆ I do hereby understand that by completing the application that I am not accepted into the Tree Incentive Program until I have received authorization (via a returned & approved TIP application containing a valid TIP #) at which time I may select and plant my tree in accordance with current guidelines and ordinances.

Applicant Signature _____

6 Easy Steps:

1. Read all Tree Incentive Program information carefully!
2. Obtain and complete a "TIP" contact information application and questionnaire. (Return application and questionnaire to City Hall) Applications may be picked up during business hours at City Hall located at 121 S. Meridian.
3. Read "Trees for Valley Center" pamphlet. This will help you determine the type of tree to plant and an approved location to in which to plant your tree(s).
4. Wait for approval and processing of your application.
5. An approved applicant may proceed with selection and planting of a tree(s).
6. Once your tree has been properly planted, turn in your "Inspection & Reimbursement" form along with an original proof of purchase of your tree at City Hall.

Tree Incentive Program (TIP)

Questionnaire

The Valley Center Park and Tree Boards have developed this short questionnaire to correspond with the Trees for Valley Center pamphlet and to assist tree planters with information regarding Best Management Practices (BPM's) for planting and sustaining healthy trees, advisement of safety issues and to help increase awareness of tree ordinances and planting guidelines. Applicant may not miss more than 2 answers. Use of pamphlet is permitted for questionnaire.

**This form must be completed before reimbursement may be processed.

1. What purpose will this tree serve? Am I planting the "Right Tree in the Right Place"?
2. What is the name and phone number of the free utility locating service that should be called before any digging is done?
3. How many feet, according to Valley Center Tree Planting Guidelines, should a Golden Rain Tree be planted from the curb? *See tree list in pamphlet for information on Golden Rain trees.
A. 20 ft B. 10 ft C. 3 ft D. 2 ft
4. At mature height, a Bur Oak is classified as:
A. Small (up to 20ft) B. Medium (20ft-40ft) C. Large (40ft +)
5. Which of these trees are listed on the "Trees for Valley Center" approved planting list?
A. Bradford Pear B. Siberian Elm C. Scotch Pine D. Silver Maple E. None of the Above
6. The "Root Flare" of a tree is defined as:
A. The location at which the main anchoring root flare out from the trunk of the tree.
B. An indicator of proper planting depth.
C. An indicator of the original soil level in which the tree was grown.
D. All of the above.
7. After planting a tree, what should be done to ensure a healthy tree?
A. Mulch B. Stake C. Water D. All of the above
8. List the three (3) places (in pamphlet) a person can reference tree selection and planting information:

