

# URBAN FORESTRY SUBCOMMITTEE MINUTES

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| Date:      | 7-29-2024   |
| Time:      | 4:30 – 6:30 pm  |
| Place:     | Virtual Zoom Meeting  |
| Attending: | <p><b>UFS:</b> Chair, Christine Johnson, Vice-Chair, Thea Hayes, Jim Buck, Steve Stevens, Keith Warren<br/> <b>Staff:</b> Jim Wheeler<br/> <b>PC Liaison:</b> Greg Schroeder<br/> <b>Council Liaison:</b><br/> <b>Guests:</b> Janet Unruh</p> |
| Absent     |   |

| Agenda Item #1 – Work Plan |  |
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| Discussion:                | <ul style="list-style-type: none"> <li>• Tree Code                             <ul style="list-style-type: none"> <li>○ Members inquire the status of the tree code and request updates on seeing drafts throughout the process.</li> <li>○ Staff to meet with the Neighborhood Coalition in October.</li> <li>○ Suggestions were made about tree spacing (proximity to building) being addressed.</li> <li>○ UFS members discussed sightings of many dead trees around properties and wanted to know if there is anything written in code to enforce the replacement.</li> <li>○ Over the past year, suggestions have been forwarded to Staff for Tree Code changes thus far.</li> <li>○ Members discussed Council meeting from July 16<sup>th</sup> and the conversation around neighborhood street trees.</li> </ul> </li> <br/> <li>• Climate Action Plan – Members discuss the need for policies to be adopted before more action can occur. Immediate work includes the Tree Code, and future work involves educational outreach through various projects which members discuss could include the Neighborhood Tree Plan and the Parks Master Plan.</li> <br/> <li>• Neighborhood Tree Plan                             <ul style="list-style-type: none"> <li>○ Canopy goals over the next 5 – 25 years (timeline to be determined) – tied to the Climate Action Plan. Target low coverage areas.</li> <li>○ Chair Johnson informed UFS about upcoming work with the Friends of Trees (via DES) regarding where trees will be planted through their grant funding. Two tree plantings planned (11/23, 60 tree goal, prioritizing street and yard trees, &amp; 2/8, 130 tree goal) – one of these dates may work for an Arbor Day event. UFS voiced a desire to be involved in the decision-making surrounding location and type of trees to be planted at these events (street</li> </ul> </li> </ul> |

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|            | <p>trees (what about where there is no planter strip), parking lots, large commercial properties, yards). No staging site has been determined at this time for these events.</p> <ul style="list-style-type: none"> <li>○ The committee discussed the importance of follow-up care in the first two years after planting new trees and what distributing that care information might look like.</li> <li>○ Members discussed Arbor Day and what an event might look like hosted by them – education (communication with the public), planting event, tree walk, pruning workshop?</li> </ul> <ul style="list-style-type: none"> <li>● Parks Master Plan – tabled until further presentation with Parks.</li> </ul> |
| Decisions: | <ul style="list-style-type: none"> <li>● N/A</li> </ul>  |
| Action:    | <ul style="list-style-type: none"> <li>● Staff is to find out whether the UFS Work Plan has been approved by the City Council.</li> <li>● Staff to provide the status of Tree Code.</li> <li>● Staff to inform whether there is a section in the code about replacement of dead trees.</li> <li>● Staff to provide information related to the street tree objectives presented to the City Council on 7/16.</li> </ul>   |

| <b>Agenda Item #2 – Meeting Practices With Members of the Public</b> |   |
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| Discussion:  | <ul style="list-style-type: none"> <li>● Members expressed desire to allow public comment and interaction during meetings. Stated that Zoom creates a challenging environment for public to be involved regarding panelist vs. guest structure.</li> <li>● UFS is interested in learning what other CCAC practices are for allowing public comment.</li> <li>● Members suggested that a public comment period at the beginning of the meeting would allow residents time to communicate without having to wait through the entire meeting.</li> <li>● A suggestion was made to move meeting minute approval to the beginning of the meeting.</li> </ul> |
| Decisions:   | <ul style="list-style-type: none"> <li>● UFS agreed to move meeting minute approval to the beginning of the meeting.</li> </ul>   |
| Action:  | <ul style="list-style-type: none"> <li>● Chair Johnson plans to move public comments to the beginning of the meeting as an agenda item.</li> <li>● Approval of meeting minutes to be moved to the beginning of the meeting.</li> </ul>  |

| <b>Agenda Item #3 – Significant tree update</b> |  |
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| Discussion:                                     | <ul style="list-style-type: none"> <li>● From 4/15 Meeting: <ul style="list-style-type: none"> <li>● Spanish Chestnut – Chair Johnson recommended to de-list.</li> <li>● Incense Cedar – Member Buck recommended to de-list.</li> <li>● Hawthorn – Member Warren recommended to de-list.</li> <li>● Member Warren moves that the trees that have been discussed</li> </ul> </li> </ul> |

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|            | (Spanish Chestnut, Incense Cedar, and Hawthorn) be delisted as recommended. Member Stevens seconded the motion. |
| Decisions: | <ul style="list-style-type: none"> <li>• Committee approved the de-listing of three trees (5-0).</li> </ul>     |
| Action:    | <ul style="list-style-type: none"> <li>• Staff to update the Significant Tree List.</li> </ul>                  |

| <b>Agenda Item #4 – Other business</b> |   |
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| Discussion:                            | <ul style="list-style-type: none"> <li>• Topped Trees <ul style="list-style-type: none"> <li>○ Jim Buck brought up tree topping in areas of the City that have significantly less tree canopy and the concerns surrounding recurring topping. The properties brought up were at Weston Kia on Stark and Reigelmann’s on Powell.</li> <li>○ Jim Buck proposed sending a letter to businesses to address their tree topping.</li> <li>○ Members discussed ownership vs right of way. Staff clarified that the Gresham Revised Code states that it is the owner’s responsibility to maintain the right of way up to the back of the curb although it is considered City property. <ul style="list-style-type: none"> <li>▪ Staff reiterated that properties out of compliance receive a warning letter first, from code compliance, before being penalized.</li> </ul> </li> <li>○ Required &amp; Significant Tree Pruning (9.1040) <ul style="list-style-type: none"> <li>▪ No discussion</li> </ul> </li> <li>○ Required Tree Topping – pollard topping <ul style="list-style-type: none"> <li>▪ Weston Kia &amp; GMC</li> <li>▪ Reigelmann’s</li> </ul> </li> <li>○ Members would like to know what the City’s response to the letter or addressing code compliances cases in this manner would be prior making further progress on the letter itself.</li> </ul> </li> <li>• Approval of Meeting Minutes tabled until the next meeting. Members were previously unaware of where minutes were located on UFS webpage.</li> </ul> |
| Decisions:                             | <ul style="list-style-type: none"> <li>• Minutes approval tabled to next meeting.</li> </ul>  |
| Action:                                | <ul style="list-style-type: none"> <li>• Staff to find out if any code compliance cases have been opened regarding Weston Kia &amp; GMC and Reiglemann for street and parking lot tree topping.</li> <li>• Staff to find the correct mechanism for the UFS to report tree code violations.</li> </ul>   |
| Next Meeting:                          | August 19, 2024, at 4:30 PM remotely via ZOOM   |
| Adjournment:                           | 6:32 pm   |

