

URBAN FORESTRY SUBCOMMITTEE MINUTES

Date:	7-31-2023
Time:	4:30 – 6:30 pm
Place:	Virtual Zoom Meeting
Attending:	UFS: Vice Chair Jim Buck, Steve Stevens, Keith Warren Staff: John Heili, Kathy Majidi, Mike Wallace Guests: Janet Unruh, Thea Hayes, Spencer Trumm
Absent	Councilor Dina DiNucci, Councilor Morales, PC: Phil Wich

1. Agenda Item #1 - Meeting Minutes for June 2023	
Discussion:	<ul style="list-style-type: none"> No comments.
Decisions:	<ul style="list-style-type: none"> Approved.
Action:	<ul style="list-style-type: none"> Approved minutes will be posted on the UFS website by staff.

2. Agenda Item #2 – Public Green Space Tree Health	
Discussion:	<ul style="list-style-type: none"> Kathy Majidi and Mike Wallace presented background on Natural Resources’ areas of responsibility and an update on the status of riparian areas within the City. Programs are funded through Transportation, Stormwater and Wastewater and Water utilities. State and Federal requirements dictate much of the work Natural Resources must do related to stream, wetlands, and riparian area maintenance. This work includes some invasive species work within riparian areas. Wildlife mgmt. is under the State responsibilities. Natural Resources responsibilities also include floodplain regulations oversight and consultation with other City departments and fielding My Gresham code compliance reports related to natural resource areas. A master plan is being developed/updated and includes capital improvement projects and riparian restoration projects. Site reviews outside of riparian areas occur quarterly to survey for any major impacts. Natural Resources lacks funding for including these areas outside riparian zones in the master plan. The Dept. of Forestry offers some support but because the County does not provide funding to the State the City does not have access to State resources. Most restoration work is performed by contractors to the City. Reporting includes shade conditions along streams and restoration reports. These occur on 5-year permit cycle and are provided to Council. Natural Resources also reports to policy makers for funding of forest health recovery.
Decisions:	<ul style="list-style-type: none"> UFS to look at Tree code updates that might address these natural areas in the form of increased level of reporting to Council.

Action:	<ul style="list-style-type: none"> • Staff will provide Gresham Barlow SD contact info. to Natural Resources to explore partnering and volunteering opportunities. • Staff will stay in contact with Parks Dept. to see when they might attend an UFS meeting to provide a similar update on tree health in parks areas of the City.
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3. Agenda Item #3 – CAP, Tree Code, and CCAC project updates

Discussion:	<ul style="list-style-type: none"> • Climate Action Plan (CAP) team intends to come back to UFS after making updates to the draft plan based on feedback from the July 25th community engagement open house event. The goal is to take the plan to Council this Fall for adoption. Trees are a major component of the CAP and UFS can expect to work on CAP implementation, following the plan adoption. • City staff for the CCAC project are doing a review of the existing Citizen Advisory Committees model and exploring new and more flexible and inclusive committee models that would generate more community engagement and involvement, and would result in more direct outcomes, addressing the feedback from the community survey. They are reviewing best practices from other cities, engaging with staff liaisons and will be engaging with current CCAC members during this process, prior to presenting to Council to discuss the options for new models at the Fall work session with Council on October 3rd. UFS recruitment is still on hold. • The Tree Code update project was approved at the Council meeting July 18th. The project team is seeking a grant through Friends of Trees to fund consults work inc. consulting arborist. Mary Phillips Senior Comprehensive Planner is the project manager for this work and will likely attend the next UFS meeting to review the UFS code recommendations work to date, discuss code project work plan and the UFS involvement. • Chair Buck mentioned his conversation with City of Milwaukie re. their tree code and requirements for soil calculations have not been problematic.
Decisions:	<ul style="list-style-type: none"> • Staff would like to get underway with the Significant Tree survey work. The UFS members indicated a preference to defer this effort until more members can be recruited and instead focus their limited resources on the tree code update project. • UFS suggested looking at a change in nomenclature from Significant Trees to Heritage Trees.
Action:	<ul style="list-style-type: none"> • Staff will check with the City Attorney whether volunteers could be recruited for the Significant Tree survey work. • Staff will investigate the tree code history to determine if there is a reason the term “Significant” trees is used.

4. Agenda Item #4 My Gresham Tree Violation Reporting update

Discussion:	<ul style="list-style-type: none"> • Staff shared updates to the My Gresham web page and mobile app format that now include a tree-specific reporting tool with descriptions for tree code issues.
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	<ul style="list-style-type: none"> • Staff provided an update on the My Gresham video and some of the outreach the Communications team have done to educate the public on My Gresham. • Staff shared the My Gresham output report showing the limitations of this information. Staff reiterated that this report output was done for UFS consideration and is not typically published for public consumption.
Decisions:	<ul style="list-style-type: none"> • N/A
Action:	<ul style="list-style-type: none"> • N/A

5. Agenda Item #5 Community Observations & Other UFS Business	
Discussion:	<ul style="list-style-type: none"> • Janet Unruh provided an update on the tree removal at 17037 NE Glisan. She anticipates an update from the code compliance inspector following their inspection. • Staff provided an update on the FEMA grant for tree planting pilot project in Rockwood indicating the grant has been approved but not yet awarded. • Staff reminded UFS members of the stormwater field trip set for 2 pm on Sept. 18th. Details to follow from DES. This visit may inform updates to the approved tree list. TBD. • Keith asked staff to clarify how planter width is calculated and whether this includes the curb or not. And Chair Buck asked for clarification on where and when trees can be included in the stormwater planters. • Chair Buck presented a draft letter of recognition for businesses demonstrating good tree maintenance practices and solicited feedback. He asked if this could be mailed on City letterhead.
Decisions:	<ul style="list-style-type: none"> • N/A
Action:	<ul style="list-style-type: none"> • Staff will send out a meeting reminder with ZOOM link on the day of the meeting at request of the UFS members. • Staff is also tracking the tree removal issue for the property at 17037 NE Glisan. • Staff will confirm curbs are not included in code prescribed planter widths. • Staff will check with City Attorney regarding the use of City letterhead for letters of recognition.
Next Meeting:	August 21, 2023 at 4:30 PM remotely via ZOOM
Adjournment:	6:30 pm