



Urban Forestry Commission Meeting Agenda

February 19, 2025
6:00 PM

City Hall

Birch Conference Room
415 W 6th St
Vancouver, WA 98668-1995

In accordance with the Open Public Meetings Act (OPMA), the Urban Forestry Commission meeting will be open to in-person attendance. Options for viewing and/or participating in the meeting remotely will also be accommodated (see details below).

MEETING ACCESS INFORMATION [Click here to join the meeting](#). To access by phone (audio only), call: 1-347-941-5324
Phone Conference ID: 989 890 263#

- 1. Call to Order and Roll Call**
- 2. Approval of Minutes**
 - a. January 15, 2025
- 3. Community Introductions/Communications**
 - a. Introductions- 3 Minutes each
- 4. Heritage Tree Program**

Staff to provide review of program and new nominations.
Commission to discuss.
- 5. Arbor Day 2025 Prep**

Commission to discuss.
- 6. Corridor Committee Update**

Committee provide update and opportunities for Commission participation. Commission to discuss.
- 7. Program Updates - Commission to discuss**
 - a. AmeriCorps & Friends of Trees Update
 - b. Annual Report 2024

Urban Forestry Commission

Members

Jesse Durfee
Lucius Shields
Melissa Johnston
Susan Law
Jamie Beyer
Khanh Tran
Clif Barnes

Urban Forestry Department

415 W. 6th Street
Vancouver, WA 98660
TTY: 711
www.cityofvancouver.us

- c. Mac Awards 2025
- d. Subcommittee Reports - Committees to continue to meet outside regular Commission meetings
- e. Program Updates and Staff Report

8. Community & Arborist Communications*
3 minutes each

9. Urban Forestry Report
Commission to discuss

10. Commission Communications
Commission to report & discuss 3 minutes each

11. New Business/Agenda topics for future meetings
Commission to discuss

Adjournment

Community Forum Instructions

The public is invited to speak regarding any issue. Members of the public testifying are asked to limit testimony to three minutes. There are three ways to provide comments:

1. Writing: Public comments can be submitted in writing (name, address, contact information and comments) via email to charles.ray@cityofvancouver.us by noon on the day of the meeting.
2. Remotely: Remotely: Pre-register by phone at 360-487-8328 or email charles.ray@cityofvancouver.us by 5pm the day before the meeting
3. In Person: Pre-register by phone at 360-487-8328 or email charles.ray@cityofvancouver.us by 5pm the day before the meeting or fill out a Public Comment form in person prior to the start of the Community Communications portion of the meeting.

City Hall is served by C-TRAN. Route information and schedules are available online at www.c-tran.com. You also may reach C-TRAN at (360) 695-0123 for more information on times, fares, and routes.

Anyone needing language interpretation services or accommodations with a disability at a Vancouver City Council meeting may contact the City Manager's staff at (360) 487-8600 (RELAY: 711). Assistive listening devices and live Closed Captioning are available for the deaf, hard of hearing and general public use. Please notify a staff person if you wish to use one of the devices. Every attempt at reasonable accommodation will be made. To request this agenda in another format, please also contact the phone numbers listed above.

Meeting Minutes

Date Wednesday, January 15th, 2025

Time 6 p.m.

Location City Hall

Aspen Conference Room

415 W. 6th St

Vancouver, WA 98668-1995

Commissioners/Board Members Present:

Clif Barnes, Melissa Johnston, Susan Law, Jamie Beyer, Jess Durfee,
Lucius Shields

Excused: Khanh Tran

Staff Present: Charles Ray

ITEM 1: Call to Order and Roll Call – Chair/Vice Chair

The January 15th, 2025 meeting of the Urban Forestry Commission was called to order at 6:09pm by Melissa Johnston (Chair). This meeting was held both in-person and online.

ITEM 2: Approval of Minutes – November 20, 2024

Motion by Jess Durfee, seconded by Susan Law, and carried unanimously to approve the minutes from the November 20, 2024 Commission meeting.

ITEM 3: Introductions – 3 minutes each

The Commission offered introductions for community members and guest speakers present.

ITEM 4: Special Guest: “Our Vancouver” Comprehensive Plan – Land Use Possibilities

Deputy Director of Community Development Rebecca Kennedy offered an overview on the City’s Comprehensive Plan’s Land Use Possibilities, including elements included in the plan, goals and guiding policies, reasoning behind updates including population changes in Vancouver

Members

Melissa Johnston Chair

Clif Barnes Vice Chair

Susan Law Past Chair

Jamie Beyer

Jess Durfee

Lucius Shields

Khanh Tran

**Public Works Department
Charles Ray**

415 W 6th St

P.O. Box 1995

Vancouver, WA 98668

360-487-8328

TTY: 711

charles.ray@cityofvancouver.us

To request accommodation or other formats, please contact:

Charles Ray | 360-487-8328 | TTY: 711 | charles.ray@cityofvancouver.us

since 2011, types of developments, a preliminary review of potential changes to regulations, and a timeline of the overarching process, followed up by a Q&A with Commission.

ITEM 5: Special Guest: Will Elder, new Environmental Services Manager

New Environmental Services Manager Will Elder met with Commission to exchange introductions, share professional background, and discuss goals and future collaboration.

ITEM 6: Review UFC Calendar & Schedule

Commission reviewed annual calendar of UFC activities, including projects, programming, awards cycles, events, and plantings, including follow-up discussion with Commissioners on planning updates and additions.

ITEM 7: Program Updates

Emailed out.

In-program updates include:

Friends of Trees shared of upcoming westside planting and partnership with Vancouver Bee Project to distribute 250 pollinator plants to westside volunteers and homeowners.

Outreach subcommittee shared of 2025 Arbor Day planning with current proposal to host event at Jane Weber Arboretum and invite a local school to attend and participate in the tree planting of a white oak, the first of a larger grove, with exact day to be determined. In addition, a marketing piece is being drafted, a recipe card with Mayor Anne's apple crisp on one side and tree care tips with UFC information on the other, for distribution at events.

On February 8th, a joint planting between the Commission and the Environmental Youth Corp (EYC) will take place from noon-1 at Water Facility #1 (exact address to be distributed electronically), followed by a gathering at Tap Union.

Pollinator subcommittee meetings will now take place the second Wednesday of the month at 4pm. Resolution was approved for Bee City USA by both Xerces Society and the City Attorney, with request submitted for item to be added to City Council's agenda in February.

ITEM 8: Community & Arborist Communications

Parks Commissioner Steve Wille shared of an upcoming forestry seminar series at Portland State University; UF staff to email out information to Commission.

ITEM 9: Urban Forestry Report

Emailed out.

ITEM 10: Commission Communications

Jamie shared of Pollinator subcommittee and attending a Trees for Bees seminar.

Jess shared of Pollinator holiday event, subcommittee meetings, and farmer's market tabling.

Susan shared of upcoming Corridor subcommittee meeting and recent travels.

Clif shared of farmer's market, Outreach subcommittee, and EYC planting.

Melissa shared of Outreach subcommittee and holiday gathering.

Lucius shared of upcoming Corridor subcommittee meeting and welcome of new baby.

ITEM 11: New Business

Commission inquired about the possibility of creating social media channels for outreach efforts, with UF staff to follow-up with appropriate City contacts.

ADJOURNMENT

8:02pm

Melissa Johnston, Chair

Meetings of the Urban Forestry Commission are electronically recorded on audio. The audio tapes are kept on file in the office of the City Clerk for a period of six years.

February UFC Program and Staff Reports

7. Program Updates

AmeriCorps and Friends of Trees:

Upcoming Friends of Trees plantings:

Friends of Trees planting in Westside Vancouver 2/22

Friends of Trees planting in Central Vancouver 3/15

Friends of Trees planting in Northeast Vancouver 4/12

Other pruning and planting events coming up with volunteers and high school classes:
February 13 Tree Pruning Workshop, Homestead Park -The City of Vancouver, WA

February 15 SE 164th Street Tree Planting -The City of Vancouver, WA

March 8 Volunteer Grove event and tree planting, Volunteer Grove -The City of Vancouver, WA

March 8 Tree Pruning Workshop, Centerpointe Park -The City of Vancouver, WA

March 22 World Water Day at the Water Center, AmeriCorps team is coordinating this

March 29 [Kevanna Park Tree Planting](#)

Annual Report 2024:

Staff is finalizing our 2024 Annual Report. Please send any highlights or partners to Jessica George. See last year's Annual Report for reference, [UF_AR2023.pdf](#).

Mac Awards 2025:

The Commission will be awarding the annual Mac Awards as part of Arbor Day. The Commission will vote on this year's nominees at the March meeting. Individuals, organizations, and businesses that have made a significant positive impact on Vancouver's urban forest are eligible for the Mac Award. Activities worthy of recognition include organizing a tree planting project, educating others about the benefits of trees or proper tree care, preserving trees during land development, donating time and/or funds to advance the mission of the Urban Forestry program, developing creative partnerships in community forestry, or any other activity that inspires community stewardship of the urban forest. Please nominate candidates.

Subcommittee Reports:

Outreach:

No report

Policy:

No report

Pollinator:

No report

Corridor:

-30 trees planned on E 39th on Sat Feb 1, replacing trees from corridor planting ~13 years ago, plus planting more

- Pavement Preservation projects: Ian has started an intense canvassing schedule where a team goes out on Tues/Thursdays and plots corridors with where trees can be planted. Not a lot of interaction with homeowners at this step. Ie McLoughlin and 4th Plain. Ian likes doing this by walking the corridor because you can see stumps where trees need to be replaced. This is a refinement of process, where we are plotting opportunities before reaching out to homeowners.

- Process: Team of 3 plots existing trees, potential trees, and will drop door hangers. After this canvassing, mailers are sent out to the properties with 'potential trees' Then, follow up canvassing needs to happen with folks who have not responded.

- Timing: Initial Canvassing now-May, 10am-noon on Tues/Thurs, Ian has come up with schedule that corresponds to map with letters. Ian will send out updated schedule.

- How others can help: Possible that individuals from subcommittee or commission or tree stewards could 'adopt a street' and become involved in the multiple steps from canvassing, to planting, to monitoring after planting, or just one of these steps.

Action Items:

-Ian to send out canvassing schedule. Susan S interested in a couple corridors, Susan L interested in a couple corridors, Lucius interested in monitoring.

-Susan to ask Charles/Melissa/Clif if we can discuss with Commissioners at next UFC meeting in February.

-All to revisit in Fall: discuss when there is turnover in homeownership on a corridor project, should we refer to FoT?

-Recurring meeting schedule: To ensure we meet more regularly, we decided to schedule a meeting every last Friday at 2pm.

9. Urban Forestry Staff Report

Since the January Commission meeting, staff have been focused on winter planting projects, implementing our 3-year Green Work Force grant; our Tree Inventory grant; next steps with our Urban Forest Management Plan and our workload to ensure all aspects of our program are moving forward. Our winter planting projects are being implemented and we anticipate planting more than 1,000 trees this winter.

Urban Forestry Office Relocation

Urban Forestry has been exploring options to relocate to another building. The driving factor was the parking lot for City Hall will be going away which means Urban Forestry would need to park fleet vehicles offsite. Urban Forestry was exploring several relocation options: the Chkalov Building which is where the Permit Center will be located in the future, and Marine Park Engineering or the Water Center to be cohoused with the Environmental Services Division. After the Marine Park Engineering remodel in Dec 2024, space became available for Urban Forestry. Thus Urban Forestry will be relocating to Marine Park Engineering this spring.

Parks Proactive Pruning Cycle

Staff worked with Parks and Operations to finalize our 2025 Park Proactive Pruning sites which are as followed:

Pruning Cycle Year 4 (2025)

Ida Bell Jones Park, Marshall Park, Shumway School Park, Old Apple Tree Park, Leverich Park, Ellsworth Elementary School Park, Ellsworth Springs Park, Biddlewood Park, Fir Crest Park, Fisher's Creek Park, Hambleton Park, Jaggy Road Park, Graham Park and Oakbrook Park. Parks not completed in 2025 will be move to the 2026 list.

Tree Inventory Grant 2025-26

Last year Urban Forestry was awarded \$350,000 to complete a tree inventory from Washington Department of Natural Resources (DNR). After completing a request for proposals, PlanIT Geo, Inc was selected as the contractor to complete the inventory. It is anticipated the inventory will be complete prior to June 2025.

Green Work Force Grant 2024-2026 Environmental Youth Corps (EYC) Program

EYC fall cohort youth crew wrapped up earlier this month. 4 youth participated, with one returning from summer. The crew planted trees with Urban Forestry and Friends of Trees, learning about supporting volunteer events and, developing leadership skills, and learning about young tree care. Youth helped staff the Urban Forestry outreach table at the Farmers Market and leaned about community engagement. The spring cohort youth crew began on February 8. 4 youth are participating, two returning from fall. Youth will continue tree planting and supporting UF and FoT events.

Proactive Street Tree Program

The proactive street tree program continues to move forward in coordination with Transportation's Pavement Management program. UF Staff has begun outreach and services to 2025 streets which will be completed before June. It is anticipated this program will reduce storm damage in the right of way, address social/environmental justice, and improve climate resilience.

Urban Forestry's site visit inspection backlog is approx. 8 days (goal is 10 day response time) and hovering around 15 requests. Development and inspection requests are steady.