



Urban Forestry Commission Meeting Agenda

March 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**
February 19, 2025
 - a. February 19, 2025
- 3. Community Introductions/Communications**
 - a. Introductions- 3 Minutes each
- 4. Income Based Assistance Program**
Staff to provide review of new program.
- 5. Arbor Day 2025 Prep**
Commission to discuss.
- 6. 2025 Mac Awards**
Commission to vote for this year's recipients.
- 7. Possible Joint Meeting with Clean Water Commission**
Commission to discuss.
- 8. Program Updates – Commission to discuss**
 - a. AmeriCorps & Friends of Trees Update

Urban Forestry Commission

Members

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

Urban Forestry Department

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- b. Annual Report 2024
- c. Subcommittee Report
- d. March Program and Staff Report

9. Community & Arborist Communications* – 3 minutes each

10. Urban Forestry Report - Commission to discuss

11. Commission Communications

Commission to report & discuss 3 minutes each

12. 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, February 19, 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, Nick Redmond, Jessica George, Ian Bonham

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

The February 19, 2025 meeting of the Urban Forestry Commission was called to order at 6:00 pm by Melissa Johnston (Chair). This meeting was held both in-person and online.

ITEM 2: Approval of Minutes – January 15, 2025

Motion by Jamie Beyer, seconded by Jess Durfee, and carried unanimously to approve the minutes from the January 15, 2025 Commission meeting.

ITEM 3: Introductions – 3 minutes each

The Commission offered introductions for community members and guest speakers present. Environmental Youth Corps members Villa Pope and Nevaeh Ellison-Shearhart introduced themselves.

ITEM 4: Heritage Tree Program:

Urban Forestry Specialist Nick Redmond gave an overview of what has occurred regarding the Heritage Tree Program since the addition of the new Heritage Trees in 2023 and inform the Commission he has only received two new nominations followed up by a Q&A with Commission.

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**

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ITEM 5: Arbor Day 2025 Prep

Urban Forestry Outreach Coordinator Jessica George reviewed the 2025 Arbor Day plans. Commissioner Beyer volunteered to accept the Arbor Day Proclamation from the Mayor on April 7th. Commissioner Durfee volunteered to be the MC for Arbor Day on April 9th.

ITEM 6: Corridor Committee Update

Commissioner Law and Urban Forestry Planting Coordinator Ian Bonham gave an overview of the Corridor Committee, projects and opportunities for commissioners to support by canvassing with staff or the monitoring of newly planted trees. Commissioners are encouraged to follow up with Ian Bonham regarding routes that are in their area.

ITEM 7: Program Updates

Emailed out.

Pollinator subcommittee continues to work towards Bee City USA and preparing for Pollinator Festival in June.

ITEM 8: Community & Arborist Communications

None.

ITEM 9: Urban Forestry Report

Emailed out.

Urban Forester Charles Ray informed the Commission, Urban Forestry will be relocating to Marine Park Engineering. There may be an opportunity for the Commission to tour the Water Center and have their monthly meetings at Marine Park Engineering. Charles Ray also informed the Commission the Clean Water Commission is interested in meeting with the Urban Forestry Commission in the future.

ITEM 10: Commission Communications

Clif shared he has been participating in planting projects and Outreach Subcommittee. of farmer's market, Outreach subcommittee, and EYC planting.

Jess shared he has been participating in planting projects.

Jamie no further updates.

Susan shared she has been participating in planting projects and a call party with Friends of Trees for planting sign ups.

Lucius shared he participated in the Corridor Subcommittee and suggested Clark Public Utilities send an email to their customers to contact them should they notices branches interfering with powerlines.

Melissa shared she has been participating in planting projects, attended the Science on Tap, Outreach Committee, working on an apple crisp recipe card with the Mayor. Melissa encouraged others when traveling to see if their destinations have tree tours.

ITEM 11: New Business

None.

ADJOURNMENT

7:14 pm

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.

March UFC Program and Staff Reports

8. Program Updates

AmeriCorps and Friends of Trees:

Upcoming Friends of Trees plantings:

Friends of Trees planting in Northeast Vancouver 4/12

Other pruning and planting events coming up with volunteers and high school classes:
March 22 World Water Day at the Water Center, AmeriCorps team is coordinating this

March 29 [Kevanna Park Tree Planting](#)

Annual Report 2024:

Jessica will share the Annual Report when finished.

Subcommittee Reports:

Outreach:

No report

Policy:

No report

Pollinator:

No report

Corridor:

Corridor Meeting Notes

2/28 - 3pm

Susan Law, Susan Sanders, Lucius Shields, Ian Bonham

- Discussed Adopt a Corridor commitments from commissioners.
- Went over monitoring process for already-planted corridors, first set due March 15th. How to fill out spreadsheet, which fields to focus on, etc.
- Discussed best way to track commissioner activities (canvassing vs planting vs monitoring) . Ian will manage with the current number of commissioners participating.

10. Urban Forestry Staff Report

Since the February Commission meeting, staff have been focused on winter planting projects, implementing our 3-year Green Work Force grant; our Tree Inventory grant

project which will began this month; relocating office to Marine Park Engineering, Arbor Month, 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 will be relocating to Marine Park Engineering by the end of March where we will be cohoused with the Environmental Services Division. Perhaps an Urban Forestry Commission meeting can be held there in May or June after staff gets settled.

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. PlanIT Geo has started the street tree inventory project. They began on the east side of the city and moving west. We anticipate the inventory will be complete this by this summer.

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

The crew continues to plant trees with Urban Forestry and Friends of Trees. They are learning about supporting volunteer events, developing leadership skills, and learning about young tree care.

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. 4 days (goal is 10 day response time) and hovering around 15 requests. Development and inspection requests are steady.