



Urban Forestry Commission Meeting Agenda

May 21, 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**
Chair/Vice Chair
- 2. Approval of Minutes**
April 16, 2025
 - a. April 16, 2025
- 3. Community Introductions/Communications**
 - a. Introductions- 3 Minutes each
- 4. Commission Leadership Transition Chair/Vice Chair Election**
Commission to vote in Chair & Vice Chair
- 5. AmeriCorps Update**
Staff to provide update
- 6. Joint Meeting with Clean Water Commission July 16th**
Commission to discuss
- 7. Program Updates - Commission to discuss**
 - a. Friends of Trees Update

Urban Forestry Commission

Members

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

Public Works Department

415 W. 6th Street
Vancouver, WA 98660
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- b. 2025 Tree Stewards Training
 - c. Old Apple Tree Festival Prep
 - d. Subcommittee Report
- 8. Community & Arborist Communications* – 3 minutes each**
- 9. Urban Forestry Report - Commission to discuss**
- a. Program and Staff Report May
- 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, April 16th, 2025

Time 6 p.m.

Location City Hall

Birch Conference Room

415 W. 6th St

Vancouver, WA 98668-1995

Commissioners/Board Members Present:

Clif Barnes, Melissa Johnston, Lucius Shields, Jess Durfee

Excused: Susan Law, Jamie Beyer

Staff Present: Charles Ray, Jessica George

Guest Speaker: City Manager, Lon Pluckhahn

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

The April 16th, 2025 meeting of the Urban Forestry Commission was called to order at 6:01pm by Melissa Johnston (Chair). This meeting was held both in-person and online.

ITEM 2: Approval of Minutes – March 19, 2025 and March 26, 2025

Motion by Jess Durfee, seconded by Clif Barnes, and carried unanimously to approve the minutes from both the March 19, 2025 and special set March 26, 2025 Commission meetings.

ITEM 3: Introductions – 3 minutes each

The Commission offered introductions for community members present.

ITEM 4: Special Guest – City Manager Lon Pluckhahn

New City Manager Lon Pluckhahn met with Commission to discuss the present state of Vancouver and future plans for the city, including challenges and opportunities along with an overview of the strategic vision, especially related to growth management, 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

Vacant

**Public Works Department
Charles Ray**

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ITEM 5: Arbor Day 2025 Debrief

UF Staff Jessica George offered a report on the 2025 Arbor Day event. A potential improvement offered for future programs includes schedule modification in order to include city youth in attendance whose mandatory state testing conflicted with event schedule this year.

Video coverage of event will be distributed by UF Staff to Commission.

ITEM 6: Possible Joint Meeting with Clean Water Commission July 16th

A joint meeting between the UFC and Clean Water Commission has been confirmed for July 16th, 2025 with location and agenda to be confirmed between staff of respective commissions.

ITEM 7: Program Updates

Emailed out.

In-meeting updates include:

Annual Report has been shared online, with invitation to offer feedback to staff.

Tree Stewards begin in May.

Commission discussed internal leadership transition with Melissa and Susan stepping down in June due to service term completion. Nominations for Vice Chair are open, and a vote for the position will be taken at the May 2025 UFC meeting. Currently, there is one (1) vacancy on the UFC Commission, with two (2) additional vacancies in June. Recruitment is now open.

Corridor subcommittee reported on the success of the corridor tree monitoring program. At the most recent meeting, subcommittee members reviewed the city's newest traffic calming projects with UF Staff Ian Bonham. With service term completion by Susan Law, subcommittee leadership will be determined in subsequent meetings.

ITEM 8: Community & Arborist Communications

A community member expressed environmental concerns about Burnt Bridge Creek Trail, with Commission coordinating with UFC Staff to obtain updates from City and community partners.

ITEM 9: Urban Forestry Report

Commission and UF Staff discussed a potential tour of the Water Center and using site for August meeting, with possibility as a future location for UFC meetings.

ITEM 10: Commission Communications

Jess shared of tree canvassing in Harney Heights.

Clif shared of tree planting, Outreach subcommittee, Arbor Day event, and Mac Awards attendance.

Lucius shared of Corridor subcommittee meeting and tree monitoring program.

Melissa shared of attending Friends of Tree planting, Arbor Day event, and writing a book review of an arbor-related title.

ITEM 11: New Business

None.

ADJOURNMENT

6:58pm

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.

May UFC Program and Staff Reports

7. Program Updates

Friends of Trees (FOT):

FOT is moving into monitoring season for new plantings. Their Summer Tree Inspector volunteer trainings are happening in May. FOT is also planning to bring back the “tier ii” program to inspect some second-summer trees as well. Interested inspectors can contact Adela Miller at vancouver@friendsoftrees.org to claim a route.

Planning has begun for the fall 25-26 planting season. Street Tree Inspections for waitlist customers will start in July, along with a yard sign push, followed by postcard mailings. FOT/CoV plan to coordinate and collaborate on outreach efforts, utilizing data on open street tree sites to send targeted mailings, directing customers to FOT. Ask Ian/Adela about getting a yard sign.

Tree Stewards 2025

Neighborhood Tree Stewards 2025 session is currently under way. We have a small but mighty group of five community members, of the 13 signed up. Staff is evaluating the reason for the significant attrition rate this year, including timing and communications. This year we are continuing the six-session series with three evening virtual presentations on urban forestry, benefits of trees, proper pruning, codes and ordinances, and trees and construction. We continue with three Saturday field-day sessions covering tree id, tree selection, tree monitoring, pruning, common tree pests and diseases, and tree inventory. Tree Stewards continue to be advocates and stewards of our trees in their communities.

Old Apple Tree Prep

Old Apple Tree Festival planning is underway. Melissa is helping to coordinate the musicians. We are inviting back groups from previous years. One big request: food vendors. We would like to add more food vendors, especially vendors selling apple-based products. Please reach out to Jessica if you have ideas or questions.

Subcommittee Reports:

Outreach:

No report

Policy:

No report

Pollinator:

No report

Corridor:

No report

9. Urban Forestry Staff Report

Since the April Commission meeting, staff have been settling in our new offices at Marine Park Engineering (4500 SE Columbia Way), addressing impacts to our AmeriCorps program and Environmental Youth Corps, planning for our summer maintenance season, Emerald Ash Borer action items, next steps with our Urban Forest Management Plan and our workload to ensure all aspects of our program are moving forward.

Emerald Ash Borer (EAB)

Staff went out for bid for the 3rd round of treatment to preserve quality ash trees. Davey Tree was the most qualified lowest bidder. They have the maps of this year's Ash which totals 324 inches, which will be treated by June.

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 Phase 1 of the street tree inventory project in March. PlanIT Geo began on the east side of the city and is moving west. PlanIT Geo has inventoried 31,231 trees and planting locations. They are currently working west of I-205 and will wrap up Phase 1 by the end of the month and then move on to Phase 2. We anticipate the inventory will be complete by this summer.

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

On April 2 the federal government terminated the Inflation Reduction Act grant the City of Vancouver received. This was a 3-year (with the option to increase to 5 year) grant awarded in 2023 for a total of \$650,000. The grant funded the Environmental Youth Corps program. The EYC program served 20 youth throughout 2024 and into 2025 during school year and summer sessions. This green workforce development grant was successful in employing youth, planting and maintaining trees in disadvantaged communities, developing partnerships with public programs, non-profit organizations, and businesses. Due to the loss of this grant funding and now the loss of the AmeriCorps program since AmeriCorps has been canceled by the federal government, Urban Forestry is no longer able to continue the EYC program.

Proactive Street Tree Program

The proactive street tree program continues to move forward in coordination with Transportation's Pavement Management program. UF Staff continues outreach and

services to 2025 streets which will be completed by the end of May. Staff will be working with property owners to develop planting plans for implementation this fall/winter. 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. 7 days (goal is 10 day response time) and hovering around 20 requests. Development and inspection requests are steady.