
URBAN FORESTRY COMMISSION
Meeting Minutes
June 18, 2015
Lovejoy Room, City Hall

Commission Members present:	Mark Bello, Kris Day, David Diaz, Gregg Everhart, Chair Meryl Redisch, Damon Schrosk, and Vivek Shandas
Commission Members absent:	Brian French, Barbara Hollenbeck, Ricardo Moreno, and Secretary Catherine Mushel
City Staff present:	Chief Deputy City Attorney Harry Auerbach, City Forester Jenn Cairo, Deputy City Attorney Tony Garcia, Jeff Ramsey, and Madison Weakley
Guests present:	Jennifer Karps, Bureau of Environmental Services (BES); Matt Krueger, BES; Amy Chomowicz, BES; Doug Klotz

Call to Order and Public Comments: Chair Meryl Redisch called the June 2015 Urban Forestry Commission (UFC) meeting to order at 8:00 am.

Doug Klotz was recognized to express concerns with street tree planting inconsistencies on new development sites, especially on corner lots. He used the Safeway on SE Hawthorne and the New Seasons on NE Williams as examples of new construction projects with few streets tree incorporated. After receiving a list of street tree planting standards, Doug measured the distances between the existing trees and the distances from utilities infrastructure. He stated there are long distances between trees that are unexplained based upon the standards he received from trees@portlandoregon.gov.

City Forester Jenn Cairo mentioned that the street tree standards also involve PBOT. Changes to the standards would require a collaborative effort between PBOT and Urban Forestry.

Review of May UFC minutes:

Chair Meryl Redisch requested a short review of the final May draft minutes. Vivek Shandas noticed the misrepresentation of Barbara Hollenbeck as being present, when she was actually absent. He asked the error be corrected. Kris Day moved to accept the minutes with the

suggested edit. Vivek Shandas seconded the motion. The motion and the May minutes, with the one edit, were approved unanimously.

The Urban Forestry Report - City Forester Jenn Cairo

Jenn informed the Commission that the appeals training previously canceled is rescheduled for June 23rd 2pm-3pm in room 6G of the 1900 Building. Jeff Ramsey and Casey Jogerst will review the protocol and procedures of the appeals process.

The new Commissioner training is postponed until after the July UFC meeting, July 16th, 11:20-12:30. All members are welcome to attend.

The Title 11 advisory committee meets once a month. The next meeting is scheduled for July 13th. All Commissioners are welcome to attend the meetings.

Last summer Dave Hedberg, a graduate student enrolled in Portland State's History program completed an internship with Urban Forestry. His efforts resulted in the Heritage tree field guide *From Stumptown to Tree Town: A field Guild for Interpreting Portland's History through its Heritage Trees*. Jenn encouraged all the Commissioners to attend some of the one mile walks that feature seventeen of Portland's Heritage trees and highlight the events and people connected to them.

City Council approved the Land Use Review fees aligning Urban Forestry with other city Bureaus that provide similar services. The fees will be implemented starting July 1st.

Jenn reported that the interviews to fill the two Botanic Specialist I - Forestry positions (responsible for education and outreach, and scientific collection and use of data) are scheduled next week. 20% of the applicant pool self-identified as diverse. The application phase for the Arborist I position has closed. Applications are being reviewed. The 2 Arborist IV and the 10th Tree Inspector positions are in the pre-posting process.

Jenn reported that Urban Forestry will be hiring an Education, Science, and Policy Supervisor and a third Tree Tech. The funding for the positions did not come through the Mayor's budget. Urban Forestry has found another means to fund the positions. Kris Day asked where the funds have come from. The funding for the positions will come out of the Urban Forestry Trust Fund. Jenn clarified that this funding comes from a different source than the money dedicated to planting and establishing young trees. Jenn clarified that the hope is to fund the position from this Trust Fund for a year and then receive allocated funding from the city budget going forward. Meryl thanked Jenn for being an advocate for the E&O supervisor and congratulated her success on creating the positions. Jenn added the Urban Forestry originally requested a 3rd tech position for the roll out of Title 11 and was denied. Since implementation of Title 11, Urban Forestry has demonstrated the need for the third tech.

David Diaz asked if there was a permanent plan to fund the positions. Jenn reported that the Bureau's Financial Manager, Jeff Shaffer, has plans to permanently fund the positions from budget and the details are not yet set. Jenn considered Urban Forestry to be turning the corner

on receiving payments for services. This inflow of money will help Urban Forestry grow and increase staff numbers, when appropriate given workload.

Kris Day asked about the violation enforcement outreach period that was implemented with Title 11. The grace period ends on June 30th. Jenn added that there is a plan to start annual review process of fees that will include an analysis to determine if there are other services rendered that should be charged a fee.

Jenn reminded the UFC that Anne Kroma has moved to a new position in Parks and that Kelly Griffin has taken over the administrative duties of the Commission.

Jenn announced that Jim Gersbach, who was hired temporarily to work on the Title 11 project, will be leaving Urban Forestry at the end of June. Jim worked on many important projects that Urban Forestry permanent staff didn't have time to complete. Jim worked on the Ladd's Addition Historic Guideline update, the Urban Forestry tree removal mitigation policy that the Admin Rule replaced, Learning Landscapes, Education and Outreach programs, and tree species lists for the BES tree planting program, among other things.

Mark asked if there was a date set when the Ladd's Additions Historic Guidelines update would be review by the Commission. Jenn said the schedule for the updates are at the Bureau director's level and Gregg will be the liaison for the Commission on the project. The update removes specific species from the guidelines and replaces them with the characteristics of trees that can be planted in the neighborhood.

Dutch Elm Disease monitoring has begun. Natasha Lipai has switched roles and is now the Elm Monitor. The inoculation schedule has begun and includes Public Heritage Elms this year. Two removals have been scheduled for infected trees. We are now in the midst of the moratorium on pruning elm trees.

Seasonal staff have been hired and have started their watering programs to help establish new parks trees. Jenn reported that of the trees that Urban Forestry plants, there is a less than 2% mortality rate thanks to establishment watering and the work of these staff.

Programmatic Permits will be sent out on July 1st. Draft permits have been sent to the 12 entities seeking permits this cycle. Once the permits get finalized they will get posted for two weeks during which any person can appeal the permit to the UFC. The distribution of posted permits will include all UFC Commissioners. Jenn clarified that permits were only being given to public or para-public entities with a lot of routine tree work involved. She referred any interested party to section 11.45 of the tree code.

Mark Bello asked if there was a plan to ensure Neighborhood Associations are reached out to and are aware of the posting and appeals option. He specifically asked if there were plans to include Eastmoreland and Irvington in CenturyLink's programmatic permit process. Kris followed and asked if a neighborhood appealed a permit what the process would look like. Jenn responded stating that any programmatic permits involving public utilities will be sent to Neighborhood Associations and Coalitions. Any appeals of programmatic permits will be

processed the same as appeals of individual permits through the Appeals Board. Review factors to consider before going to appeals are listed in the language of section 11.45.

Urban Forestry has received the letter from Eastmoreland regarding CenturyLink's pruning and is working on a response. Urban Forestry staff have been meeting with CenturyLink about code violations. CenturyLink leadership appear to be responsive. Jenn expects them to come into compliance quickly. She praised the efforts taken by Eastmoreland neighbors and held it as an example of neighborhood tree advocates making change.

The UFC Chair Report – Meryl Redisch

Chair Meryl Redisch reported that the Paradox Walnut has been nominated as a Heritage Tree and the paperwork has been signed by the developer. However, due to the timing, the paperwork for the Paradox Walnut was not included in the packet of 6 trees that was sent to City Council and were later approved. Meryl would like to do another round of Heritage Tree nominations in the fall to be able to send another selection of Heritage Trees to City Council that includes the Paradox Walnut. Meryl reminded everyone that the motivating protective factor of being a Heritage Tree doesn't take effect until after City Council approves the appointment of a Heritage Tree.

Meryl asked UFC Commissioners to consider joining a UFC committee that interests them. There are 5 standing Committees/Boards: Education and Outreach (Chair: Catherine Mushel), Policy (Mark Bello), Heritage Trees (Chair: Brian French), Appeals (Chair: Barbara Hollenbeck), Recruitment (Chair: Meryl Redisch). There are two ad hoc positions as Ladd's Addition liaison (Gregg Everhart) and a member on the Tree Project Oversight Advisory committee (members: Mark Bello and Kris Day). There are additional opportunities to get involved with new Parks projects to represent the UFC and advocate for more trees in park designs. The Parks project positions last about 4/5 months.

Meryl noted that Kris Day has stepped down from the Chairmanship of the Policy Committee. The position has been filled by Mark Bello. Meryl encouraged others to take on leadership roles on the Commission. Chairs convene meetings and set agendas, they can delegate someone to take notes which only need to highlight any major occurrences. Each Chair provides a Committee summary twice a year.

Meryl asked that staff send around a list of Commissioners that includes the Committees they sit on.

Meryl asked for a motion to appoint Damon Schrosk to the Appeals Board. Kris Day motioned that Damon Schrosk be appointed to the Appeals Board. David Diaz seconded the motion. The motion passed unanimously.

Tree Mitigation Interim Admin Rule – Meryl Redisch

Meryl reported on the small group of Commissioners who convened to figure out what the next steps the UFC should take in response to the admin rule. Meryl asked Kris to shed more light on what came out of the meeting. Kris stated that 6 commissioners met to discuss the

interim rule and how it has affected Title 11 implementation. All agreed that the interim rule effectively changes the intent of Title 11. As a group they want to reverse the admin rule and propose alterations. They are considering requesting a specific appeal hearing on the rule in September.

The group would like to schedule an additional Urban Forestry Commission meeting in August and invite all of the members of the Tree Project Oversight Advisory Committee and staff from Commissioner Fritz's office. The meeting would serve as forum to flesh out all of the concerns with the Interim Admin Rule in preparation for the September Appeal. Meryl will schedule a meeting on August 4th, 6pm-8pm to gather public comments that could be used during an appeals process.

Kris Day asked if UF staff have the capacity to set up this meeting. She mentioned sharing some responsibility with Friends of Tree staff and sending information about the event out through FOT's mailing list. Meryl said she would reach out to Jim Labbe at the Audubon Society to ask for additional support. Mark Bello recommended that Commissioners Nick Fish also be invited.

Jenn recommended that a small group of Commissioners convene to plan what the meeting would look like. Meryl recommended using the next Policy subcommittee meeting to plan August's forum.

Title 11 Draft Evaluation Plan – Jeff Ramsey

Jenn explained the need for a way to evaluate Title 11 and whether it is achieving the goals it was meant to achieve. The draft evaluation plan was created based on the data that could be pulled using the current systems. Jeff will address the data we have and the type of data we hope to be able to capture in the future. The plan will be the basis of the 1 year report that will be presented to City Council this winter. The plan includes longer term goals to be compared over time. Among others, Mieke Keenan and Mike Hayakawa of the Title 11 Implementation team both helped to create the plan with Jeff.

The plan starts out by summarizing the objectives and reviewing the metrics that are available for analysis. Urban Forestry regulates non-development tree work and captures the data and details. BDS regulates development tree work. The systems that are set up for BDS do not capture the same level of information as Urban Forestry systems.

The first 6 months of Title 11 implementation was focused on educating the public on new code requirements. Starting July 1st staff will begin to utilize full enforcement measures.

The Evaluation plan will include canopy monitoring. Between 2000 and 2010 the canopy grew. Another assessment will be run using 2015 images. Canopy assessment is scheduled to occur every 5 years.

Vivek asked what the aspirational system would look like. What type of data would be ideal? Jeff described development data that would be more detailed allowing for better analysis,

some sampling of development plans for deeper interpretation, and being able to study canopy potential and where planting efforts could/should be focused.

Meryl encouraged the analysis of an equitable distribution of trees and their ecosystem resources. Jeff responded by saying that equitable distribution was not an objective of Title 11. Although it is not being examined in this evaluation plan, it is being examined by UF staff. Jenn added that the aspirational goals that Vivek is asking about is something the UFC can help decide.

Kris recommended that Jeff add an easy way to interpret which questions are intended to address each objective. David recommended that the source of available data for interpretation of each objective also be listed. Doing this will allow examination of whether the analysis can be done accurately, given the available information.

Gregg asked what full mitigation was going to give Urban Forestry and whether the Interim Admin Rule supports full mitigation. Jenn rephrased the question asking, how the regulations effect our ability to achieve 33% canopy cover goals.

New Business

Meryl announced that the equity forum will be moved from the July meeting to the September meeting.

Damon invited the Commissioners to participate in the Tree Hug PDX event on July 18th at Hoyt Arboretum.

Chair Meryl Redisch adjourned the business meeting at 10:15 am.