
URBAN FORESTRY COMMISSION

Meeting Minutes
November 18, 2016
City Hall, Lovejoy Room

Commission Members present: Chair Mark Bello, Vice-Chair Barbara Hollenbeck, Secretary Catherine Mushel, Meryl Redisch, Damon Schrosk, Vivek Shandas, Brian French, Gregg Everhart

Commission Members Absent:

Urban Forestry staff present: Jenn Cairo, City Forester; Angie DiSalvo, Outreach and Science Supervisor; Brian Landoe, Asst. Program Specialist; Daphne Cissell, Inventory Technician

City staff present: Katie Dunham, Parks & Recreation; Art Hendricks, Parks & Recreation; Mark Raggett, Bureau of Planning & Sustainability; Lora Lillard, Bureau of Planning & Sustainability

Guests present: Mark Hinshaw, Walker Macy; Rudy Roquemore, Friends of Trees; Amy Chomowicz, Bureau of Environmental Services; Bruce Nelson, and other community members

Call to Order and Public Comments: UFC Chair Mark Bello

Mark called the meeting to order at 8:00 AM.

Urban Forestry Report: City Forester Jenn Cairo

Appointing New UFC Commissioners

- New UFC Commissioner recommendations have been submitted to Commissioner Fritz's office and are currently under review.
- The goal is to have this process completed before the end of the calendar year.
- A new-commissioner training will be held in January for the new members, but all UFC commissioners can attend.

Annual Appreciation Breakfast

- The annual UFC appreciation breakfast will be held December 15 at 8am at the Heathman Hotel.
- Normal UFC business will resume at 9:30am in the Lovejoy Room at City Hall.

Treet Tree Inventory Summit

- Jenn noted this November event reported on the successful completion of the street tree inventory begun in 2010, inspired by Angie DiSalvo's vision and organizational skills and completed

through the dedication of hundreds of volunteers under the direction of city staff and Americorp members.

- UF will present the results of the inventory, as well as next steps, to City Council in January
 - Some of the tree teams will be asked to present as well.
- Meryl requested that this be moved to February to allow for more preparation. Jenn said this should not be a problem.
- UF will now shift to inventorying all city park trees. The Land Stewardship division is enthusiastic about this project.

2017/18 Budget

- Jenn thanked Mark and Meryl who each attended budget advisory meetings.
- Division managers have been directed to put together reduction packages, add packages, and realignments. Reduction packages will be 5% of general fund revenue.
- The next budget advisory meeting is slated for early January.
- An economic slow-down is anticipated by the City Budget Office, and general fund bureaus need to start planning for this eventuality.
- Meryl noted that housing, homelessness, and public safety will be city priorities going forward. Parks can serve as a safety mechanism for vulnerable populations, and we need to be thinking about how Urban Forestry is a part of this approach.
- Barbara added that it will be important to link the Forest Management Plan with budget reduction packages. It needs to be clear which actions will not be completed if cuts are made.
- Regarding safety, Jenn reminded the group that proactive tree maintenance is not currently funded, and that there is an obvious safety nexus here. Parks & Recreation largely focuses on maintenance of existing assets, which is what Urban Forestry is primarily funded for.
- Gregg requested that Jenn send out any tree-related information from the budget advisory meeting be sent to the UFC.

Other Updates

- Removal of infected Elm trees is continuing. A total of 42 have been removed this year, primarily in Ladd's Addition.
- The operations crew's capacity is stretched by these removals.
- Gregg commented that she attended the Street Tree Inventory Summit and it was very well done. She also asked when the street tree inventory will be renewed.
 - Jenn said she was unsure but will get back to her. Angie has a plan for this.
- ITAP, the city's new permitting system, will have more advanced GIS capabilities. This will allow Urban Forestry to track ongoing activity that will impact street tree counts.

Chair Report: UFC Chair Mark Bello

Street Tree Inventory Summit

- Mark, Damon, and Gregg staffed the table and talked to several attendees about the UFC's role.
- UFC needs to continue to refine and shape its message to better explain that the commissioners are volunteers, not city employees, and to communicate how the UFC advises and advocates.
 - Jenn noted that Tree Bark would be an appropriate place for this messaging
- Catherine added that Nik Desai, Botanic Specialist, facilitated a very good presentation from Khanh Pham, Program Director at APANO (Asian Pacific American Network of Oregon) at the Neighborhood Tree Steward Class. This class illustrated that what environmental justice means to different communities may best be explained by community leaders. Nik has done an excellent job of facilitating this type of outreach and education.
 - We should discuss having APANO come to a future UFC meeting.

- Catherine noted that both UF and UFC needs to develop more robust messaging and materials, meaning hiring a professional marketing firm.
- Jenn noted that this would be a good project for the Outreach Committee to undertake.
 - Barbara recommended that we focus on the individual benefits of trees (e.g. increase property value).

Diversity & Equity Presentation: Art Hendricks, Park & Recreation

- Art delivered a presentation on Parks & Recreation’s diversity and equity efforts. The presentation is available on the [Urban Forestry Commission website](#).
- Each city bureau is tasked with creating racial equity plans.
- Art noted that areas with higher concentrations of people of color do not receive the same services as more affluent areas.
- Environmental justice is one of the goals of Urban Forestry.
- Mark proposed that we have additional internal conversations on this and connect with Art again in the future.
 - The February workshop would be an ideal time for this.

Green Loop Project: Mark Raggett, Bureau of Planning and Sustainability

- Mark R. delivered a presentation on the proposed Green Loop project. The presentation is available on the [Urban Forestry Commission website](#).
- This is part of the Central City 2035 plan, which will be completed in the next six to eight months.
- Mark and other Commissioners noted need to identify space for large form trees within this project.
- Additional information can be found at <http://www.portlandoregon.gov/bps/greenloop>
- Meryl asked how this will be funded. Mark R. responded that the city is looking at a combination of public and private sources.
- Catherine added that Title 11 exempts certain zones from tree planting requirement. This should be looked at within the Green Loop plan.

October Minutes Review and Approval

- Commissioners submitted several changes to the October minutes.
- Minutes are approved as amended.

Chair Report: UFC Chair Mark Bello

- Mark listed off several action items that were raised in previous meetings
 - Catherine will work on Dutch Elm Disease
 - UFC discussed creating a 2-page document on the importance of the urban forest
 - Meryl pushed for Title 11 amendments to be included in next year’s budget
 - UFC should meet with Commissioner Fritz on retaining large trees
- UFC is going to develop a document that details all of the bureaus that deal with trees and the money they spend on those activities. Mark will take the lead on this project.
- Kanban is a project management tool that Mark is developing. He encourages other members of the UFC to sign up. We will discuss how to use this tool at a future meeting.
- Catherine commented that her committee has been referring to itself as the Science, Education, and Community Connection Committee. This change would need to be reflected in the bylaws in order to be made permanent.
- Mark and Jenn will connect and coordinate on UFC action items outside of the UFC meeting.
- The February Workshop will be from 9 until about 2pm. The exact date will be determined at December meeting. It could replace the February UFC meeting.

- Mark recommended that we develop a subcommittee to work on the agenda for the workshop.

Heritage Tree Removal Vote: Commissioner Gregg Everhart

- At the October UFC meeting, a vote was made to delist Heritage Tree #69. However, a vote was not held to remove the tree.
- Barbara made a motion to remove Heritage Tree #69. Gregg seconded the motion. The motion passed unanimously.
- The wood from removed trees is repurposed whenever possible.

Policy Committee Update: Commissioner Meryl Redisch

- The committee submitted comments to City Council regarding the Residential Infill Project. That statement is available on the [Urban Forestry Commission website](#).
 - Meryl also testified at City Council.
- The committee also sent a note to Commissioner Fritz with a request that bureaus explore options that would give incentives to developers to preserve large trees on site.
 - Commissioner Fritz did direct bureaus to do this.
- Committee Members Jim Labbe and Roberta Jortner will be asking the city to develop an inter-bureau task force to focus on trees in the public right-of-way.
 - Currently, when sidewalks are installed, only 4-feet of space is set aside for a planting strip. This does not allow for large form trees.
 - PBOT has developed some solutions for this, and UFC members are encouraged to view them.
 - Catherine encouraged commissioners to document different treatments of rights-of-way.
- The Advocacy Workshop was successful, with 70 to 80 attendees.
 - Jim Labbe is developing next steps.

Vivek added that BPS is looking to develop multifamily prototypes and that his lab at PSU is running simulations. The results so far show that trees provide far more positive impacts than green roofs.

RICAP 8 Public Hearing: Chair Mark Bello

- The hearing will be held on Wednesday, December 7 from 5 to 7pm at the 1900 SE 4th Ave. building.
- Mark will make phone calls to neighborhood coalitions to encourage attendance.
- Jenn noted that BPS coordinates outreach since they are the managers of the RICAP project.

Design Overlay Zone Assessment – Lora Lillard, Bureau of Planning and Sustainability; and Mark Hinshaw, Walker Macy (consultant)

- Lora delivered an update on the DOZA project. A summary sheet is available on the [Urban Forestry Commission website](#).
- Design overlays are an extra layer of design criteria and regulation that is placed on different parts of the city.
 - Central City, Centers (e.g. St. Johns, Hollywood, Gateway), etc.
- These are areas of high growth potential that are changing quickly.
- An expansion of DOZA is being considered as part of the Mixed Use Zone Project.
- The process has been extended to accommodate additional feedback.
- Mark recommended that UFC create a subcommittee to look in to this.
- Gregg recommended that the DOZA team look at Vivek’s canopy analytics and urban heat island work.

Mark adjourned the meeting at 10:40am.