



# Urban Forestry Commission

## Meeting Minutes

**Date** Wednesday, November 20<sup>th</sup>, 2024

**Time** 6 p.m.

**Location** City Hall

Aspen Conference Room

415 W. 6<sup>th</sup> St

Vancouver, WA 98668-1995

**Commissioners/Board Members Present:**

Clif Barnes, Melissa Johnston, Jamie Beyer, Jess Durfee, Lucious Shields,

**Excused:** Susan Law, Khanh Tran

**Staff Present:** Charles Ray, Ian Bonham

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

The November 20<sup>th</sup>, 2024 meeting of the Urban Forestry Commission was called to order at 6:02pm by Melissa Johnston (Chair). This meeting was held both in-person and online.

**ITEM 2: Approval of Minutes – September 18<sup>th</sup>, 2024 & October 16<sup>th</sup>, 2024**

**Motion** by Jess Durfee, seconded by Jamie Beyer, and carried unanimously to approve the minutes from the September 18<sup>th</sup>, 2024 Commission meeting.

**Motion** by Jamie Beyer, seconded by Jess Durfee, and carried unanimously to approve the minutes from the October 16<sup>th</sup>, 2024 Commission meeting.

**ITEM 3: Introductions – 3 minutes each**

The Commission offered introductions for community members present.

**ITEM 4: Draft Tree and Landscape Code Updates**

UF staff member Charles gave an overview of the draft tree and landscape code updates, including revision of definitions, density

## Members

*Melissa Johnston Chair*

*Clif Barnes Vice Chair*

Susan Law Past Chair

Jamie Beyer

Jess Durfee

Lucious Shields

Khanh Tran

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standards (including percentage of pre-existing trees in new developments), landscape buffer, ratios of trees to parking stalls within lots, contemporary increases to fines and fees, with follow-up discussion and Q&A from Commission.

**Motion** by Jess Durfee, seconded by Jamie Beyer, and unanimously approved to support proposed tree and landscape code updates and their inclusion within the wider code update process for the City's Comprehensive Plan.

Charles will notify Commission when updates go to Planning Commission so that UF Commissioners can attend and offer public comment.

**ITEM 5: Urban Forestry Work Plan 2025-26**

Charles presented a draft of the Urban Forestry Work Plan for 2025-26 formatted within the City's new branding guidelines. While the UF Work Plan does not change drastically between budget cycles and many items remain the same as ongoing programs, new projects are identified within it for the next two years.

The 2025-26 Plan will be finalized by the end of 2024 and posted online.

**ITEM 6: Holiday Social and Birch Conference Room**

The annual holiday social will replace a December UFC meeting. Proposed activities for the 2024 evening include meeting at Silva Bolds Plaza and then walking to a local brewery.

Beginning with the January 2025 meeting, the Commission will meet in the Birch Conference Room.

**ITEM 7: Program Updates**

Emailed out.

In-program updates include:

Pollinator Subcommittee members and supporters attended City Council meeting in October and spoke during community forum, to positive reception. Next steps include a drafted resolution that will be sent to City Attorney and ultimately go before Council and an application to The Xerces Society.

Outreach Subcommittee will be tabling at two farmer's markets in the winter, with opportunity for Commissioners to volunteer. Two current projects for the Subcommittee include a recipe card for an Old Apple Tree dessert with information on the back about the UFC and upcoming events, in addition to a door hanger regarding water bag removal.

**ITEM 8: Community & Arborist Communications**

Community member inquired about local zoning areas and offered feedback to Commission regarding additional pollinator projects.

**ITEM 9: Urban Forestry Report**

Emailed out.

**ITEM 10: Commission Communications**

Clif shared of tree giveaway and Friends of Trees planting.

Jamie shared of Pollinator Subcommittee.

Lucious shared of Burton Water Park planting on December 7<sup>th</sup>.

**ITEM 11: New Business**

Commission requested an update on budget cuts in regard to community partner programs and support that Commission can offer in response.

**ADJOURNMENT**

7:30pm

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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.