



City of Seattle

Urban Forestry Commission

SEATTLE URBAN FORESTRY COMMISSION

Becca Neumann (Position 4 – Hydrologist), Co-chair

Joshua Morris (Position 7 – NGO), Co-Chair

Alicia Kellog (Position 2 – Urban Ecologist) • **Hao Liang** (Position 6 – Landscape Architect – ISA)

David Baker (Position 8 – Development) • **Nathan Collins** (Position 9 – Financial Analyst)

Logan Woodyard (Position 10 – Get Engaged) • **Jessica Hernandez** (Position 11 – Environmental Justice)

Jessica Jones (Position 12 – Public Health) • **Lia Hall** (Position 13 – Community/Neighborhood)

The Urban Forestry Commission was established to advise the Mayor and City Council concerning the establishment of policy and regulations governing the protection, management, and conservation of trees and vegetation in the City of Seattle

Draft meeting notes

November 1, 2023, 3:00 p.m. – 5:00 p.m.

Via Webex call and in-person at the
Seattle Municipal Tower, Room 1872 (18th floor)
700 5th Avenue, Seattle

(206) 207-1700

Meeting number: 2483 702 0862

Meeting password: 1234

Attending

Commissioners

Josh Morris – Co-Chair

Becca Neumann – Co-Chair

Alicia Kellogg

Hao Liang

Nathan Collins

Logan Woodyard

Jessica Jones

Lia Hall

Staff

Patti Bakker – OSE

Guests

Toby Thaler

Absent- Excused

David Baker

Jessica Hernandez

Public

Steve Zemke

NOTE: Meeting notes are not exhaustive. For more details, listen to the digital recording of the meeting at:
<https://www.seattle.gov/urbanforestrycommission/meetingdocuments>

Call to order: Becca called the meeting to order and offered a land acknowledgement.

Public comment:

Steve Zemke noted that SDCI has issued several Director's Rules related to the tree ordinance and suggests the UFC review those since they affect implementation of the ordinance. The topics include: designation of Tier 2 trees, payment in lieu of tree replacement, administration of the tree service provider registry, interpretation and administration of tree protection code and tree replacement requirements. He also noted that Mayor Harrell put out a press release yesterday on Seattle being one of the role model cities in the international ecosystem restoration cohort, and wondered about the status of the One Seattle Tree Fund, whether that has been set up yet or not.

Chair, Committees, and Coordinator report:

Patti offered the reminder that we are in the middle of Seattle Forest Week. There was a great Arbor Day event at Jefferson Park last weekend where the Mayor and about 80 volunteers helped to plant over 20 trees in the park and along the right of way on the east side of the park. Tomorrow, the Urban Forestry Symposium will be held at UW's Intellectual House and also online. Then this Saturday is Green Seattle Day with planting opportunities happening at 16 parks around the city.

Josh reported that Stuart Niven has indicated he needs to resign from his position on the UFC. He also noted that there are a couple of budget additions related to urban forestry, which were included in the UFC's last budget recommendations letter. One is for a Statement of Legislative Intent around monitoring and evaluation requirements with the tree ordinance. There is also an addition for more funding for outreach and engagement, the Canopy Equity and Resilience Plan, and enforcement.

Adoption of September 6 and 20 meeting notes

Action: A motion to adopt the September 6, 2023 meeting notes as written was made, seconded and approved.

Action: A motion to adopt the September 20, 2023 meeting notes as written was made, seconded and approved.

2024 Leadership Nominations

Pending results of the Bylaws review and potential amendment, there may not be a second meeting in November. Elections for 2024 Co-Chairs will be held at the December meeting, so Commissioners are asked to consider whether they would like to serve as a Co-Chair for 2024 or if they want to nominate other Commissioners to serve. Nominations can be made now and Commissioners can email Patti with nominations. The nominations received will then be shared via email with Commissioners before the December 6 meeting. Then at that meeting, nominees can speak to why they are interested in serving, and the elections will be held.

The importance of good leadership for the Commission was noted. Josh, Becca and Laura have provided strong leadership in 2023, and it helps to have multiple Commissioners serving as Co-Chairs to spread out the responsibilities. Upon review of the Bylaws, there is not a term limit for Commissioners serving in leadership positions. So, Josh and Becca are both eligible to continue serving, and indicated they are willing to do so.

Bylaws Review

Patti recapped the previous discussions on amending the UFC schedule so that there is one full UFC meeting each month instead of two. This proposal is intended to free up time for Commissioners to work in subgroups and on tasks that they've signed up for in the work plan.

This meeting schedule change requires an amendment to the Bylaws, and Patti shared the Bylaws reflecting this amendment, which is in Article II, Section 2. Commissioners discussed the proposed change and added additional language edits to clarify meeting times.

Commissioners also discussed two other aspects of UFC work covered in the Bylaws: the quorum required for taking UFC action and the Diversity and Equity Committee called for in the Bylaws.

Action: A motion to adopt the changes to the Bylaws as amended was made, seconded and approved.

Tree Protection Ordinance subgroup report/update

Josh noted that the subgroup work has been broader than just focusing on the tree ordinance. The group is also identifying development projects that they want to track throughout their cycle, to see how the tree ordinance is actually functioning and what outcomes can be observed. That will be long term effort as it takes years to actually work through the process.

The group has also been discussing budget, identifying community groups to reach out to, and thinking about research on how other jurisdictions might be incentivizing rather than regulating tree retention.

Community Engagement

Patti noted that the community engagement and outreach section is the work plan tab that is most heavily populated; there has been a lot of interest among Commissioners in advancing this work. This agenda item offers space for Commissioners to discuss: what are the next steps Commissioners would like to take and how can OSE support those? There is likely funding available for some of the financial needs such as renting rooms and printing materials.

One area of this work that has been discussed is developing materials. Hao developed a draft one-page fact sheet on the UFC earlier this year. Patti will share that with Commissioners so that feedback can be received in order to finalize that. There is also a desire to develop a template slide deck for Commissioners to use when presenting to community groups. The slides that Josh and Lia used when presenting to the Rainier Community Club earlier this year can be a starting point for developing that template slide deck.

Another area discussed in the last year is the possibility of meeting with community groups and also holding UFC meetings out in community spaces. The TPO subgroup has started developing a list of groups to engage with. Commissioners are also interested in tabling at community events. Lia is also interested in getting other Commissioners to help with social media efforts, since Laura and Falisha are no longer on the UFC. A calendar can be developed to list potential opportunities for all of these things.

Work Plan Review

Patti pulled up the work plan and noted areas that have been updated based on the last discussion on this. Commissioners discussed work plan areas and additional updates on tasks. Based on work plan review and the time freed up for Commissioners to work on areas, a list of subgroups was developed that will convene to work on various tasks, including subgroups for climate change, budget, diversity and equity and community engagement.

NOTE: Meeting notes are not exhaustive. For more details, listen to the digital recording of the meeting at: <http://www.seattle.gov/urbanforestrycommission/meetingdocs.htm>

Public comment:

Steve Zemke noted that he would like to be invited to join the tree ordinance subgroup meetings as he feels he can benefit the work there. He also suggested watching for any change in the meeting schedule for Council's Land Use Committee, in case there is a conflict with the UFC monthly meetings.

Adjourn: The meeting was adjourned at 5:08 PM.

Meeting chat:

from Hao Liang to everyone: 3:09 PM

Hi Steve, thank you for the information! Would you drop the links here of the Director's Rules that you mentioned?

from Bakker, Patricia to everyone: 3:11 PM

<https://botanicgardens.uw.edu/education/adults/conferences-symposia/urban-forest-symposium/>

from Bakker, Patricia to everyone: 3:11 PM

<https://greenseattle.org/get-involved/seattle-forest-week-2023/>

from Steve Zemke to everyone: 3:13 PM

Director's Rules -

[https://web.seattle.gov/dpd/dirrulesviewer/List.aspx?leg=TP&t=Tree%20Protection%20\(Ch.%2025.11\)](https://web.seattle.gov/dpd/dirrulesviewer/List.aspx?leg=TP&t=Tree%20Protection%20(Ch.%2025.11))

from Lia Hall UFC13 to everyone: 3:26 PM

is the hope to have 3 co-chairs total?

from Steve Zemke to everyone: 3:27 PM

Definitely encourage people to consider serving second terms if you can because it takes to get up to speed on the issues

from Steve Zemke to everyone: 3:33 PM

<https://harrell.seattle.gov/2023/10/31/seattle-selected-as-role-model-city-for-international-ecosystem-restoration-cohort/>

from Steve Zemke to everyone: 3:35 PM

Suggest people notify in advance whether they can attend a meeting when a deadline needs to be met to respond to issues before City Council or other City Departments

from Steve Zemke to everyone: 3:38 PM

Having served on the commission two meetings a month makes sense. Scheduling special meeting at different times is a problem. Lots can happen in a month between regular meetings

from Steve Zemke to everyone: 3:39 PM

Council committee meet every two weeks.

from Toby Thaler to everyone: 3:40 PM

Council committee meetings could (likely?) change again with a largely new council in 2024 New President, new chairs and committee structure...

from Steve Zemke to everyone: 3:40 PM

Would other meeting be public? Means less public exposure and involvement.

from Toby Thaler to everyone: 3:41 PM

Suggest you schedule for your own needs and adjust as needed in January.

from Steve Zemke to everyone: 3:44 PM

It is much better to have set times to meet. It is much harder

from Steve Zemke to everyone: 3:45 PM

It is much harder to schedule special meetings and find people free to attend. How much notice does people need.

from Steve Zemke to everyone: 4:00 PM

One meeting a month yields less opportunity for outside presentations on issues which can be very informative

from Steve Zemke to everyone: 4:08 PM

So much more discussion with subgroups be out of the public eye with avoiding public notice. That's what happens too much in the city already.

from Hao Liang to everyone: 4:17 PM

I will reconnect

from Lia Hall UFC13 to everyone: 4:23 PM

If we do end up looking at tabling events or presenting in specific communities, we could also add an events calendar to our website as well

from Steve Zemke to everyone: 4:34 PM

Based on your previous discussion about members of the public being able to attend subgroups, I would like to be added to notification of meetings of the TPO subgroup

from Steve Zemke to everyone: 4:35 PM

One problem of responding to Land Use Committee legislation is that they n

from Steve Zemke to everyone: 4:38 PM

meet right now 2X month on alternative weeks from UFC meetings. Legislation is introduced at one meeting in the Land Use Committee and is usually voted on at their next meeting. This could change next year but it does create a problem of responding to their legislation if you only have one voting meeting a month.

from Steve Zemke to everyone: 4:48 PM

4 new members for sure out of 7 Council positions 3 incumbents are running,

Public input (additional comments received):