**CITY OF LA GRANDE**

**COMMUNITY LANDSCAPE AND FORESTRY COMMISSION MINUTES**

**January 11, 2022 via Zoom Video Conference**

Members present: Lia Spiegel, Robert Henderson, Toni Smith, Jennifer Williams

Members absent: Dave Cocke

Staff Present: Teresa Gustafson, Urban Forester

 Stu Spence, Parks & Recreation Director

1. **CALL TO ORDER/ROLL CALL**

The meeting was called to order at 5:32 p.m. with four (4) of five (5) Commissioners present.

1. **AGENDA APPROVAL**
	1. The following motion was introduced by Henderson; Smith providing the second: Motion: I move that we approve the agenda as presented. MSC. Unanimous.
2. **MINUTES APPROVAL**
	1. The following motion was introduced by Smith; Henderson providing the second: Motion: I move that we approve the October 2021 minutes as presented. MSC. Unanimous. Note there was no November meeting and no quorum in December.
3. **PUBLIC COMMENTS**
	1. None.
4. **OLD BUSINESS**
	1. **Tree Sourcing Update**
		1. Teresa explained that she has worked out a plan with Grandescapes to cultivate bare root trees and grow them in to pots that we can use to plant. They will take care of the care, watering and potting until we need them. Teresa will work with them to order specific varieties.
		2. This is something new we are trying since our tree source on the west side of the state has had challenges shipping our orders over the last couple of years.
	2. **Tree Inventory**
		1. All data has been fixed and inventory complete other than a few trees planted in 2021.
		2. Teresa will be meeting with IT next week about generating reports that will be useful for her analysis.
		3. Teresa would like to move to iTree reports eventually.
		4. Lia said that this will be key in determining what tree types need to be planted or replaced in the future.
	3. **Tree City USA Application and Growth Award**
		1. Teresa said Tree City USA Certification and Growth Award applications were approved.
		2. She reminded the Commission that we are the longest standing Growth Award in the state.
5. **NEW BUSINESS**
	1. **Election of Officers**
		* 1. Lia opened the floor for nominations. The following nomination was introduced by Henderson; Spiegel providing the second: Nomination: I nominate Toni Smith for chairperson. MSC. Unanimous.
			2. The following nomination was introduced by Henderson; Smith providing the second: Nomination: I nominate Jennifer Williams for vice-chairperson. MSC. Unanimous.
	2. **Welcome New Commissioner**
		1. Welcome Jennifer Williams who has been serving on the Parks & Recreation Advisory Commission the last several years and who served on the Community Landscape & Forestry Commission in the 90’s.
		2. Jennifer introduced herself: Her and her husband, Wes, moved here in 1996 and raised their two kids here. She practiced law for 22 years, but now that her husband is a judge, she is dedicating time to community work
		3. Jennifer said that she is passionate about the right-of-way trees in the lower income areas of La Grande because shade is so beneficial.
		4. This comment was followed by some discussion about right-of-way trees and the challenges on the north side of town due to those areas being used for parking and the lack of curbs and gutters.
	3. **Annual Work Plan**
		1. Teresa reviewed the annual work plan and highlighted areas where she needs help from Commissioners. Some of the key areas included: coordinating fall and spring tree plantings, structural pruning workshop, reviewing growth award and Tree City USA applications, and help with the Arbor Day celebrations and poster contest.
	4. **Parks Master Plan Themes**
		1. Stu shared the draft Parks Master Plan with the group including the goals, strategies, and action items.
		2. He explained that this is the culmination of over 500 citizens being involved through surveys and focus groups.
		3. There was discussion about how to incorporate the Urban Forestry Master Plan in to this plan and the consensus was to have staff incorporate the main points that were still applicable from the old plan into the goals and objectives of the Parks plan.
		4. Commissioners also planned a follow up zoom conference to go over staff recommendations January 25th at 4pm.

**VII. STAFF REPORTS**

1. **Urban Forester**
	* 1. Teresa sent here staff report and highlighted the following items:
			1. She received a call from a concerned citizen about the arboretum near the old Central School. The area has been fenced and the citizen was concerned that it was no longer open to the public even though it is. Teresa would like to recruit a group to make signage for the fence and also replace the tree identification signs inside the arboretum.
				1. Commissioners suggested the high school metal shop, FBLA, and Boy Scouts.
			2. Nominations are open for OCT and ODF Awards and Teresa would like to nominate Steve Clements for his purchase of all the street trees on 2nd street. The nomination needs to come from Commission, not from Teresa since she sits on the awards committee. The group agreed to sign the nomination that Teresa drafts.
			3. Teresa said she may work on making digital notebooks for new Commissioners as an option moving forward because of the suggestion by Jennifer.
2. **Director**
	* 1. Nothing to report.

**VIII. INFORMATION**

* + 1. None.

 **IX. COMMISSIONER COMMENTS**

* + 1. None.

 **X. ADJOURNMENT**

Meeting adjourned at 6:33 p.m. Reminder – Parks Master Plan Meeting January 25th at 4pm. via zoom and next regular meeting is scheduled for February 8th via Zoom video conference.