Seattle Urban Forestry Commission 2013 Work Plan

Adopted 12-12-12
Revised 2-6-13

2013 Priority Actions:

1. Urban Forest Stewardship Plan update – adoption by Mayor and Council
2. DPD's Tree Protection Ordinance
3. Advising on City Decisions that Impact the 30% Canopy Goal
4. Internal Engagement of City Departments on Canopy Goals
5. Improving Transparency of Process / Operations of UFC
6. Outreach and Engagement

Topic Area / Action	UFC Lead Responsible	Parties Involved	Start Date	UFC Agenda Date	Key Outcome /Deliverable
Urban Forest Management Plan					
Participate in the update process and support UFMP goals					
• Issue statement of support for the formal adoption of the updated UFSP by Mayor and Council	John F/Sandra	UF IDT, Council, MO	April	April	Comment/support letter
• Review 2013 UF IDT work plan and provide feedback to departments	Peg	UF IDT, OSE	April	April	Recommendation
• Review 2012 UFMP Progress Report and provide feedback to departments	Leif	UF IDT, OSE	February	March	Recommendation
• Support implementation of sustainable and realistic urban forest budget based on UFSP goals	John F/Erik	UF IDT, OSE	February	June & Nov	Position paper
Tree-related City Regulations/Policies					
Advise DPD on proposed tree regulations					
• Hold working meetings with Councilmember Conlin's Office Staff and Council Central Staff	All	DPD	January	January	Recommendation
• Issue a recommendation on the DPD ordinance version presented to Council (and follow the ordinance throughout its full process)	John F/John S	DPD	Q1	Q3	Recommendation
• Develop recommendations for tracking on-the-ground effectiveness of a strong tree protection ordinance	Matt	UF IDT, DPD, OSE	Q3	Q4	Position Paper

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• Develop recommendations for revising Director's rules to be consistent with a strong tree protection ordinance (Driven by DPD's ordinance timeline)	Jeff	UF IDT, DPD. OSE	TBD	TBD	Position Paper
• Produce Client Assistance Memo on Mitigation (Driven by DPD's ordinance timeline)	Peg/John S.	DPD	TBD	TBD	
• Finalize position paper on Ecosystem Metrics for tree protection regulations, and trend tracking over time	Peg/John S	SPU, IDT, OSE	Q2	Q2	Position Paper
• Develop a position paper on Development Standards (Driven by DPD's ordinance timeline)	Peg/Jeff	UF IDT, DPD, OSE	TBD	TBD	Position Paper
Advise the City on its pruning of public trees to accommodate private views					
• Issue recommendation on pruning for private views	Leif/Tom	Parks, Council, MO	Q2	May	Recommendation
Outreach and Engagement					
City Council and Mayor's Office interaction					
• Hold quarterly meetings with City Council and OSE director	John F/Sandra Others	Council, OSE	Quarterly	TBD	Speaking points
• Present 2012 Annual Report and 2013 work plan to City Council and Mayor	John F/Sandra	Council, OSE	Q1	February	Presentation
• Participate in urban forestry outreach and engagement events such as Arbor Day and Green Seattle Day	All	UF IDT	Ongoing	Ongoing	Commissioners' presence at events
Conduct Internal Engagement					
• Develop annual calendar for invited speakers, guests and topics (to include inviting industrial groups to visit with UFC)	John F/Sandra	OSE	Feb/Mar	February	Calendar
• Review outreach efforts and create strategy (including using new stadium as catalyst to explore tree planting in industrial areas)	Erik	OSE	Q3	Q3	Memo
Align Urban Forest IDT and Urban Forestry Commission's work plan					
• Hold annual joint UFC/UF IDT meeting	John F/Sandra	OSE	Q2	June	
Internal Operations					
• Issue 2013 Annual Report	John F/Sandra	OSE	Dec/Jan	December	Annual report
• Review 2013 and create 2014 workplan	John F/Sandra	OSE	Dec/Jan	December	Annual workplan
• Hold Chair and co-chair elections	John F/Sandra	OSE	Dec	December	New leadership