



Memorandum

Date: May 2022
To: Interested City Commissions
From: Adrienne Heinig, Assistant to the Director, Public Works Utilities & Operations
Subject: Urban Forest Management Plan Project & City Commission Invitation

Recommendation

Informational/Action Item

- Receive informational memo on the status of the Urban Forest Management Plan (UFMP) project, and if desired, consider the appointment of a member of this Commission to attend the Tree Commission (TC) meetings when the Urban Forest Management Plan is on the agenda for discussion.

Background

The City of Davis received a CAL-FIRE Grant utilizing Proposition 68 funds to develop an Urban Forest Management Plan (UFMP) and to plant 1,000 new trees within the city limits. The City has been working with Tree Davis on planting the 1,000 trees (with 998 trees planted to date), and is beginning the work of the UFMP portion of the grant.

The UFMP will replace the current Community Forest Management Plan adopted in 2002. The Management Plan will be a 40-year plan that will guide the management of Davis' urban forest program. The Plan will look at key areas of the urban forest and develop recommendations for managing, budgeting, service level matrices, and process improvements that will help improve and optimize the overall management of the City's urban forest.

The City has contracted with Davey Resource Group, Inc. as the consultant for the UFMP, working with grant partner Tree Davis. The UFMP is due to be completed by March 2023, and currently work on the UFMP is at the beginning stages. The Tree Commission will review and comment on the draft Public Engagement Plan for the UFMP at their meeting on May 19, 2022. While this meeting may be prior to City commission review of this memo and designation of a liaison, more substantive discussions of the UFMP will begin in the coming months (likely starting in July), allowing for ample opportunity for involvement.

UFMP Scope

The scope from the submittal of Davey Resource Group is included in summary form here:

- Project Management, including:
 - Coordination and meetings
 - Project schedule tracking and updates
 - Administration of the project
 - Development and monitoring of the work plan for the project
- An analysis of the current status of the City's Urban Forestry program, with review of all relevant materials to identify successes in meeting program goals and gaps, and areas for recommended improvements, including:
 - City policies and documents (specific documents, include, but are not limited to, those listed in the attached proposal)
 - Assessments of current program structure, function and budget of the Urban Forestry Division
 - Assessments of the current City public tree resources, including existing policies and practices for the care of City trees
 - A canopy cover analysis of private and public trees (an Urban Tree Canopy - UTC - assessment), including:
 - An i-Tree Eco analysis of City trees
 - Land cover metrics
 - Ecosystem services
 - Social equity and resilience factors
 - Canopy percent by right-of-way
 - Canopy health analysis
 - *Note: optional tools include a heat island analysis and the TreeKeeper Canopy software*
- An analysis of challenges and opportunities for incorporation into the Urban Forest Management Plan, including:
 - Summaries of City policies, planning and documents with the identification of current and future challenges and opportunities
 - Recommendations for the Urban Forestry Division structure, function and budget
 - The completed canopy cover analysis for public and private trees, and identification of canopy goals, and a priority planting index
- Management of stakeholder participation and outreach, including:
 - The development of an outreach plan, including online surveys, virtual community meetings and roaming pop-ups
 - Content for webpages, web-based outreach, and materials for media outreach
- Technical Guidance, with guidance and recommendations on the following:
 - Tree care & health

- Tree monitoring
- Tree protection, removal and mitigation
- Integrating urban forestry into land use planning
- Irrigation with recycled water and water conservation considerations
- Tree shade and urban heat island mitigation
- Public and private utility conflict mitigation
- Identify any areas that might be subject to CEQA
- Final Plan Document

Further detail on the tasks and the approach recommended by Davey Resource Group and consultant selection can be found in the staff report to City Council from August 31, 2021: [04B - Urban Forest Management Plan Consultant Selection](#)

Commission Input

City staff is working with the Tree Commission on the UFMP, and substantive discussions around UFMP will take place with the TC at their regular meetings (or special meetings when applicable). Commissions that wish to participate in the discussions should appoint a Commission liaison to the TC, a liaison who will attend the meetings when the UFMP is on the Commission’s agenda (similar to the CAAP process currently underway). This liaison can participate in the discussion, provide feedback as needed, and can report back to their respective commission on the progress of the UFMP.

Current Timeline *(tentative)*

The UFMP is required to be submitted to CAL FIRE by March 25, 2023. A broad outline of the upcoming work is presented below, further detail will be provided to Commissions participating in the process as the planning efforts are finalized by the City and Tree Davis staff.

Anticipated Dates	Steps
May 19, 2022	Tree Commission review of the UFMP Draft Public Engagement Plan
June – December 2022	Work underway on components of the UFMP including: data collection, project administrative work, outreach, plan development, etc. with periodic visits to the Tree Commission to review project components and progress
December 2022	Draft of UFMP reviewed by Tree Commission
February and March 2023	Final UFMP review by City Council