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# MEMORANDUM



Date: December 9, 2025

To: Tree Board

From: Alyssa Jones Wood, Sustainability Coordinator

## Urban Forestry Management Plan Implementation Status Update

### Background

The City Council adopted the Urban Forestry Management Plan (UFMP) on March 2, 2021, by Ordinance No. 2020-004. We are now in the implementation phase.

Action B in Plan Section 3.05(E) – *Engage*, Goal 6: *Promote community and urban forest stewardship, education, and achievement*, Objective 6.4: *Improve communication and coordination regarding the community and urban forest*, calls for City department staff to meet on an annual basis with the Tree Board to discuss implementation of the Plan.

The directors or representatives of the City’s Community Development, Parks & Recreation, Transportation & Engineering, and Water Resources & Sustainability departments will be attending the Tree Board’s December 9, 2024 meeting to review the implementation of the Plan’s actions and answer questions.

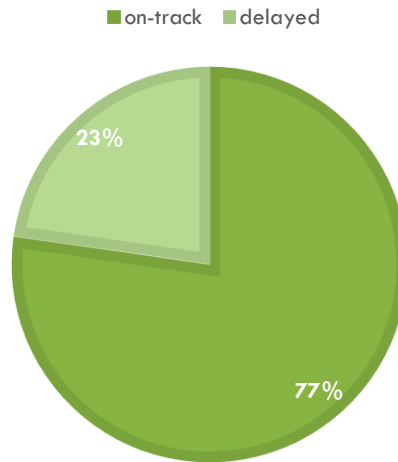
### Current Situation

#### Implementation Progress

Attachment B *Urban Forestry Management Plan Action Implementation Table Sorted by Start Date* contains the 2021-2024 actions in the Plan sorted by start date with notes on the progress of implementation.

The UFMP as adopted includes sixty-six actions scheduled to begin implementation between 2021 and 2024. To report on the progress of implementation, the status of those actions have been separated into actions that are on track and actions that are delayed. Figure 1 below shows the percentage of actions that fall into each of those status categories. 77% of those 2021-2024 scheduled UFMP actions are on-track and the remaining 23% are delayed.

## STATUS OF UFMP 2021-2024 ACTIONS



### Sustainability Coordinator Work Program for UFMP

In the past two years, this annual update has been accompanied by the Sustainability Coordinator's work program for UFMP implementation. Given that in 2025 the full-time Urban Forester will begin work, Staff are delaying the production of the 2025 work program for UFMP implementation until the Urban Forester has been onboarded and develops it. Regardless, the Sustainability Coordinator still estimates that 15-20% of her time will be spent on implementing the UFMP.

### Next Steps

Staff suggests the Tree Board review the materials in the packet and be prepared to discuss at their December 9, 2024 meeting.

### Staff Contact

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