

**CITY OF COTTAGE GROVE**  
**URBAN FORESTRY COMMITTEE**  
Minutes of the Regular Meeting  
August 21, 2024

**CALL TO ORDER**

Reilly Newman called the meeting to order at 4:32 p.m.

**ROLL CALL**

Recording Secretary Tina MacDonald called the roll. The following were:

Present: Chair Reilly Newman and Richard Vasquez  
Online: Jimmy Schaper, Justin Tidrick and Mark McCaffery  
Absent: Paul Higgins and Debra Bartlett  
Staff Present: Associate City Planner Leni Crow, Recording Secretary-Tina MacDonald, City Arborist Chris Senters

1. **ITEMS TO BE ADDED**

None

2. **MINUTES**

Minutes – July 17, 2024

Richard moved to approve, Mark seconded. July 17, 2024 minutes – Approved 4-0.

3. **OLD BUSINESS**

None

4. **NEW BUSINESS**

(a) Park Specific Master Plan & Urban Forestry Committee Goals -

Associate Planner Crow brought back to the committee the discussion of the park specific Master Plan, particularly about the care and replanting of the trees after the ice storm. They went through the Urban Forest Work Plan from last year. One of the things that was listed was to resume the city wide tree inventory in April and then in September draft the area specific tree plans.

The two new business items will be talked about at the same time.

The committee had spoken previously about doing a Coiner Park master plan. After doing some research staff found that there was a Coiner Park Specific Mixed Use Master Plan that was approved in 2005. Leni spoke about the tree

hazard portion of the master plan specifically. So, there are two options really in moving forward. One, doing a park tree inventory and then doing the master plan update or two, starting with the master plan.

Chair Newman thinks the tree inventory is a great place to start. Originally, when the tree inventories were done the focus was on the parks and public spaces first, then moving on to city properties and so on. That did not necessarily happen. The Watershed Council's youth crew did the majority of the leg work for the current tree inventory a number of summers ago. She thinks that a current inventory should be completed by committee members and staff, not Public Works, so that it is more complete and widespread with more accuracy.

Jimmy spoke about Coiner Park and its trees. He does not want to see the park change at all. He mentioned Bohemia Mining Days and an old tree plan that was available. That may be a resource.

Reilly stated that the reason this Master Plan was brought up in the first place was when the trees were donated when Susan Johnson passed. The committee should be thoughtful going forward as to when we might lose trees, or hold an Arbor Day planting, etc. as to where the trees would be planted and what types of trees would be allowed where?

Richard about specifics about the Master Plan. The committee could do an addendum that is specific in addition to the plan. The plan itself is due to be updated.

The committee agrees that the tree inventory should be done and be an addition to the existing plan. Staff is in charge of the plan itself.

## 5. **INFORMATION REPORT FROM STAFF**

- (a) Tree Report Review – The tree on the SW corner of the parking lot is a private tree. The applicant/owner has been notified. Staff did let the applicant know that it is preferred that it not be taken down. A neighbor had spoken with the applicant regarding the tree on the NW corner and the possibility of an appeal. Staff dug deep into the code to find that the final say comes from the city engineer. They did a site visit and reviewed the reports and supported the committee's decision. The appeal period has ended.
- (b) The committee discussed the Emerald Ash Borer. It has been found in more locations and the belief is that it has been in those locations and others for a long time. Budgeting in tree removal, traps and doing ad campaigns were talked about.

- (c) Associate Planner Crow let the committee know that Community Development Director Mongan is leaving the City.

6. **AUDIENCE PARTICIPATION**

None

7. **COMMITTEE COMMENTS**

Jimmy asked about the possibility of having volunteers or classes assist with the tree inventory. Leni mentioned that they have some contacts and that there are options.

Richard talked about the Emergency Preparedness Fair and what a great turnout it was. There was much more engagement with the booths.

Reilly is resigning from the Urban Forestry Committee. Thank you Reilly for your 7 years of commitment!

**ADJOURNMENT: The meeting was adjourned at 5:02 p.m.**

ATTEST:

APPROVED:

\_\_\_\_\_  
Tina MacDonald, Recording Secretary

\_\_\_\_\_  
Vice Chair