

**CITY OF COTTAGE GROVE
URBAN FORESTRY COMMITTEE**

Minutes of the Regular Meeting
November 20, 2023

CALL TO ORDER

Chair Newman called the meeting to order at 4:06 p.m.

ROLL CALL

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

Present:	Debra Bartlett, Paul Higgins
Online:	Chair Reilly Newman, Jimmy Schaper, Mark McCaffery
Absent:	None
Staff Present:	City Planner Eric Mongan, Assistant City Planner Allison Crow, Recording Secretary-Tina MacDonald

1. **ITEMS TO BE ADDED**

None

2. **MINUTES**

July 17, 2023 & October 16, 2023 meeting minutes were approved.

3. **OLD BUSINESS**

None

4. **NEW BUSINESS**

City Planner Mongan shared that the Urban Forest Management Plan Sub-committee completed its work on the plan. He is working on adding pictures and reformatting. He will be recommending it for adoption to City Council on the 27th.

There was discussion on some of the specific pieces to the plan and recommendations on additions and changes.

There was a motion to recommend approval with the amendments to City Council. All were in favor.

The amendment will go before City Council as a resolution at the top of the meeting under the resolutions portion of the agenda. City Planner Mongan spoke about the formalities of the council meeting. The meeting will start very close to 7 pm.

5. **INFORMATION REPORT FROM STAFF**

City Planner Mongan spoke about the Tree City USA information being sent off. The growth award will be done next week. There will be 10 points awarded for the adoption of the management plan. The resolution will be attached to that.

He has also put together a tentative 2024 Work Plan for the year. There will be area plans for the city.

Arbor Day will be discussed at the next meeting.

The advertisement to the paper to solicit for vacancies on the various boards and commissions will be sent next week.

Chair Newman shared that she will return to the Committee, yet not as the chair.

6. **AUDIENCE PARTICIPATION**

None

7. **COMMITTEE COMMENTS**

None

ADJOURNMENT: The meeting was adjourned at 4:28.

ATTEST:

APPROVED:

Tina MacDonald, Recording Secretary

Reilly Newman, Chair