Seattle Urban Forestry 2011 Work Plan
January 5, 2011

2011 Priority Actions:
1. Tree Protection Ordinance
2. Advising on City Decisions that Impact the 30% Canopy Goal
3. Internal Engagement of City Departments on Canopy Goals
4. Improving Transparency of Process / Operations of UFC

Bench mark*	Topic Area / Action	UFC Lead Responsible	Dept. Involved	Start Date	UFC Agenda Date	Key Outcome / Deliverable	Vote / Support Date
	Legislation / Protection						
1	**Clarify process for SUFC input to TPO**						
	• Meet with City Council rep., UF IDT and DPD (outside of UFC) to define process and timetable for taking UFC input on TPO	Matt / Sandra	City Council rep., OSE	January	1.5.2011	Transparency of Process	2.2.2011
	• Post schedule and process on website	Matt / Sandra	OSE	January	1.5.2011	Schedule	2.2.2011
2	**Identify goals and tools for strong Tree Regulations**						
	• Prepare a position paper on the merits of a tree permit system	Jeff R / Peg	UF IDT, DPD, OSE	January	1.5.2011	Position Paper	3.2.2011
	• Develop position paper on Ecosystem Metrics for tree protection regulations, and trend tracking over time	John S / John F	UF IDT, City arborists, OSE	January	4.2.2011	Position Paper	5.6.2011
	• Develop a position paper on Professional Standards	John H	City arborists, UF, OSE	January	2.2.2011	Position Paper	5.6.2011
	• Develop a position paper on Tree Standards	John F	UF, DPD, City arborists, OSE	January	3.2.2011	Position Paper	5.6.2011
	• Develop a position paper on Development Standards	Peg / Jeff	UF, DPD, OSE	January	3.2.2011	Position Paper	5.6.2011
	• Develop a position paper on Mitigation Standards	Peg / Jeff	UF, DPD, OSE	January	4.2.2011	Position Paper	5.6.2011

Bench mark*	Topic Area / Action	UFC Lead Responsible	Dept. Involved	Start Date	UFC Agenda Date	Key Outcome / Deliverable	Vote / Support Date
3 - 4	**Support Passage of a strong TPO**						
	• Identify opportunities to provide Council and Mayor input on broad participation of the development of the TPO and its effectiveness in meeting the 30% canopy goal	Nancy / Matt	OSE	May	6.1.2011	Memo / Presentation	8.3.2011
5	**Support Implementation of TPO**						
	• Develop recommendations for tracking on-the-ground effectiveness of a strong TPO	TBD	UF IDT, DPD, City arborists. OSE	July	8.3.2011	Position Paper	9.21.2011
	• Develop recommendations for revising Director's rules or CAMs to be consistent with a strong TPO	TBD	UF IDT, DPD. OSE	August	9.21.2011	Position Paper	11.2.2011
	Programs / Evaluation						
1	**Clarify Process for reporting**						
	• Solicit / discuss Departmental metrics and provide advice for annual review criteria and process	TBD	OSE	Sept	10.5.2011	Memo / process	11.2.2011
	Comprehensiveness / Effectiveness						
1	**Explore Opportunities to Further Align Departments**						
	• Review / discuss IDT process and research other models for City Departmental coordination and effectiveness to make recommendation to Mayor and Council	TBD	OSE	June	7.20.2011	Position paper	10.19.2011
2	**Create Sustainable and Realistic Urban Forest Budget**						
	• hold information meetings on urban forest budget and needs	TBD	OSE	May	6.15.2011	Summary Memo	8.17.2011
	• Develop position paper on urban forest budget needs	TBD	OSE	July	8.17.2011	Position Paper	10.5.2011
	Engagement / Outreach						
3	**Conduct Internal Engagement**						
	• Develop annual calendar for invited speakers, guests and topics	Matt/Sandra	OSE	January	1.19.2011	Calendar	2.2.2011

Bench mark*	Topic Area / Action	UFC Lead Responsible	Dept. Involved	Start Date	UFC Agenda Date	Key Outcome / Deliverable	Vote / Support Date
	• Engage Department Directors; invite a City Director to every other meeting to build relationships	Matt/Sandra	OSE	January	2.16.2011	List/Dates of UFC Visitors	3.5.2011
	• Develop thoughtful questions (survey) for guests and present UFC ideas to help structure a forward-thinking conversation	Matt/Sandra	OSE	March	3.2.2011	Big Ideas / Qs	4.6.2011
	• Review outreach efforts and create strategy [is this point referring to outreach to be done by the UFC? Or not, instead of creating a strategy it might be 'make a recommendation on outreach efforts' then we would have to clarify to whom]	Nancy	OSE	June	7.6.2011	Memo	9.7.2011
1-2,4	**Elevate Trees as Infrastructure / Outreach**						
	• To evolve from conversations that come from No. 3 (establish regular conversations with SPU / OSE)	TBD	OSE	June	7.6.2011	TBD	9.7.2011
5	**Annual Report**	Matt/Sandra	OSE	October	11.16.2011	Annual Report	12.21.2011
	Process / Operational						
1	**SUFC Feedback Loop**						
	• Develop explicit expectations about a feedback loop so UFC knows how input will be used.	Matt/Sandra	UF IDT, DPD, OSE	January	2.2.2011	Supporting UFC Materials	4.6.2011
2	**Elevate SUFC Priorities**						
	• Create a cover sheet using criteria for decision-making that would be completed in advance by any entity wishing to present to SUFC	Matt/Sandra	OSE	January	1.19.2011	Supporting UFC Materials	2:16.2011
3	**Align UMFP and SUFC work plan**						
	• Discuss and ensure UMFP workplan and UFC workplan are aligned	Matt/Sandra	OSE	January	1.19.2011	TBD	2.16.2011
	* Review 2011 and create 2012 workplan	Matt/Sandra	OSE	December	11.16.2011	Annual workplan	12.21.2011

*Benchmarks identified on Pages 4-5 of the Approved 11.3.2011 UFC 2011-2015 Five-Year Work Plan