

Urban Forestry Commission

Bylaws

1. Purpose

The University City Urban Forestry Commission is established by the authority of Article XIX, Section 120 of the University City Code. Its purpose is to facilitate volunteer citizen input into matters affecting our urban forest by working with the City Forester and other City employees and elected officials on forestry matters.

2. Members

The Commission shall consist of:

- The City Forester, a non-voting member
- A member of the City Council, a non-voting member who shall act as liaison between the Council and the Commission
- Seven citizens appointed by the City Council for terms of three years for a maximum of two terms (and no more than 7.5 years total). Three unexcused absences (i.e. without notifying the City Forester) will be cause for dismissal.

3. Meetings

The Commission shall meet on the second Wednesday of each odd numbered month, plus any special meetings called by at least two members of the Commission, the City Forester, or the City Council. A quorum shall consist of four of the seven voting members. An individual may get an item added to the meeting's agenda by notifying the City Forester and Commission President in writing more than 48 hours in advance of the meeting.

4. Officers

At the first meeting of each calendar year, the Commission shall elect a President and Vice President, whose one year terms will begin immediately.

4.1 President

The President shall run the Commission meetings along the lines of Robert's Rules of Order. The President shall represent and speak for the Commission at City Council Meetings or other public appearances.

4.2 Vice President

The Vice President shall assist the President as needed and run the Commission meetings in the President's absence.

4.3 City Forester

The City Forester shall prepare and distribute the meeting agenda and materials. The agenda shall be published to the public 7 days in advance of the meeting.

4.4 Commission Secretary

Take minutes for the meeting. Position will rotate among Commission members.

5. Duties

The Commission is authorized to discuss any issue related to our urban forest, including:

5.1 Appeals

Any citizen wishing to appeal a decision by the City Forester should make their appeal at a Commission meeting.

Procedure

5.1a - Citizen shall notify the City Forester in writing of the request for a hearing

5.1b - Complaint will be placed on the next meeting agenda, and members notified in advance so they may investigate.

5.1c - Citizen will present their case at the meeting before the commission members who will have the opportunity to ask questions.

5.1d - City forester will present the city's case and members may ask questions.

5.1e - The commission will debate and discuss, and a decision will be rendered. The citizen will be notified immediately or in writing soon after the meeting.

Criteria for granting an appeal.

It is the general policy and practice of the forestry department to not remove healthy trees from its street, parks, and woods. For as long as University City chooses to remain a forested community, appeals to remove a tree for the normal and natural burdens of living in a forest should be denied. This includes an inability to grow lawns or other shade-intolerant plants, leaf or other tree litter, side effects of forest dwelling animals, etc.

An appeal to remove a healthy tree should be granted if the tree imposes an unreasonable burden. Examples of an unreasonable burden would include when a tree imposes unjustified costs or encroaches on the ability to access property.

In all appeals, the Commission will offer any suggestions or compromises that can maintain the forest and keep our neighbors happy with their life with trees.

5.2 Forestry Plan

The Commission shall review and approve The Urban Forestry Management Plan. The Commission shall also review and approve the Community Forestry Plan submitted by the Forester annually which should align with the Urban Forestry Management Plan.

5.3 Tree Walks

The Commission shall periodically review the Tree Walks on the UCity in Bloom website and accuracy of the related guides and keep them current.

5.4 Arbor Day

The Commission shall work with the City Forester to plan an annual Arbor Day event.

6. Amendment of bylaws

These bylaws can be amended by a majority vote of Commission members at any meeting.

7. Sustainability

The Commission shall conduct an annual review of metrics intended to measure progress of the annual Community Forestry and Urban Forestry Management Plan. These metrics will be furnished by the Forestry Supervisor as part of the mentioned Forestry Plans.