

# Community Forestry Advisory Board Quarterly Meeting Minutes

Location: Parks & Recreation Administration Office, 3131 O Street, Third Floor

Date: Wednesday, December 10, 2025

Time: 4:00 p.m.

Attendees: Members Present: Lachel Bradley-Williams, Erin Chambers, Jess Gieseke, Brian Munk, Mark Wilson  
Members Absent: Ann Powers  
Staff Members Present: Maggie Stuckey-Ross, Chris Myers, Kaylyn Comstock, Mike Comstock, Jocelyn Golden, J.J. Yost, Kris Humphrey, Pam Hoffman  
Members of the public present: Isaac Remboldt

## Agenda items

- 1. Call to Order:** Lachel Bradley-Williams called the meeting to order at 4:00 p.m. and recognized the Open Meetings Act posted on the wall.
- 2. Roll Call:** Roll Call was taken. Quorum was present.
- 3. Approval of Minutes from the June 11, 2025 meeting.** Motion to approve was made by Erin Chambers and seconded by Brian Munk. 3 votes to approve: Lachel Bradley-Williams, Erin Chambers, and Brian Munk. 2 votes to abstain due to absence from meeting: Jess Gieseke and Mark Wilson. Motion approved per Bylaws Article VI, Section 4 "Four voting members of the Board present shall constitute a quorum. The act of a majority of a quorum shall be the act of the Board."
- 4. Approval of Minutes from the September 10, 2025 meeting.** Motion to approve was made by Mark Wilson and seconded by Erin Chambers. 4 votes to approve: Lachel Bradley-Williams, Erin Chambers, Brian Munk, and Mark Wilson. 1 vote to abstain, though present at the meeting: Jess Gieseke. Motion approved.
- 5. Bylaw amendments from February Meeting** – Motion was made to approve the changes presented at the February 11, 2025. Motion to approve was made by Erin Chambers and seconded by Jess Gieseke. Motion was unanimously approved by members present: Lachel Bradley-Williams, Erin Chambers, Jess Gieseke, Brian Munk, and Mark Willson.

Other possible changes to the bylaws will be discussed at a future meeting. Some discussion points at the meeting included: how are new members appointed; what need to be done if the board wants to increase the number of members; the number of board members on committees and having additional members of the public (non-board members) to serve on those committees.

Pete Smith is no longer on the board. Jess Gieseke inquired about being the committee head for the Policy Committee. Lachel Bradley-Williams then appointed Jess Gieseke to committee head of the Policy Subcommittee.

**6. LTU Updates:** Kris Humphrey. No specific new projects but would be happy to take any new requests. Tree memos are now being created as a component of projects. It looks at what tree impacts will be and route are walked with Chris Myers. They will look at what trees need to be removed for those projects and which of those trees may already need to be removed (ash trees, damaged trees), canopies that need to be trimmed, and utility work that could damage the roots of the trees. They will look at how to mitigate losses. Can tree being removed be replaced with another tree and can we keep it viable. All memos will be routed through Liz Elliott. Maggie Stuckey-Ross talked with Liz Elliott about pre-project documentation. A Street (the section that was part of the 17<sup>th</sup> Street Project) and Randolph Street from Capitol Parkway to 40<sup>th</sup> Street are the case studies on the new process. Each project will be looked at individually. Chris Myers mentioned that for the Randolph Street Project, one side of Randolph is more impacted than the other side. It is helpful to go through this process. Jess Gieseke: would like to encourage looking at trees that need to be trimmed when walking the route for a project. Could be helpful for the existing trees. Chris Myers: crews have been trying to do area maintenance trims for trees along roads that are closed.

**7. Committee Reports:**

**a. Outreach/Education/Events:**

- i. Arbor Day LNK is set for April and will look similar to last year. There will be a tree distribution, booths, public is invited. Will start specific planning in early January. Hoping to have volunteers from CFAB to help run a booth.
- ii. Spring planting events in Parks and with LPS and Arbor Day Foundation.

**b. Policy/Regulation/Board Development:** No current updates.

**8. Director's Report:** Maggie Stuckey-Ross. Budget season is beginning, and budget will need to be submitted by mid to late February. Looking at equipment and staffing for Forestry.

**9. Volunteer Tree Planting summary:** Planted trees at nine locations this fall, utilizing a total of 260 volunteers and 540 hours. There was a tree planting at Folsom Park with Adams Elementary School, there are 40 trees.

**10. Community Forestry Crew Activity** – Chris Myers: Finished the last storm event in mid-October. Didn't have a contractor to pick up private debris. There was damage to the Star City Shores Parking lot from the debris. Trying to start area pruning instead of individual requests. 27<sup>th</sup> and Kuchera area has been done. Next up are Hunts Drive and North Highland. There are three trim crews working together. Removal crews are still working on storm damage trees. Oldest removal left is from May of 2024.

**11. Public Comment from non CFAB members for items not listed on the agenda.** None

**12. Adjourn:** Meeting adjourned at 4:59 p.m.

Next Board meeting will be February 11, 2026.