



URBAN FORESTRY COMMISSION

Meeting Minutes

January 15th, 2026

9:30am – 11:30am

Hybrid Meeting: Online and in-person at the Portland Building

- Commission Members present:** Co-Chair Leah Plack, Co-Chair Adrienne Feldstein, Casey Clapp, J.R. Lilly, Melinda McMillan, Bruce Nelson, Matt Sanchez, Megan Van de Mark
- Commission Members absent:** Vesla Lee
- Urban Forestry staff present:** Jenn Cairo (City Forester), Brian Landoe (Strategy and Planning Manager), Prescilla Celino (Analyst II), Edith McClintock (Education Coordinator), Sam Wolf (Heritage Tree Program Manager)
- City staff present:** Drew Derrick (PP&D Tree Inspector), Jesse Nellis (Senior Tree Inspector), Robert Irving (PP&D Tree Permitting Manager), Kyle O’Brien (PP&D Finance and Budget Manager), Sonia Schmanski (PP&R Director), Claudio Campuzano (Finance, Property, Technology Manager), Amanda Manjarrez (Policy Strategies & System Improvement Manager)

Community Agreements

1. Co-chair Plack shared UFC Community Agreements that resonate with her based on today’s agenda “Support discourse and be willing to experience and share discomfort and disagreement. Expect and accept non-closure”; “Actively create a safe space to give and receive feedback to the speaker and the listener”; “Honor different perspectives and channel them into creative and informed solutions”.
2. Commissioner Clapp expressed appreciation of those community agreements, in particular the one around different perspectives as it relates to Heritage Trees.

City Forester’s Report – Jenn Cairo, City Forester

1. Jenn Cairo introduced Edith McClintock as the Urban Forestry (UF) Education Coordinator thanks to funding from Portland Clean Energy Community Benefits Fund (PCEF). Edith introduced her role as leading education and communications to highlight the importance of Portland’s urban forest and ensuring that communities receive timely and thoughtful responses to tree-related inquiries. Edith shared her background in legislative affairs and communications, primarily in the environmental sector and Asia. Edith is working on the first communication, marketing and education plans for UF. With Permitting and Regulation’s move to Portland Permitting & Development (PP&D), over time the tree single point of contact 823-TREE will sunset, and there will be two different routes for tree information requests. Requests regarding permitting and regulation will go to PP&D. Other requests such as street tree maintenance or heritage trees will be directed to Edith’s team.
2. Jenn Cairo shared updates on new UF programs. On January 13, 2026, as part of the Street Tree Maintenance (STM) program’s pilot, UF contractors began removal of dead street trees. UF planting programs will plant tree back in future seasons. These actions represent the commencement of full lifecycle street tree maintenance. This came as no expense or work from the adjacent property owner. The STM is led by David Howlett. In a future meeting, more plans and updates will be shared from STM for UFC advisement.
3. Jenn Cairo shared that Free Street Trees from UF’s various planting programs can now help property owners meet city tree replacement requirements. In the past large stock trees were utilized. Recent data indicates that smaller sized stock could be successful. Brian Landoe led the regulation change in the form of a city administrative rule to reduce the minimum size requirements. UF also worked with PP&D in non-development scenarios to implement the change and connect property owners to UF yard tree giveaway programs.
4. Jenn Cairo shared that the Title 11 Amendment Project is underway guided by updates to the Portland Urban Forest Plan. Project consultant CAPA Strategies completed a review of the peer cities tree codes and submitted the final report to staff. A lead

Urban Forestry Commission

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community engagement consultant has been selected and the contract is currently in process. This project is anticipated to take two years with a target deadline of fall 2027 to deliver an amendment package to City Council who has the authority to approve and change codes. A full briefing will be provided to the UFC in next few months.

5. Jenn Cairo confirmed that the UFC statement for the Employment Opportunity Analysis (EOA) as discussed at the December 18, 2025 UFC meeting was submitted and received by the Planning Commission. Jenn thanked Commissioner Nelson for leading the drafting of the statement. Jenn mentioned that work sessions on the EOA are expected later this year and there will be additional opportunities for the public to submit comment to city council.
6. Jenn Cairo provided background on budget preparation for FY27 to be discussed later in the meeting.
7. Jenn Cairo responded to Commissioner Sanchez's information request on the impacts of increased no-fee permits on a reduced tree inspector workforce, and how the department forecasts potential future slowdowns. Permit fees were largely eliminated or reduced due to the availability of PCEF replacement funding. Those funds moved over to PP&D with the transition of the Permitting and Regulation team. The fees being charged were heavily subsidized and a small component of delivering services.
8. Jenn Cairo asked Robert Irving if he would like to add anything or discuss in the PP&D budget discussion forthcoming. Robert agreed to wait until the discussion later in the meeting.
9. Jenn Cairo opened it up for questions.
10. Commissioner Nelson inquired if the STM dead tree removal pilot were located in priority service neighborhoods that are low canopy and low income. Jenn Cairo responded that the removals are happening across a variety of neighborhoods in Portland in order to test as many different types of sites. However, the focus for STM and pilot programs is in priority service areas.
11. Co-chair Feldstein welcomed Edith McClintock and requested to receive notification earlier in the process regarding the communication plan and suggested adding the topic to a future UFC meeting. This could be an opportunity for the UFC and subgroups to advise, such as identify gaps in communication.
12. Co-chair Feldstein inquired if the CAPA Strategies consultant included recommendations for implementation and development of the Title 11 Amendment Project. Co-chair Feldstein expressed a gap in communication to the public on Title 11 rules and taking a positive approach.
13. Jenn Cairo thanked co-chair Feldstein and acknowledged agreement. Part of the education program's work headed by Edith McClintock is related to communicating about regulatory requirements, which has had limited capacity in the past. This work will be in coordination with PP&D
14. Commissioner Nelson expressed that Edith McClintock is welcomed at UF and the role has been a desired position for many years. Commissioner Nelson shared thanks to Edith for joining and to Jenn Cairo for advocating for the role. Commissioner Nelson expressed the need for marketing and good communication in support of the mission of UF and the canopy. Jenn Cairo thanked Commissioner Nelson.

Heritage Tree #314 – Sam Wolf, Botanic Specialist II

1. Sam Wolf introduced herself as Botanic Specialist II and the Heritage Tree (HT) Program Manager joined by co-presenter Drew Derrick (PP&D non-development Tree Inspector) to present the HT removal and delisting request for #314, followed by UFC hearing and vote.
2. Sam Wolf provided brief background on the HT Program, the tree removal & delisting process and outlined the UFC's voting procedure. HT #314 is in severe decline but not considered an emergency removal case. If tree removal is approved, PP&D will then proceed with a permit allowing the landowner to remove the tree. Then, if the removal of designation is approved, this tree would be added to the list of recommendations to City Council to officially delist later this year.
3. Drew Derrick introduced himself as PP&D Tree Inspector and presented the findings of inspections and recommendations for HT #314, which was inspected on November 13, November 18, and December 12, 2025, by Drew, senior tree inspector and the Tree Permitting Division interim manager in response to the property owner's application to remove the tree. HT #314 was found to be in poor condition, severe decline, structurally comprised due to history of limb failure and topping, large pruning cuts (six inches in diameter or greater), large cavities (six large wounds visible from the ground), advanced decay. Seven steel cables were installed throughout the canopy, creating a rigid system where movement is restricted and this abrupt change can increase stress and elevate risk of limb failure. Lastly, one conk was discovered at the root flare and three locations oozing sap on the lower trunk, which could be a sign of a canker disease. The PP&D Tree Permitting division recommends removal and delisting.
4. Sam Wolf passed to co-chair Plack to facilitate the discussion who opened it up for public comment and questions.
5. Prescilla Celino confirmed public comments received via email were posted to the UFC webpage.
6. Commissioner Nelson confirmed he drove by HT #314 and observed that the grassy area to the north of the tree is flat and level and inquired if there had been any changes in the landscape or soil area since the new owners purchased the property in 2018/2019. He mentioned he spoke to a neighbor on the phone. Drew Derrick responded he is not aware and the first time he observed the tree was in November 2025.
7. Commissioner Nelson inquired if new construction on the property by the new homeowners could have compromised the integrity of the tree. He asked if UF could be examining trees on a regular basis and if private property owners could be receiving

assistance to prolong the life of HTs. He guessed the cables were installed 15-20 years ago by the previous homeowner and observed the massive breakages that occurred. He noted that oak trees are generally good at walling off. Commissioner Nelson suggested that the tree could have received better care and wouldn't pose a problem and shared his indifference to Pin Oaks.

8. Drew Derrick responded to Commissioner Nelson and shared the case history of the tree including pruning permits issued in 2020, which despite that work, storm damage that likely occurred soon after. Another pruning permit was issued in 2021 for additional endweight reduction to try to reduce additional branch failures. Both of those permits include inspection from UF.
9. Sam Wolf shared additional details in response to Commissioner Nelson's comments. The tree was designated a HT in 2013, and the designation process was the same as today. The tree was reviewed at the HT committee, which included city tree inspectors as members, before being recommended to the UFC and then once approved to City Council. Sam cannot speak to the opinions of the city arborists involved at the time of designation as it was not documented. The A7 may have included observations such as the cables.
10. Jesse Nellis also shared in response to Commissioner Nelson's comments that from observing photos from when the tree received its designation in 2013, lots of pruning intervention including larger pruning cuts on the end were visible, so it was likely done prior to becoming a HT with cables already in place. The cables appeared to be the same age and weathered. There is no record of the cabling permit given. Jesse reiterated that poor pruning practices caused tear-out failures and corrective pruning attempts further damaged the trees.
11. Co-chair Plack acknowledged that her question was addressed, that the poor tree work happened before the designation. Given pruning permits are required for HTs, she assumes advice on how to complete the work is also provided so the tree is healed.
12. Jenn Cairo agreed with co-chair Plack that regulations and permits are generally viewed with a negative connotation instead they can be vehicles for getting correct work done.
13. Co-chair Plack pointed out that Commissioner Sanchez added comments in the chat.
14. Co-chair Feldstein noted that City Council discusses HT delisting requests once a year and asked a question about timing related to emergency removals and if the property owner will not be able to do the removal before City Council addresses it. Co-chair Feldstein mentioned this is considered non-emergency.
15. In response to co-chair Feldstein, Sam Wolf outlined the physical removal process related to today's vote. If voted for removal, a permit will be issued to the property owner to do the physical removal. The status of the tree is resolved at City Council, but this process doesn't hinder the removal and resolution of this tree because it does pose a potential hazard. Sam suggested the Tree Permitting team could speak to what qualifies as emergency.
16. Jenn Cairo clarified that removal and listing or delisting are separate processes. The UFC recommends list and delisting. Removal doesn't require City Council approval. Council does decide on listing and delisting. Trees deemed to be emergency situation for removal, according to Title 11 code can proceed with City Administrator's authority and delegated to the City Forester.
17. Co-chair Plack asked if there were any other questions before moving to a recommendation. Co-chair Plack asked if there was a motion from a commissioner.
18. Commissioner Clapp moved to agree or affirm Tree Permitting division's decision to delist tree, Co-chair Plack seconds the motion – all in favor, none opposed.

Portland Permitting & Development FY27 Budget Update – Robert Irving, Interim Manager, PP&D Tree Permitting, and Kyle O'Brien, PP&D Finance Manager

1. Kyle O'Brien introduced himself as PP&D Finance Manager and shared the background of the transition of the Regulation and Permitting team to PP&D Tree Permitting. In July 2024 seven FTE from PP&R were moved to PP&D as part of an Urban Forestry review group. This was funded through fees and an interagency agreement with PP&D to cover the gap from fees was insufficient to recover costs. Claudio Campuzano supported this work. In the current adopted budget, an amendment moved 26 of 27 FTE from PP&R to PP&D on October 1, 2025, which created a new Tree Permitting division led by manager Robert Irving and primarily funded by PCEF with \$3.6 million that is sufficient to cover the remainder of the fiscal year. Now in the budget development for FY27, the \$3.6 million PCEF allocation will not cover the full fiscal year cost, so they are working to solve for the gap and are still early in the process. On January 23, 2026, they will be submitting a budget that highlights current service levels, and the gaps are in revenue. It is too early to say how this will play out as budget isn't adopted until June 2026. Kyle suggested Robert Irving speak about the drop in fee revenue due to code changes or drop in demand.
2. Robert Irving introduced himself as Tree Permitting Manager and outlined two different allocations or budgets for staff in Tree Permitting. For the team that moved over on October 1, 2025, they are funded by PCEF. For the team that moved over in July 2024 they are funded by cost recovery. PP&R provided a supplementary budget for those staff. Last year we had 100% or more of cost recovery. Associated with Title 11 Code Alignment project where street tree planting requirements were sunsetted for alterations and additions, this reduced the workload for staff and fee revenues in the

development group that reviews building, commercial, residential and public works permits. This change did not necessarily affect public works permits fee revenue. We've seen a precipitous decline in revenue. Other options are being reviewed for development staff (three tree inspectors) such as focusing on compliance inspection work, which is due to workload being previously not completed.

3. Robert Irving opened it up for questions.
4. Co-chair Feldstein asked for confirmation that over the last few years 33 staff moved from PP&R to PP&D and the majority of those staff were focused on alteration and addition permits and requested the rest of the workplan breakdown.
5. Robert Irving responded that the 6 positions that moved over in 2024 were specifically associated with development review permitting, which is the group affected by the Tree Code Alignment Project and the reduction in work and revenue. The staff that moved over on October 1, 2025, are primarily funded by PCEF.
6. Co-chair Feldstein acknowledged Robert Irving's response partly answered her question and she is still interested in a seeing a work group breakdown.
7. Robert Irving shared in response that they are working on statistical information and may be available by the end of January 2026.
8. Co-chair Feldstein thanked Robert Irving.
9. Commissioner Clapp inquired about the precipitous decline and asked how many permits are only alterations. He stated he did not agree with that specific code alignment and asked for clarification that it took away those below a certain threshold or value related to remodels.
10. Robert Irving outlined the Title 11 changes related to onsite tree density and on-site tree preservation. For the street tree requirements that were changed, it sunsetted anything with alterations and additions until January 1, 2029. Over 50% of the Tree Permitting team's reviews were alterations and additions and for the most part is not reviewing those.
11. Commissioner Clapp asked if they are not reviewed, if trees are not being planted in that area. He recalled when this was last discussed, there were not nearly as many and were not expecting a precipitous decline. He asked to hear from Jenn Cairo.
12. Jenn Cairo shared that it is important to remember that a review may conclude that planting cannot be done or is not required.
13. Commissioner Clapp agreed with Jenn Cairo and restated surprise at the precipitous decline
14. Jenn Cairo responded that 50% fewer permit processes does not necessarily mean we are getting 50% fewer street trees. Some proportion of that 50% would have not resulted in more street trees.
15. Commissioner Clapp asked about the status of the seven staff with the 50% decline and if it's proposed to cut 50% of staff that are funded by cost recovery.
16. Robert Irving stated there have been no discussions.
17. Kyle O'Brien stated there is nothing to share at this point. They are working through the gaps and reviewing options such as additional revenue from another source, drawing on contingency and reducing expenditure. It will take several months before there is clarity.
18. Commissioner Van de Mark acknowledged she is trying to understand over the last ten years the change in staffing levels dedicated to trees and permits, which has been difficult to track what is the right level of staffing. She asked what the staffing need is based on the current workload and are we able to meet it.
19. Robert Irving, in response to Commissioner Van de Mark acknowledged that it is a big topic. Staffing levels affect customer service and turnaround times. With the move from PP&R to PP&D there has been an increase in response times. Previously, it was a 2-week turnaround for removal and replant permits and now has grown to 6-7 weeks. This is also associated with a 33% reduction in staff in the non-development group. He referenced his presentation at the November UFC meeting. He shared they are looking at ways to address and reduce the turnaround times but will not return to the previous two-week turnaround time without additional staff.
20. Jenn Cairo acknowledged the fluctuation in staff over the years and added there was a time when the turnaround time was 12 weeks. The previous two-week turnaround time was a goal and has now slid back. She believes when it takes longer to get a permit, folks are less inclined to get a permit, which doesn't result in compliance and has negative implications for the canopy such as trees getting removed or improperly cut without the interaction with professional and need to meet standards. She guesses that the Tree Permitting team is getting increasing complaints, especially from commercial companies.
21. Robert Irving confirmed complaints have been received and increased dramatically in the last couple of months. He provided additional context on staffing. For last 6-7 months, there are 24 FTE staffed positions and ten vacancies.
22. Commissioner Clapp asked if those ten vacancies could be filled.
23. Robert Irving responded that there is currently a hiring freeze. He is hoping to fill one non-development supervisory position and one CIP supervisory position through temporary appointments. Currently, he supervises 19 people.

24. Commissioner Clapp asked if it was legal for Robert Irving to have that many direct reports.
25. Jenn Cairo confirmed it is legal though the guidance on direct reports varies based on the type of supervisory position.
26. Commissioner Clapp shared with Robert Irving that he is doing a great job.
27. Robert Irving thanked Commissioner Clapp.
28. Commissioner Nelson asked how the allocations for the positions funded by PCEF are determined and if the major is involved.
29. Robert Irving stated that PCEF is part of the Bureau of Planning and Sustainability but could not speak to the decision-making body.
30. Jenn Cairo explained the City Council determines how PCEF funds are used as guided by five-year Climate Investment Plan (CIP). For example, our Equitable Tree Canopy program is one of many strategic programs in CIP. City Council has to adopt that plan. BPS's PCEF team brings a proposed plan to City Council for their consideration.
31. Commissioner Nelson asked if City Council would approve five-year plan or revisit it every year.
32. Jenn Cairo believes it is still on a five-year cycle, and the next date is 2029.
33. Brian Landoe shared that CIP is five-year plan with opportunities to make periodic updates made during that five-year period. Minor changes are being made now and potentially more significant reallocation across programs happening in fall 2026
34. Commissioner Nelson asked if City Council could decide not to fund a program that was funded in previous years.
35. Brian Landoe responded City Council can make that change anytime they choose. The PCEF funding goes through their community advisory process like with all aspects of the city budget, the City Council is the ultimate authority on budget allocation.
36. Jenn Cairo shared that Brian Landoe is now UF's PCEF-funded programs coordinator and manager.
37. Co-chair Feldstein expressed interest again in understanding any data related to the Tree Permitting work. With the current budget process, she'd like to understand where the high value work is in all of PP&D. She suggested a historical review of a random sampling of permitting applications to understand the work.
38. Robert Irving thanked co-chair Feldstein for the comment and is looking at a process review to improve response times and priorities.
39. Jenn Cairo shared in response to a chat comment provided by Commissioner Sanchez that local tree care providers 2.0 is a concept previously in development.
40. Co-chair Plack asked if there were any final questions or comments. There were none. She thanked the Tree Permitting team.

Portland Parks & Recreation FY27 Budget Update

1. Jenn Cairo introduced Director Sonia Schmanski, Claudio Campuzano, Amanda Manjarrez.
2. Amanda Manjarrez introduced herself as leading PP&R equity, policy and system improvement efforts. She provided background on the budgeting process and the mayor's guidance. According to the mayor's guidance, across the board reductions are not an acceptable approach for developing the budget. She shared the meeting objectives to provide the UFC with updated information about the city's budget context and reduction targets and the process for prioritization decisions. She shared the caveat that these processes are happening simultaneously, but they are endeavoring to make it as inclusive and collaborative as possible. Amanda outlined the agenda with sharing context, overarching view of the approach, and two activities to review categorization categories and reduction decisions.
3. Claudio Campuzano introduced himself as Finance, Property, Technology Manager for Public Works Business Services and provided citywide budget context. The most salient issue being the guidance that mayor released to bureaus on November 21, 2025. All General Fund (GF) bureaus to develop three scenarios, 1) staff quo or current service level, 2) 3% GF discretionary reductions, 3) 10% GF discretionary reductions. Other factors informing the PP&R budget besides GF include a significant service provider cost increase. PP&R receives interagency funds from throughout the city known as Internal Service Funds such as CityFleet, technology, and more. The forecast from November 2025 indicates a 9% annual increase in costs. The health benefits costs are also increasing by 22% next year. The Core Services Realignment efforts will reduce administrative functions in the city by 20%.
4. Claudio Campuzano outlined the budget process and timeline. Due on January 23, 2026, is the current service level budget submission. Budget concepts will also be developed and submitted by February 9, 2026, which are specific ideas about how to close gaps with either new revenue or expense reductions. The City Administrator will determine what budget concepts become decision packages due February 20, 2026. City Council will have work sessions on current service level, forecasts and bureau budgets by program sometime in February. The mayor will work with the City Budget Office to develop proposed budget documents to come out April 20, 2026, with a work session the following day.

5. Claudio Campuzano outlined the PP&R budget development process. The bureau is engaged in three overlapping workstreams simultaneously: 1) current service level budget, 2) prioritization exercise, 3) achieve cut targets. The total gap for PP&R to close is \$15.1 million with about \$8.1 million driven by discretionary reductions.
6. Claudio Campuzano shared the FY27 Forecast and provided additional context on the PP&R budget. Historically, PP&R was primarily funded by the GF. We run some programs that generate revenue largely in recreation. The Parks levy now makes up almost an equal amount of total GF resource. When discussing a 10% GF reduction, it is specific to GF discretionary.
7. Amanda Manjarrez acknowledged that Claudio Campuzano is here to provide clarification on budget process and figures.
8. Commissioner Nelson asked if PCEF is considered GF.
9. Claudio Campuzano responded that PCEF is a separate fund managed separately.
10. Jenn Cairo shared that UF's total budget is slightly over \$22 million with PCEF-GF/Levy swap about \$4 million, which is counted as GF/levy and the one exception.
11. Sonia Schmanski added the 10% is of GF plus swap.
12. Commissioner Van de Mark inquired about the larger Parks budget and what is the budget for deferred maintenance versus the actual need for deferred maintenance. She acknowledged this is an ongoing issue.
13. Claudio Campuzano responded that the deferred maintenance budget is above \$600 million now to keep our assets in fair or better condition. From the GF, we receive only \$5 million a year to address that. He thanked Commissioner Van de Mark for highlighting this issue.
14. Commissioner Van de Mark asked what the deferred maintenance was five years ago.
15. Claudio Campuzano responded that the deferred maintenance five years ago was \$500 million and is mainly growing due to the costs associated with the work increasing dramatically not only due to deferral.
16. Jenn Cairo asked Claudio Campuzano to explain the difference between operations and capital fund.
17. Claudio Campuzano explained the deferred maintenance would be paid for from the Capital Fund which is a separate fund similar to PCEF. He shared appreciation for the question.
18. Co-chair Feldstein asked about alternative issues regarding PCEF funds and how and when they would occur by staff or City Council.
19. Claudio Campuzano responded there isn't a lot of experience with the PCEF fund and only referenced the \$7M PCEF-GF swap that occurred late in the process. It is mainly City Budget Office working with Commissioners on the process. PCEF fund is managed more centrally given it is a shared resource across the city. The organizational and cultural dynamics of managing the PCEF fund are not fully formed yet.
20. Amanda Manjarrez shared background and an overview of the PP&R Budget Categories as well as the process and timeline.
21. Amanda Manjarrez provided an overview of the four phases of the PP&R Budget Prioritization Process before submission of PP&R budget concepts. We are currently in phase three gathering feedback from PP&R public advisory committees. Ultimately, the PR&R Director is responsible for final budget decisions.
22. Amanda Manjarrez opened it up for questions before moving into the group activities, which there were none.
23. Amanda Manjarrez provided background rooted in Healthy Parks, Healthy Portland and informed an update of the mission. She highlighted PP&R's Service Categories for the Urban Forest & Canopy.
24. Amanda Manjarrez introduced Activity #1 with the goal of preparing budget reduction scenarios that are realistic and justifiable. She outlined the three tier categories (non-negotiable, critical, important). She highlighted what Portlanders value the most in neighborhood parks and the Urban Forest Plan goals.
25. Amanda Manjarrez paused for any clarifying questions.
26. Commissioner Nelson shared appreciation of incorporating a quantifiable prioritization process to determine budget reductions. He acknowledged the failure to deal with deterioration of capital assets does a disservice and passes along costs to future generations. He referenced the work of community groups to suggest options that haven't been advanced. He wished for resolution on this issue.
27. Sonia Schmanski thanked Commissioner Nelson for his comment and acknowledged City Council is very interested in getting traction and making process towards capital funding that hasn't happened previously. This is an opportunity to get voices from the council. She encouraged anyone invested in long term stewardship of the system to make that perspective known to City Council.
28. Amanda Manjarrez added when looking at Tier 1 we are looking at urgent maintenance needs to be addressed.
29. Co-chair Plack asked why legal requirements are not required.
30. Amanda Manjarrez explained that legal requirements should be in Tier 1.
31. Amanda Manjarrez reviewed Mayor's Guidance for GF, PP&R Budget Reduction Targets, and Citywide Guidance for Budget Reductions.
32. Amanda Manjarrez provided an overview of the [DRAFT] Values-based Lens for Reductions and questions for discussion. She included instructions for the activity.
33. Commissioner Nelson stated "program offers" is confusing because it can be a noun or a verb and difficult to understand.

34. Claudio Campuzano explained “program offers” is used by council budget framework.
35. Co-chair Plack inquired about the antiracism category with reference to anti-discrimination which is not interchangeable.
36. Amanda Manjarrez suggested another question or lens could be applied to that category. She agreed with co-chair Plack. She added these are the City Core Values and shared it is broader than anti-racism, includes accessibility.
37. Co-chair Plack referenced the history of redlining in Portland as an example of racial discrimination and asked if that was aligned with the category.
38. Amanda Manjarrez responded that it aligns with equity disparities. She referred to her equity evaluation work with groups.
39. Amanda Manjarrez asked for feedback from participants joining remotely.
40. Commissioner Lilly expressed interest in seeing more geographical equity in historically underserved neighborhoods and collaboration with community-based organizations and partners.
41. Commissioner McMillan would like to see communication prioritized, which makes all programs more efficient, used, and become a better resource if the public knows about them.
42. Commissioner Sanchez suggested prioritizing fiscal responsibility and considering fiscal issues in the city recently.
43. Commissioner Van de Mark highlighted collaboration and fiscal responsibility in addition to equity and antiracism.
44. Amanda Manjarrez suggested that any additional feedback can be shared with her or Prescilla Celino by January 16, 2026.
45. Jenn Cairo asked Amanda Manjarrez and Claudio Campuzano for next steps.
46. Amanda Manjarrez shared next steps to continue gathering feedback from PP&R advisory bodies and employees and prioritize program offers and identify budget reductions.
47. Jenn Cairo asked if there is a plan to re-engage with the UFC or other groups.
48. Amanda Manjarrez agreed to return to the UFC if needed.
49. Claudio Campuzano added historically that the City Budget Office has shared guidance on public engagement and timelines but is no longer involved. It is a work in progress.
50. Sonia Schmanski added on January 15, 2026, the City Council adopted the overall budget calendar and suggested Prescilla Celino share it with the UFC.
51. Jenn Cairo reiterated her request regarding communications to impacted staff.

Meeting Minutes

1. This topic was not discussed.

Meeting adjourned.