



**Citizen Advisory Committee
To Spokane Urban Forestry Tree Committee**

MEETING MINUTES

February 2, 2010

4:00 PM

1. CALL TO ORDER

The meeting was called to order at 4:03 PM

2. ROLL CALL

a. All members of the UF CAC were present except Garth Davis, and Cindy Deffe. Also present, Steve Nittolo and Jeff Perry (staff members, Urban Forestry Program), Nancy McKerrow, and Carrie Anderson

3. CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS

None

4. CONSENT CALENDAR

The Minutes for the January 2010 meeting were reviewed. Andrew moved that the Minutes be accepted with one minor change noted. Ed seconded the motion. Motion carried and the Minutes with the change noted were accepted.

5. CITIZEN COMMENTS

Carrie advised that Earth Day was the 17th of April. More specific details later.

6. REPORTS

a. Education Outreach and Volunteer Recruitment subcommittee.

No report. The monthly meeting of this subcommittee was delayed until February 14 at 4PM. .

b. Street Tree subcommittee (hereafter named Street Tree Interdepartmental Discussions)

Julie reported that this ad hoc Interdepartmental Discussions committee (made up of the directors from Engineering, Planning and Parks and Recreation) met January 15th and would meet again on February 5th. They are scheduled to meet two times a month until the street white paper has been completely reviewed. Julie reported continued progress.

d. Tree Protection subcommittee

The UFTC declined to take action on the subject letter and asked that the UF CAC Chair

sign the letter and send it to Mayor Verner. The letter was sent to Mayor Verner on February 3rd.

e. Evergreen Cities Act & Utility Fee Funding subcommittee

Angel now heads this subcommittee and she reported that there had been two meetings. These meetings showed City support for moving forward on this initiative. Logistics need to be finalized and the pilot program will start this summer.

f. City Hall Tree Planting subcommittee

Andrew gave a short update where he stated that he would have more info on this subject next month

g. Vegetation Management Plan subcommittee

The following individuals said that they were interested in participating in this subcommittee: Angel, Garth, Pam, Geri, Ed and Susan. A subcommittee meeting was scheduled for Feb 11, Thursday at 2:30 PM at the County Extension conference room.

Steve Nittolo, Horticulture Supervisor, City of Spokane.

Steve gave a brief summary of his past month's activities in the UF program. He also discussed that he would be taking the ordinance amendment of the UF Commercial Tree Service Licensing Program to the City Council for approval. His information recap report is attached

7. OLD BUSINESS

a. Action Item – UF CAC Rules and Procedures

Angel and Susan rediscussed the draft R&P with the previous requested changes incorporated. Susan asked that the UFTC CAC Rules and Procedures be approved as written for adoption. Angel seconded the motion. The motion carried unanimously. They will be added to the Secretary maintained Official Record and notebook.

c. Action Item – CAC Vacancies

Susan asked that the UFTC and the UFTC CAC application information be updated in the City's Board and Commissions and Committees area of the City's website. Angel asked Steve to please do that as the supporting staff for the UFTC CAC. Currently, neither the Community Assembly nor the arboriculture community have submitted replacement UFTC CAC members

8. NEW BUSINESS

a. Discussion Item – .Vegetation Management Plan revision

See REPORTS 6g. above.

b. Discussion Item – UF Branding

Susan and Julie asked that this discussion item be tabled for awhile pending further upcoming Park and Recreation branding developments.

9. ADJOURNMENT

Susan moved to adjourn the meeting at 5:30 PM. Marilyn seconded the motion.

The Citizen Advisory Committee to the City of Spokane Urban Forestry Tree Committee meets the first Tuesday of each month, 4:00 pm, at the Manito Meeting Room, Manito Park, in Spokane, Washington.

Angel Spell, Chair

Susan M. Ross Traver, Secretary

**Report from the Horticulture Supervisor
For CAC Meeting February 5, 2010**

Urban Forestry staff has received website management training. Should receive authorization to work on site this week.

Radio PSA's are on the air. The topping script needs retooling for radio. Need a number four priority.

Commercial Tree Service Amendments briefing took place 1/25/10. Slight revisions to language made. First reading occurred 2/1/10. Meetings have been scheduled with Taxes and Licensing to discuss administration of license. Should be up for approval 2/8/10.

Work at the Urban Forestry Office:

- Urban Forestry staff will have a table at the Turf, Tree, and Landscape Conference.
- Working on many engineering street projects
- Many landscape plans to review at this time
- Street tree permits increasing with weather

Many meetings in January:

- Meeting on street tree diversity at Kendall Yards
- Meetings concerning Urban Forestry donation check box on city utility bill. This is moving forward.
- Meetings concerning large Douglas fir at 37th and Hatch. Jeff Perry performed exploratory excavation. Looks like this tree will be able to be saved, if property owners are willing to provide an easement basically making a private tree a street tree, and allowing the sidewalk to be routed behind the tree.
- Meetings with Sherry, Pratt, and Van Vorhis concerning street tree selection and locations for Riverside extension East of Division; a City of Spokane project.

- Urban Forestry Interdepartmental Discussions
- Pre-development meetings

Work by the Arborist's crew:

- Working on winter pruning and removals
- Invasive tree and shrub removals at Manito
- Performing continued inventory; including inventory of street project removals