



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

MEETING MINUTES

November 3, 2009

4:00 PM

1. CALL TO ORDER

The meeting was called to order at 4:02 PM

2. ROLL CALL

a. All members of the CAC were present except Geri Odell and Cindy Deffe. Also present: Steve Nittolo (Horticultural Supervisor, Spokane), Jeff Perry (Head Arborist, Spokane) and Nancy MacKerrow (Citizen, Suzie's Trees)

3. CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS

a. Angel announced that the Acting Director of Parks and Recreation, Leroy Eadie, would join the CAC meeting around 5:00 PM for an orientation visit.

b. Carrie announced that there would be an Urban Forest Seminar, sponsored by the City's Engineering Department on 16 Dec 09, 8:30 AM, City Council Chambers. Dr. Kathleen Wolf will be the featured speaker of this seminar. The flyer for this seminar is attached. Thanks to Carrie for facilitating this stellar tree protection event!

4. CONSENT CALENDAR

The Minutes for the October 2009 meeting were reviewed. Finding no errors, Susan moved they be accepted as written. Garth seconded the motion. Motion carried and the Minutes were accepted as written.

5. CITIZEN COMMENTS

Nancy MacKerrow gave an update on the significant number of trees planted this year through her Susie Forest program. She also advised that there would be additional Susie Tree plantings on 6 and 17 Nov.

6. REPORTS

a. Steve Nittolo, Horticulture Supervisor, City of Spokane.

Steve gave a brief summary of his past month's activities in the UF program. His information recap is attached.

b. Education Outreach and Volunteer Recruitment subcommittee.

Marilyn gave a brief report on behalf of Cindy who was unable to attend the meeting.

Marilyn reported that 16,000 UF publicity bookmarks could be purchased. She also remarked that she would pursue formalizing some sort of an educational outreach relationship with the UF part of the Spokane Master Gardeners Program.

c. Historic Tree & Preservation subcommittee

Susan was positively giddy to report that the Heritage Tree Ordinance was adopted by the City Council on November 1, 2009. She thanked the members of the CAC and the professional UF staff for their assistance along the way to getting this ordinance passed. She also thanked Leroy Eadie for his skill in navigating last minute City Council scrutiny of the ordinance. She also noted that there were three heritage tree nominations at the UFTC ready for the evaluation process. Angel said that she would talk to the UFTC about starting that process. Susan also encouraged fellow CAC members to help jump start this program with heritage tree nominations.

d. Street Tree subcommittee

Julie Neff was happy to report that this now higher level City staffed-committee was back on track with the appointment of Leroy Eadie to Parks and Recreation. This subcommittee now consists of Mike Taylor, Engineering, JoAnne Wright, Planning and Leroy Eadie, Parks and Recreation. They have stated that they will meet the 1st and 3rd Friday of each month to continue to review the street tree issues raised by the CAC.

7. OLD BUSINESS

a. Commercial Tree Service License Ordinance Amendment

Steve Nittolo asked the CAC to review and approve to send to the UFTC, the subject ordinance amendment. There was a brief discussion of Steve's proposed ordinance amendments and Angel called for approval of the proposed ordinance amendment as written, to be sent to the UFTC for approval. Susan seconded the Motion and the Motion carried unanimously.

b. Action Item – Tree City USA Letter.

Due to prevailing City budget concerns and UF Program concerns about this proposed letter Angel asked Susan if she would like to continue to champion the cause of this letter. Susan respectfully declined. There was a brief discussion where some CAC members wanted to table the letter until another time. Susan asked that the letter action be stopped for now and it could be revived in another year and favorable City budget climate. Angel moved that the effort for this letter cease. Susan seconded the motion. The Motion passed unanimously.

c. Action Item – 2010 CAC Priorities

Following are the proposed 2010 CAC Priorities (This list should be officially approved by the CAC at the Dec 09 Meeting):

1. Explore WA Evergreen Cities legislation for opportunities such as soliciting UF donations through City utility billing.
2. Complete a public tree inventory including associated management plan.
3. Explore development of a Tree Preservation ordinance.

4. Strengthen connections and collaborations with other UF related organizations, such as Master Gardeners.
5. Continue UF education efforts.
6. Focus our public image with branding, standard informational materials, refined goals and mission, and an effective avenue for media releases.
7. Revisit stormwater utility fees as a funding source.
8. Explore funding opportunities for planting trees at City Hall.
9. Implement Heritage Tree Ordinance including publicity of the program.
10. Explore funding mechanisms for an UF street tree maintenance program.
11. Compile and publicize the 2009 CAC accomplishments.

8. NEW BUSINESS

a. Discussion item – Development of CAC By-Laws

Susan mentioned that according to SMC 04.28.060, Section E. the UFTC CAC is supposed to have a set of rules and procedures to use for our meetings. She suggested that we should make such a set. Angel agreed and said that drafting of the by-laws should be done by committee.. Angel, Susan, Andrew and Steve volunteered to be on this ad hoc committee. Susan provided Angel with examples of meeting rules used by urban forest tree boards in other US cities.

b. Discussion item – Jan 2010 election of UFTC CAC Officers

Angel reminded all CAC members that the UFTC CAC would hold leadership position elections in Jan 2010. The Chair, Vice Chair and Secretary positions would be up for election. She encouraged all to consider holding one of these leadership positions.

c. Comments – Leroy Eadie, Acting Director Parks and Recreation

Angel welcomed Mr. Eadie to our meeting and asked if he would like to address the CAC. Mr. Eadie stated that he was very happy to be part of Parks and Rec and how important he thought urban forest issues were to Spokane. He said that possibly the UF Program may remain in Parks and Rec and how he wanted to elevate UF to a division within Parks and Rec and boost its visibility within that department and the Parks Board. He also, in general terms, discussed increasing the UF budget as a goal. He congratulated the CAC on the recent passing of the Heritage Tree Program, gave advice for pursuing further tree protection initiatives and was encouraged by the enthusiasm of the CAC in general. The CAC thanked Mr. Eadie for coming by to talk to its members.

10. ADJOURNMENT

Carrie moved to adjourn the meeting at 5:50 PM. Andrew 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 November 3, 2009

Urban Forestry has been sending content to BHW1 for the UFP website. The latest word is that it should be up and running by November 11, 2009.

City Cable 5 has created two PSA's that are ready for distribution. We are waiting for the website to be up before airing. We will be looking for location and actors for the third PSA. CAC can now begin planning the next two or three messages to start work on.

Steve Nittolo and Jeff Perry attended the Pacific Northwest Chapter of the International Society of Arboriculture 30th Annual Training Conference.

Heritage Tree Ordinance changes will be voted on in Council meeting on Monday 11/2. Leroy Eadie has assisted with this.

Work at the Urban Forestry Office:

- Still working with legal department to pursue damages from tree service that allowed rounds of pine to roll down hill onto park property behind high drive and other infractions.
- A. M. Cannon Pool maples were replaced by zelkova.
- As a result of the seven trees being removed on the 37th Ave project, Mike Taylor of Engineering Services is organizing a workshop for City of Spokane departments and other commercial and non-commercial entities to offer an overview of the urban forest and the preservation of trees.
- Many landscape plans to review, and permits to approve in October.
- Working with Dell Hatch of Bernardo Wills Architects who has designed some suspended sidewalk sections to provide increased uncompacted soil for tree plantings in downtown area at their new building at Jefferson and 2nd. These plans have been approved by the city and construction is moving forward.

Work by the Arborist's crew:

- Fall plantings continue C.D. Trees and Suzie's Trees
- Many work requests from Parks Department

Urban Forest Seminar

Wednesday, Dec. 16, from 8:30 to 11:30 a.m.

Spokane Council Chambers, Lower Level, City Hall, 808 W. Spokane Falls Blvd.

Make plans to attend this informative seminar that outlines the benefits of trees in our City, how to care for trees, and how to protect trees during construction projects.

The seminar will include three, 45-minute sessions. Topics include:

- **Overview of the Urban Forest**
Dr. Kathleen Wolf, Human Dimension of Urban Forestry and Urban Greening Projects Director, University of Washington, will give a presentation on the Value of Trees to Spokane
- **Trees 101 - Biological and Structural Components**
- **Best Practices for Construction Management**

Free refreshments will be provided during the two scheduled breaks. Attendees will get handouts of best practices to bring back and share, as well. Register with: Ann Deasy, adeasy@spokanecity.org or 625.6318 by Wednesday, Dec. 2, 2009.

Please forward this invitation to your respective professional organizations, associates, or others who may be interested in attending.