



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

MEETING MINUTES

January 6, 2009

4:00 PM

1. CALL TO ORDER

The meeting was called to order at 4:08 PM

2. ROLL CALL

a. All members of the CAC were present except Pam Luders, Carrie Anderson, Geri Odell, and Andrew Rolwes.

b. Also present: Mayor Mary Verner, Mr. Mike Adolfae, Director Community Services, Mr. Barry Russell, Director parks and Recreation, Jeff Perry (Head Arborist, Spokane) and Mike Sanborn (citizen, Certified Arborist), and Nancy MacKerrow, (citizen, Suzie's Trees)

3. CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS

Angel introduced and welcomed Mayor Verner, Mr. Adolfae and Mr. Russell and our other guests. She advised the CAC that Mayor Verner had asked to speak to the CAC and probably would comprise most of the meeting's agenda.

4. CONSENT CALENDAR

The Minutes for the December 2, 2008 meeting were reviewed. Finding no errors, Garth moved they be accepted as written. Cindy seconded the motion. The motion carried.

5. CITIZEN COMMENTS

None

6. MAYOR VERNER'S COMMENTS

She thanked Angel for her 2008 CAC Accomplishments point paper and for the chance to address the CAC. Mayor Verner started her discussion by mentioning that she had designated 2008 as "The Year of the Urban Forest" and how pleased she was to see the CAC as an active, helpful civic committee. She said that she was very interested in receiving CAC input as to: whether the Urban Forest Program should continue to reside in Parks and Recreation or should it be moved to Public Works. She asked that we thoughtfully explore both issues, pros and cons, and please report back to her with our input.

7. REPORTS

a. Spokane Urban Forest Program Report.

Steve Nittolo was on vacation and in advance submitted a very comprehensive recap of the 2008 Spokane Urban Forest Program accomplishments. The report is attached following the formal minutes.

b. Education Outreach and Volunteer Recruitment subcommittee.

Cindy's report is attached following the formal minutes.

b. Finance & Funding subcommittee

No report.

c. Ordinance Review & Code Enforcement subcommittee

No report

e. Vegetation Management Plan subcommittee

No report. This subcommittee was asked to reactivate to advocate for the UF inventory. Garth agreed to do so.

f. Staffing Recommendations subcommittee

No report.

g. Historic Tree & Preservation subcommittee

The proposed Heritage Tree Resolution continues to languish in the Parks and Recreation Legal office. Susan Traver requested that the CAC continue to pressure Parks and Recreation for action on this initial simple resolution.

8. OLD BUSINESS

No Old Business

9. NEW BUSINESS

The CAC was asked by Mayor Verner to give her their input on whether the Urban Forest Program should continue to reside in Parks and Recreation or be moved to Public Works. Angel assured the Mayor that we would give her our input by the end of the month.

Cindy Deffe volunteered her committee to assist Sally Sullivan with the Arbor Day Celebration, if she would like the assistance.

10. ADJOURNMENT

Susan moved to adjourn the meeting at 6:00 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.

Highlights for the 2008 Urban Forestry Program

Administrative

- Received and responded to 169 permits for planting, pruning or removal of street trees
- Jeff Perry, City Arborist, has inventoried the trees in the Central Business District and created a list of dead, dying, and grate girdled trees in the downtown area. Urban Forestry office staff will be sending letters to property owners informing them of the need to replace or maintain these trees in January 2009.
- The Urban Forestry Program requested action from the Code Enforcement Department and or the City Attorney's Office for code violations by two tree services and two property owners. Infractions by two other property owners were resolved through the cooperation of the owners.
- Working with the City of Spokane Engineering Services, the Urban Forestry Program assessed trees and issued permits for 6 repavement projects contracted by the City of Spokane.

Planting by the Urban Forestry Program

- The Urban Forestry Program planted 100-2" caliper trees in 2009 some with volunteer help
- Fourteen Suzie's Forest trees were planted in 2009

Partners

- Garth Davis with the Spokane County Conservation District (SCCD) and Boy Scout volunteers, partnering with the city, has planted 51 trees for the East Broadway realignment project. Other projects that Garth and the SCCD contributed to the City of Spokane this month:
 - 10-4" European hornbeam planted for the West Broadway structural soil project
 - 11-2" trees downtown as part of the replacement tree grant program
 - 5-7 other 2" trees some in partnership with the City of Spokane and Avista replacing utility damaged trees
 - The median at East 35th was planted with volunteers with native tree and shrub seedlings
- Avista and the City of Spokane are working together to identify trees that have become hazardous through utility pruning and are working with the SCCD to remove and replace them
- Rich Baker with his class from Spokane Community College pruned approximately 120 public trees
- Rich Baker performed a cabling operation on a sweet gum at Finch Arboretum as part of a cabling workshop sponsored by the International Society of Arboriculture Green Industry Series
- Spokane Preservation Advocates volunteers planted 6 red oak in the historic Logan Neighborhood
- In response to a Spokane citizen's concerns Pam Luders with Avista has helped develop a Construction Standard for Trenching and Boring Near Trees as a guide for Avista workers
- After demolishing hardscape for some necessary line improvements Avista replaced some concrete sidewalk near trees with a demonstration rubber sidewalk, made from

recycled tires, in Riverfront Park. This was in response to a City of Spokane Parks and Recreation staff suggestion

Inventory

- In response to new landscape plan and need for tree removals, Jeff Perry has inventoried 490 trees in areas near Joe Albi Stadium. Jeff Perry and Steve Nittolo, Horticulture Supervisor, walked the area to determine which trees need to be removed and removal procedures.
- Approximately 800 trees were inventoried in the Central Business District
- 9467 trees have been entered into the Treeworks inventory software program since its installation

Pruning and Removals

- Pruning projects occurred at Webster Park, Manito Park, and several other parks in addition to many requests for pruning to the arborist's crew.
- Three historic trees were pruned at Moore-Turner Heritage Gardens
- Approximately 50 trees were removed because they were hazardous, in decline, or volunteer trees impacting native or landscape trees.
- Contracted work for Nishinomiya-Tsutakawa Japanese Gardens at Manito Park was completed with 82 trees being pruned and 20 removals

Training

- Steve Nittolo, Jeff Perry, and two seasonal employees attended Treeworks inventory software training in December.
- Steve Nittolo and Jeff Perry attended the Pacific Northwest Chapter of the International Society of Arboriculture Annual Training Conference

Intercity Communication

- Steve Nittolo met with the City of Spokane Planning and Design to discuss process for approving street tree landscape designs and tree selection. Urban Forestry had not been receiving landscape plans for street tree installation. Landscape plans are now forwarded to Urban Forestry. Landscape and design will also be distributing our tree planting specs to be included on landscape plans within the ROW. Urban Forestry will be notifying design when planting permits are completed so that they can issue Certificates of Occupancy.
- Construction Services for the City of Spokane will be adding a couple of lines onto their street obstruction permit stating that the Urban Forestry Program must be notified when any excavation work occurs within 10 feet of any tree within the ROW.
- Steve Nittolo and Parks and Recreation Director Barry Russell presented a proposal for an enhanced budget along with a proposed four year workplan and organizational chart for the Urban Forestry Program to Mayor Verner. As per the Mayor's request, discussions are being held within City of Spokane departments to determine where funding might come from and where the Urban Forestry Program might reside within the City of Spokane organization.

- Steve Nittolo met with staff from the City of Spokane Departments of Taxes and Licensing, Police Department, and City Attorneys Office to discuss changes in Spokane's municipal code create a clearer definition of a Tree Service License

Public Education

- A bid package was put out in December for web site building that will include an Urban Forestry website, scheduled to begin early 2009.
- City of Spokane's channel five staff Eric Thompson created a short film about a tree removal at Manito Park, the reasons why, and how the decision making process occurs
- CAC chair Angel Spell and Steve Nittolo answered on-air questions concerning urban forestry with Phyllis Stevens on her KXLY radio show in September
- Urban Forestry representatives met with citizens concerning Lincoln St., Wall St., and 37th Ave repaving projects
- A City of Spokane proclamation was made by Mayor Verner proclaiming 2008 The Year of Spokane's Urban Forest
- A City of Spokane proclamation was made by Mayor Verner designating 'Ivory Silk' lilac, American hornbeam, and 'Autumn Brilliance' serviceberry as Spokane's Utility Smart Trees of the Year
- A press release concerning the problems with topping trees was issued in March
- A Downtown Street Tree Workshop was sponsored by the Spokane Downtown Partnership

Citizen's Advisory Committee

- The Citizen's Advisory Committee to the Urban Forestry Tree Committee was taken off inactive status and reconstituted with an enthusiastic and energetic group of people.
- Issues tackled by this group are: Creating a Heritage Tree Registry with accompanying ordinance change, calling for staffing enhancements within the Urban Forestry Program, increasing public awareness efforts for the Reforest Spokane fund, applying for educational grants, and making ordinance changes to allow for tree services to adhere to code more easily

Grants

- The Urban Forestry Program obtained a \$10,000 grant From the Washington State Department of Natural Resources for restoration and tree planting of Garden Springs Creek at the Finch Arboretum.
- The City of Spokane Department of Public Works in partnership with the Urban Forestry Program and the Spokane County Conservation District started a Downtown Street Tree Grant Program to encourage property owners to install automatic irrigation systems for their street trees