



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

MEETING MINUTES

September 2, 2008

4:00 PM

1. CALL TO ORDER

The meeting was called to order at 4:07 PM

2. ROLL CALL

- a. All members of the CAC were present except Andrew Rolwes
- b. Also present: Steve Nittolo (Horticultural Supervisor, Spokane) and Richard Graham (citizen)

3. CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS

Angel announced that the UFTC would meet the 3rd Tues of Sept.

CONSENT CALENDAR

The Minutes for the August 11, 2008 meeting were reviewed. Finding no errors, Marilyn moved they be accepted as written. The motion was seconded by Cindy. Motion carried and the Minutes were accepted as written.

4. CITIZEN COMMENTS

5. REPORTS

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

Steve's discussion is contained below under the Ordinance Review and Code Enforcement subcommittee.

- b. Education Outreach and Volunteer Recruitment subcommittee.

Cindy briefly discussed goals of this subcommittee. Following are the minutes for this subcommittee.

- c. Finance & Funding subcommittee

No report. This subcommittee will not meet until the first part of November

- d. Ordinance Review & Code Enforcement subcommittee

Steve and Paul extensively discussed various aspects of tree ordinances code enforcement. Their many discussion points follow the minutes. The CAC asked that this subcommittee make definitive suggestions for CAC actions. Steve said that he would do that and report back next month.

e. Vegetation Management Plan subcommittee

No report. This subcommittee will not meet until after the City conducts its UF tree inventory.

f. Staffing Recommendations subcommittee

No report. Initial recommendation adopted by CAC.

g. Historic Tree & Preservation subcommittee

No report. Draft administrative procedures for the start-up of this program will be presented at the Oct CAC meeting.

6. OLD BUSINESS

a. The issue of possible Pioneer Park tree removal was again discussed. Steve Nittolo said that there was no new information on action on this issue. The CAC wanted to stress its position to the UFTC concerning the provisions of Spokane's tree removal ordinance. This was put into a motion by Angel, so moved by Garth and the motion was seconded by Susan.

8. NEW BUSINESS

No new business

9. ADJOURNMENT

Garth moved to adjourn the meeting at 5:47 PM. The motion was seconded by Angel.

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

Spokane Urban Forestry Tree Committee
CAC Education/Volunteer Subcommittee
Minutes from the Meeting on September 2, 2008, 3:00 pm
Park Bench Café, Manito Park

Members present: Cindy Deffé, Pam Luders, Marilyn Lloyd, Garth Davis, Geri Odell, and Carrie Anderson

Members absent: Brad Baxter

Also present: Toni Nersesian

Old Business

Toni Nersesian, Spokane Parks Foundation, joined us to discuss potential funding options and education opportunities available. We asked her if the foundation has money available to produce educational materials. She said they do have a grant program where the committee could request a grant for educational activities. She said to check the foundation website starting in December as they post the granting requirements.

We also asked Toni about the foundation funding for tree planting in Spokane. She told us that the Foundation has a designated account for trees which was started by Reforest Spokane. She also explained that citizens can make tax deductible contributions to the Foundation. If they would like to specify that the money be used to plant trees, then they need to write trees on their check. The Foundation distributes the money to the Spokane Urban Forestry program to purchase and plant trees, but she was not sure where the trees could be planted. We will need to talk to Steve to see if they are only for planting on park land. The committee had some additional questions for Steve about planting street trees, so we will see if he is available to attend our next meeting.

Toni also mentioned that there are funds in a Community Development Block Grant to plant trees in neighborhoods. We will ask Steve about it as well.

The committee is looking for an inexpensive way to produce tree message bookmarks for distribution at local libraries.

What message(s) do we want to promote?

Importance, benefits, street trees, possibly information about the Parks Foundation Tree fund, once we are clear on the message.

How can we fund them?

We can apply for a foundation grant, but the money wouldn't be available for a few months. Garth suggested using ISA Bookmarks and Carrie suggested that we could make a promotional flier to go with the ISA bookmarks with a message for Spokane. Garth will bring examples to our next meeting so we can decide.

We discussed the mission of our committee and the scope of our activities. We added to the list from previous meetings, and plan to look into connections with as many partners as we can.

Who is our audience?

- Commercial Arborists
- Landscape companies
- Concerned citizens
- Property owners/ managers
- Neighborhood councils
- Children

Who are our partners?

- Spokane Park Department
- Spokane County Conservation District
- WSU Cooperative Extension
- PNW ISA
- Avista
- Friends of Manito
- Phyllis Stephens – KXLY
- Pat Munts – Spokesman Review
- The City of Spokane Valley
- Spokane Preservation Council
- Reforest Spokane
- Spokane Parks Foundation
- Boy and Girl Scouts
- Environmental Kid's Club
- Community Canopy

What venues are available?

- Fall Leaf Festival we need to find out the date.
- Environmental Kids Club planting
- CMTV Channel 14
- City/ County newsletters and billing statements
- Avista newsletter and website
- Arbor Day Celebration
- Urban Forestry Website
- Comcast newsletter
- Quest newsletter
- PNW ISA newsletter
- Public Service Announcements
- Garden Expo

What are our sources for volunteers?

- Committee members
- SCC Horticulture students
- WSU Master Gardeners
- Friends of Manito
- Scouts
- Environmental Kids Clubs
- Local Garden Clubs

What projects do we want to take on first?

- Tree Works training – waiting to hear about possible date

- A list or booklet of suggested trees (possibly for the website)
- Video training programs for channel 14
- Letters to the Editor
- Press releases – Nancy Goodspeed
- Creating a links list for additional resources for the website
 - ◆ Right tree/ Right Place
 - ◆ Rights and Responsibilities regarding street trees
 - ◆ How to properly plant trees

The committee looked at the Neighborhood Tree Liaison Program notebook that the city of Portland put together. The committee is interested in the training program, but would like to learn more about how the Portland program is funded. Carrie didn't have any luck finding a contact, so Cindy will try to find out more.

New Business

Marilyn and Garth discussed a tree planting project at 35th and Freya on October 25th. The Environmental Kids Club will be participating with the project. The planting will be the first part of an ongoing project to plant the large parking strip along Freya. The hope is that there will be some additional partners for continued planting along the strip. Garth said the land belongs to the Spokane Parks Department, so the committee would like to talk to Steve about funds for trees and signage. Cindy will contact Diane Baye at Ferris to see if her Horticulture Class would be interested in helping with future plantings.

Garth also mentioned that he has purchased 50 street trees for a planting along the Broadway realignment. They will be planted as soon as the project is complete, sometime between November and February. The Master Gardeners will be helping with the project.

Carrie mentioned that the Park Board Lands Committee meets at 3:30 on the 2nd Wednesday of the month and they allow citizen comments. She suggested that we have committee members attend the meetings to promote our tree messages. Videos of the meetings are shown on Channel 5. The Parks Board meetings are held on the 2nd Thursday of the month at 1:30 and would give us another venue for a message.

Ordinance Review and Code Enforcement Subcommittee Minutes

A. Much of the discussion was concerning requirements for licensing and requirements for being able to perform tree work. Paul is in favor of having to be ISA certified or employing only ISA certified arborists in order to be licensed. The issue is somewhat complicated with several scenarios possible, even if ISA certification is the required standard. Examples of regulations could be:

1. No tree work would be done anywhere in city except by ISA certified arborists or treeworkers (ISACA/TW).
2. (ISACA/TW) must be on site not necessarily performing work
3. (ISACA/TW) must own or work for company performing work

Another possibility is UF Program to administer its own test. This would not be difficult because we have the location and the personnel already in place. An administrative worker could monitor the test while working on other paperwork. This would be more inclusive because for those potential business operators who don't feel they can afford ISA certification or may not be literate enough to pass a more challenging test.

B. The question of a definition of what should a tree be defined as was discussed. A possible definition could be a tree that is or has the potential to grow to be over 30'.

C. The question of what penalties ought to be was discussed. Possible fine schedule for trees in ROW might be:

1. First infraction \$500 fine plus lost value of city trees destroyed or damaged
2. Second infraction \$1,000 fine plus lost value of city trees destroyed or damaged
3. Third infraction loss of license for one month plus lost value of city trees destroyed or damaged
4. Fourth infraction loss of license for one year plus lost value of city trees destroyed or damaged
5. Fifth infraction permanent loss of license plus lost value of city trees destroyed or damaged

Enforcement will need to be discussed with City of Spokane attorneys and SPD

D. The question of whether landscape contractors could be responsible for making sure city specs are adhered to was discussed. Julie will try to set up a meeting with WASLA to discuss their openness to the idea.

E. Other possible ordinance changes were discussed. Some needed or possibly needed:

1. Merging UFTC with CAC
2. Historical tree registry; coordinate with Susan's committee
3. Volunteers working on trees
4. Solicit ideas from CAC for any changes we may not have thought of