



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

MEETING MINUTES

March 3, 2009

4:00 PM

1. CALL TO ORDER

The meeting was called to order at 4:05 PM

2. ROLL CALL

a. All members of the CAC were present except: Pam Luders, Geri Odell, and Paul Heindl.

b. Also present: Steve Nittolo (Horticultural Supervisor, Spokane), Nancy McKarrow (citizen, Suzie's Trees), Nancy Goodspeed, (Public Affairs for the Parks and Recreation Department), and Lori Kennear (Legislative Liaison for Councilman Richard Rush).

3. CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS

None

4. CONSENT CALENDAR

The Minutes for the February 2009 CAC meeting were reviewed. A few minor grammar/spelling errors were noted and had been corrected for the file copy. Susan moved that the Meeting Minutes be accepted as corrected. Andrew seconded the motion. The motion carried and the Minutes were accepted.

5. CITIZEN COMMENTS

None

6. REPORTS

a. Ordinance Review & Code Enforcement subcommittee

No report

b. Education Outreach and Volunteer Recruitment subcommittee.

See attached report.

c. Finance & Funding subcommittee

No report.

d. Vegetation Management Plan subcommittee

No report.

e. Staffing Recommendations subcommittee

No report.

f. Historic Tree & Preservation subcommittee

Susan proposed a motion requesting that the Spokane legal staff quickly convert the Heritage Tree Resolution into the recommended ordinance, they had suggested. Ed seconded the motion. The motion passed and Steve Nittolo said that he would carry that info to the legal staff and get the ordinance language started. Of Note: The City legal staff did draft the ordinance and it will be available for discussion at the April CAC Meeting.

g. Spokane Horticultural Supervisor's Report

See attached report.

7. OLD BUSINESS

No Old Business

8. NEW BUSINESS

Barry Russell requested that the CAC discuss minimum planting space requirements for medium/large species street trees and whether the requirements needed to be changed or remain the same. Steve Nittolo discussed that the Urban Forest Program would like all current ordinance language and requirements to remain the same, in this area. Angel said that she would like to hold a study session concerning this subject to ensure that all CAC members knew about the existing language and possible other issues in this area. Of Note: The study session was held on March 24, 2009. A brief summary of the study session is attached.

9. ADJOURNMENT

Carrie moved to adjourn the meeting at 5:15 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

**Brief Summary UFTC CAC Study Session:
Existing Ordinances and Supporting Documents Concerning Required Parking Strip
Widths Size and Planting Spokane's Street Trees**

Meeting Date: March 24, 2009, 4 P.m., Manito Park Meeting room

In Attendance: Angel Spell, Julie Neff, Susan Traver, Steve Nittolo, Garth Davis, Jeff Perry, Jim Flott, Phil Lindstrom, Paul Hiendl and Marilyn Lloyd

Discussion:

Jim Flott was asked by Angel to give a summary of the background history and information that went into the existing parking strip width and tree species size requirements.

The existing rule of the 5 foot requirement parking strip width for new development construction and the existing 8 foot or greater parking strip width size for planting for medium to large species trees comprised most of the discussion time.

The study session concluded that possibly the CAC should initiate a letter to Mayor Verner asking for a multi-disciplinary task force to closer look at this issue and address perceived problems, conflicts and build commonality for a solution.

Report from the Horticulture Supervisor For CAC Meeting March 3, 2009

At Mayor Verner's request Steve Nittolo, Barry Russell, and Jeff Perry met to come up with job specifications for a full-time urban forester that would report directly to the Mayor's office, at least temporarily. Barry Russell met with Dave Mandyke of Public Works to review job specifications. Job Specifications are now at Civil Service Office.

At a meeting of the Education Subcommittee of the CAC, Garth brought up the idea of applying for a Parks Foundation Grant. It was decided that a school childrens' field trip to a park to learn about urban forestry program was a good idea. Garth suggested an Americorp Volunteer and gave Steve Nittolo contact information to find out about that. Steve Nittolo has contacted Americorp, the Spokane Schools District, and his superiors regarding this idea and it is looking positive. The grant application must be sent by Monday.

Steve Nittolo was contacted by Pat Dalton from the Spokane City Attorney's Office, and said that he would have the Heritage Tree Resolution (HTR) looked at by 2/27/09. Steve Nittolo received an email from Pat Dalton on 2/26./09 explaining that they would be putting the HTR into ordinance format because it was requiring activities to occur. It seems that this would be something that would expand the existing heritage tree ordinance SMC12.02.916, and make the procedure for designating a heritage tree part of the SMC.

Nancy Goodspeed sent out a press release about tree plantings in 2008 and removals this winter with the underlying message being the renewal of the Urban Forest.

Jeff Perry worked with a concrete contractor to come up with an innovative solution to some of the girdling problems downtown. He will be making a short presentation to the City Council on Monday, March 2nd.

Steve Nittolo met with Sally Sullivan and Jeff Perry to come up with trees to plant in Finch Arboretum as part of the grant funded Garden Springs Creek Restoration Project. Steve Nittolo is putting together a tree order for that and some plantings at Manito Park.

Barry Russell contacted Steve Nittolo concerning a movement by several council members to make changes to allow plantings of larger trees in smaller spaces. He has requested that the CAC weigh in with a majority opinion as to whether the existing ordinance should be changed.

Steve Nittolo reviewed the Utility Smart Street Tree Proclamation and made suggestions to Pam Luders. Pam Luders coordinated with Mayor Verner's office to have it put on the City Council agenda top be presented on April 20, 2009.

Further tasks being worked on in the Urban Forestry Office:

- Letters were sent to all Tree Services about regulations they need to follow when working on City Street Trees
- Sent letters further letters to downtown property owners regarding trees in the Row that are dead or being girdled. We are working with those that have responded to our letter. To help property owners there are grants for tree planting when they install their own irrigation system and a grant is being developed for a cost share to replace existing grates. Some addresses of trees are difficult to pinpoint property owners

- Trees were topped at 16th and SE Blvd. We are currently working on the best way to address this issue.
- Sent incident reports regarding ROW trees to Bob Beaumier With the City of Spokane Attorney's Office and Risk Management Office
- Steve Nittolo looked at routes of paving projects with engineers. Urban Forestry received pruning applications for project along Altamont. UF office is working on sending out letters of notification to property owners.
- Sent in request for Memorial Tree Elm Grant which consists of Dutch Elm Disease resistant elm trees to plant and a plaque
- UF office has updated our list of ISA Certified Arborists for 2009 that is sent to anyone needing work on trees in the ROW
- Training on Tree Works computer program. Access given to more staff to work Tree Works program.
- Stepped up park tree inventory by utilizing Brendan Murphy, our part-time seasonal arborist to spend some time inventorying
- Steve Nittolo worked with Time Warner utility lines personnel to resolve issue of moving fiber optic cable over tree and pruning require. This will probably be an ongoing issue.

**Spokane Urban Forestry Tree Committee
CAC Education/Volunteer Subcommittee
Meeting Minutes for March 3, 2009, 3:00 pm
Manito Meeting Room, Manito Park**

Members present: Cindy Deffé, Garth Davis, and Marilyn Lloyd

Members absent:, Pam Luders, Geri Odell, and Brad Baxter

Also present: Steve Nittolo and Nancy MacKerrow

Old Business

Steve Nittolo reported that he applied to the Spokane Parks Foundation for the “Field Trip to the Park” grant that he had talked with us about in February. The grant will cover the cost of putting together a program to teach school children about trees and utilizing local parks for the training. The education committee would help develop training materials for the project. He is also planning to apply for an Americor Grant to cover the cost of the person’s salary for this educational endeavor. Garth Davis had offered an office at the Conservation District for the person hired if the grants are successful. Steve said he heard there is quite a bit of competition for the grants this year, but we are excited to help with this program.

The Education committee met with Sally Sullivan in February to help coordinate the Arbor Day activities at Finch Arboretum. Sally already has many of the annual partner booths in place. The committee has helped add a few more booths and we will help disseminate the Arbor Day fliers around Spokane in late March and April. The committee will promote Reforest Spokane tree plantings at the event. Pam Luders was able to have Avista donate reusable bags for participants to use to collect materials. Garth will have tree seedlings available to give away at our booth as well.

Cindy will work with Toni Nersesian and Nancy Goodspeed to finalize the Reforest Spokane Flier to hand out at the booth and to use for advertizing the program around Spokane. The committee would also like to have it posted on the Spokane Parks Foundation Website. Steve sent a flier that had already been printed to promote the project that the committee was not aware of. Cindy will bring both to the next meeting in April.

The committee would like to have a banner promoting Urban Forestry for use at Arbor Day and other functions. We may be able to utilize some of the grant money or other Urban Forestry funds to cover the cost. Steve will work on a template.

We talked about the tree message bookmarks for distribution at local libraries. The cost for printing the bookmarks will run between \$290 and \$470, depending on if we want 8000 or 16,000 total. We may be able to print them on Grant funds, or possibly on funds from the Spokane Conservation District. The messages we are considering are:

1. Information on the tree ordinance on one side / Reasons not to top trees on the other
2. Information about proper planting and choosing an appropriate tree on one side / Information about the permit requirements on the other
3. The benefits of street trees on one side / Reforest Spokane information on the other

We would like to have these (and possibly other) messages rotated through the libraries, depending on the topic we want to promote at that time of year.

New Business

Nancy MacKerrow mentioned that the Brownies of troop 3033 in North Spokane will donate a portion of their Girl Scout Cookie proceeds to plant a Susie tree. Nancy asked that we support the troop for our Girl Scout Cookie purchases.

Meeting Adjourned ~4:50

The Education subcommittee will meet next month on Tuesday, April 7th at 3:00 in the Manito Meeting Room, Manito Part, just prior to the CAC meeting.