



Committee Members: Elizabeth Schoedel - Chairperson ___
Morse, Kimberly X
Burt, Melissa X
Lindstrom, Phil X
Davis, Garth X
*Also present Beth Mort and Leroy Eadie

SUMMARY OF MINUTES

- **The Urban Forestry logo is now official and useable formats will be available this week or next.**
- **The UFTC has a new handbook that includes policy documents, current forms for permits and programs.**
- **A draft revision of the Street Tree Application was submitted for review**
- **There was discussion on getting Urban Forestry permitting into the formal City permitting system.**
- **Committee members will take some time to look through the Urban Forestry website and look for inconsistencies or problems to be fixed.**
- **A request was made to redesign the Commercial Tree Service License and include statements that violations of International Society of Arboriculture standards will not be tolerated.**
- **A Vegetation Management Plan revision meeting will be on Monday, May 24th, 2pm, at SDDC – 210 N Havana**
- **Ed Lester, local Master Gardener, gave presentation on unique and historic trees in our area and CAC is working to get these trees on the Historic Register for Spokane.**
- **There are two positions still open on CAC and Dinah Reed is the new member-at-large.**

**Urban Forestry Tree Committee of the Spokane Park Board
May 12, 2010 – 7:00 a.m.
Manito Park Meeting Room**

MINUTES

Introductions: Beth Mort is new to the group; she is currently working as Angel's Planning and Program Assistant

Action Items:

1. No action items

Information Items:

1. Urban Forestry Logo - is official; looks great; useable formats will be available this week or next

2. UFTC Handbook – Angel put together handbook for UFTC that includes policy documents, contact information, current forms for permits and programs
 - Revised draft of Street Tree Permit Application; discussion on general issues associated with Urban Forestry *not* being a part of the formal permitting system in the City; need to work on this as we move forward.
 - Issues with residential property owners and renters planting trees haphazardly in planting strips – no permit – no understanding of planting or species – this is also of concern – need to incorporate education to the public about permitting process and that it applies to them also.
 - Enforcement issues that go along with both topics also touched on.
 - Discussed website recommendations & challenges navigating information. Beth will work on connecting Recommended Street Trees and widths/specs to the permitting section.
 - Ask that everyone go through the website and provide feedback. Send feedback to bmort@spokanecity.org
 - Add staff phone no. and emails to contacts; correct wrong info on contact sheet
 - Develop form to be filled out online
 - Request to redesign the Commercial Tree Service License
 - Include statement that if found to be in violation of ISA standards we will have no problem removing them from our list – or similar
 - Create a letter to send to companies in violation and let them know that we will contact ISA if needed... or similar
3. Vegetation Management Plan revision
 - Meeting on Monday, May 24th, 2pm, at SDDC – 210 N Havana
 - UFTC members encouraged to participate

Standing Report Items:

1. Urban Forestry Staff Report – Angel reported no further questions.
2. Report from Citizen’s Advisory Committee Chair
 - Ed Lester, local Master Gardner, gave presentation on unique and historic trees in our area
 - Working to get those trees on Historic Register
 - Two positions still open on CAC
 - Dinah Reed is new member-at-large