

## Monthly Report – November 25, 2010

### Administration

1. Submitted our 2010 Tree City USA recertification application.
2. *Guidelines for Infilling Street Trees in Existing Narrow Planting Strips in Spokane's Residential Areas* has been finalized.
3. Actively revising the Urban Forest Management Plan, the Arboricultural Specifications, and the Approved Street Tree List.

### Planning

4. Attended first meeting of Parks & Recreation Department Revenue Team.
5. Attended Parks & Recreation Department Staff Retreat.
6. Developing the 2011 Annual Work Plan with UF staff.

### Education & Outreach

7. Pursuing an AmeriCorps Volunteer for an Education and Outreach position in 2011. This position would focus on NeighborWoods outreach and coordination.

### Training

8. Basic Chainsaw Operations class scheduled at Finch Arboretum on December 2 from 8:00am - Noon. Registration is available on the *ishare* (Training Calendar) or by calling Darren Stageberg, Safety Coordinator, at 625-6221.

### Partnerships

9. Finalized agreement with WDNR regarding Palisades Forest Health project. Work begins November 30<sup>th</sup>.

### Permitting & Licensing

10. Developing code violation procedures and standardized forms based on guidance from Code Enforcement.
11. Met with Planning, Building, and Streets Departments to coordinate process for review of all landscape plan submissions and begin full integration with the Accela system.

### Operations

12. Focus has been on fall tree planting.
13. Received and stocked 90 new nursery trees.
14. Staff training at Green Industry Series.
15. Storm damage clean-up: 3 spruce at Nevada Park, 1 Cottonwood on the Centennial Trail, 1 Pine at Indian Trail and 1 Pine at Audubon.
16. Trimmed Riverfront Park Holiday Tree with lights.