



**Committee Members:** Van Voorhis, Ken – Chairperson   
Burt, Melissa   
Davis, Garth   
Lindstrom, Phil   
Wright, Chris

Also Present: Park Board – Ross Kelley, Jim Santorsola, Chris Wright;  
Parks Staff; - Leroy Eadie, Angel Spell, Leesa Van Zandt;  
and Citizen – Nancy MacKerrow

**Tree Committee of the Spokane Park Board  
January 3, 2012 4:15 pm – 5:45 pm  
Willow Room, Woodland Center  
John A. Finch Arboretum  
Angel Spell, Urban Forester**

### **Summary**

- UF Annual Work Plan 2012 was reviewed.
- Urban Forestry Monthly Financial Report was reviewed.
- A written Urban Forestry Staff Report was reviewed.
- Next meeting is scheduled for January 31, at 4:15 p.m. in the Woodland Center at Finch Arboretum.
- Agenda items expected at the next meeting include consideration of several Heritage Tree Nominations, revisions to the Street Tree List, and Stewardship Goals for Park Conservation Lands.

## Minutes

The meeting was called to order at 4:16 p.m. by Chairperson, Ken Van Voorhis.

**Action Items:**    No Action Items were presented.

### **Discussion Items:**

#### 1.    *UF Annual Work Plan-Angel Spell*

A work plan for 2012 was distributed and reviewed. The work plan grouped the department into different work groups which show the different projects they will be working on during the year. The varying shades of color demonstrate the intensity of their work load on a particular project. The training and staff development is not accurately depicted on the plan yet as additional information is required. The plan will help keep staff focused on their projects. Tree City USA requires Angel to submit an annual work plan, so this plan was done in conjunction with the requirement. The groups identified in the plan are the field crew; the arborist, and planning and programs. The field crew includes Mike Sanborn, Miles Cooley and Shawn Craigen. Shawn is a new addition this year, last year he volunteered over 500 hours. The field crew work involves the planting, pruning and removing of trees. Jeff Perry is the City Arborist. His focus will be on Street Tree Permits, both Commercial and the 32 scheduled City Street Bond projects, Plan Review, Citizen Response, Inter-fund Consultations & Sales, Inventory and database management. Beth Mort will be working approximately 15 hours a week. Her focus will be on the media & public outreach which includes The Tall Tree Newsletter, our website, 2 Facebook pages, and Twitter. She will also work on the planning and programs that include: Policy Development, Street Tree List, Arboricultural Specifications, UF Management Plan, Heritage Tree Program, NeighborWoods, the Susie Forest, the Low Impact Development Committee, Training & Staff Development, Employee Led Innovation (ELI), TreeWorks and ArcGIS. Discussion was had in the CAC meeting about adding more events that will be staffed by CAC members and staff. The plan is to be updated throughout the year. Angel will be working with Stormwater management to discuss the inventory management plan. The field handheld units have been upgraded which will help on time management. Discussion was had regarding the work that has been done by the field crew in Riverfront for the last year and a half and the future work that is planned in the Oaks that run from City Hall to the Clock Tower. There was discussion on the downtown tree situation and the violation letter process.

### **Standing Report Items:**

#### 1. Urban Forestry Financial Report (Monthly) – *Angel Spell*

The monthly Financial summary through November 2011 was distributed and reviewed. We do not have December's financials yet. For year end, we should be over on revenue, at approximately 113%. We are tracking right on budget for expenditures, give or take a few dollars.

#### 2. Urban Forestry Staff Report (Monthly) – *Angel Spell*

Angel provided a written report. A question was asked about the process for the adopting the Street Tree List as per the Spokane Municipal Code. Angel will look into the process and advise the committee via email. Discussion was had on when the list will be available. Angel will meet with Beth later in the week to see if she can adjust her time to begin her temp/seasonal hours sooner rather than later to work on the list.

3. Citizen Advisory Committee Report (Monthly) – *Garth Davis*

– per Garth Davis highlights include:

- a. Garth will provide a report from the Conservation Area Stewardship Plans Subcommittee next month for review and approval.
- b. Nancy MacKerrow reported in the CAC meeting that 84 Susie Forest trees were planted in Spokane for 2011, of those, 38 were planted by Urban Forestry. Susie Forest Trees were also planted in the five following states: Connecticut, Virginia, Wyoming, Missouri and Oregon. Internationally, 4 trees were planted in Japan, 1 tree planted in Pakistan, and 1 tree planted in Canada. There was a total of 110 Susie Forest Tree planted in 2011, with three or four other Susie Forest trees that may have possibly been put in the ground for 2011, one in Hawaii, which Nancy will follow up on. It was mentioned that there are 10 Susie Forest trees that are scheduled to be planted this spring as a grove in the new Conservation Area of Riverfront Park. The grove will be in honor the tenth anniversary of Susie's death on March 21st. Discussion was had regarding recognition on one of the Conservation Futures viewpoints in the new Conservation area of Riverfront Park.

Meeting adjourned at 5:38 p.m.

Next meeting is scheduled for January 31, 2012, at 4:15 p.m. in the Woodland Center at Finch Arboretum