



Citizen Advisory Committee  
To Spokane Urban Forestry Tree Committee

MEETING MINUTES

July 5, 2011

3:30 PM

**CALL TO ORDER**

The meeting was called to order at 3:33 pm by Chairperson, Garth Davis.

**ROLL CALL**

- Members present: Garth Davis, Cindy Deffe, Ben Kappen, Marilyn Lloyd, Pam Luders, and Ed Miles.
- Also present: Angel Spell and Cheryl Miller (staff members; Urban Forestry Program, and Parks Administration); Nancy MacKerrow (The Susie Forest); and Ross Kelley and Ken Van Voorhis (Park Board).

**CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS** - None

**CONSENT CALENDAR**

- Minutes of the May 31, 2011, UFCAC meeting – Pam Luders motioned to accept the minutes as submitted. Marilyn Lloyd seconded. Motion carried.

**CITIZEN COMMENTS**

- Nancy MacKerrow reported that there is one (1) more tree to go, but seventy-seven (77) trees have been added to the Susie Forest this spring. All but nine (9) of them are in the City.

**REPORTS**

- a. Education and Volunteer Recruitment Subcommittee – Marilyn reported highlights of the June 13<sup>th</sup> meeting were:
  1. Matt McCain will do the research, while away this summer, for the traffic calming effect of street trees that was requested by Julie Neff.
  2. The Win-A-Tree survey to identify where people find out about Urban Forestry has been finished. At the end of September it will be directed to Spokane City residents only.
  3. The Benefits Campaign was discussed. It is important to have high visibility locations for slogan signage.
  4. The Education Grant is completed except for the final steps.
  5. Purposes of the CAC were discussed.
  6. The Committee expressed a desire for Angel to give them direction on which to focus their future efforts.
  7. The next meeting will be July 11, 2011, at 3pm, in the County Conservation District Meeting Room, 210 N. Havana, Spokane, WA.
- b. Street Tree Subcommittee – Julie Neff was absent, so no report was made.
- c. Downtown Street Trees – Andrew Rolwes was absent, so no report was made.
- c. Staff report – Angel Spell provided a written report. Highlighted topics include:
  1. Ken and Angel briefed the City Council on June 13<sup>th</sup> at the West Central Community Center.
  2. A volunteer intern for the summer has been retained to assist Angel.
  3. A potential volunteer to provide part time clerical services is also being pursued.



## Citizen Advisory Committee To Spokane Urban Forestry Tree Committee

4. The KXLY live news shot arranged for the Post Street Project went well and was beneficial.
5. Jeff conducted a basic chain saw safety course in June. He will conduct an advanced course in August. He will repeat these courses later this fall.
6. Angel conducted a tree protection training workshop for Public Works staff. It is planned to continue a training series with them a couple of times a year.
7. The Education Grant work is complete. The report will be finished by the end of the month deadline. The next campaign needs to be concise and focus on benefits. It needs to tie current research to the used slogans as appropriate for the local/regional area.
8. The MOU with The Lands Council has cleared through Staff and Legal review and comment. It is close to being signed. A meeting needs to be held with Toni, of The Parks Foundation, to advise them of the change.
9. Operationally this month eighteen (18) trees were planted, bringing the spring total to forty-eight (48); spring season interfund billing was \$6,600; and thirty (30) street tree permits were processed.

### **OLD BUSINESS** – None

### **NEW BUSINESS**

- a. CAC Reinvigoration was discussed. There are position openings on the committee needing to be filled. Getting the topic on the Community Assembly agenda will be pursued.
- b. Natural Area Subcommittee – Garth has access to some assessments that exist for several locations, but management plans are not a part of the documents. Angel will provide a map showing the locations. Ed Miles will review documentation and report back his management plan recommendations. Student volunteer and Neighborhood Council involvement are highly desired. Grant funding may be available for future activity.
- c. Duties applicable to a Grant Committee were delegated to the Education and Volunteer Recruitment Subcommittee.
- d. A subcommittee is needed to update the Approved Street Tree List. Parameters for the needed changes were discussed. Ben, Cindy and Garth will begin the group, with others who are interested encouraged to join. Angel will send an e-mail to potential participants. The subcommittee will meet at 2:00 p.m. on July 11<sup>th</sup> 2011, in the County Conservation District Meeting Room, 210 N. Havana, Spokane, WA.
- e. Changing the start time of CAC meetings to 3:00 p.m. was discussed. This change will be effective at the next meeting.

### **ADJOURNMENT**

- The meeting was adjourned at 4:30p.m.

---

Garth Davis, Chair