



Citizen Advisory Committee
To Spokane Urban Forestry Tree Committee

MEETING MINUTES

November 1, 2011

3:00 PM

CALL TO ORDER

The meeting was called to order at 3:05 pm by Chairperson, Garth Davis.

ROLL CALL

- Members present: Garth Davis, Ben Kappen, Tim Kohlhauff, Larry Lee, Ed Lester, Marilyn Lloyd, Ed Miles, and Julie Neff
- Also present: Angel Spell, Beth Mort, and Cheryl Miller (Urban Forestry Program and Parks Administration); and Ken Van Voorhis (Park Board).

CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS

- Introductions were made for the benefit of new member, Tim Kohlhauff.
- The next meeting will be November 29, 2012, at 3:00 pm, in the Woodland Center of the Finch Arboretum. It was explained that CAC meetings have been held just prior to the Park Board Urban Forestry Tree Committee meetings. Scheduling of these meetings is determined in relationship to when Park Board meetings are held. Park Board meetings are the second Thursday of each month. UFCAC meetings are scheduled two Tuesdays before Park Board meetings.

CONSENT CALENDAR

- Minutes of the September 27, 2011, UFCAC meeting – Ed Miles corrected that it is Ben Peterson, not Ben Kappen, on the Conservation Area Stewardship Plans Subcommittee. Marilyn motioned to accept the minutes as corrected. Julie seconded. Motion carried.

CITIZEN COMMENTS - None

REPORTS

- a. Education and Volunteer Recruitment Subcommittee – Marilyn reported highlights of the latest meeting as:
 1. Reforest Spokane was the main topic of discussion.
 2. A Susie Forest Tree at Finch Arboretum was dedicated to Dr. Wangari Maathai.
 3. Having a Calendar of Events for Urban Forestry Community Outreach was briefly discussed. The events to be included will be finalized at the January meeting.
 4. The prize tree from the Win –A-Tree contest has been planted.
 5. The next meeting will be in January, 2012. Notice will be provided when the date is scheduled.
- b. Street Tree Subcommittee –Julie reported:
 1. The history of the subcommittee and issues were reviewed. The Interdepartmental Discussion Group, which is reviewing the issues and developing solutions, was formed at the Mayor's direction per recommendation of the Urban Forestry CAC. The five topics to be covering are: revision of the



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Recommended Street Tree list; options for replacing trees in existing planting strips that are less than five feet wide; code discrepancies; downtown trees; and putting emphasis on mature trees.

2. The final edit of the guidelines to prevent conflicts between street trees and critical signs was provided and reviewed. When and how the guidelines apply was clarified. Identifying that an issue exists and how to correct it before trees are planted and/or signs are placed is a major goal of having the guidelines. When tree permits are submitted Urban Forestry staff should be alert to possible conflicts and take appropriate action in the permit approval process.
3. Code discrepancies will be the next topic to be addressed.
- c. Downtown Street Trees – No report was given.
- d. Vegetation Management Plan – No report was given.
- e. Staff report – Angel Spell provided a written report. Highlighted topics include:
 1. The two budget season items were the \$250,000 designated from Wastewater Management for a tree inventory and \$359,000 of funding from the Park Fund for Urban Forestry. Meetings will be held to get the process started so the tree inventory can commence in 2012.
 2. NeighborWoods Workshop Series was very successful with people from a variety of perspectives attending. Future workshops will be held once a month.
 3. Community Canopy has a double workshop this Friday, November 4th, at the Finch Arboretum. A Pruning workshop is scheduled for 9:00am – 12, and a Tree Species Selection workshop at 1:00 – 3:30pm. Cost to register is \$10.00 per person per workshop. Lunch is provided for those attending both workshops. To register, contact Coeur d’Alene Urban Forestry.
 4. Angel is involved with several projects, including the Division Street Gateway, the Low Impact Development Subcommittee, the Interdepartmental Discussion Group, the Finch Arboretum Stream Bank Restoration and LID Education.
 5. Reforest Spokane Day was very successful.
 6. The memorial for Dr Maathai was outstanding.
 7. Operation Statistics: In September 2 trees were planted, 265 were pruned, 28 were removed from parks, 167 or more were removed from three acres for fuels reduction and accommodation of a stormwater project, and 35 permits representing 207 trees were processed. In October 17 trees were planted, 16 were pruned, none were removed, and 17 permits representing 64 trees were processed. (The report is completed mid-month, so it includes figures from both the current and prior months.)
- f. Conservation Area Stewardship Plans – Ed Miles comments:
 1. A meeting was held to get organized. Members currently include Beth Mort, Jeff Perry, Ben Peterson, Garth Davis, and Ed Miles.
 2. The Tree Farm Management Plan template will be used.
 3. The next meeting will be Wednesday, December 30th, at 2:00 pm, at the Conservation District Office located at 210 N. Havana, Spokane, WA.
- g. Recommended Street Tree List – Garth provided an oral report.
 1. The committee includes Garth, Cindy, Ed Lester and Ben.
 2. Findings are being submitted to Beth to be organized and entered into a spreadsheet. Further review and comment will follow with a draft expected to be ready for CAC discussion by January, 2012.



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OLD BUSINESS - None

NEW BUSINESS

- a. Trees and Signs document review – This was covered during the subcommittee reports.

OTHER BUSINESS

- Garth reported that the Avista and City collaboration at Magnesium is complete. At Holland, 22 trees have been planted and the project will be complete when the remaining 20 trees are received and planted.

ADJOURNMENT

- The meeting was adjourned at 3:50 pm.

Garth Davis, Chair