



**Tree Committee Meeting of the City of
Spokane Park Board**

Tuesday, August 4, 2015, 4:15 p.m. – 5:45 p.m.
Willow Room, Woodland Center
John A. Finch Arboretum
Angel Spell – Urban Forester

Committee Members:

X Pendergraft, Lauren – Chairperson
X Potratz, Preston
A Gifford, Guy
A Davis, Garth
A Cash, Kevin

Park Board:

Traver, Susan

Parks Staff:

Eadie, Leroy
Spell, Angel

Guest(s):

Kohlhauff, Tim, CAC
MacKerrow, Nancy
Anderson, Carrie
McConnell, Steve

Summary

- A WDNR grant for the purpose of a draft framework for an Urban Forestry Management Plan is requesting stakeholder input, and their questionnaire was distributed to the Committee. A hyperlink was also provided on the Agenda.
- Park Board members are volunteers who use personal resources taking care of Park Board business; therefore, the group discussed City email accounts, their usage, licensing and expense per user, and other related issues.
- Angel Spell presented the 2016 Budget Guidelines along with a 2016 Draft Budget Comparison, which was followed by a considerable discussion.
- Tim Kohlhauff presented information on the Citizen Advisory Committee meeting, which included the formation of a new sub-committee with the focus of preserving our Ponderosa Pines.
- Research and Data Reports on the Finch Arboretum Energy Audit of March 2014, and a current Tree Inventory Summary was distributed by Angel Spell and reviewed by the group.
- Angel Spell updated attendees with the June Urban Forestry Financial report; a discussion followed.

MINUTES

The meeting was called to order at 4:15 p.m. by Chairperson, Lauren Pendergraft. Introductions were made.

Action Items:

None

Discussion Items:

1. Angel updated the group on the \$10,000 WDNR grant for a framework document of an Urban Forestry Management Plan. The grant goes through the summer of 2016, and a contracted consultant has been appointed. The Consultant is looking to acquire high-value stakeholder input through a questionnaire, which was distributed to the group; a hyperlink was also provided on the Agenda.
2. Since Park Board Members are volunteers and use their personal resources to do Park Board business, questions arise as to:
 - a. How/When to deliver files too large for email to Board members before released to public;
 - b. Can/Should Board members have City email addresses for Park Board business; and
 - c. Does a City email address necessitate a City laptop to be issued, and if so, what would that entail

A group discussion followed, involving numerous issues connected with the assigning of City email addresses, including the IT Department acquiring licenses and their expense for each additional City email user.

3. Angel provided 2016 Budget Guidelines and Draft Budget Comparison to the group. She gave some hypothetical expenditure amounts regarding tree planting, pruning, and removal that could be allocated from storm water utility funds. It was suggested that a policy be drawn up for the procedure and tracking of storm water spending. ACA requirements and its effects on the 2016 budget were also discussed.

Standing Report Items:

4. Tim Kohlhauff presented information from the Citizen Advisory Committee meeting. A sub-committee, the Ponderosa Pine Peril Posse, has been formed with focus on the preservation of Ponderosa Pines. Guidelines drawn up by this sub-committee were available to the group.
5. Angel provided Research and Data Reports pertaining to the Finch Arboretum Energy Audit conducted in March 2014, and a current Tree Inventory Summary. Interest in comparing this summary with an audit by the original Urban Forester (possibly late 1990's) was expressed.
6. The 2016 Financial Report for Urban Forestry was covered and discussed by the group. A slight format modification to the report was also suggested.

Meeting adjourned at 5:37 p.m.

The next regularly scheduled meeting is September 1, 2015, 4:15 p.m., at Finch Arboretum in the Woodland Center's Willow Room.