



**URBAN FORESTRY COMMISSION
MEETING AGENDA**

**Jan. 19, 2011
8:00 AM**

Location: City Hall Council Chambers, 408 N Spokane Street

1. CALL TO ORDER

2. ROLL CALL

3. CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS

- Commission members Bill Cook and Jackie McAvoy were re-appointed for another two year term this January.
- Chair and Vice-Chair to be elected.

4. CONSENT AGENDA

Minutes – Sept 15, 2010

5. CITIZEN COMMENTS

6. STAFF COMMENTS

Forester's Report

7. OLD BUSINESS

Discussion Item – ARRA Contract

8. NEW BUSINESS

Discussion Item – Ideas for making Post Falls' Arbor Day a bigger event.

Discussion Item – The Arbor Day Foundation and the state of Idaho has cancelled the national poster contest.

- Other ideas to engage the community

9. COMMISSIONER COMMENTS

10. ADJOURNMENT

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Urban Forestry Division or Office of the City Clerk, 408 Spokane Street or call 208-773-3511.

**URBAN FORESTRY COMMISSION
MEETING MINUTES**

**Jan. 19, 2011
8:00 AM**

Location: City Hall Council Chambers, 408 N Spokane Street

1. CALL TO ORDER

Pledge of Allegiance

2. ROLL CALL

Commissioners Present: Ralph Meyer, Katie Kosanke, Bill Cook, Jackie McAvoy, Dave O'Brien, Deborah Patterson, Ray Getchius

Commissioners Absent: None

Also present: Brendan Murphy (Urban Forester), Melissa Parker (Recorder)

3. CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS

- Commission members Bill Cook and Jackie McAvoy were re-appointed for another two year term this January.
- Chair and Vice-Chair to be elected. Meyer entertains idea of new chair. Commission agrees that Meyer exceeds expectations. McAvoy entertains motion with addition (requested by Meyer) that next year Meyer steps down as chair. Patterson suggested she may be able next year to step up. McAvoy moves close nominations as presented. Nominations close. Aye for nominations. Motion carried.

4. CONSENT AGENDA

Commissioner McAvoy moved to approve the September 15, 2010 minutes as presented. Seconded by O'Brien. All aye. Motion carried.

5. CITIZEN COMMENTS

None

6. STAFF COMMENTS

Forester's Report

Urban Forestry Division Accomplishments – 2010

Tree City USA – The City of Post Falls received the prestigious Sterling Tree City USA Award from the National Arbor Day Foundation. This award is given to Cities that have achieved a growth award for ten consecutive years. Only three other cities in Idaho share this award: Boise, Lewiston, and Moscow. Post Falls is on the thirteenth year of Tree City USA.

Plant-a-Tree Day – Several local businesses sponsored this annual tree giveaway providing 3600 trees to Post Falls residents, businesses, churches and other organizations.

Arbor Day Field Trip – The Urban Forestry Commission hosted the annual 5th Grade outdoor education program for approximately 450 students, emphasizing forestry related topics.

Arbor Day Poster Contest - Urban Forestry staff coordinated the nationwide Arbor Day Poster Contest in Post Falls for 5th Grade students. This year Post falls had two statewide winners: Marcel Epkey of Immaculate Conception Academy won 3rd place, and Kerrington

Jones of Prairie View Elementary won first place. Unfortunately, this year the poster contest will be cancelled.

Tree Inventory – Another 552 trees were added to the tree inventory database, bringing the complete public tree inventory to 11, 447 trees, representing an asset value of \$14.6 million.

Volunteers In Pruning – The VIP program continued this year with several volunteers lending their time to work on our City trees. Several hours but not many volunteers helped maintain City trees.

Public Education – Urban Forestry and Community Canopy partners presented educational workshops throughout the year, covering such topics as: Proper Pruning, Selecting the Right Tree, Smart Irrigation, Correct Planting, Insects & Diseases, Tree Protection. Urban Forestry Staff also gave conferences for WSU Horticulture Extension and Project Learning Tree.

ARRA Grant – The City of Post Falls was one of four cities in North Idaho to have received a federal grant through the Idaho Department of Lands to improve the health of our urban forest. Through this grant, (worth \$121,000) 90% of our maintenance requirements will be met. The project will extend into 2011 and will involve work on over 1000 trees in total. In 2010, approximately 200 trees will have been either removed or pruned for approximately \$40,000.

Community Development – Plans are under way to introduce a new residential tree planting program for the City of Post Falls that we will look into in the spring. Murphy speaking more with developers and landscapers and a meeting will be held later in the spring.

Maintenance

- ❖ Pruning has been performed on over 190 trees in 2010. Forty plus trees have been planted and twenty four have been removed, not including the work done with the ARRA grant money.

Projects

- ❖ **Stimulus Grant (ARRA)** – The first part of the grant project will be completed this month, which has included 110 tree removals and 220 tree pruning jobs. The second part of the project will hopefully get under way by late January or early February. Murphy hoping grant to be completed by end of Feb.

7. OLD BUSINESS

Discussion Item – ARRA Contract

Item discussed during Foresters Report.

8. NEW BUSINESS

Discussion Item – Ideas for making Post Falls' Arbor Day a bigger event.

Meyer suggested more advertising for event. Other suggestions were sound system for music, more recognition for sponsors and maybe even vendors. O'Brien doesn't want people to think we are trying to get rid of trees. He believes it is well attended event...on the other hand he has also heard that people do not know about event and more advertising would be good. Murphy would like to keep a regular flow of people and give only 3 trees to people instead of giving more trees to people during our slow time. More advertising is recommended. The City does want to make this event a little larger. Vendors that have been suggested are nurseries, landscapers and horticultural equipment. McAvoy would like to approach vendors and ask them what their thoughts are, since they would be most involved. And since most people just want to take trees and leave it would be a good idea to get suggestions from possible vendors. Patterson suggests that arborists would be a great vendor because people are interested in knowing more about their trees. Patterson also suggests that certain trees go to certain neighborhoods so they could be more spread

out. Murphy believes that would make things too complicated. Murphy thought maybe to shift time up would help but rush would still occur. Getchius agrees with McAvoy as far as finding out about how vendors really do feel. This event impacts businesses as far as people waiting to get free trees instead of purchasing them. Getchius also suggest that volunteers are there for their entire shift. McAvoy likes the idea of having potting soil and fertilizer there for the trees. Patterson suggested inviting booster clubs from schools to sell hot coffee, chocolate and hot dogs. Kosanke agrees with more volunteers and/or shifts. Kosanke suggested that choosing accredited nurseries, horticultural and arborists would be good. This would be a great time for an education event. Ongoing planting demos could be useful for people standing in line or as a side event...kids could have area where crafts could be done. Kosanke also had idea for repeats such as stamp on hand. Also, a public service announcement before and after event with footage is a good idea.

Discussion Item – The Arbor Day Foundation and the state of Idaho has cancelled the national poster contest.

Meyer stated it doesn't really effect us and we can continue to do our own if we would like. McAvoy is in favor of continuing the poster contest. Kids need the connection with thinking about the importance of Arbor Day. Awards could still be given out. Murphy believes it is a chance to bring in a new way to engage the community (for children and adults). Sponsors might be willing to put up money again for prizes without national contest. Meyer suggested maybe having it in the fall and separating it a little more from the other events. Cook believes it should stay at the local level and in the spring...at least for another year. Kosanke also enjoys the poster contest and the kids do also. We should keep it until we figure something else. Maybe a t-shirt with their artwork on it as opposed to a savings bond.... We can make up theme and kids can see their artwork again. Also theme could be related to Post Falls. And then on top of this also do something in the fall. Arbor Day is a day for us to shine and get out information. We already target different groups in the spring. Kosanke offered to get sponsorship for contest. O'Brien suggests a working meeting and had to be excused (8:52am). Murphy believes it would be good to foster an event where we are getting real feedback from the kids, not just template responses from their teachers. Meyer-in summary: keep poster contest, keep same time for this year. Meyer recommends next meeting is a workshop for poster contest. McAvoy does "talk about trees" program and it is tied with poster contest and is in favor of doing something a little different also.

Meyer stated that having buses available for field trips due to financial crunch by school districts may be difficult as far as the field trip is considered. Murphy will find out soon. School dist would supply 80% of funding for trips with schools catching the rest. Now the school will have to catch 100% of the funding themselves.

9. COMMISSIONER COMMENTS

None

10. ADJOURNMENT

The next meeting will be February 16, 2011 at 8:00am. There being no further business, Commissioner McAvoy moved to adjourn the meeting. Seconded by Patterson. Motion carried. Time: 9:00am.

Ralph Meyer, Chair

Melissa Parker, Recorder

Memorandum

To: Urban Forestry Commission
Cc: Media, Mayor & Council, City Administrator, City Clerk, Parks & Recreation
From: Brendan Murphy, Urban Forester
Date: 01/14/2011
Re: Forester's Report – January 19, 2011

Urban Forestry Division Accomplishments – 2010

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