



Citizen Advisory Committee

To the Spokane Urban Forestry Tree Committee

In-person: Finch Arboretum – Woodland Center Ponderosa Room

3404 W Woodland Blvd. Spokane, WA 99224

WebEx virtual meeting:

Call-in: 408-418-9388; Access code: **2484 418 8297**

March 2026 meeting: March 3, 2026, at 3:00 PM

The meeting of the City of Spokane Park Board Citizen Advisory Committee will be held in-person in the Woodland Center Ponderosa Room at the Finch Arboretum, 3404 W Woodland Blvd. and virtually via WebEx at 3 p.m. Tuesday, March 3, 2026. Committee members, staff, and presenters still have the option to participate virtually via WebEx during all meetings.

The public may listen to the meeting by calling 408-418-9388 and entering access code **2484 418 8297** when prompted.

Written public comment may be submitted via email or mail. Comments must be received no later than 11 a.m. March 3 by email to: spokaneparks@spokanecity.org or mail to: Spokane Park Board Urban Forestry Tree Committee, 5th floor City Hall, 808 West Spokane Falls Blvd., Spokane, Washington 99201. Submitted public comments will be presented to committee members prior to the meeting.

MEETING AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

APPROVAL OF MINUTES – [December 2025 and February 2026 \(special meeting\)](#)

CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS

- **Letter of Interest** – Kelsi Caston, Consideration of appointment (action item)
- **Letter of Interest** – Eduardo Castillo, Consideration of appointment (action item)
- **Letter of Interest** - Kris Neely, Consideration of appointment to member at large (action item)
- Kathryn Alexander was reappointed by the Community Assembly for a four-year term

COMMITTEE AND REPORTS

- Community Assembly
- Staff Report

OLD BUSINESS

- None

NEW BUSINESS

- **Heritage Tree Nomination** (action item)

- DSP Educational Partnership for Downtown (information item)
- Arbor Day Celebration – Call for volunteers

OTHER PROGRAM AND PARTNERSHP IDEAS

-

ADJOURNMENT

Agenda Subject to Change

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or ddecorde@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

December 4th, 2025

Garrett Jones
Director of Parks & Recreation
City of Spokane
808 West Spokane Falls Blvd.
Spokane, WA 99201

Dear Mr. Jones,

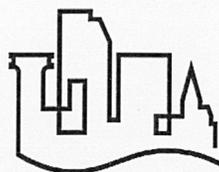
This letter is to express my interest in joining the UFCAC as a representative of the horticulture and arboriculture industry. I have a B.S. in Horticulture from Oregon State University and am a Certified Arborist with 10+ years in the local horticulture community. My experience includes tree selection and care, sustainable horticulture, and community education. Being born and raised in Spokane, I have a strong appreciation for the beauty and importance of our public green spaces. My commitment to horticulture and arboriculture, along with my desire to help guide Spokane's urban forest stewardship, motivates me to seek a position on the UFCAC.

Thank you for your consideration.

Sincerely,



Kelsi Caston
Procurement and Nursery Manager
ISA Certified Arborist
Clearwater Summit Group inc.



DOWNTOWN SPOKANE

PARTNERSHIP

February 11, 2026

Garrett Jones
Director of Parks and Recreation
City of Spokane
808 West Spokane Falls Blvd.
Spokane, WA 99201

Dear Mr. Jones,

This letter is to let you know of my interest in joining the UFCAC as a representative of Downtown Spokane. I have been employed for 2 years with the Downtown Spokane Partnership as Clean Team Lead and now Placemaking Manager. During this time, I have had the pleasure of working with property owners and UF to help improve our downtown canopy through the Tree Pilot Program. Prior to employment with DSP I worked in the arboriculture industry for ten years, some of which with current members. I hope that if allowed to join this committee we could further advance our efforts to cultivate a community focused on improving canopy health everywhere.

Thank You for your consideration.

Best wishes,

A handwritten signature in black ink, appearing to read 'E. Castillo', with a stylized flourish at the end.

Eduardo Castillo
Placemaking Manager
Downtown Spokane Partnership

Kris Neely

12/8/2025

4206 S. Tampa Street
Spokane, Washington 99223
(509) 999-6970

Mr. Garrett Jones

Director, Parks and Recreation

Mr. Kevin Brownlee

Chair, Urban Forestry Tree Committee

Subject: Interest in Appointment to the Urban Forestry Tree Committee

Dear Mr. Jones and Mr. Brownlee,

I am writing to express my interest in serving on the City of Spokane's Urban Forestry Tree Committee. Spokane's urban canopy is one of the city's most important public assets, and I would welcome the opportunity to continue to support the committee's ongoing work to protect and strengthen it. My background in governance, planning, conservation, business process engineering, and fiscal management aligns well with the committee's responsibilities and the collaborative decision-making required of its members.

My relevant experience includes:

Urban Forestry Citizen Advisory Committee (UFCAC):

Four years of service, including two years as Chair, representing the Community Assembly and working directly with city staff and neighborhood stakeholders. During this time, I advocated for closer coordination between the City's Urban Forestry program and the Spokane County Conservation District (SCD); encouraged integrating student volunteers from the SCD into Urban Forestry field projects (which was successfully implemented in 2025); and supported efforts to improve cost modeling around tree lifespans and long-term maintenance in an urban setting.

City of Spokane Plan Commission:

Two years on the commission with a particular focus on how urban forestry intersects with housing, transportation, and commercial development. In this role, I supported establishing a clear "per-unit tree planting standard" for new Auxiliary Dwelling Unit (ADU) construction to ensure that infill development aligns with long-term canopy goals.

Spokane Conservation District Board:

To date, two years on the board as an Associate Supervisor, contributing to forestry and conservation initiatives and working across diverse community and agricultural interests.

While serving, I've developed a model for deploying Miyawaki-style mini-forests in urban environments and am currently soliciting peer review to refine its applicability within Spokane with the goal of taking the idea public in 2026-2027.

Continuing Education:

Regular participation in Washington Association of Conservation Districts (WACD) and State Conservation Commission (SCC) meetings to remain current on statewide forestry and conservation practices.

Budget and Finance Roles:

Frequent appointments to volunteer budget committees, providing practical experience in municipal budgeting, grant funding oversight, and responsible financial governance.

Across these roles, I have valued the committee-driven process—listening to community perspectives, weighing technical guidance, and building consensus to support sound, sustainable outcomes. I would bring the same steady, collaborative approach to the Urban Forestry Tree Committee.

If helpful, I would be glad to Zoom, meet, or provide additional information. Thank you for your time and consideration.

Sincerely,



Kris Neely

krisneely@pm.me

(509) 999-6970



Heritage Tree Nomination Form

Nominator Information

Name: Linda Finney
 Address: 13613 S Valley Chapel Rd
Valleyford, WA 99036
 Phone: (Day) 509 838 4632
 (Eve) 509 838 4632
 Email Address lindatfinney@gmail.com

(Property owner must agree to nomination)

Name: Cathedral of St John the Evangelist
 Address: 127 E 12th Ave
Spokane, WA 99202
 Phone: (Day) 509 838 4277
 (Eve) _____

Property/Tree Owner Information

Designated Neighborhood: South Hill, Spokane
 Location (Street Address): 127 E 12th Ave
 Species of Tree (Common or Botanical Name): English Oak, Quercus Robur
 Single/Collection of trees (If Collection, How Many Trees): one tree

Size: Height (approx.) 40-45 (feet)

Crown (approx.) measure distance of total spread from one side to other: 35 (feet)

Circumference (distance around trunk at 4.5 feet from ground): 25 (inches)

Age of Tree (If Known/Estimate): 50-60 yrs

Condition (check all that apply and explain any issues on back of page:

- Healthy Diseased Pruning/Structural problems
recently pruned

List any historical fact About the Tree (Documented/Estimated)

see attached

What is most noteworthy about the tree/trees that meets the criteria (check all that apply).

- Size Public Visibility Rare Horticultural Value
 Aesthetic Qualities Historical

Explain why you think the tree/trees should be nominated for heritage distinction - use another piece of paper, if necessary. Please include a photograph (black & white or color) and a simple tree location map.

see attached

We believe this beautiful English Oak was planted about 1964-67 at the instigation of Mary Cooper Jewett Gaiser. She was known for "loving wonderful trees" and planted trees at the Cathedral and at her home. This was during the time that the Jewett family and others built the Jewett House. Mary was heavily involved in the Cathedral's Landscape Association for years along with Ruth Farnham.

We believe that the English Oak was planted in honor of Ruth, in recognition of her work in the Episcopal Diocese of Spokane and on the Landscape Association. Several of the Association minutes contain Ruth's reminders that the tree must be cared for and preserved. At one point she foiled an attempt "by someone whose name we won't mention" to cut the tree down.

Ben Stanton of Spokane TreePro has been caring for the trees on the Cathedral campus for the last two years. It was he who pointed out to us how important the tree is and encouraged us to get it listed as a Heritage Tree.



English Oak
Cathedral of St John
127 E 12th
Spokane WA

Tree is located on NW
corner of Cathedral campus
ground





Property Owner Agreement Form

HISTORIC AND HERITAGE TREE PROGRAM

In exchange for the City's designation of the subject tree as a Heritage Tree, the Property Owner agrees to protect, maintain and care for the Heritage Tree located on his or her property. Property Owner agrees to abide by conditions set forth in the City of Spokane Code, Section 12.02.916, particularly:

- A. "A Heritage Tree or collection of trees is retained by the property owner and does not become the property or responsibility of the City – unless the tree(s) are city owned."
- B. "The property owner is responsible for all maintenance and liability issue pertaining to the tree or trees."
- C. Prior to removal of a Heritage Tree, a property owner must notify the Urban Forest Tree Committee/Urban Forest Program. The City **strongly encourages** all Heritage Tree property owners to retain these significant tree(s)
- D. If a property owner removes a heritage Tree or collection of trees, the plaque or identification marker shall be returned to the Urban Forest Program.

Property Owner understands that sponsorships or assistance for care of the tree may be available from the City's Urban Forestry Program. In addition, if the Property Owner may want any advice, it can be offered at no cost by the City Urban Forestry Program (509.363.5495).

Property Owner as owner of the English oak (species) tree now being considered for this distinction, hereby consent to its being designated a Heritage Tree by the Urban Forestry Committee of Spokane, Washington.

Tree Location (Address, Tax Lot): 127 E 12th Ave Spokane, WA 99202

Signed: Heather VanSledright, Dean, St. John's Cathedral Property Owner

Date: 2/13/2020

Submitted by Urban Forestry Tree Committee: _____ (Date)

Approved by Urban Forestry Program: _____ (Date)

Approved by Director, Parks and Recreation: _____ (Date)

Filed with Urban Forestry Program and Website: _____ (Date)