



**City of Spokane
Citizen Advisory Committee to the
Urban Forestry Tree Committee**

3 p.m. Tuesday, Oct. 5, 2021
WebEx Virtual Meeting
Katie Kosanke - Urban Forester

Committee Members:

- Matt Ugaleda – Chair (Absent/excused)
X Tim Kohlhauff
X Beth LaBar
X Guy Gifford
X Toni Sharkey
X Cindy Deffe
Joe Zubaly (Absent/excused)
Caleb McIlraith (Absent)
Kris Neely (Absent)
Catherine Olsen (Absent)

Parks Staff:

Katie Kosanke
Pamela Clarke
Karin Cook

Guest:

Chelsea Updegrove

MINUTES

The meeting was called to order at 3:06 p.m. by member at-large Tim Kohlhauff.

Discussion Items:

1. Ceremonies, Appointments, Announcements

- Chairpersons Role - Katie Kosanke announced the CAC may be looking for a new chair. She will be meeting with current chair Matt Ugaleda later this week to discuss him potentially vacating his position as chair. She will keep everyone informed about what she finds out after meeting with Matt. Guy reminded everyone that he and Tim have been chairs in the past and encouraged others to look at this opportunity.

Consent Agenda:

A quorum of committee members was not in attendance at the meeting. Approval of the July meeting minutes will be placed on the next committee agenda.

Public Comments:

None were reported.

Standing Report Items:

1. Community Assembly

Toni Sharkey had no report to share.

2. Staff Report

Katie Kosanke gave the staff report which included welcoming the new Clerk II Karin Cook who will be assisting with office duties, and commending Urban Forestry Specialist Becky Phillips on completing a record number of certificates of occupancies inspection requests and tree permits. Katie noted the Development Services Department told her out of all the departments, Urban Forestry is the most responsive. She said she is appreciative for that recognition and it is due to all of Becky's hard work. She said staff works very hard to get the CO's taken care of in a timely manner, and it's extremely important to get to those inspections right away and resolve any corrections which may need to be made. She also stressed the importance of developing good relationships with the tree services, landscapers, and developers at the same time.

The Urban Forestry crew has been working with Park Operations on combined projects. They have also been working with the mow crews to identify trees in the parks which may need clearance pruning of low limbs, which will help personnel work more efficiently when mowing around trees and is of benefit to prevent damage to trees and their equipment.

Katie reported the crew is mostly caught up on reactive work, which are lists of items reported daily by operations crews in the field and by citizens.

There are limited removals coming up over the winter, which include a minimal number of dead trees throughout the park system and a few beetle-damaged trees. The supplemental watering route established during the hot summer months, as well as the hand watering at Comstock Park, has been wrapped up.

Toni Sharkey inquired about what happens when a commercial or multi-family apartment complex plants trees and they die. She asked how that is remedied, because she said it doesn't appear new trees are being replanted. Katie said when staff may notice these types of issues or receive calls from citizens, we would send a notice letting the property owner know they are required trees of the development and need to be replaced.

New Business:

Katie presented an overview of [Fall Projects](#).

1. Fairview Triangle Project with Logan Neighborhood – Urban Forestry was asked by a citizen of the Logan Neighborhood if assistance could be provided with pruning a few trees. Park arborists pruned trees and cleaned up the area by adding mulch and plants from the Spokane Scape program to spruce up the area. This was an easy and successful project, and the neighborhood was thrilled with the completed project. The neighborhood also replaced or repainted the neighborhood sign and committed to watering the new plants.
2. Tree Planting at Fire Station 8 – This area was an expansive swale of turf and Fire Department wanted to transition to a more native landscape for stormwater benefits, environmental benefits and minimize maintenance. Thirteen trees were planted including ponderosa pines and hawthorns, which will help in reduction of water use and maintenance. It was a fun day with staff and firefighters planting the trees together.

3. SpoCanopy Park Plantings – The first round of re-planting efforts will take place Oct. 9th. Volunteers from The Lands Council, Neighborhood Councils and the Spokane Central Lions Club will help plant at Audubon Park and Comstock Park. The Spokane Central Lions Club will provide some refreshments at Comstock Park and the WSU Master Gardeners will have a booth at Audubon Park with tree care information. The WSU Master Gardeners will also be providing some oversight for the volunteers. Bartlett Tree Experts will be providing free seedlings to the volunteers and anyone who might stop by.
4. SpoCanopy Street Tree Plantings – This is a partnership with the Lands Council. Katie commended Chelsea Updegrave and Maia Inniss of the Lands Council for all their work on this project. Sixty trees are being planted on Oct. 13-15. There are approximately 50 additional trees which will be planted in outlining areas by a contractor. Additional trees will be contributed to Family Promise at their Mission location, and they will be working with their own arborist and volunteers to plant at the end of October.
5. Right Tree, Right Place with Avista – Urban Forestry is partnering with Avista through the Right Tree, Right Place Program to replace 5 trees at the Ronald McDonald House. The current oak trees have outgrown the area and have started to have structural issues. Avista will remove the current oak trees and replace them with a more appropriate Class I species, donated by the city.
6. Educational Projects (over winter) – She also noted several educational projects over the winter which include: Catching up on overdue projects, Caring for Spokane's Street trees brochure, Project with Downtown partnership, water trees messaging, tree planting and other educational videos with Community Canopy, A presentation to Friends of Manito, A presentation at the Farm and Food Expo, and recognition of the grant project with PEI which the On-Track Principal will be presenting at the National ISA Conference in November.
 - Chelsea Updegrave said they are still looking for volunteers for SpoCanopy, preferably people experienced with tree planting that can act as a crew lead to oversee volunteers. Please spread the word and have people sign up if they are interested.
 - [Heritage Tree nomination](#) – 1118 W Cleveland, Maple tree (attachment – info item, will be an action item in November to allow time for volunteers, arborists, and any other interested people to inspect the tree before a decision is made).
 - Other educational programs/program ideas:
 - Watering trees messaging - Tim Kohlhauff said one of the Master Gardeners volunteers has come up with a rough draft script for the watering trees messaging. Tim will send it out to the Committee for feedback, and the Committee will talk about it and how to move forward with it at the next meeting.
 - Spokane Downtown Partnership (tree education program) – Katie Kosanke gave an update on the Downtown Partnership. She has been talking with them about appointing someone from the Downtown Partnership for the downtown representative seat on the UFCAC. Some of the other items she has been discussing with them are water stress issues, since there are quite a few trees that died this summer in select areas, about a possible grant program through DNR Community Forest Program, utilizing the green

team to spot issues before it is too late, and a tree stewardship program to inventory trees, provide watering reminders to abutting property owners, and a monitoring program to monitor for things like tree grates that may be a tripping risk. She has purchased quite a few gator bags to use next year and is considering branding the bags with a watering message. The gator bags will be on a loaner basis, to be returned, for areas with irrigation problems. She said it is important to prevent tree loss and that the tree canopy is very important in the downtown area. A subcommittee may be formed to get together with the group to assist them with looking into the community forestry grants.

Guy suggested the CAC start doing field trips in the spring again.

Adjournment: Meeting adjourned at 4:04 p.m.

The next regularly scheduled meeting is 3 p.m. Nov. 4, 2021.

Spokane Park Board

Briefing Paper



Committee	Urban Forestry Tree Committee (UFTC)		
Committee meeting date	10/05/2021		
Requester	Katie Kosanke, Urban Forester	Phone number: 509-363-5495	
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input checked="" type="radio"/> Information <input type="radio"/> Action		
Type of contract/agreement	<input type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input type="radio"/> Amendment/change order <input type="radio"/> Other		
City Clerks file (OPR or policy #)	N/A		
Item title: (Use exact language noted on the agenda)	Fall Projects		
Begin/end dates	Begins:	Ends:	<input type="checkbox"/> Open ended
Background/history: <p>This is an information item regarding current Fall Projects outlined for Urban Forestry. This includes SpoCanopy Park tree replacements (Comstock and Audubon) and SpoCanopy Street Tree Plantings. Ideas for possible further expansion of the program will also be discussed.</p>			
Motion wording: n/a			
Approvals/signatures outside Parks: <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Grant Management Department/Name: _____			
Fiscal impact: <input type="radio"/> Expenditure <input type="radio"/> Revenue Amount: _____ Budget code: _____ n/a			
Vendor: <input type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane <input type="checkbox"/> UBI: _____ Business license expiration date: _____ </div> <div> <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors) <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability) </div> </div>			

Urban Forestry



Fall Updates





Fairview Triangle Project w/ Logan Neighborhood



Before



After

Tree Planting at Fire Station 8

- 13 new trees planted
- Reduction in water use
- Reduced maintenance



SpoCanopy Park Plantings – Oct 9th



SPOKANE PARKS PLANTING

OCTOBER NINTH

AUDUBON PARK | 10:00 AM
COMSTOCK PARK | 1:00 PM



WWW.LANDSCOUNCIL.ORG/EVENTS/SPOKANE-PARKS-PLANTING

First round of re-planting efforts, volunteer plantings

- Neighborhood Councils
- Spokane Central Lions Club
- WSU Master Gardeners
- Bartlett Tree Experts providing free seedlings

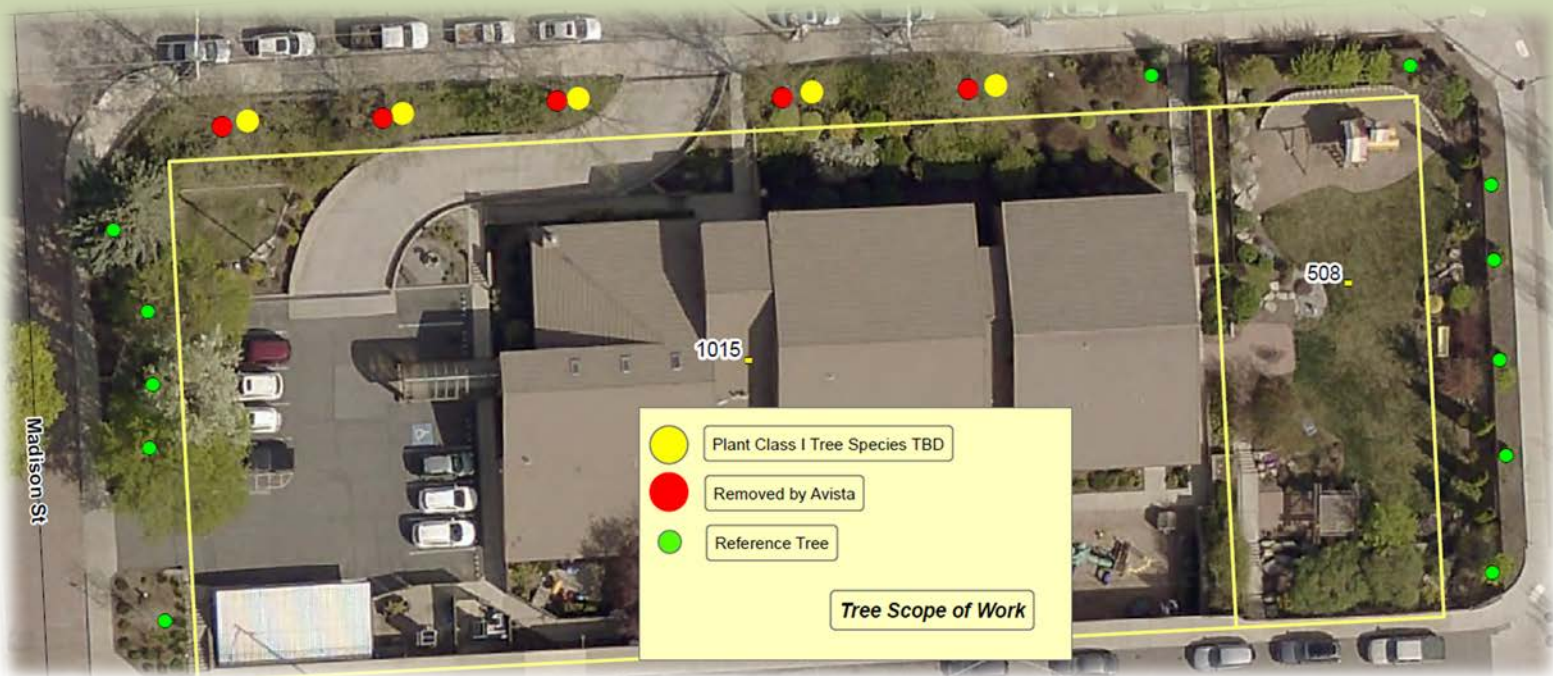
SpoCanopy Street Tree Plantings

- Partnership with The Lands Council
- 60 trees planting, October 13, 14, 15
- 50 trees to be planted by contractor
- Additional trees to Family Promise



Right Tree, Right Place with Avista

- Ronald McDonald House replacement trees
- Educational opportunity – look up / think long-term when planting



Educational Projects (over winter)

- Catch up on overdue projects
- Caring for Spokane's Street trees (info brochure)
- Project with Spokane Downtown partnership
- Watering trees messaging
- Tree Planting and other educational videos with Community Canopy
- Presentations to Friends of Manito (Nov)
- Farm and Food Expo (Nov)
- ISA International Conference (Nov PEI & On-Track)



Questions?



PARKS & RECREATION
JUN 17 2021
RECEIVED

Heritage Tree Nomination Form

Nominator Information

Name: POWELL, THOMAS J
Address: 1118 W CLEVELAND AVE
SPOKANE, WA 99205
Phone: (Day) 509.326.4694
(Eve) _____
Email Address _____

(Property owner must agree to nomination)

Name: THOMAS J POWELL
Address: 1118 W CLEVELAND AVE
SPOKANE, WA 99205
Phone: (Day) 509.326.4694
(Eve) _____

Property/Tree Owner Information

Designated Neighborhood: Emerson - Garfield
Location (Street Address): 1118 W CLEVELAND AVE
Species of Tree (Common or Botanical Name): MAPLE
Single/Collection of trees (If Collection, How Many Trees): SINGLE

Size: Height (approx.) 70+ (feet)
Crown (approx.) measure distance of total spread from one side to other: 50+ (feet)
Circumference (distance around trunk at 4.5 feet from ground): 112 (inches)
Age of Tree (If Known/Estimated): 110 years+

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

☒ Healthy ☐ Diseased ☐ Pruning/Structural problems

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

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.

Submit Nomination Form and Owner's Consent to the Spokane Urban Forestry Program
Spokane Urban Forestry Program • 808 W Spokane Falls Blvd • Spokane, WA 99201 • 509.363.5495
www.spokaneurbanforestry.org



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 MAPLE (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): 1118 W CLEVELAND AVE SPOKANE, WA 99205
PARCEL NUMBER 35072. 1909 FOREST PARK L9 B16

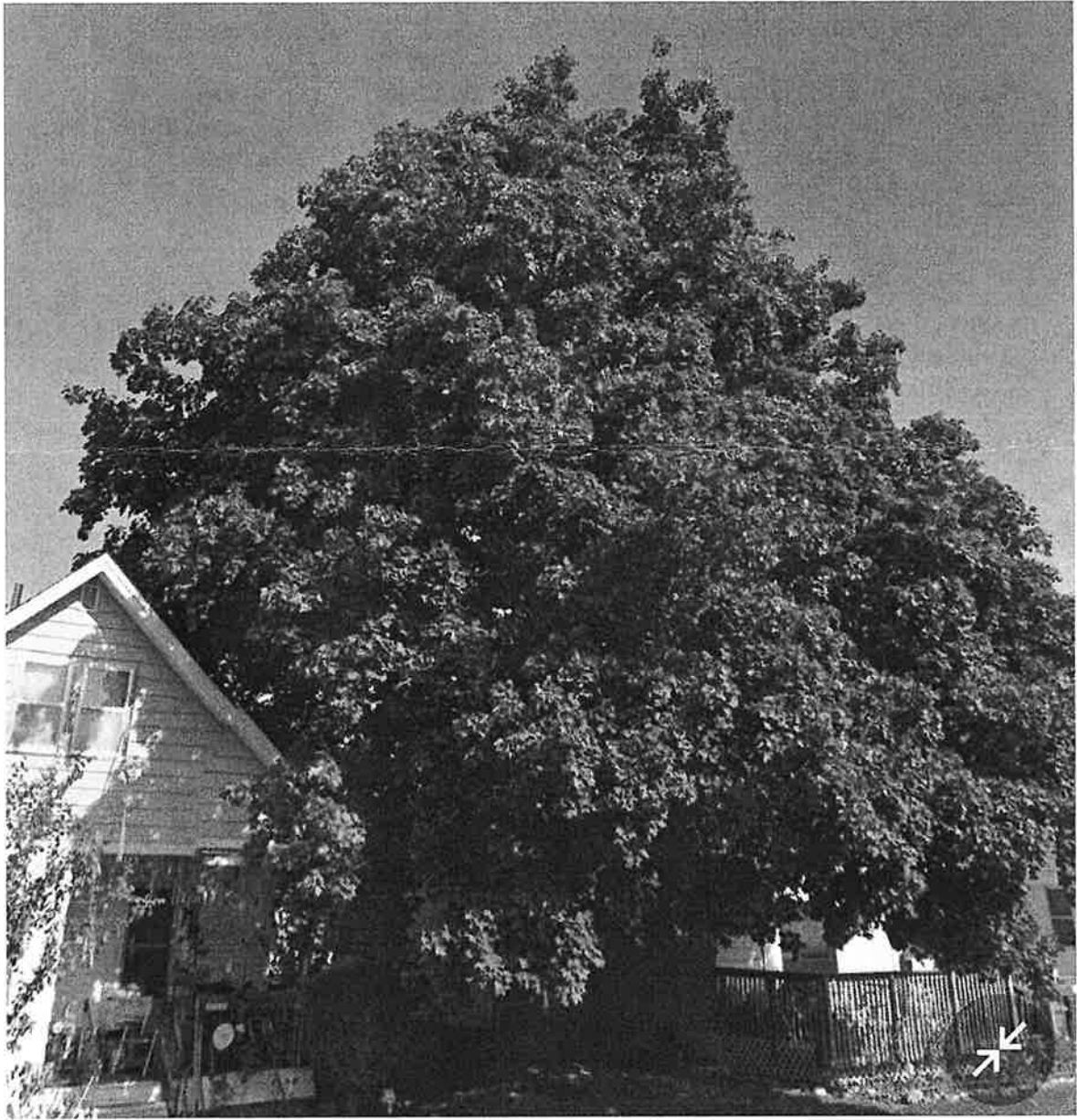
Signed: Thomas J. Powell, Property Owner
Date: 6-13-2021

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)



Maple Tree @ 1118 W Cleveland Ave Spokane WA 99205