



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

3 p.m. Tuesday, December 5, 2023  
Hybrid in-person and WebEx virtual meeting  
Katie Kosanke - Urban Forester

**Committee Members:**

- X Kris Neely – Chair
- X Tim Kohlhauff
- X Beth LaBar
- X Guy Gifford
- X Toni Sharkey
- X Cindy Deffe
- X Joe Zubaly (arrived 3:17 p.m.)
- X Matt Stewart
- X Justyce Brant
- X Ben Kappen
- X Paul Lower
- X Kaitlin Millender

**Parks Staff:**

- Katie Kosanke
- Angel Spell
- Karin Cook

**Guests:**

- Nancy MacKerrow

**MINUTES**

The meeting was called to order at 3:02 p.m. by committee chair Kris Neely.

**Approval of Minutes:** The minutes from October 2023 were approved.

**Discussion Items:**

1. Ceremonies, Appointments, Announcements
  - None

**Public Comments:**

- Nancy MacKerrow advised she is looking forward to tree planting next year. She brought cookies for everyone and encouraged people to attend the committee meetings in person.

**Standing Report Items:**

1. Community Assembly – No report.
2. Staff Report - Katie Kosanke
  - a. Steve Nittolo with Urban Forestry has been doing work at the golf courses, including clearance pruning and assisting with long term management planning for tree work. He oversees projects to remove dead trees and is working on planting plans for each golf course. UF is also partnering with the DNR and work groups to assist with some of the removals at Downriver and

Indian Canyon. Steve will give a presentation on work being done at the golf courses at the next committee meeting.

- b. Angel Spell with Natural Resources and Nick Jeffries from the Fire Dept. are working on fuels reduction projects at Palisades Park, Wyakin Park, and Indian Canyon Golf Course. Nick is working on obtaining additional funding for future fuels reduction projects.
- c. Jacob Hansen has been hired as a seasonal employee. He previously worked for UF several years ago and has experience working with the UF crew.
- d. UF is working with Park Operation staff to coordinate removal of dead trees throughout the park system. Park Operations will help with chipping and log removal.
- e. Clearance pruning and thinning has been complete at Downriver disk golf course.
- f. UF is coordinating with Avista to have several trees removed that are within striking distance to powerlines within several park locations.
- g. The planting details document continues to be worked on. The contract with the consultant will be extended to provide additional time for review of the draft and to gather additional comments and make any corrections. The final draft will be shared with the committee for review.
- h. Ted Hensel continues to work on planting plans. He has developed maps and planting data for each neighborhood council. Information on Ted's work will be shared at a future meeting.
- i. Claims for damages are up to date. UF provides valuations on trees damaged when there is an accident to the claims dept., and they pursue recovery for damages.
- j. UF has had discussion with Development Services regarding STA and the reconfiguration of Division St. and wants to make sure street trees are put in as a part of the STA project.

## **Old Business:**

### **1. Inflation Reduction Act (IRA) Grant Update - Katie Kosanke**

- a. Katie provided a recap of UF's application for the IRA grant. The application name is Tree Equity of Spokane and proposes planting trees, providing much needed maintenance of trees, removal of dead trees, formative and urgent pruning, and educational programs. Street trees, park trees and some projects on school properties were included.
- b. The grant requires tree planting, maintenance and educational programs be performed in disadvantaged communities as identified on the Federal Map. Work will take place within the boundaries of the City of Spokane and on City properties. Work is currently being done on a new map which will exclude any areas outside the city limits. Through the Spokane County Conservation District those outside the city limits may be able to take advantage of planting projects the Conservation District is doing.

- c. The City of Spokane was awarded 6 million dollars with a zero match and was one of only 15 awards within Washington State. The Spokane County Conservation District was also awarded 6 million dollars. The Spokane County Conservation District wants to supply UF with street trees through their IRA grant.
  - d. UF had to scale back the original proposal of almost 25 million dollars and submit a new proposal to align with the 6-million-dollar grant that was awarded. Fewer trees will be planted and pruned than was originally proposed with approximately 500 trees and 1,000 seedlings being planted each year. Some seedlings may also be provided to plant on private property through programs like the seedling give away through On-Track Academy, these seedlings would not be a part of the IRA grant. The number of removals increased, but most removals are small diameter trees. Anyone within the boundaries of the Federal map will qualify, regardless of ability to pay. Regular budget funds for planting and maintenance will still be available and could be used to do projects outside of the area designated for the IRA grant if there is a need.
  - e. UF will meet with the grant administrators soon to review what the next steps are and address any questions. The projected project start date is February 1, 2024. Next steps include hiring an Urban Forester, which will be a 5-year position with the possibility of becoming a full-time position, budget coordination with accounting, and meeting with the school district to determine their goals and priorities.
  - f. Scale up will be taking place for planting, including coordinating trees with SCCD, contracting for education and outreach which includes having to go through a competitive bid process, and meeting with planting groups that are interested in helping and regarding Expo opportunities.
  - g. Removals will be priority in the first year and pruning will take place in subsequent years. UF will also be outlining planting projects and creating scopes of work for maintenance, establishing contracts with tree services, and doing outreach via communication with Neighborhood Councils, postcard mailings, etc. Watering trees is not a part of the grant. Educational outreach and reminders of commitment to care for the tree will be done. Water bags may be provided temporarily to assist if needed but will not be provided long term.
1. **2023 Annual Report / Tree City USA Summary** – Katie Kosanke
- a. Community Trees Planted - A total of 4,316 Community Trees were planted in 2023. This includes seedlings planted by Spokane Ponderosa, seedlings given out on Arbor Day by On-Track Academy, trees planted by UF crew and contractors, Susie Forest trees planted at Park Blvd and trees planted through SpoCanopy.
  - b. Tree Symposium and Tree Seedling Giveaway - A Tree Symposium was held again this year at On-Track Academy with the Pacific Education Institute. There was a tree planting demonstration, the students had many projects displayed with themes around trees, arts and crafts and activity tables. Education outreach has been very successful and helped get the community where we want to plant, especially in the northeast involved and be a part of the activities and plantings in those areas. A thousand seedlings were given away at the event. The students helped people pick out what tree seedlings they wanted. There were tree services and other sponsors that helped to cover the cost of the seedlings.
  - c. Arbor Day Celebration - The annual Arbor Day Celebration took place in the spring. It was a lively event with great weather, music and free refreshments sponsored by a tree service.

There was a ceremonial tree planting, which was also a tree planting demonstration, and the tree was a Susie Forest tree. The Spokane County Master Composters had there composting class and gave out free composting bins to residence that participated in the class. The composting class is always a big hit and helps to draw people for the event.

- d. SpoCanopy Street Tree Plantings - SpoCanopy Street tree plantings took place in the spring and fall with a total of 200 trees being planted. The Mayor and Mayor Elect both helped with plantings this year. SpoCanopy is a partnership with The Lands Council.
- e. Susie Forest Plantings - Susie Forest plantings took place throughout the year. Twenty trees were donated by Susie Forest and planted along Park Blvd and numerous individual trees were planted at park locations through the Susie Forest. Many volunteers assisted with the plantings. Citizens also reached out after the plantings to advise they were very happy to see trees planted in those areas.
- f. Fall Leaf Festival - The annual Fall Leaf Festival took place in the fall. It included lively music, free refreshments provided by a sponsor, various new educational booths, and interactive events. It was very cold the day of the event, but there was still a fantastic turn out for the festival.
- g. Engineering Dept. Collaboration - Urban Forestry collaborates with the Engineering Dept. throughout the year. A part of the Tree City USA requirement is that at least \$2 per capita goes toward tree work. This could include funding, volunteer contributions, donations, etc. This year nearly \$10 per capita contribution went toward tree work. This includes \$866,115 of tree work done in conjunction with engineering projects. The Engineering Dept. often designs around trees to try to limit impacts to the trees and takes input from UF staff.
- h. UF Crew Work – During the year the UF Crew does lots of routing pruning throughout the park system, removals of dead trees as needed, fuels reduction work, mulching, and they respond to reports of storm damage and other issues.
- i. Field Operations – Arborist Crew - This year the UF Crew pruned over 500 trees and removed approximately 100 trees. Some removals were due to increased mortality in some areas due to drought and beetle impacts. Urban Forestry had several arborists as seasonal employees this year that helped with formative pruning of young trees which is very important to prevent structural issues. Clearance pruning was also done throughout the parks, which is helpful for good visibility throughout the parks and to assist the mower crews to do their turf maintenance. Proactive work is also done to do structural pruning and to remove deadwood.
- j. Engineering Construction Projects – Over 30 projects this year. Urban Forester Becky Philips performs most of the field work to review plans and provide the Engineering Dept. with a scope of work for each project. In addition, notifications are sent out to abutting property owners to advise them of any impacts to trees abutting their property.
- k. Volunteer Hours – There were 3,094 hours for volunteer plantings and 500 hours for the year average for UF committee members.

## 2. Downtown Educational Program Update – Paul Lower

Paul provided an update on the downtown educational program. He met with Katie recently to discuss ideas for the downtown educational program, opportunities and challenges, and possible grant opportunities and submissions. They are looking at a grant request for improvement of tree canopy in downtown and educational opportunities to educate the building owners on their responsibilities for helping maintain the street tree canopy. Also, partnering with the building owners to help get them started by helping make sure new trees are being watered and possibly helping replace trees that have died. The grant submission is due in January.

**New Business:**

- Other Program and Partnership Ideas – None

The committee voted and it was unanimous to cancel the Jan. 2 meeting.

**Adjournment:** The meeting was adjourned at 3:47 p.m.

The next regularly scheduled meeting is 3 p.m. January 30, 2024.

# Inflation Reduction Act Update

Urban and Community Forestry Grant  
UF Committees December 5, 2023



# IRA Urban and Community Forestry Grant

## 1+ Billion in Nationwide Investments

- ▶ Applied June 1, 2023
  - ▶ Quick Application Period (announced in late April)
  - ▶ Our Application - Tree Equity Spokane
    - ▶ Proposed to plant trees, provide urgent needed maintenance + educational programs
      - ▶ Street trees, park trees, school property trees
- ▶ Within the boundaries of the City of Spokane and on City properties. All tree planting and maintenance work must be performed in disadvantaged communities that are marginalized, underserved, and overburdened by pollution and underinvestment, as identified on a Federal Map (GRANT REQUIREMENT)
- ▶ Letters of support from Mayor/Administration, various City Council members, Park Board, Various Committees, Public Lands Commissioner Hilary Franz & more

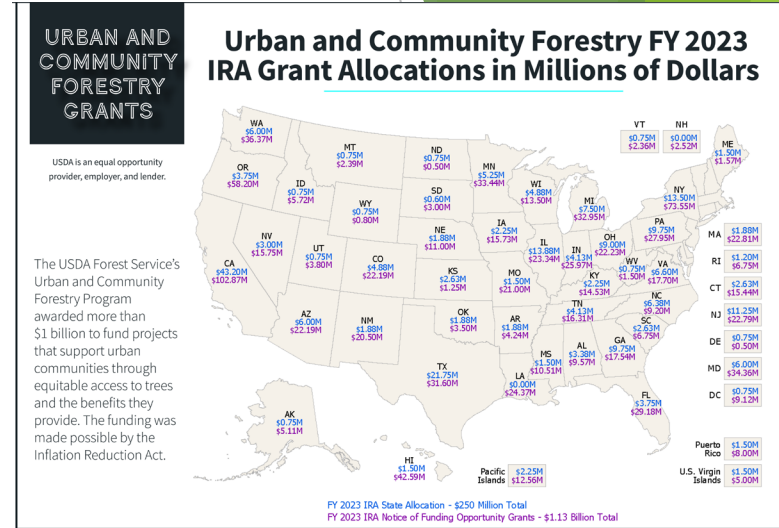


# IRA Urban and Community Forestry Grant

- ▶ Awards Announced September 14, 2023
  - ▶ City of Spokane Application - Tree Equity Spokane
    - ▶ Proposed to plant trees, provide maintenance + educational programs

**City of Spokane Award  
\$6,000,000**

- ▶ One of only 15 awards within Washington State
- ▶ Grant Period over 5 years / \$0 Match
- ▶ Spokane County Conservation Dist also awarded 6 Million
  - ▶ Their program will also benefit the City of Spokane for tree planting support, work groups likely will assist with planting and minor maintenance projects.





# Scaled Back Proposal

## Budget Overview:

▶ Original Requested Budget: \$24,798,019

Revised to: \$6,000,000 (Award Amount)

## Planting Overview:

▶ Originally requested: 1,000 trees per year and 3,000 seedlings per year

Revised to: 500 trees per year (250 each spring and fall) and 1,000 seedlings per year

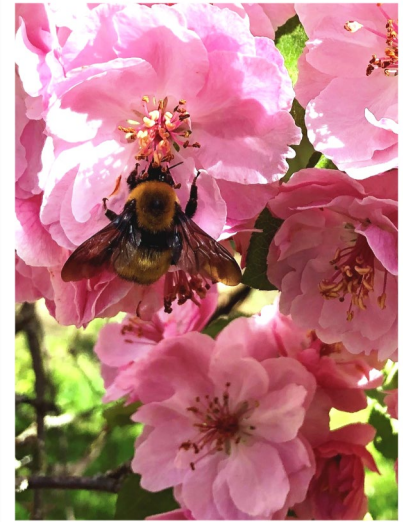
▶ SCCD to supply street trees with their IRA Grant

## Original numbers:

- 33,291 pruned
- 618 removed
- 20,000 planted
  - 5,000 street trees planted
  - 15,000 seedlings

## Revised to:

- **4,979 Pruned**
- **1,115 trees removed**
- **7,500 trees planted**
  - **2,500 street trees**
  - **5,000 seedlings**



# Next Steps

- ▶ Projected Project Start Date: February 1, 2024 (to Feb 1, 2029)
- ▶ Hire Urban Forester
- ▶ Budget Coordination with accounting for spending authority, request funds advances
- ▶ Meetings with School Dist to determine their goals and priorities
  
- ▶ **Planting Scale Up**
  - ▶ Coordinate trees (timing, species, etc) with SCCD
  - ▶ Contract for Education / Outreach, with non-profit organization
    - ▶ Focus on Education/Outreach / Determine locations for trees
    - ▶ Monitoring / Temp Watering
  - ▶ Meetings with Planting Group / Expo Opportunities
  
- ▶ **Tree Maintenance**
  - ▶ Removals priority for year 1, pruning in subsequent years
  - ▶ Outline planting projects and Create Scopes of Work for Maintenance - park and street tree work
  - ▶ Establish On-call and/or multi-year contracts with tree services
  - ▶ Communication with Neighborhood Councils, Postcard mailings, etc.



# Thank you!

Katie Kosanke  
Spokane Urban Forestry  
509-363-5496  
[kkosanke@spokanecity.org](mailto:kkosanke@spokanecity.org)





[Return to minutes](#)

# Urban Forestry



## 2023 Annual Report / Tree City USA



December 5, 2023



# Community Trees Planted

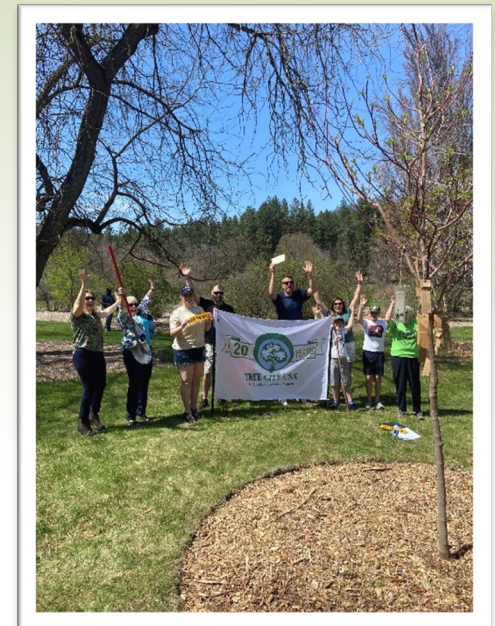
## Seedlings:

3,050 by Spokane Ponderosa at Sekani, Campion, Manito  
1,000 Arbor Day at On-Track Academy

## 1.5-2" Trees

46 UF Crew / Misc / Contracts  
20 Susie Forest at Park Blvd  
200 SpoCanopy

**Total Planted = 4,316**



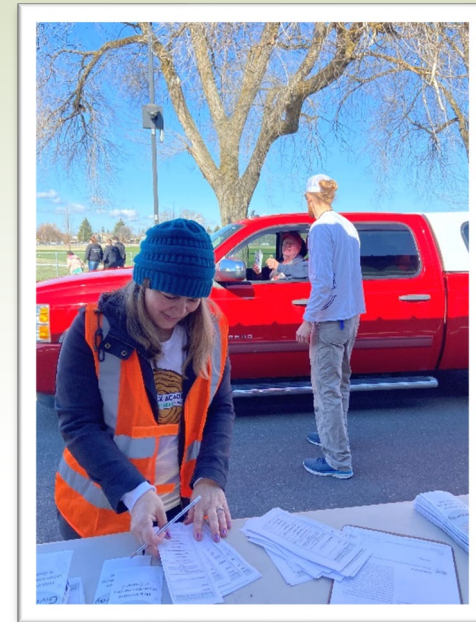
# Tree Symposium

- On-Track Academy and PEI
- Tree Planting demo
- Symposium – project displays
- Arts, Craft and activity tables



# Tree Seedling Giveaway

- 1,000 Seedlings!
- 500 at Event – 500 distributed through the School Dist + Library Plant Exchange
- On-Track Academy and PEI
- Thanks to sponsors!



# Arbor Day Celebration

- Spring Annual Celebration, A Tree City USA Requirement
- Lively Event with Music and free refreshments
- Ceremonial tree planting / Susie Forest
- Spokane County Master Composters





# SpoCanopy Street Tree Plantings

- Partnership with The Lands Council
- Spring and Fall Plantings
- + Spokane Scape at many locations
- 200 trees total planted
  - Approx 100 by volunteers
  - 100 by Tree Service contractors



# Susie Forest Planting

- 20 trees along Park Blvd
- Trees donated by Susie Forest
- Numerous individual Susie trees



# Fall Leaf Festival

- Typical festivities
- Lively music
- Coffee and kettle corn vendor
- Various new educational booths, interactive displays, etc.



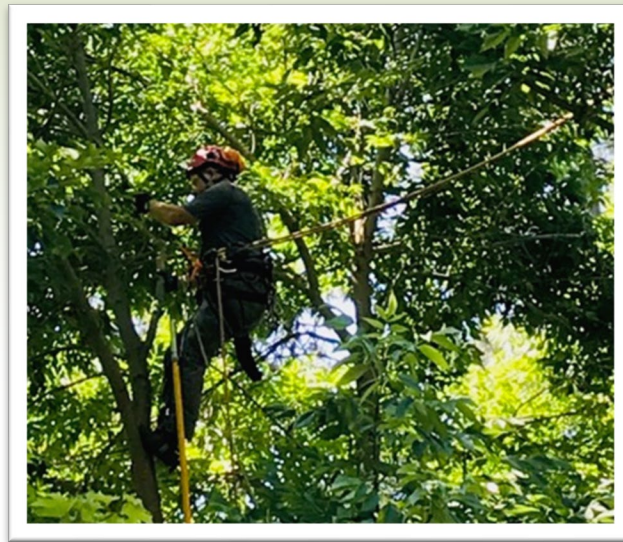
# Engineering Dept Collaboration

- \$866,115 in tree work associated with City Projects
- Often design around trees
- Limit impacts
- Takes input from UF staff, often redesigns occur
- We appreciate our “tree hugging” city engineers!



# UF Crew Work

- Routine pruning
- Removals of dead trees
- Fuels reduction
- Mulching
- Storm Damage response



# Field Operations – Arborist Crew

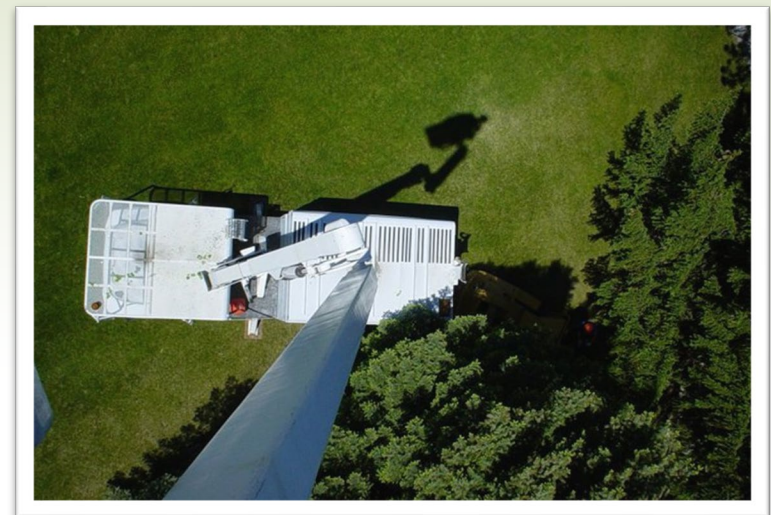
## UF Crew Work Log Summary

### Pruning: 500+ trees

- Young Tree Formative / Structural
- Clearance
- Structural / deadwood removal

### Removals: Approx 100

- Increased mortality in some areas due to due drought/beetle impacts



# Engineering Construction Projects

- 30+ Projects in 2023
  - *Interdepartmental billing to Engineering Services*
  - *Overlay / Chip Seals / Full Reconstructions / Business Districts*
  - *CSO's / Trails / Projects / School Safety Route projects / Sidewalks / Utilities, etc.*

## Master Task List for City Construction Projects:

1. Project Consultation with Engineering Services
2. Public Meetings/Open House
3. Field Assessment
4. Scope of Work
5. Notice to property owners and occupants
6. General Pre-Construction Meeting
7. Issue Permit
8. On-site tree protection Pre-Con meeting
9. Notice to Proceed
10. Inspection



Becky Phillips, UF Specialist

# Volunteer Hours

- 3,094 for the year
  - Volunteer Plantings (SpOcanopy, Spokane Ponderosa, TLC, Volunteer tasks, etc)
- + UF Committee – 500 hours / year average
- THANK YOU!







Questions?