



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

3 p.m. Tuesday, October 1, 2024  
Hybrid in-person and WebEx virtual meeting  
Katie Kosanke - Urban Forester

**Committee Members:**

- X Kris Neely – Chair
- Tim Kohlhauff (Absent – Excused)
- X Beth LaBar
- X Guy Gifford
- Toni Sharkey (Absent – Excused)
- Cindy Deffe (Absent – Excused)
- Joe Zubaly (Absent – Excused)
- X Matt Stewart
- X Justyce Brant
- X Ben Kappen
- Paul Lower – (Absent – Excused)
- X Logan Callen

**Parks Staff:**

Katie Kosanke  
Amber Ramirez  
Karin Cook

**City Staff:**

Megan Kapaun

**MINUTES**

The meeting was called to order at 3:04 p.m. by committee chair Kris Neely.

**Approval of Minutes:** The minutes from September 2024 were approved.

**Discussion Items:**

1. Ceremonies, Appointments, Announcements
  - Toni Sharkey resigned from the Community Assembly which will leave a Community Assembly position open on the UFCAC.

**Public Comments:**

- None.

**Standing Report Items:**

1. Community Assembly – No report. Kris Neely advised Toni Sharkey has resigned from the Community Assembly and the Community Assembly will be appointing another representative to serve on the UFCAC.
2. Staff Report - Katie Kosanke

- a. Dead tree removals continue throughout the park system. Removals generally are done in the winter months, however due to a higher number of removals in the park system the work has continued throughout the year. Tree work requests are being prioritized and worked through as quickly as possible.
- b. Six trees were recently impacted by wind. Two trees failed, several had large hanging broken limbs and there was some miscellaneous downed debris. Urban Forestry was able to resolve these issues right away.
- c. Miscellaneous tree work is being done at the Highbridge Dog Park in conjunction with other improvements being done there. Nick Jeffries with the Spokane Fire Department is also doing fuel reduction work and will be removing some of the young tightly spaced trees which also benefits forest health.
- d. New and replacement trees will be planted at Comstock and Audubon where a significant number of trees have been lost over the years. Volunteers may be utilized for some of the planting. A project at the Southside Community Center is being done to assist with clearance pruning and removal of non-native trees which have seeded into their landscape.
- e. There has been an increase in requests and reports. With school being back in session school bus drivers are reporting locations with clearance and vision issues and UF is sending out notices to abutting property owners requesting they have the trees pruned.
- f. A SpoCanopy street tree planting will be taking place on Friday October 18<sup>th</sup> starting at Glass Park and the Fall Leaf Festival will be on Saturday October 19<sup>th</sup>.
- g. The Department of Natural Resources will be holding a workshop called Tree Equity Learning Lab at Finch Arboretum on October 24<sup>th</sup> and has invited Urban Forestry to attend. The DNR has asked UF to share about all the great work we are doing in our area and has also invited other cities and organizations to share about the work they are doing.
- h. SCC is working on their Tree Campus USA accreditation program and UF is assisting with guidance on possible projects. This will be the third year SCC has received accreditation.
- i. Urban Forestry is working with the Downtown Spokane Partnership again this Fall to offer free replacement trees for properties downtown.
- j. Steve Nittolo is coordinating various fall planting projects at the golf courses.
- k. Urban Forestry will hold a chainsaw training over the fall and winter for Park Operations staff and public works staff who sometimes assists with storm damage. The chainsaw trainings are held once a year and are conducted by a UF staff member.
- l. A tree identification workshop was held at Finch Arboretum. There were 14 participants, and a lot of great feedback was received. Participants in the workshop learned about trees and what makes them unique, identifying factors such as leaf shape and branch attachment, to help determine what species a tree is and more. UF is planning on offering more workshops at the Arboretum every spring and fall and will also partner with other organizations to hold educational workshops on trees and other related topics.
- m. A Climate Technical Advisory Committee is forming and has numerous openings if anyone interested in volunteering for that committee.

## Old Business:

### 1. **IRA Grant Update** – Amber Ramirez

Amber Ramirez presented an IRA Grant update.

- a. Spokane Urban Forestry received a six-million-dollar IRA grant for projects to be done within the boundaries of the City of Spokane in areas defined by the Climate and Economic Justice screening tool. Work will begin soon in neighborhoods with highest need, which was established using census data and Tree Plotter software, which was gifted to Urban Forestry by Avista.
- b. A sub-award contract was completed for the Lands Council to provide Outreach and Education. They will be coordinating planting locations for up to 250 trees each planting season (spring and fall), providing tree care education, coordinating community outreach and more.
- c. Tree planting for Fall 2024 will begin soon. The Lands Council is coordinating the free tree signups and commitment to care from citizens who sign up for a tree. Five species of trees have been confirmed for the fall plantings and utility locates are in progress. Contractors will plant 250 trees each fall and spring planting season with a smaller number of trees expected to be planted this year, as contracts are just being finalized. A small volunteer planting of 15 trees will take place in the Nevada Heights Neighborhood on October 18<sup>th</sup>. Trees were purchased by the Spokane Conservation District's Urban & Community Forest grant, and they will be storing and caring for the trees at their property. Urban Forestry is working with Downtown Spokane Partnership to offer replacement trees in the Riverside neighborhood this fall.
- d. All 15 neighborhoods in the IRA grant area were vetted for dead trees and trees in very poor condition. A total of 433 trees have been identified for removal with the possibility of more being discovered as work progresses. Tree removals will be packaged by neighborhood with removals taking place in several neighborhoods at a time depending on volume and number of contractors selected. Removal notices will be sent to property owners who will be receiving one time assistance through the grant in advance of tree removals being done. Contractors will take wood chips and some logs to the Spokane Conservation District for their Urban Wood Network.
- e. Pruning through the grant will address major issues such as reducing risk, street and sidewalk clearance and large deadwood.
- f. Scopes of work with detailed requirements were created for contractors and a pre-bid meeting took place September 6<sup>th</sup> for all three scopes of work (tree planting, removal, and pruning), with contractors submitting bids by September 16<sup>th</sup>. Two to three contractors are expected to be selected for each scope of work. The planting contracts are ready and Urban Forestry will present those contracts to the Finance committee and Park Board for approval next week. The contract requests for removals will be presented to a committee and Park Board for approval at the November meetings and the contract requests for pruning will be presented to a committee and Park Board for approval at the December meetings.

- g. The website for Tree Equity Spokane is live as of today. The website address is <https://my.spokanecity.org/urbanforestry/programs/tree-equity/>

2. **Fall Leaf Festival** – Katie Kosanke

The Fall Leaf Festival will be on Saturday October 19<sup>th</sup>. It is a fun lively event that is free and is always well attended. There will be many environmental and educational booths. The Fall Leaf Festival poster is ready and will be emailed to committee members. Bartlett Tree Service is sponsoring the event and Avista is sponsoring the refreshments.

Logan Callen advised he will be there with the City Planning Department, and they will be sharing a comprehensive plan update.

**New Business:** None

**Other Program and Partnership Ideas:** None

At the previous committee meeting it was discussed to have a field trip in November. Committee members agreed to have a field trip to the Conservation District in November.

**Adjournment:** The meeting was adjourned at 3:36 p.m.

The next regularly scheduled meeting is 3 p.m. November 5, 2024.

# Inflation Reduction Act Update

## Urban and Community Forestry Grant

UF Committees October 1st, 2024



# IRA Urban and Community Forestry Grant

## 1+ Billion in Nationwide Investments

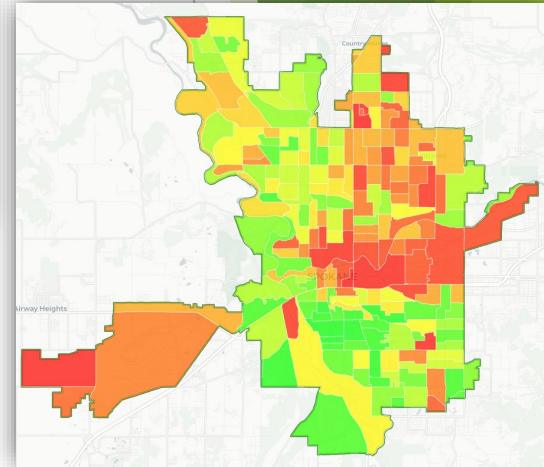
### Spokane Urban Forestry Award Amount- \$6,000,000

Within the boundaries of the City of Spokane 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)

#### Climate & Economic Justice Screening Tool

Work to begin in neighborhoods with highest need-

- ▶ established using census data and TreePlotter software:
- ▶ Low existing canopy
- ▶ Low income
- ▶ Population below poverty
- ▶ Vulnerable population
- ▶ Unemployment %



## Sub Award for Outreach & Education to the Lands Council complete

- ▶ Find homes for approximately 250 trees each planting season
- ▶ Secure commitment to care from resident
- ▶ Provide education about tree care (mostly watering)
- ▶ Conduct summer health checkups for new trees & provide extra assistance with locations that are struggling
- ▶ 10 or more coordinated community outreach events per year to garner CEJST tree planting locations
- ▶ 2 (smaller scale) volunteer planting projects per year
  - October 18<sup>th</sup>, Nevada Heights planting



# Tree Planting- Fall 2024

- ▶ Free tree sign ups and commitment to care coordinated by the Lands Council
- ▶ 5 Confirmed species for fall
- ▶ 250 contractor planted each Fall and Spring planting season
- ▶ 3 contracts in process
- ▶ Contract requests to Park Board & Finance Committee next week
- ▶ Small amount expected this year, maybe more weather depending
- ▶ Trees purchased by Spokane Conservation District's Urban & Community Forestry grant
- ▶ Stored & cared for at their property
- ▶ Working with DSP to offer replacement trees in Riverside neighborhood that property owners can claim and have planted with certified and licensed city arborists





# Tree Maintenance-Removals

- ▶ Packaged by neighborhood
- ▶ Several neighborhoods at a time depending on volume
- ▶ 1-60 trees per neighborhood
- ▶ Contractor Bids submitted 9/16
- ▶ 2-3 expected to be chosen
- ▶ Contract requests presented at November committee and Park Board meetings
- ▶ Removal notices sent certified mail or hand delivered 30 days in advance
- ▶ 433 removals identified - possibility for more to be discovered as work progresses
- ▶ Wood chips and 30-40 logs brought by contractors to Spokane Conservation District for Urban Wood Network- possibility for more



# Tree Maintenance-Pruning

- ▶ Contractor bids submitted 9/16
- ▶ 2-3 expected to be chosen
- ▶ Contract requests presented to Finance Committee and Park Board in December
- ▶ **Major Issues-** reduce risk, street & sidewalk clearance, large deadwood
- ▶ Specific tasks to ensure funding goes as far as possible
- ▶ Mulching all trees after pruning where there is room
- ▶ Contract requests prepared for December Finance Committee and Park Board meetings.



# Progress Update

- ▶ Project Start Date: February 2024 to 2029
- ▶ All 15 neighborhoods vetted for dead and very poor trees- 433
- ▶ Scopes of work created with detailed requirements for contractors ensuring that grant funds go as far as possible
- ▶ Pre-Bid meeting for 3 scopes September 6th
- ▶ Bids returned 9/16
- ▶ Planting contract requests brought to Finance Committee 10/8 & Park Board 10/10
- ▶ Utility locates for tree planting sign up sites in process and final markings being made
- ▶ Small volunteer planting in Nevada Heights neighborhood 10/18- 15 trees
- ▶ Website [SpokanetreeEquity.org](https://spokanetreeequity.org) with project information complete
  - ▶ Timelines for neighborhood work, acknowledgement, neighborhood maps, link to CEJST tool, FAQ's, sign up for trees
- ▶ Truck magnets for contractors to display acknowledging project and funding sources



# Thank you!

Amber Ramirez  
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