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

3 p.m. Tuesday, September 29, 2026
Hybrid in-person and WebEx virtual meeting
Katie Sorensen - Urban Forester

Committee Members:

X Kris Neely – Arrived 3:26 p.m.
X Tim Kohlhauff – Arrived 3:04 p.m.
X Guy Gifford
X Cindy Deffe
X Matt Stewart
Justyce Brant – (Absent – Excused)
X Ben Kappen
X Logan Callen
Kathryn Alexander – (Absent – Excused)
X Kelsi Caston
X Eduardo Castillo – Arrived 3:08 p.m.

Parks Staff:
Katie Sorensen

MINUTES

The meeting was called to order at 3:01 p.m. by Katie Sorensen.

Public Comments: None.

Approval of Minutes: The minutes from **June 2026, July 2026 (June 30, 2026) and September 2026** were approved. Motion to approve June 2026, July 2026 (June 30,2026) and September 2026 minutes by Guy Gifford, seconded by Ben Kappen, approved unanimously.

Discussion Items:

1. Ceremonies, Appointments, Announcements

   - There are two openings on the Urban Forestry Tree Committee. There has been some interest, but no applications have been received yet. If anyone knows someone who may be interested let Katie know.

Standing Report Items:

1. Community Assembly – No Report.

2. Staff Report – Katie Sorensen

   The Staff Report is included with the Fall Update.

Old Business:

1. **Heritage Tree Nomination – 34 W 18th Ave**

   Katie provided a summary review of the Heritage Tree Nomination for a big Catalpa tree at 34 W 18th. The owners of the property indicated in their nomination that the tree was planted in 1913 when the neighborhood was first established.

   The committee discussed the Heritage Tree Nomination and approved the nomination. Motion to approve the Heritage Tree Nomination by Cindy Deffe, seconded by Logan Callen. The motion to approve the Heritage Tree Nomination was approved unanimously (9-0 vote) and the UFCAC will recommend the UFTC approve the Heritage Tree Nomination.

2. **IRA Grant Update** – Katie Sorensen

   a. Six-million-dollar grant for tree maintenance, tree planting and education and outreach. Lots of tree planting is being done as well as taking care of existing trees in the right-of-way. Typically, notices are sent to abutting property owners asking them to have tree work done and often they are unable to. The maintenance piece of the grant provides opportunity to assist rather than sending a notice.

   b. Tree planting contractors started Fall tree planting on September 21st. The trees are being provided by the Spokane Conservation District through their grant. This provides an additional $100,000 of value in trees and care of those trees. This season had the highest number of sign-ups for trees. The Lands Council provides educational outreach for tree signups. Urban Forestry also had a seasonal employee go door to door to assist in getting additional signups for trees. A volunteer planting in Shiloh Hills will be on October 15th.

   c. Tree maintenance continues with many dead trees removed in right of ways. The Park Board recently approved additional contractors to assist with the work. Most of the dead tree removals have been completed with just a small number being added.

   d. Pruning work has started with pruning in process in the East Central and Hillyard neighborhoods. High needs maintenance pruning is being done to remove major deadwood and for required clearance over streets and sidewalks.

   e. Assistance was provided with a few trees that failed during several recent minor storm events.

   f. Through the grant Urban Forestry is partnering with Downtown Spokane Partnership (DSP) to provide education and outreach services. DSP will look for trees that appear stressed from possible watering issues. They will provide water temporarily for the trees and alert the abutting property owners of issues so they can be fixed. The DSP and The Lands Council are teaming up to provide additional educational outreach to specific locations downtown and are also considering recognizing locations downtown that are doing a great job of caring for trees abutting their properties. The pilot program is continuing and is a collaborative effort. The program provides free trees to downtown locations for the abutting property owners to have planted. The trees are provided by the Spokane Conservation District through their Urban & Community Forestry grant.

g. Through a sub-award Pacific Education Institute is providing education within the public school system to engage students and teachers to help them know the benefits of trees and the difference they can make through the SpoCanopy program in their neighborhoods. The curriculum aligns with the school district's framework and will be able to continue beyond the grant. The curriculum will also be able to be shared throughout the state.

h. Urban Forestry has been able to assist the school district with some of their tree maintenance work through the grant including removal of dead trees and pruning. Some trees will also be replaced, and additional locations will be discussed for future plantings on school grounds.

New Business:

1. **Upcoming Fall Programming and Plantings – Fall Update** – Katie Sorensen

   a. Daughters of the American Revolution (DAR) Cherry tree planting at the Vietnam Memorial in Riverfront Park was completed. Twenty-five flowering Cherry trees were planted with 15 planted around the memorial area and 10 planted on the other side of the Red Wagon. All the trees were provided by the Conservation District through their grant and apprentices from the Conservation District helped with the planting. The DAR had a nice dedication ceremony for the tree planting and the adjacent Never Forget Garden. The DAR will provide volunteers several times a year to do cleanup of the garden area. The Riverfront park staff assisted with the design and logistics and coordination of the volunteer group.

   b. The Tree Trot fun run at Finch Arboretum is on Saturday October 3rd. This is the second year for the fun run and is assisting in helping with fundraising for the nature-based playground. There has been a lot of interest and support. There are nine sponsors for the event this year. A competitive run will be at 9am and a casual walk at noon. There is still time for people to register for the Tree Trot fun run, and people can also register on the day of the event.

   c. The Fall Leaf festival is just around the corner and will be on Saturday October 17th. There will be many educational booths, events, crafts and a large leaf pile for people to jump into.

   d. Another round of Larch tree planting at Downriver Golf Course will take place on October 8th. Many trees were previously lost due to beetle kill and replacement trees are slowly being planted. Trees will be planted by volunteers. The golf staff helped pick out the tree species they wanted to integrate and are placing them in locations most favorable for maintenance and play.

   e. SpoCanopy Street Tree plantings will be on October 15th. Volunteers will plant 15 trees in the Shiloh Hills neighborhood.

   f. The Urban Forestry crew will be completing dead tree removals at Manito, Comstock, Hamblen and Coeur d'Alene Parks. The crew has been working at Westgate Park in the fire damaged areas and work there is almost complete.

   g. Miscellaneous plantings throughout the park system.

   h. Tree City USA Accreditation Application being worked on and will include the number of trees planted, pruned and removed as well as other accomplishments throughout the year.

2. **Downtown Grant Program Update** – Eddie Castillo

This fall will focus on pruning with the pruning option being highlighted to downtown property owners. Planting will also still be done where it can be. DSP tracking has switched to focus on overall tree assessment and notification to property owners. Last spring DSP received approximately 24 requests for trees and were only able to get 13 planted. This fall will work to get trees planted prior to the weather getting too cold.

3. **Tree Equity Spokane Planting Contracts** – Katie Sorensen

   Extension of the existing two-year contracts. These contracts will be 1-year renewals.

1. **C & C Yard Care / Tree Planting – On Call – As Needed 1 year contract renewal (NTE $200,000 per year)** – Katie Sorensen

   On September 2023, the U.S. Department of Agriculture announced a $6 million grant award to Spokane Urban Forestry. It will be used in part to hire multiple qualified contractors to plant trees in areas of Spokane that have the most need for canopy cover, to replace dead trees that have been removed and create equitable access to the benefits that trees provide. Trees will be planted as park trees, street trees and on public properties such as schools.

Motion #1 – Tim Kohlhauff moved to recommend C & C Yard Care / Tree Planting – On Call – As Needed 1 year contract renewal (NTE $200,000 per year).

Guy Gifford seconded. The motion passed unanimously (9-0 vote).

2. **Delk Management LLC / Tree Planting – On Call – As Needed 1 year contract renewal (NTE $200,000 per year)** – Katie Sorensen

   On September 2023, the U.S. Department of Agriculture announced a $6 million grant award to Spokane Urban Forestry. It will be used in part to hire multiple qualified contractors to plant trees in areas of Spokane that have the most need for canopy cover, to replace dead trees that have been removed and create equitable access to the benefits that trees provide. Trees will be planted as park trees, street trees and on public properties such as schools.

Motion #2 – Ben Kappen moved to recommend Delk Management LLC / Tree Planting – On Call – As Needed 1 year contract renewal (NTE $200,000 per year).

Matt Stewart seconded. The motion passed unanimously (9-0 vote).

3. **The F.A. Bartlett Tree Experts / Tree Planting – On Call – As Needed 1 year contract renewal (NTE $200,000 per year)** – Katie Sorensen

   On September 2023, the U.S. Department of Agriculture announced a $6 million grant award to Spokane Urban Forestry. It will be used in part to hire multiple qualified contractors to plant trees in areas of Spokane that have the most need for canopy cover, to replace dead trees that have been removed and create equitable access to the benefits that trees provide. Trees will be planted as park trees, street trees and on public properties such as schools.

Motion #3 – Matt Stewart moved to recommend The F.A. Bartlett Tree Experts / Tree Planting – On Call – As Needed 1 year contract renewal (NTE $200,000).

Kelsi Caston seconded. The motion passed unanimously (9-0 vote).

Other Program and Partnership Ideas: None

Adjournment: The meeting was adjourned at 3:38 p.m.

The next regularly scheduled meeting is 3 p.m. November 3, 2026.

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CITY OF SPOKANE PARKS & RECREATION URBAN FORESTRY

Heritage Tree Nomination Form

Nominator Information

Name: Virginia Lemmex

Address: 34 W 18th Ave

Spokane, 99203

Phone: (Day) 425-283-3978

(Eve) 425-283-3978

Email Address glemmex@gmail.com

(Property owner must agree to nomination)

Name: Virginia Lemmex

Address: 34 W 18th Ave.

Spokane 99203

Phone: (Day) 425-283-3978

(Eve) 425-283-3978

Property/Tree Owner Information

Designated Neighborhood: Manito/CannonHill

Location (Street Address): 34 W 18th Ave

Species of Tree (Common or Botanical Name): Catalpa speciosa

Single/Collection of trees (If Collection, How Many Trees): Single tree

Size: Height (approx.) 60 (feet)

Crown (approx.) measure distance of total spread from one side to other: 50 to 60 (feet)

Circumference (distance around trunk at 4.5 feet from ground): 158 (inches)

Age of Tree (If Known/Estimate): c. 113 yrs

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

- [x] Healthy
- [ ] Diseased
- [ ] Pruning/Structural problems

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

Was planted during the development of Manito/Cannon Hill neighborhood in 1913

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

- [x] Size
- [x] Public
- [x] Visibility
- [ ] Rare Horticultural Value
- [x] Aesthetic Qualities
- [x] 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.

Please see enclosed page.

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

Reasons for Nominating Caltalpa speciosa for Heritage Distinction

First, the tree has lived through quite a bit of Spokane's growth and development. It was planted c.1913 when our neighborhood was first being established to bring Spokanites to the Manito Park area. The tree continues to flourish and stands to welcome locals as well as visitors to the Park at the Northwest corner of W18th Ave and Browne St.

The Catalpa is in full view of everyone who drives or walks down the street or is strolling around the Duck Pond. It is stunning when in full bloom- a tree filled with large heart-shaped leaves and fragrant clusters of white, orchid-like flowers. Those who walk by or come to visit the Park often snap a photo and stop to ask, "What kind of tree is this? I've never seen a tree like this before". This tree adds priceless beauty to our street that residents and visitors appreciate and enjoy.

A large tree like this contributes to better air quality, provides shade, shelters birds and squirrels, for example, and helps lower the ambient temperature. In all, a valuable contributor to our health and wellbeing as well as the ecosystem in which we live.

While it may not be a rare tree in the Spokane area, this particular specimen is quite large and is in good health. It is an example of living history–one can only imagine all this tree has witnessed and survived throughout its life.

Thank you for considering our nomination of Catalpa speciosa as a Spokane Heritage Tree.

CITY OF SPOKANE PARKS & RECREATION URBAN FORESTRY

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 Catalpa Speciosa (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): 34 W. 18th ave Spokane 99203

Signed: Virginia Kennedy, **Property Owner**

Date: 5/22/26

Submitted by Urban Forestry Tree Committee: _____ (Date)

Approved by Urban Foresty Progam: _____ (Date)

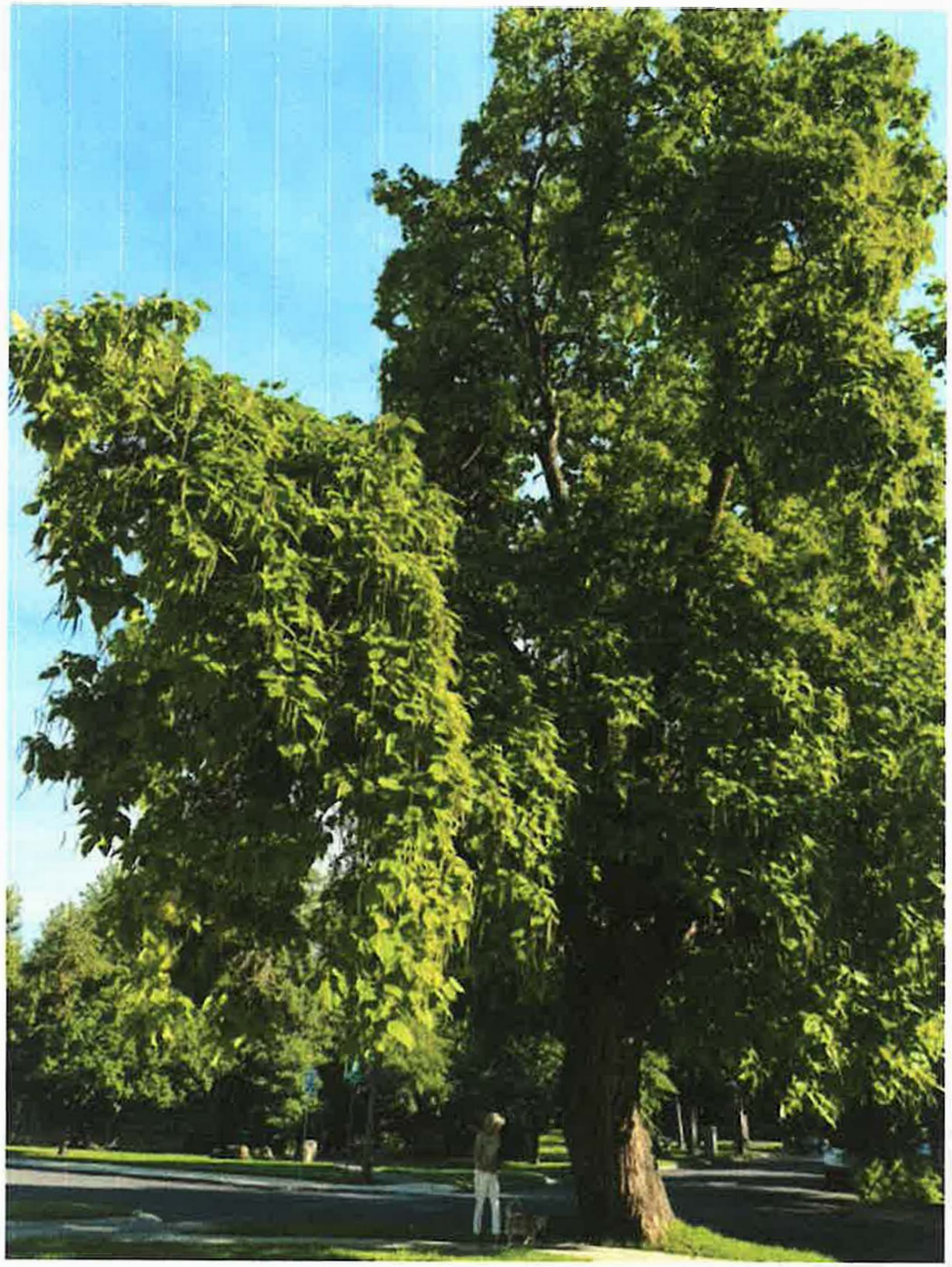
Approved by Director, Parks and Recreation: _____ (Date)

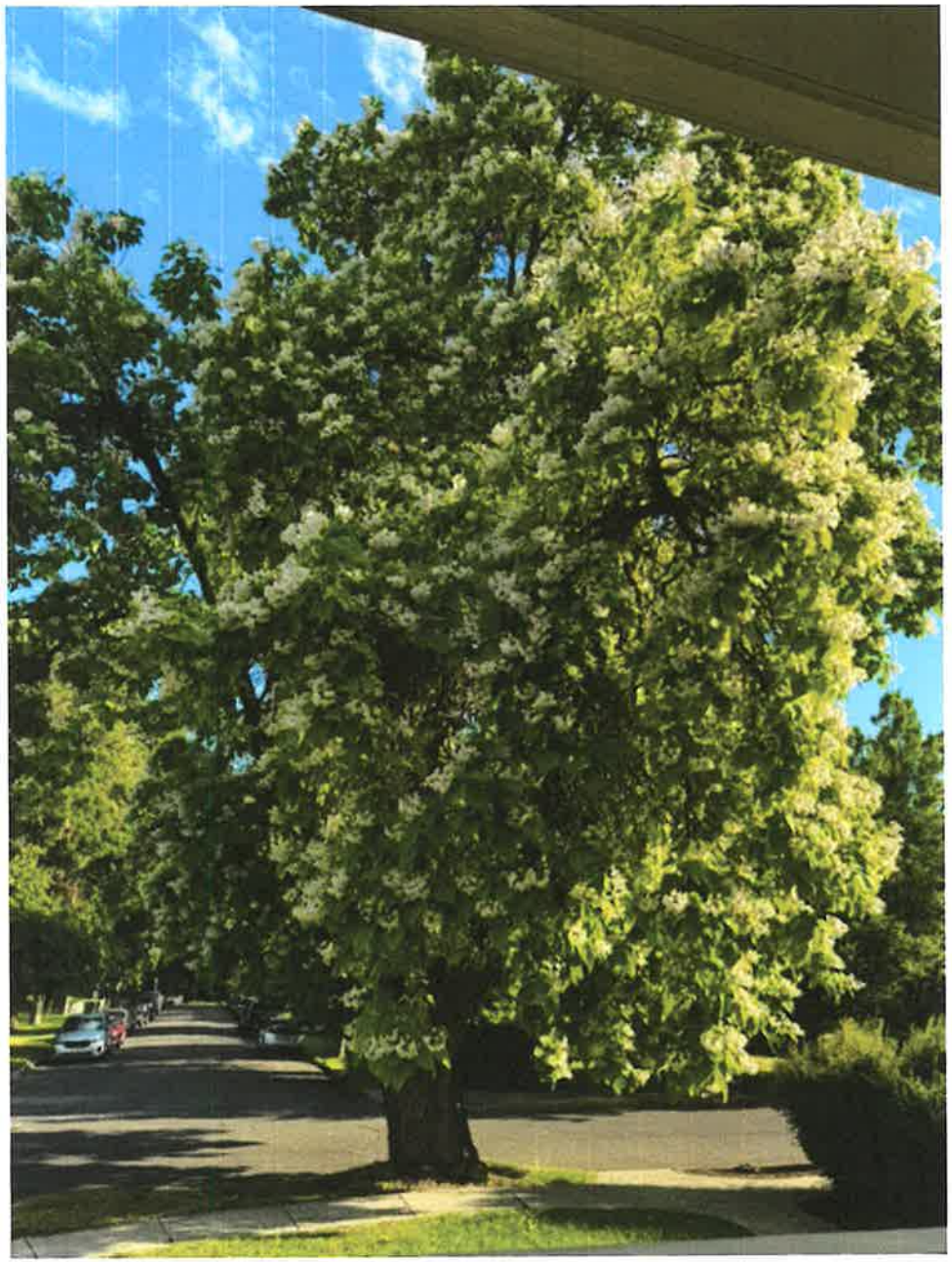
Filed with Urban Forestry Program and Website: _____ (Date)

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





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Tree Equity Spokane

IRA/USDA/USFS Urban and Community Grant *Update*

Urban Forestry Committees September 2026



City of Spokane URBAN FORESTRY

IRA Urban and Community Forestry Grant

1+ Billion in Nationwide Investments

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

- Tree Maintenance, Tree Planting, Education & Outreach
- Opportunity to send help, not Notices
- Grant Requirement
  - All work performed in disadvantaged communities that are marginalized, underserved, and overburdened by pollution and underinvestment, as shown in boundary
- Within the boundaries of the City of Spokane on City properties
  - Public right-of-way, parks & schools

Timeline: Project Launch February 2024 - 2029
Year 1: Dead tree removals prioritized
Years 2-5: Pruning emphasized
Years 1-5: Planting new trees (continuous)



City of Spokane URBAN FORESTRY

Fall Tree Planting

- Contractor tree planting began on 9/21
- Trees provided by the Spokane Conservation District through their Urban & Community Forestry grant.
- Highest number of sign-ups so far!

- Volunteer planting date October 15th Shiloh Hills – 15 trees

- Class 1- Japanese tree lilac & “Autumn Brilliance” serviceberry tree
- Class 2 - Kentucky coffeetree, Hackberry, littleleaf linden & Catalpa
- Class 3 – red oak

Maintenance

- Dead Tree Removals:
  - Over 600 dead trees and stumps have been removed at no cost to property owners to improve public safety and make room for new trees to be planted
  - All original neighborhood removal packages completed – more being added in small numbers as neighborhood pruning vetting takes place

- Pruning:
  - East Central & Hillyard neighborhoods in process of being pruned by contractors. High needs maintenance pruning to remove major dead wood, achieve required clearances over street and sidewalks and prune young trees for structure to limit future problems.

- Note: Very low number of damaged/failed trees reported after wind events and the few street tree failures that did occur were able to be taken care of by contractors within a couple days.

Subaward to the Downtown Spokane Partnership

- Collect and submit free tree requests and locations to Urban Forestry
- Watering and monitoring program for trees downtown
- Investment in a DSP employee to become a certified arborist and serve as the tree expert downtown
- Education and outreach services
- Coordination of cost share tree work program

- **Downtown Pilot Program- 3rd season**
- **40 trees** have again been secured and will be available for downtown locations to plant with property managers, arborist companies or owners when they claim a tree and agree to provide care through the partnership with DSP.
- Trees provided by the Spokane Conservation District through their Urban & Community Forestry grant.
- Species – Ginkgo & thornless honeylocust

Additional Sub-Awards / Projects

- PEI is a statewide nonprofit organization that promotes and supports FieldSTEM – outdoor, community-based learning
- Community outreach to build enthusiasm and support for ongoing tree planting efforts, especially in the neighborhoods with the fewest trees.
- Educate teachers and students about the benefits of trees, integrating tree related projects into classrooms and school yards.
- Invites students to participate in how communities address challenges, including more frequent extreme heat events and the heat island effect,
- Create curriculum that aligns SPS frameworks and secure commitment to keep unit in science classes long term

- **Spokane Public Schools Dist. 81 Summer 2026**
  - 7 trees pruned & 18 dead trees and stumps removed at the request of school maintenance supervisor.
  - Some trees will be replaced, and additional locations will be discussed for future season plantings, working with irrigation team for ideal locations.
  - **SPS extremely thankful for all grant work**

Thank you!

Katie Sorensen
Spokane Urban Forestry
509-363-5496
ksorensen@spokanecity.org



SpokaneParks.org/TreeEquity

City of Spokane URBAN FORESTRY

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Urban Forestry



Fall Updates

September 29, 2026

City of Spokane PARKS & RECREATION

City of Spokane URBAN FORESTRY

DAR Cherry Planting (completed)

- 25 Kwanzan flowering cherries at Vietnam Memorial at Riverfront Park
- Tree Planting, dedication, Never Forget Garden







Tree Trot 5k, 2nd Annual

- This weekend – October 3rd
- Fundraiser for nature-based playground
- 100+ Registered
- 9 Sponsors







Fall Leaf Festival

City of Spokane URBAN FORESTRY

Saturday, October 17th

- Educational booth, crafts, free swag, & more
- Event Sponsored by Bartlett Tree Experts
- Refreshments Sponsored by Avista
- Enviro-fair by Solid Waste and others, including craft with Art Salvage
- LEAF PILE!
- Willow Update
- Way to go staff!!



Downriver Tree Planting

Restoration Planting

Ben Nelson, Course Superintendent

Steve Nittolo, Urban Forester

Yet another round of re-planting efforts, volunteer plantings.

Date: October 8th

- Golf Staff
- Community Volunteers
- 50+ larch trees throughout the course
- Sign up to volunteer!





SpoCanopy Street Tree Plantings

October 15th

- Partnership with The Lands Council
- 15 street trees by volunteers
  - IRA USDA/USFS Grant
- Shiloh Hills
- Education and outreach by TLC
- Crew Support







Tree Crew

- Misc removals of dead trees
  - Manito
  - Comstock
  - Hamblen
  - CdA Park
- Day to day reactive work



Other Misc Plantings



September - November

New and replacement trees in parks system

- 20 Park Blvd – Planting to be scheduled (Pending October 28th)
- Coni-friends Planting at Manito and Hamblen, October 24th
- Misc donation trees
- CSO tank downtown
- Dogtown dog park
- 3 at Riverfront
- DSP free trees program (on-going)

Tree City USA

TREE CITY USA®





Questions?

City of Spokane PARKS & RECREATION

City of Spokane URBAN FORESTRY

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Spokane Park Board Briefing Paper

City of Spokane PARKS & RECREATION

Committee	UFTC	**Committee meeting date**: 9/29/2026	
Requester	Amber Ramirez	**Phone number**: 509-363-5499	
Type of agenda item	◯ Consent ◯ Discussion ◯ Information ◉ Action		
Type of contract/agreement	◯ New ◉ Renewal/ext. ◯ Lease ◯ Amendment/change order ◯ Other		
City Clerks file (OPR or policy #)			
Master Plan Goal,Objective,Strategy (Click **HERE** for link to the adopted plan)	Goal A, Obj. 2	**Master Plan Priority Tier**: (pg. 171-175)	First
Item title: (Use exact language noted on the agenda)	C & C Yard Care / Tree Planting - On Call - As Needed 1 year contract renewal / NTE $200,000 per year		
Begin/end dates	Begins: 10/15/2026	Ends: 10/15/2027	☐ 06/01/2525

Background/history:

On September 2023, the U.S. Department of Agriculture announced a $6 million grant award to Spokane Urban Forestry. It will be used in part to hire multiple qualified contractors to plant trees in areas of Spokane that have the most need for canopy cover, to replace dead trees that have been removed and create equitable access to the benefits that trees provide. Trees will be planted as park trees, street trees and on public properties such as schools.

Motion wording:

Motion to approve C & C Yard Care / Tree Planting - On Call - As Needed 1 year contract renewal / NTE $200,000 per year

Approvals/signatures outside Parks: ◉ Yes ◯ No

If so, who/what department, agency or company: C & C Yard Care

Name: Chris Corigliano Email address: chrisc@candcyardcare.com Phone: 509-999-4415

Distribution:

Parks – Accounting
Parks – Sarah Deatrich
Requester: Amber Ramirez
Grant Management Department/Name:

Fiscal impact: ◉ **Expenditure** ◯ **Revenue**

Amount:	Budget code:
200,000	Expense: 1390-95855-76903-54201
200,000	Revenue: 1390-95855-76903-33310

Vendor: ◉ Existing vendor ◯ New vendor

Supporting documents:

- ☑ Quotes/solicitation (RFP, RFQ, RFB)
- ☐ Contractor is on the City's A&E Roster - City of Spokane
- ☐ UBI: Business license expiration date:
- ☐ W-9 (for new contractors/consultants/vendors
- ☐ ACH Forms (for new contractors/consultants/vendors
- ☑ Insurance Certificate (min. $1 million in General Liability)

Return to minutes

Spokane Park Board Briefing Paper

City of Spokane PARKS & RECREATION

Committee	UFTC	**Committee meeting date**: 9/29/2026	
Requester	Amber Ramirez	**Phone number**: 509-363-5499	
Type of agenda item	◯ Consent ◯ Discussion ◯ Information ◉ Action		
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City Clerks file (OPR or policy #)			
Master Plan Goal,Objective,Strategy (Click **HERE** for link to the adopted plan)	Goal A, Obj. 2	**Master Plan Priority Tier**: (pg. 171-175)	First
Item title: (Use exact language noted on the agenda)	Delk Management LLC / Tree Planting - On Call - As Needed 1 year contract renewal / NTE $200,000 per year		
Begin/end dates	Begins: 10/15/2026	Ends: 10/15/2027	☐ 06/01/2525

Background/history:

On September 2023, the U.S. Department of Agriculture announced a $6 million grant award to Spokane Urban Forestry. It will be used in part to hire multiple qualified contractors to plant trees in areas of Spokane that have the most need for canopy cover, to replace dead trees that have been removed and create equitable access to the benefits that trees provide. Trees will be planted as park trees, street trees and on public properties such as schools.

Motion wording:

Motion to approve Delk Management LLC / Tree Planting - On Call - As Needed 1 year contract renewal / NTE $200,000 per year

Approvals/signatures outside Parks: ◉ Yes ◯ No

If so, who/what department, agency or company: Delk Management LLC

Name: Rob Saty Email address: rob@delkmanagement.com Phone: 509-863-2922

Distribution:

Parks – Accounting
Parks – Sarah Deatrich
Requester: Amber Ramirez
Grant Management Department/Name:

Fiscal impact: ◉ **Expenditure** ◯ **Revenue**

Amount:	Budget code:
200,000	Expense: 1390-95855-76903-54201
200,000	Revenue: 1390-95855-76903-33310

Vendor: ◉ Existing vendor ◯ New vendor

Supporting documents:

- ☑ Quotes/solicitation (RFP, RFQ, RFB)
- ☐ Contractor is on the City's A&E Roster - City of Spokane
- ☐ UBI: Business license expiration date:
- ☐ W-9 (for new contractors/consultants/vendors
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Return to minutes

Spokane Park Board Briefing Paper

City of Spokane PARKS & RECREATION

Committee	UFTC	**Committee meeting date**: 9/29/2026	
Requester	Amber Ramirez	**Phone number**: 509-363-5499	
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Type of contract/agreement	◯ New ◉ Renewal/ext. ◯ Lease ◯ Amendment/change order ◯ Other		
City Clerks file (OPR or policy #)			
Master Plan Goal,Objective,Strategy (Click **HERE** for link to the adopted plan)	Goal A, Obj. 2	**Master Plan Priority Tier**: (pg. 171-175)	First
Item title: (Use exact language noted on the agenda)	The F.A. Bartlett Tree Experts / Tree Planting - On Call - As Needed 1 year contract renewal / NTE $200,000 per year		
Begin/end dates	Begins: 10/15/2026	Ends: 10/15/2027	☐ 06/01/2525

Background/history:

On September 2023, the U.S. Department of Agriculture announced a $6 million grant award to Spokane Urban Forestry. It will be used in part to hire multiple qualified contractors to plant trees in areas of Spokane that have the most need for canopy cover, to replace dead trees that have been removed and create equitable access to the benefits that trees provide. Trees will be planted as park trees, street trees and on public properties such as schools.

Motion wording:

Motion to approve The F.A. Bartlett Tree Experts / Tree Planting - On Call - As Needed 1 year contract renewal / NTE $200,000 per year

Approvals/signatures outside Parks: ◉ Yes ◯ No

If so, who/what department, agency or company: The F.A. Barltett Tree Care Experts

Name: Lori-Ann Scott Email address: lscott@Bartlett.com Phone: 509-892-0110

Distribution:

Parks – Accounting
Parks – Sarah Deatrich
Requester: Amber Ramirez
Grant Management Department/Name:

Fiscal impact: ◉ **Expenditure** ◯ **Revenue**

Amount:	Budget code:
200,000	Expense: 1390-95855-76903-54201
200,000	Revenue: 1390-95855-76903-33310

Vendor: ◉ Existing vendor ◯ New vendor

Supporting documents:

- ☑ Quotes/solicitation (RFP, RFQ, RFB)
- ☐ Contractor is on the City's A&E Roster - City of Spokane
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