



**City of Spokane Park Board
Urban Forestry Tree Committee Meeting**

Tuesday, March 5, 2019, 4:15 p.m. – 5:45 p.m.
Willow Room, Woodland Center
John A. Finch Arboretum
Katie Kosanke - Urban Forester

Committee Members:

AE Chase, Rick – Chair
X Ogden, Jennifer
X Kohlhauff, Tim
X Cash, Kevin
X Anderson, Bob - Alternate

Parks Staff:

Spell, Angel
Kosanke, Katie

Guest(s):

MacKerrow, Nancy

SUMMARY

- Katie Kosanke reviewed a Draft of proposed revisions to the Urban Forestry Ordinance. The revisions are purposed to strengthen verbiage pertaining to the benefits of trees and to promote restoration, preservation, and establishment of trees, as well as set goals for increased urban forest canopy cover.
- Tim Kohlhauff shared information covered in the Citizen Advisory Committee meeting, which included review of the Urban Forestry Ordinance revisions, a report from Joe Zubaly regarding Downtown Spokane Partnership (DSP) involvement with tree care in the downtown core, and rescheduling the next Citizen Advisory Committee meeting to be held on March 26th rather than April 2nd, due to schedule conflicts.
- The monthly update, presented by Katie Kosanke, included upcoming projects; SpoCanopy street tree-plantings, tree seedling plantings along High Drive bluff, and the Maple Street Gateway "Living Wall". In addition, fuel reduction tree work has been completed at upper Lincoln Park (22.5 acres) and Wyakin Park (11.8) by Urban Forestry staff and volunteers with the Washington Conservation Corp.
- Katie Kosanke presented the 2018 Year-end financial report, as the monthly report was not available.

MINUTES

The meeting was called to order at 4:20 p.m. by Acting Chair, Jennifer Ogden.

Action Items:

None

Discussion Items:

1. Urban Forestry Ordinance Revisions

Katie distributed and reviewed a Draft of proposed revisions to the Urban Forestry Ordinance. In addition to updating information, the revisions are purposed to strengthen verbiage pertaining to the benefits of trees and to promote restoration, preservation, and establishment of trees, as well as set goals for increased urban forest canopy cover. Angel explained the layers of process for ordinance changes and time involved to complete this process, expressing appreciation for the cooperation by those involved in the progression of these changes.

Standing Report Items:

1. Citizen Advisory Committee Report

Tim shared information covered in the Citizen Advisory Committee meeting, which included review of the Urban Forestry Ordinance revisions, and a report from Joe Zubaly regarding Downtown Spokane Partnership (DSP) involvement with tree care in the downtown core. There's expressed interest by the DSP, but currently there's no adequate mechanism in place by which to do so. Angel shared that she's currently working with several entities for partnership in order to provide such a mechanism. In addition, Tim announced that due to schedule conflicts, the next CAC meeting will be held on March 26th rather than April 2nd.

2. Urban Forestry Monthly Update

Katie's monthly update included training of Parks personnel in shrub pruning by our Lead Arborist, Urban Forestry staff partnering with the Washington Conservation Corp. to complete fuel reduction work at upper Lincoln Park (22.5 acres) and Wyakin Park (11.8 acres), SpoCanopy projects in process for spring planting of street trees, an upcoming seedling planting project along the High Drive bluff, and Urban Forestry's involvement in recommending plant species for an Urban Planning project that will provide a "Living Wall" trellis near the Maple Street gateway.

3. Urban Forestry Financial Report

Katie presented the 2018 year-end financial report, which reflected Urban Forestry in good standing.

Meeting adjourned at 5:00 p.m.

The next regularly scheduled meeting is April 2, 2019, 4:15 p.m., at Finch Arboretum in the Woodland Center's Willow Room.

City of Spokane - Parks & Recreation

Urban Forestry

Financial Report

Year-End 2018

Monthly Comparison

Year-to-Date Comparison

2018 Current Adopted Annual Budget			Monthly Comparison			Year-to-Date Comparison						
	2018 Budget Balance		2017 Year-End Actual	2018 Year-End Actual	2017 - 2018 Monthly Difference	2016 YTD Actual	2017 YTD Actual	2018 YTD Actual	2017 - 2018 YTD Difference	2017 YTD % of Annual Budget	2018 YTD % of Annual Budget	Change in %
Revenue:												
Program Revenue	104,000	27,393	-	50,964	\$ 50,964	78,038	75,888	76,607	\$ 719	140.5%	73.7%	-66.87%
General Fund Transfer	66,000	-	-	-	\$ -	66,000	66,000	66,000	\$ -	100.0%	100.0%	
Grants Receivable	10,000	(630)	-	-	\$ -	139,968	2,235	10,630	\$ 8,395	22.4%	106.3%	83.95%
TOTAL REVENUE:	\$ 180,000	\$ 26,763	\$ -	\$ 50,964	\$ 50,964	284,006	144,123	\$ 153,237	\$ 9,114	110.9%	85.1%	-25.73%
Expenditures:												
Salaries and Wages	433,737	21,515	16,277	17,184	\$ (907)	377,488	415,112	412,222	\$ 2,890	102.7%	95.0%	-7.63%
Personnel Benefits	155,639	28,977	2,341	2,429	\$ (88)	95,011	113,937	126,662	\$ (12,725)	90.5%	81.4%	-9.11%
Supplies	40,450	1,279	205	5,001	\$ (4,796)	27,279	30,673	39,171	\$ (8,498)	99.3%	96.8%	-2.43%
Services and Charges	232,453	(3,605)	34,722	8,282	\$ 26,440	160,808	276,031	236,058	\$ 39,973	107.8%	101.6%	-6.27%
Interdepartment Svcs	23,800	23,091	-	(92)	\$ 92	-	-	709	\$ (709)		3.0%	2.98%
Intergovernment Svcs	-	-	-	-	\$ -	-	-	-	\$ -			
Subtotal Op. Exp.	\$ 886,079	\$ 71,257	\$ 53,545	\$ 32,803	\$ 20,742	660,586	835,754	\$ 814,822	\$ 20,932	102.2%	92.0%	-10.22%
Capital Outlay	92,341	89,557	-	-	\$ -	129,418	108,161	2,784	\$ 105,377	53.9%	3.0%	-50.93%
Transfers Out	2,641	-	-	-	\$ -	8,000	2,641	2,641	\$ -	100.0%	100.0%	
TOTAL EXPENDITURES:	\$ 981,061	\$ 160,814	\$ 53,545	\$ 32,803		798,004	946,555	\$ 820,247		92.7%	83.6%	-9.10%
Total Funding:	\$ (801,061)		\$ (53,545)	\$ 18,161		\$ (513,998)	\$ (802,432)	\$ (667,010)				