



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

4:15 p.m. Tuesday, October 5, 2021

WebEx Virtual Meeting

Katie Kosanke - Urban Forester

### **Committee Members:**

- X Rick Chase – Chair
- Jennifer Ogden (Absent – Excused)
- Matt Ugaldea (Absent – Excused)
- Kevin Cash (Absent – Excused)
- X Chelsea Updegrove
- X Barb Richey – Alternate

### **Parks Staff:**

Katie Kosanke  
Pamela Clarke  
Karin Cook

## **SUMMARY**

- Katie Kosanke presented the information item “Fall Projects”, which is an overview of The Fairview Triangle Project with The Logan Neighborhood, tree planting at Fire Station 8, SpoCanopy Park Plantings, SpoCanopy Street Tree Plantings, Right Tree, Right Place with Avista, and Educational Projects they will be working on over the winter.
- Chelsea Updegrove gave an update on the Citizen Advisory Committee including Katie Kosanke presenting her “Fall Projects” presentation, a call for volunteers and promoting volunteer events, a Heritage Tree nomination they are considering, and that they may be looking for a new Chair for the committee.
- Katie Kosanke provided an Urban Forestry update which included welcoming Karin Cook, the new full-time Clerk II who will be assisting in the office, commending Urban Forestry Specialist Becky Phillips for doing an excellent job keeping up on Certificates of Occupancy inspections and Tree Permits, and provided information on work they are doing with Park Operations, clearance pruning throughout the parks, most reactive work being caught up, having a few select tree removals this winter, and supplemental watering that is just wrapping up which included hand watering some areas with irrigation issues, with the help of Operations staff.
- The Financial Report was not available and will be included in the November agenda.

## MINUTES

The meeting was called to order at 4:27 p.m. by committee chair Rick Chase.

### Discussion Items:

#### 1. [Fall Projects](#)

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 UpdeGrove 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) – Include catching up on overdue projects, working on a brochure on caring for Spokane Street trees, working on a project with The Spokane Downtown Partnership, working on watering trees messages – educational materials to distribute to the public, looking at partnering with our local tree care education program called Community Canopy to have a tree planting video and other educational videos that all our

communities can use as a resource, and Presentations to Friends of Manito (November), Farm and Food Expo (November), and ISA International Conference (November PEI & On-Track Academy).

Chairman Rick Chase asked about the Susie Stephens Trail and if it was still a go for this fall. Katie Kosanke advised she reached out to Nick Hamad, but hasn't received an update yet. She had heard there was some sidewalk work going on, and that Nick was hoping to get bids, as the first time they received none. She will reach out to Nick again for an update. Rick also asked about the Fish Lake Trail that starts near 14<sup>th</sup> Street and goes by the Arboretum. He said it appears street work is being done in that area. Katie replied she believes the street department does have a street project going on near there. Rick asked if Katie could check with Nick for an update on these items before the Park Board meeting and give an update at the meeting. Katie replied she will check with Nick and have an update for the Park Board meeting.

## **Standing Report Items:**

### **1. Citizen Advisory Report**

Chelsea Updegrave shared items discussed during the October Citizen Advisory Committee meeting. They had a call for volunteers and a call for promoting some of the volunteer events, such as SpoCanopy. They had a [Heritage Tree Nomination](#) for a very big Maple tree at 1118 W. Cleveland Ave. No action has been taken on it yet, as they will be having volunteers, arborists, and any interested people look at the tree before a decision is made.

Chelsea mentioned Katie shared her wonderful "Fall Projects" presentation at the CAC meeting as well and committee members are excited about all the wonderful and important projects happening this fall.

They may be looking for a new chair for the committee. Katie will be meeting with the current chair Matt Ugaleda later this week to discuss the possibility of him vacating his position as chair. Katie said Matt's seat is very specific on the CAC, it is for a utilities representative, so if the position is vacated, they are looking for someone with that background and have a couple people in mind. Chelsea said she will fill in for now.

Katie also gave an update at the CAC meeting on the Spokane Downtown Partnership. She has been talking with them about appointing someone from the Downtown Partnership for a seat on the CAC. Some of the other items she has been discussing with them are water stress issues, tree mortality over the 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 for tree grates which may present a tripping risk. She has purchased quite a few gator water bags to use in the future and is considering branding the bags with a watering tree care message. The gator bags will be on a loaner basis, to be returned, for areas with irrigation problems to use until irrigation issues are resolved. 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.

### **2. Urban Forestry monthly Update**

Katie Kosanke presented a monthly update. She welcomed 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 that it is due to all of Becky's hard work.

The Urban Forestry Crew has been working with Park Operations to do some combined projects and it has been great working with them. They have also been working with the mow crews to identify trees in the parks that need pruning, which will help them work more efficiently when mowing around trees and prevent damage to trees and their equipment.

Katie reported they are caught up on most of their reactive work, which are lists of items reported daily by operations crews in the field and reports by citizens.

There are a few tree 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 that was established during the hot summer months, as well as the hand watering that was being done at Comstock Park has wrapped up.

Even though it was a hot summer, very little loss was experienced in the parks. There were a couple irrigation issues and a few trees did fail, simply because in hot summer weather trees can't be without water for very long.

Rick said this was good news and hopefully there won't be any more damaging windstorms and we can get back to normal activity.

### 3. Urban Forestry Financial Report

A Financial Report for September was not available. Katie said she can send out the financial report for August. She said things are doing really good as far as the budget. There are many items pending, such as invoices not paid out yet and quite a few larger contract projects going on, but urban forestry is well under budget at this point. Revenue is also continuing to come in as there have been some successful claims pursued by the claims department. For example, when people run off the road and hit park trees or street trees, restitution can be pursued for those damages and then help mitigate any work that might need to be done, such as removal and replacement of severely damaged trees. Urban Forestry can assist with those replacements upon a successful insurance claim. Limited funds are also coming in through the fee in lieu of planting, which is collected to meet development required street tree requirements due to a utility conflict so that trees can be planted elsewhere. Those funds go into the Urban Forestry fund which can be used to plant more trees.

Rick asked for clarification if a car runs into a street tree that their insurance is responsible for the damage to the tree. Katie replied what typically happens in that situation is that the police officer will note if there was potential public damage (whether it be a tree, a bench, a lamp post, etc.), and then contact the appropriate department. If it was damage to a tree, they would contact Urban Forestry and send the Police Report to evaluate for damages. If it is a street tree, staff can submit an invoice for the appraised value of the damages or cost to remove/replace and the claims staff will pursue the insurance claim.

A financial update will be provided at the regularly scheduled November meeting.

Meeting adjourned at 5:00 p.m. The next regularly scheduled meeting is November 2, 2021, 4:15 p.m.

# Spokane Park Board

## Briefing Paper



<b>Committee</b>	Urban Forestry Tree Committee (UFTC)		
<b>Committee meeting date</b>	10/05/2021		
<b>Requester</b>	Katie Kosanke, Urban Forester	<b>Phone number:</b> 509-363-5495	
<b>Type of agenda item</b>	<input type="radio"/> Consent <input type="radio"/> Discussion <input checked="" type="radio"/> Information <input type="radio"/> Action		
<b>Type of contract/agreement</b>	<input type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input type="radio"/> Amendment/change order <input type="radio"/> Other		
<b>City Clerks file</b> (OPR or policy #)	N/A		
<b>Item title:</b> (Use exact language noted on the agenda)	Fall Projects		
<b>Begin/end dates</b>	Begins:	Ends:	<input type="checkbox"/> Open ended
<b>Background/history:</b> <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>			
<b>Motion wording:</b> n/a			
<b>Approvals/signatures outside Parks:</b> <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
<b>Distribution:</b> Parks – Accounting Parks – Pamela Clarke Requester: Grant Management Department/Name: _____			
<b>Fiscal impact:</b> <input type="radio"/> Expenditure <input type="radio"/> Revenue Amount: _____ Budget code: _____  n/a			
<b>Vendor:</b> <input type="radio"/> Existing vendor <input type="radio"/> New vendor <b>Supporting documents:</b> <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&amp;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](http://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



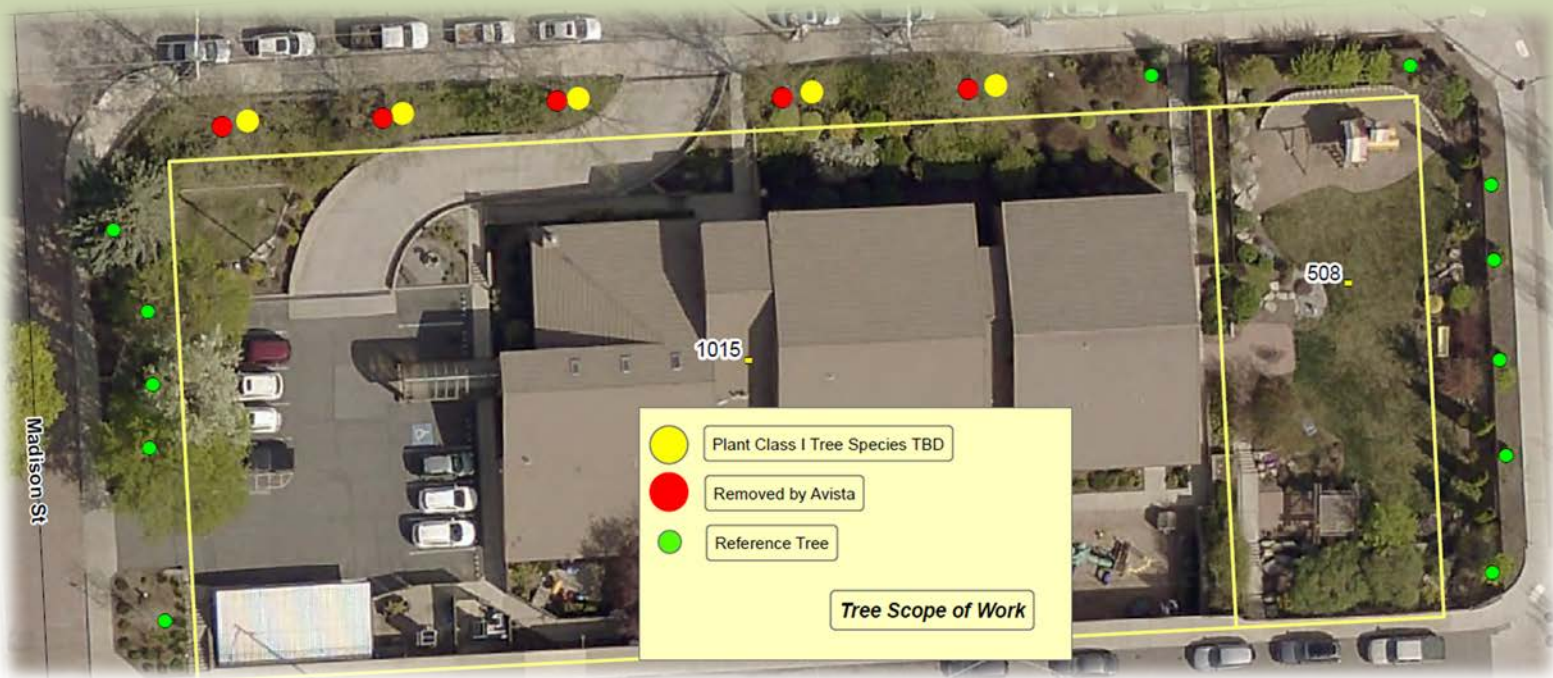
# SpoCanopy Street Tree Plantings

- 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/Estimate): 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 &amp; 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

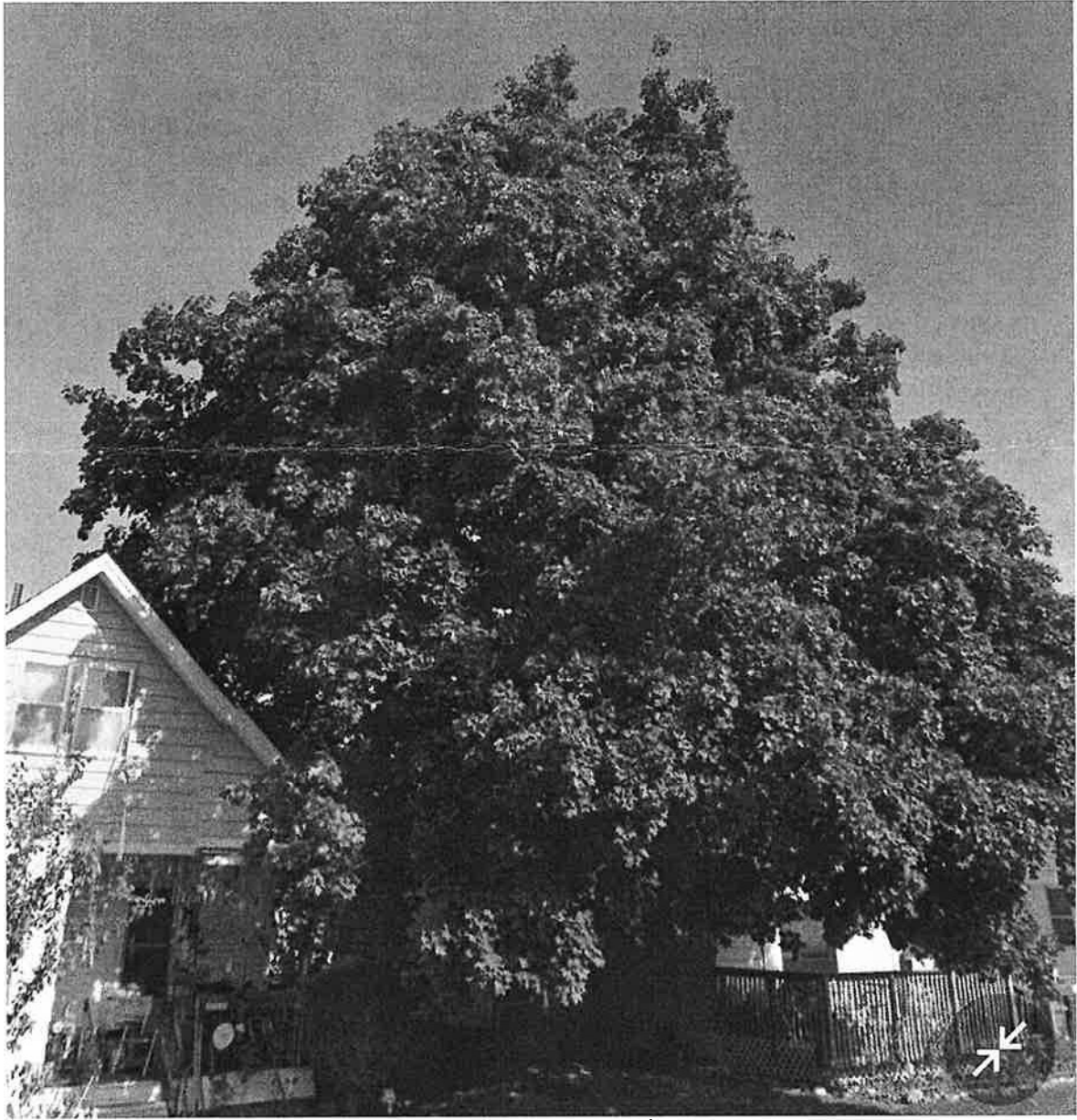
**Signed:** Thomas J. Powell, Property Owner  
**Date:** 6-13-2021

**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*