



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

4:15 p.m. Tuesday, Jan. 31, 2023
Hybrid in-person and WebEx virtual meeting
Katie Kosanke - Urban Forester

Committee Members:

Kevin Brownlee – Chair (Absent – Excused)
X Christina VerHeul
Kevin Cash (Absent)
Chelsea Updegrove (Absent)
Kris Neely (Absent - Excused)
Jennifer Ogden – alternate – (Absent)

Parks Staff:

Katie Kosanke
Karin Cook
Al Vorderbruggen

SUMMARY

- Katie Kosanke gave a presentation on the Urban Forestry 2022 Annual Report
- A Citizen Advisory Report was not given
- Katie Kosanke shared a brief monthly Urban Forestry update
- A current financial report was not available

The next regularly scheduled meeting is 4:15 p.m. Tuesday, Feb. 28, 2023.

MINUTES

The meeting was called to order at 4:24 p.m. by Katie Kosanke.

Public Comment: None

Action Items: None

Discussion Items:

[2022 Annual Report](#) – Katie Kosanke presented the 2022 Annual Report.

There were many accomplishments this year and many successful community tree plantings citywide. There were 408 trees planted by Urban Forestry staff, through The Land Council SpoCanopy partnership program, and through park and city projects. There were also 1,000 seedlings distributed through a giveaway event this year. Some of the projects included two Susie Forest trees that were planted early in the season, 72 trees planted at Upriver Park and 20 trees planted at the downtown library.

An Earth Day Tree Planting Event was held at Comstock Park. Restoration efforts continue at the park and thirty trees were planted at the event. The Lands Council assisted with volunteer recruitment and event planning.

Urban Forestry worked with On-Track Academy and Pacific Education Institute again this year. A tree symposium was held in the spring. It was a very lively event which included arts, crafts, and activity tables, as well as a tree planting demo. There were many project displays including student's artwork, poster board displays, other tree work projects they have done and stained art glass pieces with trees on them. PEI has done a lot of work to build Urban Forestry curriculum into the classroom and that curriculum can also be used by any teacher, as well as across the State of Washington.

In conjunction with the Tree Symposium, On-Track Academy and PEI gave away 1,000 seedlings. Five hundred seedlings were given away at the event and 500 were distributed through the School District. Bartlett Tree Experts provided the seedlings for the giveaway.

An Arbor Day Celebration was held in the spring. The in-person event returned after a two-year hiatus. It was a fun day and included a ceremonial tree planting with help from the Girl Scouts. The WSU Master Composters and Recyclers were also there with their composting program.

Twenty-four street trees were planted by On-Track Academy and PEI around their school and in their Bemiss Neighborhood. The students had lots of fun planting the trees and were excited to be a part of the planting program. They took pictures to share on their social media accounts and they know the many benefits of trees from all they have learned in the classroom. PEI funded the trees through a WA DNR grant. On-Track Academy also renewed their Tree Campus USA accreditation. This is the second year they have received that accreditation. Their campus was the first in the nation to have this accreditation, so they are a founding campus of the program.

Spring and Fall Street tree plantings were completed through the SpoCanopy Program in partnership with The Lands Council. The Lands Council received an Ecology grant to provide 200 trees. A Spokane Scape add on was done at many locations where additional turf was removed and drought tolerant plants were installed. A total of 200 trees were planted. Volunteers planted 80 and a 120 were planted by a contractor.

Twenty trees were planted along Park Blvd for the Susie Forest. Nancy MacKerrow of the Susie Forest donated the trees and has also committed to financing 20 more trees in 2023. There were also numerous individual Susie Forest trees donated in 2022.

The Fall Leaf Festival was held at the end of October. The in-person event returned after a two-year hiatus. The weather was great and there were many people in attendance. There were several new additions to the event including lively music and a coffee vendor and kettle corn vendor. Many vendors participated to make this a great event and there were various new educational booths, interactive displays, etc. UF is looking into sponsorships for the vendors for 2023. This would allow for a fully free event with no pressure for attendees to purchase anything.

Urban Forestry planted a giant Sequoia tree in appreciation of the Engineering staff's giant efforts in protecting trees during their various projects. UF has great communication and collaboration with the Engineering Department. They will often design around trees to limit impacts to trees and they take input from Urban Forestry staff and often redesign if asked.

The Urban Forestry Crew accomplished a lot of work this year. Some of their work tasks included routine pruning, removals of dead trees in parks, fuel reduction projects, mulching of park trees and storm damage response.

This year the Urban Forestry arborist crew field operations planted 116 trees, pruned 443 trees, and did 107 removals. In addition, they spent 414 hours on other items, which included time spent on stump grinding, mulching, pesticide application, nursery care, mowing, weeding, equipment maintenance, safety training, storm cleanup and more.

Scope of works for Engineering Construction Projects, Street tree permits and inspections, development plan reviews, demo permit reviews, and Certificate of Occupancy inspections are all performed by Urban Forestry Specialist, Becky Phillips.

In 2022 Becky performed tasks for 30+ various City Engineering Projects, which includes a Tree Scope of Work for each project to ensure public and street tree impacts are minimized when city projects are under construction. For each project she identifies any trees that could be impacted by the projects and advises Engineering on what trees need protected during the project and what trees may need clearance pruning or to be removed prior to the project. Abutting property owners are also sent a letter advising them if any trees need to be removed as a part of the project.

Becky also reviewed and issued 452 street and public tree permits for 2,725 trees, completed 248 Development Plan Reviews, reviewed, and signed off on 328 Certificates of Occupancies, and reviewed 97 demo permits.

- Permitted tasks included:
 - Plant – 496 (this number includes trees planted as a part of landscaping requirements for new building)
 - Prune – 1,348
 - Remove – 512 (removals must meet criteria and be in declining condition)
 - Root treat – 132
 - Protect – 371
 - Total tree tasks – 2,725

Urban Forestry received two awards this year in recognition of all the work they have done. A Community Collaborator of the Year award from PEI and a Conservation Award from Daughters of the American Revolution.

UF cannot do this work alone and are grateful for all the volunteers who assist in these efforts. In 2022 there were 283 volunteers and a total of 1,743 volunteer hours. Committee member volunteers had an average of 500 volunteer hours. The Lands Council committed time to recruit volunteers and assist with planning planting events and the SpoCanopy Program spent approximately 80 hours a month working on planting projects and communicating with homeowners. Volunteers also assisted with watering at Audubon and Comstock Park during the hot summer months.

Christina suggested Katie should include in the 2022 Annual Report all the work done on updating the Arboricultural Specifications and Standards guidelines. She asked if the document has been distributed yet and Katie advised the document has not been distributed yet. The document needs to be updated on the website, the current document needs to be replaced internally with the updated document, and the updated document needs to be distributed to tree services and others who may want it.

The Stewardship guide was also reprinted earlier this year and Katie will add the work done on it to the 2022 Annual Report too.

Al mentioned the work being done to update the tree planting specs for landscape architect groups and all contractors that plant street and public trees and that we are revisiting the way we work with outside contractors that work on City projects.

Standing Report Items:

1. Citizen Advisory Report – No report was made

2. Urban Forestry Monthly Update – Katie Kosanke

- Katie is working on an Annual Work Plan for 2023 that she will present at the next committee meeting. It will outline projects UF will be working on and other items UF will be involved with in 2023.
- The Design Standards update is still being worked on.

3. Urban Forestry Financial Report - A current financial report was not available.

Other Discussion Items: None

Adjournment: The meeting adjourned at 4:47 p.m.

The next regularly scheduled meeting is 4:15 p.m. Tuesday, Feb. 28, 2023.



Urban Forestry



2022 Annual Report

January 31, 2023



Community Trees Planted

Community Trees Planted (Citywide)	2022	2022	2022	2022	2022
	Q1	Q2	Q3	Q4	TOTAL
Urban Forestry/Parks	2	87	0	27	116
SpoCanopy	0	100	0	100	200
City Projects	0	92	0	00	92
Seedling Giveaway	0	1000	0	0	1000
TOTAL (trees)	2	261	0	127	1408

Q1: 2 Susie trees planted early in the season.

Q2: 30 trees for Earth Day at Comstock, 24 new trees with PEI/On Track Academy students, 40 with TLC SpoCanopy, 60 with SpoCanopy contract funding, 72 trees at Upriver Park, 20 trees at downtown library, 1,000 seedlings through giveaway event.

Q3: no trees were planted in this quarter due to hot temps.

Q4: 100 SpoCanopy trees – 40 planted by volunteers, 60 planted by a contractor and 20 Susie Forest trees donated along Park Blvd.

Earth Day Tree Planting Event



- 30 Trees planted at Comstock Park
- Assistance from The Lands Council with volunteers and event planning
- Continued reforestation efforts



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
- On-Track Academy and PEI
- Thanks to sponsors!



Arbor Day Celebration

- Event returns!
- Lively Event
- Ceremonial tree planting with Girl Scouts
- WSU Master Composters



Pacific Education Institute / On-Track

- 24 trees planted in Bemiss Neighborhood
- On Track Academy and Pacific Education Institute in NE Spokane
- PEI funded the trees / WA DNR Grant
- + Education program – Tree Campus USA!



SpoCanopy Street Tree Plantings

- Partnership with The Lands Council
- Spring and Fall Plantings
- + Spokane Scape at many locations
- 200 trees total planted
 - 80 volunteers , 120 by contractor



Susie Forest Planting



- 20 trees along Park Blvd
- Trees donated by Susie Forest
- Committed to 20 more trees in 2023!
- Numerous individual Susie trees



Fall Leaf Festival

- Event returns! (w/ great weather)
- Lively music
- Coffee and kettle corn vendor
- Various new educational booths, interactive displays, etc.



Engineering Dept Collaboration

- A giant sequoia for engineering staff's giant efforts!
- Often design around trees
- Limit impacts
- Takes input from UF staff, often redesigns
- 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

Urban Forestry arborist crew field operations	2022	2022	2022	2022	2022
	Q1	Q2	Q3	Q4	TOTAL
Planting	2	87	0	27	116
Pruning	133	62	201	47	443
Removals	23	17	51	16	107
TOTAL (trees)	230	233	277	228	968
*Other (hrs)	77	53	60	224	414

*Other = stump grinding, mulching, pesticide application, nursery care, mowing, weeding, equipment maintenance, safety training, storm cleanup, etc.

Engineering Construction Projects

- 30+ Projects in 2022
 - *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

452 Tree Permits / 2,725 Trees
248 Development Plan Reviews
328 C.O.'s
30+ Engineering Projects

ALL just in 2022!

Street Tree Permits & Tasks

Street & Public Tree Permits	2022	2022	2022	2022	2022
	Q1	Q2	Q3	Q4	TOTAL
	105	141	140	66	452

Permitted Tasks	2022	2022	2022	2022	2022
	Q1	Q2	Q3	Q4	TOTAL
Plant	89	130	202	75	496
Prune	113	672	441	80	1348
Remove	59	47	387	19	512
Root Treat	1	13	118	0	132
Protect	1	0	278	0	371
TOTAL	263	862	1426	174	2725

These figures represent the number of tree tasks performed and inspected through street tree permitting and the corresponding type of work performed.

Plan Review & CO Inspections

Street Tree Permits & Inspections, Development Plan Reviews, Demo Permit Reviews, and CO Inspections are all performed by our Urban Forestry Specialist, Becky Phillips.

Plan Review & Comment	2022	2022	2022	2022	2022
	Q1	Q2	Q3	Q4	TOTAL
	71	55	71	50	247

CO Inspections & Comment	2022	2022	2022	2022	2022
	Q1	Q2	Q3	Q4	TOTAL
	87	106	89	46	328

*CO = Certificate of Occupancy

Demo Permit Review	2022	2022	2022	2022	2022
	Q1	Q2	Q3	Q4	TOTAL
	19	21	29	28	97

Awards

- PEI – Community Collaborator of the Year
- Daughters of the American Revolution – Conservation Award



KATIE KOSANKE, URBAN FORESTER, CITY OF SPOKANE

Community Collaborator of the Year

PEI 2022 FieldSTEM Community Partner of the Y... [Copy link](#)

MORE VIDEOS

1:55 / 5:02

YouTube

A YouTube video player interface is shown. The video title is "KATIE KOSANKE, URBAN FORESTER, CITY OF SPOKANE" and the subtitle is "Community Collaborator of the Year". The video content shows a woman with blonde hair, wearing a floral patterned shirt, speaking. The video player includes a play button, a volume icon, a progress bar showing 1:55 / 5:02, and a "YouTube" logo. There is also a "Copy link" button and a "MORE VIDEOS" button.

Volunteer Hours

Volunteer Hours	2022	2022	2022	2022	2022
Urban Forestry (only)	Q1	Q2	Q3	Q4	TOTAL
Number of hours	314	663	392	374	1743
Number of Volunteers	28	143	16	96	283

- + UF Committee – 500 hours / year average
- We cannot do it alone!
- THANK YOU!





Questions?