



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

4:15 p.m. Tuesday, Aug. 1, 2023  
Hybrid in-person and WebEx virtual meeting  
Katie Kosanke - Urban Forester

### **Committee Members:**

- X Kevin Brownlee – Chair
- X Nick Sumner
  - Kevin Cash (Absent)
- X Kris Neely
  - Hannah Kitz – alternate – (Absent)

### **Parks Staff:**

- Katie Kosanke
- Karin Cook
- Al Vorderbrueggen
- Angel Spell (left at 5:06 p.m.)

### **Guests:**

- Nick Jeffries – City of Spokane Fire Dept.,  
Wildland Resource Planner (left at 4:49 p.m.)
- John Wallingford (left at 5:06 p.m.)
- Nancy MacKerrow

## **SUMMARY**

- Nick Jeffries, City of Spokane Fire Dept. gave a presentation on Fuels Reduction.
- Katie Kosanke gave a presentation on the Urban Forestry 2023 Annual Work Plan.
- Kris Neely gave the Citizen Advisory Report.
- Katie Kosanke shared a brief monthly Urban Forestry update.
- Katie Kosanke discussed the June 2023 financial report.

The next regularly scheduled meeting is 4:15 p.m. Tuesday, Sept. 5, 2023.

## MINUTES

The meeting was called to order at 4:19 p.m. by committee chair Kevin Brownlee.

**Public Comment:** None

**Action Items:** None

**Discussion Items:**

[Chelsea Updegrove Resignation](#) and current opening – Chelsea’s resignation leaves an opening on the committee. John Wallingford, a guest at the meeting who is a part of environmental events for the anniversary for Expo may be interested in the position. He needs some additional time to consider the position.

[Fuels Reduction Presentation](#) – Nick Jeffries, Wildland Planner from the City of Spokane Fire Department gave a presentation on the Fire Departments Fuels Reduction program. He opened by sharing his experience, which included that he is a Spokane native, was in the Marine Corps Infantry and went to Iraq several times. He attended Spokane Community College and Gonzaga and received a bachelor’s degree with lots of Natural Resource credits. He fought some fires during the summer while in college for the Bureau of Land Management and got a job right out of college with the Department of Natural Resources. He has worked for the DNR for the last 10 years, with four years running offender hand crews and six years doing service forestry work.

He explained that Fuels Reduction is essentially removing vegetation to lessen the threat of wildfire.

There are two kinds of mitigation, either mastication or chipping. A masticator mows the debris on the ground to mitigate the brush layer whereas chipping leaves the brush on the ground.

Fuels Reduction involves thinning, pruning, and disposing of the material to reduce fuel loads and increase forest health. They leave 10-15 foot spacing between the bases of the trees, prune the trees up to 10 feet, and chip or masticate any materials to mitigate for bark beetles and wildfires. He explained that mulch and wood chips do burn but do not burn well or have high flame heights. They are only thinning trees 8 inches or less in diameter and are not cutting any trees to sell; they are only cutting trees for forest health and to reduce wildfire risk. He said people may be under the perception when they are thinning a forest that they are cutting big trees, but they’re not, they are only cutting small stuff for regeneration.

Several ways Fuels Reduction work is done is by hand crews who use woodchippers and feed the cut material into the chippers, masticator machines, and rotary masticators which are used to mulch materials along roadways and right of ways and areas that are hard to reach.

Nick shared information regarding the WA DNR cost share program which is a 50/50 cost share and primarily applies to private property and focuses on small acreage. It reduces the cost of fuels mitigation on private lands. They are doing fuels mitigation on thousands of acres of land in the region outside of what the Spokane Fire Dept program is doing. The City has participated some in

the program, but the program generally disperses funds to small landowners. The program either offsets the cost of a contractor or pays the landowner to thin on their own property.

Of approximately 11,400 acres owned by the City of Spokane, the Spokane Fire department estimates at least 3,000 acres are unimproved property and need to be managed. The City has done a good job of managing their improved properties. The unimproved sections have just been managed as time allows.

Urban Forestry has helped to facilitate and educate on what the city has been doing and how the city has been doing the work.

Information was shared on the Community Wildfire Defense Grants including the amount applied for, matching funds, city needs, total match and total funding for fuels reduction. Nick advised they were 1 of 12 or 13 applications that got accepted in the state out of 46 total applications and that they applied for 1.5 million and were awarded that amount. It was noted that grant funds require a 75/25 match and that The Fuels Reduction program will have 5 years to use the funds.

Projects completed:

- 1) Austin Ravine - 17 acres were thinned, pruned, and chipped and that work was done by the WA DNR crew.
- 2) Excell Lane – 11 acres off Excell Lane. There is also private work begin done by Excell Lane.
- 3) Indian Canyon Golf Course - 39 acres adjacent to the golf course recently completed using a track chipper and DNR inmate crews.
- 4) Romine Conservation Area – 25 acres thinned, pruned, and disposed. The right-of-way by the railroad was also done, with the railroad's permission.

There is potential private land work to be coordinated by SFD and Nick has been talking to a number of those agencies. They are already working with some private entities, such as homeowner associations. The Eagle Ridge HOA completed approximately 15 acres in 2023 using DNR monies.

The SFD program is going to work on areas outside of what the DNR's cost share program is already working on.

Home Ignition Zone (HIZ) Education was discussed. Nick will be able to talk with property owners about HIZ education and can conduct HIZ assessments for property owners.

The application process is open this year again for the grant, it will open for 3 more years. SFD intends to reapply in year 3 and if they don't get the grant then they could reapply in year 5.

The Parks Department is looking into providing some funds towards the match.

[2023 Annual Work Plan](#) – Katie Kosanke presented the Urban Forestry 2023 Annual Work Plan, which provides an outline of the Urban Forestry and Finch Arboretum program for the year.

The 2024 Budget Process is being looked at throughout the year for potential budget needs.

The Susie Stephens Trail is underway and there will be more information coming soon about a dedication ceremony.

SpoCanopy campaign for restoration, replanting, and progress toward long-term canopy goals. Urban Forestry receives utility funding for various projects for planting and maintenance.

Staff development and training is taking place throughout the year. This includes continuing education credits to get arborist recertifications.

UF is asking for a new position to be considered in the 2024 budget process to help with getting through reactive work quicker and work on proactive work.

Staff created a chainsaw safety video and training which we share with the Safety Team and Public Works who assist with storm damage cleanup.

The Finch Arboretum is working on several Capital Projects and Operational Projects and Priorities related to the Finch Arboretum Master Plan. Events at the Arboretum include The Arbor Day Celebration in April and the Fall Leaf Festival in October, both events include live music and food vendors.

Forest health and fuels reduction work is being done in natural areas. Wildland Program Manager Nick Jeffries with assistance of WDNR has completed several projects and is working on several more. Restoration work continues to be done and UF will be working with Spokane Ponderosa on a tree planting project.

Typical planting, pruning and removals will continue throughout the parks.

Priority Parks for 2023 include Underhill Park where there was a large group of beetle killed trees, various removals throughout the park system, including at Comstock and Audubon and a full prune of trees at Friendship, Franklin, and Logan Peace Park.

Permits and Plan Review is work Urban Forestry does in conjunction with Development Services. It includes typical licensing for tree services, reviewing tree permits, sending notices to property owners, and permit reviews and demo reviews to make sure trees are protected during those processes. Urban Forestry is looking at a new tree inventory program which will help meet the needs of monitoring trees.

Urban Forestry receives some funding from utilities department. Those funds are put into nursery tree stock, the SpoCanopy partnership planting program, some pruning work along Parkways and Boulevards, and some funding was provided to the Perry business district to help prune their trees.

Occasionally UF receives some parking funds for tree work downtown. Those funds have not been received for several years due to COVID and lack of parking funding coming in.

Lots of engineering projects are being done. UF is involved in every project to make sure the impact to trees is minimal. If trees are to be removed UF helps communicate this information to the abutting property owners and we try to replant trees if possible. The Engineering Department tries to work around trees to make sure there are minimal impacts to the trees.

Many public outreach and education events take place throughout the year including the Arbor Day Celebration, Fall Leaf Festival, a tree planting video, distribution of watering brochures and video, a Pine beetle blog, outreach through neighborhood councils and schools, and much more.

A Master Planting Plan is being worked on by Ted Hensold, a GIS professional who is also on the sustainability action committee. All the trees have been inventoried and the planting plan will help UF determine potential planting spots for trees. It will also help generating mailing lists for street tree plantings.

Urban Forestry is working on a program with the Downtown Spokane Partnership for a possible education program and/or a grant opportunity to address tree mortality in the downtown core.

### **Standing Report Items:**

1. Citizen Advisory Report – Kris Neely, UFCAC chair gave the Citizen Advisory Report.

Paul Lower with the Downtown Spokane Partnership was voted to be a member of the UFCAC and will represent the Downtown position. Ted Hensold gave a presentation on data he has collected for a tree planting plan. John Wallingford who is on the 50<sup>th</sup> Anniversary for Expo Committee indicated the committee has a desire to help contribute significantly to improving the tree canopy and using the 50<sup>th</sup> Anniversary of the expo as a platform to help.

2. Urban Forestry Monthly Update – Katie Kosanke

Urban Forestry has been working on the Design Standard updates for distance trees can be planted to utilities and the planting details. A lot of progress has been made and we hired a consultant who provided many great recommendations. The planting standards for planting distances is an engineering document and it will take some time for the changes to be made. Urban Forestry met with Garrett Jones, Park Director, the Public Works Director, Development Services and Planning and a MOU will be put in place which will allow deviations for plantings now until the changes can be made to the Design Standard document. Changes were needed now due to many lots being extremely narrow and our planting distances, which are the most restrictive in the nation, wouldn't allow any trees to be planted. UF just received the final revisions of the draft of the planting details, and it will be sent out for feedback, and it will also likely be on the agenda for this committee as well.

Urban Forestry applied for the Inflation Reduction Act grant which will assist with planting lots of park trees, street trees, and caring for trees we already have, and maintenance of park trees and trees in low-income areas. All the work would be contracted out, using temporary employees, consultants, and contractors.

Lots of projects happening and many engineering projects with tree work are underway at this time of year. The UF tree crew is working on lots of items including beetle killed trees in the parks and ongoing removals at Manito, Comstock, Underhill, and Liberty Parks. There will also be a full routine pruning done at Friendship Park and lots of re-active work is being done which includes removal of hangers and broken branches, clearance issues in parks and sign and visibility issues.

3. [Urban Forestry Financial Report](#) – Katie presented the June financial report.

UF is on track for the year. Katie is working on getting funds encumbered for some of the projects that are being contracted out.

**Other Discussion Items:** None

Katie welcomed Nick Sumner to the Committee.

**Adjournment:** The meeting adjourned at 5:15 p.m.

The next regularly scheduled meeting is 4:15 p.m. Tuesday, Sept. 5, 2023.

February 2nd 2023

Dear Urban Forest Tree Committee Members,

I am writing to notify you of my resignation from the UFTC. I have been unable to attend the meetings the last year because of a work conflict. Thank you so much for the opportunity to serve on this board. It has been a great experience and I appreciate and admire the work of Katie Kosanke and the UFTC, thank you for your service.

Gratefully,  
Chelsea Updegrove



# WILDLAND PLANNER

NICHOLAS JEFFRIES  
LANCE DAHL, FIRE MARSHAL  
BRIAN SCHAEFFER, FIRE CHIEF



# MY EXPERIANCE

NICHOLAS JEFFRIES

- Marine Corps Infantry
- Spokane Community College and Gonzaga University, Environmental Studies major with lots of natural resource credits
- 14 years Wildland firefighting with hundreds of incidents
- 4 years running offender hand crews, doing forestry and wildfire for Department of Natural Resources, DNR
- 6 years as Landowner Assistance forester for DNR





# WHAT IS FUELS REDUCTION?

Essentially it Removes vegetation to lessen the threat of wildfire. This specific unit was masticated to mitigate the brush layer too.



PRE-TREATMENT



POST TREATMENT – 1 WEEK



POST TREATMENT – 6 MONTHS

## Prescription:

10-15 foot spacing

Prune up 10 feet

Chip or masticate any cut materials





## HAND CREWS WITH WOOD-CHIPPERS VS MATORATORS





# WA DNR COST SHARE PROGRAM

WA DNR 50/50 cost share primarily applies to private ground and focuses on small acreage. The advantage for the City of Spokane is that our Grant match is 25%, so the City's dollars can mitigate more acres per dollar spent. The City will be focusing on larger acreages

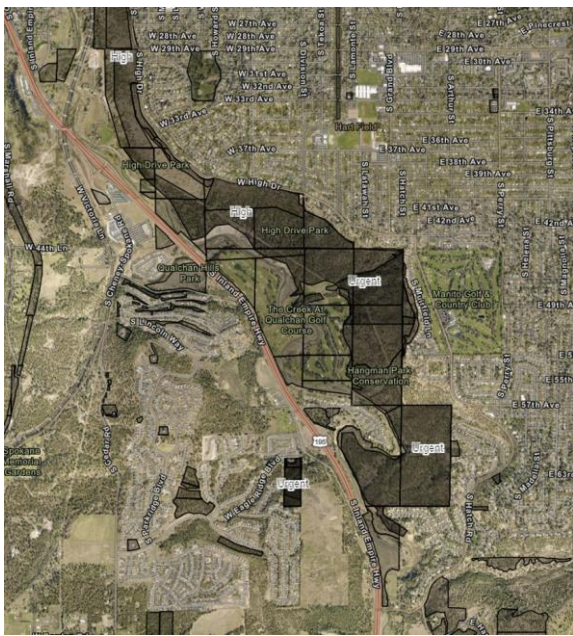


**WA DNR 50/50 Cost Share :**  
The Landowner either pays 50% of the cost of the work to a contractor or performs the work themselves. The landowner is reimbursed up to 50%, no greater than the capped allocation amount.



**Forest Improvement** - *Thinning, Pruning, Slash Disposal, Brush Control*





Of the approximate **11,400 acres** owned by the City of Spokane, The Spokane Fire department estimates at least **3000 acres need to be treated now** and will need a **10-15 year maintenance plan** to keep it fire resistant. This is not counting the thousands of acres outside city ownership that could be treated.





## COMMUNITY WILDFIRE DEFENSE GRANT (FEDERAL)

The Community Wildfire Defense Grants are intended to help at-risk local communities and Tribes plan and reduce the risk against wildfire.

Amount applied for \$1,500,000

Spokane City Parks, Conservation Futures  
\$50,000

Avista \$25,000 for 5 years, totaling \$125,000

City needs \$200,000

Total Match \$375,000

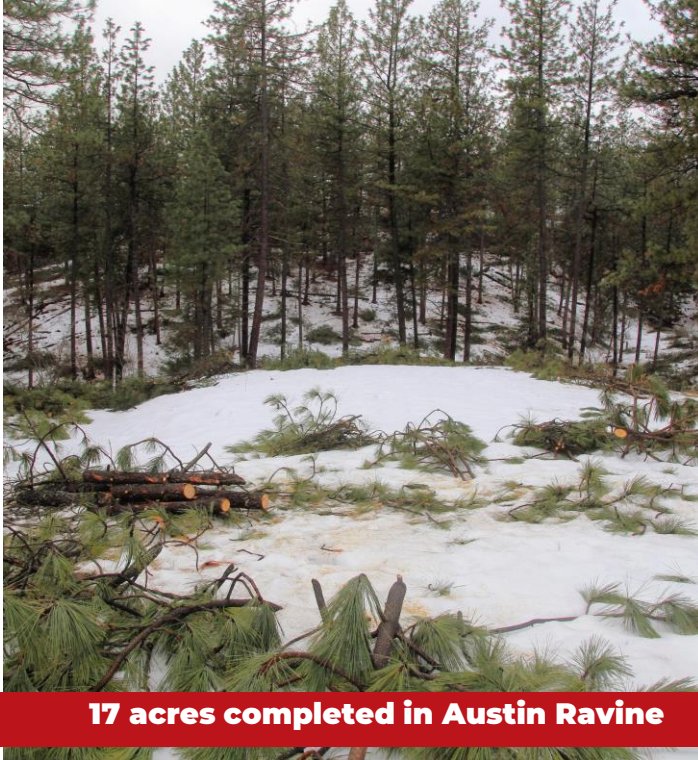
Total funding for fuels \$1,875,000

Grant funds require a 75/25 Match,  
which means the City of Spokane will  
be responsible for 25%.





# PROJECTS COMPLETED WITH WA DNR CREWS



**17 acres completed in Austin Ravine**





# PROJECTS COMPLETED WITH WA DNR CREWS



**11 acres off Excell lane**



**39 acres adjacent to Indian Canyon Golf Course**







# PROJECTS COMPLETED WITH WA DNR FUNDING



**25 acres in Romine Conservation Area**





# Potential private land work coordinated by SFD

---

Other ownerships including private lands

- BNSF Railroad
- Spokane County
- WA DOT
- WA State Parks
- Tribal land
- Greenwood memorial cemetery
- River Run Estates

Private entities already working, HOA,  
Homeowners associations

- Eagle Ridge completed approx. 15 acres in 2023



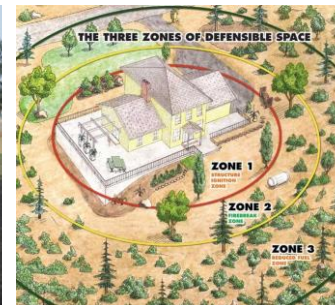


# HOME IGNITION ZONE (HIZ) EDUCATION



***Education on what can be done prior to having a wildfire. How to protect your home from wildfires?***

- ✓ WA DNR's Wildfire Ready Neighbor
- ✓ HIZ assessments
- ✓ Forest thinning advice and referral to the WA DNR's private lands cost share program





# QUESTIONS?

Nick Jeffries

[njeffries@spokanecity.org](mailto:njeffries@spokanecity.org)

(509) 981-1176



# Spokane Park Board

## Briefing Paper



<b>Committee</b>	Urban Forestry Tree Committee		
<b>Committee meeting date</b>	August 1, 2023		
<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/extension <input type="radio"/> Amendment/change order <input checked="" type="radio"/> Other		
<b>City Clerks file</b> (OPR or policy #)			
<b>Item title:</b> (Use exact language noted on the agenda)	Annual Work Plan 2023		
<b>Begin/end dates</b>	Begins: 1/1/2023	Ends: 12/31/2023	<input type="checkbox"/> Open ended
<b>Background/history:</b>			
The annual work plan is a requirement of Tree City USA communities. This plan outlines the work plan for the year including Budget and Capital Projects, Staff Development and Training, Arboretum projects, Field Operations, Permits and Plan review, SpoCanopy projects, City projects and Public Outreach and Education.			
<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 – Sarah Deatrich			
Requester: Katie Kosanke			
Grant Management Department/Name:			
<b>Fiscal impact:</b> <input type="radio"/> Expenditure <input type="radio"/> Revenue			
Amount:		Budget code:	
Budget neutral			
<b>Vendor:</b> <input type="radio"/> Existing vendor <input type="radio"/> New vendor			
<b>Supporting documents:</b>			
<input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB)		<input type="checkbox"/> W-9 (for new contractors/consultants/vendors)	
<input type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane		<input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors)	
<input type="checkbox"/> UBI:                      Business license expiration date:		<input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)	

*DRAFT 2-23-2023*

## Budget and Capital Projects

January 2023

- 2024 Budget Process
- Susie Stephens Trail construction, Spring 2023 (Parks Planning coordinating)
- SpoCanopy campaign for restoration, replanting, and progress toward long-term canopy goals

## Staff Development and Training

January 2023

- Positions to be considered in the budget process (below is *continued forward from the 2019-2022 plans*)
  - +1.0 FTE Tree Worker (2023, new classification)
  
- Staff Training and Conferences
  - Inland Tree & Landscape Conference (all staff, January 2023)
  - PNW ISA Conference (Select staff, Fall 2023)
  - Arborist Continuing Education Units (CEUs) (*staff as needed*)
  
- Certifications
  - Pesticide Re-Certification (Jeff, Lars, Michael, Lisa)
  
- Training and Workshops offered to other Programs/Departments
  - Chainsaw Saw Safety – Basic and Advanced Operations
    - Video available, competed by staff 2022

## John A. Finch Arboretum

January 2023 (*DRAFT – input needed from Angel and Michael*)

- Staffing
  - Hire Gardener II to fill vacancy
  
- Capital Projects
  - Susie Stephens Trail construction
  - Relocate and restore Touch and See Nature Trail
  - Name and promote new Japanese Maple Collection
  
- Operational Projects and Priorities related to Finch Arboretum Master Plan
  - Continue improvements to Corey Glen
  - Focused maintenance of upper trails and native forested area
  - Removal of aquatic weeds and other invasives
  - Continue restoration of native riparian buffer along Garden Springs Creek
  - Plants Map inventory and signage of collections including photography
  - Add honey bee hive to community gardens
  - Add free food pantry near community gardens
  - Improve water conservation
  
- Events
  - Arbor Day Celebration – April 29<sup>th</sup>
  - Fall Leaf Festival – October 28<sup>th</sup>
  - Live music and food vendors both events



## Field Operations

January 2023

- Forest Health & Fuels Reduction in Natural Areas
  - Wildland Program Manager Nick Jeffries w/ WDNR assistance projects
    - Austin Ravine (utility property)
    - Excel (utility property)
    - Indian Canyon Golf Course
    - Esmerelda Golf Course
    - Additional sites TBD
  - Camp Sekani – continued mitigation of fire damaged areas for safety
  - Conservation Futures Areas
  - Spokane Ponderosa – tree planting projects
    - Champion, Manito, Superior Triangle (Near Mission Park along Centennial Trail)
  
- Park Stewardship – Planting/Pruning/Removals
  - Planting
  - Pruning (focus on formative pruning young trees with seasonal arborists)
  - Removals
  - Other
  
- Priority Parks for 2023
  - Golf Courses – dead tree removal / beetle mitigation and routine inspections
    - Downriver (200), Indian Canyon (50), Qualchan (10), Ezzy
  - Underhill ( + communication plan)
  - Beetle killed trees in various parks (Comstock, Audubon, Underhill)
  - Nevada Heights
  - Liberty
  - Friendship
  - Franklin
  - Logan Peace Park
  
- Park Master Plans – Planting
  - Windstorm restoration tree replacements – Continued
  - Riverfront Park 2:1 replacement trees (other park and golf locations TBD)
  - Misc replacement park trees throughout the parks system
  - Susie Forest Donation – 20 more trees along Park Blvd
  - Spokane Ponderosa – native seedlings on park (and city-owned) sites in need
  
- Nursery
  - Spring order of new stock / Fall order of new stock
  - Summer maintenance

## Permits and Plan Review

January 2023

- Annual Obstruction Permit Permitting (renewals)
  - Reminder letters / licensing through Permit Center Team
- Outward Facing Tree Inventory
- Explore Other Tree Inventory Programs
- Tree Service Questionnaire Chart (finalize)
- Reminders to non-licensed Tree Services
- Street and Public Tree Permits
  - Q1 – 00 permits issued related to 00 trees inspected
  - Q2 – 00 permits issued related to 00 trees inspected
  - Q3 – 00 permits issued related to 00 trees inspected
  - Q4 – 00 permits issued related to 00 trees inspected
- Notices to Property Owner re: required replacement trees
- Notices to Property Owners/Occupants re: street tree removals related to City construction
- Notices to Property Owners/Occupants re: street tree work on SpoCanopy projects
- Plan Review
  - Q1 – 00 development plans reviewed and comments submitted
  - Q2 – 00 development plans reviewed and comments submitted
  - Q3 – 00 development plans reviewed and comments submitted
  - Q4 – 00 development plans reviewed and comments submitted
- Demolition Permits Review / House Moves Review
- Certificate of Occupancy Review Inspections
- Courtesy Notices
  - Q1 – 00 courtesy notices issued, 00 incidents resolved
  - Q2 – 00 courtesy notices issued, 00 incidents resolved
  - Q3 – 00 courtesy notices issued, 00 incidents resolved
  - Q4 – 00 courtesy notices issued, 00 incidents resolved

## Utilities Storm Water Funds (formerly SpoCanopy)

January 2023

- Nursery Tree Stock
  
- SpoCanopy - Spring Citywide Street Tree Planting – 100 trees, NE & NW primarily
  - 50 trees from TLC, 50 from City – volunteer and contract
- SpoCanopy Fall Citywide Street Tree Planting – 100 trees
  - 50+ trees funded through TLC’s WA DNR Community Forestry Grant
  - Partial volunteer plantings / up to 50 contract planted per season
  
- Parkways & Boulevards
  - Manito Blvd from 29th Ave to 31th Ave
  - Weiber Drive (TBD)
  - Others TBD
  
- Neighborhood Pruning & Planting (others TBD)
  - Perry Business Dist (contribution to Dist hired tree service)
  
- Other: Central Business District Tree work (*PAC Funds not available*)

### Master Task List for SpoCanopy Projects:

- 1- Field Assessment
- 2- Scope of Work
- 3- Neighborhood notification
- 4- Notice to property owners/occupants
- 5- Solicitation & Selection of Contractor
- 6- Award Contract
- 7- Issue Permit
- 8- On-site project walk-through
- 9- Notice to Proceed
- 10- Inspections

## City Construction Projects

January 2023

1. 2017105 Post. St. Ped & Utility Bridge (over Spokane River)
2. 2021088 Washington-Stevens Bridge Deck & Joint Repair(4)
3. 2021089 Maple St. Bridge Deck & Joint Repair
4. 2021091 Shiloh Hills Lift Station Upgrade (Nevada & St. Thomas Moore)
5. 2020080 Northeast Force Main
6. 2021082 Holland Sewer (Normandie to Colton)
7. TBD NSC I-90 Interceptor Crossing & 2nd Ave. Sewer(4)
8. 2022044 2022 Residential Grind & Overlay (various locations citywide)
9. 2014153 TJ Meenach Street, Siphon & Stormwater Improvements (bridge to NW Blvd)
10. 2021099 Business area G&O (various locations citywide)
11. 2021098 Thor-Freya 2nd/3rd Intersections
12. 2019108 Wellesley-Market Intersection Revisions (NSC)
13. 2021094 Haven Grind & Overlay
14. 2021095 Maple Ash Chipseal
15. 2022064 29th/Washington/Monroe Grind & Overlay
16. 2022065 Market/Monroe/29th Grind & Overlay
17. 2023044 2023 Residential Grind & Overlay (various locations citywide)
18. 2022089 2023-2024 Arterial Grind & Overlay (various locations citywide)
19. 2023043 2023 Residential Chipseal (various locations citywide)
20. 2023049 2023 Paving Unpaved Streets (various locations citywide)
21. 2019187 Washington-Stevens Grind & Overlay (3rd to Spokane Falls) (4)
22. 2022095 Strong Rd. Rebuild - Five Mile to Austin
23. 2019171 Havana Well Pump Station (Havana & 6th) - Rebid
24. 2017108 High System Reservoir (39th & Crestline)
25. 2018050 SIA System Reservoir (Spokane Airport)
26. 2022071 Thorpe Reservoir (Thorpe & Trainor Rd)
27. 2018104 Hoffman Well Station Rehabilitation (Hoffman & Crestline)
28. 2018107 SIA Transmission Main Crossing I-90 (nr Geiger & Electric)
29. 2020071 NSC Trent Interchange Water Relocations (E of Trent & Freya)
30. 2022088 Ray St. Trenchless Water Main Lining (11th to Hartson)
31. 2018106 Marshall Rd. T-Main Ph. 1
32. 2022082 Marshall Rd. T-Main Ph. 2
33. 2022077 9th & Pine Booster Station
34. 2022088 Ray St. Well Station Upgrade
35. 2022091 NSC I-90 Water Crossings(4)

### 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

## Public Outreach - Education

January 2023

- Arbor Day Celebration
- Fall Leaf Festival
  
- Community Canopy local workshops / Tree Planting Video
  
- Watering Brochure / Watering Video (increased awareness to water trees during summer)
  
- Pine Beetle Blog (February 2023)
  
- Article in Western Forester – Urban Forestry Perspective on active management (completed January 23')
  
- Neighborhood Councils
  - SpoCanopy Presentations and collaboration underway (w/ TLC collaboration)
  
- On-Track / PEI / CAC Seedling distribution – Spring 2023 (1,000 trees)
  
- WA DNR Local Workshops (virtual? May be local this year)
  
- Partners, Garden Clubs and other Organizations
  - The Lands Council SpoCanopy Street Tree Plantings
  - PEI Partnership – seedling giveaway, continuing education for teachers (May, Woodland Center)
  
- Master Planting Plan with Ted Hensold, SAS, TLC and other Community Partners
  
- Tree Retention Incentive Program Promotion
  
- Downtown Tree Program – Apply for WDNR Community Forestry Grant (w/ DSP)
  - Consultant project – downtown tree review
  - Volunteer tasks – Educational outreach (especially watering) / support / cost-share for tree replacement to be considered if possible
  - City Contribution – Water Dept?

## Natural Resources - June 2023



	Adopted Budget 2023	2023 Adopted Budget Balance	2022 June Actual	2023 June Actual	2022-2023 Monthly Difference	2022 YTD Actual	2023 YTD Actual	2022-2023 YTD Difference	2022 YTD % Of Budget	2023 YTD % Of Budget	YOY % Change
<b>Revenue</b>											
Program Revenue	\$ 91,000	\$ 38,076	\$ 10,127	\$ 12,657	\$ 2,530	\$ 64,987	\$ 52,924	\$ (12,063)	71.41%	58.16%	-13.26%
Operating Transfers	\$ 66,000	\$ -			\$ -	\$ 66,000	\$ 66,000	\$ -	100.00%	100.00%	
<b>Total Revenue</b>	<b>\$ 157,000</b>	<b>\$ 38,076</b>	<b>\$ 10,127</b>	<b>\$ 12,657</b>	<b>\$ 2,530</b>	<b>\$ 130,987</b>	<b>\$ 118,924</b>	<b>\$ (12,063)</b>	<b>83.43%</b>	<b>75.75%</b>	<b>-7.68%</b>
<b>Expenditures</b>											
Salaries and Wages	\$ 649,181	\$ 350,407	\$ 44,475	\$ 74,607	\$ (30,131)	\$ 267,592	\$ 298,774	\$ (31,182)	47.19%	52.69%	5.50%
Personnel Benefits	\$ 203,753	\$ 98,805	\$ 16,120	\$ 21,900	\$ (5,779)	\$ 95,915	\$ 104,948	\$ (9,033)	47.80%	52.30%	4.50%
Supplies	\$ 35,600	\$ 24,219	\$ 1,252	\$ 3,550	\$ (2,298)	\$ 16,952	\$ 11,381	\$ 5,571	55.49%	37.25%	-18.24%
Services and Charges	\$ 217,384	\$ 144,507	\$ 31,078	\$ 5,579	\$ 25,499	\$ 94,349	\$ 72,877	\$ 21,472	43.52%	33.62%	-9.90%
Interfund Payments	\$ 23,000	\$ 12,200		\$ 1,382	\$ (1,382)	\$ 1,022	\$ 10,800	\$ (9,779)	4.03%	42.62%	38.59%
<b>Subtotal Op. Expense</b>	<b>\$ 1,128,918</b>	<b>\$ 630,137</b>	<b>\$ 92,926</b>	<b>\$ 107,018</b>	<b>\$ (14,092)</b>	<b>\$ 475,830</b>	<b>\$ 498,781</b>	<b>\$ (22,950)</b>	<b>45.73%</b>	<b>44.18%</b>	<b>-1.55%</b>
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
<b>Total Expenditures</b>	<b>\$ 1,128,918</b>	<b>\$ 630,137</b>	<b>\$ 92,926</b>	<b>\$ 107,018</b>	<b>\$ (14,092)</b>	<b>\$ 475,830</b>	<b>\$ 498,781</b>	<b>\$ (22,950)</b>	<b>45.73%</b>	<b>44.18%</b>	<b>-1.55%</b>
<b>Net Gain/(Loss)</b>	<b>\$ (971,918)</b>		<b>\$ (82,799)</b>	<b>\$ (94,361)</b>	<b>\$ (11,562)</b>	<b>\$ (344,843)</b>	<b>\$ (379,857)</b>	<b>\$ (35,014)</b>			