

Date: January 5, 2026

From: Liaison Committee

To: Community Assembly Representatives

Re: Urban Forestry Citizen Advisory Committee – **Open Membership Position**

At the end of 2025 both of the Community Assembly's memberships on the Urban Forestry Citizen Advisory (UF-CAC) became vacant. Kris Neely (Southgate) did not wish to continue for a second 3-year term and the remainder of the term Kathryn Alexander (Bemis) had been appointed to was complete.

At its December meeting, the Liaison Committee accepted Kathryn Alexander's request for reappointment for a second 4-year term and agreed to propose her appointment at the January Community Assembly meeting.

Applications for the open UF-CAC position will be accepted by the Liaison Committee until Friday, March 20, and the committee is aiming to recommend a nominee to the Community Assembly at its meeting on April 2, 2026. Applicants must have a neighborhood council affiliation and reference.

This is a direct appointment by the Community Assembly to a Park Department advisory committee and does not require nomination by the mayor and appointment by the city council.

The Liaison Committee's UF-CAC application "package" includes items:

- This information memo ("ReadMeFirst")
- The CA UF-CAC application form and affirmation statement.
- A summary of city code that pertains to the Park Board's Tree Committee and the Urban Forestry Citizen Advisory Committee (SMC 04.28).
- An overview of the committee's role prepared in 2024 by Kris Neely.
- An email overview of the committee by the city's urban forester, Katie Kosanke.

Neighborhood council members interested in these positions should be directed to the city's web page where they can download the application and the reference material at:

<https://my.spokanecity.org/neighborhoods/community-assembly/>

They are posted on the CA's web page on the right-hand side in the "Items of Interest" column.

Please note: The specifications of the municipal code are the most important reference for what this position may involve, but acceptance of this CA membership position implies a certain reporting responsibility to the Community Assembly. Please see the affirmation statement on the application form.

Below is the contact information for the park department's urban forester, Katie Kosanke, who is willing to discuss the role and responsibilities of the park board's Urban Forestry Citizen Advisory Committee at any time.

Katie Kosanke, Urban Forester, Spokane Parks and Recreation Department
509.363.5496 office / 509.209.4943 cell
kkosanke@spokanecity.org

Also see the city's urban forestry web site:

<https://my.spokanecity.org/urbanforestry/>