

**City of Poulsbo
Poulsbo Tree Board
Meeting Minutes**

Location	Poulsbo City Hall Council Chambers	Date	January 12, 2015
Committee Chair	Bill Lockard	Time Started	7:00 pm
Members Present	Jenise Bauman, Bill Lockard, Gayle Larson, Joan Hett, Bess Bronstein, Jim Leary	Time ended	8:30 pm
Staff Present	Mary McCluskey, Parks and Recreation		

Key Points Discussed		
No.	Topic	Highlights
1.	Administrative:	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	None
C.	Approval of Minutes: 11/10/2014	M/S/A as corrected with changes (JL/JH). Joan reported a follow up on the question from Donna Jean Bruce. Joan suggested that Donna Jean contact the planning department regarding the tree near Poulsbo Creek since it is near a critical area.
2.	Comments from Citizens	None
3.	Agenda Items:	
A.	Elections	The following board was elected: Chair Bill Lockard; Vice Chair Joan Hett; Secretary Gayle Larson M/S/A (JL/JB)
B.	EOY Financial Report	The board reviewed the end of the year financial report. 97% of the \$10,000 budget expended, and there was considerable inkind match throughout the year.
C.	2014 Annual Report	The board offered grammatical corrections to the annual report. It will be sent to the Mayor, City Council, department heads and parks & recreation commission.
D.	2015 Work Plan	The board reviewed the 2014 work plan and put together a draft 2015 work plan. Mary will update the specifics and mail out to the board members prior to the March meeting.
E.	Friends of the Library presentation-Feb 2	Bill will be doing the presentation and invited others to attend. He will take the display board, tree planting guide, walking tour map and ISA pamphlets.

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	Sub Committee Reports: Events, Education	Jim Leary volunteered to be on the events subcommittee. They will get together ideas for Arbor Day, and will report back in March. Education: They will meet and get new program descriptions/dates to Mary by February 20 for the spring/summer brochure.
F.	Fish Park Stewardship	The Tree Board/Parks and Recreation Commission work group had a work party on Nov. 16. Steve and Joan will choose a day for the next work party.
4.	Department Head Reports	
A.	City Arborist	Kevin reported that a city owned Sweetgum street-tree on Front Street was damaged through poor pruning techniques. The property owner adjacent to the tree had over 50% of the canopy removed. Bess questioned the photo in The NK Herald. It showed the contractor in the tree using an extension ladder but without safety equipment. Very unsafe. The tree was not a complete loss. Kevin made a report on the Loss of Cure. The value of damage (\$1384) was based on 40% of the trunk formula method value as stated in the street tree inventory (\$3460). The Kitsap County prosecutor will not be filing criminal charges, but may file a civil charge. Kevin attended a meeting today with the planning department about performing Tree Retention work in new developments. If a developer was to come in with a new project, who would Kevin represent? The city or the developer? Staff is still working on it. Planning is also working on clearing and grading updates as they relate to tree retention. Kevin took a look at some trees at the cemetery. One white pine should be removed due to disease, but it is not clear who owns it. There are some Pacific madrones in the same area that also need maintenance.
B.	Public Works	Joe reported that the City lost one large pine tree on Kevos Pond Drive. It was rotten in the middle, and they were able to make a wildlife snag. The Public Works staff appreciates the new tools.
C.	Parks and Recreation	None
D.	Board member comments	None

Minutes respectfully submitted by Mary McCluskey