

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

Location	Poulsbo City Hall Council Chambers	Date	May 12, 2014
Committee Chair	Bill Lockard	Time Started	7:00 pm
Board members Present	Bess Bronstein, Bill Lockard, Joan Hett, Janet Brown, Jim Leary, John McColl,	Time ended	8:50 pm
Staff Present	Mary McCluskey, Parks and Recreation; Joe Walker, Public Works; Kevin McFarland, Sound Urban Forestry		

Key Points Discussed		
No.	Topic	Highlights
1.	Administrative:	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	Joan asked that the board have a discussion about tree topping in the city.
C.	Approval of Minutes: 3/10/2014	M/S/A (J.Leary/J.Hett)
2.	Comments from Citizens	
3.	Agenda Items:	
A.	Financial Recap	The board reviewed the financial recap through April 2014. Joan questioned the Lincoln Road project, and what happened to the 6-8 nice trees at the PSE substation. Joe said that they were removed by the contractor. The board discussed that it would be beneficial if the city arborist could review that kind of plan prior to it going to contract.
B.	Sub Committee Reports: Events, Education,	Events: John reported that the Arbor Day event was successful. Nice day, public participation, board participation. The group planted three dogwoods in pre-dug holes on the Moe Street trail. The trees are now leafing out. Education: The next Pruning class is July 12. Janet and Bess will come up with dates for a fall "Tree Selection" class.
C.	Fish Park Stewardship Opportunity (Joan)	The Parks and Recreation Commission has committed to two work parties a year for one zone. Does the Tree Board want to join? The board agreed in principal. Joan and Steve will come up with some possible joint work party dates.
D.	DNR Tree Inventory update	Mary presented updated information from Jim Flott, the owner/creator of TreeWorks. She reviewed the benefits and what it could be used for, as well as the costs. Bess feels it is too much money for what the city would be using. The board discussed the bigger question, which is – what does Public Works need when it comes to trees? What does engineering

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		and planning need? Who needs access to this information? Jim asked if grant funding could be sought for the program. It was suggested that there be a city wide meeting, including Kevin, Tree board and the departments who would use it. All agreed that the board does not want to argue for a budget item unless there is need behind it. Plan on a fall 2014 meeting.
E.	July meeting – Tour ideas?	In order to learn about the tree inventory, the board would like to use the data and maps and tour these areas. Kevin will lead the group .The meeting was changed to Wednesday, July 30, 6pm, meeting at the Recreation Center. The board should think about the kinds of questions to ask staff. Mary will send the Tree Works info to the board.
F.	Tree topping in the city	Joan discovered that Asplundh had topped trees in the ROW near Fish Park. She would have preferred that the trees be removed, and should the city set a policy. Information was given that topping is an approved method for line clearance. She would recommend a “remove and replace” type of policy. Janet asked if Asplundh had called ahead to let the city know that they were coming into town to do tree work. Joe said he got one phone call about one particular issue, but nothing else. Kevin used to get a circuit plan from Asplundh, but nothing has been done for several years. Does the city give a permit? Can Kevin review it? Mary will ask. Janet will check with Asplundh on their procedures.
4.	Department Head Reports	
A.	City Arborist	Kevin reported that the tree that was removed at Jensen and Sunset has now been replaced with an appropriate tree. The woman who had the tree removed did not follow the city’s street tree regulations, so Kevin contacted her to discuss. She then replaced with a Coral Lake 2” caliper. Kevin will keep an eye on the tree to ensure that it survives. Kevin has had a great year communicating with planning and public works. He has made comments on the Mountain Aire development landscaping plan. He also looked at the street trees on the Lincoln Rd project and will soon look at the tree retention plan for Caldart Park.
B.	Public Works	PW removed a floating tree in a planter at the library. The parks guys are raising canopies and pruning.
C.	Parks and Recreation	None
C.		John questioned an area on Highway 305 where tree snags could easily fall onto people and traffic. Are these the responsibility of the state? City? Kevin and Joe will look into it.

Minutes respectfully submitted by: Mary McCluskey