



**City of Poulsbo**  
**Poulsbo Tree Board**  
**City Hall – 200 NE Moe Street**  
**City Council Chambers**

<b>Subject</b>	<b>Regular Meeting Minutes</b>	<b>Date</b>	<b>September 10, 2018</b>
<b>Recorder</b>	Mary McCluskey	<b>Start Time</b>	7:00 pm
<b>Committee Chair</b>	Jenise Bauman	<b>End Time</b>	8:40 pm
<b>Committee Members</b>	<b>Jenise Bauman, Bess Bronstein, Janet Brown, Joan Hett, Jim Leary, Joe Seals</b>		
<b>Staff Present</b>	Mary McCluskey, Parks and Recreation; Joe Walker, Public Works; Kevin McFarland, Sound Urban Forestry; Council member Abby Garland, Jeff Bauman, Cemetery Committee		

**Agenda**

<b>No.</b>	<b>Topic</b>	<b>Action/Recommendation/Discussion</b>
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	Mary told the board that the next regular meeting on Nov. 12 is actually Veterans Day. After some discussion, it was decided to hold the meeting as scheduled.
C.	Approval of Minutes: 05/14/2018	M/S/A JL/JH
<b>2.</b>	<b>Comments from Citizens</b>	Karl Ostheller of the Poulsbo Lions Club is the liaison for 4 Leo clubs-one in each NK middle and high school. They are looking for community service projects for youth - possibly two projects per year – 1 spring and 1 fall. He would expect 15-20 students per work party. Joan suggested American Legion Park and Centennial Park, and all agreed. Mary will set up a work party at Centennial in the next month.
<b>3.</b>	<b>Agenda Items</b>	
A.	Financial Report	Mary reported that 51% of the budget has been spent through August 2018. Joan suggested hiring an intern to help with projects around the city. Projects could include Centennial and Fish Park projects, survivorship of street trees, and coordinating Leos. It was determined that a subcommittee should define the programs. Jenise will lead a committee of Joan, Janet and Jim.
B.	Committee Reports	Subcommittee membership. It is time to mix up the committees. After some discussion, the committees will be made up of: Arbor Day: Jim, Jenise, Joe

		<p>Education: Bess, Jim, Joe</p> <p>Events: Gayle, Joan, Janet. The first event is Salmon Tours on Nov. 3.</p>
C.	Cemetery Landscape Plan	<p>Joe Seals has done quite a bit of research on potential trees addition and landscape design for the cemetery. He said that his project was inspired by Jim Leary. He is suggesting an alley of trees that runs north/south along the driveway. Then he added other trees in the other areas. His recommendations are for a greener, more beautiful cemetery. There was discussion about the need for drought and disease tolerant options, as there is no irrigation at this time.</p> <p>Jeff Bauman said that the committee would like to see irrigation, but there is no budget for it. He added that he hopes that the lower area is low maintenance for the Public Works crews. The Poulsbo Rotary Club is adopting a section of the cemetery. Jeff added that there is no timeline for getting things done. After more discussion, a project ad-hoc committee was established: Joe, Jim, Bess, and Kevin. Jenise added that this would be a great candidate for an Urban Forestry grants. Joe W. commented that there is conduit for underground power lines, as well as water hydrants and a water hookup at the pavilion. Joan would like to add the herbaceous plant <i>Liatris</i>.</p>
D.	Identifying Environmental Projects	Already covered with the conversation about Leo projects.
E.	Centennial Park Trees	Jenise and WWU students have put together a native plant list, and are ready to put a tree list together. She is thinking non native, interesting trees. Joan would like to see a good variety and a mix of sizes. We should consider drought tolerant and disease resistant. There was discussion about possible trees from the tree planting guide that would work at this site. Mary will email the site plan to the board.
<b>3.</b>	<b>Department Reports</b>	
A.	City Arborist	Kevin is working with Planning Director Karla Boughton on creating a tree cutting and clearing ordinance. While in town today, he noticed a Vine maple at American Legion Park that looks like was hit by a car; and a cedar that needs more water. Tree Board hopes to see a draft of the new ordinance.
B.	Public Works	Joe W. said that vegetation is stressed out due to heat, and they are short staffed due to injuries. They have lost a few street trees and shrubbery. PW has some concern regarding leaning trees in ROW easement areas. Joan suggested prioritizing the trees for future maintenance/possible removal. They are keeping an eye on Viking Avenue South for shrubbery and sight distance issues.
C.	Parks & Recreation	None
<b>5.</b>	<b>Misc. Board Comments</b>	Joan would like to see the City have a policy regarding tree

		topping, especially when working with Asplundh/PSE in Poulsbo. Kevin added that this may be a part of the new ordinance that he will be working on, but he is not sure yet. We also may be able to address this in the Public Tree Ordinance through an amendment. This practice of topping trees saves money for the Utility, but is not healthy for the trees. The City can say how they want the trees treated. Joan suggests dropping them instead of topping them. Research needs to be done on the franchise agreements with PSE.
--	--	---

Minutes respectfully submitted by Mary McCluskey