



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

Subject	Regular Meeting Minutes	Date	March 04, 2019
Recorder	Mary McCluskey	Start Time	7:00 pm
Committee Chair	Jenise Bauman	End Time	8:40 pm
Committee Members	Jenise Bauman, Joan Hett, Gayle Larson, Jim Leary		
Staff Present	Mary McCluskey, Parks and Recreation; Joe Walker, Public Works; Kevin McFarland, Sound Urban Forestry		

Agenda		
No.	Topic	Action/Recommendation/Discussion
		Special Meeting Date
1.	Administrative:	
A.	Questions & Concerns of the Committee	HB 1591 is dead for this legislative season, but will come up again in 2020. This bill would allow homeless people to set up camp in any public space. The City is in the middle of updating the 2019 Comprehensive Plan amendments. It will be reviewed by the City Council in April.
B.	Agenda and Extended Agenda Review	Joan would like to review committee membership. Mary will email board members with the committee make up.
C.	Approval of Minutes: 01/14/2019	M/S/A JL/GL
2.	Agenda Items:	
A.	Financial Report	Mary distributed the January/February financial report.
B.	Committee Reports	Education: The upcoming March classes will be on March 5 (Basics of Pruning), March 10 (Ornamental Pruning at Nelson Park), and March 17 (Fruit tree pruning at Austurbruin). New Spring/Summer classes include the Spring Tree Walk (May 7), What's Wrong with my Tree (June 1), Summer Tree Walk (June 25) and Summer Pruning (July 13). Events: Arbor Day is Saturday, April 13, 11 am at Centennial Park. Mary read the list of trees to be planted at Centennial Park in the fall 2019. There was discussion about the size of the trees. Jenise will go to Valley to look for Arbor Day tree options and will email the board.

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C.	Hazard Trees After Storms – follow up	The Mayor asked that information be made available as to what to do after a storm. Such as “what to do with fallen branches”. Joe reported that many times, people report trees issues that they say are on public property, but it ends up being on private property. A list of FAQ’s on what to do after a storm would be a great internship project.
D.	Tree Topping	Joan has done some research on tree topping. The City’s Master Public Tree Plan says “topping of public trees is prohibited”. It also says that the City Arborist will review utility requests. The City’s process is that PSE submits a work plan, and Engineering reviews the plan. If there are shoreline or critical areas, the plan goes to the Planning Dept for review. The Critical Areas Ordinance has some exemptions for tree topping. Joan feels that the city is not following its own process, and that there should be no tree topping in the City. She is going to set up a meeting to include the tree board, planning, engineering, and the city arborist. The purpose of the meeting is to come up with a plan to reduce/get rid of tree topping. She asked if urban forestry dollars could be used to replace trees that are removed. Discussion on this included responsibility of tree maintenance for the new trees.
E.	DNR Grant – follow up	Mary received notice that the City is getting a DNR/Community Forestry Grant for the Centennial Park Arboretum. Planting will be done in the fall. The water line is almost completed, which will be very helpful during the dry summer months. There will be 5-6 hose bibs in the park. Jenise asked if there could be a shed for the tools and hoses. Mary and Joe will work on this.
F.	Student Intern	The student intern job description and tasks have been set. Jenise will advertise for an intern for June-Sept 2019.
3.	Department Reports	
A.	City Arborist	Kevin met with Joe and assessed dying trees along the roundabout on Lincoln Rd. Most were White Pine and Big leaf maples. Joe found out that these are county trees. Kevin also worked on the Centennial Park Arboretum tree list.
B.	Public Works	Joe reported that most of the recent storm damage in the City was at Fish Park. About 10 trees came down. One Shore pine at Waterfront Park also lost a large branch. He mentioned that the Flowering plum trees at Deer Run saw quite a bit of damage.
C.	Parks & Recreation	None.
4.	Misc. Board Comments	None

Minutes respectfully submitted by Mary McCluskey