



**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>January 27, 2020</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, Janet Brown, Joan Hett, Terri Jones, Gayle Larson, Jim Leary</b>		
<b>Staff Present</b>	Mary McCluskey, Parks and Recreation; Joe Walker, Kris Watson, Public Works; Kevin McFarland, Sound Urban Forestry; Citizens Alia Pirzada and her husband		

<b>Agenda</b>		
<b>No.</b>	<b>Topic</b>	<b>Action/Recommendation/Discussion</b>
		<b>This meeting was not recorded due to an unavailable computer.</b>
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	Jim Leary gave Mary a copy of a visual titled - <i>Benefits of Urban Trees</i> . It would be a good addition to the website.
B.	Agenda and Extended Agenda Review	None
C.	Approval of Minutes: 11/04/2019	MSA JL/JH
<b>2.</b>	<b>Comments from Citizens.</b>	Alia Pirzada, a Sawdust Hill Rd. resident, said that she lives next to a strip of land that has been cut down. It is about 40' x 600' and is part of the Pt. Gamble Heritage Park. She would like recommendations on how to replant the land as the park will not be using it. Joan recommended native plants, and Jim recommended looking into the Forterra program that supports planting open areas. Alia invited the Tree Board members to speak at a future meeting of the Kitsap Environmental Coalition.
<b>3.</b>	<b>Agenda Items:</b>	
A.	Elections	M/S/A: Joan recommended keeping the current slate of officers: Jenise Bauman, chair and Jim Leary, vice chair.
B.	Financial Report 2019	The 2019 annual report showed that the Urban Forestry dollars were spent, with about \$1690 left over to finish up the DNR Grant/Centennial Park Arboretum project in early 2020. Jenise reported that there will be an Earth Day planting in April. She also asked the board to think about an intern for watering the new trees and buffer areas at Centennial Park. Kris Watson said that the sprinklers will get most of the trees, but little of the buffer. Joan said that she would like to see something

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		'educational' as a part of the internship. This will be on the March agenda. Mary said that the City is on a biennial budget, so any budget increases should be recommended this summer for 2021-22.
C.	Annual Report - review	The board approved of the annual report that will be sent to the Mayor and Council.
D.	Committee Reports	<p>Education: Mary reviewed the winter classes that are scheduled, as well as the new slate of classes that Bess and the education committee have recommended.</p> <p>Events: The date for Arbor Day 2020 will be April 25, 11am-1pm. The rest of the trees will be planted at Centennial Park, probably with help from Girl Scouts and others.</p> <p>Jenise asked if the board had any new initiatives or projects in mind for 2020. Terri said that she would like to see more focus on natives and the drought. She is teaching the March 17 class with Jenise, so they agreed to start there discussing native plants. It may expand into its own class in the future.</p> <p>Joan said that she will be working on the "no topping" policy for trees within the city. She will meet with city employees who work with utility permits. This would be more educational for city staff. She would like to see trees removed instead of being topped, and will include Kevin in discussions.</p>
E.	Heritage Tree Program (Homeowner's letter)	Jim Leary stated that the City Council passed the Heritage Tree program in May 2018. No residents have requested a form to nominate a tree within the city. The homeowner's letter would be a good place to start, and these could be sent to property owners of trees on the Significant Trees brochure. The program involves recognition and a plaque (optional). It was agreed that the board should approach tree owners. Jenise suggested using social media to get the word out. The Mayor has a good reach on her account. Jim will prepare bullet points to go into the letter. Should there be a display ad in the parks and rec catalog? Jim will update progress at the March meeting.
F.	Waterfront Park plum trees	Joe Walker talked about two of the plum trees on the north side of the main sidewalk into the park. The

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		northern one is growing into the power lines and the southern one has been damaged by storms, bad pruning and poor branch structure. Kris said that because of suckers on the poorly pruned trees, it is hard to keep up on maintenance. Joe would like concurrence from the Tree Board to remove both of these trees and replace with something smaller. Terri questioned why the trees needed to be removed, but also said that new ones should be planted immediately. She liked that these trees had color. Jenise asked board members to send replacement tree ideas to her, and she will send to Mary and Joe. The Mayor also wants to take a look at the trees.
G.	Centennial Park Arboretum Update	The DNR Grant/project must be completed by April 30, 2020. This includes planting the trees, ordering and installing signage, and completion of the brochure. Jenise has a student that will assist with putting together the information sheets on each tree and creating QR codes for the signs.
<b>4.</b>	<b>Department Reports</b>	
A.	City Arborist	Kevin would like to get a plaque for Bill Lockard's tree at Raab Park. He checked out the Parrotia trees in Haven Vei today, and the small Christmas lights are girdling the trees. Mary will email the HDPa board to ask that they be removed. Kevin will be presenting at a Planner's conference in Lacey. He reported that a truck ran over a tree on Viking Ave, but the City has a claim for a new one. Gayle reported that Kevin was interviewed for a NPR article.
B.	Public Works	Joe reported that the HOA president in Deer Run contacted him about the plum trees in that development. He would like recommendations from the board on what to do with these trees. All in all, the City trees did well during the last snow storm. The Viking Avenue Christmas tree was removed due to vandalism and proximity to the power lines. There is an issue with a Sweetgum. Tree downtown. It is a public tree but was severely pruned by a contractor. Public Works is using new maintenance scheduling software. Joan asked about herbicide use in the city. Joe said that nothing is new – they are not using herbicides on public property.
C.	Parks & Recreation	None.
<b>5.</b>	<b>Misc. Board Comments</b>	None.
<b>6.</b>	<b>Adjournment</b>	8:40 pm

Minutes respectfully submitted by Mary McCluskey