



City of Poulsbo Tree Board Virtual Meeting

Subject	Meeting Minutes	Date	9/12/22
Recorder	Pat Hightower	Start Time	7:02 pm
Committee Chair	Terri Jones	End Time	8:56 pm
Committee Members	Terri Jones, Joan Hett, Bess Bronstein, Jim Leary, Gayle Larson, Jenise Bauman		
Staff Present	Rachel Cornette, Parks & Recreation; Kevin McFarland, City Arborist; Heather Wright, Planning; Edie Lau, Planning		

No.	Topic	Action/Recommendation/Discussion
1.	Questions and Concerns of the Committee	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: None.
2.	Agenda and Extended Agenda Review	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: The board members agreed to move the Tree Retention Project Discussion to the top of the Agenda.
3.	Approval of Minutes: 05/9/22	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: M/S/A JL/BB
4.	Comments from Citizens	<input type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: None; a message from Judy Guttormsen after Comments time has been included in Miscellaneous Board Comments.
5.	Tree Retention Project	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input checked="" type="checkbox"/> Further Action Requested: Heather will send a summary list this week; Terri will e-mail the board to see who wants to be on the subcommittee. Rachel introduced Heather Wright, Planning Dept. Director, and Edie Berghoff, Asst. Planner. The Tree Board members would like to partner with the Planning Dept. to revise the city's tree ordinance. With Kevin's input, the Board compiled a document outlining their concerns and issues for discussion. Heather and Edie have reviewed it and feel it's a good roadmap. Terri mentioned that the Mayor wants to get more trees into the city, and they want to support her interest. Jim added that one of their objectives is to get the public and developers to understand the importance of trees. Heather said they are thrilled and suggested they form a subcommittee to partner and work with over the next year, as they are in the process of updating the 2024 plan. Heather and Edie wanted some clarification on some of the points and a discussion was held. Bullet 3- Heather feels that having consequences for not removing trees isn't a bad idea but would need to get a legal opinion. She wanted to know

where the board members envisioned the money going. Jim felt it should go into a fund that allowed for general tree education. Jenise feels it should go to funding AmeriCorps groups to help with management since the city is understaffed. Jim and Terri agree, and Terri thinks it should go to support materials for this as well. Joan feels that some of the money should be used to increase monitoring by a qualified arborist with municipal experience, whether it be Kevin or someone else. Jim and Heather agree enforcement is a big issue. This could be a recommendation that could be brought to the council. **Bullet 9-** There is currently a series of directions for the developer to include in tree selection. The board would like to see additional requirements to enhance the quality and benefit of green spaces. One of the concerns Jim has is that trees end up along the property lines in the development and have a poor prognosis due to line cutting and other issues. Gayle added that research shows that trees benefit from being kept together, need neighbors, and grow their roots together. Edie suggested they find good studies to base their information on. Heather and Edie would also like to see them prioritize their recommendations. **Bullet 10-** Bullet 10 gave examples of percentages for retention of size classes. The city has three sections of code dealing with trees. Bess said there are constantly new standards and definitions. Edie will check on when the definitions in the codes were put in and work with Kevin to look them over. Jim is concerned that when there are trees on boundaries, neighbors can violate and cause hazard trees. Terri added that since we are having longer dry periods, we need to think about root systems and maintaining water-holding abilities. Bess reminded them that codes and neighbor laws are different and said she wants to be sure the codes they create aren't unenforceable. **Bullet 12-** The board would like any trees within a buffer to be evaluated for hazards and for those hazards to be removed. They used a survival rate of 10 years in their example. They discussed repercussions for a developer and whether it could be attached to the bond so that there was incentive. They will look at options with other cities. Edie said they do regulate when tree protection fencing can be removed, and that it has to be okayed by Kevin or the developer's arborist. It would be preferable to have someone hired by the city.

Heather will follow up with the board and have them help prioritize tree protections. She will also put together a list of definitions and have them see what might be missing and any recommendations they may have. The city tries to do an annual code cleanup ordinance, and that is something they can help with. They can prioritize the list they provided, and then come back and discuss how complex it would be to implement. Heather added that they can sketch out a timeline to move items forward and proposed they go over priorities at the November meeting. She will send a summary to them this week. Kevin will check for more recent examples and Bess will look at critical root zone information. Terri will send an e-mail out to the board to see who wants to be on the subcommittee, will set a meeting date and they will go from there.

6. Community Tree Planting-
Fall 2022

Discussed Recommended to Council
 Further Action Requested: Rachel will work with Denise on purchasing trees. Rachel will add a budget review to the November agenda.

The board went over past discussions about a fall tree planting. The mayor

		<p>had expressed a desire to see more trees planted in Poulsbo. An area near Sonic had been mentioned as a possible location. Jenise is wondering if they could plant at Fish Park instead. She has able bodies from the college as well as working with an AmeriCorps group. Terri said they can plant where they want but need to demonstrate to the mayor that they are making progress. A date was set for Friday, Nov 18. Terri summarized the discussion and feels the board should 1) go ahead with the planting this fall at Fish Park, 2) make sure the mayor is aware that they think mature tree retention is a top priority to keep ahead of things and that they are working with the city on that, and 3) Jenise is going to work on a proposal to involve more of the community and see if they can do that through the high school. That would be a spring activity. There was a discussion regarding where the money for the trees should come from. Bess & Jenise feel they should go ahead and pay for them with Urban Forestry funds. Rachel and Jenise will talk about what and how many to purchase.</p> <p>Rachel will also do a budget review in November.</p>
7.	Salmon Tours	<p><input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input checked="" type="checkbox"/> Further Action Requested:</p> <p>The Salmon Tour at Fish Park will be held on Saturday, November 5, from 10 am-2 pm. Joan and Jenise will take the 10 am-noon shift at the booth and Jim and Kevin will take noon -2 pm. Everyone else will check schedules and come if they are able. Joan or Jenise will pick up supplies from Parks & Rec. Rachel will check on the canopies and Gayle will provide an easel.</p>
8.	Department Reports	<p><input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: Add to January agenda: Aftercare of Tree Discussion.</p> <p>Kevin has been working with Cal Vista and doing a lot of tree reviews and reports. In the public realm, a couple of trees have shown some stress.</p> <p>Bess would like to put a discussion on how to help with the aftercare of trees on the January agenda. They've talked about the lack of follow-up and that Kevin or staff end up dealing with it due to that lack. Kevin said it's happening in other jurisdictions as well. Jim wondered if it would be appropriate to add wording that it would be incumbent that they would need to hire Kevin or someone with similar qualifications so that things are not misinterpreted. Kevin replied that other jurisdictions have a time frame to check on it and that it's something to think about. They will discuss it at the subcommittee meeting.</p> <p>Rachel had reported earlier in the meeting that Dan has left the department for another position. She added that the department is in transition with our leadership and that we have a solid team.</p>
9.	Miscellaneous Board Comments	<p><input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested:</p> <p>Joan commented that trees are at the bottom of the budget barrel and that they need to find a way to have a budget for the proper monitoring of developments. She thinks it is a high priority for tree retention. She feels it's a very good argument for the city council to fund additional people since it's more than a two-person job. Jim added that the timeline of inspections is tied to the project and that there is a way of tying it to the overall process</p>

		<p>that would allow qualified people at the right time. Joan feels this isn't something that the developer should be paying for unless it's through fees.</p> <p>Gayle received a message from Judy Guttormsen about how HOAs may receive money to maintain trees in retention areas and that they may or may not be subject to fines for things like unauthorized tree damage or removal. Gayle sent the message to Terri and they may do some research into how that works.</p>
9.	Adjournment.	M/S/A JB/JL