



City of Poulsbo Tree Board

Subject	Meeting Minutes	Date	11/14/22
Recorder	Rachel Cornette	Start Time	7:00 pm
Committee Chair	Terri Jones	End Time	8:56 pm
Committee Members	Janet Brown, Joan Hett, Bess Bronstein, Jim Leary, Gayle Larson, Jenise Bauman		
Staff Present	Rachel Cornette, Parks & Recreation; Kevin McFarland, City Arborist; Joe Walker, Public Works		

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: Additional Agenda Item presented by Joan Hett regarding longtime project completion. To be placed right before New Member Recruitment
3.	Approval of Minutes: 9/12/22	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: M/S/A JL/JH
4.	Comments from Citizens	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: None
5.	Tree Retention Project	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input checked="" type="checkbox"/> Further Action Requested: Rachel will confirm special meeting requirement. Terri will finalize the draft by November 23 rd . Terri presented an update on the sub committee status. The meetings provided good input, but were relatively short. Terri agreed to take that info and incorporate it with her own into a draft to be sent to the board and Kevin for comments. Draft was completed through item 4, but was not completed in time for this meeting to collaborate with Planning and Economic Development as originally intended. Bess suggested special meeting solely to discuss the drafted response. Special meeting to be scheduled on December 5 th , 2022 after some discussion on whether it need to be an officially publicized meeting. Jim congratulated Terri for all of her hard work thus far. Motion to have a special meeting for tree retention brainstorm M/S/A BB/ JL
6.	Community Tree Planting- Fall 2022	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input checked="" type="checkbox"/> Further Action Requested: Jenise will email committee with itinerary on 11/16, and will touch base in January to report out with a power point and follow up on green fir planting. The next lab on Jan. 27 th could plant them. Scheduled for 11/ 18. Jenise will be carrying out a live stake cedar and hemlock planting at Poulsbo's Fish park as supported via purchase from the

		city's Soil and Water conservation fund, but it won't be a fully public planting, mostly educational in collaboration with Kevin Eyres led NKHS students. Jim asked if we need green firs. Oaks will also be moved. Jenise wasn't sure we needed green firs, but they can be dug up until March, if not. Joan recommended we wait until there is more deep soil moisture.
7	Committee Reports	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: Education: Bess suggested that a decision be made about what will be presented in winter 2023. Prunings are popular. Kevin, Jim and Bess will coordinate. Jenise also brought up Arbor Day being more educational versus planting heavy since spring leads into our dryer season. Bess reflected on a Waterfront park outreach event in the past. Gayle suggested better marketing and Bess agreed that the audience would be better suited by flyers at the library or nurseries or in public places versus solely electronic. Perhaps an article with the paper. Focus on tough trees to be used in tough times. Discussion about renting a spot at the Farmer's market or potentially as a non-profit. Joan mentioned that when we have a booth, like as we did at Salmon Tours, there wasn't specific info about Tree board educational offerings. Bess suggested if we DID do it at the market, that it be the week prior, for Earth Day/Arbor day. Earth day booth could promote a tree planting on the 29 th . Coordination about March dates will happen prior to brochure submission. Special Events: Joan and Jim not entirely sure that there is a committee, but events like Salmon Tours have happened through main board coordination. The booth was a hit, especially due to leftover Halloween candy. Do that again and reel them in! Also, Arbor Day can still have a tree planting in addition to the booth at the Farmer's market.
8.	Joan Hett Project	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input checked="" type="checkbox"/> Further Action Requested: Joan will continue to research and report back as a citizen intermittently. Joan thanked everyone for keeping her education going and will miss the board. She requests that she be able to finish the project she started prior to Covid. She would like to continue to investigate tree topping and replacement on public lands as it pertains to our retention and permitting ordinances, especially side clearing and power line clearance. She ran a similar program when she worked for Seattle City Light. The process has a best practice procedure that could be implemented with better oversight from the city and the board. If a tree is removed as a result of the new process, tree board funding could support replacement. Janet discussed PSE circuit cycles and protocols that are in place, and commented that we are headed in the right direction. While no formal motion was made, the board agreed to permit Joan to act as a representative in regards to the project and report back as progress is made.
9.	New Member recruitment	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input checked="" type="checkbox"/> Further Action Requested: Rachel will pursue recruitment via the city and members will follow up with their potential candidates. A few names and criteria were discussed members will follow up. M/S/A GL/TJ
10	Department Reports	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input checked="" type="checkbox"/> Further Action Requested: Joe will consult with Kevin on a spot to

		<p>relocate the Serbian Spruce. He will also look at availability of a larger tree watering bladder and more tools. Jenise will coordinate and put together a proposal to buy plants using remaining funds.</p> <p>City Arborist: Kevin had a meeting on Oct 11 with Heather Wright from P&ED to touch base about the ordinance.</p> <p>Public Works: No significant die off of trees this summer despite dryness. Raab park water tank will be moved and the board will need to decide where to replant a Serbian Spruce tree that had previously been planted by the board about 10 years ago. If it is to be moved, it will need to be moved by middle to end of January. Kevin suggested to use a front-end loader to get most of the root system out intact. It would be good to have Kevin walk and help identify a spot. By the dog park may be ideal, as there is a water source. Joe also recommended funds be applied to remove a dead, dangerous tree off Viking Ave in right of way. Jenise also suggested using remaining funds if there are any to support the January planting.</p> <p>M/S/A BB/JH Use budget to pay for tree removal and tools</p> <p>M/S/A JB/BB Purchase plants with remaining funds for January planting.</p>
11.	Miscellaneous Board Comments	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: Joan said farewell, and a celebration was suggested.
9.	Adjournment.	M/S/A JL/JB