

POULSBO DISTRIBUTION SCHEDULE

RESOLUTION NO. 2025-19

SUBJECT: Tree Board Update

CONFORM AS TO DATES & SIGNATURES

- ☒ Filed with the City Clerk: 12/04/2025
- ☒ Passed by the City Council: 12/17/2025
- ☒ Signature of Mayor
- ☒ Signature of City Clerk
- ☐ Publication: _____
- ☐ Effective: _____

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Kati Diehl

Deputy City Clerk

12/18/2025

Date

RESOLUTION NO. 2025-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, AMENDING SECTIONS 4, 5, AND 7 OF RESOLUTION 2012-11 IN ORDER TO INCREASE THE MEMBERSHIP OF THE TREE BOARD FROM SEVEN MEMBERS TO NINE MEMBERS AND EXPAND DESIRED FREQUENCY, ADJUST THE REGULARLY SCHEDULED MEETING TIME FROM 7:00 PM TO 5:30 PM, AND INCREASE THE MEETING FREQUENCY FROM EVERY OTHER MONTH TO MONTHLY

WHEREAS, the City Council adopted Ordinance No. 2012-12, on August 1, 2012, repealing Section 2.38 Tree Board from the Poulsbo Municipal Code, in order to allow its reformation by Council resolution, with the goal and intention being to give more flexibility to the Council to assign and provide direction to boards formed by the City Council; and

WHEREAS, the Park and Recreation Director, in agreement with the Poulsbo Tree Board, has recommended that the regularly scheduled meeting time of the Poulsbo Tree Board be adjusted from 7:00 pm to 5:30 pm; and

WHEREAS, the Park and Recreation Director, in agreement with the Poulsbo Tree Board, has recommended that the regularly scheduled meeting frequency of the Poulsbo Tree Board be adjusted from meeting the second Monday of every other month to meeting every month; and

WHEREAS, the Park and Recreation Director, in agreement with the Poulsbo Tree Board, has recommended the membership of the Poulsbo Tree Board be increased from seven members to nine members as well as expanding desired expertise, and the City Council has decided to follow the recommendation.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

SECTION 1. Adjustment of Member Requirements and Desired Experience

Section 4 and Section 5 of Resolution No. 2012-11 is hereby amended to reflect the increased membership of the Poulsbo Tree Board, expand upon desired expertise, and to read as follows:

SECTION 4. Membership.

- A. The Poulsbo Tree board shall consist of nine voting members. Members of the Poulsbo Tree Board shall meet the following residency qualifications listed below. The parks and recreation director, public works director, and a city councilmember, or their designees, shall serve as additional non-voting ex officio members of the board. Members shall be appointed by the mayor with confirmation from the city council. Members shall show an interest in accomplishing the purposes of the board.
1. At least **six** designated positions shall be for residents of the city of Poulsbo at the time of appointment and throughout their tenure in office. Any resident member who ceases to live within the Poulsbo city limits during the term of his/her office shall forfeit the office; and
 2. Up to **three** members may be nonresidents of the city who live in the **98370 zip code**. Any nonresident member who ceases to live within the **98370 zip code** during the term of his/her office shall forfeit the office.

~~The Poulsbo tree board shall be composed of seven nine voting members, at least four six of shall be for residents of the City of Poulsbo. The parks and recreation director, public works director, and a city councilmember, or their designees, shall serve as additional non-~~

~~voting ex officio members of the board. Members shall be appointed by the mayor with confirmation from the city council. Members shall show an interest in accomplishing the purposes of the board.~~

SECTION 5. Residency or other special member requirements.

Membership should include residents and individuals with expertise in any of the following areas: local business, utilities, urban forestry, nursery and landscape businesses, **landscape architects and designers., and other related areas of expertise.**

SECTION 2. Adjustment of the regular scheduled meeting time.

Section 7 of Resolution No. 2012-11 is hereby amended to adjust the meeting time of the Poulsbo Tree Board from 7:00 pm to 5:30 pm, changing meeting frequency to monthly, adjust two typos, and read as follows:

SECTION 7. Meetings.

A. The board shall meet the second Monday **every** ~~other~~ month beginning in January at ~~7:00PM~~ **5:30 pm** at Poulsbo City Hall. Special meetings may be held as often as the board deems necessary. All meetings shall be open to the public, in accordance with Chapter 42.30 RCW, the Open Public Meetings Act.

B. In addition to electing from its membership a presiding officer, the ~~commission~~ **board** may elect such officers as it deems necessary in order to conduct its business.

C. The ~~commission~~ **board** may adopt such rules of procedure as it deems necessary.

SECTION 3. Effect.

Except as expressly amended by this Resolution, all provisions of Resolution No. 2012-11 remain unchanged and in full force and effect.

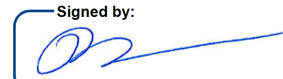
RESOLVED this 17th day of December, 2025.

APPROVED:

Signed by:

12C4BDCB4DDD40B...
MAYOR, REBECCA ERICKSON

ATTEST/AUTHENTICATED:

Signed by:

D21DA14DCC754A0...
CITY CLERK, RHIANNON FERNANDEZ

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