

AGENDA

**City of Woodinville
Tree Board
Regular Meeting**



DATE: WEDNESDAY, FEBRUARY 10, 2010
TIME: 4:30 PM
LOCATION: CITY OF WOODINVILLE, CALKINS ROOM,
17301 133RD AVENUE NE, WOODINVILLE, WA 98072

TIME	ITEM
4:30 4:35	Call to order Public Comment
4:45	NEW BUSINESS: 1. Approval of October 14, 2009, December 9, 2009, and January 13, 2010 Meeting Notes 2. Evergreen Communities Legislative Report
5:15	UNFINISHED BUSINESS: 3. Plant Species List Update 4. Review of Tree Board Schedule
5:45	DATE, TIME AND AGENDA FOR NEXT MEETING: 5. Next Regular Meeting: March 10, 2010 @ 4:30 p.m. – Calkins Room
5:55	ADJOURN

(Note: The agenda may be rearranged or changed at the beginning of the meeting, with a consensus of Tree Board members present.)

Issue Date: January 25th, 2010
Staff Contact: Erin Martindale, Senior Planner

Faxed to: News Media
E-mailed to: 1) City Staff, & 2) City Attorney
Publish: Not published
Post: 1) In-House, 2) Post Office & 3) Website



**TREE BOARD MEETING NOTES
REGULAR MEETING OF OCTOBER 14, 2009**

Board Members Present		
<input checked="" type="checkbox"/> Johan Luchsinger	<input checked="" type="checkbox"/> Jey Manickam	<input type="checkbox"/> Pati An
<input checked="" type="checkbox"/> Cynthia Brocha	<input checked="" type="checkbox"/> Olga Bonilla	
Staff Present		
Erin Martindale	Hal Hart	
Guests/Public in Attendance		
None		
Called to Order at:	Meeting Location:	Chairperson:
4:34 PM	Calkins Room	Johan Luchsinger
Agenda	<input type="checkbox"/> Approved	<input checked="" type="checkbox"/> Modified
Approval of Minutes:	<input type="checkbox"/> None	
PUBLIC COMMENT		
None.		
NEW BUSINESS		
<u>Educational Opportunities</u> The Tree Board discussed potential education opportunities regarding the benefits of trees in the Woodinville community. The following opportunities/ideas were discussed: Spring Garden Fair, Arbor Day/Earth Day celebration, the Woodinville Weekly, City newsletters and website, interaction with schools, use of the Tree Fund, the concept of stewardship, use of state and regional materials on trees.		
UNFINISHED BUSINESSES		
<u>Plant Species List</u> The Tree Board discussed the examples provided, and liked the Kirkland Seattle Public Utilities versions. Discussion on how to address planting conditions, how to list invasive, noxious plants. A more fully version would be provided at the next Tree Board meeting.		
<u>Tree Board Schedule</u> The schedule was reviewed and a November special meeting date tentatively scheduled. Future meetings with other cities Tree Boards, and to discuss streetscape, was also discussed.		
Next Meeting:	TBD	
Meeting Adjourned at: 5:32 PM		
Notes Prepared by: Erin Martindale		Date: February 5, 2009



**TREE BOARD MEETING NOTES
REGULAR MEETING OF DECEMBER 9, 2009**

Board Members Present		
<input checked="" type="checkbox"/> Johan Luchsinger	<input type="checkbox"/> Jey Manickam	<input type="checkbox"/> Vacant
<input checked="" type="checkbox"/> Cynthia Brocha	<input checked="" type="checkbox"/> Olga Bonilla	
Staff Present		
Erin Martindale	Hal Hart	
Guests/Public in Attendance		
None		
Called to Order at:	Meeting Location:	Chairperson:
4:37 PM	Calkins Room	Johan Luchsinger
Agenda	<input type="checkbox"/> Approved	<input checked="" type="checkbox"/> Modified
Approval of Minutes:	<input checked="" type="checkbox"/> September 9, 2009	
PUBLIC COMMENT		
None.		
NEW BUSINESS		
<u>Tree Permit Requirements</u>		
The Tree Board discussed the emerging issue of the tree permit requirements. Staff provided information on the Council action to remove the fee for tree permits, but maintain the permit requirement.		
UNFINISHED BUSINESSES		
<u>Plant Species List</u>		
The Tree Board discussed the format of the updated species list, the idea of planting the right species in the right place, the differing needs of the homeowner and developer, the possibility of creating an index to allow use of other resources without recreating identical work. The Tree Board determined that Boardmembers would review the options provided prior to the next meeting.		
<u>Tree Canopy Assessment Review</u>		
The Tree Board reviewed the canopy assessment provided by UW students to the City. Next steps were discussed, including: use of the data, tree permits, and development data to track the canopy; review of the methodology by staff, potentially a CAP; potential adoption of the assessment into the Comprehensive Plan; and use of the assessment to meet the requirement to become an Evergreen Community.		
<u>Tree Board 2010 Work Plan</u>		
The Tree Board discussed the proposed 2010 work plan. Director Hart mentioned that an educational video on the tree regulations may be forthcoming, as well upcoming work on the Gateway Master Plan, grant opportunities, and the 195 th Street off-ramp. Monitoring the implementation of the tree regulations, especially as development increases, was mentioned to be a key element of the 2010 work plan, as was education opportunities		
<u>Tree Board Schedule</u>		

The upcoming Tree Board schedule was discussed, and a TRIP update was added to the agenda. Staff also mentioned that the Council would be doing interviews for the vacant Tree Board seat in January.

Next Meeting: January 13, 2010 at 4:30pm in the Calkins Room at City Hall

Meeting Adjourned at: 5:43 PM

Notes Prepared by: Erin Martindale

Date: February 5, 2009



**TREE BOARD MEETING NOTES
REGULAR MEETING OF JANUARY 13, 2010**

Board Members Present		
<input checked="" type="checkbox"/> Johan Luchsinger	<input checked="" type="checkbox"/> Jey Manickam	<input type="checkbox"/> Vacant
<input checked="" type="checkbox"/> Cynthia Brocha	<input checked="" type="checkbox"/> Olga Bonilla	
Staff Present		
Erin Martindale		
Guests/Public in Attendance		
None		
Called to Order at:	Meeting Location:	Chairperson:
4:37 PM	Calkins Room	Johan Luchsinger
Agenda	<input type="checkbox"/> Approved	<input checked="" type="checkbox"/> Modified
Approval of Minutes:	<input checked="" type="checkbox"/> None	
PUBLIC COMMENT		
None.		
NEW BUSINESS		
None.		
UNFINISHED BUSINESSES		
<u>Plant Species List</u>		
The Tree Board discussed the examples provided, staff obtaining editable versions of Kirkland's list, the process for approval, combining formatting elements of the various examples. Boardmember Manickam volunteered to go through the current Woodinville list to review whether the data is updated. The use of the state invasive species list was recommended.		
Next Meeting:	February 10, 2010 at 4:30pm in the Calkins Room at City Hall	
Meeting Adjourned at: 5:00 PM		
Notes Prepared by: Erin Martindale		Date: February 5, 2009

Staff Report

TO: TREE BOARD

FROM: ERIN MARTINDALE, SENIOR PLANNER

SUBJECT: EVERGREEN COMMUNITIES ACT – 2009 LEGISLATIVE REPORT

FOR MEETING OF: FEBRUARY 10, 2010

The Washington State Legislature adopted the Evergreen Communities Act in 2008. As part of that legislation, a task force was formed to begin implementation of the Act.

The Task Force issued their legislative report for 2009 in September. That report is attached for your review. Please review the report and bring any questions you have to the February Tree Board meeting.

Attachments: A – 2009 Evergreen Communities Legislative Report with Transmittal Letter dated September 8, 2009



Pierce County

Public Works and Utilities

9850 64th Street West
University Place, Washington 98467-1078
(253) 798-4050 Fax (253) 798-4637

Brian J. Ziegler, P.E.
Director

Brian.Ziegler@co.pierce.wa.us

September 8, 2009

Mr. Rogers Weed, Director
Washington State Department of Commerce
Post Office Box 42525
Olympia, Washington 98504-2525

SUBJECT: Evergreen Communities Act – 2009 Legislative Report

Dear Mr. Weed:

On behalf of the Evergreen Communities Partnership Task Force, thank you for the opportunity to work with your staff to begin to implement the 2008 Evergreen Communities Act (ESSHB 2844; RCW 35.105). Attached is a draft progress report to the Washington State Legislature as required in Section 11 of the Act.

The Act calls for cooperation and collaboration among agencies and organizations that assist communities to better manage urban forests, increasing the value of the ecological, social, and economic services that urban trees provide. The diverse representation of the Task Force and the close collaboration between the Department of Commerce (Commerce) and the Department of Natural Resources (DNR) are vivid demonstrations of that cooperation.

Prior to the elimination of funding to support its work in FY 2009-11, the Task Force worked diligently to complete a resource document that would function as basic guidance to local jurisdictions desiring to better manage and plan for improvements to their urban and community forests. The annotated document, *A Guide to Community and Urban Forestry Programming*, was completed through the tremendous efforts of the members of the Task Force and Commerce staff and is available to local governments online at <http://www.commerce.wa.gov/site/1131/default.aspx>.

The recommendations and resources in this document provide an excellent foundation for local jurisdictions to establish or expand urban forestry programming. It will be a valuable outreach tool for Commerce, the DNR, and the Washington Community Forestry Council (RCW 76.15) to support urban and community forestry programs around the state until the Task Force is funded and reconvened to finish its work under the Evergreen Communities Act.

The result is that cities and counties that choose to improve their urban forests will now have additional resources to do so, thereby, improving their ability to manage stormwater, reduce carbon emissions into the atmosphere, lower the cost of heating and cooling of buildings, and experience the many other benefits of urban and community forests.



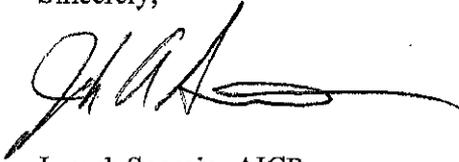
Mr. Rogers Weed
September 8, 2009
Page 2

Due to the time constraints imposed by the elimination of funding, the Task Force, Commerce staff, and the DNR were unable to present the resources and recommendations in the Task Force document, *A Guide to Community and Urban Forestry Programming*, to the public for review and feedback but will do so once funding is restored and the development process can be resumed and completed.

When funding is again available for Commerce, the DNR, and the Task Force to return to their tasks, the Task Force document will provide the foundation to fully complete the development of the tools described in the Act without delay or "backtracking" on work that has already been completed. At that time, deadlines in RCW 35.105.050(5) will need to be adjusted to provide adequate time for completion of the assigned work.

Please include a copy of this letter with your transmittal of the attached progress report to the Washington State Legislature. Task Force members look forward to the opportunity to resume work on their tasks under the Evergreen Communities Act, together with the Department of Commerce, when funding is restored.

Sincerely,



Joseph Scorcio, AICP
Public Development Manager
Chair, Evergreen Communities Partnership Task Force
Chair, Washington Community Forestry Council

c: Evergreen Communities Partnership Task Force Members
Washington Community Forestry Council Members
Leonard Bauer, Department of Commerce
Micki McNaughton, Department of Commerce
Sarah Foster, Department of Natural Resources



Department of Commerce
Innovation is in our nature.

Evergreen Communities Act (ESSHB2844)

Evergreen Communities Partnership Task Force

August 2009
Report to the Legislature
Rogers Weed, Director

ACKNOWLEDGEMENTS

Washington State Department of Commerce

Leonard Bauer, Managing Director, Growth Management Services

Micki McNaughton, Urban Forestry Specialist

Crystal Harper and Cynthia Ritchey, Support Staff

Washington State Department of Natural Resources

Sarah Foster, Program Manager, Urban and Community Forestry Program

Linden Mead, Inventory and Assessment Specialist, Urban and Community Forestry Program

We gratefully acknowledge the dedication and hard work of the members of the Evergreen Communities Partnership Task Force in 2008-2009 as they developed guidance for community and urban forestry policies, ordinances and management plans, as well as drafting a proposal for an evergreen communities recognition plan.

The Evergreen Communities Partnership Task Force

Stephen Bernath, Washington State Dept. of Ecology

Kathleen Wolf, Washington Community Forestry Council

Alternate - Jana Dilley, University of Washington

Bruce Wishart, People for Puget Sound

Alternate - Cyrilla Cook, People for Puget Sound

David Erickson, City of Wenatchee Parks and Recreation

Janet Way, City of Shoreline City Council

Alternate - Chris Eggen, City of Shoreline City Council

David Grimes, Chelan County Development

Alternate - Keith Goehner, Chelan County Commissioner

Joseph Scorcio, Pierce County Public Works & Utilities

Alternate - Anne-Marie Marshall-Dody, Pierce County Public Works & Utilities

Phil Harlan, Keller Williams Realty Olympia, Washington Association of Realtors representative

Alternate - Jeanette Samek-McKague, Washington Association of Realtors

Brian Ross, YarrowBay Group

Alternate - Katherine Orni, YarrowBay Group

Charles Kahle, Audubon Washington

Alternate - Matt Mega, Seattle Audubon

Ara Erickson, Cascade Land Conservancy Green Cities Program

Alternate - John Floberg, Cascade Land Conservancy

Courtney Sullivan, National Wildlife Federation

Brian Carlson, City of Vancouver Public Works Director

Alternate - Charles Ray, City of Vancouver Urban Forester

Beth Rogers, Puget Sound Energy

Alternate - Janet Brown, Puget Sound Energy

Paula Swedeen, Pacific Forest Trust

Sandy Salisbury, Washington State Dept. of Transportation

Alternate - Mark Maurer, Washington State Dept. of Transportation

Elizabeth Walker, Sound Tree Solutions

Adrian Miller, Washington Forest Protection Association

Washington State Department of Commerce
Local Government Division, Growth Management Unit
906 Columbia Street
P.O. Box 42525
Olympia, WA 98504
<http://www.commerce.wa.gov/site/1126/default.aspx>

To obtain a copy of this report in an alternate format, please call (360) 725-2895 or TTY/TDD (800) 634-4473 or FAX (360) 586-7176.

INTRODUCTION

Healthy community and urban forests are a valuable and potentially powerful tool to support economically viable, sustainable urban areas in the State of Washington. The Evergreen Communities Act (ECA) seeks to assist municipalities and jurisdictions across the state to better manage existing urban forests and plan for improvements to urban forests to increase the value of the ecological, social, and economic services that urban trees provide. The Act provides a platform for cooperation and collaboration among agencies and organizations that work with communities that desire to build or improve urban forestry programming. Agency partners at the state level include the Department of Commerce (Commerce), the Department of Natural Resources (DNR) and the Department of Ecology (Ecology). A wide variety of non-profit organizations and utility firms are also involved.

The portion of the 2008 Evergreen Communities Act (ESSHB 2844; RCW 35.105) that is administered by Commerce is intended to assist local jurisdictions to make best use of the benefits and services that trees in urbanized areas provide by offering technical guidance for communities through the development of model tree ordinances and model urban forestry management plans. Such management programming may include community and urban forestry assessments and inventories, urban forestry ordinances, management plans, maintenance programs, partnerships, and community involvement. In addition, Commerce staff and the Evergreen Communities Partnership Task Force are responsible for creating an awards program to recognize those communities who work toward developing excellent management programming that enhances the capacity of their urban and community forests to provide ecological, social, and economic services.

Commerce has specific responsibilities in the Act, subject to available funding:

1. Form the Evergreen Communities Partnership Task Force (RCW 35.105.110);
2. Develop model tree ordinances suitable for use as a guide for jurisdictions of all configurations throughout the State (RCW 35.105.080);
3. Develop model urban forestry management plans suitable for use as a guide for jurisdictions of all configurations throughout the State (RCW 35.105.070);
4. Develop and implement an Evergreen Communities grant and competitive awards program to provide financial assistance to towns, tribes, cities and counties to develop, adopt and implement Evergreen Communities management plans or tree ordinances (RCW 35.105.040); and
5. Create an Evergreen Communities recognition program built upon the Tree City USA award program to recognize communities for their work in developing excellent urban forest management programs (RCW 35.105.030).

In accordance with Section 11 of the ECA, this report describes progress made by Commerce and the Task Force toward fulfilling these responsibilities prior to the suspension of funding for the ECA program in the 2009-11 State Operating Budget.

THE EVERGREEN COMMUNITIES PARTNERSHIP TASK FORCE

Twenty Evergreen Communities Partnership Task Force members (the Task Force) were appointed in October 2008, by the Director of the Washington State Department of Community, Trade and Economic Development (now the Department of Commerce). Several members chose alternates as well, to attend meetings when they were unable to do so. Members of the Task Force were selected with the guidance of Section 17 of the ECA for a broad representation of agencies and organizations impacted by community and urban forestry planning and regulation.

During the one year of funding for the Evergreen Communities program, Commerce has worked with its partner agency, the DNR, and with the Task Force toward completion of tasks #2, #3, and #4 above. Recognizing the possibility of a loss of funding in early 2009, the Task Force members expedited a compressed work program so that tangible resources for local governments could be produced by June 30, 2009. Although fully-developed model ordinances and management plans were not possible due to the shortened timeline, the Task Force worked diligently to complete a document that would function as basic guidance to local jurisdictions desiring to better manage and plan for improvements to their urban and community forests during the suspension of ECA funding. The document includes discussion, resources and references under these topics:

- Ecosystem services, benefits and functions provided by community and urban forests
- Principles for policy development
- Community and urban forestry inventory and canopy assessment
- Elements of community and urban forestry management plans
- Elements of a community and urban forestry ordinance
- Evergreen communities recognition

The annotated document, *A Guide to Community and Urban Forestry Programming*, was completed through the tremendous efforts of the members of the Task Force. The guide is available online at <http://www.commerce.wa.gov/site/1131/default.aspx>.

The recommendations and resources in this document provide an excellent foundation for local jurisdictions to establish or expand urban forestry programming. Through these resources, communities can increase the value of the ecological, social, and economic services that community and urban forests provide. In addition, the document includes the Task Force's recommended framework for an Evergreen Communities recognition program (Commerce task #5 referenced above).

DNR URBAN AND COMMUNITY FORESTRY PROGRAM

The DNR Urban and Community Forestry Program (UCF), with the assistance of a Technical Advisory Committee (the TAC), was charged through the ECA with the development of inventory and assessment protocols along with a project implementation plan. The TAC and UCF have worked closely with Commerce to assure that inventory criteria are designed to meet the goals and objectives of urban forestry management plans and urban forestry ordinances. Similar to Commerce and the Task Force, funding is not available for the Fiscal Biennium 2009-2011, causing a suspension of activity in this arena as well. The Task Force and the TAC recognize, however, that evaluation of the resource through inventories and assessments are an important first step toward sustainable community and urban forestry management and programming.

For more information about the work and recommendations of the TAC, as well as the pilot project details, please refer to the TAC report available on the DNR Web site at http://www.dnr.wa.gov/researchscience/topics/urbanforestry/pages/rp_urban_eca_tac.aspx.

ECA INCENTIVES

Sections 26 through 30 of the ECA list a wide variety of infrastructure and environmental grants and loans available through several state agencies that will provide preferential consideration to applications from communities that have achieved recognition as evergreen communities.

- Section 26 (RCW 43.155.070) – Grants and project funding through the Public Works Board
- Section 27 (RCW 70.146.070) – Water pollution control grants or loans
- Section 28 (RCW 89.08.520) – Water quality improvement and habitat protection grants
- Section 29 (RCW 79.105.150) – Aquatic lands enhancement project funding through the recreation and conservation funding board
- Section 30 (RCW 79A.15.040) – Habitat conservation grants or project funding through the recreation and conservation funding board

These incentives will become operational one year *after* adoption of the model management plans and ordinances developed by Commerce staff and the Task Force. As with the rest of the ECA, this portion is on hold due to suspension of funding.

CHALLENGES TO ECA IMPLEMENTATION

Funding for work directed by the ECA was suspended in the State Operating Budget for the Fiscal Biennium 2009-2011. The timeline for work proceeding under the ECA, therefore, was reduced from more than two years (a deadline of December 2010 in the ECA) to one year, when funding was suspended on June 30, 2009. During the funding hiatus, the ECA will continue to provide a statutory platform for cooperation and collaboration among agencies, organizations and communities that work to build or improve urban forestry programming. The Task Force document, *A Guide to Community and Urban Forestry Programming*, will function as a valuable outreach tool for Commerce, the DNR and the Washington Community Forestry Council (RCW 76.15) to support urban and community forestry programs around the state until Commerce, the DNR and the Task Force are funded and reconvened to finish the ECA work.

NEXT STEPS AND RECOMMENDATIONS

Due to the time constraints, the Task Force, Commerce staff and the DNR were unable to present the resources and recommendations in the Task Force Report to the public for review and feedback, but will do so once funding is restored and the development process can be resumed and completed.

When funding is again available for Commerce, the DNR, and the Task Force to return to their tasks as assigned in the ECA, the Task Force document, *A Guide to Community and Urban Forestry Programming*, will provide the foundation to fully complete the development of the tools described in the Act without delay or “backtracking” on work that has already been completed. Deadlines in RCW 35.105.050(5) will need to be adjusted to provide adequate time for completion of the assigned work.

TO: TREE BOARD
FROM: ERIN MARTINDALE, SENIOR PLANNER
SUBJECT: WOODINVILLE PLANT SPECIES LIST UPDATE
FOR MEETING OF: FEBRUARY 10, 2010

Please bring your December 9, 2009 packets to discuss the Plant Species List Update.

2010 TREE BOARD AGENDA SCHEDULE
REVISED 02/05/2010

2/10/10	<u>REGULAR MEETING</u> New Business: Review of Evergreen Communities Legislative Report Unfinished Business: Plant Species List Update	4:30pm
3/10/10	<u>REGULAR MEETING</u> New Business: Spring Garden Fair and Arbor Day/Earth Day Celebration Unfinished Business and Recommendation to City Tree Official: Plant Species List Update Unfinished Business: Monitoring Tree Plan Permits/Reviews under Tree Regulations	4:30pm
TBD	<u>ARBOR DAY/EARTH DAY</u>	TBD
4/14/10	<u>REGULAR MEETING</u> New Business: Educational Opportunities New Business: Heritage Tree Program Implementation Recommendation to Tree Official New Business: Tree Tribute Grove Program Implementation Recommendation to Tree Official	4:30pm
4/24/09	<u>SPRING GARDEN FAIR</u> At Cascadia	TBD
5/12/10	<u>REGULAR MEETING</u> New Business: TRIP Update New Business: Downtown Street Tree Planning	4:30pm
6/9/10	<u>REGULAR MEETING</u> Unfinished Business: Downtown Street Tree Planning Unfinished Business: Monitoring Tree Plan Permits/Reviews under Tree Regulations New	4:30pm
7/14/10	<u>REGULAR MEETING</u> New Business: Unfinished Business: Downtown Street Tree Planning	4:30pm
8/11/10	<u>REGULAR MEETING</u> New Business:	4:30pm
9/8/10	<u>REGULAR MEETING</u> New Business: Unfinished Business: Monitoring Tree Plan Permits/Reviews under Tree Regulations New	4:30pm
10/13/10	<u>REGULAR MEETING</u> New Business:	4:30pm
11/10/10	<u>REGULAR MEETING</u> New Business:	4:30pm
12/08/10	<u>REGULAR MEETING</u> New Business: Unfinished Business: Monitoring Tree Plan Permits/Reviews under Tree Regulations New	4:30pm