CITY OF WOODINVILLE
REVISED TREE BOARD AGENDA
REGULAR MEETING WEDNESDAY, JUNE 22, 2016 5:30 PM

• Thomas L Quigley • Michael Munniks • Ron Smith • Stephanie Young

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5:30 **CALL TO ORDER**

5:31 **ROLL CALL**

5:32 **APPROVE AGENDA IN CONTENT & ORDER**

5:33 **PUBLIC COMMENTS**

BUSINESS AND DISCUSSION ITEMS – Bring May 25, 2016 Tree Board Packet

5:38 **1. Draft Tree Board Minutes – March 23, 2016 (Use May 25, 2016 Tree Board Packet)**

5:40 **2. Study Session – Arbor Day 2016 Debrief (Use May 25, 2016 Tree Board Packet)**

6:10 **3. Study Session – Education and Outreach Materials (Use May 25, 2016 Tree Board Packet)**

6:25 **PUBLIC COMMENTS**

6:30 **ADJOURNMENT**

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

Issue Date: June 14, 2016
Staff Contact: Amanda Almgren, Associate Planner

Faxed to:	**News Media**
E-mailed to:	**Tree Board**
Publish:	**Not published**
Post:	**1) In-House, 2) Post Office, 3) Outdoor Display & 4) Website**

CITY OF WOODINVILLE, CITY COUNCIL CHAMBERS
17301 133RD AVE. NE, WOODINVILLE, WA 98072

NEXT REGULAR MEETING JULY 27, 2016, 5:30 PM

CITY OF WOODINVILLE

TREE BOARD PACKET

May 25, 2016

~~May 26, 2016~~

CITY HALL COUNCIL CHAMBERS
17301 133RD AVENUE NE
WOODINVILLE, WASHINGTON 98072

AGENDA ITEM 1

City of Woodinville, Washington

TREE BOARD REGULAR MEETING MINUTES OF MARCH 23, 2016

Woodinville City Hall City Council Chambers, 17301 133rd Avenue NE, Woodinville, WA

CALL TO ORDER	The regular meeting for the Woodinville Tree Board was called to order at 5:33 p.m. by Vice Chair Munniks.
ROLL CALL	Tree Board Present: Michael Munniks, Ron Smith, and Stephanie Young Absent: Tom Quigley City Staff Present: Amanda Almgren, Associate Planner **MAIN MOTION: to excuse Board Member Quigley** **Motion by: Board Member Young** **Second by: Board Member Smith** **Action for the Main Motion: PASSED 3 - 0** **Vote: Ayes: 3.** **Nayes: 0.** **Abstain: 0.**
APPROVAL OF AGENDA ORDER AND CONTENT	Motion to approve agenda order as proposed.
PUBLIC COMMENTS	None.
BUSINESS AND DISCUSSION ITEMS	
Approval of February 24, 2016 Regular Tree Board Minutes	1. Approval of February 24, 2016 Tree Board Minutes **MAIN MOTION: to approve the regular meeting minutes of February 24, 2016, as presented.** **Motion by: Board Member Young** **Second by: Board Member Smith** **Action for the Main Motion: PASSED 3 - 0** **Vote: Ayes: 3.** **Nayes: 0.** **Abstain: 0.**
Discussion and Review of Arbor Day 2016 Events	3. Discussion & Review of Proposed Arbor Day Events for 2016 Arbor Day 2016 will be celebrated in Woodinville on Sunday, April 24,

	2016 from 1-4pm at Wilmot Gateway Park. Activities will include a scavenger hunt, a tree identification game, a coloring contest and flower pot decorating. Information and seedling will be distributed. Vice Chair Munniks has reached out to 21 Acres Farm and other similar organizations and invited them to attend and participate in the activities. Additionally, Vice Chair Munniks has reached out to local businesses, such as Wellington's Chocolates to invite them to sponsor the event through donations. Additionally, the opportunity to advertise the event in the Woodinville Weekly was discussed. The Tree Board agreed upon a plan and activities for the Arbor Day 2016 Celebration.
Discussion and Review of the City's Heritage Tree Program	4. Discussion & Review of the City's Heritage Tree Program Vice Chair Munniks described a tree he would like to nominate for the Heritage Tree Designation. It is a tall cedar with an eagle nest near the top. The tree is located on property owned by the Vineyards Homeowners Association. Vice Chair Munniks will work on getting the nomination form completed. The Tree Board unanimously supported this nomination.
PUBLIC COMMENTS	None.
ADJOURNMENT	Vice Chair Munniks called the meeting adjourned. The meeting was adjourned at 6:33 p.m.

Respectfully Submitted,

Sandy Guinn,
Sr. Administrative Assistant

AGENDA ITEM 2

CITY OF WOODINVILLE, WA

REPORT TO THE TREE BOARD

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To:	Tree Board	**Date:** May 25, 2016
From:	Dave Kuhl, Development Services Director	
By:	Amanda Almgren, Associate Planner	
Subject:	Arbor Day 2016 Debrief	

ISSUE: Tree Board continue to plan events for Arbor Day 2017?

STAFF RECOMMENDATION: Debrief from Arbor Day 2016 and discuss ideas for next year.

POLICY DECISION: The Tree Board provides an advisory role to the City Council on matters of trees and urban forestry.

BACKGROUND:
As part of participation in the Tree City USA program, the City must recognize Arbor Day. Arbor Day 2016 was held on Sunday, April 24, 2016 from 1-4pm at Wilmot Gateway Park.

DISCUSSION:
1. What went well?
2. What could be improved for next year?

RECOMMENDED ACTION:

DISCUSS AND MAKE RECOMMENDATIONS

AGENDA ITEM 3

CITY OF WOODINVILLE, WA

REPORT TO THE TREE BOARD

17301 133rd Avenue NE, Woodinville, WA 98072
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To:	Tree Board	**Date:** May 25, 2016
From:	Dave Kuhl, Development Services Director	
By:	Amanda Almgren, Associate Planner	
Subject:	Education and Outreach Materials	

ISSUE: Shall the Tree Board discuss, review, and develop education and outreach materials?

STAFF RECOMMENDATION: Discuss and provide direction.

POLICY DECISION: The Tree Board provides an advisory role to the City Council on matters of trees and urban forestry.

BACKGROUND:
One of the Tree Boards primary responsibilities is the review and development of educational materials to be distributed to developers and citizens. The materials the City current has available are outdated and not user friendly. As the updated Tree and Landscaping Codes are scheduled for adoption, it is a good time to review the materials the City has available and update them.

DISCUSSION:

1. What types of materials should the City provide for developers?
2. What types of materials should the City provide for citizens?

RECOMMENDED ACTION:
DISCUSS AND MAKE RECOMMENDATIONS FOR EDUCATION AND OUTREACH MATERIALS.