



CITY OF WOODINVILLE

TREE BOARD PACKET

July 27, 2016

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



**CITY OF WOODINVILLE
TREE BOARD AGENDA
REGULAR MEETING WEDNESDAY, JULY 27, 2016 5:30 PM**



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

5:30 CALL TO ORDER

5:31 ROLL CALL

5:32 APPROVE AGENDA IN CONTENT & ORDER

5:33 PUBLIC COMMENTS

BUSINESS AND DISCUSSION ITEMS

5:38 1. Draft Tree Board Minutes – June 22, 2016

5:40 2. Study Session – Celebrate Woodinville Outreach

6:00 3. Study Session – Education and Outreach Materials

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: July 20, 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 AUGUST 24, 2016, 5:30 PM

AGENDA ITEM 1



City of Woodinville, Washington

TREE BOARD REGULAR MEETING MINUTES OF JUNE 22, 2016

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

<u>CALL TO ORDER</u>	The regular meeting for the Woodinville Tree Board was called to order at 5:34 p.m. by Chairman Quigley.
<u>ROLL CALL</u>	<p><u>Tree Board Present:</u> Thomas Quigley, Michael Munniks, Ron Smith, and Stephanie Young</p> <p><u>City Staff Present:</u> Amanda Almgren, Associate Planner</p>
<u>APPROVAL OF AGENDA ORDER AND CONTENT</u>	Motion to add two items to approve agenda order as proposed.
<u>PUBLIC COMMENTS</u>	None.
<u>BUSINESS AND DISCUSSION ITEMS</u>	
<i>Approval of March 23, 2016 Regular Tree Board Minutes</i>	<p>1. <u>Approval of March 23, 2016 Tree Board Minutes</u></p> <p>MAIN MOTION: to approve the regular meeting minutes of March 23, 2016, as presented.</p> <p>Motion by: Board Member Smith Second by: Board Member Young Action for the Main Motion: PASSED 4 - 0</p> <p>Vote: Ayes: 4. Nays: 0. Abstain: 0.</p>
<i>Discussion and Review of Arbor Day 2016 Events</i> <i>Discussion and Review of the Education and Outreach Materials</i>	<p>2. <u>Study Session – Arbor Day 2016 Debrief</u> Arbor Day 2016 was celebrated in Woodinville on Sunday, April 24, 2016 from 1-4pm at Wilmot Gateway Park. Overall the event was successful except for the inclement weather and resulting low attendance. The activities and information were good. The Tree Board Members suggested getting a booth at Celebrate Woodinville, as an opportunity to reach a much larger number of residence. In the future the board would like to move the annual Arbor Day Celebration to a time a year with more predictable weather.</p> <p>3. <u>Study Session – Education and Outreach Materials</u> Tree Board Members discussed some ideas for new education and outreach materials to provide to residents and contractors. In addition to updating handout materials and the website, there was the idea of providing residents with information about the replacement value of trees,</p>

<p><i>Discussion and Review of the Tree Removal Permit Application Process</i></p> <p><i>Discussion of the Budget Priorities</i></p> <p><i>Motion to continue meeting to 6:40pm</i></p>	<p>including carbon sequestration, shade, and stormwater functions and education about the lifecycle of trees, thinking about them as an investment on a property. As part of this discussion, members considered some of the reasons trees are cut down and how this outreach program could help in the future.</p> <p>4. Study Session – Tree Removal Permit Application Process Board Member Young requested a study session on the process to remove trees from private properties in the City. Board members discussed the process and suggested that staff add information to the Tree Removal application for how to find a basic site map using King County Parcel Viewer.</p> <p>5. Study Session – Budget Priorities The City has organized a meeting for the City Council, Planning Commission and various Boards and Commissions to discuss the budgeting process and priorities as the City begins work on the next biannual budget. All member of the Tree Board are welcome to attend on July 16, 2016. Members of the board were encouraged to discuss budget priorities ahead of time. The Tree Board’s priority was having money in the budget for outreach and education. The Board also expressed interest in understanding how projects could get funded from the City Tree Fund.</p> <p>6. Motion to Continue Meeting ten minutes past the posted time to 6:40.</p> <p>MAIN MOTION: to continue the Tree Board Meeting past the posted time of 6:30 pm by ten minutes.</p> <p>Motion by: Board Member Munniks Second by: Board Member Smith Action for the Main Motion: PASSED 4 - 0</p> <p>Vote: Ayes: 4. Nayes: 0. Abstain: 0.</p>
<p><u>PUBLIC COMMENTS</u></p>	<p>None.</p>
<p><u>ADJOURNMENT</u></p>	<p>Chairman Quigley called the meeting adjourned. The meeting was adjourned at 6:40 p.m.</p>

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:** July 27, 2016
From: Dave Kuhl, Development Services Director 
By: Amanda Almgren, Associate Planner
Subject: Celebrate Woodinville

ISSUE: Shall the Tree Board have a booth at Celebrate Woodinville to continue to reach out to the community?

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:

Members of the Tree Board have expressed interest in reaching out to the community at Celebrate Woodinville. Celebrate Woodinville attracts thousands of residents each year and is a great opportunity to meet people where they are at and provide information about trees. The City has coordinated with the Chamber of Commerce to get a space for a tent and table at the event.

DISCUSSION:

1. What events or information should be provided for Celebrate Woodinville?
2. Are there volunteers to help staff the booth at the event?

RECOMMENDED ACTION:

DISCUSS AND MAKE RECOMMENDATIONS FOR EDUCATION AND OUTREACH MATERIALS.

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AGENDA ITEM 3



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:** July 27, 2016
From: Dave Kuhl, Development Services Director
By: Amanda Almgren, Associate Planner
Subject: Education and Outreach Materials

ISSUE: Shall the Tree Board discuss and 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:

This is a continuation of the discussion begun at the June 22, 2016, Tree Board Meeting. One of the Tree Board's 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.

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