



CITY OF WOODINVILLE

TREE BOARD PACKET

November 16, 2016

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



CITY OF WOODINVILLE
TREE BOARD AGENDA
SPECIAL MEETING WEDNESDAY, NOVEMBER 16, 2016 5:30 PM

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AA



• Thomas L Quigley • Jorge Meza • 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 – October 26, 2016

5:40 2. The 2017 Tree Board Work Plan

5:50 3. Tree Fund

6:00 4. Food Forest (no staff report – discussion only)

6:10 5. Education and Outreach Materials (no staff report – discussion only)

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: November 9, 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 JANUARY 25, 2017, 5:30 PM

AGENDA ITEM 1



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City of Woodinville, Washington

TREE BOARD REGULAR MEETING MINUTES OF OCTOBER 26, 2016

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

<p><u>CALL TO ORDER</u></p>	<p>The regular meeting for the Woodinville Tree Board was called to order at 5:30 p.m. by Chairman Quigley.</p>
<p><u>ROLL CALL</u></p>	<p><u>Tree Board Present:</u> Thomas Quigley, Jorge Meza, Ron Smith, and Stephanie Young</p> <p><u>Absent:</u> Michael Munniks</p> <p><u>City Staff Present:</u> Dave Kuhl, Development Services Director</p> <p>MAIN MOTION: to excuse Board Members Munniks</p> <p>Motion by: Board Member Young</p> <p>Second by: Board Member Smith</p> <p>Action for the Main Motion: PASSED 4 - 0</p> <p>Vote: Ayes: 4. Nays: 0. Abstain: 0.</p>
<p><u>APPROVAL OF AGENDA ORDER AND CONTENT</u></p>	<p>Motion to add one discussion item regarding the Tree Code at City Council to the approved agenda order.</p>
<p><u>PUBLIC COMMENTS</u></p>	<p>None.</p>
<p><u>BUSINESS AND DISCUSSION ITEMS</u></p>	
<p><i>Approval of September 28, 2016 Regular Tree Board Minutes</i></p>	<p>1. <u>Approval of September 28, 2016 Tree Board Minutes</u></p> <p>MAIN MOTION: to approve the regular meeting minutes of September 28, 2016, as presented.</p> <p>Motion by: Board Member Young</p> <p>Second by: Board Member Smith</p> <p>Action for the Main Motion: PASSED 4 - 0</p> <p>Vote: Ayes: 3. Nays: 0. Abstain: 0.</p>
<p><i>Continued Discussion and Review of Educational and Outreach Materials</i></p>	<p>3. <u>Continued Discussion & Review of Educational and Outreach Materials</u></p> <p>Arbor Day 2017 was discussed as part of the public outreach discussion. The Tree Board decided to talk about it at the January Tree Board meeting. There was some discussion about moving the date to the</p>

<p><i>Continued Discussion and Review of Food Forests</i></p> <p><u>FUTURE MEETINGS</u></p>	<p>summer when the weather is nicer and more people can attend during Celebrate Woodinville.</p> <p>Chairman Quigley suggested that the City do a tree inventory next year to see what street trees exist in the City. Member Smith said we may be able to do this one area at a time and break it into smaller parts. Member Meza said we need to see how the look and feel of the trees work. Chairman Quigley said the right tree in the right place is key. Tree trimming was, also, given some consideration for outreach.</p> <p>4. Discussion about Food Forests</p> <p>Board Member Meza explained his thoughts on food forests and he went to Bellevue to talk to the Native Plant Society. He suggested we contact people involved in the effort in Beacon Hill for more information. Beacon Hill has acquired seven acres and the first two acres are currently developed as a food forest. This could also be part of the education and outreach proposal. We could contact Bastyr University to see if students could help put this together. Meza would also like to explore putting a small tree farm next to the river. These trees could be fruit bearing, etc. There was some discussion regarding using fruit trees for street trees. The City would likely not want this due to clean-up, maintenance and liability. If a small farm were developed near the river, close to downtown, the new residents of Woodin Creek Village could have a place to go to participate in tree trimming, harvesting, etc.</p> <p>The Tree Board unanimously agreed to cancel the November and December Regular Tree Board Meetings and hold a special meeting in November on the third Wednesday in November.</p> <p>At the meeting of November 16th, the Tree Board would like to discuss the work plan (a draft example was provided to show the Tree Board how Council sets work programs and priorities). The group would like to discuss their ideas of a work plan, but Director Kuhl emphasized that the Council will decide what the work program is for the Tree Board and that is done in early 2017.</p> <p>Also, at the next meeting in November, the group would like to hear from staff what the current status of the tree fund is, i.e. how much is in it, where it has been spent. Are there future uses for the money allocated? Railroad ROW?</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 6:30 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:** November 16, 2016
From: Dave Kuhl, Development Services Director
By: Amanda Almgren, Associate Planner *AK*
Subject: Tree Board Work Plan

ISSUE: Review the 2016 Tree Board Work Plan and make Recommendations for the 2017 Plan.

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:

Annually, the City Council sets the work plan for itself, the Planning Commission and the other advisory boards, such as the Tree Board. The Tree Board has the opportunity to provide input to help create a draft to be reviewed by the City Council.

DISCUSSION:

1. What are the priorities for the Tree Board for 2017?
2. What types of Educational and Outreach activities should the Board focus on?

RECOMMENDED ACTION:

DISCUSS AND MAKE RECOMMENDATIONS FOR THE 2017 Work Plan.

Attachment A: 2016 Tree Board Work Plan



CITY OF WOODINVILLE, WA
REPORT TO THE CITY COUNCIL
17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To: Honorable City Council **Date:** 05/17/2016
By: David Kuhl, Development Services Director
Subject: Approval of 2016 Tree Board Work Plan

ISSUE: Shall the City Council approve the 2016 Tree Board Work Plan?

RECOMMENDATION: To approve the proposed work plan, as presented (Attachment A).

POLICY DECISION: The Tree Board provides an advisory role to the City Council on the matters of trees and urban forestry. The Tree Board Work Plan is developed to be consistent with the priorities of the City Council's 2016 Work Plan. This is the opportunity for the City Council to provide direction to the Tree Board work plan for 2016.

BACKGROUND: The Tree Board is a volunteer advisory board tasked with developing and overseeing the City's Urban Forestry program. The Urban Forestry program develops standards for the maintenance and management of Woodinville's urban forest to ensure preservation of Woodinville's northwest woodland character.

DISCUSSION: The proposed Tree Board Work Plan is intended to provide clear direction to the Tree Board and staff regarding work items throughout the year.

ALTERNATIVES:

1. Approve the Tree Board 2016 Work Plan as presented in Attachment A.
2. Refer the plan back to the Tree Board.
3. No action.

RECOMMENDED MOTION:

I MOVE THE CITY COUNCIL APPROVE THE TREE BOARD 2016 WORK PLAN AS PRESENTED IN ATTACHMENT A.

Attachment A: City of Woodinville Tree Board 2016 Work Plan

Attachment A: Proposed 2016 Work Plan for Tree Board
City of Woodinville, Washington
TREE BOARD 2016 WORK PLAN

	WORK PLAN ELEMENT	DESCRIPTION	FIRST QUARTER 2016-1	SECOND QUARTER 2016-2	THIRD QUARTER 2016-3	FOURTH QUARTER 2016-4
1	RECOMMEND EDUCATION AND OUTREACH PROGRAM	Review and develop Education and Outreach Program for tree pruning, care and maintenance, including on-line, brochures and possible events	Develop concepts for education and outreach	Continue to develop concepts	Create outline for program	Finalize program details to begin implementation process in 2017-18
2	CONTINUE ARBOR DAY EVENT IN 2016	Develop Arbor Day event using past practice as a guide for future events	Review last years' Arbor Day event and plan for 2016 Event	Hold Arbor Day event	De-brief from Arbor Day event	
3	RETAIN MEMBERSHIP AS TREE CITY USA	Help the City to maintain its Tree City USA status.				Complete application for Tree City USA
4	REVIEW TREE CODE	Continue to review the tree code and evaluate the proposed tree code. Review new concepts as determined by Council.		Evaluate the proposed tree code as needed.	Evaluate the proposed tree code as needed.	Evaluate the proposed tree code as needed.

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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:** November 16, 2016
From: Dave Kuhl, Development Services Director *DK*
By: Amanda Almgren, Associate Planner *AA*
Subject: Review of the Tree Fund

ISSUE: Review of the Tree Fund, including update on fund balance and any planned projects.

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:

At the October 26, 2016 meeting, the Tree Board asked staff to provide an update on the Tree Fund, including the current fund balance and any proposed projects to be funded by it. Specifically, the Tree Board asked for more information regarding if there are future uses for the money allocated and if it can be used or is planned to be used to purchase railroad right-of-way. The Tree Board is not authorized to make decisions about the fund, however they may make recommendations to the City Council.

DISCUSSION:

1. What is the current balance and how is it being allocated?
2. What future projects are planned to be funded?
3. Can the fund be used for purchase railroad right-of-way? Is the City interested in pursuing this?

RECOMMENDED ACTION:

DISCUSS THE TREE FUND BALANCE AND PROPOSED PROJECTS.

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