



EDMONDS CITIZENS' TREE BOARD APPROVED MINUTES

December 5, 2013

The Edmonds Citizens' Tree Board Meeting was called to order at 6:08pm by Susan Paine in the Brackett Room, 3 Floor City Hall, 121 5th Avenue North, Edmonds, WA.

BOARD MEMBERS PRESENT:

Steve Hatzenbeler
Darcy MacPherson
Roy Smith
Anna Heckman
Rick Zitzmann
Barbara Harrell
Susan Paine
Renee Travis
Joan Bloom –City Council member

STAFF PRESENT:

Phil Williams – Public Works

BOARD MEMBERS ABSENT:

1. **Roll Call:**
Susan Paine called the meeting to order all Board members were present.
2. **Approval Of Agenda:**
Board Member Smith motioned for the amended agenda as proposed; Seconded by Board Member Zitzmann; motion carried unanimously.
3. **Approval Of Tree Board Minutes:**
Board member McPherson motioned to have the October minutes approved. Board member Zitzmann seconded, the motion carried unanimously.
Board member Zitzmann motioned to have the November minutes approved. Board member Smith seconded; Board members Paine and Heckman abstained. The motion carried unanimously, less the abstentions.
4. **Discussion:**
 - a. Presentation from Public Works Director, Phil Williams
Mr. Williams provided an overview of a draft Street Tree Management policy regarding street trees, trimming, utility interference, hazard assessment, and the requirements to do tree work in the ROW. The Tree Board provided guidance and suggestions for the proposed policy and those were provided to Mr. Williams.
5. **Council Session update:** Councilmember Bloom announced that Council has provided the Tree Board with \$25,000 for a tree code legislative update, and be used for GIS layer development for tree canopy and impervious surface. This money will be used as a grant match to further leverage the funds.
6. **Audience Comments:**
 - a. Ken Reidy had to leave before his comments, he will return to the Tree Board on the January meeting.

- b. Janice Freeman came to speak in support of the right tree right place policy adopted by the Mayor's Climate Protection Committee.
- 7. **Unfinished Business:** Finalize the Heritage Tree Program Resolution and scheduling guidelines to go before Council. Board members agreed to get their comments back to Board member Zitzmann within 2 weeks. Timing is set for Arbor Day, there needs to be a committee review prior to going to full Council, the timeline for Council is needed. To be finalized at the January meeting.
- 8. **New Business:**
 - a. January board meeting and the Plant for the Planet program – decided to decline the presentation offer and ask if there was interest in having this presentation at the Yost Watershed festival.
 - b. Tree City USA reporting and data collection – Board member Heckman reviewed the details of what was collected by the State and that she would come back with the details at the January meeting.
 - c. New member orientation – not needed – member notebooks were provided at the November meeting.
 - d. Mission statement – Board member McPherson asked to have a discussion about the description on our webpage. It was agreed that we should refresh the mission statement; that it was time for an update.

9. **Board member Comments**

10. **Adjourn:**

With no further business, the Edmonds Citizens' Tree Board adjourned at 8:03 pm

Respectfully submitted by Susan Paine