



**TREE BOARD  
MEETING AGENDA**

**Online via Zoom and In Person at  
Tumwater Fire Department  
Headquarters, Training Room, 311 Israel  
Rd. SW, Tumwater, WA 98501**

**Monday, February 13, 2023  
7:00 PM**

1. Call to Order
2. Roll Call
3. Changes to Agenda
4. Tree Board Member Reports
5. Coordinator's Report
6. Public Comment
7. Arbor Day Discussion
8. Next Meeting Date - 02/14/2023
9. Adjourn

**Meeting Information**

The public are welcome to attend in person, by telephone or online via Zoom.

**Watch Online**

[https://us02web.zoom.us/webinar/register/WN\\_\\_mLlvEXnTYaLNCJ03avMEg](https://us02web.zoom.us/webinar/register/WN__mLlvEXnTYaLNCJ03avMEg)

**Listen by Telephone**

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 827 1481 5632 and Passcode 371445.

**Public Comment**

The public is invited to attend the hearing and offer comment. The public may register in advance for this webinar to provide comment:

[https://us02web.zoom.us/webinar/register/WN\\_\\_mLlvEXnTYaLNCJ03avMEg](https://us02web.zoom.us/webinar/register/WN__mLlvEXnTYaLNCJ03avMEg)

After registering, you will receive a confirmation email containing information about joining the webinar.

The public may also submit comments prior to the meeting by sending an email to:

[AJonesWood@ci.tumwater.wa.us](mailto:AJonesWood@ci.tumwater.wa.us). Please send the comments by 1:00 p.m. on the date of the meeting. Comments are submitted directly to the Commission/Board Members and will not be read individually into the record of the meeting.

If you have any questions, please contact Sustainability Coordinator Alyssa Jones Wood at (360) 754-4140 or [AJonesWood@ci.tumwater.wa.us](mailto:AJonesWood@ci.tumwater.wa.us).

**Post Meeting**

Audio of the meeting will be recorded and later available by request, please email [CityClerk@ci.tumwater.wa.us](mailto:CityClerk@ci.tumwater.wa.us)

**Accommodations**

The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City Clerk by calling (360) 252-5488 or email [CityClerk@ci.tumwater.wa.us](mailto:CityClerk@ci.tumwater.wa.us). For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384. To contact the City's ADA Coordinator directly, call (360) 754-4128 or email [ADACoordinator@ci.tumwater.wa.us](mailto:ADACoordinator@ci.tumwater.wa.us).

**What is the Tree Board?**

*The Tumwater Tree Board is a citizen advisory board that is appointed by and advisory to the City Council on urban forestry issues, including drafting and revising a comprehensive tree protection plan or ordinance, or any other tree matter. Actions by the Tree Board are not final decisions; they are Board recommendations to the City Council who must ultimately make the final decision. If you have any questions or suggestions on ways the Tree Board can serve you better, please contact the Water Resources & Sustainability Department at (360) 754-4140.*

TO: Tree Board  
FROM: Alyssa Jones Wood, Sustainability Coordinator  
DATE: February 13, 2023  
SUBJECT: Arbor Day Discussion

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1) Recommended Action:

Provide guidance on details and questions regarding the 2023 Arbor Day celebration.

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2) Background:

Similar to the 2022 Arbor Day celebration, the City's 2023 Arbor Day celebration will be a joint event with the Parks & Recreation Department's Earth Day Celebration. Some details need to be discussed in order to move forward with planning.

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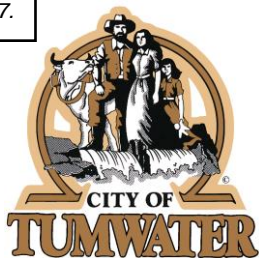
3) Alternatives:

☐ Postpone this action to the Tree Board's March 13, 2023 meeting.

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4) Attachments:

- A. Arbor Day Memorandum
- B. Draft Arbor Day Proclamation



City Hall  
555 Israel Road SW  
Tumwater, WA 98501-6515  
Phone: 360-754-5855  
Fax: 360-754-4138

## Memorandum

Date: February 13, 2023  
To: Tree Board  
From: Alyssa Jones Wood, Sustainability Coordinator  
Subject: 2023 Arbor Day Memorandum

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### Issue

The Tree Board is planning for the City of Tumwater's 2023 Arbor Day Celebration and this memorandum discusses actions to consider while preparing for it.

### Background

The Mayor and City Council will make their annual Arbor Day Proclamation as a special item at their Tuesday, April 4, 2023 regular meeting.

The City of Tumwater's Joint 2023 Earth Day and Arbor Day Celebration will be Saturday, April 22, 2023 at Tumwater Historical Park. Like last year, the Arbor Day Celebration will be held in the same place and date as the Earth Day Celebration, which will be from 9:00 AM to noon.

The Tree Board will host an annual celebration of Arbor Day:

10 AM – 12 noon  
Saturday, April 23, 2022  
Tumwater Historical Park  
802 Deschutes Way SW, Tumwater, WA

Set up for the Arbor Day event will begin at 9:00 AM at the large picnic shelter.

Parks and Recreation Department staff will help with setting up tables and hanging banners. We will be able to use the front of the picnic shelter with a couple of picnic tables and long built in table for Tree Board materials.

I will send the City Communications staff updated event descriptions and will ask them to contract the School District to advertise.

The Tree Board's available biennial budget for 2023-24 is \$2,000.00 with \$1,000 budgeted for 2023 and another \$1,000 for 2024.

At the event, residents can take home Arbor Day memorabilia, free native plant seedlings for the first sixty to one-hundred people, and have the opportunity to ask

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professional arborists about the proper care and planting of trees.

The Arbor Day celebrations are also intended to raise awareness of Urban Forestry Management Plan. We will have an Urban Forestry Management Plan brochure available.

Communication Department staff will be publicizing the event.

### **Actions for the Tree Board to Consider**

1. Decide on what will be done at the event:
  - a. Decide on tree order and place order.
  - b. Review the list of handouts and other giveaway materials that were handed out last year, what is on hand for 2023, and determine what needs to be ordered by staff.
2. Review the draft 2023 Arbor Day Proclamation.
3. Work out volunteer staffing by the Tree Board for the event.
4. Determine details regarding the arborist(s) that are available to attend the event and answer questions.
5. Potential Tree Planting in coordination with other Parks & Recreation Department activities.

### **Schedule**

- Monday, February 13, 2023, Tree Board discussion of Arbor Day Event
- February 2023 schedule public outreach activities for the event with City Communications staff
- February 2023 staff orders any additional materials needed for handouts
- Monday, March 13, 2023, Tree Board discussion of Arbor Day Event
- Tuesday, April 4, 2023, City Council approves Arbor Day proclamation
- Monday, April 11, 2022, Tree Board discussion of final details for the Arbor Day Event

### **Other Notes**

- As part of the tree seedlings handouts, include a tag for social media with information on uploading pictures of tree plantings and then after one or more years afterwards.
- As part of the tree seedlings handouts, find participants to interview and photograph them as they plant their tree. The City could follow-up with the

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families a year or two later to observe the condition of the tree to create a storyline for the Arbor Day event.

- City communications staff could conduct interviews and publish an article in the City's newsletter.
- Establish a relationship with a local nursery to raise tree seedlings as a source of trees for the City's Arbor Day tree giveaway.
- The survivability of the trees would be increased if the giveaway offered quart or gallon stock. Providing a larger specimen creates transportation and storage issues in addition to the increased expense.
- Provide a variety of plant species for compatibility with smaller lot sizes.
- Another potential way to celebrate Arbor Day by planting trees at local schools and involving students, where the City work with the School District to schedule events at several schools or rotate schools each year.

# Proclamation

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the world; and

WHEREAS, trees reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen, provide habitat for wildlife, and are a source of joy and spiritual renewal; and

WHEREAS, trees are a renewable resource providing paper, wood to build our homes, fuel for our fires, and countless other valuable and necessary products; and

WHEREAS, trees increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, since 1995, the City of Tumwater has been recognized by the National Arbor Day Foundation as a Tree City USA; and

WHEREAS, the City Council adopted the *Urban Forestry Management Plan*, which guides the growth, protection, and maintenance of the City's community and urban forest and to encourage "the right tree in the right place"; and

WHEREAS, the City of Tumwater will celebrate Arbor Day with a free event on Saturday, April 22, 2023, from 10:00 a.m. to 12:00 p.m. at Tumwater Historical Park. At this event, residents can take home Arbor Day memorabilia, free native plant seedlings for the first sixty people, and have the opportunity to ask professional arborists about the proper care and planting of trees.

NOW, THEREFORE, I, Debbie Sullivan, Mayor of the City of Tumwater, do hereby proclaim

*Arbor Day*  
*April 22, 2023*

FURTHER, I encourage all people in the City of Tumwater to participate in our Arbor Day and Earth Day celebrations and support efforts to protect our trees and woodlands.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Tumwater to be affixed at the City Hall, this 4<sup>th</sup> day of April, in the year, two thousand and twenty-three.

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Debbie Sullivan  
Mayor