



**Urban Tree Board  
Regular Meeting  
January 6, 2026 - 2:00 PM  
Classroom, Auburn Community and Events  
Center**

**AGENDA**

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**CALL TO ORDER**

**PUBLIC PARTICIPATION**

- A. The Urban Tree Board Meeting scheduled for Tuesday January 6, 2026 at 2:00 p.m. will be held in person and virtually.

Virtual Participation Link:

To listen to the meeting by phone or Zoom, please call the number below or click the link:

Telephone: 253-215-8782

Toll Free: 253-205-0468

Zoom: <https://us02web.zoom.us/j/89722813681?pwd=Lk47daKggXyYJCQDuWQ5TbInuTyaUe.1>

Meeting ID: 897 2281 3681

Passcode: 713993

**ROLL CALL**

**AGENDA MODIFICATIONS**

**PUBLIC COMMENT**

This is the place on the agenda where the public is invited to speak to the Board on any issue.

- A. The public can participate in-person or submit written comments in advance. Participants can submit written comments via mail, fax, or email. All written comments must be received prior to 2:00 p.m. on the day before the scheduled meeting and must be 350 words or less.

Please mail written comments to:

City of Auburn

Attn: Alexa Bragg, Parks Administrative Assistant

25 W Main St

Auburn, WA 98001

Please fax written comments to:

Attn: Alexa Bragg, Parks Administrative Assistant

Fax number: 253-931-4005

Email written comments to: [abragg@auburnwa.gov](mailto:abragg@auburnwa.gov)

If an individual requires accommodation to allow for remote oral comment because of a difficulty attending a meeting of the governing body, the City requests notice of the need for accommodation by 2:00 p.m. on the day before the scheduled meeting. Participants can request accommodation to be able to provide a remote oral comment by contacting the Parks, Arts and Recreation Department in person, by phone (253) 931-3043, or by email ([abragg@auburnwa.gov](mailto:abragg@auburnwa.gov)).

## **APPROVAL OF MINUTES**

- A. Approval of November 4th Tree Board Minutes

## **ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS**

- A. Tree Giveaway Information from Heidi Watters, Urban Environmentalist with the City of Tukwila, WA

## **DISCUSSION ITEMS**

- A. Review Urban Tree Board Manual

## **ACTION ITEMS**

- A. Vote on Urban Tree Board Chairperson
- B. Vote on Urban Tree Board Vice-Chairperson

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

## **ADJOURNMENT**

Agendas and minutes are available to the public at the City Clerk's Office and on the City website (<http://www.auburnwa.gov>).



**AGENDA BILL APPROVAL FORM**

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**Agenda Subject:**

Approval of November 4th Tree Board Minutes

**Meeting Date:**

January 6, 2026

**Department:**

Parks, Arts & Recreation

**Attachments:**

Nov 4 Tree Board Minutes

**Budget Impact:**

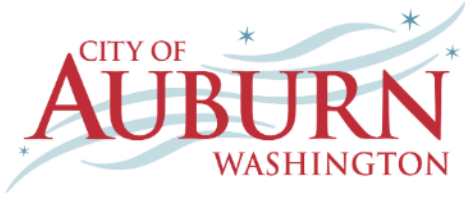
**Administrative Recommendation:**

**Background for Motion:**

**Background Summary:**

**Councilmember:**

**Staff:**



**Urban Tree Board  
Regular Meeting  
November 4, 2025 - 2:00 PM  
Classroom, Auburn Community and  
Events Center**

**MINUTES**

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**CALL TO ORDER**

Call to Order: 2:05pm

**PUBLIC PARTICIPATION**

- A. The Urban Tree Board Meeting scheduled for Tuesday November 4th, 2025 at 2:00 p.m. will be held in person and virtually.

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Zoom:

<https://us06web.zoom.us/j/87066224771?pwd=GbqaTOKHzHp8x3FJWr7UUDVh56ubUc.1>

**ROLL CALL**

Attendance: Chairperson Bryce Landrud, Vice-Chairperson Linda Bielejec, Member James Tournageau, & Member Benjamin Woodhouse

Staff: Parks Planning Manager Thaniel Gouk, Administrative Assistant Alexa Bragg

**AGENDA MODIFICATIONS**

**PUBLIC COMMENT**

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Attn: Alexa Bragg. Parks Administrative Assistant

25 W Main St

Auburn, WA 98001

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## **APPROVAL OF MINUTES**

### **A. Approval of October 15th Special Tree Board Minutes**

Chairperson Bryce Landrud motioned for approval of October 15th Special Tree Board Meeting Minutes, Vice-Chair Linda Bielejec second the motion and the Special Meeting Minutes passed for approval.

## **ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS**

### **DISCUSSION ITEMS**

#### **A. Vote on the 2025 Heritage Tree**

The Dogwood Tree on M St & Main St was voted on and approved as the 2025 Heritage Tree. The proclamation will be entered and the tree board will be made aware of the Council meeting date the proclamation will be presented.

### **ACTION ITEMS**

### **UNFINISHED BUSINESS**

Chairperson Bryce Landrud talks about the unfinished business for his potential Tree Climbing competition. He states he spoke to the Events & Marketing Manager Kristy Pachciarz & Special Events Coordinator Amanda Valdez about the potential event. Bryce states that the above-mentioned staff were excited but had concerns about this going through legal and risk management. Parks Planning Manager Thaniel Gouk stated that he would fill out the Special Events Permitting application online. This is for a regional tree climbing competition. Bryce states this will be in July or August of next year. The organization will advertise this event, the Auburn Parks Department will potentially host it at Les Gove Park.

Member Benjamin Woodhouse talked about how he reached out to Auburn's planning department regarding the GSA lot and what the tree board's role is regarding tree management when it comes to private development in the City of Auburn. Park Planning Manager Thaniel states that Senior Planner Alyssa Tatro will speak to the Tree Board in January regarding the GSA development. Member Benjamin wonders if the board duties could be amended in the future. Chairperson Bryce Landrud states that the City of Auburn does not necessarily have a tree code. Member Benjamin Woodhouse states that the board could have a say in the future when trees are cut down.

A. Discussions of replacing Weeping Willow Tree at Les Gove Park

Park Planner Thaniel Gouk states that the 2020 Weeping Willow that was planted did die, but Parks Maintenance (Stefanie Coleman) will purchase a new Weeping Willow for this year and re-plant in Les Gove park.

**NEW BUSINESS**

A. Potential Tree Giveaway Ideas for 2026-2027

Chairperson Bryce Landrud states that he wasn't able to get into contact with the Washington State Department of Natural Resources regarding a tree giveaway program, and that it may take a grant writer to obtain trees for the tree giveaway. Chair Bryce states that we could potentially have a space on our website where we market and advertise a tree giveaway, especially with the Farmers Market booth for next summer. This would be a way to get involved with the community and increase the tree canopy of Auburn. There is a webpage the tree board has referenced where the Auburn Tree Board could follow suit. [Great Tree Search Nomination Form : NYC Parks](#)

**ADJOURNMENT**

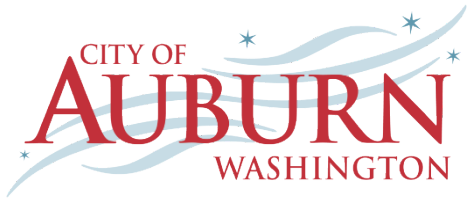
Adjournment: 2:51pm

APPROVED this \_\_\_\_ day of \_\_\_\_\_ 2024.

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Thaniel Gouk, Director of Board

Alexa Bragg, Administrative Assistant



**AGENDA BILL APPROVAL FORM**

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**Agenda Subject:**

Review Urban Tree Board Manual

**Meeting Date:**

January 6, 2026

**Department:**

Parks, Arts & Recreation

**Attachments:**

Tree Board Manual 2025

**Budget Impact:**

**Administrative Recommendation:**

**Background for Motion:**

**Background Summary:**

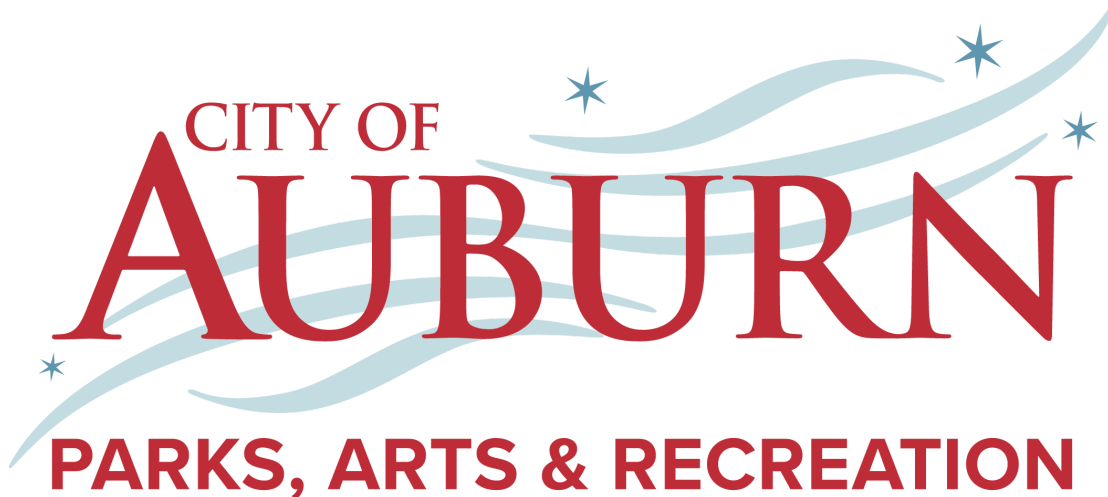
**Councilmember:**

**Staff:**



# Urban Tree Board

2025



**ORDINANCE NO. 5 8 3 6**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, ESTABLISHING AN URBAN TREE BOARD, AS AN ADVISORY ELEMENT OF THE PARKS AND RECREATION COMMISSION, TO ADVISE THE MAYOR AND CITY COUNCIL IN MATTERS OF TREES AND TREE CARE

WHEREAS, the City of Auburn set standards for plantings in the parks, public places, and public rights-of-way in their Design and Construction Standards; and

WHEREAS, it is in the public interest to administer and manage this resource to minimize impact on the infrastructure and to plan program direction to maximize both utilitarian and aesthetic values; and

WHEREAS, the City of Auburn acknowledges the value of having a group of informed and concerned citizens involved in the development and administration of a comprehensive community tree management program for care of trees/plantings in parks, public places and public rights-of-way; and

WHEREAS, the City of Auburn recognizes the need to involve and educate their citizens in proper tree planting and care; and

WHEREAS, the Tree Board will work with designated Engineering Department staff, the Parks Planning and Development Manager and the City Horticulturalist, as well as Auburn citizens, to achieve these goals;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN,  
WASHINGTON, DO ORDAIN AS FOLLOWS:

**SECTION ONE. CREATION OF CHAPTER TO CITY CODE.**

A new Chapter 2.43 of the Auburn City Code (ACC) is hereby created to  
read as follows:

Chapter 2.43

TREE BOARD

2.43.010 Tree Board created.

There is created an advisory board to be known as "The Tree Board of the  
City of Auburn."

2.43.020. Membership.

There shall be three (3) members of the Tree Board who shall be  
appointed by the Mayor and confirmed by the City Council, and who shall serve  
at the pleasure of the City Council. The members shall be residents of the City.

2.43.030 Appointment.

The members of the Tree Board shall be appointed from among members  
of the public to include, to the extent reasonably possible, representation from  
people involved with or interested in the preservation and protection of all public  
trees and plants of the community.

2.43.040 Terms and vacancies.

Subject to the provisions of Section 2.43.020 of this Ordinance and the  
pleasure of the City Council, members of the Tree Board shall serve for a term of  
three (3) years or until appointment of a successor member, whichever is later,  
unless otherwise replaced. It is provided, however, that for the initial  
appointment, one (1) member shall be initially appointed for a three (3) year term,  
or until appointment of a successor member, whichever is later, unless otherwise  
replaced; one (1) member shall be initially appointed for a two (2) year term, or  
until appointment of a successor member, whichever is later, unless otherwise  
replaced; and one (1) member shall be initially appointed for a one (1) year term,  
or until appointment of a successor member, whichever is later, unless otherwise

replaced. In case of any vacancies on the commission, vacancies shall be filled consistent with the procedures set forth in Section 2.43.020 of this Ordinance, for the unexpired terms for which such vacancies are filled.

**2.43.050 Officers - Meetings.**

A. At its first meeting of each year, the Tree Board members shall elect a chairperson and a vice chairperson from among the members of the Tree Board. The Tree Board shall meet as needed to perform the duties of the Tree Board and to fulfill the role of being an advisory body to the City Council.

B. It shall be the duty of the chairperson to preside over all meetings of the Tree Board. The vice chairperson shall preside at all meetings where the chairperson is absent. Minutes shall be kept and meeting agendas prepared in coordination between members of the Board and staff members. A majority of the members of the Board shall constitute a quorum for the transaction of business, and a majority vote of those present shall be necessary to carry any recommended action.

**2.43.060 Role of the Advisory Board.**

The Tree Board is created to assist the Park and Recreation Commission and the City Council in promoting preservation and beautification of street trees through involvement of the citizens and through public education. The Tree Board shall recommend rules and procedures regarding the administration and management of street trees located in parks, public places and public rights-of-way in the City of Auburn. All recommendations, rules and regulations will be submitted to the Parks and Recreation Commission and approved by the City Council.

**2.43.070 Compensation.**

The members of the Tree Board shall serve without compensation.

**2.43.080 Annual reports of progress.**

The Tree Board shall annually provide to the City Council a report on progress made in carrying out the Board's responsibilities. Additional reports may be submitted when deemed appropriate by the Board or when requested by the City Council.

**2.43.090 Severability.**

If any portion of this chapter, or its application to any persons or circumstances, is held invalid, the validity of the chapter as a whole, or any other

portion thereof, and its application to other persons or circumstances, shall not be affected.

**SECTION TWO. GENERAL SEVERABILITY.**

That if any provision of this Ordinance or the application thereof to any person or circumstance is held to be invalid, the remainder of such code, ordinance or regulation or the application thereof to other person or circumstances shall not be affected.

**SECTION THREE. IMPLEMENTATION.**

The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directives of this legislation.

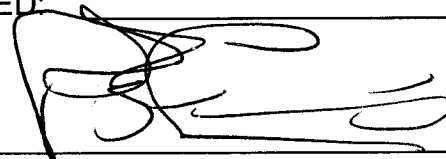
**SECTION FOUR. EFFECTIVE DATE.**

This Ordinance shall take effect and be in force five (5) days from and after its passage, approval and publication as provided by law.

INTRODUCED: APR 5 2004

PASSED: APR 5 2004

APPROVED: APR 5 2004



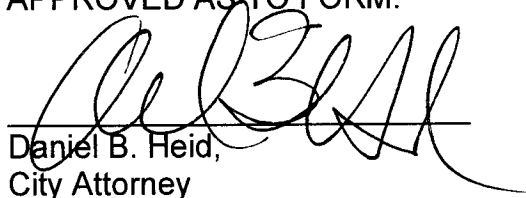
PETER B. LEWIS  
MAYOR

ATTEST:



Danielle E. Daskam,  
City Clerk

APPROVED AS TO FORM:



Daniel B. Heid,  
City Attorney

PUBLISHED: April 9, 2004

The City of Auburn has set standards for plantings in the parks, public places, and on public rights-of-way, part of which is direction to minimize impact on the infrastructure and to plan program direction to maximize both utilitarian and aesthetic values. The City recognized the value of having a group of informed and concerned citizens involved in the development and administration of a comprehensive community tree management program; further, the need was recognized to involve and educate citizens of the City in proper tree planting and care.

As a component by which to reach these goals, an Urban Tree Board was established to assist the Parks and Recreation Board and the Mayor and City Council in promoting preservation and beautification of street trees through involvement of the citizens and through public education. The Tree Board shall recommend rules and procedures regarding the administration and management of street trees located in parks, public places and public rights-of-way in the City of Auburn. All recommendations, rules and regulations will be submitted to the Parks and Recreation Board and approved by the City Council.

Collectively, the Board is broadly representative of the City residents. As a group, and individually, you demonstrate a sincere interest and commitment to the City's urban forest, its growth and maintenance, and the education of the residents in the proper methods by which to further these goals. Your role is an active one, in that you are expected to attend scheduled meetings, and participate in functions and events at which you could further the objectives of the Board. Those programs and events have been identified in the annual schedule of work.

In order that Board members have an expectation of their duties and responsibilities in their position on the Board, the following information is provided:

- Commit to attend regularly scheduled meetings
- Attend and participate in activities and events identified as educational opportunities at which a Tree Board presence is needed
- Advocate for, and involve yourself in, programs and activities of the Parks, Arts, and Recreation Department.
- Take opportunities to increase personal knowledge and educate yourself in urban forestry issues
- Represent the citizens of the City and exercise the ability to bring an individual perspective to what is important to the community through its dedication to maintain, preserve and increase the urban forest

**Membership:** The make-up and terms of the Board will be determined by the Mayor and City Council. Members will serve three-year terms, or until appointment of a successor is made by the City governing body. The initial Board, per Ordinance 5836, will be made up of one person serving a 3-year term, one person serving a 2-year term, and one person serving a 1-year position. This make up will enable continuity of Board membership as new members join. Additional members will be added to fill unexpired terms or for 3-year terms as determined by Council. Members will come from the public

to include, to the extent reasonably possible, representation from people involved with or interested in the preservation and protection of all public trees and plants of the community.

**Role:** The role of the Board is to create and to assist the Parks and Recreation Commission and the City Council in promoting preservation and beautification of street trees through involvement of citizens and through public education.

**Officers:** A chairperson will be elected at the first meeting in January of the Tree Board. A Vice-Chair will also be selected to preside at meetings the Chair is unable to attend.

**Recommendations:** The Board will recommend rules and procedures regarding the administration management of street trees located in parks, public places, and public rights-of-way in Auburn. All recommendations, rules and regulations will be submitted to the Parks and Recreation Board and approved by the City Council.

**Annual Report:** The Tree Board will provide a report on their progress to the City Council annually. Additional reports may be submitted when deemed appropriate by the Tree Board or when requested by the City Council.

## Auburn Urban Tree Board 2025

<u>Board Member</u>	<u>Appointed</u>	<u>Term Expires</u>
Linda Bielejec 32714 110 <sup>th</sup> Ave SE Auburn, WA 98092 Telephone: 253-753-0721 <a href="mailto:lindabielejec@gmail.com">lindabielejec@gmail.com</a>	8-18-2021	12-31-2025
Bryce Landrud (chair) 31813 44 <sup>th</sup> AVE S Auburn, WA 98001 Telephone: 253-261-2094 <a href="mailto:bryce@thunderingoak.com">bryce@thunderingoak.com</a>	3-2-2009	12-31-2026
James L. Tourangeau 32619 – 50 <sup>th</sup> Ave S Auburn, WA 98001 Telephone: 425-221-5377 <a href="mailto:jltourangeau@gmail.com">jltourangeau@gmail.com</a>	4-7-2014	12-31-2025

## 2025 Tree Board Meeting Dates

Tuesday, January 7(cancelled)

Tuesday, February 4

Tuesday, March 4

Tuesday, April 8

Tuesday, May 6

Tuesday, June 3

Tuesday, July 8

Tuesday, August 5

**\*\*Wednesday, September 3**

Tuesday, October 7

Tuesday, November 5

Tuesday, December 2

\*\*Meeting held on Wed Sept 3 due to holiday schedule

# *Mayor's 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**, the holiday, called Arbor Day, was first observed with the planting of more than one million trees in Nebraska; and

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

**WHEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

**WHEREAS**, trees are a renewable resource, giving us paper, wood for our homes, fuel for our fires, and wherever they are planted a resource of joy, beauty and spiritual renewal; and

**WHEREAS**, members of the Auburn Garden Club, Statewide Washington Community Forestry Council, Department of Natural Resources, and the Auburn Urban Tree Board, will join City officials and Auburn Parks, Arts, and Recreation Department employees in planting a Tompkins King Apple Tree at Mary Olson Farm, at 11:00 AM, Wednesday, April 16th, 2025, in honor of Arbor Day; and

**NOW, THEREFORE, I**, Nancy Backus, Mayor of the City of Auburn, do hereby proclaim April 16th, 2025, as

## *“Arbor Day”*

in the City of Auburn and urge our community members to celebrate Arbor Day by supporting efforts to plant and protect trees and woodland areas for the well-being of our community for future generations.

DATED this 16th day of April 2025

**CITY OF AUBURN**

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Nancy Backus, Mayor

### Arbor Day procedures

1. Press release, update previous year and send to Communications
2. Communications request for photos and video
3. Update Arbor Day Proclamation & send to Mayor's Executive Assistant – they will get it on the council agenda
  - a. Let Tree Board Members know which council meeting the proclamation will be read
4. Invite Mayor, Council, Tree & Park Board, Department of Natural Resources
5. Update Arbor Day program and print out on nice card stock for day of event
6. Ask Park Maintenance to set up a canopy, tables about 5 chairs and shovels
7. Bring coffee traveler and snacks from Starbucks
- 8. Bring copy of proclamation for Mayor to read**

\*\*Put on COA community calendar