



**Urban Tree Board
Regular Meeting
March 3, 2026 - 2:00 PM
Classroom, Auburn Community and Events
Center**

AGENDA

CALL TO ORDER

PUBLIC PARTICIPATION

- A. The Urban Tree Board Meeting scheduled for Tuesday March 3rd, 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: 12532158782,,83503822543# US (Tacoma)

Toll Free: 12532050468,,83503822543# US

Zoom: <https://us06web.zoom.us/j/83503822543>

Meeting ID: 835 0382 2543

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 5:00 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

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).

APPROVAL OF MINUTES

- A. Approval of February 3rd, 2026 Tree Board Minutes

ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

- A. City of Auburn Planner Alyssa Tatro to speak about trees on private property/developments

DISCUSSION ITEMS

- A. Arbor Day 2026 Discussions - Park Planning Manager Thaniel Gouk
- B. Recap of the Tree Giveaway presentation from City of Tukwila's Heidi Watters

ACTION ITEMS

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

Agenda Subject:

Approval of February 3rd, 2026 Tree Board Minutes

Meeting Date:

March 3, 2026

Department:

Parks, Arts & Recreation

Attachments:

Tree Board Feb Minutes

Budget Impact:

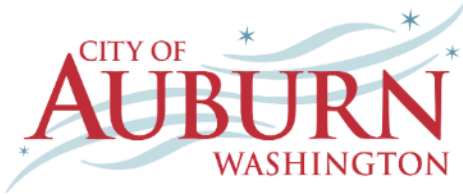
Administrative Recommendation:

Background for Motion:

Background Summary:

Councilmember:

Staff:



**Urban Tree Board
Regular Meeting
February 3, 2026 - 2:00 PM
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MINUTES

CALL TO ORDER

Chairperson Bryce Landrud called the meeting to order at 2:13pm

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Telephone: 253-215-8782

Toll Free: 253-205-0468

Zoom:

<https://us02web.zoom.us/j/83289650129?pwd=p3boL25UM6K4MLYwieU5Ah9all9qX.1>

Meeting ID: 832 8965 0129

Passcode: 564977

ROLL CALL

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

Excused: Member James Tournageau

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

Guests: Trevor Patricelli & Eric Shellgren

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Public Attendace:

Eric Shellgren - North side of his house, there are trees growing in the parking strip, which is city property. There are power lines now on Eric's side of the street. The trees are underneath powerlines/cables. Asplund usually comes and trims the trees. Eric is wondering about if the city could trim them further. He said that the public can trim trees but cannot trim for height purposes. This is the third time Asplund has trimmed those trees. It seems that they are affecting the power lines and a potential fire hazard. He is hoping that there could be something done by the Tree Board. (Can't cut anything higher than the crown of the tree). Chairperson Bryce Landrud states that it seems that the problem isn't the height of the tree, but it's common practice that Asplund does. Bryce Landrud states that this might be something we could look at, he states that he is an arborist, and Parks Planning Manager Thaniel Gouk states it could be our streets department. Eric stated he talked to someone at City Hall in the Transportation department. He says that one of the limbs came down in the streets. Stefanie states that Public Works could assist in this issue. Thaniel says that he could take his address and contact information and follow up.

APPROVAL OF MINUTES

A. Approval of November 4th Tree Board Minutes

Board approved Tree Board minutes from November 4th, 2025.
Vice-chair Linda moves that we approve the minutes, Member Benjamin seconds and the minutes are approved.

ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

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

Heidi Watters speaks to the Auburn Tree Board regarding the City of Tukwila's Tree Giveaway information.

This is how Heidi started the Tree Giveaway program, with grant funds from King County. This program is ran out of the City of Tukwila's Planning department. She researched what each different municipal program did for their own tree giveaways. She states there are no requirements to retrieve a tree other than living in the City of Tukwila. She states that a property owner in Tukwila can receive up to two free trees (open orders by June). There are order forms and finalize the order with the nursery they work with. People can pick up their trees by early October (due to the weather). This is a drive-up pick-up. At one point, there was a delivery service for trees, but this has ceased this year. Heidi states that there is somewhere around a 15% no-show rate for what people order and then don't pick. Saturday is the pickup day, and set up in a park where people can pull up in a loop. They stage the check-in at the front of the park. Utilities traffic control while people are arriving. At this pick-up event, Heidi had surface water departments and public works to assist and hand out fliers to the residents and participants of the city of Tukwila. Heidi states that the parks department helps unload the trees, and they bring along chain link fencing. They had 247 medium-large trees that people ordered in 2025. She orders from Puget Sound Plants. She does give a grace period to people (about a week) to pick up once the event ends. The trees, while they are being stored, need to be watered. She tries to have trees that are about 3-gallon. They should be around 4 to 7 feet tall. She tries to give away around 10 choices. There are canopy coverage goals in the City of Tukwila, and sticks to medium or large trees to meet these canopy coverage goals. She offers flowering trees, but reminds us that they should still be medium trees. She states to select trees that are not overly represented. She does not have a limit to how many trees a person can have. Talks to the participants about 811 resources and their water utility lines. There are communications that go out to the participants regarding reminders, tips and building relationships with them. Parks Planning manager Thaniel states that he can follow up with Heidi regarding more detailed information. Heidi states that she put up signage and advertising, and it can take a while to build up the participants. She will pick one particular neighborhood and put fliers out there more so than others. Education on tree canopy is important and key to Heidi and the city of Tukwila. There are QR codes to refer people to the education of the canopy coverage and sign-ups for the tree giveaway. Ordering with the nursery can be tricky. Heidi purchased the trees with their tree funds. Member Benjamin Woodhouse asks how she advertises the Tree Giveaway. Heidi states it is open to residents, as well as commercial business. She states that she is the one who advertises this event.

DISCUSSION ITEMS

A. Tree Maintenance Policy - Park Planning Manager Thaniel Gouk

Park Planning Manager Thaniel talks about the Tree Maintenance policy 5510 that the Parks department worked on and put together. It's a formalized process that is in writing. The only thing that Bryce would add to that, is that the Arborist should have the double qualifications. Clarify with Bryce about what exactly this means (add tree risk assessment to the policy).

B. Discussion of Tree Board Responsibilities

Chairperson Bryce Landrud brings his Tree Board manual from when he first started with the Tree Board. He reads the duties that the Tree Board will do. Park Planning Manager Thaniel Gouk states that that was from 2008, which was out of date, and is not most up-to-date from when the Tree Board code was updated in 2013. Park Planning Manager Thaniel asks that they mark it up and let us know what needs to be changed, if anything. Board member Benjamin Woodhouse states that this tree board manual is a good start to then try to start interdepartmental work with the tree board and other departments. PPM Thaniel mentions Public Works potentially, to talk about street trees and storm water division. Linda Bielejec states that Councilperson Kate Baldwin is planning to come to the next meeting. Thaniel states that public works with street trees. Eric (public comment) is wondering about potentially getting PSE, planning, streets, and parks to bridge the gap in trees and the health of the trees.

ACTION ITEMS

UNFINISHED BUSINESS

NEW BUSINESS

A. 2026 Arbor Day Celebration Planning and Discussion

Park Planning Manager Thaniel talks about Arbor Day for 2026. The location could be at Les Gove park near the splash pad. Park Maintenance Manager Stefanie Coleman states that this could be a shade tree, and recognizes that this would be a good opportunity to provide shade for the future generation. Looking at the 3rd week of April 2026 to celebrate Arbor Day, pending Mayor Nancy Backus's availability. Erin with maintenance was looking at trees. Park Maintenance Manager Stefanie wants to buy the biggest tree possible and provide protection barriers.

ADJOURNMENT

Chairperson Bryce Landrud motioned to adjourn at 3:15pm.

APPROVED this ____ day of _____ 2024.

Thaniel Gouk, Director of Board

Alexa Bragg, Administrative Assistant