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# STAFF REPORT

Date: February 10, 2025

To: Tree Board

From: Alyssa Jones Wood, Sustainability Manager



## 2025 Arbor Day Memorandum

### Issue

The Tree Board is planning for the City of Tumwater 2025 Arbor Day Celebration and this memorandum discusses actions to consider while preparing for it, specifically the plant species to give away and the proclamation language.

### Background

The Mayor and City Council will make their annual Arbor Day Proclamation as a special item at their Tuesday, April 15, 2025, regular meeting.

The City of Tumwater 2025 Earth Day and Arbor Day Celebration will be Saturday, April 19, 2025, at Tumwater Historical Park. The event will be held from 10 a.m. to 1 p.m.

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 the tables and hanging banners. We will be able to use the front of the picnic shelter with a couple of picnic tables for the Tree Board materials.

The Sustainability Manager will send the City Communications staff an updated event description and will ask them to contact the School District to advertise.

The Tree Board has a budget of up to \$1,000 for this event.

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 tree professionals about the proper care and planning of trees.

The Arbor Day celebrations are also intended to raise awareness of the Urban Forestry Management Plan (UFMP). We will have a UFMP brochure available.

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The City Communications Department will publicize the event.

### Actions for the Tree Board to consider

1. Decide on what will be done at the event:
  - a. Decide on the plant species to offer.
  - b. Determine what vendors may be able to provide more resilient stock based on the recent climate change vulnerability presentation provided to the Tree Board.
2. Review the draft Arbor Day Proclamation.
3. Work out volunteer staffing by the Tree Board for the event.
4. Potential Tree Planting in coordination with other Parks & Recreation Department activities.

### Schedule

- Monday, February 10, 2025: Tree Board initial discussion of Arbor Day event.
- February 2025: Sustainability Manager orders plants and any additional materials needed for handouts.
- March 2025: Sustainability Manager to schedule public outreach for the event with City Communications and Parks and Recreation Staff.
- Monday, March 10, 2025: Tree Board reviews and finalizes handout with plant information.
- Monday, April 14, 2025: Tree Board discussion of final details for the Arbor Day event.
- Tuesday, April 15, 2025: City Council approves Arbor Day proclamation.
- Saturday, April 19, 2025: Earth Day and Arbor Day event.