



Memorandum

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

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

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

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.