

1 **City of Lake Forest Park – Tree Board Meeting**
2 **Meeting Minutes: January 22, 2025; 7:00-9:00pm**
3 **Hybrid Meeting Held in the Forest Room at City Hall and Virtually via Zoom**
4

5 **Tree Board Members present:** Doug Sprugel, Richard Olmstead, Richard Saunders, Victoria
6 Kutasz, and Mark Phillips
7

8 **Staff and others present:** Larry Goldman, LFP City Council; Elizabeth Talavera, Assistant Planner;
9 Drue Epping, Urban Forest Planner; Mark Hofman, Community Development Director (via Zoom)
10

11 **Members of the Public present:** No members of the public present.
12

13 **Tree Board Members absent:** Stacey Spain
14

15 **Call to order:** 7:00 PM
16

17 **Short Reflection:** No short reflection.
18

19 **Introductions:** No introductions.
20

21 **Approval of Meeting Agenda:** Vice Chair Phillips motioned to approve the agenda; board member
22 Olmstead seconded. The agenda was approved unanimously with no changes.
23

24 **Approval of Minutes:** Board member Olmstead motioned to approve the minutes; Board member
25 Kutasz seconded. The December 2024 minutes were approved unanimously.
26

27 **Public Comment:** No public comments.
28

29 **Next meeting:** The next meeting occurs on Wednesday, February 5, 2025.
30

31 **Reports and Announcements:**
32

33 Tree Board Update

34 Board member Kutasz gave an update on the CPAT meeting. Board member Kutasz announced
35 that the CPAT webpage is now live on the city website.
36

37 Chair Sprugel announced that he will be attending next month's meeting on Zoom and will be
38 unavailable due to personal reasons.
39

40 Board member Olmstead announced that his term does not end this year, but next February 2026.
41

42 Councilmember Goldman Update

43 Councilmember Goldman announced that there is a meeting occurring to vote on a merger
44 surrounding the Fire Department.
45

46 City Staff Update

47 Ms. Epping announced that the Green Fair is on March 29th.
48

1 **Old Business:**

2 2025 Work Plan

3 Tree Board members discussed edits to the 2025 Work Plan, including prioritizing action items and
4 edits to the format of the document. After discussing edits to the Work Plan, the Tree Board voted
5 on adopting the Work Plan. Board member Kutasz motioned to approve the Work Plan with the
6 suggested edits and Board member Olmstead seconded the motion, the Work Plan was approved
7 unanimously.

8
9 **New Business:**

10 2024 Annual Reporting to City Council

11 Tree Board members reviewed and discussed edits to the Annual Report including missing dates and
12 events that the Tree Board participated in 2024.

13
14 Election of Chair and Vice Chair for 2025

15 The Tree Board tabled the election of Chair and Vice Chair to next month's meeting.

16
17 Exceptional Tree List

18 Ms. Epping gave a presentation on the Exceptional Tree List, including the edits in diameter sizes
19 for the Exceptional Tree List. Ms. Epping also discussed the Sustainability Forest Initiative grant
20 and how the awarded grant can assist with tasks that the Tree Board is interested in pursuing this
21 year.

22
23 5 Acre Woods

24 Tabled for next month's meeting.

25
26 Community Forest Management Plan

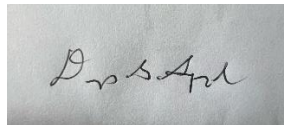
27 Tabled for next month's meeting.

28
29 **Agenda for Next Meeting:** The Board will be discussing Arbor Day, Tree Code, and the
30 Exceptional Tree List.

31
32 **Adjournment:** Board member Olmstead motioned to end the meeting and Vice Chair Phillips
33 seconded.

34
35 Meeting adjourned at 9:00 PM
36
37

APPROVED:



Doug Sprugel, Chair