

1 **City of Lake Forest Park – Tree Board Meeting**
2 **Meeting Minutes: July 02, 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:** Richard Olmstead, Victoria Kutasz, Stacey Spain (via Zoom),
6 Doug Sprugel, and Mark Phillips
7

8 **Staff and others present:** Larry Goldman, LFP City Council; Drue Epping, Urban Forest Planner
9

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

12 **Tree Board Members absent:** Richard Saunders
13

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

16 **Short Reflection:** Chair Phillips gave a short reflection on chocolate cake.
17

18 **Introductions:**
19

20 **Approval of Meeting Agenda:** Board member Olmstead motioned to approve the agenda; Board
21 member Sprugel seconded. The agenda was approved unanimously with no changes.
22

23 **Approval of Minutes:** Vice Chair Kutasz motioned to approve the minutes; Board member Sprugel
24 seconded. The June 2025 minutes were approved unanimously.
25

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

28 **Next meeting:** The next meeting occurs on Wednesday, August 06, 2025.
29

30 **Reports and Announcements:**

31 Councilmember Goldman Update

32 Councilmember Goldman announced that the Council approved the middle housing ordinance.
33 Councilmember Goldman also announced that the council is considering a public safety levy.
34

35 City Staff Update

36 Urban Forest Planner, Ms. Epping, gave an update that today is her last day with the City of Lake
37 Forest Park.
38

39 Mr. Hofman discussed construction projects that are occurring this summer.
40

41 **Old Business:**

42 Draft climate element feedback

43 The Tree Board members discussed edits to the draft climate feedback. Edits include changing the
44 verbiage from “heritage trees” to “exceptional trees”, data research, and drought resistant trees.
45 Chair Phillips and Vice Chair Kutasz discussed putting the edits in the draft tool.
46
47
48

1 Tree list and Exceptional trees - status, follow-up

2 Ms. Epping stated that the City attorney is working on drafting the ordinance with the suggested
3 Tree Board edits. Mr. Hofman and Ms. Epping also discussed a tentative timeline for the ordinance.
4

5 SFI grant - status, follow-up

6 Ms. Epping reviewed the budget, strategic recommendations, proposal, and draft RFP for when the
7 Tree Board is ready to hire a consultant. Mr. Hofman and Ms. Epping also discussed the next steps
8 for the grant with the Tree Board following Ms. Epping's departure with the City.
9

10 King Conservation District canopy assessment - status, follow-up

11 Ms. Epping stated that Ms. Matson with the City will take over the KCD grant.
12

13 **New Business:**

14 Outreach Opportunities - Picnic in the Park Sept. 6; Farmers Market table Oct. 5

15 Chair Phillips discussed Picnic in the Park. Vice Chair Kutasz and Board member Spain volunteered
16 to table the event.
17

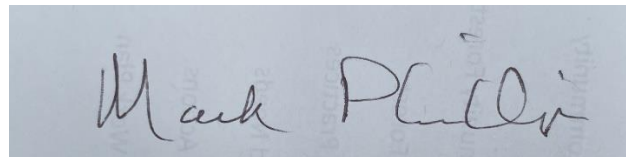
18 Board members Olmstead, Spain, and Vice Chair Kutasz volunteered for the Farmers Market on
19 October 5th. Board member Olmstead suggested bringing Douglas fir seedlings for the event.
20

21 **Agenda for Next Meeting:** The Board will be discussing SFI grant - follow-up, King Conservation
22 District canopy assessment - follow-up, and the Tree Ordinance follow-up.
23

24 **Adjournment:** Vice Chair Kutasz motioned to end the meeting and board member Olmstead
25 seconded.
26

27 Meeting adjourned at 8:45 PM
28
29

APPROVED:

A rectangular box containing a handwritten signature in dark ink. The signature appears to read "Mark Phillips" in a cursive script.

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31
32 _____
33 Mark Phillips, Chair
34