



# CITY OF LAKE FOREST PARK TREE BOARD MEETING

**Wednesday, March 06, 2024 at 7:00 PM**

**Meeting Location: In Person and Virtual / Zoom**

**17425 Ballinger Way NE Lake Forest Park, WA 98155**

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## **INSTRUCTIONS FOR PARTICIPATING IN THIS MEETING VIRTUALLY:**

**Join Zoom Webinar: <https://us06web.zoom.us/j/85662201530>**

**Call into Webinar: 253-215-8782 | Webinar ID: 856 6220 1530**

The Tree Board is providing opportunities for public comment by joining the meeting webinar (via computer or phone) or in person to provide oral public comment.

### **HOW TO PARTICIPATE WITH ORAL COMMENTS:**

If you are attending in person, there is a sign-in sheet located near the entrance to the room. Fill out the form and the presiding officer will call your name at the appropriate time. Oral comments are limited to 3:00 minutes per speaker.

If you are attending the meeting via Zoom, in order to address the Tree Board during the Public Comment section of the agenda, please use the “raise hand” feature at the bottom of the screen. Oral comments are limited to 3:00 minutes per speaker. Individuals wishing to speak to agenda items will be called to speak first in the order they have signed up. The meeting host will call your name and allow you to speak. Please state your name and whether you are a resident of Lake Forest Park. The meeting is being recorded.

For up-to-date information on agendas, please visit the City’s website at [www.cityoflfp.gov](http://www.cityoflfp.gov).

## **AGENDA**

- 1. CALL TO ORDER: 7:00 PM**
- 2. SHORT REFLECTION**
- 3. INTRODUCTIONS**
- 4. ADOPTION OF AGENDA**
- 5. APPROVE MINUTES**
  - A. February Minutes**
- 6. PUBLIC COMMENTS**

*This portion of the agenda is set aside for the public to address the Tree Board on agenda items.  
**Comments are limited to a three (3) minute time limit.***

**7. COMMUNICATION**

**8. OLD BUSINESS**

- [A.](#) 2024 Tree Board Work Plan
- B. DCG/Watershed Report review for additional questions
- C. Election of Tree Board Chair and Vice-Chair
- [D.](#) Changes to General Tree List

**9. NEW BUSINESS**

- A. Arbor Day
- B. Green Fair
- [C.](#) Outreach Materials

**10. REPORTS AND ANNOUNCEMENTS**

**11. AGENDA FOR NEXT MEETING**

**12. ADJOURN**

*Any person requiring a disability accommodation should contact city hall at 206-368-5440 by 4:00 p.m.  
on the day of the meeting for more information.*

**City of Lake Forest Park – Tree Board Meeting**  
**Normal Meeting Minutes: February 7th, 2024; 7:00-9:00pm**  
**Hybrid Meeting Held in the Forest Room at City Hall and Virtually via Zoom**

**Tree Board Members present:** Richard Olmstead, Mark Phillips, Stacey Spain, Victoria Kutasz

**Staff and others present:** Larry Goldman, LFP City Council; Elizabeth Talavera, Assistant Planner, Mark Hofman, Community Development Director

**Members of the Public present:**

**Tree Board Members absent:** Doug Sprugel

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

**Short Reflection:** No short reflection was given.

**Introductions:** The Board introduced themselves to the public, including Mark Hofman, the new Community Development Director.

**Approval of Meeting Agenda:** No new amendments were proposed. Mr. Phillips motioned to approve. Ms. Spain seconded. Approved unanimously.

**Approval of Minutes:** January 2024 minutes – no changes. Mr. Phillips motioned to approve. Ms. Spain seconded. The minutes were approved unanimously.

January 2024 – tabled.

**Public Comment:** No public comments.

**Next meeting:** The next regular meeting occurs on Wednesday, March 6, 2024.

**Communication:**  
None.

**Old Business:**

2024 Work Plan

Chair Olmstead and the Tree Board members worked on finalizing roles and responsibilities for the 2024 Work Plan. The Tree Board agreed to keep the same work plan goals as the previous year. One of the priorities for the Work Plan is to develop content to improve public outreach, which Board member Kutasz voluntarily took the lead for this task. Board member Spain and Phillips expressed interest in taking the lead for the Arbor Day event.

Tree Analysis Report from DCG/Watershed

The Tree Board agreed that the Tree Report was ready for publishing and did not have additional comments.

**New Business:**

## 1 Election of Chair and Vice Chair Officers

2 Chair Olmstead discussed the election that will occur next meeting.

## 4 Reports and Announcements:

## 5 Tree Board Member Update

6 Chair Olmstead let the board know that Sandra Le Var resigned from the Tree Board. Recruitment  
7 will open to fill her term.

9 **Agenda for Next Meeting:** The Tree Board discussed the upcoming Arbor Day event and the idea  
0 of focusing on ivy removal for the event.

2     **Adjournment:** Meeting adjourned at 9:05 PM

APPROVED:

Richard G. Olmstead, Chair



# Tree Board Work Plan

— 2024

Work Plan Goals*	
1. Public Outreach and Education on Trees	
2. Tree Planting and Maintenance Events	
3. Advise the Mayor and Council on city-wide tree studies and Tree Fund spending priorities.	

*\*Each of the items above are reflective of the Council Strategic Plan Goal: Healthy Environment section of the Comprehensive Plan Policy Implementation (EQ-9). The third item is also reflective of the Council Strategic Plan Goal: Accountable and Engaged Gov't section of the Comprehensive Plan Policy Implementation (EQ-9).*

2023 Work Plan Action Items	Duration	Target Date	Done ?	Lead	Time Estimate
<b>Public Outreach and Education on Trees</b>					
Review LFP web content and incorporate code changes	Annual	Dec		Victoria Elizabeth	12 hrs/yr
Develop content to improve public outreach (including to property owners, realtors, and tree service companies) through city newsletters and other formats	Monthly	N/A		Mark Victoria Elizabeth	6 hrs/mo
Host annual Arbor Day activity such as tree planting, keeping in mind possible Sound Transit replanting opportunities	One-time	April		Stacey Mark Victoria	12 hrs/yr
Stay in communication with peer advocacy and stakeholder groups (e.g. LFP Stewardship Foundation, Parks Board, Climate Action Committee, WA DNR Urban & Community Forestry Div.), and look for opportunities to work together	Monthly	N/A		Dick (others as interest dictates)	1 hr/mo
Update and publicize Tree Walks	One-time			Dick (w/ David Hepp)	12 hrs/yr
Staff a table at LFP Green Fair	One-time	April		Victoria Stacey others	12 hrs

Resurrect or otherwise engage Heritage Tree program and/or establish a Champion tree list	One-time			Dick	6 hrs/yr
General invasive plant management Is there and public education opportunity here (ivy, holly)?	Annual	June		Mark, Stacey, Dick, others?	12 hrs/yr
<b>Tree Planting and Maintenance Events</b>					
As transit plan moves ahead, work with City's Volunteer Coordinator and City Urban Forest Planner to hold tree planting and maintenance/watering events (e.g. street tree program, tree planting in parks and/or rain garden culverts).	Annual	n/a		All board members in concert with Urban Forest Planner	20 hrs/yr
McAleer Creek maintenance	annual	June		Dick	10 hrs/yr
<b>Advise the Mayor and Council on city-wide tree studies and Tree Fund spending priorities.</b>					
Make recommendations to Council on the findings and review of the LFP tree canopy study every 5 years	One-time	May		Doug, lead et al.	10 hrs/yr
Assess results of tree inventory study and make recommendations to Council on Exceptional tree sizes.	Jan-Aug	June		Doug, Dick, et al. with Urban Forest Planner	TBD
Meet w/ Council and Mayor re: accomplishments, follow up on council actions (e.g. adopting new Tree Codes)	Monthly	Feb.		Doug Council Liaison	5 hrs/yr
Deliver Annual Report to Council; include analysis of Tree Permit data (compiled by Hannah from monthly reports)	Annual			Dick (2023) Urban Forest Planner	12 hrs/yr
Deliver Annual Work Plan to Council and Mayor	Annual	Feb.		Dick (2024)	8 hrs/yr
Review intern Tree Removal/Replacement data project, report findings, and make recommendations to Council	One-time	Dec.		Dick	10 hrs/yr
Review Tree List and reconcile discrepancies in canopy expectations per species, consider deletions/additions	One-time	May/June		Doug Dick Urban Forest Planner	20 hrs/yr
Review Comprehensive Plan for tree-related goals, keeping in mind city's next every-5-year update in 2023	Annual	May?		Everyone	12 hrs/yr

## Changes to General Tree List

LFP has a “General Tree List” (<https://www.cityofflp.gov/DocumentCenter/View/224/Tree-List?bidId=>) from which replacement trees are supposed to be selected when trees are removed under permit. (Species not on the list may be planted with the approval of the arborist.) The recent tree inventory made us aware that the list contained several species that are listed by King County as “Weeds of concern (*Control is recommended where possible and new plantings are discouraged*)”. After discussion the Tree Board decided to eliminate these trees from the “recommended” list and also create a “banned list” of trees that King Co. lists as Noxious Weeds or Weeds of Concern, which explicitly should not be planted and will not count as replacements for trees that have been removed. This change is underway and will be completed as soon as we have a new arborist/urban forester.

While we’re working on the Tree List there is one remaining question. Former Tree Board chair Tim Hohn, a former UWBG Curator and horticulture instructor at Edmonds Community College, identified 14 more species on the tree list that he thought should be removed for various reasons (mostly pest-related).

- Chamaecyparis lawsoniana (Pathogen: root rot)
- Clerodendrum trichotomum (suckering)
- Crataegus laevigata (pathogen: leaf blight)
- Crataegus x mordenensis (pathogen: leaf blight)
- Fraxinus species (insect: Emerald Ash Borer)
- Gleditsia triacanthos (insect: Pod Gall Midge)
- Halesia monticola (poorly adapted)
- Picea sitchensis (poorly adapted [moist, cool areas only])
- Populus tremuloides (suckering/invasive)
- Prunus subhirtella (pathogen: blossom rot)
- Prunus virginiana (invasive)
- Prunus padus (invasive)
- Quercus robur (invasive)
- Tilia cordata (insect: aphid)

We have 4 options relating to these species.

1. Ignore Tim’s suggestion and do nothing.
2. Leave them in the list but add a note for each noting the possible problem
3. Take them out of the list
4. Take them out of the list and add them to the banned list.

We don’t have to treat them all the same. Any final decision on this should wait until we have a new arborist/urban forester but I’d like to get a sense of the Tree Board’s view before we go on.

**A CITY WHERE  
PEOPLE ENJOY  
THE STATELY  
CEDAR, THE  
MAJESTIC FIR,  
THE QUIVERING  
CYPRESS, AND  
THE HOMELIKE  
MAPLE.**

Ole Hanson

Founded in 1912 by Ole Hanson, Lake Forest Park was created “with an eye on nature.” Our citizens carry on this legacy through stewardship of our urban forests and maintenance of a diverse tree canopy.



## LEARN ABOUT YOUR LOCAL TREE BOARD

THE TREE BOARD IS A GROUP OF  
CITIZEN VOLUNTEERS COMMITTED TO



### EDUCATION

Educating and enlightening the community on issues relating to our trees



### EVENTS

Organizing and hosting tree plantings and related events throughout the community



### POLICY

Providing advice to the City Council on tree related policy and regulatory issues

Scan here to  
learn more and  
get involved:



Section 9, Item C.

# LAKE FOREST PARK

## MANAGING OUR COMMUNITY FOREST

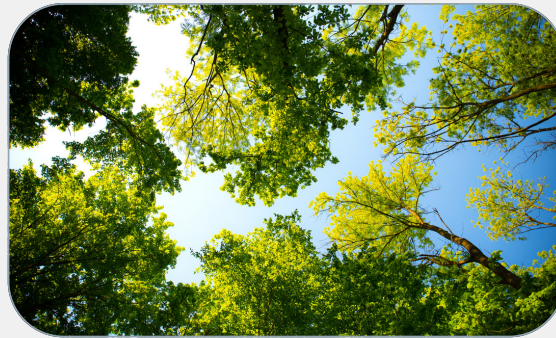


## PRESERVING OUR CANOPY

Part of preserving our urban forests is ensuring that as our city grows and develops we maintain the canopy that makes Lake Forest Park unique. One key to this is our municipal Tree Code and the permit process for removing and replacing trees within our city.

## TREE PERMITS: what you need to know

Permits allow homeowners and developers to remove problem trees on their property while maintaining a balanced canopy.



A permit is required to remove any tree:

- In an environmentally critical area or Tree Conservation Easement (TCE) OR
- Over 6 inches in diameter OR
- That was planted as a replacement tree under a previous permit.

Permits are reviewed and approved by our City Urban Forest Manager.

For more information about permits and the tree code, scan here:



## ABOUT OUR URBAN FOREST MANAGER

Section 9, Item C.

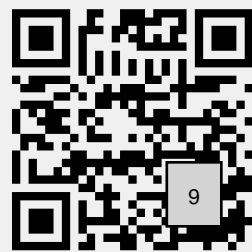
The Lake Forest Park Urban Forest Manager does much more than overseeing the permit process including: supporting civic construction projects, addressing drought, aging trees and disease, encouraging retention of significant trees, providing tree care tips, and monitoring canopy levels.



## ABOUT OUR CANOPY

While many cities are seeing diminishing tree coverage, Lake Forest Park has seen its tree canopy grow by 6% since 2005. In addition to their natural beauty, the more than 300,000 trees in our city provide over \$4 million in annual benefits including removing pollution, reducing runoff, sequestering carbon, and lowering energy usage.

For more information about the benefits your trees can provide scan here:



# JOIN THE LAKE FOREST PARK TREE BOARD

Section 9, Item C.

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## *Education*

Educating and enlightening the community on issues relating to our trees



## *Events*

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## *Policy*

Providing advice to the City Council on tree related policy and regulatory issues

LEARN MORE AND  
APPLY TO JOIN THE  
BOARD

