



CITY OF LAKE FOREST PARK TREE BOARD MEETING

Wednesday, March 05, 2025 at 7:00 PM

Meeting Location: In Person and Virtual / Zoom

17425 Ballinger Way NE Lake Forest Park, WA 98155

INSTRUCTIONS FOR ATTENDING THIS MEETING VIRTUALLY:

Join Zoom Webinar: <https://us06web.zoom.us/j/88960694796>
Call into Webinar: 253-215-8782 | Webinar ID: 889 6069 4796

The Tree Board is providing opportunities for public comment by attending 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. Oral comments are not being accepted via Zoom.

The meeting is being recorded.

For up-to-date information on agendas, please visit the City's website at www.cityofflp.gov.

AGENDA

1. CALL TO ORDER: 7:00 PM
2. SHORT REFLECTION
3. INTRODUCTIONS
4. ADOPTION OF AGENDA
5. APPROVE MINUTES
 - A. February 10, 2025 Minutes
6. PUBLIC COMMENTS

The Board is not accepting online public comments. This portion of the agenda is set aside for the public to address the Board on agenda items. However, the Board may not respond to comments from the public. If the comments are of a nature that the Board does not have influence

over, then the Chair or presiding officer may request the speaker suspend their comments. Comments are limited to a three (3) minute time limit.

7. REPORTS AND ANNOUNCEMENTS

8. OLD BUSINESS

- A. Green Fair - March 29th
- B. Arbor Day - April 27th
- C. 5 Acre Woods
- D. Exceptional Tree List

9. NEW BUSINESS

- A. Community Forest Management Plan - What goes into a Forest Management Plan?

10. AGENDA FOR NEXT MEETING

11. 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.

1 City of Lake Forest Park – Tree Board Meeting
2 Meeting Minutes: February 10, 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:** Stacey Spain, Richard Saunders, Victoria Kutasz, and Mark Phillips
6

7 **Staff and others present:** Larry Goldman, LFP City Council; Elizabeth Talavera, Assistant Planner
8

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

11 **Tree Board Members absent:** Doug Sprugel and Richard Olmstead
12

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

15 **Short Reflection:** Board member Kutasz gave a short reflection dedicated to a tree walk book from
16 the Commons bookstore.
17

18 **Introductions:** No introductions.
19

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

23 **Approval of Minutes:** Board member Spain motioned to approve the minutes; Board member
24 Saunders seconded. The January 2025 minutes were approved unanimously.
25

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

28 **Next meeting:** The next meeting occurs on Wednesday, March 5, 2025.
29

30 **Reports and Announcements:**
31

32 Tree Board Update

33 No Tree Board Update.
34

35 Councilmember Goldman Update

36 Councilmember Goldman announced that a new Public Works Director has been hired at City Hall.
37

38 City Staff Update

39 No staff update.
40

41 **Old Business:**

42 Election of Chair and Vice Chair for 2025

43 Board member Kutasz nominated Mark Phillips as Chair and Board member Spain seconded. Board
44 member Saunders motioned a vote and the Board unanimously voted Mark Phillips as chair. Board
45 member Spain nominated Victoria Kutasz as Vice Chair and Board member Saunders seconded.
46 Chair Phillips motioned a vote and the Board unanimously voted Victoria Kutasz as Vice Chair.
47
48

1 Annual Report and present final draft of 2025 Work Plan
2 Chair Phillips announced that he will be presenting the Annual Report and Work Plan to the City
3 Council on February 27th. The Board also discussed upcoming events throughout the year and tree
4 efforts such as a tree canopy study and exceptional tree list.

5
6 Community Forest Management Plan
7 The Board tabled the Community Forest Management Plan for the next meeting.

8
9 5 Acre Woods
10 Tabled for the next meeting.

11 **New Business:**

12 Arbor Day
13 Chair Phillips discussed a possible date of April 27th for an Arbor Day event. The plan that was
14 discussed is half an hour of a secret garden tour and a half hour of a tree walk with Board member
15 Olmstead. Chair Phillips also discussed working with the Climate Action Committee.

16
17
18 Windemere presentation on February 27th
19 Chair Phillips discussed a possible presentation from the Tree Board to realtors to educate on the
20 Tree Code and tree information to possible new homeowners. The Tree Board discussed possible
21 bullet points for the presentation. Chair Phillips mentioned that it hasn't been scheduled yet and
22 Board member Saunders volunteered to join Chair Phillips.

23
24 **Agenda for Next Meeting:** The Board will be discussing the Exceptional Tree List, Green Fair,
25 Community Forest Management Plan, Arbor Day, 5 Acre Woods.

26
27 **Adjournment:** Board member Spain motioned to end the meeting and Vice Chair Kutasz seconded.

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29 Meeting adjourned at 8:15 PM

30
31 APPROVED:
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33 _____
34 Mark Phillips, Chair
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