



CITY OF LAKE FOREST PARK TREE BOARD MEETING

Wednesday, September 02, 2026 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/83369270310>

Call into Webinar: 253-215-8782 | Webinar ID: 833 6927 0310

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.cityoflfp.gov.

AGENDA

- 1. CALL TO ORDER: 7:00 PM**
- 2. SHORT REFLECTION**
- 3. INTRODUCTIONS**
- 4. ADOPTION OF AGENDA**
- 5. APPROVE MINUTES**

A. Approval of August Meeting Minutes

- 6. PUBLIC COMMENTS**

The Board will not be accepting online public comments. Comments are limited to a three (3) minute time limit.

This is an opportunity for the public to address the Board on agenda items.

- *Oral public comments are only accepted in person to ensure the orderly conduct of the meeting.*
- *Speakers are limited to three (3) minutes.*
- *Board members may not respond during public comments, but may ask staff to follow up, if appropriate.*
- *Public comments may not be used to promote or oppose candidates for public office or ballot measures.*
- *The Chair or presiding officer may interrupt comments that violate these instructions, are unrelated to the agenda items, or otherwise hinder the orderly conduct of the meeting.*

7. REPORTS AND ANNOUNCEMENTS

8. OLD BUSINESS

- A. Tree Giveaway
- B. Outreach Check-In
- C. Updates On Articles

9. NEW BUSINESS

- A. Tree Code Help Topics Page Q&A
- B. City General Tree List and Code Updates
- C. 10/25 Climate Hub Tabling event

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.

City of Lake Forest Park – Tree Board Meeting
Meeting Minutes: August 5th, 2026; 7:00-9:00pm
Hybrid Meeting Held in the Emergency Operations Center at City Hall and via Zoom

Tree Board Members present: Victoria Kutasz, Stacey Spain, Mark Phillips, Ross Baarslag-Benson, Richard Saunders, Doug Sprugel, Minda Martin, Kyle Gati

Tree Board Members absent:

Staff and others present: Larry Goldman, LFP Councilmember; Christi Bishop, Urban Forest Planner

Call to order: 7:00 p.m.

Short Reflection: No short reflection shared.

Approval of Meeting Agenda: Board Member Phillips moved to approve the agenda; Board Member Baarslag-Benson seconded. The agenda was approved unanimously.

Approval of Minutes:

July 8th, 2026, Meeting Minutes

Board Member Sprugel moved to approve the minutes; Board Member Gati seconded. The minutes were approved unanimously.

Reports and Announcements:

Cmbr. Goldman announced that the new Police Chief, Diego Zanella, will be sworn in on August 13th.

Ms. Bishop announced she had received Sound Transit tree permit application.

Old Business:

KCD map

Waiting on PlanIt Geo to provide update on when the map is live and ready for use. KCD map will be removed from “Old Business” and become an announcement when the map is live.

Tree Giveaway

Board Member Phillips’ contact, Barbara Braun, with 300 trees provided him with a tree list and pricing. A discussion was had amongst the Board Members about where the tree giveaway could happen, how many trees and what species would be available, what day the giveaway would occur and how the trees would be paid for. Board Members discussed outreach methods to notify LFP residents of tree giveaway.

Ms. Bishop agreed to check with City Finance on whether the City Tree Funds could be utilized for this event.

Outreach Check-In

Board Member Kutasz mentioned the August 23rd Farmers Market and September 12 Picnic In The Park tabling. Board Members discussed tabling shifts.

Board Member Gati offered to create new coloring pages for future tabling events.

Ms. Bishop to inquire if there is a City platform available to post the Olmstead tree walk video.
Video estimated to be about 15 minutes long.

Updates on Articles

Article about English Holly written by Board Members Baarslag-Benson and Saunders was peer reviewed by Board Members. To be submitted for the next LFP Times.

Next article to be about climate change and wildfire.

New Business: No new business.

Next meeting: The next meeting occurs on September 2nd, 2026.

Agenda for Next Meeting:

September 2nd, 2026 agenda items will include Tree Giveaway, Outreach Check-In, Updates on Articles, tree code review Q&A and City tree list and code updates.

Adjournment: Board Member Ross Baarslag-Benson motioned to end the meeting and Board Member Gati seconded.

Meeting adjourned at 8:59 p.m.

APPROVED:

Victoria Kutasz, Chair