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CITY OF LAKE FOREST PARK
TREE BOARD MEETING

Wednesday, October 07, 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 September 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

D. City General Tree List and Code Updates

E. 10/25 Climate Hub Tabling Event

9. NEW BUSINESS

A. Tree Permit Fees

B. Tree Code Help Topics Q&A

C. Tree Board Visual Identity

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: September 2nd, 2026; 7:00-9:00pm
Hybrid Meeting Held in the Emergency Operations Center at City Hall and via Zoom

Tree Board Members present: Stacey Spain, Mark Phillips, Ross Baarslag-Benson, Richard Saunders, Doug Sprugel, Kyle Gati, Minda Martin (virtually).

Tree Board Members absent: Victoria Kutasz

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

Call to order: 7:00 p.m.

Short Reflection: Board Member Phillips shared two short quotes. One by Ralph Waldo Emerson and one Welsh proverb. Both quotes were about seed fruit.

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 Baarslag-Benson seconded. The minutes were approved unanimously.

Reports and Announcements:
Cmbr. Goldman announced that the Mayor will be presenting the budget to City Council in coming weeks. He also mentioned Metro/Sound Transit to be changing lines for fall services.

Old Business:
Tree Giveaway
Tree giveaway to be held at the water district on October 10th at 10am-1pm. Trees to be delivered on site on the 9th.

Ms. Bishop agreed to check into posting tree giveaway announcement on City socials and events list.

Outreach Check-In
Board Member Spain mentioned Family Day at the Farmers Market was well organized and an overall success. Farmers Market organizers were surprised to see Tree Board at the event and confirming attendance could be better communicated in the future.

Handouts for tabling events need a re-fresh/re-stock.

Board Members discussed September 12th tabling staffing.

Updates on Articles
Board Member Sprugel is interested in writing an article about canopy growth possibly in the future.

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New Business:

Tree code help topics Q&A

Not discussed at this meeting and to be added to new business for October's meeting.

City general tree list and code updates

Reviewed previously created general tree list and updates to exceptional tree thresholds. Mostly ready to go, but Ms. Bishop will discuss with Mr. Hofman next steps needed to publish updates.

October 25th climate hub tabling event

Board Member Baarslag-Benson and Phillips volunteered for event held at the Commons from 4-6pm.

Next meeting: The next meeting occurs on October 7th, 2026.

Agenda for Next Meeting:

October 7th, 2026 new business items will include tree code help topics Q&A and discussion of changing tree permit fees.

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

Meeting adjourned at 8:42 p.m.

APPROVED:

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Victoria Kutasz, Chair

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