



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
Public Outreach and Education on Trees					
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
Tree Planting and Maintenance Events					
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
Advise the Mayor and Council on city-wide tree studies and Tree Fund spending priorities.					
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 dataproject, 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