

1 **City of Lake Forest Park – Tree Board Meeting**
2 **Special Meeting Minutes: November 06, 2024; 7:00-9:00pm**
3 **Hybrid Meeting Held in the Forest Room at City Hall and Virtually via Zoom**
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5 **Tree Board Members present:** Doug Sprugel, Richard Olmstead, Stacey Spain (via Zoom),
6 Victoria Kutasz, and Mark Phillips
7

8 **Staff and others present:** Larry Goldman, LFP City Council (Via Zoom); Elizabeth Talavera,
9 Assistant Planner; Drue Epping, Urban Forest Planner
10

11 **Members of the Public present:** No members of the public present.
12

13 **Tree Board Members absent:** Richard Saunders
14

15 **Call to order:** 7:00 PM
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17 **Short Reflection:** No short reflection.
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19 **Introductions:** No introductions as there were no members of the public.
20

21 **Approval of Meeting Agenda:** Vice Chair Phillips motioned to approve the agenda; board member
22 Kutasz seconded. The agenda was approved unanimously.
23

24 **Approval of Minutes:** Board member Olmstead motioned to approve the minutes; Vice Chair
25 Phillips seconded. The October 2024 minutes were approved unanimously.
26

27 **Public Comment:** No public comments.
28

29 **Next meeting:** The next meeting occurs on Wednesday, December 04, 2024.
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31 **Reports and Announcements:**
32

33 Tree Board Update

34 Board member Kutasz gave an update on the first CPAT meeting. Board member Kutasz described
35 the first CPAT meeting and stated that the goal is to have a draft to the Planning Commission by
36 June 2025. Board member Kutasz also stated that there was a conversation in the meeting about the
37 Tree Board and the Climate Action Committee possibly collaborating on some events like Arbor
38 Day and Earth Day.
39

40 Board member Olmstead mentioned that he will not be renewing his seat in February 2025 and will
41 be assisting the Tree Board in finding his replacement.
42

43 Councilmember Goldman Update

44 Councilmember Goldman announced that the City Council is working on the budget and
45 Comprehensive Plan.
46

47 City Staff Update

48 No city staff update.

1 **Old Business:**

2 Exceptional Tree Diameters

3 Chair Sprugel announced that the subcommittee is still working on the exceptional tree diameter list.
4 Tree Board members also discussed possible edits to the diameter list and attorney memo.

5
6 **New Business:**

7 Fall/ Winter Tree Planting

8 The Tree Board discussed possible alternatives for the tree selection. The Tree Board also discussed
9 the budget and location of the tree planting at the southeast corner of the Lake Forest Reservoir.
10 Board member Olmstead mentioned wanting to do the tree planting during late November or early
11 December.

12
13 Community Climate Action Fair Event Recap

14 Vice Chair Phillips and board member Kutasz attended the Community Climate Action Fair and
15 discussed the event with the Tree Board. The Climate Hub had climate information and displays.
16 Tree Board members got to talk to other organizations and residents. Board member Kutasz
17 discussed the possibility of getting a custom tablecloth for the Tree Board for future tabling events.

18
19 Grant Update

20 Drue Epping, the Urban Forest Planner, discussed an update on the grant application for the
21 Sustainable Forestry Initiative Grant. Ms. Epping discussed the goal of the grant being to support a
22 survey assessment of the city’s urban forest to inform a future update to the urban forestry
23 management plan.

24
25 **Agenda for Next Meeting:** The Board will be discussing the 2024 Work Plan, Exceptional Tree
26 Diameters, Tree Planting, and Recruitment Opportunities.

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28 **Adjournment:** Board member Olmstead motioned to end the meeting. Vice Chair Phillips
29 seconded.

30 Meeting adjourned at 9:00 PM

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33 APPROVED:

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36 Doug Sprugel, Chair
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