**City of Lake Forest Park – Tree Board Meeting**
**Meeting Minutes: October 7, 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, Doug Sprugel, Kyle Gati. Richard Saunders and Minda Martin attended virtually.

**Tree Board Members absent:** No members absent.

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

**Call to order:** 7:01 p.m.

**Short Reflection:** Board Member Phillips shared a quote by Thomas Vonn.

**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:**
**September 2nd, 2026, Meeting Minutes**
Board Member Sprugel moved to approve the minutes; Board Member Spain seconded. The minutes were approved unanimously.

**Reports and Announcements:**
Ms. Bishop provided update on Sound Transit project. Critical area notices were sent to residents within 300 feet of critical area impacted by the project.

Cmbr. Goldman announced Council is working on budget. The fee schedule is a part of budget adoption occurring on November 12th.

**Old Business:**
Tree Giveaway
Board Members discussed logistics of receiving trees, staffing and tabling for the giveaway.

Outreach Check-In
Board Member Spain mentioned the Picnic in the Park event was quiet but a good connection was made with Wendy of Republic Services to sponsor the tree walk publication. Board Member Spain to follow up with Wendy.

Board Members discussed future events with topics on salmon and wildfire awareness.

Ms. Bishop to investigate printing handouts for tabling events on heavier cardstock.

Updates on Articles
Article about ivy was published in Shoreline Area News.

Board Member Sprugel still interested in writing an article about canopy.

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Board Members Phillips and Saunders are interested in writing an article about forest composition.

Board Members discussed whether or not to write a Christmas tree article for LFP times. Board Member Spain volunteered to write.

City General Tree List and Code Updates

Ms. Bishop has not had time to meet with Mr. Hofman to discuss code updates. Ms. Bishop confirmed with Tree Board Members that the general tree list and exceptional tree diameter amendments are good to go.

10/25 Climate Hub Tabling Event

Board Members Phillips and Baarslag-Benson volunteered to attend.

**New Business:**

Tree Permit Fees

Board Members discussed waiving fee for invasive species removal and adjusting and separating cost of major and minor tree permits. They also discussed requiring a permit for dead trees and waiving the fee.

Tree code help topics Q&A

Board members have reviewed help topics and will send Ms. Bishop their suggested amendments before next meeting.

Board Member Gati shared a condensed version of the help topics into an illustrated visual interpretation for public use.

**Next meeting:** The next meeting occurs on November 4th, 2026.

**Agenda for Next Meeting:**

Tree Board visual identity

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

Meeting adjourned at 9:03 p.m.

APPROVED:

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Victoria Kutasz, Chair

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