

1                                   **City of Lake Forest Park – Tree Board Meeting**  
2                                   **Normal Meeting Minutes: October 4, 2023; 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:** Chair Richard Olmstead, Board Members Mark Phillips, Doug  
6 Sprugel, Marty Byrne, and Sandra LeVar (via Zoom)  
7

8 **Staff and others present:** Matt McLean, City Clerk; Councilmember Larry Goldman  
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10 **Members of the Public present:** John Drew, Sara Phillips  
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12 **Tree Board Members absent:** None.  
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14 **Call to order:** 7:00 PM  
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16 **Introductions:** The Tree Board members and City staff introduced themselves.  
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18 **Short Reflections:** Chair Olmstead gave a short reflection.  
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20 **Approval of Meeting Agenda:** Chair Olmstead moved to approve the agenda. There was on  
21 objection, and it was considered approved.  
22

23 **Approval of Minutes:** There were no minutes for approval.  
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25 **Public Comment:**

- 26       • Sara Phillips commented on the urban forest planting event that is occurring at Shoreline  
27       Historical Museum on December 9th.  
28       • John Drew commented on the meeting he attended from Sound Transit  
29

30 **Communication:**

31 The Board discussed matters regarding staffing in the city.  
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33 **Old Business:**

34 Ivy Removal Demonstration

35 The Board discussed the ivy removal demonstration and the recording of a video showing how to  
36 properly remove ivy from trees.  
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38 Draft Ordinance regarding amendments to the Tree Code related to the preservation of the tree  
39 canopy

40 The Board discussed the current draft of the amendments to the Tree Code and the need for an  
41 updated tree list.  
42

43 Strategy to search for new Tree Board members

44 The Board discussed options to advertise for new Tree Board members including using the city's  
45 social media.  
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47

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2 **New Business:**

3 Website update proposal from Board Member LeVar

4 Board Member LeVar reviewed possible improvements that can be made to the city website related  
5 to the Tree Board and tree permits.

6  
7 Arborist/Permit Information from Board Member LeVar

8 Board Member LeVar reviewed possible flyer information regarding recruiting for an arborist, tree  
9 board members, and when people need to obtain a tree permit.

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11 Planning for the next canopy study

12 Chair Olmstead wanted to keep the Board aware that the canopy study will need to be completed in  
13 the future.

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15 **Reports and Announcements:**

16 Active Tree Permit Reports

17 The Board discussed the active tree permit reports.

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19 **Agenda for Next Meeting:**

20 The Board discussed the need to review the tree inventory study at a future meeting.

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22 **Adjournment:** The meeting adjourned at 9:00 PM.

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25 APPROVED:

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28 Richard Olmstead, Chair