

City of Lake Forest Park – Tree Board Meeting
Meeting Minutes: December 3rd, 2025; 7:00-9:00pm
Hybrid Meeting Held in the Forest Room at City Hall and Virtually via Zoom

Tree Board Members present: Richard Olmstead, Richard Saunders, Victoria Kutasz, Doug Sprugel, Mark Phillips and Stacey Spain

Staff and others present: Larry Goldman, LFP City Council; Sam Kull virtually, Urban Forest Planner, Mark Hofman virtually, Community Development Director and Elizabeth Talavera, Associate Planner

Members of the Public present: Kyle Gati

Tree Board Members absent: No members were absent.

Call to order: 7:00 PM

Short Reflection: Mark Phillips shared a reflection on Monkey Puzzles trees and their origin from the world's fair.

Introduction: The Tree Board members introduced themselves. Mr. Gaudy introduced himself as a guest who will be accepted into the tree board shortly.

Approval of Meeting Agenda:

Approval of Minutes: Mr. Kull stated the minutes from the last board meeting on Dec. 3rd were not completed due to the holidays and sickness.

Public Comment: No public comments from Mr. Gati.

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

Reports and Announcements:

Councilmember Goldman Update

Councilmember Goldman stated they would investigate the status of Tree Board applicants who have not received follow-up after submitting applications, including coordination with the City Clerk's office.

City Staff Update

Mr. Hofman informed us of the climate conversation flyer. Councilman Goldman informed the board of the two new councilmembers and the new tree board members.

Old Business:

Finalize 2026 Work Plan

The tree board discussed and edited the 2026 work plan. Identifying leads for the remaining tasks and new tree board members.

Review Draft 2025 Annual Report

1 The tree board reviewed the annual report and identified a few grammatical errors to fix on the
2 report.

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4 Arbor Day and Green Fair Planning

5 The Tree Board discussed Arbor Day planning in coordination with the Green Fair, including a
6 proposed tree walk on April 25th or April 27th. Potential locations include Blue Heron Park or
7 Lyons Creek Park. The Board discussed offering free seedlings, coordinating tree plantings, and
8 partnering with the Parks Board to support event planning and implementation.

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10 New Member Update

11 Mr. Hofman reviewed the process for incoming Tree Board members. Incoming members will be
12 appointed as full members rather than alternates.

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14 **New Business:**

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16 **Agenda for Next Meeting:** The Board will vote on the Chair and Vice Chair. They will discuss tree
17 walk locations and new board members will go over the 2026 work plan.

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19 **Adjournment:** Board member Olmstead motioned to end the meeting and board member Sprugel
20 seconded.

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22 Meeting adjourned at 9:00 PM

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24 APPROVED:

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Mark Phillips, Chair