

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 virtually

Staff and others present: Larry Goldman, LFP City Council; Sam Kull, Urban Forest Planner

Members of the Public present: Kyle Gaudy

Tree Board Members absent: No members were absent.

Call to order: 7:00 PM

Short Reflection: Holly Article from University of Washington, Management Options

Introductions: The Tree Board members introduced themselves. Mr. Gaudy introduced himself as a first time guest.

Approval of Meeting Agenda: Vice Chair Kutasz motioned to approve the agenda; Board Member Olmstead second the motion. The agenda was approved unanimously.

Approval of Minutes: Board member Sprugel motioned to approve the minutes; and Vice Chair Kutasz seconded. The November 2025 minutes were approved unanimously.

Public Comment: Mr. Gaudy was concerned on the trees being removed for new homeowners.

Next meeting: The next meeting occurs on January 7th, 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. Kull reported that a red tag was placed on the Town Center property related to unauthorized trimming conducted near Lyons Creek. Mr. Kull also stated that clearing activities had occurred at Blue Heron Park by the Stewardship Foundation

Old Business:

Arbor Day – Green Fair

The Tree Board discussed potential Arbor Day activities in conjunction with the Green Fair, including tree giveaways, an Arbor Day tree walk, and a possible photography contest. Location options and overall goals for increased public engagement were discussed, including creating more interactive and visible opportunities focused on trees. A tentative timeframe of late April was

1 discussed. Outreach to local schools is underway, with responses pending. The Board also discussed
2 evaluating staff and volunteer capacity to support a potential Tree Board-led tree giveaway.
3

4 **Recruiting Ideas**

5 Vice Chair Kutasz stated that a draft recruiting sign-in sheet had been created and distributed
6 previously. The Board discussed continued recruitment efforts, including the possibility of
7 developing an internship or student engagement program to provide exposure to Tree Board
8 activities.
9

10 **KCD and SFI grants Update**

11 Mr. Kull stated that King Conservation District shapefiles would be acquired by city staff and shared
12 with appropriate parties. The SFI grant timeline has been delayed, with updates anticipated in
13 January.
14

15 **New Business:**

16 **2026 Work Plan Draft Edits**

17 The Tree Board discussed the draft 2026 Work Plan, including the need to clarify priorities, define
18 deliverables, and determine whether tasks should be assigned to individual members or leads.
19 Discussion included identifying which tasks generate meaningful outcomes, developing actionable
20 leads, and refining the scope of work. Mr. Kull offered to assist with guiding task development and
21 next steps.
22

23 **Agenda for Next Meeting:** The Board will discuss finalizing the 2026 Work Plan, reviewing the
24 Annual Report, Arbor Day planning (including outreach to nurseries for seedling availability), and
25 consideration of an Exceptional Tree nomination.
26

27 **Adjournment:** Board member Olmstead motioned to end the meeting and board member Sprugel
28 seconded.
29

30 Meeting adjourned at 9:00 PM
31

32 APPROVED:
33

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35 Mark Phillips, Chair
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