



# Tree Board Work Plan

## 2026

| Tree Board Pillars                                                                           |
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| 1. Public Outreach and Education on Trees                                                    |
| 2. Tree Planting and Maintenance Events                                                      |
| 3. Advise the Mayor and Council on city-wide tree studies and Tree Fund spending priorities. |

*\*Each of the items above are reflective of the Council Strategic Plan Goal: Healthy Environment section of the Comprehensive Plan Policy Implementation (EQ-9). The third item is also reflective of the Council Strategic Plan Goal: Accountable and Engaged Gov't section of the Comprehensive Plan Policy Implementation (EQ-9).*

*\*\* Designated Lead in respective action items.*

| 2026 Work Plan Action Items                                                                                                                                                                         | Duration | Target Date | Done ? | Lead                                  | Time Estimate |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------|--------|---------------------------------------|---------------|
| <b>Public Outreach and Education on Trees</b>                                                                                                                                                       |          |             |        |                                       |               |
| <b>Review LFP web content and incorporate code changes</b>                                                                                                                                          | Annual   | Oct         |        | <b>**Richard S. Victoria</b>          | 12 hrs/yr     |
| <b>Host annual Arbor Day activity such as tree planting</b>                                                                                                                                         | One-time | April       |        | <b>**Mark Stacey Victoria</b>         | 12 hrs/yr     |
| Develop content to improve public outreach (including property owners, realtors, and tree service companies) through city newsletters and other formats                                             | On-going | N/A         |        | <b>**Victoria Mark Minda Kyle Sam</b> | 2 hrs/mo      |
| Stay in communication with peer advocacy and stakeholder groups (e.g. LFP Stewardship Foundation, Parks Board, WA DNR Urban & Community Forestry Div.), and look for opportunities to work together | Monthly  | N/A         |        | <b>**Victoria Stacey Mark</b>         | 1 hr/mo       |
| Update and publicize Tree Walks                                                                                                                                                                     | One-time |             |        | <b>**Stacey Sam Ross</b>              | 12 hrs/yr     |
| Participate in community outreach events (Green Fair, Picnic in the park, Arbor Day, Farmers Market)                                                                                                | One-time | Ongoing     |        | <b>**Victoria Stacey Mark</b>         | 8 hrs         |

|                                                                                                                                                                                                                          |          |         |  |                                       |            |
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| General invasive plant management, including education opportunities and educational materials                                                                                                                           | On-going | June    |  | Mark<br>**Stacey<br>Ross<br>Kyle      | 12 hrs/yr  |
| <b>Tree Planting and Maintenance Events</b>                                                                                                                                                                              |          |         |  |                                       |            |
| <b>Pursue invasive tree removal and restoration by developing a city-wide parks plan by prioritizing 5-Acre Woods in collaboration with other interest groups such as the Stewardship Foundation and the Parks Board</b> | On-going | Summer  |  | **Richard<br>Sam                      | 24 hrs/yr  |
| Support and promote tree planting and maintenance/watering events (e.g. street tree program, tree planting in parks, and storm water infrastructure).                                                                    | On-going | N/A     |  | **Doug<br>Victoria<br>Minda           | 20 hrs/yr  |
| Review and stay up to date with requirements for the DNR Evergreen Community Program, including required meetings and tree-related activity                                                                              | Annual   | N/A     |  | **Victoria<br>Sam                     | 12 hrs/yr  |
| <b>Advise the Mayor and Council on city-wide tree studies and Tree Fund spending priorities.</b>                                                                                                                         |          |         |  |                                       |            |
| <b>Assess results of canopy coverage study and make recommendations to Council.</b>                                                                                                                                      | Jan-Aug  | Feb     |  | **Doug,<br>Sam                        | TBD        |
| <b>Comprehensively review and update Community Forest Management Plan through Sustainability Forest Initiative grant</b>                                                                                                 | On-going | Dec     |  | **Mark<br>Sam                         | 12 hrs/ yr |
| Meet w/ Council and Mayor periodically re: accomplishments, follow up on council actions (e.g. adopting new Tree Codes)                                                                                                  | On-going | Feb     |  | **Victoria<br>Mark<br>Council Liaison | 5 hrs/yr   |
| Review Tree Permit data (compiled by Urban Forest Planner from monthly reports)                                                                                                                                          | Annual   | Ongoing |  | **Richard S.<br>Sam                   | 12 hrs/yr  |
| Deliver Annual Report and Work Plan to Council and Mayor                                                                                                                                                                 | Annual   | Feb     |  | **Mark                                | 8 hrs/yr   |