



# Tree Board Work Plan

2026

Tree Board Pillars
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 to property owners, realtors, and tree service companies) through city newsletters and other formats	On-going	N/A		<b>**Victoria Mark</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		Dick Victoria Stacey Mark	1 hr/mo
Update and publicize Tree Walks	One-time			<b>**Stacey Dick Sam (David Hepp)</b>	12 hrs/yr
Participate in community outreach events and opportunities (Green Fair, Picnic in the park, Arbor Day, Farmers Market)	One-time	Ongoing		<b>**Victoria Stacey Mark others</b>	8 hrs

General invasive plant management, including education opportunities and educational materials	On-going	June		Mark, Stacey,	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 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 Victoria	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		**Chair 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, Sam	TBD
<b>Comprehensively review and update Community Forest Management Plan through Sustainability Forest Initiative grant</b>	On-going	Dec		Everyone	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, Mark, Council Liaison	5 hrs/yr
Deliver Annual Report to Council	Annual	Feb		**Mark Victoria Sam	12 hrs/yr
Review Tree Permit data (compiled by Urban Forest Planner from monthly reports)	Annual	Ongoing		**Richard S. Sam	12 hrs/yr
Deliver Annual Report and Work Plan to Council and Mayor	Annual	Feb		**Mark	8 hrs/yr