

1 **City of Lake Forest Park – Tree Board Meeting**
2 **Normal Meeting Minutes: April 3, 2024; 7:00-9:00pm**
3 **Hybrid Meeting Held in the Forest Room at City Hall and Virtually via Zoom**
4

5 **Tree Board Members present:** Doug Sprugel, Mark Phillips, Richard Olmstead, Stacey Spain,
6 Victoria Kutasz,
7

8 **Staff and others present:** Larry Goldman, LFP City Council; Drue Morris, Urban Forest Planner;
9 Elizabeth Talavera, Assistant Planner, Mark Hofman, Community Development Director
10

11 **Members of the Public present:** Elizabeth Ormond, John Brew, Stewardship Foundation, Tom
12 Hazlet
13

14 **Tree Board Members absent:** No members absent.
15

16 **Call to order:** 7:00 PM
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18 **Short Reflection:** No short reflection was given.
19

20 **Introductions:** The Board introduced themselves to the public.
21

22 **Approval of Meeting Agenda:** No new amendments were proposed. Mr. Phillips motioned to
23 approve. Mr. Olmstead seconded. Approved unanimously.
24

25 **Approval of Minutes:** March 2024 minutes – no changes. Mr. Phillips motioned to approve. Mr.
26 Olmstead seconded. The minutes were approved unanimously.
27

28 March 2024 – tabled.
29

30 **Public Comment:** Mr. Brew from the Stewardship Foundation voiced an appreciation of the Tree
31 Board and all their work for the community. Residents, Elizabeth Ormond and Tom Hazlet
32 expressed interest in joining the Tree Board.
33

34 **Next meeting:** The next regular meeting occurs on Wednesday, May 1, 2024.
35

36 **Communication:**

37 Mr. Olmstead discussed the Council Meeting where he presented the Tree Board Work Plan and
38 Annual Report.
39

40 **Old Business:**
41

42 Changes to General Tree List

43 Chair Sprugel discussed editing the list with the Urban Forest Planner and Board Member
44 Olmstead, specifically trees and species that should be removed from the approved list. Chair
45 Sprugel also discussed the effects of climate change and ensuring the tree list is concurrent with
46 changing times. Chair Sprugel also discussed the importance of the General Tree List and how it
47 aims to help residents during the replanting process with tree permits.

1 Arbor Day
2 Board member Spain discussed the issue of recording the Arbor Day event and drafting a dialogue
3 during the event. John Brew from the Stewardship Foundation mentioned that he can bring his
4 camera, tripod, and some materials. Mr. Olmstead and Mr. Phillips discussed a possible fact sheet to
5 circulate during the event. The Board members discussed the importance of the main topic being
6 the ivy removal of trees to ensure tree health. Member Kutasz mentioned making a sign-in sheet and
7 promotional materials. Member Phillips mentioned bringing a table and bringing coffee.
8

9 **New Business:**

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11 Comprehensive Plan – Tree Section

12 Mr. Hofman discussed the summary of the Comprehensive Plan regarding trees. The Board went
13 section by section of the memorandum to provide edits and suggestions on verbiage. A main issue
14 the Board discussed was the importance of adding fire prevention to the Comprehensive Plan due to
15 the rising concerns of climate change.
16

17 Formation of a Climate Policy Advisory Team

18 Chair Sprugel gave the floor to Mr. Hofman to lead the discussion on the formation of a Climate
19 Policy advisory team to meet once per month. Mr. Hofman provided information from the grant
20 and how the \$500,000 grant was awarded from the state department of commerce to administer
21 proposal of three members of the Tree Board, Planning Commission, Climate Action Committee,
22 a Council liaison, and two residents to provide an amendment to the comprehensive plan by
23 2025. Board Members Kutasz and Spain volunteered as possible members. The Board agreed
24 that the best route is to create a task force in lieu of adding the item to the Tree Board Work Plan.
25

26 **Reports and Announcements:**

27
28 Tree Board Member Update

29 Residents, Elizabeth Ormond and Tom Hazlet, expressed interest in joining the Tree Board.
30

31 Councilmember Goldman Update

32 No updates.
33

34 City Staff Update

35 Mr. Hofman provided an update on the Comprehensive Plan survey. Postcards were mailed to all
36 residents of Lake Forest Park with a QR code to the survey.
37

38 **Agenda for Next Meeting:** Chair Sprugel discussed continuing the review of the Comprehensive
39 Plan and a recap of the Arbor Day event for the next meeting.
40

41 **Adjournment:** Meeting adjourned at 9:03 PM
42

43 APPROVED:
44

45 _____
46 Doug Sprugel, Chair