



## Tree Board Work Plan — 2021

Work Plan Goals*	Focus as a % of estimated time that will be devoted to each project.
1. Public Outreach and Education on Trees	25%
2. Tree Planting and Maintenance Events	25%
3. Advise Council on city-wide tree studies and Tree Fund spending priorities.	25%
4. Be aware of opportunities and threats and advise Council and the Mayor if the Board identifies any that are relevant to trees in Lake Forest Park.	25%

\*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).

2021 Work Plan Action Items	Duration	Target Date	Done?	Lead	Time Estimate
<b>Public Outreach and Education on Trees</b>					
Review LFP web content, make recommendations to improve public outreach	Annual	May		Margaret and Dick	6 hrs
Develop content for printed and electronic public education	Monthly			Margaret and Dick	2-3 hrs/month
Create and host Tree Board Fall/Winter Ivy Out contest	Annual	Fall		Lauren, Julia, Multiple	8 hrs
Host annual Arbor Day activity	One-time	April		Margaret, Multiple	8 hrs
Work with peer advocacy and stakeholder groups	Ongoing	July		Tim	5 hrs
Work on updating Tree Walks, Heritage Tree program, and other outreach ideas	One-time			Dick, Tim	
<b>Tree Planting and Maintenance Events</b>					
Work with City's Volunteer Coordinator and City Arborist to hold tree planting and maintenance (e.g. watering) events. Identify/prioritize areas in city for replacement tree plantings.	Annual	Fall		Tim	60 hrs
Invasive plant management (including ivy removal)	Annual			Julia	8 hrs
<b>Advise the Mayor and Council on city-wide tree studies and Tree Fund spending priorities.</b>					
Make recommendations to Council on the findings and review of the LFP tree canopy study.	One-time	April		Gordon, Multiple	10 hrs
Develop proposal for and start work on tree	Ongoing	Dec		Gordon,	900 hrs

inventory study.				Student Interns, Multiple	
Meet w/ Council and Mayor re: Accomplishments	Quarterly			Chair/Vice Chair	5 hours
Review intern Tree Removal/Replacement data project, report findings and make recommendations to Council.	One-time	April		Lauren	10 hrs
Review "Community Forest Management Plan." Make recommendations.	Annual	April		Tim	4 hrs
Recommend amendments to Tree code	Ongoing	April		Everyone	60 hrs
Advise Council on spending categories/priorities of Tree Fund	Ongoing			Everyone	10 hrs
Deliver Annual Work Plan to Council and Mayor	Annual			Chair/Vice Chair	5 hrs
Review Tree List and reconcile discrepancies in canopy expectations per species	One-time	April		Ashley/Tim/Dick	25 hrs
<b>Engage the Mayor and Council regarding opportunities and threats if the Board identifies ones that are relevant to trees in Lake Forest Park.</b>					
Present to Council: data pertinent to health/status of LFP forest	Quarterly			Lauren	10 hrs
Deliver Annual Report to Council; include analysis of Tree Permit Data	Annual			Lauren/Vice Chair	3 hrs
Research and present plan on possible incentives for tree preservation and retention based on other municipalities	Annual			Tim	25 hrs
Review Comprehensive Plan for tree-related goals	Annual			Tim	8 hrs
Review Council Strategic Plan for tree-related goals	Annual			David	1 hr