

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	February 27, 2012
	Agenda Item No.	22
	Roll Call No.	[_____]
	Communication No.	<u>12-086</u>
	Submitted by:	Richard A. Clark, City Manager

AGENDA HEADING:

Approval of revised policy for administration of the City Tree Replacement Fund (CTRF)

SYNOPSIS:

A revision to the City’s official policy regarding the preservation and planting of trees on City property is recommended to establish greater accountability for administration of the CTRF. It is recommended that expenditures from the CTRF be the responsibility of the Department of Public Works, which will work cooperatively with stakeholders benefitting from the expertise of the City’s Municipal Arborist. All revenues to and expenditures from the CTRF will be reviewed by the Municipal Arborist, along with the species of trees to be purchased and how and where they will be planted.

FISCAL IMPACT:

Amount: The CTRF in the Capital Improvement Projects (CIP) generates \$400 per tree to mitigate tree removals associated with City operations and CIP projects. No additional staff resources are anticipated with this policy change. The current balance in the CTRF is \$198,441.

Funding Source: 2011-12/2016-17 Capital Improvements Program, Miscellaneous Improvements, City Tree Replacement Fund, MSC007, CP051, PWK990000, page Miscellaneous Improvements – 6.

ADDITIONAL INFORMATION:

On September 14, 2009, Council adopted the “Tree Preservation Principles for City Property, Public Improvement Projects and Utilities” as the City’s official policy regarding preservation and planting of trees on City property. The policy established a City tree replacement fund to be jointly managed by the Park and Recreation and Public Works Departments. With the appointment of the Municipal Arborist, it is now recommended that the Department of Public Works be designated as the department responsible for managing the CTRF. The administration of the CTRF will be done in consultation with all other departments including Park and Recreation, Community Development and Engineering. Administration of this fund by a single department will help to ensure effectiveness, greater accountability and review of planned planting projects.

The selection and location of trees planted with funds from the CTRF will generally be in accord with a City-wide Master Plan developed by the municipal arborist with input from impacted departments including Community Development, Park and Recreation, Public Works, Engineering, and others as appropriate. The City-wide Master Plan shall be submitted for Council review and approval, with recommendation of the Park Board and any other interested group to provide coordinated guidance on the care and nurture of the City’s urban forest. Until the City-wide Master Plan is approved, the municipal arborist shall utilize funds from the CTRF in order to plant 600 trees in critical right-of-way

locations this spring. The Municipal Arborist will work with impacted departments in identifying locations and types of trees to be planted during this interim period.

To be clear, this policy addresses the administration of the CTRF, and by its function, is best managed as a part of a more comprehensive City-wide Master Plan. This policy change is not intended to change the core responsibilities of either the Park and Recreation Department or the Public Works Department, but rather to provide a guiding plan related to trees that play a vital role in all departments.

For example the Park and Recreation Department manages the planning and execution of tree planting, removal and care in parks, cemeteries, golf courses and most municipal buildings. That has worked well over the years and aligns with the department's overall responsibilities for the tenants/ customers of these locations. The control of tree planning, planting, care, and removal in Parks facilities will remain with the Park and Recreation Director with the input of the Park and Recreation Board. Likewise, the Public Works Department manages several operations that are impacted by trees located in city rights-of-way and the Community Development Department in the review of private development.

The Park and Recreation Board, through its Urban Conservation Advisory Committee, initiated the development of a City Reforestation Plan that is focused primarily on parks and cemeteries. That plan is not yet completed. This effort will continue with assistance from the Municipal Arborist and will be incorporated into the eventual City-wide Master Plan.

The Municipal Arborist is a valuable resource to the entire city, giving professional best practices for forestry management. This position will develop and communicate industry accepted guidelines and standards that should be discussed with impacted departments then agreed upon as policy, and all should follow that policy.

PREVIOUS COUNCIL ACTION(S):

Date: September 14, 2009

Roll Call Number: 09-1681

Action: [Resolution](#) adopting Tree Preservation [Principles](#) for City Property, Public Improvement Projects and Utilities. ([Council Communication No. 09-663](#)) **Moved by Meyer to adopt. Motion Carried 5-2. Nays: Cownie and Vlassis.**

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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