



Park & Recreation Board (PARB)

September 23, 2014

7:30 AM

City Hall, 2nd Floor Conference Room
10722 SE Main Street

Type of meeting: Regular

Attendees: Bob Cooper (Chair), Lisa Gunion-Rinker (Vice Chair), Tony Andersen, Ray Harris, Lisa Lashbrook, Lynn Sharp, Councilor Mike Miller, Steve Butler (City Staff Liaison), and Jeroen Kok (NCPRD Staff Liaison)

Please read & bring: July 29, 2014 and August 26, 2014 Meeting Minutes; Staff Report on "Tree Program Descriptions" dated July 2, 2013.

Meeting Agenda

Topic	Lead	Time	Action
Call to Order	Chair	1	
Approve July 29, and August 26, 2014 Minutes*	Chair	2	Motion
Review Items			
• Update on Four Parks Master Planning Consultant Selection Process/Next Steps	Kok/Butler	15	
• Update on North Clackamas Parks and Recreation District Ballot Measure	Butler/Kok	5	
• Discussion about Site Visits Assessing Parks Maintenance Conditions	PARB Members	15	
• Initial Discussion about Tree City USA and Similar Programs	Butler/Kok	20	
Project Updates	Kok/Butler	10	
Upcoming events	Butler	3	
Adjourn	Chair		Motion

* To be sent out under separate cover



Agenda Item: Tree
Programs
Meeting Date: 7-2-2013

COUNCIL AGENDA ITEM SUMMARY

Issue/Agenda Title: Tree Program Discussion

Prepared By: JoAnn Herrigel, Parks and Sustainability Director

Dept. Head Approval: Steve Butler, Interim Community Development Director

City Manager Approval:

Reviewed by City Manager:

ISSUE BEFORE THE COUNCIL

Discussion of Tree Programs

STAFF RECOMMENDATION

None. Information provided is for Council discussion and guidance only.

KEY FACTS & INFORMATION SUMMARY

One of Council's 2013 goals is to: "Seek Tree City USA status and develop a tree protection ordinance." Staff is seeking further clarification from Council on their intent for this goal as well as their input on project timeline, funding and public outreach.

OTHER ALTERNATIVES CONSIDERED

None. No action proposed until Council input received.

CITY COUNCIL GOALS

11. Seek Tree City USA status and develop a Tree Protection ordinance.

ATTACHMENT LIST

1. Program comparison table
2. January 2013 Park Board Minutes

FISCAL NOTES

Tree City USA certification could require an annual expenditure of \$44,000, plus any expense associated with Arbor Day events and operation of a Tree Board or Department. Lower fiscal impact may result from the Friends of Trees and Heritage Tree programs or a tree ordinance.



To: Mayor and City Council

Through: Bill Monahan, City Manager
Steve Butler, Interim Community Development Director

From: JoAnn Herrigel, Parks and Sustainability Director

Subject: Tree Program Discussion

Date: July 2, 2013

ACTION REQUESTED

Staff seeks Council's input and guidance on tree program focus, funding and work plan.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

January 2012

City Council listed "Gather more information on Tree City USA" as one of their unprioritized goals.

January 2013

Council listed: "Seek Tree City USA status and develop a tree protection ordinance" as one of their top 11 goals.

BACKGROUND

In January 2013, the Milwaukie Park Board discussed a variety of programs used by local jurisdictions in the area that guide maintenance, installation and protection of trees. The programs the group reviewed included:

- Tree City USA
- Friends of Trees
- Tree Ordinances
- Heritage Tree

There was consensus among the Park Board members that the motivation of a tree program in Milwaukie should be to increase tree canopy. There was less consensus among the Board members regarding the best method or program the City might pursue to achieve this increase. The group did suggest that staff might use the Pilot and neighborhood associations to gather input from the public on whether and how to

protect and expand tree canopy in the City. The Park Board also encouraged staff to request further clarification from Council on their goals for a tree program in the City. The minutes from the January 2013 Park and Recreation Board are attached for Council's review.

The Parks and Sustainability Director also met with tree protection advocates from Island Station and Historic Milwaukie neighborhood associations. These advocates expressed support for some type of tree ordinance in the City but acknowledged that the effort may need to come from within the neighborhood membership. They also suggested that the City might focus an ordinance on Public Property only, at first, and then expand the ordinance over time.

Before developing a work plan regarding Council's "Tree City USA" goal, staff would like additional input from Council on the following questions:

- 1) **What is Council's main goal in pursuing a tree program?** Options raised to date have included maintaining existing tree canopy, increasing tree canopy and protecting mature and potentially historic trees.
- 2) **Is Council committed to Tree City USA, specifically, or should other programs be evaluated?**
- 3) **How much and what type of public input should staff pursue before, during or after proposing a tree program?** Should the public, for instance, weigh in on which program we pursue or simply provide input on how the program selected is implemented?
- 4) **How and when should funding for a tree program be allocated?** One standard for Tree City USA certification is the establishment of a Community Forestry Program with an annual budget of at least \$2.00 per capita. For Milwaukie's 22,000 people, this would require an annual allocation of \$44,000. In communities with existing forestry programs or even park departments, this standard might be demonstrated easily. However, for Milwaukie, demonstrating this annual funding commitment may be difficult.
- 5) **What is Council's timeline for this goal?** Depending on which program the City pursues and how much public outreach is required, significant staff time from multiple Departments, could be required for program development and implementation. Existing projects will need to be postponed or reprioritized to accommodate tree program development. It is also likely that development of a tree program may take several years.

Based on Council's input, staff will develop a work plan and timeline for tree program development and return to Council in August to discuss program details further.

CONCURRENCE

The Park Board urged staff to request clarification on tree program goals and details.

FISCAL IMPACT

Tree City USA certification could require an annual expenditure of \$44,000, plus any expense associated with Arbor Day events and operation of a Tree Board or Department. Lower fiscal impact may result from the Friends of Trees and Heritage Tree programs or a tree ordinance.

WORK LOAD IMPACTS

Fairly significant staff time may be required to develop a tree program in Milwaukie. In addition, long term implementation of a tree program may require at least .50 FTE annually.

ALTERNATIVES

None. No action proposed until Council input received.

ATTACHMENTS

1. Tree Program table and program descriptions
2. January 2013 Park Board Minutes

Attachment 1 - Tree Program Comparison

Program	Description	Jurisdictions using
Tree City USA	<p>Goal: Create a framework for action, education, a positive public image, and citizen pride</p> <p>Four standards (see attached for full description):</p> <ol style="list-style-type: none"> 1) A Tree Board or Department 2) A Tree Care Ordinance 3) A Community Forestry Program With an Annual Budget of at Least \$2 Per Capita 4) An Arbor Day Observance and Proclamation 	Lake Oswego, West Linn, Wilsonville, Portland, Happy Valley
Friends of Trees	<p>Goal: Increase tree canopy, restore green spaces, and build community by empowering people to organize neighborhood plantings and by training volunteer crew leaders to guide volunteer planters at weekend events.</p> <p>Homeowners can buy discounted trees to plant with their neighbors at weekend plantings.</p>	Portland/Vancouver Eugene/Springfield
Heritage Tree	<p>Goal: Recognize trees of significance, educate the public about their value, promote their appreciation and to protect them as part of community's heritage.</p> <p>Trees are nominated annually, reviewed by arborist and staff using specific criteria and then designated</p>	Clackamas County Lake Oswego Wilsonville
Tree Ordinance (Private Property)	<p>Goal: Restrict tree cutting on public and/or private property (allows enforcement)</p>	<p>Clackamas County: limits clear-cutting of trees in urban, unincorporated areas of the county</p> <p>Lake Oswego: Anyone proposing to remove a tree over five inches in diameter is required to go through a permit process and justify the tree removal. The city regularly requires the planting of replacement (or mitigation) trees when other trees have been permitted to be removed. Both homeowners and businesses are required to obtain a permit to cut a tree.</p> <p>Portland: regulates the cutting of trees 12" in diameter (measured at 4.5 feet above ground) or greater on certain private properties. You may need a permit if your property is located in certain environmental zones, if existing trees are protected through land use regulations, or if the property is dividable.</p>
Tree Ordinance (In Rights of Way)	<p>Goal: Restrict removal of street trees to ONLY those that are dead, dying or dangerous.</p>	Portland, Milwaukie etc.

Tree Program Descriptions

Tree City USA

(Information from program web site)

1) A Tree Board or Department

Someone must be legally responsible for the care and management of the community's trees. This may be a professional forester or arborist, an entire forestry department, or a volunteer tree board. Often, both a professional staff and advisory tree board are present, which is a good goal for most communities.

A tree board, or commission, is a group of concerned volunteer citizens charged by ordinance with developing and administering a comprehensive tree management program. Balanced, broad-based community involvement is encouraged. Boards function best if not composed entirely of tree-related professionals such as forestry professors, nursery operators, arborists, etc. Fresh ideas and different perspectives are added by citizens with an interest in trees that is entirely avocational. Limited, staggered terms of service will prevent stagnation or burnout, while at the same time assuring continuity.

2) A Tree Care Ordinance

The tree ordinance must designate the establishment of a tree board or forestry department and give this body the responsibility for writing and implementing an annual community forestry work plan. Beyond that, the ordinance should be flexible enough to fit the needs and circumstances of the particular community.

A tree ordinance provides an opportunity to set good policy and back it with the force of law when necessary. Ideally, it will provide clear guidance for planting, maintaining and removing trees from streets, parks and other public places. For tips and a checklist of important items to consider in writing or improving a tree ordinance, see Bulletin No. 9.

3) A Community Forestry Program With an Annual Budget of at Least \$2 Per Capita

Evidence is required that the community has established a community forestry program that is supported by an annual budget of at least \$2 per capita. At first, this may seem like an impossible barrier to some communities. However, a little investigation usually reveals that more than this amount is already being spent by the municipality on its trees. If not, this may signal serious neglect that will cost far more in the long run. In such a case, working toward Tree City USA recognition can be used to re-examine the community's budget priorities and re-direct funds to properly care for its tree resource before it is too late.

Ideally, this standard will be met by focusing funding on an annual work plan developed after an inventory is completed and a report is approved by the city council. Such a plan will address species diversity, planting needs, hazardous trees, insect and disease problems and a pattern of regular care such as pruning and watering.

4) An Arbor Day Observance and Proclamation

This is the least challenging and probably the most enjoyable standard to accomplish. An Arbor Day celebration can be simple and brief or an all-day or all-week observation. It can be a simple tree planting event or an award ceremony that honors leading tree planters. For children, Arbor Day may be their only exposure to the green world or a springboard to discussions about the complex issue of environmental quality.

The benefits of Arbor Day go far beyond the shade and beauty of new trees for the next generation. Arbor Day is a golden opportunity for publicity and to educate homeowners about proper tree care. Utility companies can join in to promote planting small trees beneath power lines or being careful when digging. Smokey Bear's fire

prevention messages can be worked into the event, as can conservation education about soil erosion or the need to protect wildlife habitat.

Still another way to develop Arbor Day is to link it with a tree-related festival. Some that are currently celebrated include dogwood festivals, locust blossom festivals and Macon, Georgia's Cherry Blossom Festival that annually brings more than \$4.25 million into the local economy. In meeting the four standards, help is available! The urban and community forestry coordinator in your state forester's office will be happy to work with communities in taking these first steps toward better community forestry.

Heritage Tree Program

(Information from staff interviews)

Clackamas County established the Heritage Tree Program in 2007 to encourage residents and property owners to identify and protect individual trees or groups of trees that meet one or more of the following qualifications.

- Specimen: A tree of exceptional size, form or rarity, or horticultural value
- Historic: A tree of exceptional age, and/or associated with or contribution to an historic structure or district or with a noted person or historic event
- Landmark: A tree that is a prominent identifying feature of a community
- Collection: A group of trees in a notable grove, avenue or other planting

People who want to nominate one or more trees to be recognized as Clackamas County Heritage Trees are asked to complete a [nomination form](#) and submit it to the Clackamas County Planning Division no later than February 12, 2013. Nominated trees will be inspected by a certified arborist in March to ensure criteria are met, and then forwarded to the County's Historic Review Board. The Historic Review Board will recommend trees to be recognized to the County Board of Commissioners, which will designate Heritage Trees every year in May (National Historic Preservation Month).

Anyone may nominate a tree or trees, but the person who owns the land on which the tree stands must consent to the nomination. Trees located in County right-of-way are not eligible. There are no regulatory restrictions associated with the designation. Program purpose:

- Recognize, foster appreciation and inspire awareness of the contribution trees make to the community
- Increase public awareness of the significance and importance of trees in general
- Draw attention to and protect unique trees
- Encourage public participation in identification and perpetuation of heritage trees
- Connect the past to the present by preserving historic trees for the enjoyment of future generations
- Increase public awareness of the important contribution of trees to our cultural and community history, and the significant role they play in the quality of our daily lives
- Provide property owners with recognition and reward for preservation of significant heritage trees

Friends of Trees

(Information from web site)

Friends of Trees' mission is to bring people in the Portland-Vancouver and Eugene-Springfield metro areas together to plant and care for city trees and green spaces.

Through our Neighborhood Trees program, homeowners buy discounted trees to plant with their neighbors at weekend plantings.

Through our Green Space Initiative, trained crew leaders guide volunteers at weekend events to restore green spaces.

Since Friends of Trees was founded by Richard Seidman in 1989, we have planted nearly half a million trees and native plants. You can download our **2012 Annual Report** and our most recently filed **990** here.

Friends of Trees is a member of the Coalition for a Livable Future, Alliance for Community Trees, Oregon Community Trees, and EarthShare Oregon. We meet all 20 Better Business Bureau Wise Giving Alliance Standards for charities.

Tree Ordinances

(Milwaukie staff comment)

Tree ordinances vary considerably across jurisdictions. No specific ordinance is described here. Issues that may vary include: impact on private versus public property; inspections and fees required; health of trees impacted; and complexity and cost of administration in general.

**Park and Recreation Minutes
January 22, 2013
Minutes**

Attendees: Dow, Pinker, Hughes
Guests: Dion Shepard

Minutes

November 2012 minutes not approved due to lack of quorum

NDA meeting report back

Dow reported that she'd attended the Linwood NDA in January. She said the NDA had inquired about the status of Wichita Park. Dow said she'd also agreed to write the Linwood Pilot article for February.

Tree Program Review Process by PARB

Herrigel said that she had attempted to get a representative from the Heritage Tree program for both Clackamas County and Lake Oswego but both had fallen through. Herrigel proposed, as an alternative, the idea of reviewing the various tree programs that are used in other jurisdictions with the intent to report the Board's findings to Council. She handed out a table she'd developed showing four programs and the goals of each:

Heritage Tree Programs
Tree City USA
Tree Ordinance
Friends of Trees

PARB member comments:

- Hughes said that the staff time and the "Forestry Board" required for Tree City USA seemed expensive and he preferred a grass roots, organic approach
- Dow noted that a program in Oregon City seemed to result in inappropriate trees in inappropriate locations
- Pinker said he felt the goal would be to increase tree canopy
- Hughes agreed that increasing tree canopy sounded right and that the City should look at the quality of the existing canopy and then find the means to enhance it. He said the City should facilitate planting trees and develop ownership of their trees
- It was suggested that Friends of Trees be brought into the City, outreach be conducted re: benefits of tree canopy and locations found where additional trees could be planted. We should build around a positive front-end approach
- Pinker noted that Friends of Trees was not free
- Hughes suggested that grants might be available
- Shepard asked whether tree removal by public entities might be restricted first as well as removal of trees on public property (as a way to begin tree protection without too much citizen concern)

- Dow suggested that Herrigel review these programs with Council. She said she wasn't sure that Tree City USA or a tree ordinance was the right idea for Milwaukie
- Hughes suggested that the community be asked about this at public meetings (NDA meetings?)
- Pinker said he thought the Heritage Tree program seemed like the easiest program to implement and Tree City USA did seem costly
- Hughes suggested that the City ask if the County or Lake Oswego Heritage Tree program staff might help Milwaukie identify Heritage Trees in our City
- Dow suggested we might put an article in the Pilot asking if people had trees they felt met the criteria of Heritage Trees
- Shepard noted that she thought we actually had a list of Heritage Trees in Milwaukie that she'd seen on the City web site

Project Updates

Klein Point: Project now complete and final billing being processed. Herrigel to submit grants to Oregon Marine Board and Oregon Parks and Recreation Dept in April 2013 for next phase of park

Wichita Park: Herrigel shared with the group a table she'd completed showing the remaining undeveloped neighborhood parks in the City and the status of each. She said she had shared this with Council at the last Council work session and they had directed her to move forward with the land use applications for Wichita Park. She said the next step would be to do a pre-application meeting with the City Planners and Engineers to establish exactly what needed to be submitted.

Kronberg/Kellogg: Herrigel noted that there had been a great deal of discussion in the community regarding the status of the Kellogg for Coho project. She said it centered around a recent goal setting session held by City Council at which Council discussed whether (and what aspect of) the Kellogg for Coho project should be on the Council goal list. She noted that there had also been a public meeting at which the Kellogg Dam project was discussed at which Wildlands had answered questions about this and other projects they had done. Herrigel posited that the project was still moving forward but that Council had indicated their need for additional information about Wildlands and the proposed work.

- Hughes said he had attended the public meeting and found Wildlands to be incredibly credible. He noted that their environmental sensitivity was uncommon and they seemed dedicated and capable. He felt they would work with the land owners in the area to make the project meet their needs.
- Hughes asked the group if they wanted to send a letter to Council asking them to support moving the Kellogg for Coho project forward. The

attending members supported this and asked Herrigel to draft a letter for their review which would later go to Council.

PARB Member Terms

Herrigel noted that Dow, Pinker and Gunion-Rinker had terms ending on March 31, 2013. Dow is term limited and can't re-apply but Pinker and Gunion-Rinker are eligible to re-apply and would need to interview with the Mayor. Herrigel said that Dion Shepard had indicated she might apply for the board to fill Dow's seat.

Other

- Herrigel asked if the group would consider a support letter for an application Tonia Burns is submitting to Metro for funds for Phase II of Spring Park. They authorized her to draft a letter for Mart's signature.
- February 2 from 10 to 12 there is a Spring Park work party
- March 2 from 9 to 12 is the Johnson Creek Watershed Council's Watershed Wide event. Klein Point is one of the sites as well as Johnson Tideman Park and Windsor Court