



City of Tigard Tree Board Minutes

MEETING DATE: March 23, 2011, 6:30-8:00 p.m.
MEETING LOCATION: Tigard Library, 2nd Floor Conference Room,
13500 SW Hall Blvd., Tigard, OR 97223

Members Present –Dave Walsh, Mort Ettlstein, Paul Jackson, Tony Tycer,

Members Absent – Bret Lieuallen, Wayne Gross

Council/Staff Present –Cheryl Caines, Todd Prager

Visitors – Ken Grimes, Brenda Carlton, Tere Trawinski

1. Introduction and Opening Remarks

Todd Prager called the meeting to order. He noted that the Tree Board was without an official Chair and offered to facilitate the meeting until a Chair was selected.

2. Review and Approval of January 26, 2011 Meeting Minutes

Todd Prager asked if everyone agreed with the draft version of the January 26, 2011 meeting minutes. Tony Tycer had a question regarding Susan Hartnett's response to how much has been deposited into the Tree Replacement Fund this year. Susan stated a large amount had been deposited since the downturn in housing market had led to developers being unable to plant trees. Tony wanted to know if the money was deposited into Fund 1.0 or Fund 2.0. Todd explained that there is no 2.0, and Tony noted that there is a significant amount of money in the fund.

There were no objections to the draft meeting minutes.

3. Urban Forestry Program Funding

Cheryl Caines explained that the draft resolution in the meeting packet was the same as from the January 26, 2011 packet, which was discussed at that meeting. Cheryl gave a brief overview of Phase 1 and Phase 2 of the funding discussion and stated that the resolution focused on Phase 1. The resolution renamed the Tree Replacement Fund to be the Urban Forestry Fund and outlines how the money, which has already been collected, can be spent. Attachment 1 of the Resolution describes the activities which can be funded by this money.

Cheryl Caines told the members that she had a study session with the City Council on March 22, 2011 to ask if Council had any concerns or comments about the resolution as it was written. That would give the Tree Board time to discuss the concerns and make any necessary changes prior to the joint meeting on April 12, 2011 where the Board will present the resolution to City Council.

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Cheryl Caines passed along one issue mentioned by the City Manager. On page 14 of the meeting packet, the second line in the first paragraph reads “pay for the labor and materials necessary to complete...” This language only addresses the direct costs of the tree planting projects, but does not cover indirect costs such as equipment rental and overhead. Cheryl explained that the City Council has heard and agrees with the Tree Board and Urban Forestry Code Revisions Citizen Advisory Committee over concerns that the money will be spent on expenses not related to tree planting. At the same time Council feels that there are project costs that are not covered by the phrase “labor and materials.” The members agreed to change the phrase to be costs rather than labor and materials.

Tony Tycer suggested putting into the resolution a cap on the amount spent per tree (\$500/tree). Discussion followed of costs and size of trees for recent plantings such as the Ash trees planted on Main Street. Paul Jackson asked, “What is the cost/benefit ratio?”

Todd Prager said he could not speak to those three (3) inch plantings since they had been done as part of a street project and were not funded by the money in the Tree Replacement Fund. Todd pointed to language in the resolution that limits the average cost of plantings projects to no more than 10% greater than the Tree Replacement Fee in the City of Tigard’s Master Fee and Charges Schedule, which is currently \$125/caliper inch. The ten percent is a buffer and averaging allows for more costly plantings to be balanced with less costly plantings.

Mort Ettlstein wanted to know how the projects and contracts are chosen. Todd said he selects projects based on the number of trees that can be planted, the benefits of the planting, and the costs of the planting. He does a conceptual plan first and once he determines the cost per inch is consistent with the Tree Replacement Fee, he moves forward with the project. The city’s contract and purchasing requirements are adhered to when implementing projects.

Todd Prager said he is talking with Friends of Trees about future private property plantings in the city. The Friends would work with the private property owners, arrange for the plantings, and educate the owners about care and maintenance. They gave a cost estimate of \$10,000 overhead for managing the program and \$300 per 1 ½ inch tree. Paul Jackson pointed out that is over the limit allowed by the resolution and wondered why we would pay Friends this amount of money rather than having a staff member manage the program. Todd Prager said that there is just not enough staff available at this time to manage a program that involves coordinating with a large number of individual property owners.

Tony Tycer noted that he did not want the fund abused and he wanted the city to be held accountable. Maybe only trees that fit a certain profile should be used. He underscored the importance of a cap. Dave Walsh suggested a framework be created for staff that sets a per tree rate to sustain the fund.

The discussion led back to the potential Friends of Trees project. Tony Tycer wanted to know if this penciled out considering the \$125/inch plus 10% limit in the resolution. Todd Prager said it does not sound like it would for this particular project, but it could be balanced with less expensive projects to average the \$125/inch. He said school plantings are typically less than \$125/inch and could potentially be used to balance Friends of Trees plantings.

Tony Tycer said that it seemed like the item had been thoroughly discussed and that there were also other items on the agenda to discuss. Cheryl Caines asked if everyone was okay with the language of the resolution with the one change from “labor and materials” to “costs.” If not, the members would need to state the changes and the joint City Council meeting scheduled for April 12, 2011 would need to be rescheduled.

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The group voted unanimously (4-0) to approve the resolution with the one change to “costs”. Tony Tycer said he will present the resolution to Council on the 12th and invited other members to attend.

4. Non-Agenda Item

Tony Tycer asked Todd to move up the timelines for delivering Citizen Advisory Committee materials to give more time for review and to also copy the Tree Board members so they will be aware of what is happening.

5. Goal Setting for 2011

Todd stated after the December 21, 2010 joint Tree Board meeting with Council, there were three tentative Tree Board goals established for 2011. These focused on overseeing the implementation of the Urban Forestry Master Plan, developing funding for urban forestry enhancement, and developing a new charge statement for the Tree Board following adoption of the Urban Forestry Code Revisions. At the January 26, 2011 Tree Board meeting, members suggested changing the word “oversight” in goal 1, emphasizing the Tree Board’s advisory role to Council, and including an education and outreach goal.

Todd read the revised goals which addressed the requested changes:

1. ~~Continue to Provide Oversight~~ Update Council on the Implementation of the Urban Forestry Master Plan.

2. Work with City Staff and Council to Develop a Funding Proposal for a Sustainable Tree and Urban Forest Enhancement Program for Council Adoption.

3. Work with City Staff and Council to Develop a New Tree Board Charge Statement for Council Adoption for the Tree Board following Adoption of the Urban Forestry Code Revisions. The Recommended Charge Shall Retain the Tree Board’s Primary Function of Advising Council on Urban Forestry Issues, While Possibly Expanding Their Advisory Role to Other Natural Resource Issues.

4. Education and Outreach Goal (see commentary below)*

He noted the one question he had was the education and outreach goal, which may already be addressed by existing city outreach efforts.

Todd said these efforts include outreach for the Urban Forestry Code Revisions and the city’s annual Arbor Day events. He went on to say that 2011 is a busy year for staff due to the code update. That combined with budget constraints means staff is unable to commit additional resources for outreach and education programs. There may be more time for such programs after the adoption of the code.

Dave Walsh expressed the importance of the education and outreach goal for board members. He stated that in addition to the policy discussions, members joined to do something positive for the community. He suggested rather than staff dedicating more time, the Tree Board dedicate volunteer time, create the materials, and/or look for funding of outreach programs.

Mr. Walsh went on to describe a flyer by a Portland neighborhood association that outlined the property owner’s responsibilities regarding trees. Paul Jackson said this was a great idea and also suggested a tree of distinction or tree of the season award. A picture of the tree could be posted on the city website.

Mort Ettelstein noted there are other sources for education. He said it was important to encourage the increase of canopy by visiting neighborhood association meetings. Mort said he had sent an e-mail to this effect but had not gotten a response.

Dave Walsh said it was important to come up with language for the education and outreach goal and suggested, "Develop a community outreach and education development function for the Tree Board."

The group voted unanimously (4-0) to approve the following revised 2011 goals:

- 1. Update Council on the Implementation of the Urban Forestry Master Plan;**
 - 2. Develop a Funding Proposal for a Sustainable Tree and Urban Forest Enhancement Program;**
 - 3. Develop a New Tree Board Charge Statement for Council Adoption following Adoption of the Urban Forestry Code Revisions. The Recommended Charge Shall Retain the Tree Board's Primary Function of Advising Council on Urban Forestry Issues, While Possibly Expanding Their Advisory Role to Other Natural Resource Issues; and**
 - 4. Develop an Education and Outreach Function.**
6. Urban Forestry Code Revisions Progress Update

Todd Prager gave an update on the UFCR including CAC meetings and topics, TAC meetings and topics, and public involvement efforts.

Todd said a public open house on the incentive based tree grove preservation program was held February 17, 2011 for the community to provide input on the program. Tony Tycer asked how many people attended. Todd said he believed around sixty-five (65). Tony asked what percentage of tree grove property owners that was. Todd said it was a small percentage of tree grove property owners, however about 75% of the attendees were tree grove property owners. He said the Tualatin Riverkeepers group was also well represented.

Todd said attendees were asked to fill out surveys regarding the program and overall the feedback seemed positive.

7. Scheduling, Closing Remarks, and Adjournment

Cheryl Caines reminded everyone of the upcoming City Council meeting on April 12, 2011 to present the Urban Forestry Fund resolution.

Tony Tycer read an excerpt from a C. S. Lewis novel regarding tyranny. He said it is important to remember that as we revise the code with the purpose of protecting trees, we also restrict property rights.