



# City of Tigard Tree Board Minutes

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**MEETING DATE:** May 25, 2011, 6:30-8:00 p.m.  
**MEETING LOCATION:** Tigard Library, 2<sup>nd</sup> Floor Conference Room,  
13500 SW Hall Blvd., Tigard, OR 97223

**Members Present** –Tony Tycer, Bret Lieuallen, Dave Walsh, Mort Ettelstein, Paul Jackson, Wayne Gross

**Members Absent** – None

**Council/Staff Present** –Cheryl Caines, Todd Prager

**Visitors** – None

1. Introduction and Opening Remarks

Tony Tycer called the meeting to order and reminded members he was elected Chair at the last Tree Board meeting. He then reviewed the agenda for the evening.

2. Review and Approval of March 23, 2011 Meeting Minutes

Mr. Tycer then reviewed the March 23, 2011 minutes. He asked whether the city receives grants for its tree planting projects. Todd Prager said that he does not typically receive grants for projects funded from the Urban Forestry Fund, but he was not sure whether other departments receive grants for their projects. He said staff could look into it. Mr. Tycer asked if staff was going to use Friends of Trees for tree planting projects and how their costs compare to city costs. Todd Prager said no decisions had yet been made regarding Friends of Trees, and their costs were in line with city costs.

Brett Lieuallen and Mort Ettelstein asked if neighborhood associations or homeowners associations could be contacted for tree planting projects. Cheryl Caines said neighborhood associations could be contacted through the City Manager's office, but that homeowners associations were more difficult to contact since the county only has addresses for them.

Tony Tycer made a motion to approve the March 23, 2011 minutes, Wayne Gross seconded the motion, and the motion passed 5-0.

3. Urban Forestry Program Funding

Cheryl Caines updated the Tree Board that council passed Resolution 11-16 renaming the Tree Replacement Fund to the Urban Forestry Fund, and outlining the allowed uses of the fund. When passing the resolution, council highlighted the importance of quality, and not just quantity of trees. Councilor Wilson would like to see some planting in more challenging locations to increase canopy in places like streets and parking lots even if it is more

expensive. Cheryl Caines noted that the video of the March 24, 2011 council decision should be on TVCTV's website if Tree Board members are interested in viewing the discussion.

For phase 2 of the funding discussion (establishing a sustainable tree and urban forest enhancement program for council adoption), Tony Tycer noted he was not interested in discussing new fees and taxes. He said the Tree Board should be focusing on potential sources of funding, and how funding could be best spent.

Bret Lieuallen said he thinks the most outstanding need for the urban forestry program is preserving significant tree groves. Mort Ettlstein said it is important to determine how many groves the city wants to protect. Dave Walsh said the amount of funding needed to preserve all of the groves is far beyond the city's funding capacity, and the city needs to be strategic about how any money is spent. Todd Prager said it could be possible to analyze those that are most vulnerable to removal and create a prioritized list. For example some are already protected through sensitive lands regulations and should be lower on the list. Of the 544 acres of tree groves identified, 131 acres are within the buildable lands inventory and are the most vulnerable to removal. Mr. Prager suggested that perhaps funding could be set aside to negotiate with individuals to preserve groves as they come to the city with actual development projects in those areas.

Wayne Gross said it is also important to establish a sustainable funding source for annual maintenance.

Tony Tycer suggested that purchasing easements with the Parks Bond could stretch the amount of preservation while privatizing maintenance. Brett Lieuallen asked whether the city was planning on proposing a trails bond and if so, perhaps the Tree Board could partner to expand easements when trails go through tree groves. Cheryl Caines said she could look into whether a trails bond is proposed.

Cheryl Caines and Todd Prager noted that the city was investigating whether sewer funds could be used for restoration of stream corridors. Other funding sources are apparently decreasing, and the Sewer Fund is a healthy fund that could be utilized for stream restoration projects instead of the Urban Forestry Fund.

Mort Ettlstein said perhaps an analysis of how to make the urban forestry program more efficient could be funded with a grant from the Oregon Department of Forestry. Todd Prager and Cheryl Caines said this could be investigated, although grant funding from the state has been declining in recent years. Others suggested investigating federal funding sources as well.

Brett Lieuallen asked who would be assigned to manage a program such as a tree grove preservation program. Todd Prager and Cheryl Caines said that is yet to be determined, but if a program is developed, the city's managers would determine who would staff it.

Mort Ettlstein and Brett Lieuallen stressed that more coordination between city functions and analysis of how best to coordinate those functions is needed before establishing a program. Tony Tycer said perhaps a coordinator position could be funded by the various departments that have urban forestry functions.

Cheryl Caines asked if there were any additional suggestions for funding some of the Tree Board's ideas. Tony Tycer suggested using the Parks Bond for tree grove acquisition, and perhaps a tree removal permit fee as a sustainable funding source. Dave Walsh noted that the Urban Forestry Code Revisions Citizen Advisory Committee recommended having a low or no fee permit system, and not to use permits as a revenue source.

In response to suggestions that the city pursue more grant funding opportunities, Wayne Gross noted that grants are typically for one time projects, and are not sustainable sources of funding for things like maintenance.

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Bret Lieuallen and Mort Ettelstein recommended the city pursue action on determining whether funding a coordinator position to pursue things like grant funding and cross departmental coordination could actually save the city money. Dave Walsh cautioned that requesting additional staff given budget realities will be a hard sell, and funding additional staff could take away from actual projects that the Tree Board wants to see happen.

Wayne Gross said there seems to be more direction needed for staff. Cheryl Caines and Tony Tycer said if members have additional suggestions, they could email Cheryl Caines directly since meeting time is limited.

#### 4. Education and Outreach

Cheryl Caines recalled the Tree Board's interest in expanding education and outreach, and said she was willing to hear suggestions from the board. She reminded the Tree Board they have \$750 available for education and outreach.

Bret Lieuallen asked how much revenue from the proposed urban forestry code is projected. Todd Prager responded it is very difficult to project, but certainly much less than currently since the proposed code is not focused on mitigation. When asked to throw out a number, Mr. Prager guessed half of current revenue. Bret Lieuallen said since the proposed code is to use 5% of revenue for education and outreach, there could be up to \$5,000 annually for education and outreach given historical revenue. Others noted there will likely be much less development (and resulting mitigation) than the city has historically seen.

Tony Tycer suggested pursuing owners of large properties, homeowner's associations/neighborhood networks, and email lists when conducting urban forestry education and outreach, and the free street tree program specifically. Todd Prager mentioned that the city currently advertises the free street tree program to every resident of Tigard through the Cityscape Newsletter, city website, and quarterly mailings to all new Tigard property owners.

Bret Lieuallen asked if staff thinks the free street tree program is a good use of funds. Todd Prager said yes because although the per tree cost is relatively high due to logistics, street trees are high value trees for the functions they provide, and the individualized attention and education for program participants has a way of spreading knowledge and interest in the urban forestry program through the community by word of mouth.

Mort Ettelstein suggested a management analysis of the city's urban forestry program could help make it more efficient which would make the dollars go further.

Dave Walsh said after the code is adopted, it will be important to provide education and outreach specific to the newly adopted code. He suggested enhancing the city's website with information, links, and videos and conducting outreach in the community like setting up a booth at the Farmer's Market. He emphasized this should be a Tree Board driven process and not necessarily a staff driven process.

Bret Lieuallen suggested a simple one page explanation for citizens about the main aspects of the new code.

Todd Prager said after the new code is adopted, he will likely recommend some lag time before implementation so things like the city website and other outreach materials can be updated. He also said staff could look into the idea of the Tree Board starting their own website (as some of the Tree Board members suggested) and how that could be done in a way that is consistent with city policies. Paul Jackson said alternatively, the Tree Board could provide input to staff on how to update the city website.

#### 5. Urban Forestry Code Revisions Progress Update

Todd Prager gave an update on the Urban Forestry Code Revisions project including Citizen Advisory Committee meetings and topics, Technical Advisory Committee meetings and topics, and public involvement efforts since the Tree Board's March 23, 2011 meeting. The main activities involved reaching general consensus on the topic of Urban Forestry Standards for Development, having initial discussions on the topic of Tree Grove Preservation

Incentives, and providing staff input on the topic of Tree Permit Requirements. He mentioned that the project is continuing on schedule, including public outreach items such as newsletters, listserv messages, Cityscape articles, and website updates. He emphasized that if non-Citizen Advisory Committee members have questions about any of the materials, they can feel free to contact him. He also invited members to discuss urban forestry issues with Tree Board representatives on the Citizen Advisory Committee so they can carry forward any ideas from the Tree Board. Finally, he invited non-Citizen Advisory Committee members to send written comments or attend Citizen Advisory Committee meetings if they would like to be more involved.

Tony Tyner said he felt curb tight sidewalks were better for tree growth than planter strips. Todd Prager responded that he did not want to get any hopes up on the street cross section standard changing since that is a decision that cannot be made through the urban forestry program alone.

#### 6. Scheduling, Closing Remarks, and Adjournment

In closing, Paul Jackson emphasized enhancing the city's website as an important education and outreach tool. Bret Lieuallen asked staff to check in with Susan Hartnett about an urban forestry coordinator position.