SPECIAL BUSINESS MEETING AGENDA

TUESDAY, JANUARY 9, 2018
12:00 P.M.

DATES SET:

TUESDAY, February 6, 2018 @ 12:00 p.m.
REGULAR COMMITTEE MEETING – To be held at the Lester D. Bergsten Operations & Maintenance Building, Conference Room #113, 3505 N. Dries Lane, Peoria, Illinois 61604.

TUESDAY, March 6, 2018 @ 12:00 p.m.
REGULAR COMMITTEE MEETING – To be held at the Lester D. Bergsten Operations & Maintenance Building, Conference Room #113, 3505 N. Dries Lane, Peoria, Illinois 61604.

To access electronic Agenda & Minutes (only):
1. www.peoriagov.org
2. Click "Boards/Commissions" tab @ the top
3. Choose Peoria Urban Forestry Advisory Board
4. Scroll to the bottom of the screen. Under "Agenda & Minutes" will be a list of the .pdf postings.
5. Select desired document and double click to open.

* CITIZENS WISHING TO ADDRESS AN ITEM NOT ON THE AGENDA SHOULD CONTACT A COMMITTEE MEMBER PRIOR TO THE MEETING. ALL OTHER PUBLIC INPUT WILL BE HEARD UNDER PUBLIC COMMENT AT THE BEGINNING OF THE COMMITTEE MEETING.

NOTE: THE ORDER IN WHICH AGENDA ITEMS ARE CONSIDERED MAY BE MOVED FORWARD OR DELAYED BY AT LEAST 2/3 VOTE OF THE COMMITTEE MEMBERS PRESENT.

THE PEORIA URBAN FORESTRY ADVISORY BOARD MEETS IN REGULAR BUSINESS SESSIONS THE FIRST TUESDAY OF THE MONTH (JANUARY THROUGH DECEMBER) AT 12:00 P.M. AT LESTER D. BERGSTEN OPERATIONS & MAINTENANCE FACILITY CONFERENCE ROOM, 3505 N. DRIES LANE, PEORIA, ILLINOIS.

*NOTICES OF ANY SPECIAL MEETING ARE POSTED AT LEAST 48 HOURS PRIOR.
AGENDA ITEMS:

ITEM NO. 1 DISCUSSION and FORMULATION of 2018 ACTION PLAN for the PEORIA URBAN FORESTRY ADVISORY BOARD. [Chapter 29 of the Code of the City of Peoria attached for reference.]

ITEM NO. 2 DISCUSSION Regarding STRUCTURE OF THE BOARD with ELECTION OF CHAIRMAN.

ITEM NO. 3 DISCUSSION and SCHEDULING of FREQUENCY OF MEETINGS of the PEORIA URBAN FORESTRY AND ADVISORY BOARD. [Chapter 29 of the Code of the City of Peoria attached for reference.]

UNFINISHED BUSINESS

NEW BUSINESS

NEXT MEETING

FEBRUARY 6, 2018

ADJOURNMENT
A Regular Meeting of the City of Peoria’s Urban Forestry Advisory Board convened at 12:08 p.m. on Tuesday, October 3, 2017, at the Lester D. Bergsten Operations & Maintenance Facility located at 3505 N. Dries Lane, Conference Room 113, Peoria, Illinois.

ROLL CALL

Roll Call showed the following Urban Forestry Advisory Board Members in attendance:

Members Present: Chairman Sie Maroon, Board Member Jason Haupt, Board Member Ella Maxwell, Board Member Amy McLaren, and Board Member Michael Price – 5.

Members Absent: Board Member Joseph Keck, Board Member Richard Swigart, and Board Member Michael Wilkins - 3.

Others in attendance included Innovation Team Project Manager Peter Kobak, PeoriaCorps Crew Supervisor Darren Graves, and Administrative Secretary Ruth Blancaflor.

ANNOUNCEMENTS

- Thursday, October 26, 2017, 4:30 p.m. Groundbreaking & Naming – 1st District Stormwater Farm at Reed and Elm Streets. Made possible by grants from USDA and Fresh Coast Capital. Peoria Gifts in the Moment (GITM) is also a partner. Will be a work farm which will be providing green infrastructure training, and a storm water tree farm with raised garden beds for community vegetable gardening. Includes art and cultural features.
- Purdue University Program coming to Illinois. Will include more rain garden programs. Two full days or five evening classes, for 12 hours total training. Commissioner Haupt will request adding Peoria to their schedule. Report back expected after the Memorandum of Agreement is received back from Purdue.

PUBLIC COMMENT

No one came forward to address the Board.

MINUTES

No action was taken by the Board.

ITEM NO. 1 PRESENTATION on Making Street Trees Work for You, by Beth Corrigan, Morton Arboretum Community Trees Program Specialist.

Mr. Maroon introduced Beth Corrigan, Morton Arboretum Community Trees Program Specialist. In preparation for her presentation to Peoria, Ms. Corrigan stated she checked the city’s website especially regarding the Peoria Urban Forestry Advisory Board (PUFAB). She said it reflected a
good tree program was in place in Peoria; however, she said if information was added to the Visitor pages it could help build resident engagement.

Ms. Corrigan gave a presentation on Community Trees Programs, a pdf of which has been posted to the city’s web site on the PUFAB page, with the attached link. She said an urban forestry outreach needed to be holistic. She said every tree was a community asset.

Ms. Corrigan discussed the use of GIS overlays to provide target areas for tree installations, because it was shown that pockets where there are no trees had higher crime and higher trips to the ER for asthma and other breathing problems.

In discussing Green Infrastructure benefits from trees, Ms. Corrigan said “Trees Forever” from Cedar Rapids, Iowa, was a great resource which reflected trees in riparian buffers.

Ms. Corrigan discussed the following benefits of community trees:

- The Sociological Benefits that trees give back. Studies showed that trees closer to roadways slowed drivers down; kids and parents play better in parks with trees; and students focused better and had higher scores in schools where the grounds contained trees that they could look at.
- Environmental Impacts, such as how shade trees cool “heat island” areas in a city; leaf surfaces pull out air pollution and clean the air; and trees shade homes in the summer and protect homes from cold winter winds; also that lots of pollinators love trees.
- Economic benefits: Rental properties are more successful in areas with trees around their buildings; in commercial areas, people shop longer and spend more in areas with trees; people frequent these streets more often than bare streets.
  - Dollars Matter – any time the benefits of trees are tied into their dollar impact you will get further in convincing citizens of the value of trees. LIOAR assumptions can be weighed into research models for compensatory value of what our trees are bringing to our community.
  - Publicize! The more we share the value of trees, the better community involvement we will have. Use the “National Tree Benefit Calculator” by plugging in the zip code and other information, and it gives the dollar value of everything that a tree gives back in one year.

Proactive Management – Develop and Use a Management Plan:

- To fund it:
  - Solicit grants; if we get an announcement of a grant opportunity, help share it with everybody so they get more people to apply; may be for any public entity.
  - Be creative in fundraising. Cities have used craft beer tasting with ticket sales revenue going toward the tree planting program; “Arbor-Meisters,” have tree-themed beers; “Oak-toberfest;” Geneva, IL has a “wine, cheese & trees” festival, and the money goes toward their tree fund.
  - Public/Private Partnerships – to come out on a workday and help plant trees, and maybe help fund a few of the trees; Eagle Scouts; Future Farmers of America, 4-H Clubs.
  - “S’more Trees” tree kits in the baggy – charge a few dollars and the funds go to tree program.

Ms. Corrigan shared a spreadsheet of Re-occurring Grant Programs that she put together over time, though she said some of the links in the spreadsheet may no longer work.
Ms. Corrigan discussed how to raise awareness through the recognition of our large trees:
- On Arbor Day
- The Big Tree Registry: Each state has its own program; sign up to be a Tree Champion
- Poster Contests/Essay Contests: find the biggest kind of trees and give an award for the best poster or essay locating/desccribing it

Ms. Corrigan further discussed ideas to gain community support:
- Really publicize the event, when new trees are being planted
- Partner with neighborhood groups, and church groups, because people usually live close to them
- Reach out to economically-strapped neighborhoods which are underserved and under-resourced
- Use functions like Coffee with the Mayor to educate citizens
- Create information sheets to help sell residents on the Plan
- Create a Tree Facts page on the web site, i.e., “The Truth About Trees”

In discussing ecosystem regeneration, Ms. Corrigan said invasive species should be removed so that other trees could thrive. She stated that oak trees were in decline in the United States. She said a handful of diseases and pests were causing some oaks to die out. She discussed the importance of monitoring oak canopies and that it should be reported to an extension service (Fred Miller in our area) to have someone come out determine what may be affecting a diseased oak.

Ms. Corrigan stated another item of help in a Tree Management Plan was to post a recommended tree species list to the city web site. She said it should educate our residents on better species to plant and what not to plant—invasive species, such as the callery pear. She said the Illinois Forestry Association was a good resource for the information, as well as District Foresters, who were registered with IDNR.

- The Value of Trees should be on the city’s web site
- Arbnet.org is useful for parks, schools, cemeteries or other properties who may have 25 different species, for the minimum, and want to become accredited as an Arboretum. (The Village of Oak Park is an arboretum.)

Regarding the Tree Inventory, Ms. Corrigan offered the following advice and ideas:
- Finish the inventory and keep it updated; it should control our pruning cycle and planting locations. It needs to be refreshed in 5 to 10 year cycles, for inspections throughout the entire city. She said tree inspections on emergency routes helped keep them clear.
- Get rid of trees that aren’t growing well; the Emerald Ash Borer loves stressed trees; save the really good, specimen trees. When replacing trees, keep in mind the need for diversity of age and species; choose the same form of tree but not the same species of tree.
- Collect the data for the inventory; what we need is a little bit of what would be really good to have but not more than we need, because then the data gets too unwieldy. Use data systems that will connect.
- Know locations by species and conditions of the tree, it helps us to know the types of trees we have, and the pockets where we can plant other species and manage diseases.
- Overlay the GIS with our floodplain map to determine what trees to plant there, such as elm and bald cypress, which thrive in wet areas.
Ms. Corrigan pointed out that, currently, there were areas of Ohio and Massachusetts where maple trees have been decimated by beetles. She said they had come in to the states in shipping containers.

Resources

Ms. Corrigan provided several informational pamphlets for the Board Members. She cited www.itreestools.org as a good resource. She encouraged piggybacking on other communities' work and the pooling of information among our peers. She said a “tree trifecta” consisted of an Inventory, Management Plan, and Ordinances to be followed. She said she had templates for tree management plans and ordinances that she could share with the Board. She suggested, after a tree ordinance was adopted, city bid specifications should be revised to reflect that. She said the ordinance planning stages should involve representatives from other city departments, the park district, philanthropists, garden groups and also those who may oppose its adoption. All of the suggestions should be weighed, she said, in arriving at the final ordinance. Public and private property tree maintenance should be covered in the ordinance, she said, and code enforcement inspectors should receive training on tree care information. She discussed the importance of setting goals for equipment, training, and personnel needs.

Ms. Corrigan gave her email address at bcorrigan@mortonarb.org and she distributed two master packets of The Morton Arboretum, The Champion of Trees: one to Board Member Keck and one to the PUFAB secretary, for the permanent file.

In discussion with Board Member McLaren about how the economically-stressed Peoria community could gain some of these benefits, Ms. Corrigan explained making trees a priority required community engagement and it had to be a city-wide effort. She said it involved continually raising awareness that each and every tree counts.

The Board thanked Ms. Corrigan for her excellent presentation and the information she provided.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

Next Meeting

The next regularly scheduled Urban Forestry Advisory Board meeting will be held on Tuesday, November 7, 2017 at noon.

Adjournment

There being no further discussion, the Board meeting adjourned at 1:40 p.m.

Chairman, Sie P. Maroon

/mb
Chapter 29 - TREES AND SHRUBS

Footnotes:

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Cross reference—Health and sanitation, ch. 15; historic preservation, ch. 16; parks and public grounds, ch. 21; planning, ch. 23; subdivision regulations, app. A; zoning regulations, app. B.

ARTICLE I. - IN GENERAL

Sec. 29-1. - Title.

This chapter shall be known and may be cited as the "Shade Tree Ordinance of the City of Peoria."

(Code 1957, § 39-1)

Sec. 29-2. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Certificate of license means a state department of registration and education certification granted upon satisfactory completion of an examination on arboriculture.

City arborist means the designated employee of the city assigned to carry out the enforcement of this chapter.

Large trees means those trees attaining a height of 50 feet or more.

Licensed tree expert means one duly recognized and licensed by the state department of registration and education, to perform arboricultural services.

Medium trees means those trees attaining a height of 30 feet to 50 feet.

Parkway means that public area between the sidewalk and curb, or that public area within the dedicated right-of-way, not used for vehicular or pedestrian traffic.

Property owner means the person owning such property as shown by the office of the county recorder of deeds.

Public trees means all shade and ornamental trees now or hereafter growing on any street or any public land.

Right-of-way is a general term denoting land, property or interest therein, usually in a strip, acquired for or devoted to transportation purposes.

Small trees means those trees attaining a height of 30 feet or less.

Street or highway means the entire width of every public right-of-way when any part thereof is open to the use of the public, as a matter of right, for purposes of vehicular or pedestrian traffic.

(Code 1957, § 39-2)


Sec. 29-3. - Permit.
(a) No person who performs arboricultural work for hire shall plant, spray, fertilize, preserve, prune, or otherwise disturb any tree larger than four inches in diameter measured one foot off the ground, on any street or municipally owned property without first filing an application and obtaining a permit from the city arborist. The person receiving the permit shall abide by the Arboricultural Specifications and Standards of Practice adopted by the city.

(b) Application for permits must be made at the office of the city arborist 48 hours in advance of the time the work is to be performed, except in case of emergencies in which a person or property is in imminent danger.

(c) The city arborist shall issue the permit provided for herein if the proposed work conforms to the Arboricultural Specifications and Standards of Practice adopted by the city. Any permit shall be void if its terms are violated.

(d) Notice of completion shall be given to the city arborist for his inspection.

(e) The application required herein shall state the number and kinds of trees to be sprayed, fertilized, pruned, or otherwise preserved; the kind of treatment to be administered; the composition of the spray material to be applied; and such other information and conditions as the city shall find reasonably necessary to make a fair determination of whether a permit should be issued.

(f) Necessary maintenance or line clearance work performed by the utilities are not subject to the provisions of this article. The forestry representative of the utility company will work closely with the city arborist in determining trimming methods used to clear lines.

(Cross reference—Licenses and miscellaneous business regulations, ch. 18.)

Sec. 29-5. - Obstruction; trees to be pruned.

It shall be the duty of any person owning or occupying real property bordering on any street upon which property there may be trees, to prune such trees in such manner that they will not obstruct or shade the streetlights, obstruct the passage of pedestrians on sidewalks, obstruct vision of traffic signs, traffic signals, or obstruct view of any street or alley intersection. The minimum clearance of any overhanging portion thereof shall be seven feet over sidewalks and 16 feet over all streets.
(1) *Notice to prune.* Should any person or persons owning real property bordering on any street fail to prune trees as hereinabove provided, the city arborist shall order such person or persons to so prune such trees within 14 days after receipt of written notice by certified mail.

(2) *Certified mail.* The order required herein shall be served by mailing a copy of the order to the last known address of the property owner by certified mail.

(3) *Failure to comply; city action.* When a person to whom an order is directed shall fail to comply within the specified time, it shall be lawful for the city to prune such trees, and the cost thereof shall be payable by the owner and collected as a debt owed to the city.

(Code 1957, § 39-9)

Sec. 29-6. - Abuse or mutilation of public trees.

No person shall intentionally damage, carve, remove or in any way injure any public tree; allow any gaseous liquid or solid substance which is harmful to such public trees to come into contact with them; or set fire or permit any fire to burn when such fire or the heat thereof will injure any portion of any public tree without first obtaining a permit as provided for in section 29-3. The value of a tree or damage caused to it shall be established by the formula used by the International Society of Arboriculture and be payable by the person causing the damage and collected as a debt owed to the city.

(Code 1957, § 39-10)

Sec. 29-7. - Placing materials on public property.

No person shall deposit, place, store, or maintain upon any public place of the city any stone, brick, sand, concrete, or other materials which may impede the free passage of water, air, and fertilizer to the roots of any tree growing therein, except by written permit of the city.

(Code 1957, § 39-12)

Sec. 29-8. - Violation and penalty.

Any person, firm, or corporation violating or failing to comply with any of the provisions of this chapter shall be guilty of a petty offense, and upon conviction thereof shall be fined a sum no less than $25.00, nor more than as provided in section 1-5 of this Code.

(Code 1957, § 39-13)

Secs. 29-9—29-30. - Reserved.

**ARTICLE II. - PEORIA URBAN FORESTRY ADVISORY BOARD**

Sec. 29-31. - Creation; membership; appointment; compensation; terms; filling of vacancies.

There shall be created an advisory board to be known and designated as the "Peoria Urban Forestry Advisory Board," composed of 12 members to be appointed by the mayor with approval of the council. The city arborist shall be an additional and ex officio, nonvoting member. All members of the board shall serve without pay. Members shall serve for a term as set forth in section 2-162 of this Code. Vacancies caused by death, resignation or otherwise shall be filled for the unexpired term in the same manner as original appointments are made.
Sec. 29-32. - Duties generally.

The duties of the board created by this article shall be as follows:

1. To give guidance, advice and counsel to the city in determining the needs of the city's tree program.

2. To make recommendations as to the type and kind of trees to be planted upon the city streets and public areas.

3. To assist the officials of the city as well as the council and citizens of the city, in the dissemination of news and information regarding the selection, planting and maintenance of trees within the corporate limits, whether the same is on private or public property, and to make such recommendations from time to time to the city council as to the desirable legislation concerning the tree program and activities for the city.

4. To provide regular and special meetings at which the subject of trees for the city may be discussed by the members of the board, officers and personnel of the city and all others interested in the tree program.

5. To adopt and from time to time consider and adopt revisions to the Arboricultural Specifications and Standards of Practice of the International Society of Arboriculture, a copy of which shall be kept on file in the office of the city clerk.

Sec. 29-33. - Organization; rules of procedure.

Within a reasonable time after the appointment of the board created by this article, and the approval of the members thereof, upon call of the mayor, such board shall meet and organize by the election of a chairman from its ranks, excluding the ex officio member, and the appointment of a secretary. The board shall then provide for the adoption of rules and procedures and for the holding of regular and special meetings as such board shall deem advisable and necessary in order to perform the duties set forth in this article.

Secs. 29-34—29-50. - Reserved.

ARTICLE III. - ARBORIST

Sec. 29-51. - Position established; duties generally.

(a) There shall be created the position of city arborist for the city. The city arborist shall be appointed by the city manager with the advice of the urban forestry advisory board. Qualifications for the position shall include graduation from a four-year accredited college or university with a degree in forestry or a closely related field. The city arborist shall present to the board the Arboricultural Specifications and Standards of Practice and any periodic revisions of such of the International Society of Arboriculture governing the planting, maintenance, removal, fertilization, pruning and bracing of trees on the streets or other public sites in the city; and shall direct, regulate and control the planting, maintenance and removal of all trees growing in any public area under the jurisdiction of the city.
(b) It shall not be the policy of the city, however, to remove, prune, or maintain any trees growing in an unopened easement or within an unopened right-of-way. In the absence of the city arborist, these duties shall be the responsibility of a qualified alternate designated by the city manager.

(Code 1957, § 39-4)

Sec. 29-52. - Authority.

(a) **Generally.** The city arborist shall have the authority and jurisdiction of regulating the planting, maintenance and removal of trees on streets and other publicly owned property to ensure the safety or preserve the aesthetics of such public sites.

(b) **Supervision.** The city arborist shall have the authority, and it shall be his duty, to supervise or inspect all work done under a permit issued in accordance with the terms of this chapter.

(c) **Condition of permit.** The city arborist shall have the authority to affix reasonable conditions to the granting of a permit in accordance with the terms of this chapter and the Arboricultural Specifications and Standards of Practice adopted by the city. Work performed will be under the direction of a licensed tree expert. A certificate or license from the state department of registration and education will be required of contractors working for the city.

(Code 1957, § 39-5)

Sec. 29-53. - To prepare and recommend master street tree plan.

The city arborist shall have the responsibility to recommend a master street tree plan to the city council for its acceptance with the advice and approval of the shade tree advisory board. The master street tree plan shall specify the species of trees to be planted on streets or other public sites within the city.

1. The city arborist shall consider all existing and future utility and environmental factors when recommending a specific species for each of the streets and other public sites of the city.

2. All plantings within the right-of-way shall be subject to a utility check with all utility companies within the city and the city police, fire and engineering departments.

3. All plantings not in accordance with the master street tree plan shall be removed at the discretion of the city arborist. The city arborist shall notify the person or persons responsible for the planting by sending such notice by certified mail. If the person responsible for such planting has not removed the planting within the 14-day period, the city shall remove the planting and the costs thereof shall be payable by the person or persons responsible for the planting and collected by the city as a debt owed to it.

(Code 1957, § 39-6)

Sec. 29-54. - Interference with.

No person shall hinder, prevent, delay, or interfere with the city arborist or any of his assistants while they are engaged in carrying out the execution or enforcement of this chapter; provided, however, that nothing in this chapter shall be construed as an attempt to prohibit the pursuit of any remedy, legal or equitable, in any court of competent jurisdiction for the protection of property rights by the owner of any property within the city.

(Code 1957, § 39-11)