



**TOWN OF SHADY SHORES
KEEP SHADY SHORES BEAUTIFUL
REGULAR SESSION
OCTOBER 3, 2022; 6:00 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

TO VIEW THE MEETING LIVE
<https://shadyshorestx.civicclerk.com/>

AGENDA

1. CALL TO ORDER
 - a. Establish a Quorum
2. ROLL CALL
 - Establish a quorum
3. MINUTES:
 - a. Minutes- Consider and act on approval of the minutes of the August 1, 2022 Keep Shady Shores Beautiful meeting.
4. NEW BUSINESS
 - Discuss any new projects to be considered at the next monthly meeting
 - a. CoCoRahs- Community Collaborative Rain, Hail and Snow Network
 - b. Greenspaces and Trails Adhoc Committee
5. OLD BUSINESS
 - Consider and take action relative to ongoing projects and events as listed below.
 - a. Butterfly Garden- Town Hall Campus
 - b. Wayfinder Signs- Town Limit Signs
 - c. Fall Sweep September 10- November 20, 2022
 - d. Maddy Haney- Girl Scout Gold Project

- e. "Parking Lot"- Ideas percolating- Parking lot ideas are ideas that have been mentioned in past meetings as possible ideas and programs.
- Yard of the Month Program
 - Free Milkweed Program
 - Mayor's Monarch Pledge
 - Tree Trails
 - Public Tree Tagging Program
 - Take2Texas- program designed to survey litter in a specific area
 - Others?
- f. Grants and Funding Sources- Sources that may be explored to supplement the town budget or off set the cost of an idea.
- Scenic City
 - Bring Back the Monarchs
 - Sponsorship- Memorial- Interactive Garden Pieces (Art, Benches, Musical Instruments)
 - Bricks- plan a re-energize campaign
 - KTB grants and opportunities
- g. Keep Texas Beautiful Affiliate Requirements
- h. Bags to Benches
- i. Tree City Affiliate Requirements
- j. Adopt A Spot Program

6. ADJOURN

The Keep Shady Shores Beautiful Agenda was posted in accordance with Texas Open Meetings Act on _____, _____, _____ at ____:_____, ____M.

Wendy Withers, Town Secretary



Shady Shores

KEEP SHADY SHORES BEAUTIFUL
[DATE_TIME]
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208

MINUTES

[AgendaContent]

Passed and Approved this _____ day of _____

Chair, Keep Shady Shores Beautiful

Katie Klein, Community Relations
Staff Representative for Town of Shady Shores



Photo: Steve Camp



DATA ON THE WEB

Volunteers submit their observations using the CoCoRaHS website or apps. Observations are immediately available to the public via maps and data analysis tools, and to data users via the CoCoRaHS Web API. Data users such as scientists, resource managers, decision makers and others have come to rely on the high density, high quality measurements provided by CoCoRaHS observers.

CoCoRaHS IS EDUCATIONAL

CoCoRaHS offers learning opportunities too. In addition to training materials, newsletters and the 'Message of the Day', members also enjoy opportunities to attend Webinars featuring experts in weather, climatology and other pertinent disciplines. CoCoRaHS offers classroom resources for K-12 teachers. Students get to collect and submit real scientific data – all while meeting State and National Standards in science, math, geography and more!



Photo: Carol Orand

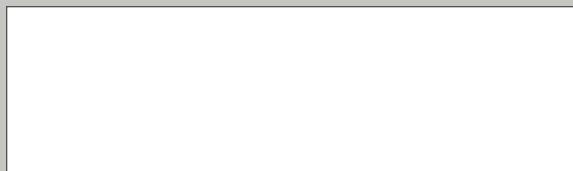
JOIN CoCoRaHS TODAY!

CoCoRaHS is a practical, enjoyable and useful activity. If you have an interest in weather and would like to help your local community, as well as scientists and others interested in precipitation, then CoCoRaHS is for you. It only takes a few minutes a day and gives you the chance to participate in real hands-on science. You'll be amazed at what you learn as you become more aware of the variable weather that impacts you, your neighbors, your state and our entire country.

THANKS

CoCoRaHS is supported by many sponsors and collaborators. To view a full list please visit the CoCoRaHS Web page.

FOR MORE INFORMATION CONTACT:



www.cocorahs.org

CoCoRaHS



The Community Collaborative Rain,
Hail and Snow Network



Help measure rain!

Because every drop counts!

WHAT IS CoCoRaHS?

The Community Collaborative Rain, Hail and Snow Network, is a non-profit, community based, network of volunteers who measure and report rain, hail and snow in their backyards.

A BRIEF HISTORY

CoCoRaHS came about as a result of a devastating flash flood that hit Fort Collins, Colorado in July 1997. A very localized storm dumped over a foot of rain in several hours while other portions of the city had only modest rainfall. The ensuing flood caught many by surprise, caused \$200 million in damages, and resulted in five deaths. CoCoRaHS was born in 1998 with the intent of doing a better job of mapping and reporting intense storms. CoCoRaHS became a nationwide volunteer network in 2010 and is now international with observers helping provide critical precipitation observations, benefiting their country's needs.

VOLUNTEERS OF ALL AGES WELCOME!

Individuals and family volunteers of all ages and all walks of life are the foundation of the CoCoRaHS network. Anyone can help. It only takes a few minutes to check the rain gauge and report your observations.

TRAINING: "THE KEY TO OUR SUCCESS"

It is important that all CoCoRaHS precipitation reports be accurate and consistent. Training is provided on how to install gauges, properly measure precipitation and transmit reports. CoCoRaHS precipitation reports are accurate and very useful.

SIMPLE MEASURING TOOLS

Volunteers use high quality rain gauges. In some states, "hail pads" are used to study hail storms.



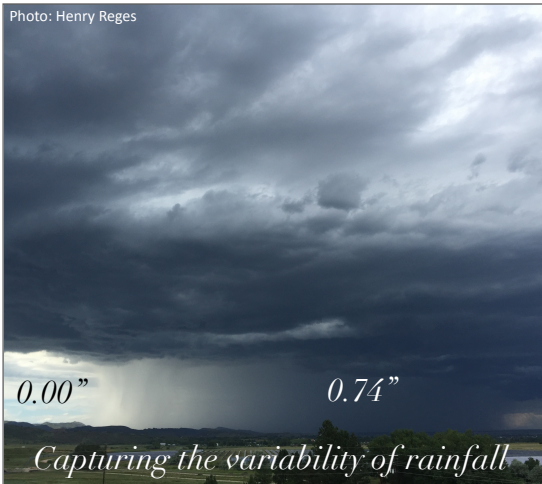
WHY IS THERE SO MUCH INTEREST IN RAIN, HAIL AND SNOW?

Precipitation is essential for life. It varies greatly with topography, storm type and season. It really is true that it may pour on one side of the street and be dry on the other. A portion of a field may be pounded by hail while others nearby receive no damage. Snowfall may pile up in one neighborhood and only dust another. Rain, hail and snow are fairly easy to measure, and the data collected are very important. Meteorologists, hydrologists, engineers, builders, farmers . . . you name it, everyone seems to care about rain, hail and snow. That's why we ask, "How much fell in your backyard?"



www.cocorahs.org

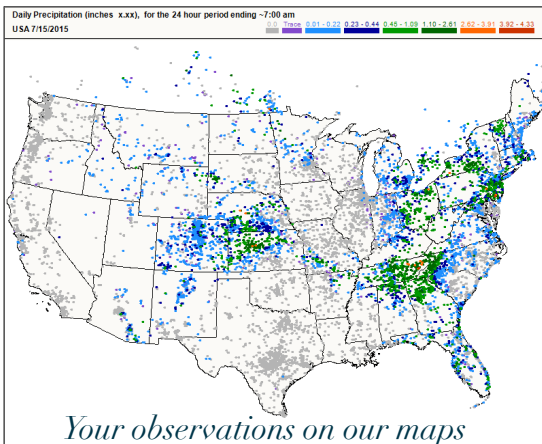
Photo: Henry Reges



0.00"

0.74"

Capturing the variability of rainfall



Your observations on our maps



All ages and locations welcome



Green Spaces and Trails Adhoc Committee

Sub adhoc committee of Keep Shady Shores Beautiful



1st Meeting Agenda

- Introductions
- Scope of the Committee
- How we interact with Council
- Definitions/Terms
- Where to Start



Introductions

Introduction

- Your Name
- Role: are you representing the community, committee, council
- If you had all the things what would you like to see for Shady Shores in terms of greenspaces and trails
 - (Katie don't forget to write these down!)

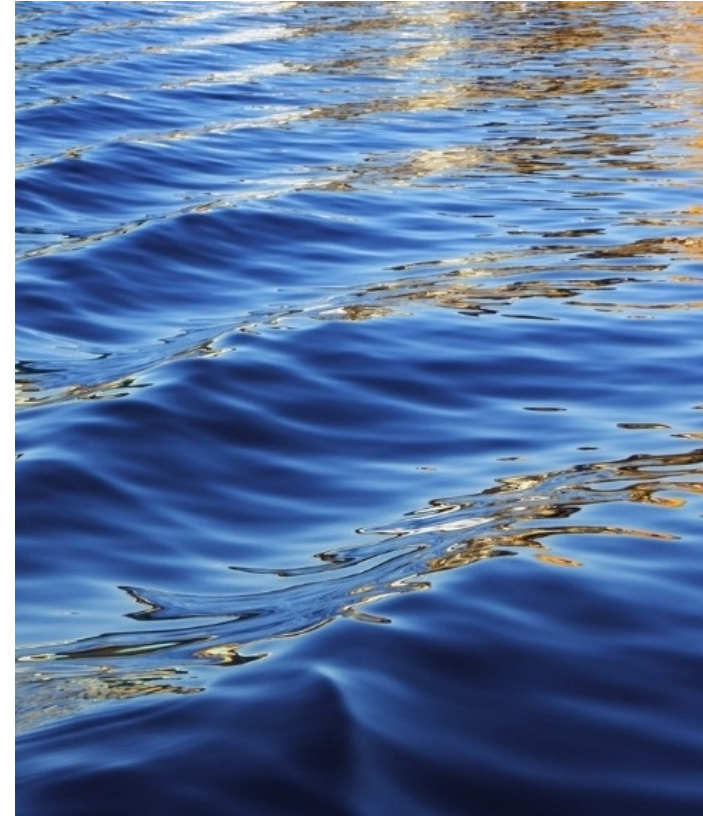
Adhoc Committee Members

- Cindy Aughinbaugh, Mayor
 - Daria Dato, Resident
 - Andrea Dixon, KSSB
 - Charles Grimes, Town Council
 - Josh Juve, Planning and Zoning
 - Allen Lea, Resident
 - Mike Nowels, Town Council
 - Karen Thomas, KSSB
-
- Katie Klein, Community Relations
 - Wendy Withers, Town Administrator



What are we doing here?

Scope and purpose



Meetings will be 1st Thursdays @ 7:00 pm

Exception:

September 2022

October 2022

Workgroups

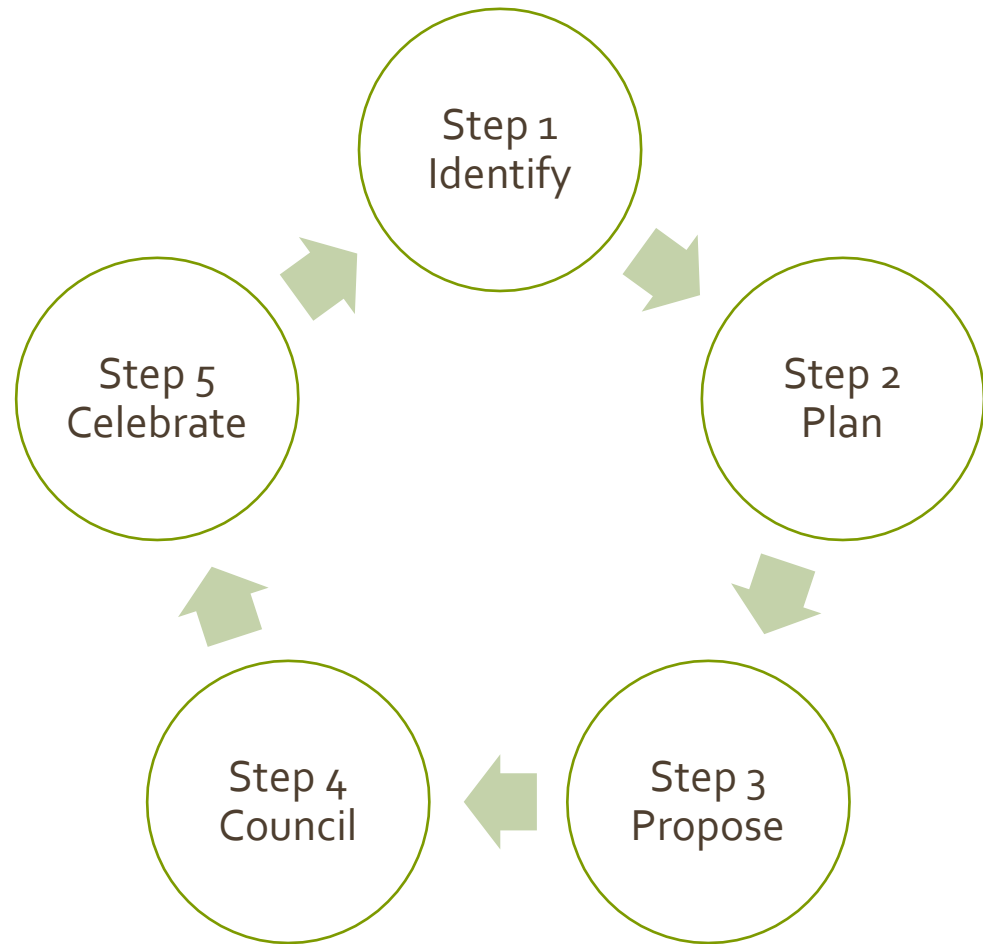
because we are an Adhoc work groups can meet in
between meetings

Zooms can be set up as needed

Minutes and updates will be submitted to Keep Shady Shores Beautiful Committee

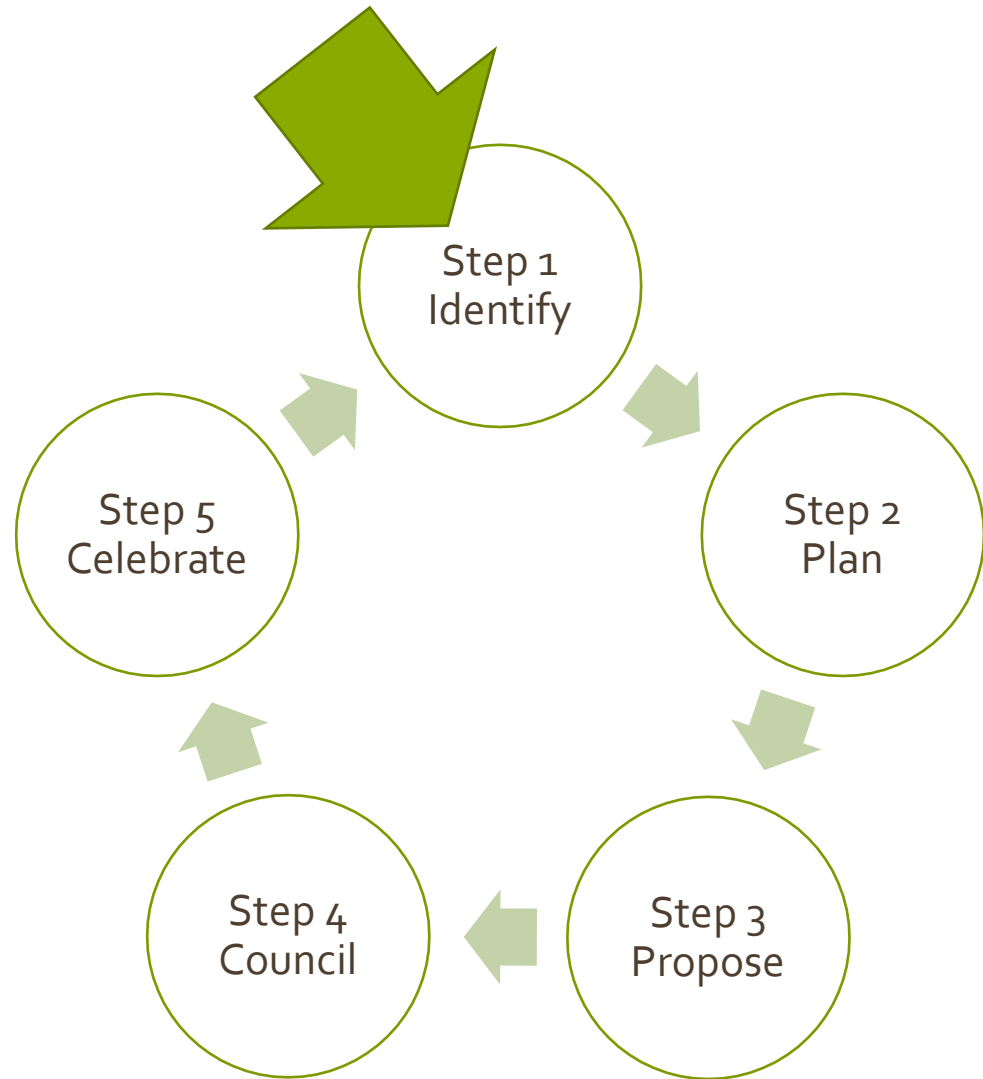
Goal: The goal of the Greenspace and Trails Adhoc committee is to identify, plan and propose greenspaces and connecting trails within the Town of Shady Shores

- Identify
- Plan
- Propse



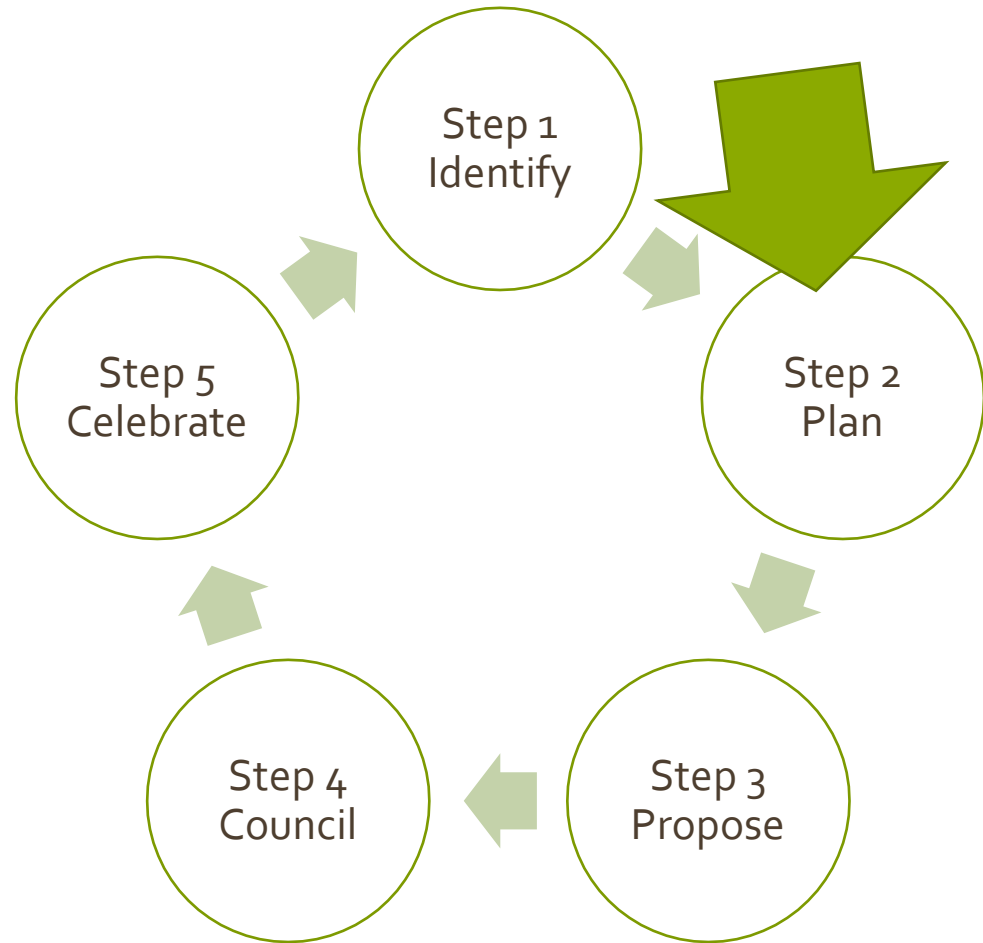
Identify

- What known land is currently owned by the Town of Shady Shores
- What other types of land are available to the goal of the committee?
 - Examples might be: easements, ROW, flood plains, drainage way etc
- Identify known public access to USACE through HOA and other partners in which connecting trails, bus stops, and parklets might be made available
- Identification may include but is not limited to: a review of plats, DCAD, town meetings, social media campaigns, partner meetings
- Ways to use land and greenspaces
- Funding sources such as grants



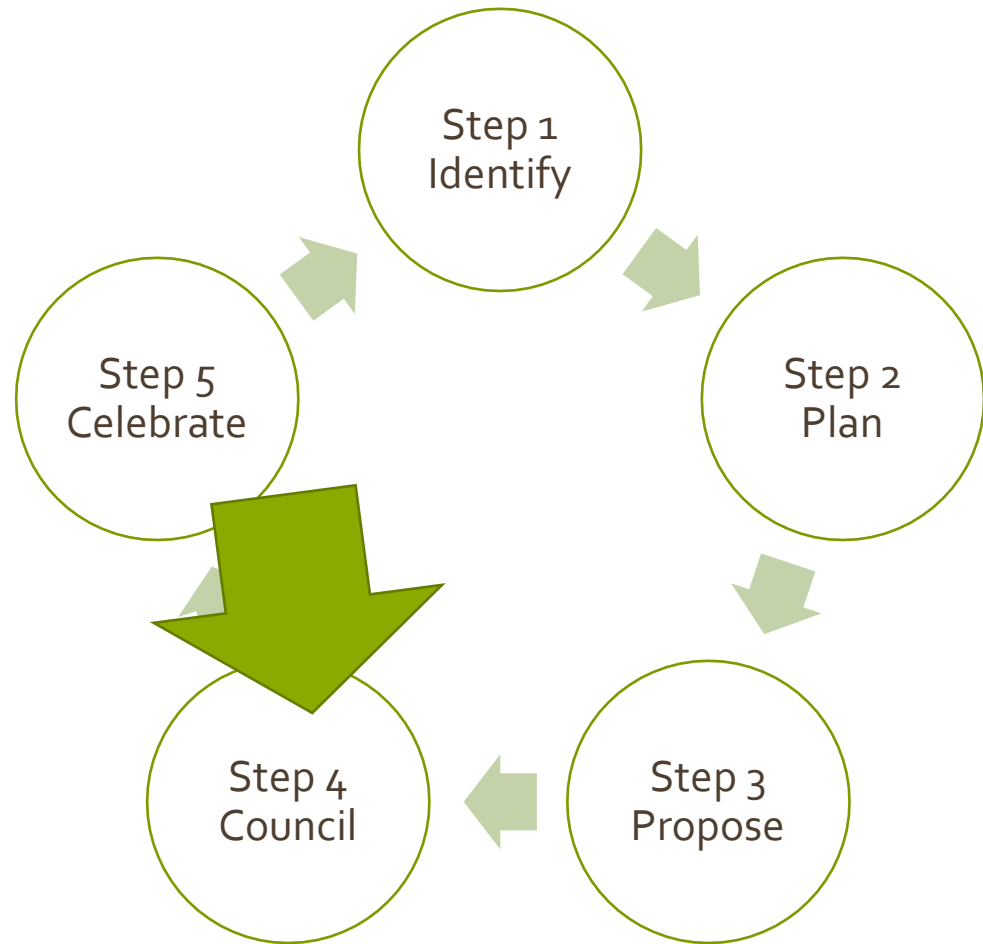
Plan

- Submit proposals for currently owned land to Keep Shady Shoes Beautiful or other appropriate entity for review and acceptance
- Submit proposals for available land-purchasing partnering with USACE
- Proposals may include but are not limited to funding sources, acquiring space, building/improvements
- What, where, when, how, why



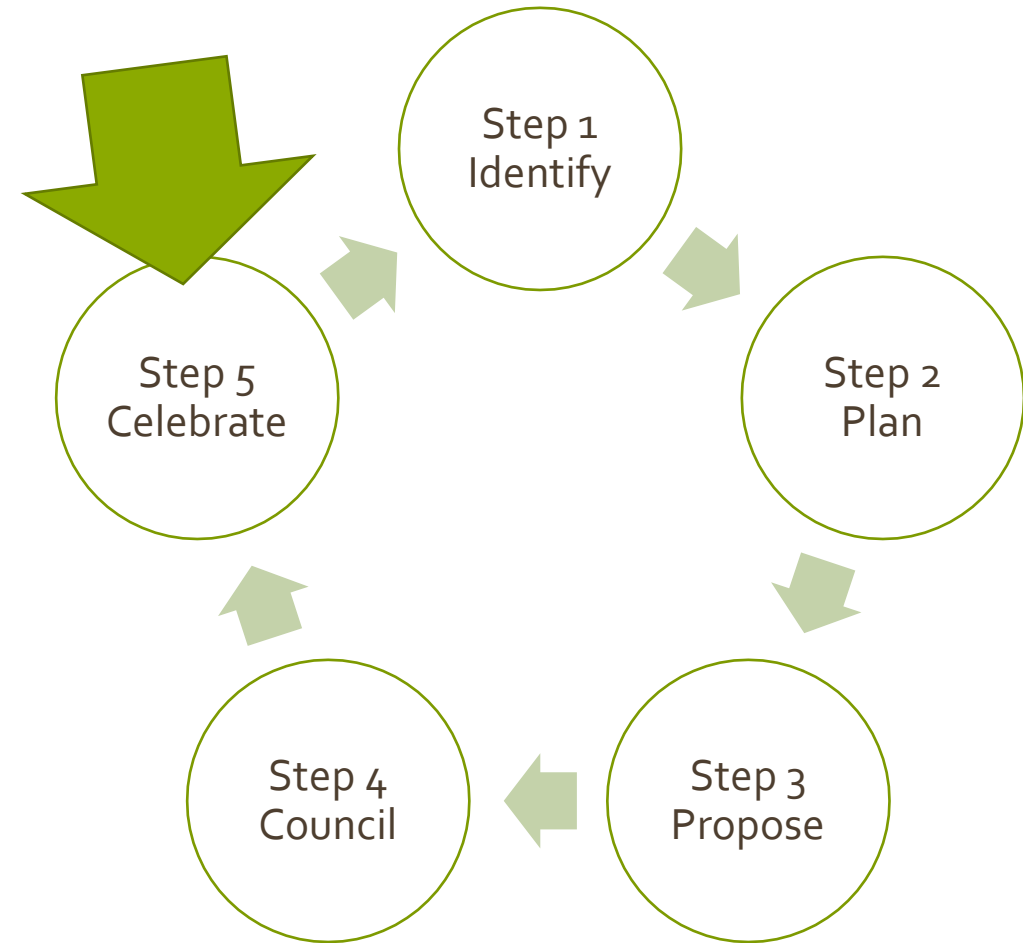
Implement

- Once approval has been obtained, this committee may be assigned to implement a proposal



Celebrate

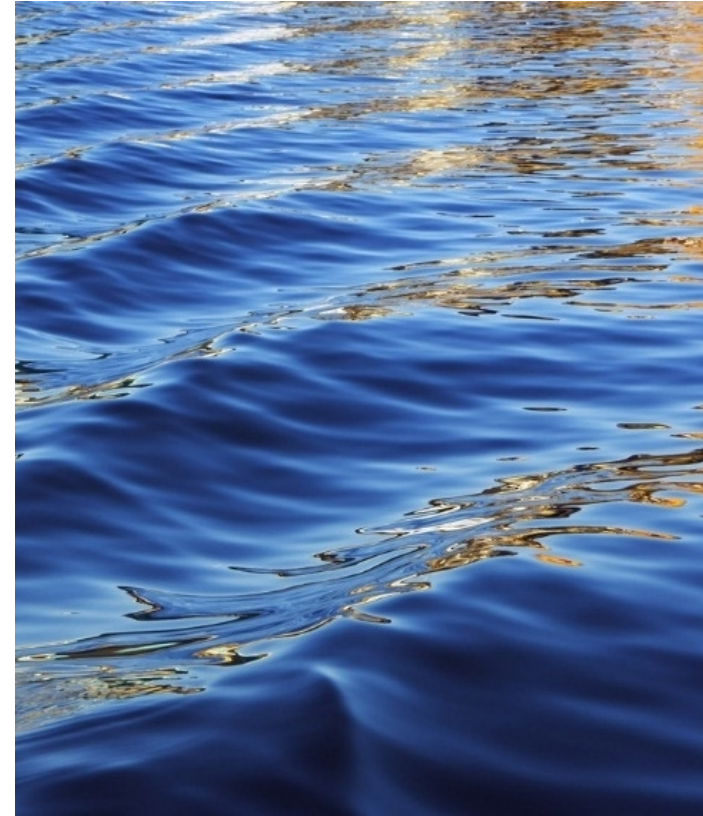
- Plan and organize a time to celebrate with the community each accomplishment as they happen





Our Powers

Who has final say



Adhoc Committee

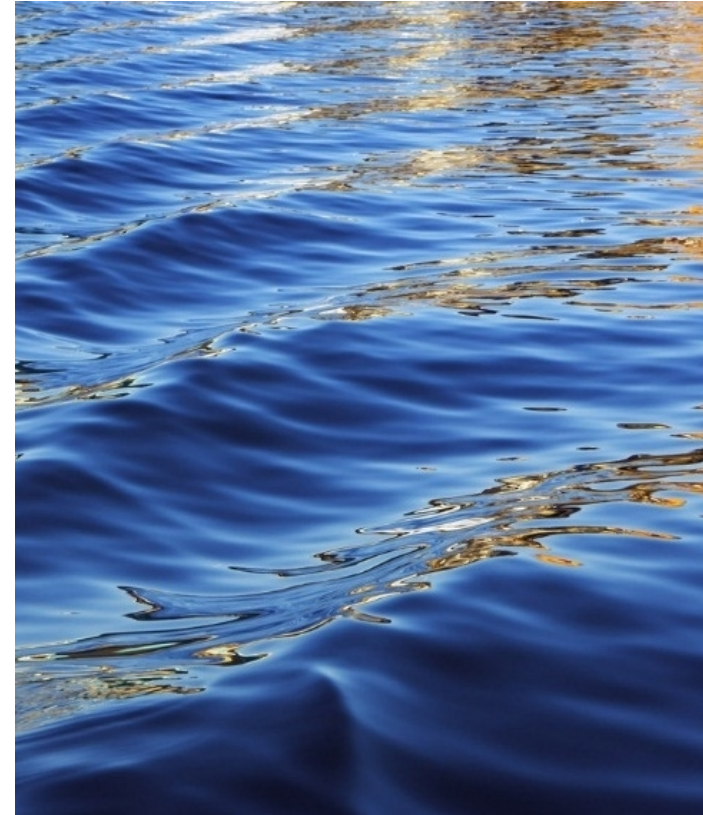
- What does Adhoc mean?
 - Temporary in nature, perform a specific project
- Town Council is ultimately responsible for items impacting the budget and upholding the ordinances.
 - Care and upkeep
 - Purchasing
 - If an ordinance needs to be created or updated
- Other committees
 - KSSB would have a comprehensive plan





Definitions and Terms

Say what?



Easement vs Right of Way

Easement

- Agreed-upon use of land by someone other than the landowner, possibly for a utility
 - Affirmative allows a group or person to carry out activity on another person's land. Electrical Poles
 - Negative prevent an event or occurrence over an owned piece of land. Prevention of building something that interferes with drainage.

Right of Way

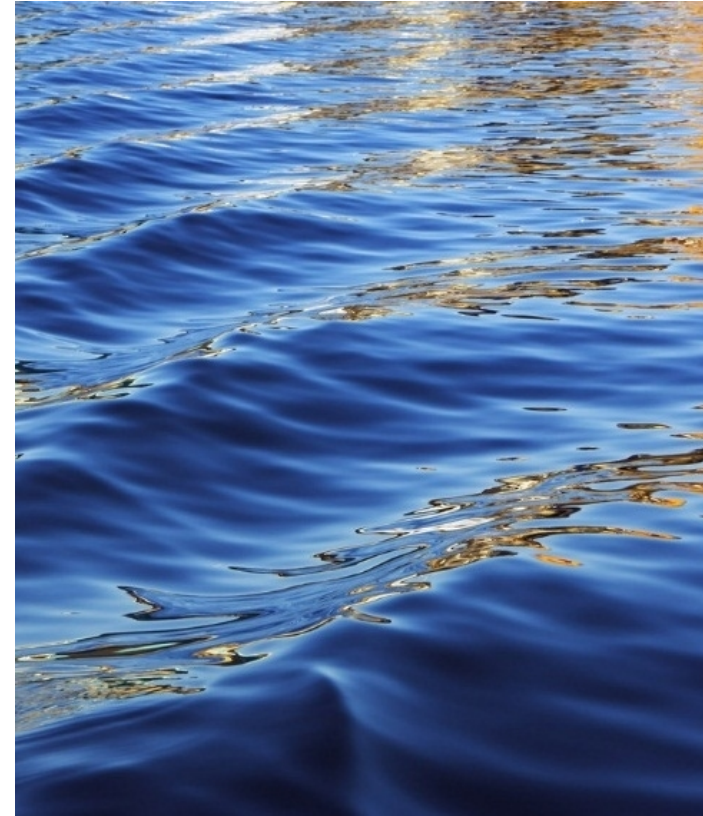
- A type of easement
 - Allows anyone to pass through a portion of the property AS THOUGH IT WERE PUBLIC LAND
 - Generally include sidewalks

Prescriptive Easement- allows a person to access property owned by someone else for a very specific reason. A public road that may have a portion owned by a private property owner.



Where to Start

Ready Set GO!



Where we mow!



Shady Shores Mowing Areas/Tree Trimming Areas

S. Shady Shores Road Bridge	weed eating
S. Shady Shores Right of Way	mowing
Lakeshore Road	mow one strip
West side of Lake shore Boat Ramp	
Lakeshore to Brown Terrace	
Smokey Lane Right of Way	
Garza Lane	
6 th Street Right of Way	
W. Shady Shores Right of Way	
Meadowlark East Side	
Fritz (not Mower accessible weed eat)	
Olives Garden Mow	
E. of Dogwood Trail (weed eater)	
Shahan (both sides of right of way)	
Oakwood Circle (in front of COE Property)	
Berry Lane	
Harrison Court Taylor Lane (Easement)	
Town Hall property	
Tree Trimming Areas	
Meadowlark Lane (Baker, Bob)	
Town Hall (along Cielo)	

Berry Lane
ToSS actually owns this small
bit of Berry Lane according to
Denton CAD



Dogwood Trail

Clarification needed



Olive's Garden





Harrison Court

Meadowlark – east side
the backside of The Lakes properties



Oakwood Circle- USACE property – need clarification



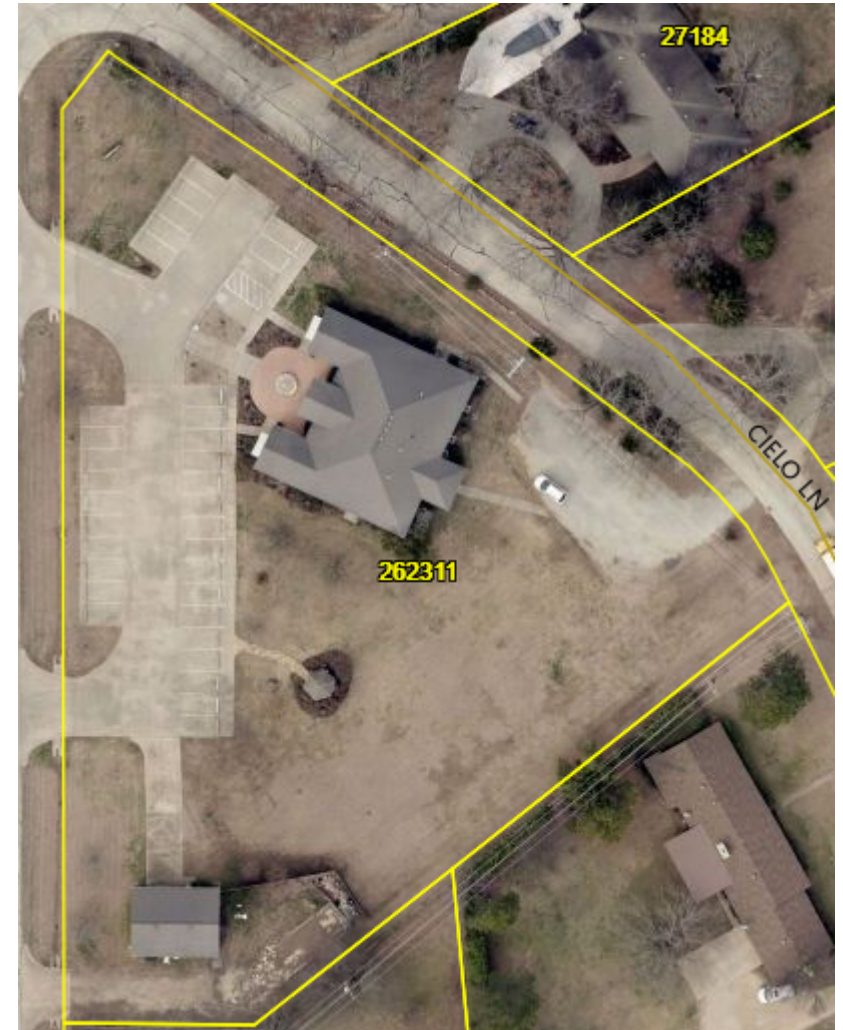
Shady Lane
Surprise!
Town Owned lots



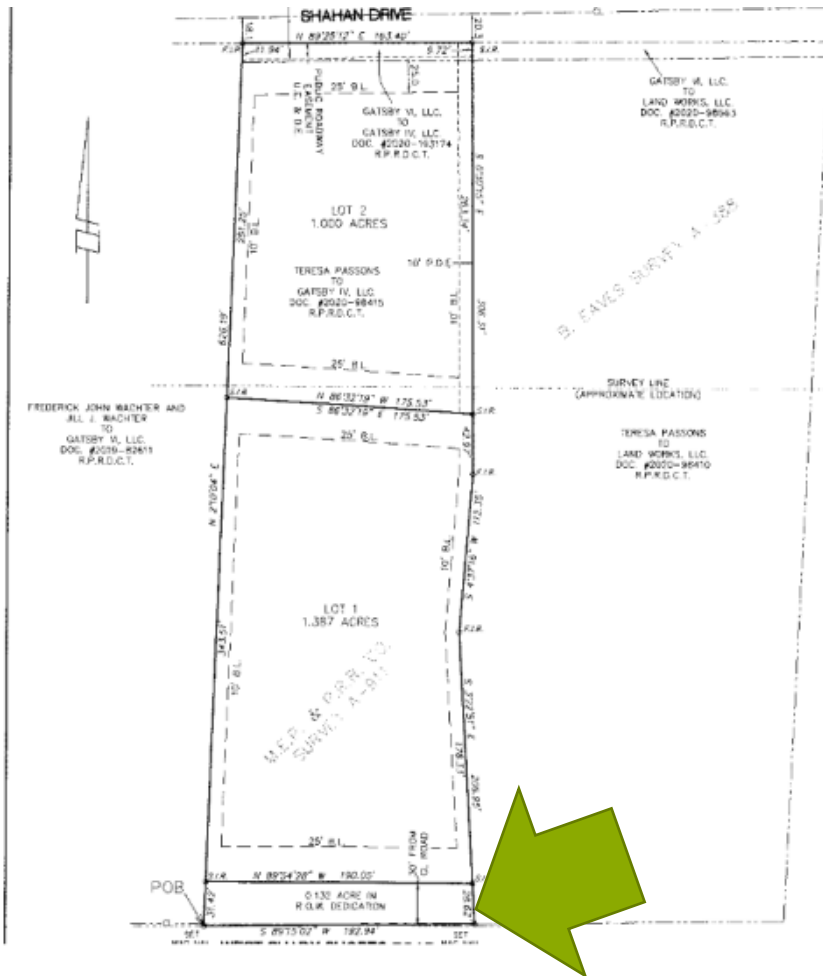
Shahan Lane- need clarification



Town Hall Campus



218 W. Shady – ROW Dedication to ToSS



Looking at a Plat and screenshot from DCAD

Excel Sheet Cheat Sheet

- Easements_within_the_Town_of_S
hady_Shores_1659642278

Easements within the Town of Shady Shores										
The purpose of this board is for us to easily identify and track where and how much the easements/Right of Ways exist in										
Name	Type of Easement or ROW	Public/Private	Person	Footage from Center of Road	Date Recorded	How was information determined	Mowed By Town	DCAD	DCAD Picture in onedrive	
S Shady Shores Road			Katie Klein		2022-08-04		Yes		no TBD	
Shady Lane			Katie Klein		2022-08-04	DCAD	No	20509	yes	
			Katie Klein		2022-08-04	DCAD	NO	159606	yes	
			Katie Klein		2022-08-04	DCAD	NO	159607	yes	
			Katie Klein		2022-08-04	DCAD	NO	159608	yes	
			Katie Klein		2022-08-04	DCAD	NO	159609	yes	
The Lakes	Easement	Private								
Hidden Valley Airpark	Easement	Private								
Cielo Ranch	Easement	Private								
M Garza Pk along Smokey and Graza	Easement	Private							251790	
224 Smokey along Lakeshore	Easement	Private							98598	
224 Smokey along Smokey and Lakeshore	Easement	Private							28756	
Lakeshore Rd (Lee Meadows Lot 1)	Easement	Private							115529	
609 Lakeshore Lee Meadows Lot 2	Easement	Private							115533	
Lakeshore Rd (Lee Meadows Lot 3)	Easement	Private							115536	
Lakeshore Rd/Franks Circle	Easement	Private	Private	60'					957399	

Action Items and Homework

- Look up your property on Denton CAD
 - Does the information provided match your expectations
 - Is the information comprehensive?
- What are other towns/cities doing
 - Pocket Forests
 - Pocket Parks
 - Connecting Trails
 - Safe Routes
 - How are they incorporating sidewalks and bike trails?
- Begin to think about how would a resident get safely from point A to point B, walking or biking.
 - Boat Ramp
 - USACE property
 - Bike Trail
 - Schools
 - Town Hall “parklet”

Next Meeting:

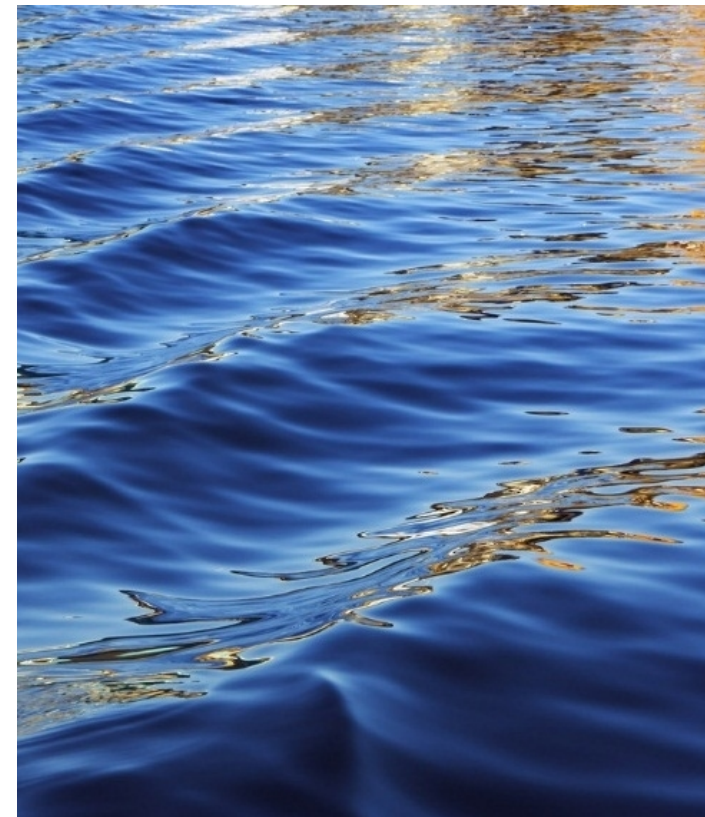
Action Items from 9/2022 meeting

- Work with LDisd and Denton isd to determine current bus routes and stops within Shady Shores
- Create a document/webpage focused on the incentives and/or how to donate ROW to Shady Shores
- Organize a plan to lobby for sidewalks of identified areas
- 6th/USACE intersect – how to work with the USACE for a sidewalk at that point
- Recommend to Planning and Zoning to update:
 - Throughfare maps
 - Create maps identifying sidewalks and approved trails for the website



The End

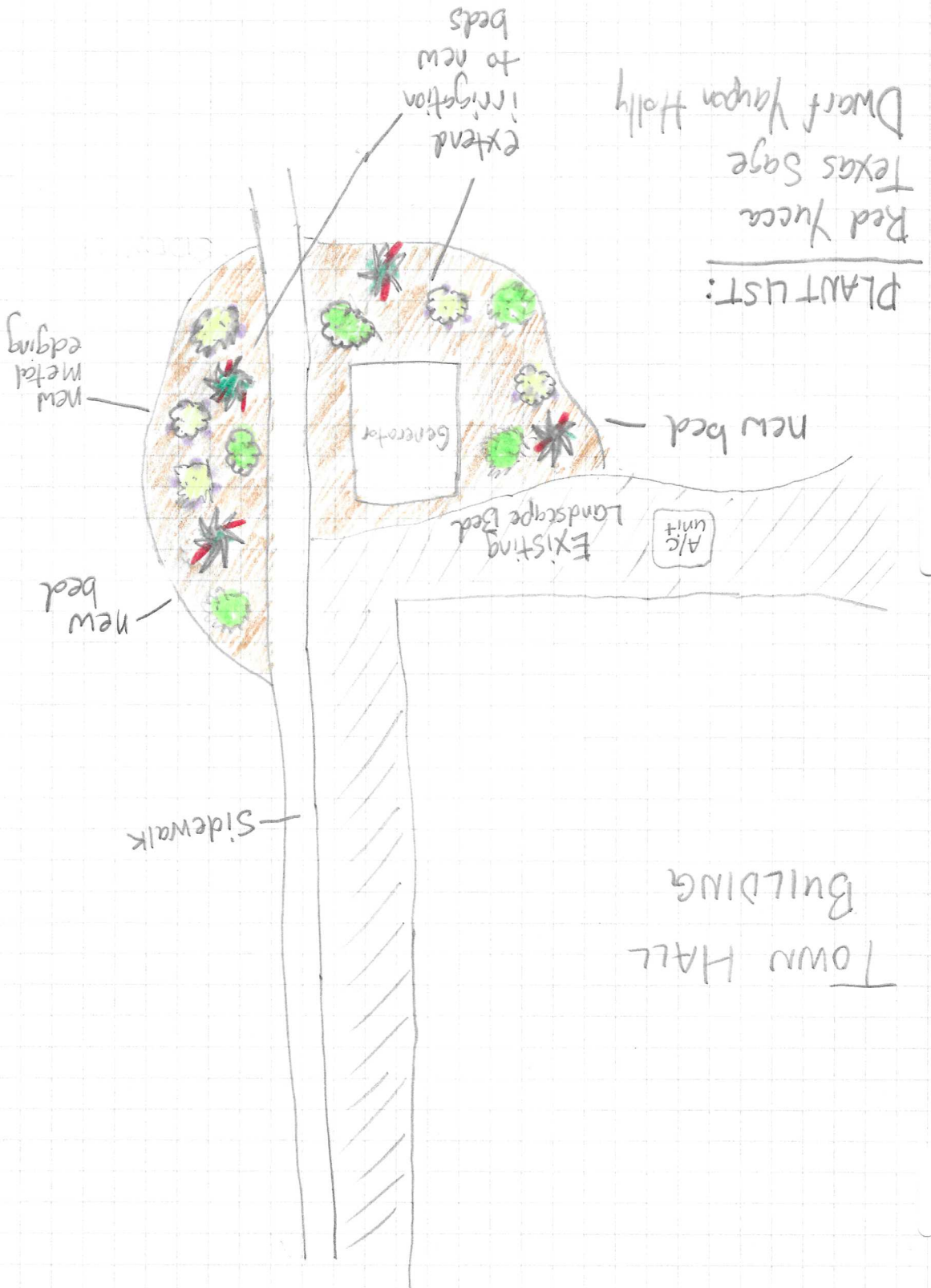
Adjourned at 8:18 pm



Town Hall
Building

Sidewalk

Cielo
Lane



PLANT LIST:

Red Yucca

Texas Sage

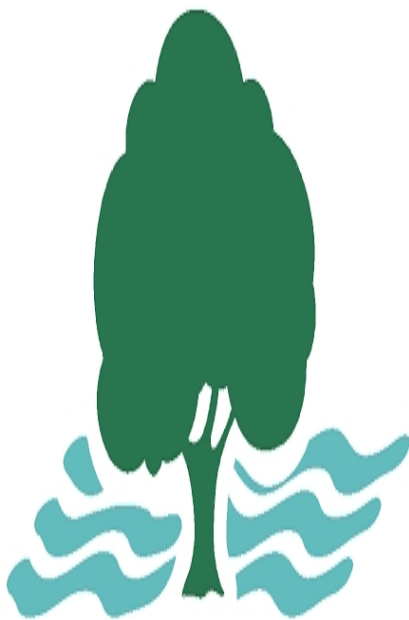
Dwarf Yarrow Holly

* new plants will be installed a
minimum distance from the generator
to meet setback requirements



Shady Shores

Life Happens Here



Shady Shores

Life Happens Here



Shady Shores

TOWN LIMIT

Annual Recognition Requirements for the Reporting period *January 1, 2021 - December 31, 2021*

KTB affiliates will receive Good Standing, Silver Star or Gold Star recognition on an annual basis (the KTB reporting period runs on the calendar year). **Grant and funding opportunities offered by KTB require a minimum of Good Standing.**

GOOD STANDING (minimum requirements):

- Achieve official affiliate status by 1/1/2021
- Pay \$175.00 annual dues by 3/25/2022 (Invoices will be mailed out in January 2022)
- Complete and submit the KTB Annual Report online by 3/25/2022
- New! Must complete TWO of the following options:
 - Participate in one endorsed in-person activity/event in 2021 (i.e. Arbor Day Event, America Recycles Day, Great American Cleanup, Keep Texas Waterways Clean, KTB Fall Sweep, community collection event, have a booth at an event or business, present at a school or organization meeting, etc.)
 - Participate in one virtual activity/event in 2021 (i.e. Facebook or Instagram live event, virtual fundraiser, hosted a virtual learning event, etc)
 - Attend 4 hours of approved virtual or in-person training in 2021 (i.e. KTB conference sessions, KTB regional training, KTB webinars and/or with approval, other outside sources such as KAB seminars/webinars, COG/TCEQ/TPWD/etc. trainings, Master Gardener seminar, etc.)
 - Conduct a Community Appearance and/or litter survey in 2021 (i.e. litter index, windshield survey, or any other assessment to measure the level of litter in your community)

SILVER STAR recognition:

- All requirements for Good Standing met
- Must complete ONE of the following options:
 0. Submission of TWO 2021 Beautify Texas Awards (formerly KTB Awards) applications
 1. Complete one of the three Star online questions through the Annual Report:
 - New Programs & Program Innovations
 - Youth Education & Engagement
 - Data Collection

2. Participate in KTB Affiliate Mentorship Program as an Affiliate Mentor OR Complete the Affiliate Annual Survey
3. Participate in the Keep Texas Recycling Program
4. Attend 6 additional hours (10 hours total) of approved virtual or in-person training in 2021 (i.e. KTB conference, KTB regional training, KTB webinars and/or with approval, other outside sources such as KAB seminars/webinars, COG/TCEQ/TPWD/etc. trainings, Master Gardener seminar, etc.)

GOLD STAR recognition:

- All requirements for Good Standing met
- Letter of Support: Provide a letter from an elected official, civic group, business, or youth group that describes the value of your affiliate to the community. The letter must be dated between 1/1/2022 and 3/25/2022 and be written on letterhead. Letter may be scanned and emailed or mailed to the KTB office.
- Must complete TWO of the following options:
 0. Submission of TWO 2021 Beautify Texas Awards (formerly KTB Awards) applications
 1. Complete one of the three Star online questions through the Annual Report:
 - New Programs & Program Innovations
 - Youth Education & Engagement
 - Data Collection
 2. Participate in KTB Affiliate Mentorship Program as an Affiliate Mentor OR Complete the Affiliate Annual Survey
 3. Participate in the Keep Texas Recycling Program
 4. Attend 6 additional hours (10 hours total) of approved virtual or in-person training in 2021 (i.e. KTB conference, KTB regional training, KTB webinars and/or with approval, other outside sources such as KAB seminars/webinars, COG/TCEQ/TPWD/etc. trainings, Master Gardener seminar, etc.)
 5. Keep America Beautiful affiliate in Good Standing (must provide documentation)

Recognition collateral materials, annual dues and report must be submitted online by **March 25, 2022.**

Please contact Sara Walters, Program Manager, (swalters@ktb.org) for questions.



AGENDA MEMORANDUM

DATE: October 3, 2022
TO: Keep Shady Shores Beautiful
FROM: Katie Klein, Administrative
SUBJECT: Bags to Benches

BACKGROUND/INFORMATION:

April 2022 the program started. Town of Shady Shores earned their first bench by August 2022.
Next enrollment eligibility date is October 1, 2022

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Tree City USA Growth Award Activities



Category A: Building the Team

Budgets

A1. Budget Increase (4 points)

eligible each year

At the start of the upcoming fiscal year, the municipal forestry budget has been approved for an increase over the trailing three-year average, as reported on Tree City USA applications.

A2. Donation Account Created (4 points)

one time only

A new special account was established during the year to accept public donations for tree planting and care, arboretum improvements, memorial tree groves, or other community forestry activities, to augment General Fund expenditures.

A3. Grant Applications (3 points)

eligible each year

Two or more applications for grant funding were submitted (not necessarily awarded) during the year to accomplish specific community forestry projects or programs.

A4. New Funding Source (5 points)

one time, per source

A new, permanent source of municipal or private funding was enacted or awarded during the year (such as tree mitigation funds generated by commercial development), resulting in a 5% or greater increase for the current municipal forestry program budget.

A5. Emergency Appropriation (2 points)

eligible each year

A supplemental budget process was used during the year to prioritize forestry activities during insect/disease outbreaks, storms, drought, wildfire, or other city emergencies.

Staff

A6. City Forester (10 points)

one time only

For the first time and during the year, the city hired a professional urban forester with the education (degree in forestry, urban forestry, or closely related field) and expertise (such as ISA credentials, or state certification) to provide leadership for the community forestry program.

A7. Supervising Arborist (10 points)

one time only

For the first time and during the year, the city employed a staff position for an ISA or state-certified arborist or added this credential to an existing job description. The position is responsible for overseeing safety and performance standards for all tree workers in the department.

A8. Allied Professionals (5 points) one time only, per position

One or more individuals with urban forestry or allied professional credentials (e.g. Landscape Architect, Urban Planning, Horticulture) were added to the community forestry team during the year (could be municipal staff or consultant).

A9. Additional Credentials (5 points) one time per individual, per credential

Additional Certified Arborists or Certified Tree Workers were credentialed or added to the community forestry team during the year. Includes additional state board, TCIA, or ISA credentials (Municipal Specialist, Utility Specialist, Board Certified Master Arborist, Certified Treecare Safety Professional, Tree Risk Assessment Qualification, etc.) for existing staff members.

A10. Green Jobs (4 points) eligible each year

One or more individuals without formal experience in urban forestry—particularly youth, women, minorities, or other underserved segments of society—were provided internships, apprenticeships, job corps or other training and work opportunities within the urban forestry program. Include programs run by the community non-profit partner. Work status includes temporary, part-time, and full-time positions.

Training

A11. Tree Worker Safety Program (4 points) eligible each year

A safety program for city tree workers was conducted during the year, with documented meetings, topics, and training agendas. Program must conform to ANSI Z133 Safety Standard (such as the Tree Care Industry Association's Tailgate Safety Program).

A12. Continuing Education (3 points) eligible each year

During the year, the city supported, sponsored, or sent tree workers, professional staff, tree board members, or non-profit partner employees to state-, ISA-, or TCIA-sanctioned educational opportunities, with at least 10 hours of continuing education credits documented.

A13. Arborist Exchange (3 points) eligible each year

During the year, a member of the city forestry team or the community non-profit group participated in an exchange program sponsored by either the Society of Municipal Arborists or the Alliance for Community Trees. Both 'sending' and 'receiving' communities are eligible for this activity.

A14. Department Accreditation (10 points) one time only

During the year and for the first time, the forestry department received official accreditation from the Society of Municipal Arborists.

A15. Leadership Training (5 points) one time per course, per individual

During the year, a community forestry team member (city or non-profit partner) graduated from Society of Municipal Arborist's Municipal Forestry Institute program or the ISA Leadership Academy.

Category B: Measuring Trees & Forests

Tree Canopy

B1. Urban Tree Canopy Assessment (10 points) eligible every 5 years

During the year, the city conducted a high-resolution (1-meter resolution, or better) assessment of tree canopy across the entire community (public & private lands) using professional imaging software, LIDAR, multi-spectral and/or other specialized imagery. Includes updates to an earlier assessment to calculate canopy change.

B2. Canopy Sampling Estimate (5 points) eligible every 5 years

During the year, the city conducted a 'snapshot' assessment of city-wide tree canopy using sampling technique or online tools (*i-Tree Canopy*: minimum 1,000 sample points). The summary report delivers the area of 'tree canopy' and 'plantable space,' used to calculate 'potential canopy.'

B3. Land Cover Analysis (5 points) eligible every 5 years

During the year, the city performed an analysis of tree canopy, land use and/or Census data to prioritize tree planting and canopy retention programs. Analysis consistent with *i-Tree Landscape* assessments using NLCD datasets (30-meter resolution).

Tree Inventory

B4. Management Inventory (10 points) eligible every 5 years

During the year, the city completed a detailed, spatial (i.e. GPS locations) inventory of street trees (or managed park trees, or both), including planting spaces, for updating the inventory for planting, maintenance and removals.

B5. Management Inventory System (7 points) one time only, per system

During the year, the city (or partner group) purchased and installed a computerized system for tracking the municipal tree inventory and management activities for public trees. It must incorporate planting spaces, location data (i.e. GIS), and allow for maintenance updates following treatments.

B6. Tree Inventory Portion (3 points) eligible each year

During the year, a portion of the public tree-by-tree inventory was completed or updated and entered in the management system.

B7. Street Tree Survey (6 points) eligible every 5 years

During the year, the city completed a sample-based survey of street trees to guide planning efforts for public right-of-way property. Collected data must include DBH and species for each tree (conforming to *i-Tree* protocols) and include potential planting sites.

Urban Forests

B8. Natural Areas Sampling (5 points) eligible every 5 years

During the year, all the natural areas within the city (or a significant portion) were sampled (min. one sample plot/acre), including evaluations of ecological value or condition.

B9. Ecosystem Services Assessment (10 points) eligible every 10 years

During the year, the city (or partner groups) completed a sample-based survey of trees on private and public property that conforms to *i-Tree Eco* protocols. Projects include 'intensified' Urban Forest Inventory & Analysis (UFIA) sampling by state forestry personnel and must include a report on the structure, function and value of the urban forest.

B10. Periodic Update (5 points) only eligible after B9

During the year, staff, volunteers, or state agency personnel updated plot-based data for an ecosystem services assessment on a portion of sample plots and issued a report for the community.

B11. Forest Health Threat Assessment (5 points) eligible every 5 years

During the year, staff, volunteers, and/or state agency personnel conduct a tree health threat assessment in preparation for an insect or disease outbreak for a significant segment of the urban forest (managed trees or natural areas) and issue a report to the community.

Category C: Planning the Work

Policies

C1. Ordinance Clauses (5 points) eligible each year, for new clauses

During the year, one or more of the following clauses were added to the public tree care ordinance:

- a) care of street trees by adjacent owners
- b) duties of tree board
- c) nuisance trees on private property
- d) protection of public trees
- e) arborist licensing or registration
- f) interference with city officers/tree board
- g) utility practices and notification
- h) permits required to plant/remove trees
- i) prohibition against tree topping
- j) establishing tree care standards

C2. Species List (3 points) eligible each year

During the year, the city established as policy a list of tree species that are eligible (recommended) or ineligible (prohibited) for planting on public property. List should be published as a stand-alone document, appended to the tree management plan, or included in the standards & care manual (E11).

C3. Risk Management Policy (8 points) **one time only**

During the year and for the first time, the city adopted a written tree risk management policy for inspecting and mitigating reported tree problems, including a timetable for mitigating potential hazards.

C4. Private Tree Protection Ordinance (9 points) **one time only**

During the year and for the first time, the city adopted a new ordinance section within city development code that details requirements for tree protection, mitigation, and non-compliance penalties for trees on private property during the land development process. Includes standards for tree protection, trenching/boring in critical root zones (CRZs), pre-construction mulching, root or limb pruning, and watering.

C5. Canopy Cover Goal (8 points) **one time only**

During the year and for the first time, the city adopted a city-wide canopy goal as official policy. Goal is based on an analysis of current and potential canopy and should be scaled to the neighborhood, land use, or district level, to direct tree planting or retention programs toward areas with the lowest tree cover.

C6. Policy or Plan Update (5 points) **eligible every 5 years, per title**

Any of the city's policies or plans for community trees were updated during the year to reflect goals and objectives for the upcoming five-to-ten-year period.

Plans

C7. Annual Work Plan (3 points) **eligible each year**

City staff and/or tree board assigned appropriate targets and budget for tree planting, maintenance, and removals on public property for the upcoming fiscal year. Targets can be reported from current Management Plan (C9) if one exists.

C8. Single-Issue Plans (5 points) **one time only, per title**

During the year, the city adopted a written plan to address one or more tree care issues, such as:

- a) tree planting
- b) emergency/storm response
- c) insect/disease response
- d) natural areas management
- e) wildfire preparedness
- f) tree risk management
- g) species adaptability to climate change

C9. Management Plan (10 points) **one time only**

During the year and for the first time, the city completed a detailed, multi-year (5-10 years) scope of work, with budget targets, for the planting, care and removal of trees on public property (parks, streets, public buildings, etc.), based on data from an existing public tree inventory (meets requirements of B4).

C10. Section Plan (5 points) one time only, per section

During the year, a management plan (see C9) was established for a significant subset of public trees: a neighborhood (such as downtown), a major park, all streets, etc.

C11. Urban Forest Master Plan (10 points) one time only

During the year and for the first time, a general assessment and policy summary for the community's entire urban forest was adopted, with guidance from external partners and from city departments that impact urban trees. The Master Plan provides consistency between policies and plans of different city departments, and partner groups.

C12. Green Infrastructure Plan (10 points) one time only

A community, county, or regional plan for connected openspace corridors and existing natural areas was completed during the year. Plan must include description of ecological features and functions, along with some level of parcel prioritization and a discussion of funding mechanisms for protection.

Category D: Performing the Work

Planting Trees

D1. Tree Planting Program (8 points) one time only, per program

During the year, a new program (with funding source) was established for installing trees on public or private property (such as 'Utility Friendly Trees,' 'Trees For Anytown,' 'NeighborWoods,' etc.). Program should integrate with the city tree planting plan (C8), but may be organized, funded, and managed by a community non-profit or utility partner.

D2. Tree Planting Projects (2 points) eligible each year

During the year, the city, local utility, or non-profit partner continued to install new trees as part of an existing program (see D1) to plant trees on public or private property.

D3. Survival Monitoring (4 points) eligible each year

During the year, sponsors of community tree planting programs (see D1) conducted field inspections and reported survival data on trees planted over the past year or years.

D4. Community Tree Nursery (5 points) one time only, per facility

During the year and for the first time, the city or partner organization established a tree nursery to supply appropriate trees for local tree planting programs (see D1). Facility is not required to be within city limits to qualify.

D5. Planting Site Evaluation (3 points) eligible each year

During the year, sponsors of community tree planting programs evaluated all proposed planting sites and either:

- 1) matched tree species to planting sites based on those parameters (such as the Urban Site Index protocol), or;
- 2) mitigated space or soil conditions (removed concrete, added organic matter, etc.).

D6. Planting-to-Removals Ratio (3 points) eligible each year

During the year, the number of trees planted on public property by the city or partner organizations was greater than the number of public trees removed, for all reasons, as reported on the Tree City USA application.

Maintaining Trees

D7. Tree Reporting Process (5 points) one time only

During the year, the city established a new system or process for citizens and city staff to report tree safety issues (or other complaints) to the forestry department or manager (e.g. 3-1-1 system, online form, etc.). System (or staff) records the time between report and mitigation action.

D8. Young Tree Training (4 points) eligible each year (not with D9)

A program of care for newly planted (<5 years old) trees was performed during the year. As needed, each tree was: pruned to improve structure and eliminate root defects; mulched; watered; and/or treated for pests/disease.

D9. Systematic Maintenance (5 points) eligible each year (not with D8)

During the year, city forestry staff performed systematic preventive and restorative maintenance (as necessary) on 10% or more of public trees. Work includes insect and disease control that follows Integrated Pest Management (IPM) principles but does not include tree risk evaluations or mitigation (see D11, D12).

D10. Utility Tree Care (1 point) eligible each year

The utility responsible for maintaining trees within utility ROWs was a Tree Line USA company for the year, or the utility contractor performing work in the community qualified as a TCIA Accredited Utility Contractor.

Tree Risk Management

D11. Annual Risk Survey (4 points) eligible each year

During the year, city staff performed a 'limited visual' survey of public trees in (at least) high priority zones, as mapped in Tree Risk Management plan (see C8-f), in order to identify potential hazards (follows ANSI A300 Part 9 & ISA BMP for Tree Risk Assessment).

D12. Tree Risk Mitigation (5 points) eligible each year

During the year, city staff prioritized and performed or directed mitigation work for 100% of tree problems identified by staff (see D11) or reported by the public (see D7).

D13. Mock Exercise (4 points) eligible each year

During the year, city staff performed a mock emergency drill for all departments to simulate response to natural or manmade disasters. Scenario must include potential impacts by trees on transportation and power systems.

D14. Urban Forest Strike Team (5 points) eligible each year

During the year, city received assistance from—or sent qualified staff to—a state or national Urban Forest Strike Team to assist with public tree evaluations following a natural disaster or forest pest infestation.

Recycling & Reuse

D15. Tree Debris Recycling (4 points) eligible each year

During the year, 100% of the leaf and woody debris generated by municipal tree care activities (incl. contractors) was delivered to recycling or wood processing facilities and not sent to municipal or regional landfills.

D16. Public Installations (2 points) eligible each year

Recycled wood products from municipal operations (e.g. logs, mulch or compost) were used in landscape settings during the year. Also include using solid wood for benches, supports or other rudimentary structures, as well as public art installations.

D17. Urban Wood Utilization (4 points) eligible each year

A portion of the woody material generated from tree care operations during the year was converted to high-quality end products (e.g. furniture, cabinets, flooring, lumber, etc.) or another higher value product (e.g. fuel pellets, pallets, or pulpwood), either through city contract, public auction, or donation.

D18. Processing Facility (5 points) one time only, per facility

During the year, the city or a business partner began operating a processing plant that utilizes municipal wood residue (such as biofuel, wood pellets, lumber, etc.).

Protecting Trees

D19. Tree Protection (4 points) eligible each year

During the year, trees on public property and/or private commercial development sites were inspected and monitored by qualified staff. Required tree protection measures during the construction period conform to ANSI A300 standards and ISA BMPs, as prescribed in city code (see C1 or C4).

D20. Enforcement Proceedings (3 points) one time only, per project

During the year, violations of the tree protection code were enforced through administrative action (such as stop work orders, citations, withholding of occupancy permit, performance bond, etc.) or criminal penalties.

D21. Tree Rescue (2 points) eligible each year

One or more trees from public or private construction sites were relocated during the year to suitable sites on public property, either as part of capital improvement or commercial development project through special agreement.

Natural Areas

D22. Land Stewardship (2 points)

eligible each year

One or more city-owned natural areas were inspected and maintained to facilitate recreation, other public uses, ecological health, watershed value, or carbon sequestration. Public safety measures such as waste removal, hazard tree abatement, and trail maintenance are considered primary actions for the year.

D23. Restoration Work (3 points)

eligible each year

During the year, city staff or non-profit partners and volunteers conducted restoration practices (such as prescribed fire, invasive species removal, native species planting/seeding, etc.) on city-owned natural areas to improve the ecological value of the land, as prescribed in the city's natural areas plan (see C8).

D24. Forest Health Management (4 points)

eligible each year

During the year, city staff or contractors performed forest stand manipulations (such as thinning, timber stand improvement, overstory removal, regeneration harvest, wildlife fencing, etc.) on city-owned natural areas to facilitate natural forest succession processes or to improve forest health, as prescribed in the city's natural areas plan (see C8). Include practices to address forest insect/disease outbreaks that follow Integrated Pest Management principles (trunk injection, pheromone inhibitors, buffer cuts, etc.).

D25. Openspace Acquisition (5 points)

eligible each year

Openspace land (such as forest, woodland, prairie, riparian corridors, etc.) was acquired during the year, either through purchase, donation, or long-term agreement (such as a conservation easement) and will be made available for public use.

Category E: The Community Framework

Collaboration

E1. Citizen Tree Board (10 points)

one time only

During the year, the city established by ordinance (see C1-b) an active citizen tree board, with clear duties to provide input into the city's tree management program and to contribute to policy, planning, and celebration efforts.

E2. Departmental Communication (3 points)

eligible each year

During the year, the city held one or more meetings among city departments (such as city manager, engineering, planning, forestry, parks, public works, water, streets, transportation, etc.) to coordinate urban forestry policy or project activities, such as planting, moving, or protecting trees, on public or private property.

E3. Non-Profit Tree Group (10 points)

one time only, per organization

During the year, an independent non-profit organization dedicated to trees was chartered in the community and began delivering programs in the community, including tree planting, tree care, and education. Efforts may be focused on public or private property.

E4. Cooperative Partnership (4 points) eligible each year

During the year, a new cooperative agreement or contract was established between two or more entities*, resulting in any of the following:

- 1) additional tree planting/establishment
- 2) improved tree care practices (cycle pruning, tree monitoring, consulting services, wood residue recycling, etc.)
- 3) shared staff position
- 4) enhanced tree procurement (grow-out contracts).

Possible entities*:

- a) city government,
- b) electric service utility,
- c) neighboring municipality,
- d) non-profit tree group,
- e) private nursery, wood processor, or arboriculture firm.

E5. Alliance for Community Trees Membership (1 point) eligible each year

During the year, the city or the community non-profit group delivering urban forestry services in the community was a member of the Alliance for Community Trees (ACT).

Volunteers

E6. New Tree Board Member (2 points) eligible each year

During the year, the Tree Board added one or more new members, due to expansion, retirement, or term limits.

E7. Service Organizations (2 points) eligible each year (not with E8)

During the year, community service organizations conducted one or more community forestry projects, such as tree planting, pruning, mulching, or education. Include projects led by organized neighborhood associations and Tree Campus K-12, Tree Campus Higher Education, or Tree Campus Healthcare campuses.

E8. Volunteer Tree Care (4 points) eligible each year (not with E7)

During the year, a program (i.e. TreeKeepers, Citizen Foresters, etc.) was in place to deliver training and to utilize citizen volunteers for basic tree planting and care activities (such as mulching, pruning, watering). Program is managed by either city staff or non-profit partner organization (see E3), and volunteer opportunities are regular and ongoing.

E9. Volunteer Coordinator (5 points) one time only

During the year, the city or its non-profit partner organization hired a volunteer coordinator (min. 50% of job duties) to develop and coordinate volunteer resources for tree planting and care projects on city property.

E10. Citizen Science (3 points) eligible each year

During the year, the city or its non-profit partner organized a 'citizen science' project for the community to collect data that supports an urban forestry initiative. Projects include tree inventory, phenology, species monitoring, etc., and include a data report.

Outreach

E11. Public Tree Care Guide (6 points) one time only

During the year and for the first time, the city published (online or print) a guide for staff and the public on city laws, policies, and best practices for tree planting and care, as a companion to the tree care ordinance. The guide recommends practices that conform to ANSI Standards for arboricultural practices (A300), safety (Z133), and nursery stock (Z60.1), as well as applicable ISA BMPs.

E12. Community Forestry Report (3 points) eligible each year

During the year, tree board, tree commission, and/or city staff members delivered to council and the public an accomplishment report for community forestry activities during the most recently completed fiscal year. Include "State of the Urban Forest" reports that describe the current status of the community forest resource.

E13. Publications (3 points) eligible each year

During the year, the city or non-profit partner published and distributed new or updated materials for the public about tree planting and care (such as the list of recommended street trees, pruning instructions, etc.).

E14. Publicity Campaign (5 points) one time only, per campaign

During the year, the city or non-profit partner launched a media campaign to inform citizens about the importance of tree planting, care, or other important tree issues in the community.

E15. Environmental Equity (4 points) eligible each year

During the year, the city or non-profit partner conducted a series of community outreach efforts (such as surveys, meetings, social media, trainings, etc.) to residents and other community service groups in targeted areas to address environmental equity. Outreach should address tree planting, care, or removal; improved access to natural resources; or social factors in the neighborhood that lead to increasing canopy.

Awareness

E16. Tree Festival (4 points) eligible each year

During the year, the city or non-profit partner held a tree-themed, community-wide event or festival (such as Arborfest, Dogwood Festival, Oak Festival, etc.) to build public awareness of trees.

E17. Interpretive Program (2 points) eligible each year

During the year, the city or a non-profit partner delivered one or more ongoing, interpretive programs for the public focused on trees, woodlands, or forests (such as tours of outstanding trees, an arboretum, nature center, heritage trees (largest, historic), forest bathing, etc.).

E18. Awards Program (2 points) eligible each year

During the year, community awards or other formal recognition were issued to individuals and supporting organizations for tree planting and care projects.

E19. External Recognition (2 points) eligible each year

During the year, the community received an award from a regional, state, or national organization (such as an ISA Chapter, state urban forestry council, America In Bloom, Arbor Day Foundation, etc.) for its community forestry program or projects.

E20. Arbor Day Events (2 points) eligible each year

During the year, the city or non-profit partner conducted additional Arbor Day events—beyond the official city observance—at local primary or secondary schools.

Education

E21. Tree Care Workshops (3 points) eligible each year

During the year, the city or non-profit partner delivered a series of workshops (two or more) on various aspects of tree care for homeowners, businesses, members of the public, commercial arborists, or the green industry.

E22. Education Facility (5 points) one time only, per facility

During the year, the city or non-profit partner opened a new education facility to the public (such as a nature center). Educational programming at the facility must include the ecological features of trees, forests, or woodland ecosystems in that location.

E23. Youth Education (2 points) eligible each year

During the year, the city or non-profit partner delivered formal youth education programming about trees and forests (such as 4-H, Project Learning Tree, Tree Campus K-12, etc.) to help create the next generation of environmental stewards.

E24. Outdoor Classroom (2 points) eligible each year

During the year, the city or non-profit partner supported the installation of one or more new outdoor classrooms at a school, library, park, daycare, or other facility dedicated to the care and education of children.

S. Shady Bridge to SS town limit	Date	Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
							0		0
							0		0
							0		0
	Totals						0		0
Cedar Crest Farms	Date	Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
							0		0
							0		
							0		
	Totals						0		
Lake Shore Rd. North	Date	Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
	1/18/2022	2		2	2.5	4	80		80
	1/25/2022	3		3	3	3	60	10	70
	2/1/2022	4		4	2.5	2	40	10	50
	3/1/2022	2		2	3.5	6	120	10	130
	Totals	11	0	11	11.5	15	300	30	330
One Time Events	Date	Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
							0		0
							0		
							0		
	Totals						0		
6th St to Smokey, Franks Circle	Date	Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
							0		0
							0		
							0		
	Totals						0		
Hidden Valley Fence Line	Date	Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
							0		0
							0		0
							0		0
	Totals						0		0
Big Sandy	Date	Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
	Mar, 04	4	2	2	1.5	2	40	40	80
	Jun, 05	2		2	1.5	2	40	10	50
	9/15/2022	2	0	2	3.5	6	120	50	170
	9/6/2022	2	0	2	2	8	160	20	180
	8/27/2022	8	2	6	2	6			
	6/23/2022	1		1	1.5	2	40		
	Totals	19	4	15	12	26	400	120	480
Lakeshore to Boat Ramp	Date	Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
	7/26/2022	2	0	2	2	5	100		100
	2/21/2022	7	2	5	1.5	5	100		
	Totals						0		
	Date	Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
	Cove/Belton	4	2	2	2	7	140	20	160
	Cove/Juve	5		5	2	8	160	20	180

Clean Sweep 2022	Cove/Newell	1		1	1	20		20	
	Bridge Clean up/Troop 60	14	11	3	1	160	10	170	
	Magic Shred				8	0	5080	5080	
	Republic Roll Off					0	1500	1500	
	Computer Crusher					0	880	880	
	Donate to Impact					0	751	751	
	Day of Event	28		10	4	0		0	
	Totals	52	13	21	10	24	480	8261	8741
Bags to Benches Round 2 beginin g 10/1	Date	Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
	26-Aug					0		150	150
	16-Sep					0		200	
	22-Jul					8		50	
	15-Jul					0		45	
	Total					0		445	
Town Hall Campus	Date	Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
						0			0
						0			0
						0			0
	Total					0			0
Bags to Benches Round 1 beginin g April 1 2022	Date	Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
	3-May					0		23	23
	2-May					0		24	
	1-May					8		25	
	27-Apr							30	
	26-Apr							30	
	4-May							27	
	2-Jun							20	
	10-Jun							120	
	17-Jun							120	
	18-Jun					0		260	
Total					0		679		
		Number of Volunteers	# Children < 18	# of Adults	Est # of Volunteer Hours	# of Bags Collected	# of bags x 20	Est Weight of other Items	Total Weight of Collection
		82	17	47	33.5	65	1180	9535	9551