



**TOWN OF SHADY SHORES
KEEP SHADY SHORES BEAUTIFUL
REGULAR SESSION
NOVEMBER 20, 2025; 6:00 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

AGENDA

1. WORKSESSION
2. CALL TO ORDER
3. ROLL CALL
 - Establish a quorum
- a. MISSION AND VISION STATEMENT
4. MINUTES:
 - a. Consider an action to approve the minutes of September 18, 2025
5. OLD BUSINESS
 - Consider and take action relative to ongoing projects and events as listed below.
 - a. Review of Tree Ordinance — comments and questions
 - b. Arbor Day- Spring Clean 2026
 - c. KSSB Hosts Craft Fair as a Fundraising Effort
 - d. Movie in the Park
 - e. Community Pollinator NWF Habitats
 - f. Tree City Affiliate
 - g. Keep Texas Beautiful Affiliate Requirements
 - h. Shady Lane Parklet
6. NEW BUSINESS
 - Discuss any new projects to be considered at the next monthly meeting
7. ADJOURN

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

IN ADDITION, A QUORUM OF CITY COUNCIL MEMBERS MAY CHOOSE TO ATTEND THE PLANNING AND ZONING MEETING POSTED ABOVE. THEREFORE, THIS IS NOTICE OF A CITY COUNCIL MEETING AT THE SAME TIME AND PLACE, WITH THE SAME AGENDA AS THE P&Z MEETING. IN THE EVENT A QUORUM OF COUNCIL IS PRESENT AT THE MEETING, NO ACTION OF THE COUNCIL WILL BE TAKEN. THIS NOTICE IS POSTED AT THE TIME STATED ABOVE.

Katie Klein, Community Relations



Shady Shores

**KEEP SHADY SHORES BEAUTIFUL
SEPTEMBER 18, 2025; 6:00 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

MINUTES

1. CALL TO ORDER

The meeting was called to order at 6:05 by staff, Katie Klein

2. ROLL CALL

Establish a quorum

a. MISSION AND VISION STATEMENT

b. Appointment of New/Continuing Committee Members

Whit Dieterich and Juan Hernandez Herrera were installed as returning members.

3. MINUTES:

a. Consider an action to approve the minutes of August 21, 2025.

Maddy Grimes motioned to accept minutes as presented. Juan Herrera second. All in favor.

4. WORKSESSION

a. Review, plan, and organize for the October 4, 2025, Clean Up Day

5. OLD BUSINESS

Consider and take action relative to ongoing projects and events as listed below.

6. NEW BUSINESS

Discuss any new projects to be considered at the next monthly meeting

7. ADJOURN

Motion to adjourn made by Bill Krueger, seconded by Juan Herrera. Meeting adjourned at 6:30pm

Passed and Approved this _____ day of _____

Chair, Keep Shady Shores Beautiful

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



DATE:	November 20, 2025
TO:	Keep Shady Shores Beautiful
FROM:	Katie Klein, Administrative
SUBJECT:	Review of Tree Ordinance — comments and questions

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Tree Board (2)
2. PRESERVATION OF TREES AND NATIVE VEGETATION (1)
3. Landscaping incentives_ private detention and retention ponds designed as amenities (1)

REVIEWED BY:



DIVISION 4
Tree Board

§ 1.04.091. Definitions.

Park trees. Trees, in public parks or areas owned by the town.

Private trees. Those whose trunks are located one half of the tree trunk or more on private property.

Street trees. Trees, on land lying between property lines on either side of all streets or rights-of-way within the town.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.092. Creation and establishment.

The Keep Shady Shores Beautiful board shall serve as the tree board for the town. Persons serving by appointment of the town council to the Keep Shady Shores Beautiful Board and the tree board serve at the pleasure of a majority of the town council and may be removed from the board at any time, with, or without, cause.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.093. Duties and responsibilities.

- (a) It shall be the responsibility of the board to study investigate and develop and/or update every two years, and administer a written plan for the care, preservation, pruning, planting, replanting, removal and disposition of trees and in parks, along streets in other public areas. If no updates are necessary, the plan will remain the same. Such plan will be presented to the town council and upon their acceptance and approval shall constitute the official comprehensive tree plan for the town.
- (b) The tree board when requested by the town council shall consider, investigate, make finding, report, and recommend upon any special matter of question coming within the scope of this work.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.094. Street tree species to be planted.

The following list constitutes the official street tree species for the town. No species other than those included in this list may be planted as street trees without the approval and written permission of the tree board.

- | | |
|----------|------------|
| Live Oak | Cedar |
| Elm | Red Oak |
| Bur Oak | Chinquapin |
| Pecan | Pistachio |

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.095. Spacing.

The spacing of street trees will be in accordance with the three species size classes listed in section 1.04.094 of this division, and no trees may be planted closer together than the following: Large trees 40 feet; except in special plantings designed or approved by a landscape architect.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.096. Distance from curb, sidewalk and street.

(a) The distance trees may be planted from curb, curblines, sidewalks and/or road rights-of-way will be in accordance with this division and no trees may be planted closer to any curb or sidewalk or right-of-way than large trees 4'.

(b) No trees of any size shall be planted in the bar ditches.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.097. Distance from street corners and fireplugs.

No street tree shall be planted closer than 35' of any street corner measured from the nearest intersecting curb, curblines or road right-of-way. No street tree shall be planted closer than 10' of any fireplug.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.098. Public rights-of-way and easements.

(a) Minimum tree branch clearance. A property owner is responsible to maintain and trim street trees and private trees on the owner's private property, and on public property contiguous to the owner's private property to prevent limbs and branches from overhanging the public property at a height of less than fourteen feet. The failure of the property owner to maintain such trees at not less than 14 feet above the public property, including rights-of-way, sidewalks, and access easements is a violation of this division. A public roadway which is a prescriptive easement is included in the definition of "public property" for the purposes of this division.

(b) Duty to maintain property; prohibited conditions.

(1) It shall be unlawful for any owner to allow any weeds and vegetation to grow to a height greater than twelve (12) inches upon any real property within the city.

(2) Subsection (1) of this section shall not apply to real property which is legally zoned for agriculture by the city and where crops are planted and/or present.

(3) It is the responsibility of the property owner to maintain the property to include the area up to the edge of paving of any public roadway bounding the property in accordance with this division.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.099. Utilities.

No street trees other than those species listed as small trees in section 1.04.094 of this division may be planted under or within 10 lateral feet of any overhead utility wire, or over or within 5 lateral feet of any underground water line, sewer line, transmission or other utility.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.100. Tree topping.

It shall be unlawful as a normal practice for any person, firm, or town department to top any street tree park tree or other tree on public property. Topping is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this division at the determination of the tree board.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.101. Pruning, corner clearance.

Every owner of any tree overhanging any street or right-of-way within the town shall prune the branches so that such branches shall not obstruct the light from any streetlamp or obstruct the view of any street intersection and so that there shall be a clear space of fourteen (14') feet above the surface of the street or sidewalk. Said owners shall remove dead, diseased or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public. The town shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a streetlight or interferes with visibility of any traffic-control device or sign.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.102. Removal of stumps.

All stumps of street and park trees shall be removed below the surface of the ground so that the top of the stump shall not project above the surface of the ground.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.103. Interference with town tree board.

It shall be unlawful for any person to prevent, delay or interfere with the city tree board, or any of its agents, while engaging in and about the planting, cultivating, mulching, pruning, spraying, or removing of any street trees, park trees, or trees on private grounds, as authorized in this division.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.104. Review by town council.

The town council shall have the right to review the conduct, acts and decisions of the town tree board. Any person may appeal from any ruling or order of the town tree board to the town council who may hear the matter and make final decision.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 1.04.105. Penalty clause.

Any person, firm or corporation (collectively referred to as “person”) violating any of the provisions of this division, shall be subject to the penalty as provided herein, and upon conviction shall be punished by a fine not to exceed the sum of five hundred (\$500.00) dollars for each offense. Each and every day such violation shall continue shall be deemed to constitute a separate offense.

(Ordinance 343-12-2020 adopted 12/14/20)

§ 7.2. PRESERVATION OF TREES AND NATIVE VEGETATION.

Landscape shall be preserved in its natural state to the greatest extent feasible. Structures, driveways, and parking areas shall be designed and located to fit harmoniously with the natural environment and to minimize the necessity for removing trees, native vegetation, and soil, or the addition of fill. Site clearing, beyond what is necessary to provide locations for structures, driveways, parking, or small yard areas not visible from the street, shall not be permitted. The developer shall leave undisturbed native tree growth to the maximum extent feasible.

(Ordinance 130 adopted 6/5/00; Ordinance 300-03-17 adopted 3/13/17; Ordinance 329-12-2019 adopted 12/9/19)

§ 10.03.001. Landscaping incentives: private detention and retention ponds designed as amenities.

- (a) Standards for detention and retention ponds as amenities to the subdivision or development. A private detention or retention pond shall be required to meet the following design considerations:
 - (1) Located between the residences or other buildings and the street or completely bounded by streets.
 - (2) Viewable from public space or street.
 - (3) Any slope of the pond area does not exceed thirty-three (33) percent.
 - (4) Accessible by patrons or residents.
 - (5) Seating area, public art, or fountain. All ponds shall have not less that two of these features. There shall be a sidewalk not less than 4 feet wide around the pond which shall connect directly to the other sidewalks in the subdivision or development.
 - (6) Two trees or planters at least sixteen (16) square feet in size for every two hundred (200) square feet of open space and be located within or directly adjacent to the open space. Necessary and appropriate irrigation of the planted material, grass and all landscaping shall be provided.
 - (7) The site plan and plat, if applicable acknowledge the responsibility of the owner or property owners association to maintain the pond, including its drainage function, grass and weed control, trees and plants healthy and growing in season. A pond designed to retain a minimum depth of water is preferred and is required to have a functioning fountain in the pond, weather permitting.
 - (8) Example of a detention/retention pond designed as an amenity.



Figure 1: Example of a detention/retention pond designed as an amenity

- (b) Approved plant materials.
 - (1) The use of artificial plants or turf are expressly prohibited for compliance with section 10.03.001.
 - (2) Use of drought tolerant plants are encouraged to meet the requirements of section 10.03.001.
 - (3) The following is the approved plant material list for plant materials required in section 10.03.001. and for all required plant materials in this [the] subdivision

ordinance. Any other lists in the code, including those subject to tree committee review, are replaced by the list below of recommended plant materials in table 1, and the following prohibited plant materials in table 2.

TABLE 1: Recommended Plant Material List

CANOPY (SHADE) TREES—HARDINESS ZONE 8								
Common Name	Botanical Name	TX Native	Mature Height	Mature Spread	Light Req.	Water	Foliage	Util. Appr.
Cedar, Eastern Red	<i>Juniperus virginiana</i>	Y	20–50'	15–25'	Sun	M	Everg.	
Cherry, Escarpment Black	<i>Prunus serotina</i> var. <i>eximia</i>	Y	25–50'	25–35'	Sun/part shade	L	Decid.	
Cypress, Arizona	<i>Cupressus arizonica</i>	Y	20–50'	15–25'	Sun	L	Everg.	
Elm, American	<i>Ulmus americana</i>		70–90'	50–90'	Sun/part shade	M	Decid.	
Elm, Cedar	<i>Ulmus crassifolia</i>	Y	25–60'	25–35'	Sun/part shade	L	Decid.	
Elm, Lacebark	<i>Ulmus parvifolia</i>		40–60'	30–40'	Sun	M	Decid.	
Locust, Honey (thornless)	<i>Gleditsia triacanthos inermis</i>	Y	30–50'	25–35'	Sun/part shade		Decid.	
Maple, Big Tooth	<i>Acer grandidentatum</i>	Y	40–50'	20–30'	Sun/part shade	VL	Decid.	
Mesquite, Honey	<i>Prosopis glandulosa</i>	Y	Y	25–30'	Sun	VL	Decid.	Yes
Oak, Bur	<i>Quercus macrocarpa</i>	Y	50–75'	50'+	Sun	VL	Decid.	
Oak, Chinquapin	<i>Quercus muhlenbergii</i>	Y	30–60'	30–40'	Sun	M	Decid.	
Oak, Lacey	<i>Quercus laceyi</i>	Y	20–35'	25'	Sun	VL	Decid.	
Oak, Monterrey (Mexican White)	<i>Quercus polymorpha</i>	Y	40–60'	30–40'	Sun	VL	Everg.	
Oak, Escarpment Live*	<i>Quercus fusiformis</i>	Y	20–40'	50'+	Sun	L-VL	Everg.	
Oak, Shumard Red*	<i>Quercus shumardii</i>	Y	30–50'	30–50'	Sun	L	Decid.	
Oak, Southern Live*	<i>Quercus virginiana</i>	Y	30–50'	50'+	Sun	L-VL	Everg.	
Oak, Texas Red*	<i>Quercus buckleyi</i>	Y	15–30'	15–30'	Sun	L	Decid.	
Pecan	<i>Carya illinoensis</i>	Y	60–90'	60–75'	Sun	M	Decid.	
Pine, Italian Stone	<i>Pinus pinea</i>		35–60'	20–40'	Sun	L	Everg.	

CANOPY (SHADE) TREES—HARDINESS ZONE 8								
Common Name	Botanical Name	TX Native	Mature Height	Mature Spread	Light Req.	Water	Foliage	Util. Appr.
Sycamore, Mexican	<i>Platanus mexicana</i>		30–50'	40'	Sun/part shade	M-L	Decid.	
Walnut, Texas Little	<i>Juglans microcarpa</i>	Y	18–20'	20'	Sun/part shade	M	Decid.	

*

May not be used in Oak Wilt prone area.

UNDERSTORY (SMALL) TREES—HARDINESS ZONE 8								
Common Name	Botanical Name	TX Native	Typ. Height	Typ. Spread	Light Req.	Water	Foliage	Util. Appr.
Buckeye, Mexican	<i>Ungnadia speciosa</i>	Y	8–15'	12–20'	Sun/part shade	L	Decid.	Yes
Cherry Laurel	<i>Prunus caroliniana</i>	Y	15–20'	12–15'	Sun/part shade	M	Everg.	
Chitalpa	<i>Chitalpa tashkentensis</i>		25–30'	15–20'	Sun/part shade	L	Decid.	
Crape-myrtle	<i>Lagerstroemia indica</i>		4–30'	10–20'	Sun	L-M	Decid.	Yes
Dogwood, Rough-leaf	<i>Cornus drummondii</i>	Y	8–15'	10–15'	Sun/shade	M	Decid.	
Eve's Necklace	<i>Sophora affinis</i>	Y	10–20'	15–20'	Sun/part shade	L	Decid.	Yes
Possumhaw	<i>Ilex decidua</i>	Y	12–15'	12'	Sun/part shade	L-M	Decid.	Yes
Holly, Yaupon	<i>Ilex vomitoria</i>	Y	15–25'	10–15'	Sun/part shade	L-M	Everg.	Yes
Mountain-laurel, Texas	<i>Sophora secundiflora</i>	Y	10–20'	8–12'	Sun/part shade	L	Everg.	Yes
Persimmon, Texas	<i>Diospyros texana</i>	Y	8–15'	8–12'	Sun/part shade	VL	Decid.	Yes
Pistache, Texas	<i>Pistacia texana</i>	Y	10–30'	30–45'	Sun/part shade	VL	Everg.	
Plum, Mexican	<i>Prunus mexicana</i>	Y	15–25'	15–20'	Sun/part shade	L	Decid.	Yes
Redbud, Mexican	<i>Cercis canadensis</i> var. <i>mexicana</i>	Y	15–30'	12–15'	Sun/part shade	VL	Decid.	Yes
Redbud, Texas	<i>Cercis canadensis</i> var. <i>texensis</i>	Y	15–30'	12–15'	Sun/part shade	L	Decid.	Yes
Sumac, Flameleaf	<i>Rhus lanceolata</i>	Y	10–30'	15–20'	Sun/part shade	L	Decid.	
Viburnum, Rusty Blackhaw	<i>Viburnum rufidulum</i>	Y	10–30'	10–15'	Sun/shade	L	Decid.	
Wax Myrtle	<i>Myrica cerifera</i>	y	10–15'	6–15'	Sun/part shade	M	Everg.	Yes

SHRUBS—HARDINESS ZONE 8							
Common Name	Scientific Name	TX Native	Mature Height	Mature Spread	Light Req.	Water	Evergreen/ Deciduous
LARGE (SCREENING)							
Abelia Glossy	<i>Abelia grandiflora</i>		6'	6'	Sun/part shade	L-M	E
Acuba	<i>Acuba japonica</i>		3–5'	3–5'	Part shade	M	E
Cotoneaster	<i>Cotoneaster</i> sp.		3–5'	4–7'	Sun/part shade	M	E
Hawthorne, Indian	<i>Rhamphiolepis indica</i>		4–6'	4–6'	Sun/part shade	M	E
Holly, Burford	<i>Ilex cornuta</i> 'Burfordii'		8–12'	8–10'	Sun/part shade	L	E
Holly, Dwarf Burford	<i>Ilex cornuta</i> 'Burfordii Nana'		4–6'	3–4'	Sun/part shade	L	E
Holly, Dwarf Chinese	<i>Ilex cornuta</i> 'Rotunda nana'		3–4'	3–6'	Sun/part shade	L	E
Holly, Nellie R. Stevens	<i>Ilex cornuta</i> 'Nellie R. Stevens'		8–10'	5–6'	Sun	L-M	E
Holly, Dwarf Yaupon	<i>Ilex vomitoria</i> 'Nana'	Y	2–4'	2–4'	Sun/shade	L	E
Rosemary, Upright	<i>Rosmarinus officinalis</i>		4'	4–6'	Sun	M	E
Sage, Texas	<i>Leucophyllum frutescens</i>	Y	4–5'	4–5'	Sun	L	E
Wax Myrtle, Dwarf	<i>Myrica pusilla</i> ; <i>Morella cerifera</i> var, <i>pumila</i>		3–5'	3–6'	Part shade/sun	M	E
Wax Myrtle, Southern	<i>Myrica cerifera</i>	Y	Shrub to 12'	6–15'	Sun/part shade	M	E
Yucca, Spanish Dagger	<i>Yucca rostrata</i>	Y	5–15'	4'	Sun/part shade	VL	E
MEDIUM							
Agave, Blue	<i>Agave tequilana</i>		6'	6'	Sun	VL	E
Agave, Century Plant	<i>Agave americana</i>	Y	6'	8–10'	Sun/Part shade	VL	E
American Beautyberry	<i>Callicarpa americana</i>	Y	4–6'	6'	Part shade/shade	L-M	D
Cactus, Prickly Pear	<i>Opuntia</i> spp.	Y	3–4'	3–4'	Sun	L	E
Esperanza/Yellow Bells	<i>Tecoma stans</i>	Y	4–8'	4–6'	Sun	L-M	D
Flame Acanthus	<i>Anisacanthus quadrifidus</i> var. <i>wrightii</i>	Y	3–4'	3–4'	Sun/part shade	LD	D
Indigo Spires	<i>Salvia</i> 'Indigo Spires'	Y	3–4'	5–7'	Sun/part shade	L-M	D

SHRUBS—HARDINESS ZONE 8							
Common Name	Scientific Name	TX Native	Mature Height	Mature Spread	Light Req.	Water	Evergreen/ Deciduous
Lantana, Texas	Lantana horrida	Y	2–6'	4–5'	Sun	VL	D
Palmetto, Texas Dwarf	Sabal minor	Y	3–5'	4–6'	Sun/shade	M	E
Rose, "Knock Out"	Rosa "Knock Out"		3'	3'	Sun	M	SE
Sage, Cherry (Autumn Sage)	Salvia greggii	Y	2–3'	2–3'	Sun	L	E
Sage, Henry Duelberg (Blue Sage)	Salvia farinacea "Henry Duelberg"	Y	3'	3'	Sun	L	D
Sage, Majestic	Salvia guaranitica		3–5'	4–5'	Sun/shade	L	D
Sage, Mexican Bush	Salvia leucantha		4–5'	4–5'	Sun	L	D
Sage, Russian	Perovskia atriciplifolia		3'	3'	Sun	L	D
Sotol, Texas	Dasyliirion texanum	Y	3–4'	3–4'	Sun/part shade	L	E
Sumac, Fragrant	Rhus aromatica	Y	6–9'	4–6'	Sun/part shade	L	D
Turk's Cap	Malvaviscus arboreus	Y	2–6'	3–5'	Sun or shade	L	E
Yucca, Red	Hesperaloe parviflora		6'	4'	Sun	VL	E
Yucca, Soft leaf	Yucca recurvifolia	Y	4–6'	3'	Sun/part shade	VL	E
SMALL							
Agave, Parry's	Agave parryi	Y	1–1.5'	1.5'	Sun/part shade	VL	E
Agave, Queen Victoria	Agave victoriae-reginae	Y	1.5'	1.5'	Sun/part shade	VL	E
Artemisia	Artemisia 'Powis Castle'		1–2'	3–6'	Sun	VL	E
Coralberry	Symphoricarpos orbiculatus	Y	2–3'	2–3'	Sun/part shade	L	D
Sage, Scarlet or 'Tropical'	Salvia coccinea	Y	1.5–3'	1–1.5'	Sun/shade	L	D
Skullcap, Pink	Scutellaria suffrutescens		1'	3'	Sun/part shade	L	E
Yucca, Red	Hesperaloe parviflora	Y	2–4'	4'	Sun/part shade	VL	E

ORNAMENTAL GRASSES—HARDINESS ZONE 8							
Common Name	Scientific Name	TX Native	Mature Height	Mature Spread	Light Req.	Water	Evergreen/Deciduous
Bluestem, Big	<i>Andropogon gerardii</i>	Y	4-8'	2-3'	Sun/part shade	L	D
Bluestem, Little	<i>Schizachyrium scoparium</i>	Y	2-3'	1-1.5'	Sun/part shade	L	D
Feathergrass, Mexican; Mexican Wiregrass	<i>Nassella tenuissima</i>	Y	1-2'	1-2.5'	Sun/part shade	L	SE
Fountain Grass, Dwarf	<i>Pennisetum alopecuroides</i>		2.5-3'	2.5-3'	Sun	M	D
Indiangrass, Yellow Indian Grass	<i>Sorghastrum nutans</i>	Y	3-5'	1-1.5'	Sun/part shade/shade	L	D
Inland Seaoats	<i>Chasmanthium latifolium</i>	Y	1-3'	3-6'	Part sun/shade	L-M	D
Muhly, Bamboo	<i>Muhlenbergia dumosa</i>		4-5'	4-5'	Sun/part shade	L	E
Muhly, Big; Lindheimer Muhly	<i>Muhlenbergia lindheimeri</i>	Y	3-5'	3-4'	Sun/part shade	M-L	D
Muhly, Deer	<i>Muhlenbergia rigens</i>	T	1-1.5'	1-1.5'	Sun/part shade	L	D
Muhly, Gulf	<i>Muhlenbergia capillaris</i>	Y	2-2.5'	2-3'	Sun/part shade	L-M	D
Muhly, Pine	<i>Muhlenbergia dubia</i>	T	1-3'	1-3'	Sun/part shade	VL	E
Muhly, Seep	<i>Muhlenbergia reverchonii</i>	T	2-3'	1.5-2'	Sun	VL	D
Nolina; Ribbon Grass, Devil's Shoestring	<i>Nolina lindheimeriana</i>	E	1-3'	4-5'	Sun/part shade	L	E
Rye, Canada Wild	<i>Elymus canadensis</i>	T	2-4'	2-3'	Sun/part shade	M	D
Sideoats Grama	<i>Bouteloua curtipendula</i>	Y	1-3'	2-3'	Sun/part shade	L	D
Switchgrass	<i>Panicum virgatum</i>	Y	3-6'	1-3'	Sun/part shade	M	D
Wheatgrass, Western	<i>Pascopyrum smithii</i>		1-3'	1-1.5'	Sun/part shade	M	D

TABLE 2. PROHIBITED PLANT SPECIES	
PROHIBITED PLANT SPECIES*	
Common Name	Scientific Name
Bamboo	<i>Phyllostachys aurea</i> ; <i>Bambusa</i> spp.
Cat's Claw Vine	<i>Macfadyena unguis-cati</i>
Cattail	<i>Typha</i> spp.
Chinaberry	<i>Melia azedarach</i>
Chinese Parasol Tree	<i>Firmiana simplex</i>

TABLE 2. PROHIBITED PLANT SPECIES	
PROHIBITED PLANT SPECIES*	
Common Name	Scientific Name
Chinese Pistache	<i>Pistacia chinensis</i>
Chinese Tallow	<i>Sapium sebiferum</i>
English Ivy	<i>Hedera helix</i>
Giant Cane; Giant Reed	<i>Arundo donax</i>
Japanese Honeysuckle	<i>Lonicera japonica</i>
Jimsonweed	<i>Datura stramonium</i>
Jujube	<i>Ziziphus zizyphus</i>
Kudzu	<i>Pueraria lobata</i>
Ligustrum, Japanese	<i>Ligustrum, lucidum</i>
Ligustrum, Wax Leaf	<i>Ligustrum japonicum</i>
Mimosa (nonnative)	<i>Albizzia julibrissin</i>
Mulberry, Paper	<i>Broussonetia papyrifera</i>
Mulberry, White	<i>Morus alba</i>
Nandina (fruiting varieties)	<i>Nandina</i> spp.
Oleander	<i>Nerium oleander</i>
Pampas Grass	<i>Cortadenia selloana</i>
Princess Tree; Empress Tree	<i>Paulownia tomentosa</i>
Pines, nonnative	<i>Pinus elliottii</i> ; <i>P. eldarica</i> , <i>P. virginiana</i>
Photinia, Chinese	<i>Photinia</i> spp.
Privet, Common	<i>Ligustrum sinense</i> , <i>Ligustrum vulgare</i> (and others)
Pyracantha	<i>Pyracantha</i> spp.
Russian Olive	<i>Elaeagnus angustifolia</i>
Tamarisk, Salt Cedar	<i>Tamarix</i> spp.

(Ordinance 376-06-2023 adopted 6/12/2023; Ordinance 383-01-2024 adopted 1/8/2024)



DATE:	November 20, 2025
TO:	Keep Shady Shores Beautiful
FROM:	Katie Klein, Administrative
SUBJECT:	Arbor Day- Spring Clean 2026

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Determine 2026 Date for Event
 April 24, 2026
 May 2, 2026
 May 9, 2026

Begin list of vendors/tables/guests
 Magic Shred
 Republic
 Computer Crusher
 Donate to Impact
 Citizen Foresters
 Master Gardeners
 Master Naturalists
 Bee City- local speaker

Lake Cities Food Pantry
VIPS/Corinth PD
Project Sneakers
Girl Scouts 2306
Girl Scouts 5380
Boy Scouts 60
Clean Up
KSSB Activities
* Kindness Rocks
*Adopt a Spot
*

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



DATE:	November 20, 2025
TO:	Keep Shady Shores Beautiful
FROM:	Katie Klein, Administrative
SUBJECT:	KSSB Hosts Craft Fair as a Fundraising Effort

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Consider hosting a craft fair as a fundraising effort for KSSB.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



DATE:	November 20, 2025
TO:	Keep Shady Shores Beautiful
FROM:	Katie Klein, Administrative
SUBJECT:	Movie in the Park

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Consider an action to host Movie in the Park as KSSB fundraiser

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



DATE:	November 20, 2025
TO:	Keep Shady Shores Beautiful
FROM:	Katie Klein, Administrative
SUBJECT:	Community Pollinator NWF Habitats

BACKGROUND/INFORMATION:

Current Sites:
 Town Hall Campus
 Shady Lane Parklet
 503 Jones

Other Sites to Consider:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Define the tasks needed to meet the affiliate requirements

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



DATE:	November 20, 2025
TO:	Keep Shady Shores Beautiful
FROM:	Katie Klein, Administrative
SUBJECT:	Tree City Affiliate

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Determine 2026 Affiliate Requirements Goals

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. growth-award_poc_2024

REVIEWED BY:



Tree City USA – Growth Award
Growing your community's capacity

Get started



Tree City USA Growth Award

The Tree City USA Growth Award is presented annually by the Arbor Day Foundation to participating Tree City USA communities that demonstrate a high level of tree care and community engagement during the calendar year. All Tree City USA communities applying for recertification are eligible to apply for a Growth Award during the online renewal process.

The Growth Award recognizes major milestones and annual activities in five categories that combine to build sustainable community forestry programs over the long term. Each activity is worth between 1 and 10 points. Communities must document activities that total at least 10 points from any category or combination of categories to receive a Growth Award.

A Path to Growth

A good foundation is the key to growing sustainable future communities.



Tree City
— USA —



A foundational program
Tree City USA
arborday.org



International UCF program
Accreditation
ucfsociety.org

The Tree City USA is a foundational program with the Growth Award providing guidance on how to increase the value and investment in communities. As communities continue to grow and invest, they can look to additional programs to help further the development of their urban forest resources.

[Online Application](#)



Tree City
— USA —



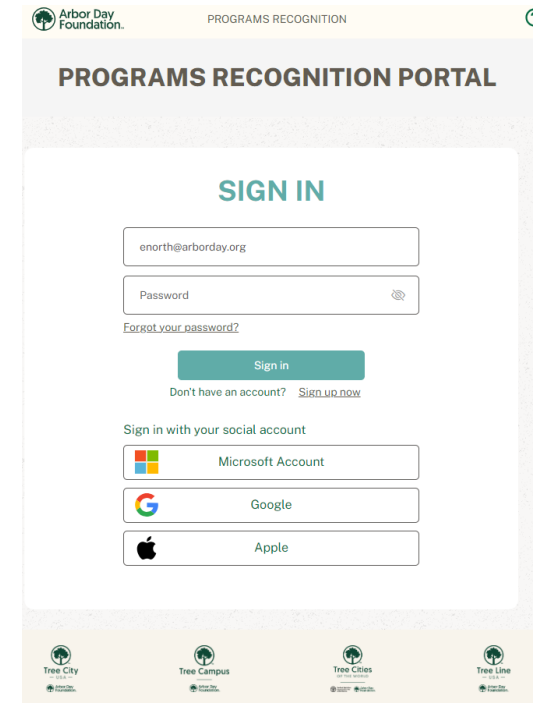
Continued Investment
Growth Award
arborday.org



**SUSTAINABLE
FORESTRY
INITIATIVE**

Standards for communities
**Urban & Community Forest
Sustainability Standard**
forests.org

Eligibility Requirements



Recognized as a Tree City USA for one or more years.

Earn 10-points or more by completing qualifying activities from any of five categories.

Compete annual online application for recognition.

[Online Application](#)

Growth Award Categories & Activities

A. Building the Team: Includes budgets, staff, and training with 24 qualifying activities and 89 available points.

B. Measuring Trees & Forests: Includes tree canopy, tree inventory, and urban forests with 11 qualifying activities and 71 available points.

C. Planning the Work: Includes policies and plans with 12 qualifying activities and 81 available points.

D. Performing the Work: Includes planting trees, maintaining trees, tree risk management, recycling & reuse, protecting trees, and natural areas with 25 qualifying activities and 96 available points.

E. The Community Framework: Includes collaboration, volunteers, outreach, awareness, and education with 24 qualifying activities and 89 available points.



Select a Category to learn more and to begin exploring activities to grow and invest in your urban forest.

A. Building the Team



Select category to learn what activities can earn qualifying points and increase your investment in your community.

Budgets

Staff

Training

A. Building the Team: Budgets



Select an activity to learn what you need to grow your investment and earn qualifying points.

A1. Budget Increase

4 points

A2. Donation Account Created

4 points

A3. Grant Applications

3 points

A4. New Funding Source

5 points

A5. Emergency Appropriation

2 points

[Return to
Building the Team](#)

[Return to
main categories](#)

A1. Budget Increase

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 the Tree City USA applications. For mid-year increases you should use **A5 Emergency Appropriation**.

Required documentation:

- On the application you must provide budget amounts from prior Tree City USA application compared to the upcoming year.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #34 How to Fund Community Forestry](#)

Value:
4 points

Eligibility:
Each year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11: Capacity-Building (11.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

A2. Donation Account Created

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. This is **NOT** eligible with the **A4. New Funding Source** activity.

Required documentation:

- On the application you must provide date and description of ordinance or other official document authorizing the new permanent account for monetary donations toward tree planting and/or care.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #34 How to Fund Community Forestry](#)

Value:
4 points

Eligibility:
One time only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11: Capacity-Building (11.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

A3. Grant Applications

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

Required documentation:

- On the application you must list and describe purpose for the two or more grant applications submitted

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #34 How to Fund Community Forestry](#)

Value:
3 points

Eligibility:
Each year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11: Capacity-Building (11.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

A4. New Funding 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 in the current municipal forestry program budget. Eligible once per funding source but multiple entries for the year are allowed.

Required documentation:

- On the application you must describe the source of funding that supports tree planting and/or care, or the forestry department.

Upload:

- Required – PDF of authorizing document(s)

Resources:

- ✓ [Tree City USA Bulletin #34 How to Fund Community Forestry](#)

Value:
5 points

Eligibility:
One Time per
Funding Source

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11: Capacity-Building (11.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

A5. Emergency Appropriation

A supplemental budget process was used during the year to prioritize forestry activities during insect/disease outbreaks, storms, drought, wildfire, or other city emergencies. Use **A1. Budget Increases** if the funding increase was provided as part of the normal budget cycle.

Required documentation:

- On the application you must describe emergency and the process for receiving additional funds to address it.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #34 How to Fund Community Forestry](#)

Value:
2 points

Eligibility:
Each year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11: Capacity-Building (11.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Budgets

Return to
Building the Team

A. Building the Team: Staff



Select an activity to learn what you need to grow your investment and earn qualifying points.

A6. City Forester

10 points

A7. Supervising Arborist

10 points

A8. Allied Professionals

5 points

A9. Additional Credentials

5 points

A10. Green Jobs

4 points

[Return to Building the Team](#)

[Return to main categories](#)

A6. City Forester

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. Eligible for rehiring vacant position, ONLY with documentation the position was eliminated, then reinstated.

Required documentation:

- On the application you must describe new position, primary duties, and qualifications of person hired.

Upload:

- Required – PDF of job posting with position description. Additional PDF documentation of the reinstated position if this is rehiring a vacant position.

Resources:

- ✓ [Tree City USA Bulletin #12 What City Foresters Do](#)

Value:
10 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 9: Management and Care of Urban and Community Forests and Trees (9.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Staff

Return to
Building the Team

A7. Supervising Arborist

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. Eligible for rehiring vacant position, ONLY with documentation the position was eliminated, then reinstated.

Required documentation:

- On the application you must describe new position, primary duties, and qualifications of person hired.

Upload:

- Required – PDF of job posting with position description. Additional PDF documentation of the reinstated position if this is rehiring a vacant position.

Resources:

- ✓ [Tree City USA Bulletin #6 How to Hire an Arborist](#)
- ✓ [Tree City USA Bulletin #79 Credentials are Important](#)

Value:
10 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11: Capacity-Building (11.4.1)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Staff

Return to
Building the Team

A8. Allied Professionals

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). Eligible one per position, there are no points for rehiring a vacant position.

Required documentation:

- On the application you must describe new position(s), primary duties, and qualifications of person hired.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #72 Working with Contracts and Contractors](#)
- ✓ [Tree City USA Bulletin #79 Credentials are Important](#)

Value:
5 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11: Capacity-Building (11.4.1)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Staff

Return to
Building the Team

A9. Additional Credentials

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. Only 5 points total are eligible for the year and only one-time credit, per credential, per individual.

Required documentation:

- On the application you must describe added credentials, certifications, or qualifications.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #79 Credentials are Important](#)

Value:
5 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11: Capacity-Building (11.4.1)
- [Urban & Community Forestry Society – Accreditation](#)

A10. Green Jobs

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. Includes programs run by the community nonprofit partner. Work status includes temporary, part-time, and full-time positions. Eligible for different individuals each year.

Required documentation:

- On the application you must describe training or work program and roster.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #67 On-the-Job Training](#)

Value:
4 points

Eligibility:
Each year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11: Capacity-Building (11.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

A. Building the Team: Training



Select an activity to learn what you need to grow your investment and earn qualifying points.

A11. Tree Worker Safety Program
4 points

A12. Continuing Education
3 points

A13. Arborist Exchange
3 points

A14. Department Accreditation
10 points

A15. Leadership Training
5 points

[Return to Building the Team](#)

[Return to main categories](#)

A11. Tree Worker Safety Program

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).

Required documentation:

- On the application you must describe training program, agenda topics covered, and dates.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #34 How to Fund Community Forestry](#)
- ✓ [Reference ANSI Z-133 Safety Standard or TCIA Tailgate Safety Program for more info](#)

Value:
4 points

Eligibility:
Each year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11: Capacity-Building (11.4.2) & Objective 14: Research, Science, and Technology (14.1.1 & 14.4.1)
- [Urban & Community Forestry Society – Accreditation](#)

A12. Continuing Education

During the year, the city supported, sponsored, or sent tree workers, professional staff, tree board members, or nonprofit partner employees to state-, ISA-, or TCIA-sanctioned educational opportunities, with at least 10 hours of continuing education credits documented. A minimum of 10 hours of CEUs combined for all individuals.

Required documentation:

- On the application you must provide summary or list of sanctioned meetings attended, individuals, and CEUs earned.

Upload:

- Optional

Resources:

- ✓ [International Society of Arboriculture](#)
- ✓ [Tree Care Industry Association](#)

Value:
3 points

Eligibility:
Each year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11: Capacity-Building (11.4.2) & Objective 14: Research, Science, and Technology (14.1.1 & 14.4.1)
- [Urban & Community Forestry Society – Accreditation](#)

A13. Arborist Exchange

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

Required documentation:

- On the application you must provide summary of report or link to article from participant.

Upload:

- Optional

Resources:

- ✓ [Urban & Community Forestry Society](#)
- ✓ [Alliance for Community Trees](#)

Value:
3 points

Eligibility:
Each year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11: Capacity-Building (11.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Training

Return to
Building the Team

A14. Department Accreditation

During the year and for the first time, the forestry department received official accreditation from the Urban and Community Forestry Society.

Required documentation:

- On the application you must describe accreditation process.

Upload:

- Required – A PDF of official accreditation letter from the urban and community forestry society.

Resources:

- ✓ [Tree City USA Bulletin #79 Credentials are Important](#)
- ✓ [Urban & Community Forestry Society](#)

Value:
10 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 9: Management and Care of Urban and Community Forests and Trees (9.1)
- [Urban & Community Forestry Society – Accreditation](#)

A15. Leadership Training

During the year, a community forestry team member (city or nonprofit partner) graduated from the Urban and Community Forestry Society's Municipal Forestry Institute program or the ISA Leadership Academy. Eligible for different individuals each year.

Required documentation:

- On the application you must identify and summarize training course, name(s) of individual(s).

Upload:

- Optional

Resources:

- ✓ [Urban & Community Forestry Society - Municipal Forestry Institute](#)
- ✓ [Green Communities Leadership Institute](#)

Value:
5 points

Eligibility:
Each year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Training

Return to
Building the Team

B. Measuring Trees & Forests



Select category to learn what activities can earn qualifying points and increase your investment in your community.

Tree Canopy

Tree Inventory

Urban Forests

B. Measuring Trees & Forests: Tree Canopy



Select an activity to learn what you need to grow your investment and earn qualifying points.

**B1. Urban Tree Canopy
Assessment**

10 points

**B2. Canopy Sampling
Estimate**

5 points

B3. Land Cover Analysis

5 points

B1. Urban Tree Canopy Assessment

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

Required documentation:

- On the application you must describe process and products of the assessment, including link to online report.

Upload:

- Required – A PDF of UTC report and map

Resources:

- ✓ [Tree City USA Bulletin #84 – Understanding Tree Canopy Assessments](#)
- ✓ [i-Tree Tools](#)

Value:
10 points

Eligibility:
Every 5-years

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

B2. Canopy Sampling Estimate

During the year, the city conducted a 'snapshot' assessment of citywide 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.'

Required documentation:

- On the application you must describe process and outputs of the assessment.

Upload:

- Required – A PDF of i-Tree canopy summary report.

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
5 points

Eligibility:
Every 5 years

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning (8.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

B3. Land Cover Analysis

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). This is useful for developing priority areas for tree planting, protection, and outreach.

Required documentation:

- On the application you must describe process and outputs of the assessment.

Upload:

- Required – A PDF of i-Tree landscape report.

Resources:

- ✓ [National Land Cover Database](#)
- ✓ [i-Tree Tools](#)
- ✓ [i-Tree Landscape](#)

Value:
5 points

Eligibility:
Each year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

B. Measuring Trees & Forests: Tree Inventory



Select an activity to learn what you need to grow your investment and earn qualifying points.

B4. Management Inventory

10 points

B5. Management Inventory System

7 points

B6. Tree Inventory Portion

3 points

B7. Street Tree Survey

6 points

B4. Management Inventory

During the year, the city completed a detailed, spatial inventory (with GPS locations) of street trees (or managed park trees, or both), including planting spaces, to inform urban forestry planning, operations, and decision-making.

Required documentation:

- On the application you must describe major findings and summary statistics, include link to online report if one exists.

Upload:

- Required – A PDF of summary report.

Resources:

- ✓ [Tree City USA Bulletin #23 How to Conduct a Street Tree Inventory](#)

Value:
10 points

Eligibility:
Every 5 years

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning (8.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Tree Inventory

Return to
Measuring Trees & Forests

B5. Management Inventory 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 accommodate planting spaces, location data (i.e., GIS), and allow for maintenance updates following treatments.

Required documentation:

- On the application you must provide a summary of system capabilities, link to vendor website.

Upload:

- Required – A PDF of invoice.

Resources:

- ✓ [Tree City USA Bulletin #23 How to Conduct a Street Tree Inventory](#)
- ✓ [Tree City USA Bulletin #66 Not Your Father's Arboriculture](#)
- ✓ [Tree City USA Bulletin #72 Working with Contracts and Contractors](#)

Value:
7 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning (8.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

B6. Tree Inventory Portion

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

Required documentation:

- On the application you must describe area surveyed, tree numbers, percent of total trees.

Upload:

- Required – A PDF of summary data report.

Resources:

- ✓ [Tree City USA Bulletin #23 How to Conduct a Street Tree Inventory](#)

Value:
3 points

Eligibility:
Each year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning (8.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Tree Inventory

Return to
Measuring Trees & Forests

B7. Street Tree Survey

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.

Required documentation:

- On the application you must describe survey methods and results, with relevant statistics.

Upload:

- Required – A PDF of i-Tree streets summary or comparable report.

Resources:

- ✓ [Tree City USA Bulletin #23 How to Conduct a Street Tree Inventory](#)
- ✓ [i-Tree Tools](#)

Value:
6 points

Eligibility:
Every 5-years

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning (8.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

B. Measuring Trees & Forests: Urban Forests



Select an activity to learn what you need to grow your investment and earn qualifying points.

B8. Natural Areas Sampling

5 points

B9. Ecosystem Services Assessment

10 points

B10. Periodic Updates

5 points

B11. Forest Health Threat Assessment

5 points

B8. Natural Areas Sampling

During the year, all the natural areas within the city (or a significant portion) were sampled, including evaluations of ecological value or condition. Sampling minimum is 1-plot per acre.

Required documentation:

- On the application you must describe areas surveyed, sampling methods, and results.

Upload:

- Required – A PDF of map and summary report.

Resources:

- ✓ [Forests in Cities Resource Library](#)
- ✓ [Tree City USA Bulletin #27 How to Manage Community Natural Areas](#)
- ✓ [Tree City USA Bulletin Saving Natural Areas in Cities](#)

Value:
5 points

Eligibility:
Every 5-years

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning (8.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Urban Forests

Return to
Measuring Trees & Forests

B9. Ecosystem Services Assessment

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. Minimum of 200 sample points.

Required documentation:

- On the application you must describe assessment methods, report key findings, provide link to online report.

Upload:

- Required – A PDF of full report.

Resources:

- ✓ [Tree City USA Bulletin #84 Understanding Tree Canopy Assessment](#)
- ✓ [i-Tree Tools](#)

Value:
10 points

Eligibility:
Every 10-years

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning (8.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

B10. Periodic Updates

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. Eligible only after **B9. Ecosystem Services Assessment**.

Required documentation:

- On the application you must describe update process, plots remeasured, key findings, link to report.

Upload:

- Required – A PDF of update report.

Resources:

- ✓ [Tree City USA Bulletin #84 Understanding Tree Canopy Assessment](#)

Value:
5 points

Eligibility:
Every 3-years

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning (8.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

B11. Forest Health Threat Assessment

During the year, staff, volunteers, and/or state agency personnel conducted 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 issued a report to the community. Eligible for each new forest pest.

Required documentation:

- On the application you must describe update process, plots remeasured, key findings, link to report.

Upload:

- Required – A PDF of update report.

Resources:

- ✓ [Tree City USA Bulletin #84 Understanding Tree Canopy Assessment](#)
- ✓ [i-Tree Tools](#)

Value:
5 points

Eligibility:
Every 5-years

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning (8.1.1)
- [Urban & Community Forestry Society – Accreditation](#)

C. Planning the Work



Select category to learn what activities can earn qualifying points and increase your investment in your community.

Policies

Plans

C. Planning the Work: Policies



Select an activity to learn what you need to grow your investment and earn qualifying points.

C1. Ordinance Clauses

5 points

C2. Species List

3 points

C3. Risk Management Policy

8 points

C4. Private Tree Protection Ordinance

9 points

C5. Canopy Cover Goal

8 points

C6. Policy of Plan Update

5 points

C1. Ordinance Clauses

During the year, one or more of the following clauses were added to the public tree care ordinance (eligible for different clauses each year):

- 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.

Required documentation:

- On the application you must describe or quote new ordinance clause(s), provide online link.

Upload:

- Required – A PDF of revised ordinance.

Resources:

- ✓ [Tree City USA Bulletin #9 How to Write a Municipal Tree Ordinance](#)
- ✓ [21st Century Ordinance Builder to Tree Preservation in Land Development](#)

Value:
5 points

Eligibility:
Each year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Policies

Return to
Planning the Work

C2. Species List

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 and care manual – see **E11. Public Tree Care Guide**.

Required documentation:

- On the application you must describe update to list, species added or subtracted.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #75 How to Make Trees Storm Resistant](#)
- ✓ [Tree City USA Bulletin #10 Plant Trees for America](#)

Value:
3 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Policies

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Planning the Work

C3. Risk Management Policy

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. Eligible with **C8-f Single-Issue Plans: tree risk management**

Required documentation:

- On the application you must summarize policy, provide link to online version.

Upload:

- Required – PDF of policy document.

Resources:

- ✓ [Tree City USA Bulletin #15 Tree Risk Assessment – Recognizing & Preventing Hazard Trees](#)
- ✓ [Tree City USA Bulletin #49 Trees and the Law](#)
- ✓ [Tree City USA Bulletin #51 Trees & Safety](#)

Value:
8 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Policies

Return to
Planning the Work

C4. Private Tree Protection Ordinance

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 noncompliance penalties for trees on private property during the land development process. Includes standards for tree protection, trenching/boring in critical root zones (CRZs), preconstruction mulching, root or limb pruning, and watering.

Required documentation:

- On the application you must summarize ordinance provisions related to trees, provide link to online version.

Upload:

- Required – PDF of new ordinance.

Resources:

- ✓ [Tree City USA Bulletin #31 Tree Protection Ordinances](#)
- ✓ [Tree City USA Bulletin #49 Trees and the Law](#)
- ✓ [Tree City USA Bulletin #9 How to Write a Municipal Tree Ordinance](#)
- ✓ [21st Century Ordinance Builder to Tree Preservation in Land Development](#)

Value:
9 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Policies

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Planning the Work

C5. Canopy Cover Goal

During the year and for the first time, the city adopted a citywide 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.

Required documentation:

- On the application you must describe policy and goal, link to online version.

Upload:

- Required – PDF of canopy goal policy.

Resources:

- ✓ [Tree City USA Bulletin #84 Understanding Tree Canopy Assessments](#)
- ✓ [iTree Tools](#)

Value:
8 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Policies

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Planning the Work

C6. Policy of Plan Update

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 10-year period. Eligible every 5-years per plan or policy title.

Required documentation:

- On the application you must describe policy or plan update, with summary of changes.

Upload:

- Required – PDF of revised plan or policy.

Resources:

- ✓ [Tree City USA Bulletins](#)

Value:
5 points

Eligibility:
Every 5-years

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning
- [Urban & Community Forestry Society – Accreditation](#)

C. Planning the Work: Plans



Select an activity to learn what you need to grow your investment and earn qualifying points.

C7. Annual Work Plan

3 points

C8. Single-Issue Plans

5 points

C9. Management Plan

10 points

C10. Section Plan

5 points

C11. Urban Forest Master Plan

10 points

C12. Green Infrastructure Plan

10 points

C7. Annual Work Plan

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.

Required documentation:

- On the application you must summarize annual targets for trees and budget.

Upload:

- Required – PDF of plan or meeting minutes.

Resources:

- ✓ [Tree City USA Bulletins](#)

Value:
3 points

Eligibility:
Each year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Plans

Return to
Planning the Work

C8. Single-Issue Plans

Eligible once per plan 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

Required documentation:

- On the application you must describe new plan(s), provide online link.

Upload:

- Required – A PDF of the plan.

Resources:

- ✓ [Tree City USA Bulletins #2 #4, #13, #26, #27, #29, #41, #45, #56, #63, #68, #75, #76, #91, #92, #94](#)

Value:
5 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objectives 4, 5, 6, 7, 8, 9, 10, 14 (4.2.2; 4.3.1; 5.2.1; 5.4.1; 6.1.1; 7.1.2; 7.2.1; 8.3.2; 9.2.1; 10.1.1; 10.3.2; 14.3.1)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Plans

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Planning the Work

C9. Management Plan

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

Required documentation:

- On the application you must summarize plan priorities and objectives, provide online link.

Upload:

- Required – PDF of plan.

Resources:

- ✓ [Tree City USA Bulletins #29, #45, #88, #94](#)

Value:
10 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 7, 8, 9, 14 (7.1.2; 8.3.2; 9.2.1; 14.3.1)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Plans

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Planning the Work

C10. Section Plan

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

Required documentation:

- On the application you must describe area covered by plan, summarize objectives, provide online link.

Upload:

- Required – PDF of maps and plan.

Resources:

- ✓ [Tree City USA Bulletins](#)

Value:
5 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

C11. Urban Forest Master Plan

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.

Required documentation:

- On the application you must describe long-term goals, partners, stakeholders, and provide link to online version.

Upload:

- Required – PDF of plan.

Resources:

- ✓ [Tree City USA Bulletin #29, #84](#)

Value:
10 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning (8.3.1, 8.3.2)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Plans

Return to
Planning the Work

C12. Green Infrastructure Plan

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.

Required documentation:

- On the application you must describe region, long-term goals, partners, stakeholders, and provide link to online version.

Upload:

- Required – PDF of map and plan.

Resources:

- ✓ [Tree City USA Bulletin #29 – How to Plan for Management](#)
- ✓ [Tree City USA Bulletin #84 – Understanding Tree Canopy Assessments](#)

Value:
10 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning (8.3.1, 8.3.2)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Plans

Return to
Planning the Work

D. Performing the Work



Select category to learn what activities can earn qualifying points and increase your investment in your community.

Planting Trees

Maintaining Trees

Tree Risk Management

Recycling & Reuse

Protecting Trees

Natural Areas

D. Performing the Work: Planting Trees



Select an activity to learn what you need to grow your investment and earn qualifying points.

D1. Tree Planting Program

8 points

D2. Tree Planting Projects

2 points

D3. Survival Monitoring

4 points

D4. Community Tree Nursery

5 points

D5. Planting Site Evaluation

3 points

D6. Planting-to-Removals Ratio

3 points

D1. Tree Planting 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 community tree planting plan (C8), but may be organized, funded, and managed by a community nonprofit or utility partner. Eligible one time per named program.

Required documentation:

- On the application you must describe program, name, and link to information.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletins](#)

Value:
8 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D2. Tree Planting Projects

During the year, the city, local utility, or nonprofit partner continued to install new trees as part of an existing program (see **D1. Tree Planting Program**) to plant trees on public or private property.

Required documentation:

- On the application you must describe annual results, link to report, if one exists.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletins](#)
- ✓ [Tree Owner's Manual](#)

Value:
2 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D3. Survival Monitoring

During the year, sponsors of community tree planting programs (see **D1. Tree Planting Program**) conducted field inspections and reported survival data on trees planted within the past five years.

Required documentation:

- On the application you must summarize results of survival and growth for the year.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletins](#)
- ✓ [Urban Tree Monitoring: A Field Guide](#)

Value:
4 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D4. Community Tree Nursery

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. Tree Planting Program**). Facility is not required to be within city limits to qualify. Eligible once per organization.

Required documentation:

- On the application you must describe nursery facility, capacity, target output.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletins](#)
- ✓ [National Seed Laboratory](#)

Value:
5 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D5. Planting Site Evaluation

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.).

Required documentation:

- On the application you must describe methods used, number of planting sites, mitigation efforts.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletins](#)
- ✓ [A rapid urban site index for assessing the quality of street tree planting sites](#)

Value:
3 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D6. Planting-to-Removals Ratio

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. There are no exceptions for storm events.

Required documentation:

- On the application you must report numbers from Tree City USA application, or a summary report to council on annual accomplishments.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletins](#)

Value:
3 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D. Performing the Work: Maintaining Trees



Select an activity to learn what you need to grow your investment and earn qualifying points.

D7. Tree Reporting Process

5 points

D8. Young Tree Training

4 Points

D9. Systematic Maintenance

5 points

D10. Utility Tree Care

1 Point

D7. Tree Reporting Process

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.

Required documentation:

- On the application you must describe reporting process, provide statistics for the year.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletins](#)

Value:
5 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D8. Young Tree Training

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. Not eligible with **D9**.

Systematic Maintenance.

Required documentation:

- On the application you must describe program of work, include number of trees <5 years old maintained.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletins](#)

Value:
4 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D9. Systematic Maintenance

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. Annual Risk Survey**, **D12. Tree Risk Mitigation**). Not eligible with **D8. Young Tree Training**.

Young Tree Training.

Required documentation:

- On the application you must describe general program of work, include number of trees maintained and total inventory to calculate percentage.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletins](#)

Value:
5 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D10. Utility Tree Care

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.

Required documentation:

- On the application you must describe program and recognition given.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletins](#)

Value:
1 point

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D. Performing the Work: Tree Risk Management



Select an activity to learn what you need to grow your investment and earn qualifying points.

D11. Annual Risk Survey

4 points

D12. Tree Risk Mitigation

5 points

D13. Mock Exercise

4 points

D14. Urban Forest Strike Team

5 points

D11. Annual Risk Survey

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 **C8f. Single-Issue Plans**), in order to identify potential hazards (follows ANSI A300 Part 9 & ISA BMP for Tree Risk Assessment).

Required documentation:

- On the application you must summarize survey methods, areas surveyed, tree problems documented.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #2, #15, #75, #88](#)

Value:
4 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 9 (9.4.3)
- [Urban & Community Forestry Society – Accreditation](#)

D12. Tree Risk Mitigation

During the year, city staff prioritized and performed or directed mitigation work for 100% of tree problems identified by staff (see **D11. Annual Risk Survey**) or reported by the public (see **D7. Tree Reporting Process**). Requires 100% of reported problems to be mitigated.

Required documentation:

- On the application you must summarize tree numbers and mitigation efforts.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #2, #15, #75, #88](#)

Value:
5 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 9 (9.4.3)
- [Urban & Community Forestry Society – Accreditation](#)

D13. Mock Exercise

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.

Required documentation:

- On the application you must describe disaster scenario and participants.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
4 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 9 (9.4.3)
- [Urban & Community Forestry Society – Accreditation](#)

D14. Urban Forest Strike Team

During the year, the 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. Both sending and receiving cities are eligible in the same year.

Required documentation:

- On the application you must describe process and summarize report findings.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
5 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D. Performing the Work: Recycling & Reuse



Select an activity to learn what you need to grow your investment and earn qualifying points.

D15. Tree Debris Recycling

4 points

D16. Public Installations

2 points

D17. Urban Wood Utilization

4 points

D18. Processing Facility

5 points

D15. Tree Debris Recycling

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.

Required documentation:

- On the application you must describe recycling program for woody debris, link to annual report.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #16 How to Recycle Shade Tree Materials](#)
- ✓ [Upcycle Urban Wood: Putting Urban Tree Waster to Work](#)

Value:
4 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 7 (7.2.1)
- [Urban & Community Forestry Society – Accreditation](#)

D16. Public Installations

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.

Required documentation:

- On the application you must describe or summarize how wood products are used on city property.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
2 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D17. Urban Wood Utilization

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), through city contract, public auction, or donation.

Required documentation:

- On the application you must provide types and quantities of wood products generated.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
4 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D18. Processing 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.). Eligible once per facility.

Required documentation:

- On the application you must describe partnership agreement and facility capacity.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
5 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D. Performing the Work: Protecting Trees



Select an activity to learn what you need to grow your investment and earn qualifying points.

D19. Tree Protection

4 points

D20. Enforcement Proceedings

3 points

D21. Tree Rescue

2 points

D19. Tree Protection

During the year, trees on public property and/or private commercial development sites were protected from construction damage 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. Ordinance Clauses** or **C4. Private Tree Protection Ordinance**).

Required documentation:

- On the application you must summarize tree protection and inspection program.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #7, #8, #20, #31, #35, #88, #93](#)

Value:
4 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 5 & 9 (5.4.2, 9.3.3, 9.5.1)
- [Urban & Community Forestry Society – Accreditation](#)

D20. Enforcement Proceedings

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. Eligible once per development project.

Required documentation:

- On the application you must describe violation(s), required mitigation, and action taken by city.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
3 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D21. Tree Rescue

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. Eligible for 2 points per year, regardless of number of trees moved.

Required documentation:

- On the application you must describe number, species, sizes, and methods for moving trees.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
2 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D: Performing the Work: Natural Areas



Select an activity to learn what you need to grow your investment and earn qualifying points.

D22. Land Stewardship

2 points

D23. Restoration Work

3 points

D24. Forest Health Management

4 points

D25. Openspace Acquisition

5 points

D22. Land Stewardship

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.

Required documentation:

- On the application you must describe activities performed, areas included.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #27 How to Manage Community Natural Areas](#)

Value:
2 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 6 (6.3.1)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Natural Areas

Return to
Performing the Work

D23. Restoration Work

During the year, city staff or nonprofit 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. Young Tree Training**).

Required documentation:

- On the application you must describe treatments, areas included, objectives.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
3 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D24. Forest Health Management

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.).

Required documentation:

- On the application you must describe area, prescription, and treatments.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
4 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

D25. Openspace Acquisition

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.

Required documentation:

- On the application you must describe tract(s) acquired, ecological significance.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
5 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Natural Areas

Return to
Performing the Work

E. The Community Framework



Select category to learn what activities can earn qualifying points and increase your investment in your community.

Collaboration

Volunteers

Outreach

Awareness

Education

E. The Community Framework: Collaboration



Select an activity to learn what you need to grow your investment and earn qualifying points.

E1. Citizen Tree Board

10 points

E2. Departmental Communication

3 points

E3. Non-Profit Tree Group

10 points

E4. Cooperative Partnership

4 points

E5. Alliance for Community Trees Membership

1 point

E1. Citizen Tree Board

During the year, the city established by ordinance (see **C1-b. Ordinance Clauses**) 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.

Required documentation:

- On the application you must describe structure of board, provide link to ordinance section.

Upload:

- Required – PDF of ordinance section.

Resources:

- ✓ [Tree City USA Bulletin #54, #60, #70, #78](#)

Value:
10 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 1 (1.1.2)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Collaboration

Return to
The Community
Framework

E2. Departmental Communication

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.

Required documentation:

- On the application you must summarize meetings, topics covered, and departments included.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin #8, #63, #90](#)

Value:
3 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 11 & 13 (11.2.1, 11.3.2, 13.1.2)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Collaboration

Return to
The Community
Framework

E3. Nonprofit Tree Group

During the year, an independent nonprofit 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. Eligible once per organization.

Required documentation:

- On the application you must describe organization, leadership, programs offered, provide link to website.

Upload:

- Required – PDF of charter or articles of incorporation.

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
10 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E4. Cooperative Partnership

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) nonprofit tree group
- e) private nursery, wood processor, or arboriculture firm

Required documentation:

- On the application you must describe partnership and expected outcomes.

Upload:

- Required – A PDF of agreement.

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
4 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
 - ✓ Objective 8: Urban and Community Forest Planning
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Collaboration

Return to
The Community
Framework

E5. Alliance for Community Trees Membership

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

Required documentation:

- On the application you must provide quote from official membership letter.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)
- ✓ [Alliance for Community Trees](#)

Value:
1 point

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E. The Community Framework: Volunteers



Select an activity to learn what you need to grow your investment and earn qualifying points.

E6. New Tree Board Member

2 points

E7. Service Organizations

2 points

E8. Volunteer Tree Care

4 points

E9. Volunteer Coordinator

5 points

E10. Citizen Science

3 points

E6. New Tree Board Member

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

Required documentation:

- On the application you must list new member(s) added, with roles or qualifications, if required.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin How to Grow a Great Tree Board](#)
- ✓ [Tree City USA Bulletin Embracing Diversity](#)

Value:
2 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E7. Service Organizations

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. Not eligible with **E8. Volunteer Tree Care** for same projects.

Required documentation:

- On the application you must describe project(s) and the organization sponsoring/leading the event(s).

Upload:

- Optional

Resources:

- ✓ [Alliance for Community Trees](#)

Value:
2 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E8. Volunteer Tree Care

During the year, a program (e.g., 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, and watering. Program is managed by either city staff or nonprofit partner organization (see **E3. Nonprofit Tree Group**), and volunteer opportunities are regular and ongoing. Not eligible with **E7. Service Organizations** for same projects.

Required documentation:

- On the application you must describe program, volunteers, training, and annual accomplishments.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin How to Work with Volunteer Effectively](#)

Value:
4 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E9. Volunteer Coordinator

During the year, the city or its nonprofit 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. Eligible once per organization.

Required documentation:

- On the application you must list title, job description, individual hired, and duties.

Upload:

- Required – PDF of the job description.

Resources:

- ✓ [Tree City USA Bulletin How to Work with Volunteer Effectively](#)

Value:
5 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E10. Citizen Science

During the year, the city or its nonprofit 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. Not eligible with **D3. Survival Monitoring**.

Required documentation:

- On the application you must describe initiative, what data was collected, summarize findings.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)
- ✓ [Civic Science in Urban Forestry: An Introduction](#)
- ✓ [Citizen Science – US Forest Service](#)

Value:
3 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Volunteers

Return to
The Community
Framework

E. The Community Framework: Outreach



Select an activity to learn what you need to grow your investment and earn qualifying points.

E11. Public Tree Care Guide

6 points

E12. Community Forestry Report

3 points

E13. Publications

3 points

E14. Publicity Campaign

5 points

E15. Environmental Equity

4 points

[Return to
The Community
Framework](#)

[Return to
main categories](#)

E11. Public Tree Care Guide

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. Revisions are eligible under **E13. Publications**.

Required documentation:

- On the application you must describe guide, provide link to online version.

Upload:

- Required – PDF of publication.

Resources:

- ✓ [Tree City USA Bulletin](#)
- ✓ [Tree Owner's Manual](#)

Value:
6 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E12. Community Forestry Report

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.

Required documentation:

- On the application you must summarize report findings, describe presentation.

Upload:

- Required – PDF of report.

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
3 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Outreach

Return to
The Community
Framework

E13. Publications

During the year, the city or nonprofit 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.). Eligible for new publications or revisions.

Required documentation:

- On the application you must describe publication content.

Upload:

- Required – PDF of report.

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
3 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Outreach

Return to
The Community
Framework

E14. Publicity Campaign

During the year, the city or nonprofit partner launched a media campaign to inform citizens about the importance of community forestry, tree planting, tree care, or other important tree issues in the community. Eligible once per campaign.

Required documentation:

- On the application you must describe the issue and the campaign.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin Creative Marketing Campaigns](#)

Value:
5 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E15. Environmental Equity

During the year, the city or nonprofit partner conducted a series of community outreach efforts (such as surveys, meetings, social media, trainings, etc.) for 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. Suitable for persistent outreach efforts that build trust.

Required documentation:

- On the application you must describe outreach efforts and results.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)
- ✓ [Fair Forests Consulting](#)
- ✓ [American Forests – Tree Equity Score](#)

Value:
4 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Outreach

Return to
The Community
Framework

E. The Community Framework: Awareness



Select an activity to learn what you need to grow your investment and earn qualifying points.

E16. Tree Festival

4 points

E17. Interpretive Program

2 points

E18. Awards Program

2 points

E19. External Recognition

2 points

E20. Arbor Day Events

2 points

E16. Tree Festival

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

Required documentation:

- On the application you must describe festival and how trees were a central theme.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin How to Spruce Up Your Arbor Day](#)

Value:
4 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Awareness

Return to
The Community
Framework

E17. Interpretive Program

During the year, the city or nonprofit 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.

Required documentation:

- On the application you must describe program(s), attendance, and frequency.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin How to Interpret Trees](#)
- ✓ [Tree City USA Bulletin Be A Citizen Naturalist](#)

Value:
2 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E18. Awards Program

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

Required documentation:

- On the application you must summarize awards ceremony or proceedings.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin](#)

Value:
2 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E19. External Recognition

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.

Required documentation:

- On the application you must describe award and project or program recognized.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin Community Engagement](#)

Value:
2 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E20. Arbor Day Events

During the year, the city or nonprofit partner conducted additional Arbor Day events — beyond the official city observance — at local primary or secondary schools. Do not count the official community Arbor Day event or ceremony.

Required documentation:

- On the application you must describe additional events, locations, dates number of students reached.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin How to Spruce Up Your Arbor Day](#)
- ✓ [Tree City USA Bulletin Community Engagement](#)

Value:
2 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E. The Community Framework: Education



Select an activity to learn what you need to grow your investment and earn qualifying points.

E21. Tree Care Workshops

3 points

E22. Education Facility

5 points

E23. Youth Education

2 points

E24. Outdoor Classroom

2 points

E21. Tree Care Workshops

During the year, the city or nonprofit 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. Two or more education events required to be eligible.

Required documentation:

- On the application you must describe workshops, intended audience, content, attendance.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin Learning Opportunities in Urban Forestry](#)
- ✓ [Tree City USA Bulletin How to Interpret Trees](#)
- ✓ [Tree City USA Bulletin Be A Citizen Naturalist](#)

Value:
3 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E22. Education Facility

During the year, the city or nonprofit 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. Eligible once per facility.

Required documentation:

- On the application you must describe facility and the educational focus on trees, woodlands, or forests.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin Learning Opportunities in Urban Forestry](#)
- ✓ [Tree City USA Bulletin How to Interpret Trees](#)
- ✓ [Tree City USA Bulletin Be A Citizen Naturalist](#)

Value:
5 points

Eligibility:
One Time Only

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E23. Youth Education

During the year, the city or nonprofit 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.

Required documentation:

- On the application you must describe education program, lessons delivered, attendance.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin Learning Opportunities in Urban Forestry](#)
- ✓ [Tree City USA Bulletin How to Interpret Trees](#)
- ✓ [Tree City USA Bulletin Be A Citizen Naturalist](#)

Value:
2 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

E24. Outdoor Classroom

During the year, the city or nonprofit 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.

Required documentation:

- On the application you must describe outdoor classroom(s) installed.

Upload:

- Optional

Resources:

- ✓ [Tree City USA Bulletin Learning Opportunities in Urban Forestry](#)

Value:
2 points

Eligibility:
Each Year

Connection to other programs:

- [Sustainable Forestry Initiative – Urban and Community Forestry Sustainability Standard](#)
- [Urban & Community Forestry Society – Accreditation](#)

Return to
Education

Return to
The Community
Framework



DATE:	November 20, 2025
TO:	Keep Shady Shores Beautiful
FROM:	Katie Klein, Administrative
SUBJECT:	Keep Texas Beautiful Affiliate Requirements

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Consider and act on 2026 Affiliate Recognition requirements

ATTACHMENTS/SUPPORTING DOCUMENTATION:

- FINAL 2025 Recognition Flyer (2)

REVIEWED BY:



Reporting period January 1, 2024 - December 31, 2024

KTB affiliates will receive Good, Silver Star or Gold Star standing for 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 1/1/2024, all affiliates who became official after this date do NOT need to complete Affiliate Recognition.

- Pay \$200.00 annual dues **no later than February 27, 2025** (QuickBooks invoices will be emailed to coordinators in January 2025)
- Complete and submit the KTB Annual Report online **no later than February 27, 2025**
- Must complete **TWO** of the following options:
 - Participate in at least one endorsed event or educational outreach. Examples include but are not limited to:
 - Hosting a cleanup: Great American Cleanup, Keep Texas Waterways Clean, KTB Fall Sweep, Don't Mess With Texas Trash-Off
 - Hosting a collection/recycling/planting event: America Recycles Day, Texas Recycles Day, E-Waste Collection, Arbor Day, Household Hazardous Waste Collection, Pharmaceutical Take Back
 - Educational outreach: Educational booth at an event or business, presenting to a school or organization, hosting a virtual learning event such as a webinar or workshop, leading a lesson to youth
 - Attend 4 hours of approved virtual or in-person training in 2024 (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 litter survey or cleanup litter audit in 2024 (i.e. litter index, windshield survey, or any other assessment to measure the level of litter in your community or collected at a cleanup event.)

SILVER STAR recognition:

- All requirements for Good Standing met
- Must complete **ONE** of the following options:
 1. Submission of **TWO** 2025 Beautify Texas Awards (awards open October-November 2024)
 2. Complete one of the three Star online questions through the Annual Report
 - Categories: **Youth Engagement, Evaluating Your Impact, Recycling Programming**
 3. Attended 8 hours of approved virtual or in-person training in 2024
 4. Have completed the affiliate feedback survey in October 2024

GOLD STAR recognition:

- All requirements for Good Standing AND Silver Star 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 1/1/2025 and 2/27/2025** and be written on letterhead. This letter will need to be a pdf or scanned and uploaded to the recognition survey.
- Must complete **ONE** of the following options:
 1. Complete an additional of the three Star online questions through the Annual Report (two total categories)
 - Categories: **Youth Engagement, Evaluating Your Impact, Recycling Programming**
 2. Participate in KTB Affiliate Mentorship Program as an Affiliate Mentor
 3. Attended 12 hours of approved virtual or in-person training in 2024
 4. Keep America Beautiful affiliate in Good Standing

Recognition collateral materials, annual dues and report must be submitted online by **February 27, 2025.**

Please contact Corinne Pierce, Program Manager, (corinne@ktb.org) for questions.



DATE:	November 20, 2025
TO:	Keep Shady Shores Beautiful
FROM:	Katie Klein, Administrative
SUBJECT:	Shady Lane Parklet

<u>BACKGROUND/INFORMATION:</u>
<u>FINANCIAL IMPLICATIONS:</u>
<u>RECOMMENDATION/ACTION DESIRED:</u>
<u>ATTACHMENTS/SUPPORTING DOCUMENTATION:</u>
None
<u>REVIEWED BY:</u>