



Memorandum

To: Development Services and Planning Committee
Finance Department

From: Kimberly Flom, RLA/ASLA

Date: August 12, 2010

Subject: Tree Mitigation Account Policy

Tree Mitigation Account Policy

Tree Mitigation Account # 010-0000-229-1100
Liability Account – Prepare Check Request with Invoice Attached

General Policy

- Tree Mitigation Account funds to be administered by the Development Services Department.
- Development Services to request from Finance the amount of funds available in tree mitigation account at the end of each budget year.
- Development Services to solicit tree planting projects from different departments in Fall and Winter (details, quantities and costs required).
- List of proposed projects to be discussed and evaluated in Development Review meetings.
- Development Review group to establish shortlist of priority projects. That list will be presented to the Village Board for approval.
- Development Services to work with corresponding Departments to complete the approved tree projects.
- Development Services to track all projects and funds used from the account to confirm that the monies are used to plant trees on public property throughout the Village.
- Tree Mitigation Funds should be used primarily in areas that would normally not get trees. The funds cannot be used to fund capital improvement projects that would require trees and/or mitigation trees per Land Development Code. Examples of potential projects include – parkway tree plantings**, tree plantings in completed parks, tree plantings around detention ponds or in other public spaces.
- ** Parkway tree projects are only eligible if they meet the following criteria:
 - Project size must be a minimum of one block or similar dimension stretch of right of way.
 - Priority will be given to streets that have either lost over 50% of parkway trees or never had parkway trees.