



## MEMORANDUM

**To:** Development Services and Planning Committee  
Village Finance Department  
**From:** Karie Friling, Development Services Department Director  
**Date:** February 20, 2017  
**Subject:** Tree Preservation and Green Infrastructure Account Policy Update

### **TREE PRESERVATION AND GREEN INFRASTRUCTURE ACCOUNT POLICY**

Tree Preservation and Green Infrastructure Account  
Account # 010-0000-223100  
Liability Account – Prepare Check Request with Invoice Attached

### **GENERAL POLICY**

- Tree Preservation and Green Infrastructure Account funds shall be administered by the Development Services Department.
- Tree Preservation and Green Infrastructure Account shall be used to support Village-initiated tree planting and green infrastructure projects located on public property within the Village of Orland Park.
- Funds cannot be used to support capital improvement projects that would require trees and/or mitigation trees per Land Development Code.

### **PROJECT REVIEW, APPROVAL AND EXECUTION**

- Development Services shall request from Finance the amount of funds available in the Tree Preservation and Green Infrastructure Account at the end of each budget year.
- Development Services shall solicit green infrastructure and tree planting projects from Village Departments throughout the year on a quarterly basis.
- A list of proposed projects shall be discussed and evaluated during Development Review meetings.
- A Development Review group shall establish a shortlist of priority projects, which will be presented to the Village Board for approval.
- The Village shall issue RFPs or work with Village Departments to design and complete Board approved green infrastructure and/or tree planting projects.
- Development Services to track all projects and funds used from the account to confirm that the funds are used on approved projects.