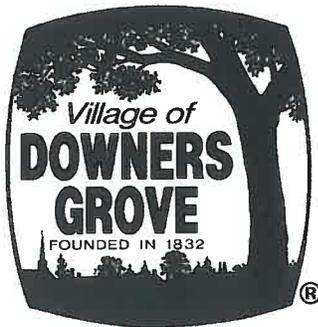


## INTRODUCTION TO THE URBAN FORESTRY AND MUNICIPAL LANDSCAPE MAINTENANCE PROGRAM

The Village of Downers Grove is located in west suburban DuPage County Illinois, only 22 miles west of downtown Chicago. O'Hare and Midway airports are conveniently close by and offer international access. In addition to the rail service that travels through the center of the Village, Downers Grove is located at the intersection of the North-South Tollway (I-355) and the East-West Tollway (I-88), and is not far from the Tri-State (I-294) and Stevenson (I-55) Expressways.



Downers Grove provides an ideal location for its residents. It is a well-planned community with a stable population base of nearly 48,000 residents, award winning education districts, abundant recreation opportunities, unique shops and restaurants, and low property taxes. The Village has a proud heritage and a long history that spans more than 175 years. Trees are an important part of this heritage as evidenced by the very name of the Village and the tree-based theme of the Village logo.

Throughout Downers Grove and other Chicagoland communities, the urban forest is comprised of the parkway trees, residential trees, park trees and greenbelt vegetation. Trees of the urban forest provide many benefits. Over the past 20 years, several research studies have quantified the value of these benefits to the health of urban dwellers and to the economy of a community. Beyond aesthetics and creating habitats for wildlife, trees perform important functions that protect and enhance an urban dweller's health and property. Trees clean the air by absorbing air pollutants (such as ozone, nitrogen oxides, and sulfur dioxide), releasing oxygen, and intercepting particulate matter (such as dust or pollen). Trees are important storage sites for carbon dioxide, the primary greenhouse gas, as woody and foliar biomass as they grow. Trees reduce stormwater runoff and erosion by intercepting precipitation before it reaches the ground. Intercepted water evaporates, drips from leaf surfaces, and flows down stem surfaces to the ground. This interception lessens the force of storms and reduces runoff and erosion. Tree roots also hold soil in place and decaying leaves form an organic layer on the ground that allows water to percolate into the soil. Trees modify local climate, chiefly by lowering air temperature and increasing humidity. Shade from trees also has the added benefit of lowering the concentrations of ozone, which increases as air temperatures increase. By cooling air and shading impervious surfaces (such as pavement and buildings), the rate of ozone formation is reduced. Strategically placed trees can increase energy efficiency by maximizing summer shade, minimizing winter shade, and reducing wind speeds. By reducing the demand for air conditioning and heating, power plant emissions of carbon dioxide can be reduced.

Trees of the urban forest provide real economic benefits. The value of houses on lots with trees is usually higher than the value of comparable houses on lots without trees. For office buildings, studies have concluded that good landscaping aesthetics and building shade provided by trees had a positive effect on rental rates. In commercial areas, studies have shown that shoppers linger longer along a shaded avenue than on one barren of trees. A national study evaluated public perceptions, patronage behavior intentions, and the amount consumers were willing to pay for a product in relationship to the varied presence of trees in retail streetscapes. Results suggest that consumer behavior is positively correlated with streetscape greening on all of these cognitive and behavioral dimensions. Shaded thoroughfares are not only more physically comfortable but also psychologically more attractive. An abundance of trees “says something” about a community and makes it more appealing to newcomers as well as residents.

Managing the urban forest in order to obtain the maximum in benefits requires effort and dedication. Trees are a recognized asset to a community, and require care and regular maintenance to remain an asset and increase in value. A summary report of a 2014 Municipal Tree Survey that asked city representatives a series of questions regarding the extent of their urban forest resource and their efforts to manage it can be found in *Municipal Tree Care and Management in the United States* special publication from the University of Wisconsin – Stevens Point (the full report at <https://www.uwsp.edu/cnr/Pages/Forestry---MTCUS.aspx> ). The report provides a baseline for communities to compare tree populations, management costs, and the approaches taken by others. Approximately 60% of communities with populations between 10,000 and 100,000 residents reported using a systematic approach which includes planting, pruning, removal and the treating of trees. Overall 63% of communities reported the schedule for tree work was continuous.

The Village of Downers Grove has a systematic and professional urban forestry program that has been very well supported and active for more than five decades. This systematic tree management program has been in written format for more than two decades, and documents the pre-planned practices, goals, and activities in the Urban Forestry and Municipal Landscape Maintenance Program manual. Chapter 1 provides a brief introduction and background information to the program as a whole. Discussed items include the physical environment in the Village, staffing levels, forestry policies, goals, municipal codes related to trees, and annual forestry budgets. Subsequent chapters each detail a specific area of the program such as planting or pruning. The manual is updated annually and is made available electronically on the Village’s website, and as a printed hard copy at the local Downers Grove public library.

## HISTORY OF DOWNERS GROVE

Downers Grove's first settler was Pierce Downer, a man from New York State who came to Illinois seeking farmland in 1832. He camped in an oak grove on the prairie and staked his claim. As the news filtered back to the east of the fertile farmland available in Downer's Grove, other families arrived. Most of the early settlers came from New England and upper New York State. Many of those early families' names are still represented in Downers Grove, including Blodgett, Curtiss, Carpenter, Dodge, Bush, Peet, Aldrich and others.

The pioneer families coexisted in friendly relations with the Potawatomi Indians. Pierce Downer received friendly hospitality from both Chief Shabbona and Chief Waubonsee and the Potawatomis, and was known to camp at the junction of two Indian trails.

Education was of primary importance to these settlers and schools were founded in 1835. In 1836, there were four taverns in the area that was to become Downers' Grove Township. In 1845, the first store opened. The community steadily grew. Two good roads led to Downer's Grove, the Southwest Highway (Ogden Avenue), which in 1851 was a plank road, and the other Maple Avenue.

Many of these early settlers were abolitionists, strong in their anti-slavery beliefs. As a result, a number of their homes were safe havens for runaway slaves as stations on the Underground Railroad, the final stop before reaching Chicago.

During the Civil War, the inhabitants of this very small village arose to the challenge by sending 119 men to fight with the Union forces. At age 54, Captain Walter Blanchard raised a company and led them into battle. He was killed at Ringgold Gap. Although unlikely that his body was shipped home, a gravestone is his memorial at the Main Street Cemetery.

The Chicago, Burlington and Quincy Railroad was extended from Aurora to Chicago through Downers Grove during the Civil War. This was the single most important influence on connecting Downers Grove with the City of Chicago. The settlement grew and in March 1873, Downers Grove was incorporated as a village.

The website [http://www.dupagehistory.org/dupage\\_roots/Downers%20Grove\\_7.htm](http://www.dupagehistory.org/dupage_roots/Downers%20Grove_7.htm) has more extensive information.

In 2003, the Downers Grove Historical Society published a book titled Downers Grove Revisited which extensively details the arrivals of the early settlers, and describes the Village's growth to its current size of almost 50,000 residents.

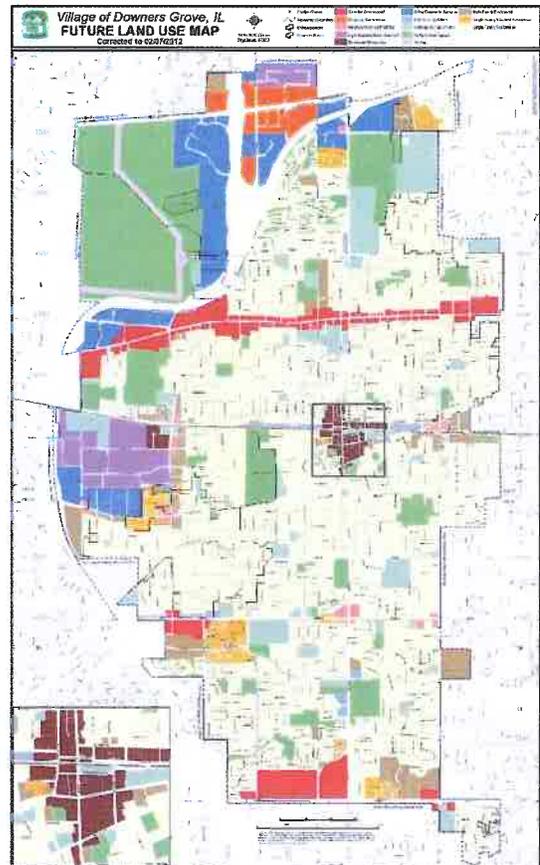
The Downers Grove Historical Society is located at 831 Maple Avenue, (phone 630-963-1309), an 11-room Victorian home built in 1892. The society's museum provides a connection between the town's history and local, state, regional and national history. Admission is free. People of all ages with an interest in history are invited to join the Downers Grove Historical Society. The following website provides more information: <http://www.downersgrovehistory.org/>

## LAND USE IN DOWNERS GROVE

Incorporated Downers Grove is approximately 14.4 square miles with 167 miles of streets and over 15,000 single family residences. The Village is approximately 6 miles long and 3.5 miles wide. The majority of Downers Grove contains residential land use patterns. Streets with parkways adequate for growth of larger trees are present in most residential neighborhoods. Various Village maps can be found at: <http://www.downers.us/govt/forms-publications/mapping-and-gis>

## UNINCORPORATED AREAS WITHIN DOWNERS GROVE BOUNDARY LIMITS

Several areas are still unincorporated but are within the boundary limits of the Village of Downers Grove. Parcels in these areas are incorporating with new construction and as adjacent parcels annex.



## RESIDENTIAL DENSITY AND CONSTRUCTION

Though the boundaries for the Village are fixed, the density of residential housing units continues to increase. Large tracts of land are still available and are being subdivided, as well as large single lots are being split into two. This is occurring in both incorporated and unincorporated Downers Grove. Though growth has slowed in the last decade, several subdivisions of 3 to 20 houses are under construction annually. A continuing trend has been teardowns, where existing houses are removed and replaced with larger, more modern houses.

## **SOILS OF DOWNERS GROVE**

Soils of Downers Grove are generally silty and clayey soils formed in glacial till. Soil survey maps are in the Soil Survey of DuPage County, Illinois, which can be found at the following:

<https://www.nrcs.usda.gov/wps/portal/nrcs/surveylist/soils/survey/state/?stateId=IL>

In the predominantly older sections of the Village, the most frequent soil type listed on the soil survey maps is 854B Markham-Ashkum-Beecher complex. The taxonomic class of each is as follows: Markham is a Mollic Oxyaquic Hapludalf, Ashkum is a Typic Endoaquoll, and Beecher is a Udollic Epiaqualf. This Markham-Ashkum-Beecher complex soil is typically silt loam or silty clay loam material over underlying silty clay loam or clay loam. In areas where subdivisions have been built in the last 40 or so years, the most frequent soil type listed on the soil survey maps is 805B Orthent (the name is also its taxonomic class). This soil type is silty clay over silty clay loam or clay. A variety of other soils listed on the maps tend to be silt loams with underlying silty clay loam or clay loam.

## **HARDINESS ZONE OF DOWNERS GROVE**

Plants are rated by their hardiness to low temperatures. Hardiness ratings are used as a guide to a plant's use in an area and determining a plant's potential survival. Downers Grove is located in the USDA plant hardiness zone 5b, as shown on the 2012 USDA Plant Hardiness Zone Map at the website: <http://planthardiness.ars.usda.gov/PHZMweb>. With recent climate changes, the Arbor Day Foundation's 2015 Hardiness Zone Map has Downers Grove in the transition border area between Zone 5 and Zone 6, which can be viewed at <http://www.arborday.org/media/zones.cfm>.

## **DOWNERS GROVE GOVERNMENT**

The Village of Downers Grove operates under a Council-Manager form of government, which combines the strong political leadership of elected officials (Mayor and Village Council) with the managerial experience of an appointed Village Manager. The Council consists of a Mayor and six Commissioners who are elected to four-year terms. The Mayor, Villager Council and Village Manager constitute a policy-development and management team, with the Mayor and Council acting as the policy makers, and the Village Manager executing those policies in his/her management of the day-to-day operations of the Village .

## **PUBLIC WORKS DEPARTMENT**

The Public Works Department has several divisions including Engineering, Permits, Forestry and Grounds, Street Construction, Stormwater Management, Water, Traffic, Fleet Services, and Public Service Response. The department has over 60 full-time employees.

### **FORESTRY AND GROUNDS DIVISION STAFF**

Staff of the Forestry and Grounds Division professionally manages the municipal urban forest and landscape, and implements the maintenance program. At one time, there was no forestry staff. In 1966, the Village hired John C. Van Camp with Midwest Shade Tree Consultants to survey and inventory the parkway trees. The survey was completed in 1967 and identified 9,382 parkway trees. By 1969, John C. Van Camp was hired as the Village Forester. Subsequent foresters include Paul Appelt (1976 to 1985) and Steve Ruffolo (1985 to 1993). All have contributed to and have helped shape the program into what it is today.

By 1990, the Forestry division expanded to include the Grounds division. Since then, restructuring and changes in personnel have occurred and are diagramed on the following page. Currently, the Forestry and Grounds Division consists of:

Kerstin G. von der Heide, Village Forester since 1993, Assistant Forester 1990 to 1993,  
M.S. in biology, B.S. in geography-soil science, ISA certified arborist and  
municipal specialist

Mike Neumann, Assistant Forester, A.S. in ornamental horticulture, ISA certified arborist

Mark Nickels, Maintenance Worker II, ISA certified arborist

Charlie Reed, Maintenance Worker I, A.S. in ornamental horticulture, ISA certified  
arborist

Jake Hendrix, Maintenance Worker I, Class C Water Operator

Ryan Zeuske, Maintenance Worker I, automotive technology

Primary job functions for the following are:

- *Village Forester*: Responsible for Downers Grove's urban forestry and landscape maintenance program and all work related to tree care and landscaping, including developing specifications for all tree and landscape work performed by contractual services, supervising the Assistant Forester and Maintenance Workers, maintaining and updating tree inventory and work records, and interacting with and informing the public of important tree issues.
- *Assistant Forester*: Responsible for on-site inspections of parkway trees and provides recommendations on tree planting, pruning, and removals. Supervises tree planting,

pruning, removal and tree care work of crews. Updates tree inventory and maintains tree related work records. Performs tree pruning, removal, tree maintenance and related work as required.

- *Maintenance Workers*: Performs tree and landscape maintenance activities using tools and powered equipment. This reoccurring work entails planting vegetation, pruning and cutting vegetation, removing trees and storm damage debris, and landscape and hardscape repair in the Downtown District. Also includes winter snow and ice removal activities.

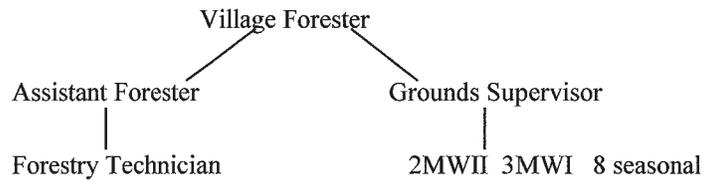
Required licenses and certifications include the following:

- All 6 full-time employees require CDL driver's licenses with air brake and tanker endorsements. Driver's licenses are renewed every 4 years.
- The Village Forester and Assistant Forester positions require Illinois Department of Agriculture pesticide applicator license while Maintenance Workers positions require Illinois Department of Agriculture pesticide operator license. Pesticide licenses are renewed annually and retesting is required every 3 years. In order to supervise and oversee all required pesticide applications, the Village Forester's applicator license must have several categories including ornamental, turf, right-of-way and mosquito.
- The Village Forester and Assistant Forester positions require International Society of Arboriculture (ISA) arborist certification. Currently, 3 of the 5 Maintenance Workers have voluntarily also obtained ISA arborist certification. Requirements for ISA arborist certification include having a minimum of 3 years experience in some aspect of tree care and passing an exam developed by an international panel of experts. ISA arborist certification is renewed every 3 years provided the individual obtains 30 Continuing Education Units (CEUs) during this 3 year period. Various seminars, classes, and written publications are available for CEUs annually.
- In addition, the Village Forester has also obtained ISA Municipal Specialist certification which requires an additional 12 CEUs in the 3 year timeframe.

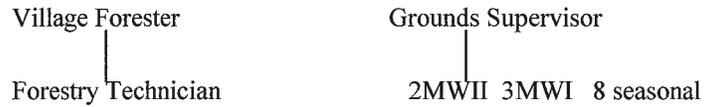
In order to remain current on topics within the field, all attend several pertinent seminars and workshops annually.

## Personnel Structure and Changes by Fiscal Year

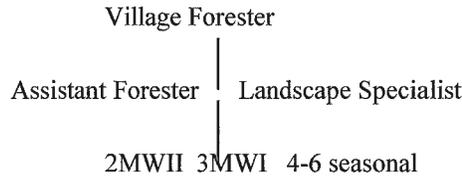
1990 to 1993



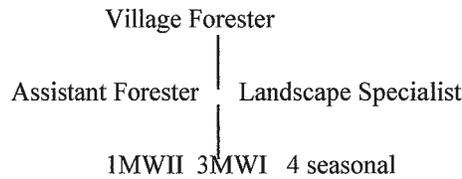
1993 to 1998



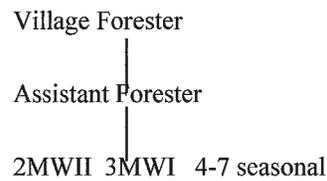
1998 to 2002



2002 to 2003



2003 to 2009



2010 thru 2020



## **STATE STATUTES PERTAINING TO URBAN TREES**

The State of Illinois has statutes pertaining to urban trees. Copies can be found at the website for Illinois Compiled Statutes at <http://www.ilga.gov/legislation/ilcs/ilcs.asp>

A pertinent one includes:

5 ILCS 490/10 Arbor and Bird Day - The last Friday in April of each year is designated as Arbor and Bird Day to be observed throughout Illinois as a day for planting trees, shrubs, and vines, and to show the value of trees and birds and the necessity of their protection, thus contributing to the comforts and attractions of Illinois

## **DOWNERS GROVE FORESTRY RESOLUTION**

In 1978, the Village passed resolution 78-34 establishing certain forestry policies concerning the value, preservation, and function of the urban forest in Downers Grove. Village Council has continued to support the forestry resolution and has passed several updates over the years, most recently in 1991, 1996 and 2004. The most current resolution follows along with the original.



# Village of Downers Grove

## Official Village Policy Approved by Village Council

Description:	Forestry	
Res. or Ord. #:	Res. 2004-60	Effective Date: <u>September 21, 2004</u>
Category:		
	<input type="checkbox"/> New Council Policy <input type="checkbox"/> Amends Previous Policy <input checked="" type="checkbox"/> Dated: <u>August 9, 1991, July 8, 1996</u>	
	Description of Previous Policy (if different from above):	
	<u>Forestry Policies</u>	

### **A RESOLUTION ESTABLISHING CERTAIN AMENDED FORESTRY POLICIES OF THE COUNCIL OF THE VILLAGE OF DOWNERS GROVE, ILLINOIS**

WHEREAS, the Council of the Village of Downers Grove has determined that it is necessary to establish certain policies concerning the value, preservation, and function of the parkway trees of the urban forest in Downers Grove; and

WHEREAS, the development of a comprehensive urban forestry program for the Village is important in acknowledging the ongoing value of trees as a capital asset, and protecting and maximizing the benefit of the assets to the Village; and

WHEREAS, the systematic care and maintenance of the parkway trees of the urban forest is recognized as a primary element in a comprehensive urban forestry program; and

WHEREAS, long range planning efforts designed to increase the capital and aesthetic values of the urban forest is encouraged; and

WHEREAS, the Village Council has, on July 29, 1991, previously adopted Resolution 91-31 entitled "A Resolution Establishing Certain Forestry Policies of the Council of the Village of Downers Grove, Illinois" and on July 8, 1996, previously adopted Resolution 96-41 entitled "A Resolution Establishing Certain Amended Forestry Policies of the Council of the Village of Downers Grove, Illinois; and

WHEREAS, the Village Council has determined that it is necessary and desirable to amend the policy as provided herein.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Downers Grove, in DuPage County, Illinois, as follows:

1. Develop and maintain a street corridor where tree foliage lines and overhangs streets through proper maintenance and care practices of the parkway trees.
2. Sustain and perpetuate the parkway tree population by planting quality trees that are tolerant of urban conditions, that develop strong forms and branching patterns, and that have long life spans.
3. Prune parkway trees on a regular interval to improve tree health and appearance, provide adequate street and sidewalk clearance, increase tree longevity, reduce storm damage potential, reduce disease infestations, and reduce potential injury to human life.
4. Remove trees and stumps when trees are dead or declining, have lost structural stability, or are affected with infectious disease in order to maintain public safety and keep adjacent parkway trees healthy.
5. Promote health care management practices to monitor tree health, disease levels, insect and other pest populations, environmental stresses, and implement any control measures or apply treatments when appropriate to maintain healthy parkway trees.
6. Maintain and update a parkway tree inventory in order to further improve parkway tree maintenance.
7. Continue to obtain Tree City USA certification and celebrate Arbor Day.

BE IT FURTHER RESOLVED that the Village of Downers Grove will provide technical assistance of an advisory nature to Village residents desiring guidance in areas including, but not limited to the previous mentioned areas.

The validity of any action otherwise taken by the Council in accordance with applicable law shall not be invalidated, impaired, or otherwise affected by noncompliance with any part of procedures or policy set forth herein.

All resolutions or part of resolutions in conflict with this resolution are hereby rescinded.

Brian J. Krajewski, Mayor

Passed: September 21, 2004  
Attest: April Holden, Village Clerk

A RESOLUTION ESTABLISHING CERTAIN  
FORESTRY POLICIES OF THE COUNCIL  
OF THE VILLAGE OF DOWNERS GROVE,  
ILLINOIS

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78-34

WHEREAS, the Council of the Village of Downers Grove has determined that it is necessary to establish certain policies concerning the value, preservation, and function of the urban forest in Downers Grove; and

WHEREAS, the development of a comprehensive urban forestry policy for the Village is important in utilizing trees as an asset to the community and in maximizing the benefit derived from this asset; and

WHEREAS, the systematic care and maintenance of the urban forest is recognized as a primary element in a comprehensive urban forestry policy; and

WHEREAS, long range planning efforts designed to increase the capital and aesthetic values of the urban forest is encouraged;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Downers Grove, in Du Page County, Illinois, as follows:

(1) The trimming and pruning of trees promotes tree health and appearance, increases tree longevity, reduces disease infestation of trees, reduces storm clean up costs, and reduces potential injury to human life.

(2) Long range planning for tree planting is promoted in order to insure the perpetuity of the urban forest and to promote its use as a capital asset.

(3) Tree and stump removal is encouraged in those cases involving infection by Dutch Elm disease, tree decay, and irreparable damage to trees.

(4) Tree fertilization is encouraged to promote the health of the urban forest and to promote the growth of young trees.

(5) Insect disease control is promoted to provide systematic tree care by maintaining the health of the existing tree population and to reduce epidemic insect populations.

(6) The control of Dutch Elm disease through rapid removal of infected trees or preventative spraying is necessary in order to extend the useful life of the urban forest; and

BE IT FURTHER RESOLVED that the Village of Downers Grove will provide technical assistance of an advisory nature to Village residents desiring guidance in areas including, but not limited to the previous mentioned areas.

The validity of any action otherwise taken by the Council in accordance with applicable law shall not be invalidated, impaired, or otherwise affected by noncompliance with any part of procedures or policy set forth herein.

All resolutions or part of resolutions in conflict with this resolution are hereby rescinded.

  
Mayor

Passed: July 24, 1978

Approved: July 24, 1978

Attest: Barbara W. Walker  
Village Clerk

## **MUNICIPAL CODES - CHAPTER 24 TREES AND SHRUBS**

Municipal Codes have been passed regarding trees and can be found in Chapter 24 of the Downers Grove Municipal Codes manual. The codes define the public tree authority, list how trees shall be protected, and identify infectious diseased tree removal requirements. Municipal Codes can found at the Village's website: <http://www.downers.us/govt/municipal-code>

Municipal Codes are updated and revised as needs change. Chapter 24 Trees and Shrubs was significantly improved and reorganized in August 1996, and then in May 2005, and again most recently in November 2019.

The following pages contain the most recent version of Downers Grove Municipal Codes Chapter 24 for Trees and Shrubs.

Downers Grove Municipal Code

Chapter 24

TREES AND SHRUBS

Sections:

- 24.100.ART. In General.
- 24.101. Purpose.
- 24.102. Authority/Determination of appropriate trees and shrubs.
- 24.103. Tree Removal Permit.
- 24.104. General Provisions.
- 24.105. Infectious Disease Control.
- 24.106. Prevention of Injury to Trees-Public Right-of-Way
- 24.107. Violations.
- 24.108. Appeal.
- Section 24.100.ART. In General.

(Ord. 5781, Add, 11/12/2019)

**Section 24.101. Purpose.**

The purpose of this ordinance is to provide for the proper establishment of new trees, the protection and maintenance of existing trees and the timely removal of hazardous or infectious diseased trees on both public and private property. It is further intended to balance the property rights of individual property owners with those of the overall health, safety and welfare interests of the Village. Trees enhance and preserve the air quality of the Village through the filtering effect of trees on air pollutants, reduce noise within the Village through the baffle and barrier effect of trees on the spread of noise, reduce topsoil erosion through the soil retention effect of tree roots, reduce energy consumption through the wind break and shade effects, provide nesting areas for birds and other wildlife which in turn assist in the control of insects, reduce storm water runoff and the costs associated therewith, replenish ground water supplies and protect and increase property values.

For state law as to power of Village to plant trees, see Ill. Rev. Stat., ch. 24, § 11-72-1.

(R.O. 1925, § 204.)

(Ord. 5781, Renumbered, 11/12/2019; Ord. 4673, Amended, 05/17/2005; 4000, Amended, 01/19/1998; 3870, Amended, 08/05/1996)

**Section 24.102. Authority/Determination of appropriate trees and shrubs.**

The Village shall determine appropriate tree and shrub species, sizes, planting locations, and spacing distances for all plantings in the right-of-way of any street or alley and on all property owned or maintained by the Village. The Village Manager or designee shall have the power to promulgate and enforce rules, regulations and specifications concerning the planting, pruning, removal, spraying, maintenance and protection of trees and shrubs upon the right-of-way of any street or alley and upon all property owned or maintained by the Village. (R.O. 1925, § 206.)

(Ord. 5781, Renumbered, 11/12/2019; Ord. 4673, Amended, 05/17/2005; 4000, Amended, 01/19/1998; 3870, Amended, 08/05/1996)

## Downers Grove Municipal Code

### Section 24.103. Tree Removal Permit.

A tree removal permit shall be required for the removal of any tree on Village owned or maintained land. Any permit authorizing removal may be subject to such conditions as the Director of Public Works or his/her designee may deem necessary or appropriate to minimize damage to other trees or vegetation on a site, and may include the installation of protective fencing.

(a) *Tree Removal Application.* The application for tree removal permit shall contain:

- (1) Name and address of applicant;
  - (2) Commonly known address for the property where the tree sought to be removed is located;
  - (3) A written statement indicating the reason for removal of the tree(s);
  - (4) A general description of the tree(s) to be removed, including species and size; and
  - (5) Name and address of the contractor or other person who is proposed as having responsibility for the tree removal.
- (6) Provide two (2) copies of the plans and specifications showing the work to be completed; and
  - (7) Provide plans for tree protection of other trees in the immediate area.

(b) *Fees for Tree Removal Permit.* A tree removal permit fee shall be based upon the appraised value of each tree to be removed. The appraisal values shall be determined using the most current edition of the Guide for Plant Appraisal prepared by the Council of Tree and Landscape Appraisers.

(1) In the event a tree removal permit is sought in connection with work where no building permit is required, but a right-of-way permit may be required, there shall be no charge for such tree removal permit other than the appraised tree value. There are, however, costs associated with a right-of-way permit in Chapter 19.

(c) *Basis for Tree Removal Permit Approval.* The Village may approve an application for a tree removal permit under one or more of the following circumstances:

- (1) the tree is dead or dying;
- (2) the tree is diseased;
- (3) the tree is damaged or injured to the extent that it is likely to die or become diseased, or that it constitutes a hazard to persons or property;
- (4) removal of the tree is consistent with good forestry practices;
- (5) such other reason as the Director of Public Works or his/her designee deems appropriate.

For license requirement of tree removal see § 8-71 of this code. For planting of trees, shrubs, etc., in streets, see § 19-19.

(R.O. 1925, § 207.)

(Ord. 5781, Renumbered, 11/12/2019; Ord. 4852, Amended, 02/20/2007, his to his/her(s); Ord. 4673, Amended, 05/17/2005; Ord. 4525, Amended, 07/15/2003; 4000, Amended, 01/19/1998; 3870, Amended, 08/05/1996; 3429, Amended, 01/27/1992)

### Section 24.104. General Provisions.

Unless authorized by the Village, it shall be unlawful:

(a) For any person or entity to remove any tree on Village owned or maintained land without having obtained a tree removal permit.

(b) For any entity or person to plant, prune, remove, destroy, break, cut, deface, or in any way cause the demise, damage, injure or interfere with any tree, shrub or vegetation in any right-of-way of any street or alley or on any property owned or maintained by the Village, unless authorized by a valid permit. Any unauthorized plantings may be removed at the discretion of the Public Works Director or designee.

(c) For any entity or person to deposit, place, store or maintain upon the ground in the right-of-way of any street or alley or on any property owned or maintained by the Village, any stone, cement or other material which shall impede free passage of water and air to the roots of the tree within the Critical Root Zone or otherwise cause damage to the tree, defined in Section 24.106.

## Downers Grove Municipal Code

(d) For any entity or person owning, maintaining or operating any gas pipes or mains laid beneath the surface of any parkway in the Village, to permit any leak to occur in such pipes. In the event that a leak exists or occurs in any pipe or main, the person owning or operating such defective pipe or main shall repair the same immediately and stop such leak in a manner so as to prevent a recurrence of the same after receiving notice from the Village that such leak exists or has occurred. Such person shall, promptly and within five (5) days after the receipt of such notice, stop such leak in a manner so as to prevent a recurrence thereof.

(e) For any entity or person to attach any rope, wire, electric wire, insulator or any other electric device for holding electric wire to any tree now or hereafter growing on any property owned or maintained by the Village. Exceptions may include seasonal holiday lights, permanent cable and bracing systems, and lighting protection systems. Every entity or person having any wire charged with electricity shall, whenever practicable, securely fasten the same so that such wire shall not come in contact with any tree in any street or alley in the Village. When it becomes necessary to prune branches of trees in any right of way of any street or alley or any property owned or maintained by the Village for the benefit of any person running wire through such trees, the pruning shall be done consistent with the most currently accepted arboricultural practices at the expense of the person owning the wires.

(f) It shall be unlawful for any person owning or controlling property in the Village to permit the growth of any tree or shrub in such manner as to (a) obstruct the reflection of street lights, (b) obstruct the view by motor vehicle operators of any traffic control device within the public right-of-way, (c) obstruct or interfere with the passage of persons or vehicles on the streets or sidewalks of the Village, or (d) create a dangerous condition for persons or property on public streets, sidewalks or other public property including, but not limited to, any tree or shrub or part thereof which is likely to fall on or across any public property. For the purposes of this section, "traffic control device" shall include, but not be limited to, any sign, signal, or opticom equipment, used to regulate, warn or guide traffic. Any person violating this section shall be required to prune or remove any such tree or shrub so that it will not create such an obstruction.

(1) When any person owning or controlling property in the Village fails to prune or remove any tree or shrub which is growing in such manner as to violate Section 24.104 (f) of this Code, the Village will notify the owner of the property of the violation. If the owner fails to prune or remove such tree or shrub within ten (10) days after receipt of notice, the Village will cause such tree or shrub to be pruned or removed, and any reasonable expense incurred by the Village for the pruning or removal, including any administrative costs incurred as set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule" to prune or remove the tree or shrub and in billing the owners for the cost, shall be a charge against the owner which may be recovered in an appropriate action at law. In addition to all other remedies provided by law, the Village shall have the right to place a lien on the property on which such tree or shrub was growing for the reasonable cost of the pruning or removal thereof. Such lien shall be superior to all other liens and encumbrances except tax liens. Within one hundred twenty (120) days after such cost is incurred, the Village shall cause to be filed a notice of lien in the office of the Recorder of Deeds of DuPage County. Such notice shall include the following information: (a) a description of the real estate sufficient for identification thereof; (b) the amount of money representing the cost and expense incurred or payable for the pruning or removal, including any administrative costs incurred in causing the pruning or removal and in billing the owner for the cost; (c) the date or dates which such cost and expense was incurred. The Village shall also provide a statement that the amount owed shall accrue interest at ten percent (10%) a year for each year the amount remains unpaid. Upon payment of the cost and expense by the owner of, or persons interested in, said real estate, after the notice of lien has been filed, the Village shall issue a release of such lien, which may be filed of record in said Recorder's office.

(g) For any entity or person to attach any sign, advertisement or notice to any public tree.

(R.O. 1925, § 211.)

(Ord. 5781, Renumbered, 11/12/2019; Ord. 5132, Amended, 04/20/2010; Ord. 4673, Amended, 05/17/2005; Ord. 4525, Amended, 07/15/2003; 4000, Amended, 01/19/1998; 3870, Amended, 08/05/1996; 3429, Amended, 01/27/1992)

### **Section 24.105. Infectious Disease Control.**

## Downers Grove Municipal Code

(a) Infectious, diseased trees declared public nuisance; duty of owner to cut trees.

Any live or dead tree on private property which is infected with an infectious disease, or which harbors vectors that transmit infectious disease (such as insects and other arthropods), is hereby declared to be a public nuisance injurious to the public health and welfare. Infectious disease includes, but is not limited to, Dutch Elm Disease, Elm Yellows, Oak Wilt, or Pine Wilt.

(b) Allowing infested trees to remain prohibited.

It shall be unlawful for any person owning or controlling any lot, tract or parcel of land to knowingly permit any and all trees, infected with infectious disease or vectors that transmit infectious disease, to remain on such property. It shall be the duty of such persons to see that all such trees are properly cut down and removed from the property. The failure to remove and destroy such trees shall constitute a violation of this section, and shall be punishable by fine or penalty in addition to such costs as may be incurred by the Village in enforcing and carrying out the provisions of this chapter.

(c) Inspection for infectious diseased trees.

In the event the Village has reasonable cause to believe, either by virtue of its appearance or otherwise, that any tree located within such Village is or might be infected with infectious disease or is or might harbor vectors that transmit infectious disease, the Village is hereby authorized and directed to enter on and upon any private or public property whereon such tree may be located for the purpose of inspecting such suspected tree, marking or identifying the tree, and removing therefrom samples or portions thereof so that same may be tested to establish whether or not such tree is in fact diseased.

(d) Notice to remove infectious diseased trees.

When any infectious live or infectious dead tree is discovered, the Village will give a written notice, which may be served personally or sent by certified mail, to the person to whom was sent the tax bill for general taxes for the last preceding year on the property. Such notice shall identify the property, by common description, the tree or trees affected.

(e) Removal of infected trees by Village; cost of removal to be lien.

In the event that any such infectious live or infectious dead diseased tree is not removed within thirty (30) days from the date of the delivery or sending of such notice, then the Village shall enter upon such property with a licensed tree service and cut down and remove such tree and invoice the property owner(s) for the cost thereof. Within one hundred twenty (120) days thereafter the Village shall file in the Office of the Recorder of Deeds of the County, a notice of lien which shall include the following information: (a) a description of the real estate sufficient for identification thereof; (b) the amount of money representing the cost and expense incurred or payable for the removal, including any administrative costs incurred as set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule" in causing the removal and in billing the owner for the cost; (c) the date or dates on which such cost and expense was incurred. The Village shall also provide a statement that the amount owed shall accrue interest at ten percent (10%) a year for each year the amount remains unpaid. Upon payment of the cost and expense by the owner of, or persons interested in, said real estate, after the notice of lien has been filed, the Village shall issue a release of such lien, which may be filed of record in said recorder's office. (R.O. 1925, § 210.)

(Ord. 5781, Renumbered, 11/12/2019; Ord. 5132, Amended, 04/20/2010; Ord. 4673, Amended, 05/17/2005; Ord. 4525, Amended, 07/15/2003; 4000, Amended, 01/19/1998; 3870, Amended, 08/05/1996; 3429, Amended, 01/27/1992)

### **Section 24.106. Prevention of Injury to Trees-Public Right-of-Way**

A. In the erection, alteration or repair of any building or structure, or the construction, installation, alteration or repair of any street, driveway, sidewalk, or utility, trees in the right-of-way or on any Village owned or maintained property shall be protected from damage or removal unless otherwise authorized by a Village permit. Suitable protection shall include a six (6) foot high temporary chain link construction fence secured to metal posts driven into the ground which are spaced no further than ten (10) feet apart. Tree crowns and trunks shall not suffer any branch or bark loss. Roots shall be protected from compaction, storage of materials, severing, regrading of the parkway or excavation within the Critical Root Zone. It shall be unlawful for any entity or person to sever roots, compact the soil, regrade the parkway or excavate within the

## Downers Grove Municipal Code

critical root zone of any tree in any right-of-way of any street without a valid permit during the erection, alteration or repair of any building or structure, or the construction, installation, alteration or repair of any street, driveway, sidewalk or utility.

The critical root zone is defined as the minimum volume of roots necessary for maintenance of tree health and stability, and shall be a rectangle around the tree trunk with the minimum dimensions listed in the table below:

Tree diameter 4.5 feet above ground	Width from street to property (minimum -curb to sidewalk)	Length along street (minimum)	Depth
0 - 12.0 inches	10 feet	10 feet	4 feet
12.1 - 24.0 inches	10 feet	20 feet	4 feet
24.1 or more inches	10 feet	30 feet	4 feet

Whenever possible, the entire parkway shall be fenced except where access has been permitted. Any factors that would cause any deviations from the table above shall be noted on the permit issued for work in the area and shall be approved by the Village before the work begins or the permit is issued.

In addition to any fines that may be assessed for violation of this section, the person shall pay to the Village a sum equal to the value or partial value of the tree lost as a result of the violation. The value or partial value of the tree lost shall be as determined by using the most current edition of the Guide for Plant Appraisal prepared by the Council of Tree and Landscape Appraisers

B. Parkway trees in excess of eighteen (18) inches in diameter, as identified on the Village's online tree map, shall be subject to the following additional regulations:

1. A permit applicant will be required to attend a meeting to discuss the prevention of injury to trees in the public right-of-way, construction expectations and potential issues which may impact public right-of-way trees.

2. Prior to the issuance of a building permit requiring Demolition/Construction Site Management as defined in Chapter 7, an applicant shall submit a Tree Risk Assessment Qualified Report (TRAQ) for all public right-of-way trees that may be impacted by proposed utility and other right-of-way construction. The TRAQ report shall be completed by a Tree Risk Assessment Qualified Professional and shall take into account utility conflicts and other issues which may affect the tree.

3. When associated with a permit requiring compliance with Section 7.1801, it shall be unlawful for any entity or person to trench or auger within a critical root zone prior to an on-site Village inspection and approval.

(R.O. 1925, § 209.)

(Ord. 5781, Renumbered, 11/12/2019; Ord. 4895, Amended, 08/07/2007; Ord. 4673, Amended, 05/17/2005; 4000, Amended, 01/19/1998)

### **Section 24.107. Violations.**

(1) It shall be unlawful for any person or entity to fail to maintain the fence around the critical root zone, as defined above. Each day during which a violation continues or is permitted shall be construed as a separate and distinct offense.

(2) Any entity or person who injures a public tree shall be held responsible for the costs of repairs, such as pruning or cabling, if the injured tree will not die as a result of such injuries. In cases where the tree has

## Downers Grove Municipal Code

been damaged beyond repair and cannot remain in the public right-of-way, the entity or person responsible for the damage shall remove the tree and stump at their own costs, or if the tree is an immediate hazard, the entity or person shall pay the cost the Village incurs in its removal.

(3) In addition to any fines that may be assessed for violation of this section, the person shall pay a replacement tree fee to the Village in a sum equal to the value or partial value of the tree lost as a result of the violation as provided below in section (b). The value or partial value of the tree lost shall be as determined by the Village using the most current edition of the Guide for Plant Appraisal prepared by the Council of Tree and Landscape Appraisers.

(4) Whoever violates this Code, in addition to any other fines, or fees, shall be subject to the following provisions:

(a) Fines:

1st Offense	\$2,000
2nd Offense	\$3,000
3rd and Subsequent Offense	\$5,000

All violations that are committed by the same person or any firm controlled by such person shall be counted, regardless of whether or not the violations occur at the same time. Any finding or plea of guilty or plea of "no contest" upon a citation shall be deemed a violation.

(b) Payment into the Village's tree planting fund.

In addition to the fines or fees described in section (a) above, any person or entity who unlawfully removes a tree shall pay into the Village's tree planting fund a replacement tree fee at a rate of two hundred seventy-five dollars (\$275) per inch of trunk diameter of the tree that was destroyed or removed.

(c) In addition to any other applicable provisions, the Village may issue to any entity or person who violates any provision of this chapter an invoice as settlement of any violation. The invoice shall list the specific violations that occurred, the date or dates of a violation, the location of the violation and shall request payment of the invoice within thirty (30) days. In lieu of invoices, bonds issued for the work at a violation site may be forfeited should funds be sufficient to cover the tree values or fines. Upon failure to settle the violation, a complaint shall be filed in the Circuit Court for the damage and violation.

(R.O. 1925, § 208.)

(Ord. 5781, Renumbered, 11/12/2019; Ord. 4673, Amended, 05/17/2005; Ord. 4525, Amended, 07/15/2003; 3870, Amended, 08/05/1996; 3429, Amended, 01/27/1992)

### **Section 24.108. Appeal.**

Any applicant for a permit who received a notice of denial may file a written appeal with the Village Manager within ten (10) business days upon receipt of the decision. The written appeal shall set forth the reasons why the applicant believes the decision to deny the license should be reversed. The Village Manager shall respond to the appeal within fourteen (14) days, either affirming or reversing the decision to deny the permit. The decision of the Village Manager shall be the final administrative action of the Village with respect to the permit or application and shall be subject to the immediate appeal by the permittees or applicant to the Circuit Court. Such appeal to the Circuit Court shall be filed not later than thirty-five (35) days following receipt of the Village Manager's decision. Failure to timely file such appeal as provided herein shall render the Village Manager's decision final. (R.O. 1925, § 212.)

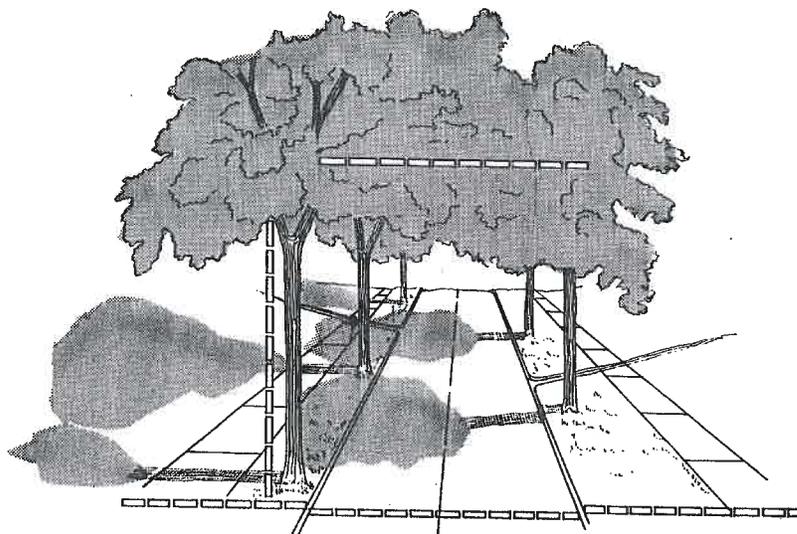
(Ord. 5781, Renumbered, 11/12/2019; Ord. 4673, Amended, 05/17/2005; Ord. 4525, Amended, 07/15/2003; 4000, Amended, 01/19/1998)

## URBAN FORESTRY AND LANDSCAPE GOALS

The purpose of the Urban Forestry and Municipal Landscape Maintenance Program is to improve the quality and perpetuate the growth of the urban forest and associated landscapes. Management goals are designed to maximize the benefit from public trees, minimize the public expense in achieving these benefits, and minimize the public risk associated with public trees. Annual maintenance activities discussed in Chapters 2 through 15 of the Urban Forestry and Municipal Landscape Maintenance Program manual shall be consistent in the pursuit of the following goals:

- I. Maintain parkways with a tree density approximating the maximum level to promote the development of a full street corridor as shown in Figure 1.1 with proper planting, pruning and removal activities

Figure 1.1 A street corridor space will be enclosed by base, vertical, and overhead planes.  
(Figure from Urban Forestry by Gene W. Grey and Frederick J. Deneke, 1978)



- II. Maintain and promote a wide diversity of tree species in the street corridor by planting a wide variety of species and limiting the use of various tree species so that the overall tree inventory optimally has less than 5% of a single species, less than 10% of a single genus, and less than 25% in one taxonomic family
- III. Maintain, through species selection during planting and removal of poor specimens, a street corridor with tree species which best exhibit the following characteristics: tolerant of urban conditions including air pollution and soil disturbance, free of serious insect and disease pests, develop strong forms and branching patterns with low susceptibility to breakage by wind or ice storms, and have long life spans

- IV. Maintain and improve tree health in the street corridor through periodic pruning, surveying for and removing hazardous or structural problems, monitoring insect levels and using control measures as needed, noting disease problems and treating or removing trees as appropriate, and reducing environmental stresses
- V. Maintain safety and clearance in the street corridor by pruning low branches, removing dead trees and branches, and removing structurally weak and hazardous trees and branches
- VI. Maintain quality landscapes on municipal properties and in the Downtown District by planting suitable vegetation and using appropriate care practices on annuals, perennials, shrubs, trees and turf to keep maintenance needs as low as possible and yet provide an attractive setting
- VII. Maintain a high level of public awareness of trees, their individual and collective benefits to urban dwellers, and promote the science, technology, and practice of arboriculture and urban forestry
- VIII. Maintain Tree City USA certification, celebrate Arbor Day, and perform activities that qualify for the Growth Award
- IX. Maintain administrative support for the protection and the maintenance of urban trees, and continue to develop budget strategies to meet future demands on the forestry and landscape program
- X. Maintain the parkway tree inventory, landscape and hardscape inventories, vital tree records and tabulations, plotting of points for the GIS system, and the program manual to assist with all forestry and landscape goals

## OBJECTIVES FOR THE NEXT FIVE YEARS

In order to accomplish and maintain the 10 goals listed on the previous page, the Forestry and Grounds Division has developed a series of objectives for the next five years.

Objective	Time Line	Budget Input
Assess current practices in accordance with APWA Public Works Management Practices	Ongoing	No
Update <u>Urban Forestry and Municipal Landscape Maintenance Program</u> management plan annually	Ongoing	No
Maintain and improve inspection programs to assess tree removal needs of aging trees and those impacted by construction projects	Ongoing	Yes
Coordinate planting, removal activities, and overall tree inventory counts so that there is less than 5% of one species, less than 10% of one genus, and less than 25% in one taxonomic family	Ongoing	Yes
Plant and replace parkway trees with a diversity of tree species in all suitable locations following a removal	Ongoing	Yes
Maintain a rotational pruning program to keep the number of years between pruning cycles at 5 years	Ongoing	Yes
Continue implementing an ash reduction plan and develop various public information items regarding emerald ash borer beetle	Ongoing	Yes
Re-apply annually and obtain the 37 <sup>th</sup> Tree City USA award, and 15 <sup>th</sup> Growth Award	1 year	Yes
Re-apply annually and maintain forestry program accreditation through the Society of Municipal Arborists	1 year	Yes
Develop arboricultural and landscape specifications for use with right-of-way permits and engineering contracts	1 year	No
Re-apply mulch annually to parkway trees along parks, businesses, and other non-residential areas	Ongoing	Yes
Initiate an annual survey for traffic control sign clearance and opticom clearance	1-2 years	No
Increase administrative support for the protection of both public and private trees during construction, including fee incentives	1-2 years	Yes
Develop a management plan for increased gypsy moth numbers	2 years	Yes

**SOCIETY OF MUNICIPAL ARBORISTS FORESTRY DEPARTMENT  
ACCREDITATION**



The Society of Municipal Arborists is proud to offer an accreditation program for municipal forestry departments. The accreditation program is a non-governmental, voluntary system of self-regulation, which sets the highest standards for municipal urban forestry. The objectives of the accreditation program are to perpetuate support for the urban forestry program, recognize good performance, increase professionalism, enhance community pride and stimulate improvement. The program evaluates each Forestry Department on the basis of its stated objectives as well as compliance with nationally recognized standards.

Accreditation originally was for a five year period, and has recently been revised to every year. The accreditation standards are continually updated to insure a community is as current as possible regarding its municipal forestry program. Once a community's urban forestry program is awarded accreditation, recipients receive a certificate plaque to hang at their City Hall. Accreditation also qualifies for 10 points on the Tree City USA Growth Award application for a given year. All urban forestry programs are eligible whether they are separate departments or a part of another department, as long as the requirements for this program can be met. More information and an application can be found at the SMA website: <http://www.urban-forestry.com>

More than a decade ago, Village Forester Kerstin G. von der Heide submitted an application for forestry department accreditation which included a copy of the Urban Forestry and Municipal Landscape Maintenance Program manual. In January 2006, Downers Grove was approved for Forestry Department Accreditation. In May 2012, Downers Grove was approved for re-accreditation. The following plaques and photographs highlight this accomplishment. As of 2017, the forestry accreditation is renewed on an annual basis.



May 24, 2012

Kerstin von der Heide  
City of Downers Grove  
5101 Walnut Ave  
Downers Grove, IL. 60515

Dear Kerstin:

I would like to express my congratulations to you and the City of Downers Grove for again receiving the Municipal Forestry Department Accreditation from The Society of Municipal Arborists (SMA). On behalf of the SMA, I would like to again welcome you and your city into an exclusive group of communities that have met the highest standards for municipal forestry.

This re-accreditation recognizes the dedication you, your forestry department staff, and your citizens have given to the City of Downers Grove and the care of its urban forest. By adhering to accreditation standards and following best management practices, your urban forest will continue to grow in value and benefit the citizens of Downers Grove for generations to come.

Thank you for your emphasis on trees and the environment, and best wishes for continued success.

Sincerely,

John McNeil, President  
Society of Municipal Arborists

Cc: Jerri LaHaie, SMA Executive Director



Presentation of the Society of Municipal Arborists Forestry Program Accreditation plaque and Arbor Day Proclamation at Village Council meeting on April 16, 2013.



Pictured in front – Village Forester Kerstin G. von der Heide and Mayor Martin T. Tully

Presentation of the Society of Municipal Arborists Forestry Program Accreditation plaque at Village Council meeting on April 18, 2006.



Pictured from left to right -- Mike Neumann, Kerstin G. von der Heide, SMA Accreditation Committee Member Bob Benjamin, Mayor Brian Krajewski, Charlie Reed

## TREE CITY USA

The National Arbor Day Foundation recognizes towns and cities across America that meets the standards of the TREE CITY USA program and promotes urban forestry. The program began as a 1976 Bicentennial project, and has since been gaining popularity especially as a means of boosting a community's public image. Co-sponsors for TREE CITY USA include the National Association of State Foresters, the USDA Forest Service, and the Department of Natural Resources. Below are the TREE CITY USA standards. Communities need to re-apply every year for TREE CITY USA recognition and applications can be found at the National Arbor Day Foundation website: <http://www.arborday.org/programs/treeCityUSA.cfm>

The Village of Downers Grove has been a TREE CITY USA since 1984 for a total of 36 years. In Illinois, only 16 communities have been TREE CITY USA recipients for 36 or more years. A list of all TREE CITY USA communities in Illinois and other states can be found at <http://www.arborday.org/programs/treeCityUSA/directory.cfm>. Communities that have continued to improve and encourage higher levels of tree care may be awarded the Growth Award. Since the Growth Award recognition program began in 1990, Downers Grove has received the Growth Award 14 times (1992, 1996, 1998, 2000, 2001, 2004, 2005, 2006, 2007, 2008, 2012, 2015, 2016, and 2019).

### TREE CITY USA Standards

#### STANDARD 1: A Tree Board or Department

A tree board is a group of concerned citizens, usually volunteer, charged by ordinance to develop and administer a comprehensive community tree management program for the care of trees on public property. Tree boards usually function with the aid of professional foresters. In communities with a population of more than 10,000, city forestry departments with salaried employees are often feasible. These departments may or may not be supported by advisory boards or administrative commissions.

#### STANDARD 2: A Community Tree Ordinance

The community tree ordinance needs to designate the tree board or department and give them the responsibility for writing and implementing the annual community forestry work plan. The ordinance should determine public tree care policies for planting, maintenance, and removals. Ideally, the city tree ordinance will make provisions for establishing and updating a list of recommended street tree species to be planted with spacing and location requirements. A sample tree ordinance may be obtained by writing The National Arbor Day Foundation.

#### STANDARD 3: A Community Forestry Program with an Annual Budget of at least \$2 per capita

Many communities begin their program by taking an inventory of the trees growing on public property. The species, location, and

condition of each tree are noted (i.e. healthy, needs pruning, should be removed, etc.) and the inventory data is summarized in a written report for presentation and approval by the city council. The report should be an objective analysis of the present state of the urban forest with recommendations for future management. The essential, ongoing activity for the care of trees along streets, in parks, and in other public places is the community forestry program. The annual work plan should address planting, watering and fertilizing, dead and hazardous tree removal, safety and fine pruning, and insect and disease control. To be named as a TREE CITY USA, a town or city must annually spend at least \$2 per capita for its annual community forestry program. Consider all funds spent for tree care — budget for street tree department or board, park department's tree expenditures, dead tree removal, etc.

#### STANDARD 4: An Arbor Day Observance and Proclamation

An Arbor Day observance can be simple and brief or an all-day or all-week observance. A proclamation issued by the mayor must accompany the observance and declare the observance of Arbor Day in your community. You can obtain a free "Celebrate Arbor Day!" packet by writing The National Arbor Day Foundation. Along with ideas for celebrating the holiday, the packet contains a sample proclamation.



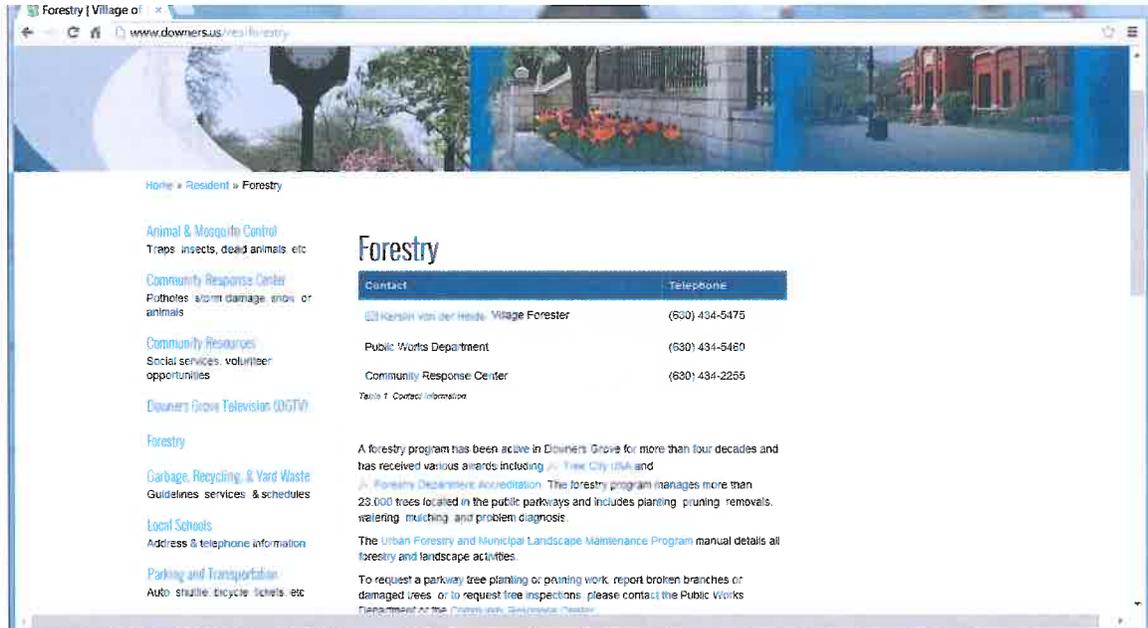
## ARBOR DAY CELEBRATION

Every year as part of the TREE CITY USA recognition program, Downers Grove celebrates Arbor Day. The Mayor signs a proclamation designating the last Friday in April as Arbor Day. Forestry staff coordinates the Arbor Day celebration which is typically at one of the elementary schools, and includes the planting of a tree and a group discussion about the benefits of trees. For the 175th Anniversary Celebration for the Village of Downers Grove in 2007, Forestry staff expanded the Arbor Day activities to include 3<sup>rd</sup> grade classes at 8 elementary schools. Each school observed Arbor Day by planting a tree on their school property between April 24 and May 2, and the classes posed for photographs.



## INFORMATION ABOUT FORESTRY AND GROUNDS ACTIVITIES

The Village of Downers Grove has an extensive and informative website about the Village at <http://www.downers.us>. Tree related items are located in the Public Works Department Forestry section.



On the following page, a general activity calendar highlights program components that are active at certain times of the year. The calendar provides a quick glimpse of the division's duties. Various activities are more seasonal such as tree care, landscape maintenance, and snow removal.

## Forestry Grounds Division Calendar of Activities

January	February	March	April	May	June	July	August	September	October	November	December
	Inspect tree inventory and municipal landscapes. Respond to resident inquiries and service requests, Monitor contracts, Etc.										
			Tree Planting						Tree Planting		
	Tree Pruning - area wide sections										
										Tree Pruning	
	Demand Pruning - localized pruning for vision, clearance, etc.										
	Tree and Stump Removal, most between April and November										
	Tree and Plant Care - disease and insect survey, fertiize, mulch, stake, water										
			Flower Bed Preparation	Maintenance					Breakdown		
			Startup Irrigation Systems	Maintenance					Winterize		
			Startup Large Fountain and Drinking Fountains	Maintenance					Winterize		
			Shrub and Perennial Plantings						Bulb and Mum Plantings		
				Turf Care - mowing, fertilizing, weed control, aerating, edging							
				Downtown Festivals, Events and Activities							
			Parkway Restoration						Parkway Restoration		
				Mosquito Abatement							
	Litter pickup										
				Downtown sidewalk and hardscape cleaning					Litter pickup		
	Remove Decorations										
										Holiday Decorations	
	Snow Removal										
										Snow Removal	

## **FORESTRY AND GROUNDS BUDGET HISTORY**

The Forestry and Grounds Division is part of the Public Works Department. The department has over 60 full-time employees and has an annual general fund budget of over 5 million (capital projects and water funds are separate). The following pages highlight the Forestry and Grounds budget for the current fiscal year. Dollars are segmented by expense type with personnel costs listed to the 5100 accounts, supplies to the 5200 accounts, services to the 5300 accounts, contractual services to the 5400 accounts, equipment over \$500 to the 5700 accounts, and internal transfers for insurance and vehicle upkeep in the 5900 accounts.

The contractual services account comprises the largest percentage of the Forestry and Grounds budget. These contractual services include tree supply and planting, demand pruning, winter area pruning, tree and stump removal, and emergency services. Over the years, this account has fluctuated greatly due to the financial situation of the Village, and impacts from severe storms and pest infestations.

A capital improvement project (CIP) was created in 2015 to address Emerald Ash Borer (EAB) infestations and the subsequent need for ash tree removals, EAB preventative treatments, and replacement tree plantings. These CIP funds are annually added to the contractual services account specifically for tree supply and planting, EAB treatments, and tree and stump removal. The timeframe for this CIP project is expected to continue until impacts from EAB are significantly reduced.

Occasionally, additional revenue is available for use when staff invoices developers for approved tree removals, tree damage and loss in tree value as a result of construction and inadequate parkway tree protection. This additional revenue has been used to supplement tree supply and replacement plantings (see Chapter 4).

A table shows the budget history for the division and the contractual services account for the most recent 10 years.

In late 2019, a new and significant outbreak of Coronavirus Disease 2019 (COVID-19) emerged caused by the virus named "SARS-CoV-2". Despite efforts to contain COVID-19, the World Health Organization and the Centers for Disease Control (CDC) indicated that it had spread globally. JB Pritzker, Governor of Illinois, declared all counties in the State of Illinois as a disaster area on March 9, 2020, and on March 14, 2020, the Mayor of the Village of Downers Grove issued a State of Emergency for the Village of Downers Grove. On March 20, 2020 Governor Pritzker issued a Stay at Home Order ("Order") directing all individuals living within the State of Illinois to stay at home or at their place of residence except as allowed by the Order, and ordering all non-

essential businesses and operations to cease in accordance with the Order. On March 31, 2020, the Governor extended the Order through April 30, 2020. COVID-19 has resulted in significant economic impact, including loss of income and wages. At the April 7, 2020, Village Council Meeting, a COVID-19 Financial Response Plan was presented with goals, strategies, and actions to address the financial gap for the Village. Many projects and activities were suspended to preserve available cash, including tree planting and tree pruning. The Covid-19 Financial Response Plan continues to evolve on an almost daily basis, and updates are available on the Village website.

At times, grants are available for various tree related projects from a variety of organizations and agencies. Applications are submitted for practical projects. Downers Grove has received the following grants:

- In 1996, Downers Grove was 1 of 29 communities awarded \$187,275 in grants from the Illinois Department of Natural Resources to provide technical assistance for urban forestry programs. The project involved a combination of tree plantings and development of a driving tour of trees brochure. The main theme involved driving through a portion of Downers Grove to view a variety of native trees, both the older large trees and the smaller newly planted native trees. The total project cost was \$5,279 and the IDNR reimbursed the Village \$2,468.
- In 1997, Downers Grove was 1 of 21 communities awarded nearly \$100,000 from the Illinois Department of Natural Resources for forestry projects. The project was to locate all the parkway trees for the GIS system. The total project cost was \$14,200 and the IDNR reimbursed the Village \$5,000.
- In 2011, Downers Grove was 1 of 46 communities awarded over \$833,000 in grants from the Metropolitan Mayors Caucus for reforestation related to Emerald Ash Borer (EAB). The project involved the removal of 80 ash trees and the replacement planting of 80 trees of various tree species. The total cost of the project was \$44,694 and the Metropolitan Mayors Caucus reimbursed the Village \$20,000.

The following pages highlight the Forestry Grounds budget. More overall information about the Village budget and Public Works projects is located at <http://www.downers.us/govt/village-budget>

2020

	FORESTRY AND GROUNDS	BUDGET	CAPITAL
SALARIES EXEMPT	001.30.335.5101.0000	\$104,202.00	
VACATION TIME	001.30.335.5102.0000		
SICK TIME	001.30.335.5103.0000		
OTHER	001.30.335.5104.0000		
GASB-34 mandated transfer corrections	001.30.335.5109.0000	-\$128,195.86	
SALARIES NON-EXEMPT	001.30.335.5111.0000	\$348,006.00	
PARTIME EMPLOYEES	001.30.335.5119.0000	\$25,376.00	
OVERTIME	001.30.335.5121.0000	\$50,000.00	
IMRF	001.30.335.5131.0000	\$42,598.00	
MEDICARE	001.30.335.5133.0000	\$6,925.00	
SS	001.30.335.5135.0000	\$29,610.00	
SEPARATION	001.30.335.5166.0000		
LIFE	001.30.335.5190.0000	\$1,552.00	
HEALTH	001.30.335.5191.0000	\$108,186.91	
OPTICAL	001.30.335.5195.0000	\$477.00	
DENTAL	001.30.335.5197.0000	\$8,142.00	
<b>SUBTOTAL</b>		<b>\$596,879.05</b>	
AGRIC & HORT + printing & computer	001.30.335.5210.0000	\$41,600.00	
NON-BLDG MAINT SUPPLIES	001.30.335.5251.0000	\$20,200.00	
ASSET MAINTENANCE SUPPLIES	001.30.335.5270.0000	\$0.00	
<b>SUBTOTAL</b>		<b>\$61,800.00</b>	
PROFESSIONAL SERV	001.30.335.5315.0000	\$1,935.00	
PERSONNEL RECRUIT	001.30.335.5322.0000	\$300.00	
PRINTING AND BINDING	001.30.335.5380.0000	\$500.00	
TELEPHONE	001.30.335.5391.0000	\$3,270.00	
POSTAGE	001.30.335.5392.0000	\$1,500.00	
<b>SUBTOTAL</b>		<b>\$7,505.00</b>	
TREE SERVICES / CONTRACT	001.30.335.5431.0000	\$433,400.00	\$139,400.00
WASTE DISPOSAL & HAULING	001.30.335.5455.0000	\$10,000.00	
OTHER EQUIP RPR & MAINT	001.30.335.5470.0000	\$24,000.00	
EQUIPMENT RENTALS	001.30.335.5481.0000	\$13,000.00	
<b>SUBTOTAL</b>		<b>\$480,400.00</b>	<b>\$139,400.00</b>
VEHICLE & EQUIPMENT PREFUNDING	001.30.335.5650.0000	\$285,860.00	
<b>SUBTOTAL</b>		<b>\$285,860.00</b>	
CAPITAL EQUIPMENT	001.30.335.5770.0000	\$1,000.00	
<b>SUBTOTAL</b>		<b>\$1,000.00</b>	
<b>PROGRAM TOTAL</b>		<b>\$1,433,444.05</b>	<b>\$139,400.00</b>
<b>Overall Total</b>		<b>\$1,572,844.05</b>	

Forestry and Grounds Budget Actual Expenditures for 10 years

Fiscal Year	Overall	Tree Services and Contractual Only	Storm Related Only (excludes personnel costs)
2010	\$1,103,651.19	\$346,097.17	
2011	\$1,410,573.87	\$302,573.41	\$295,418.56
2012	\$1,282,319.56	\$475,525.87	
2013	\$1,381,727.00	\$495,184.19	
2014	\$1,343,914.59	\$525,051.97	
2015	\$1,554,208.43	\$617,719.81	
2016	\$1,328,096.62	\$589,558.70	
2017	\$1,555,699.72	\$517,525.50	
2018	\$1,427,800.28	\$512,910.21	
2019	\$1,368,264.28	\$490,150.77	
2020 adopted	\$1,572,844.05	\$572,800.00	

## **SUSTAINABILITY GREEN INITIATIVES**

Starting in 2009, a Sustainability Best Practices initiative was started. Seven topics are individually addressed including the Urban Forest. A copy of the reports and current green initiatives can be viewed at <http://www.downers.us/govt/village-managers-office/sustainability>.

