

A green-tinted photograph of a residential street. The street is lined with trees, and several people are walking on the sidewalk in the distance. The overall scene is peaceful and suburban.

# Municipal Tree Care and Management in the United States:

**A 2014 Urban & Community Forestry  
Census of Tree Activities**

**Appendix**

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## Instructions

This survey is intended for the person(s) who can best tell us about municipal forestry and tree activities in your community. Ideally the person directly responsible for Tree Care Activities will respond, however, any city employee, community volunteer, or elected official that can best respond should do so. Answer each question the best you can. If multiple departments/groups are involved with municipal tree activities, we ask that the entire situation be formulated as one response using this questionnaire. It is important to answer as many applicable questions as possible.

**Please read each question carefully:** Respond to each question with the answer that best fits your community. An example follows below.

1. Does your community manage its public trees?
  - Yes
  - No

Please try to answer every question that applies to you. If none of the answers provided seem exactly right, choose the one that best reflects what occurs in your community. The correct answer is your answer. The survey may take 30 to 90 minutes to complete depending on your situation.

It is appreciated that you fill out and return the survey even if you do not believe your community does any management of its trees. It is important for us to know the variety of activities that occurs nationally with trees in municipalities. Your response is confidential and will not be reported by the name of a community or person that responds.

**Definitions:** For purposes of clarity, throughout the survey the term **Tree Management Program** will refer to those official efforts, taken by your municipality, to manage and maintain municipal trees. Such activities or efforts may include, but are not limited to, tree inventory, planning, planting, pruning, tree removal, and other tree maintenance activities. Please refer to these definitions to help you answer the questions.

**Planting:** includes tree ordering, tree purchasing, tree production in a municipal nursery, planting site preparation, planting, mulching, staking, initial watering, and other activities to promote establishment.

**Tree Maintenance:** includes pruning, watering, mulching, damage repair, fertilizing, diagnosis, pest control, tree risk, and other post-planting care.

**Removal:** includes cutting, chipping, stump removal, clean-up, and brush and wood disposal.

**Urban Forest Management:** includes inventory, ordinances, a management plan, budget, scheduled plantings, maintenance, removals, and partners.

**Thank you very much for your help!**



6. Does someone in your community (i.e., employee, volunteer, consultant, etc.) oversee the care of municipal street trees, park trees or other public trees?

- Yes
- No → (IF NO, GO TO QUESTION 9)
- Don't Know → (IF DON'T KNOW, GO TO QUESTION 9)

7. How many levels of decision-making happen between the top person in community government and the person actually performing tree care activities? (e.g., Field Tree Worker → City Forester → Parks Director → Public Works Director → City Manager → Mayor-Council = 6 steps)?

\_\_\_\_\_ Number of Steps

8. How many years has your community had a person responsible for the management of trees?

\_\_\_\_\_ Number of Years

9. Which municipal departments have the responsibility for some level of management of public trees?

- |                          |                          |                                |
|--------------------------|--------------------------|--------------------------------|
| Yes                      | No                       |                                |
| <input type="checkbox"/> | <input type="checkbox"/> | Forestry/Urban Forestry        |
| <input type="checkbox"/> | <input type="checkbox"/> | Parks and Recreation           |
| <input type="checkbox"/> | <input type="checkbox"/> | Planning/Community Development |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Works                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Streets/Transportation         |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____)  |

10. What one municipal department has the primary responsibility for public trees? (CHECK ONE CHOICE)

- Forestry/Urban Forestry
- Parks and Recreation
- Planning/Community Development
- Public Works
- Streets/Transportation
- Equally shared (please specify: \_\_\_\_\_)
- Other (please specify: \_\_\_\_\_)

### Section I – Your Community and Staff

1. Did your community conduct any kind of shade tree/urban & community forestry activities in 2014?

- Yes
- No
- Don't Know

2. What is the population of your incorporated community area?

\_\_\_\_\_ Population

3. How many of each of the following does your community have?

- \_\_\_\_\_ Miles of maintained municipal streets
- \_\_\_\_\_ Miles of maintained municipal streets with trees
- \_\_\_\_\_ Square miles total land area in community
- \_\_\_\_\_ Square miles total developed land area in community
- \_\_\_\_\_ Acres of managed municipal parks
- \_\_\_\_\_ Acres of municipal natural areas or green space
- \_\_\_\_\_ Acres of other municipal properties planted with trees

4. Who in your community is primarily (legally) responsible for maintaining trees in municipal rights-of-way, for example street trees between sidewalk and curb or alley trees?

(CHECK ONE CHOICE)

- Municipality responsible
- Abutting property owner responsible
- Jointly responsible (municipality and abutting owner)
- Other (please specify: \_\_\_\_\_)

5. Which one form of local government do you have?

(CHECK ONE CHOICE)

- Council-Manager
- Mayor-Council
- Commission
- Town Meeting
- Representative Town Meeting
- Other (please specify: \_\_\_\_\_)

**14. How strongly do you agree or disagree with these statements characterizing your community and the management of trees?**

(CHECK THE APPROPRIATE RESPONSE)

	Strongly Disagree (1)	Disagree (2)	Neutral (3)	Agree (4)	Strongly Agree (5)	Unsure
Program field workers/staff is/are supportive of the tree management program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Administration is supportive of the tree management program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community's elected officials and policy makers support community trees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The general public understands the value of trees to the community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Citizens understand and participate in urban forestry management at the neighborhood level	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
All constituencies in the community interact for the benefit of the urban forest	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Municipal departments cooperate with the management of public trees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
All city departments operate with common goals and objectives to manage trees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Green industry (e.g., tree care) at large operates with high professional standards and commits to city-wide goals and objectives	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Large private landowners embrace city-wide goals and objectives through specific resource management plans related to tree care and management in greenspaces	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cooperation and interaction occurs among neighboring communities and regional groups	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**15. How many public employees, including managers, are involved with the municipal tree management program?**

\_\_\_\_\_ # of Total Employees

\_\_\_\_\_ # of Full Time Equivalents (2080 hour base year)

**11. As the primary person accountable for the daily management of the tree program or activities, what title best describes you?**  
(CHECK ONE CHOICE)

- None, No One in Charge
- Arborist/Forester ← City/Municipal/Urban
- City Administrator/Manager
- City Clerk/Treasurer
- City Engineer
- City Planner
- Consultant (e.g., Arborist, Forester on Retainer)
- Elected Public Official (*title:* \_\_\_\_\_)
- Forestry Foreman
- Landscape Architect
- Parks & Recreation Director/Manager
- Public Works Director/Manager
- Public Works Foreman/Superintendent
- Street Foreman/Superintendent
- Tree Warden
- Other (*please specify:* \_\_\_\_\_)

**12. For the primary person above who is responsible for tree care management, please indicate the following:**

\_\_\_\_\_ Years' in Current Position  
 \_\_\_\_\_ Years' Experience in Tree Care/Management  
 \_\_\_\_\_ % of Full-time for the Position  
 \_\_\_\_\_ \$ Annual Paid Salary

**13. What training and/or credentials are collectively held by the staff responsible for tree activities and/or management of trees?**

- |                              |                             |                                       |
|------------------------------|-----------------------------|---------------------------------------|
| Yes <input type="checkbox"/> | No <input type="checkbox"/> | No specific training or workshops     |
| <input type="checkbox"/>     | <input type="checkbox"/>    | In-house and/or on-the-job-training   |
| <input type="checkbox"/>     | <input type="checkbox"/>    | Attend tree care/management workshops |
| <input type="checkbox"/>     | <input type="checkbox"/>    | ISA Certified Arborist                |
| <input type="checkbox"/>     | <input type="checkbox"/>    | ISA Certified Municipal Specialist    |
| <input type="checkbox"/>     | <input type="checkbox"/>    | ISA Advanced Credential (BCMA, TRAQ)  |
| <input type="checkbox"/>     | <input type="checkbox"/>    | SAF Certified Forester                |
| <input type="checkbox"/>     | <input type="checkbox"/>    | State License or Credential           |
| <input type="checkbox"/>     | <input type="checkbox"/>    | Two year degree                       |
| <input type="checkbox"/>     | <input type="checkbox"/>    | Four year degree                      |
| <input type="checkbox"/>     | <input type="checkbox"/>    | Graduate degree                       |
- In either Arboriculture, Forestry, Horticulture, Urban Forestry, or related field

4. What amount or percent of your annual tree care budget from Q3 is used in each of the following general areas? (Enter either \$ amount or % from all departments. If %, the total should equal 100%.)

Funding Area	Amount (\$)	% of total budget
<i>Example Answer</i>		90
Street Trees		
Park Trees		
Cemetery Trees		
Nursery Tree Maintenance		
Public Grounds Trees		
Other ( )		
<b>Total</b>		<b>= 100%</b>

5. Does your community have a municipal electrical utility and if so what is the budget for the utility tree clearance program? (This includes all tree activity expenses; include personnel, overhead, equipment, supplies, tree care and contract payments.)

Yes → If yes, \_\_\_\_\_ \$ Program Budget  
 No

6. How much is the total annual cost for all contracted tree care activities and management activities for the last fiscal year?

\_\_\_\_\_ \$ Annual Total Contract Cost

7. Please indicate the in-house and contractor budget (costs) and number of trees associated with each of the tree activities below for your municipality for the last fiscal year.

Tree Care Activity	In-House (\$)		Contracted (\$)	
	# Trees	Total Cost (\$)	# Trees	Total Cost (\$)
Tree Planting				
Tree Watering				
Tree Pest Management				
Tree Pruning				
Tree Removal				
Stump Removal				
Storm Cleanup				
Other ( )				

16. By position category, how many paid positions assist with tree management in your community? (Fill in the number of positions and Full Time Equivalents - FTE's, 2080 hours base year, enter 0 if no position.)

Position Categories	Number of Positions	Number of FTE's
<i>Example Answer</i>	2	1.5
Arborist/Tree Trimmer		
Clerical Support/Office		
Equipment Operator		
Laborer		
Management (director, supervisor)		
Nonprofit Group (under contract)		
Seasonal Employees/Interns		
Truck Driver		
Working Forman		
Other( )		

### Section II - Budget

1. What is the total municipal budget (excluding school budget) for 2014? (Please include entire amount for all governmental functions, activities, etc.)  
 \_\_\_\_\_ \$ Total 2014 Municipal Budget
2. Is public funding specifically allocated for tree care activities or management (e.g., planting, maintenance, removal, ordinance enforcement, education, etc.)?  
 Yes  
 No → (PLEASE GO TO SECTION III, PAGE 9)
3. What is the total annual budget of your municipality funded tree care activities and management from all municipal sources? (Include all tree activity expenses; include personnel, overhead, equipment, supplies, tree care and contract payments.)  
 \_\_\_\_\_ \$ Total 2014 Tree Budget



11. Please list the starting and average hourly salaries for personnel.

Position Categories	Starting Salary (\$)/hr	Average Salary (\$)/hr
Arborist (pruning/trimming)		
Clerical Support Office		
Equipment Operator		
Forestry Manager/City Forester		
Laborer		
Seasonal Worker		
Truck Driver		
Urban Forestry Specialist/Inspect.		
Working Foreman (Crew Chief)		
Other (_____)		

12. What was the amount of other fringe benefits and overhead expenses, excluding wages, incurred by your municipal tree management program for the last fiscal year?

\_\_\_\_\_ \$ Fringe Total 2014  
 \_\_\_\_\_ \$ Overhead Total 2014

13. What percent of the total tree management budget from all sources is used for the following activities? (Total should equal 100%)

(FILL IN PERCENT)	(FILL IN PERCENT)
_____ Supervision	_____ Plant Health Care
_____ Office Expenses	_____ Fertilization
_____ Tree Planting	_____ Watering
_____ Tree Pruning	_____ Storm Work
_____ Tree Removal	_____ Tree Repair
_____ Administrative	_____ Stump Removal
_____ Inventory & Analysis	_____ Nursery Maintenance
_____ Employee Training	_____ Safety Training
_____ Other (_____)	_____ Public Education

= 100% Total for both Columns

8. What sources fund your municipal tree management budget?

Funding Sources	(✓ all that apply)	% By Source
<i>Example Answer</i>	(✓)	90
Assessment District	( )	
Community Development Block Grants	( )	
Donations	( )	
Emergency Mgmt./Hazard Mitigation	( )	
Endowment	( )	
Forestry Grants (e.g., State/Federal)	( )	
Fines	( )	
Gas Tax	( )	
General Fund	( )	
Job Corps	( )	
Mill Levy (Forestry/Tree)	( )	
Permit Fees	( )	
Revenue Sharing	( )	
Road-use Tax	( )	
Service Fees	( )	
Special Frontage Tax	( )	
Stormwater/Utility	( )	
Tree Memorials	( )	
Vehicle Tax	( )	
Wood Product Sales	( )	
Other (_____)	( )	
<b>Total</b>	<b>=</b>	<b>100%</b>

9. Is your community tree budget smaller, the same, or bigger this year compared to last year? (CHECK ONE CHOICE)

- A smaller tree budget this year
- The same tree budget this year
- A bigger tree budget this year
- Don't know

10. Is your budget adequate to meet current needs as defined in your work plan or your identified annual urban forestry budget needs? (This includes planting, maintenance, removal, inventory, education, etc.)

- Yes
- No → If no, \_\_\_\_\_ % below identified need

6. What topics do your community tree ordinances include?

Ordinance Topics	Check all that apply
<i>Example answer</i>	( ✓ )
Defines official authority for public tree management	( )
Regulates tree species which may or may not be planted on public property (approved tree list)	( )
Regulates tree species which may or may not be planted on private property (approved tree list)	( )
Requires annual community tree work plans	( )
Requires regular public tree maintenance	( )
Requires particular types of maintenance (e.g. pruning)	( )
Regulates removal of dead or diseased trees	( )
Requires tree planting in new developments	( )
Requires tree planting around new parking lots	( )
Requires tree planting around reconstructed parking lots	( )
Requires replacement of removed publicly owned trees	( )
Identifies formula for determining monetary tree value	( )
Establishes permit system for work on public trees	( )
Requires preservation of trees during development	( )
Restricts tree cutting on private property	( )
Requires certified arborist for public tree work	( )
Requires certified arborist for paid private tree work	( )
Requires licensing of private tree care firms	( )
Regulates abatement of hazardous or public nuisance trees	( )
Establishes an insect/disease control strategy	( )
Establishes provisions for penalties for non-compliance	( )
Defines tree maintenance requirements on public property	( )
Restricts burning of solid wood waste	( )
Identifies preservation of heritage or significant trees	( )
Prohibits tree topping	( )
Other (please specify: _____)	( )

Section III – Tree Management Profile

1. Which of the following organizations help establish policy for tree management in your community?

- |                          |                          |   |
|--------------------------|--------------------------|---|
| Yes                      | No                       |   |
| <input type="checkbox"/> | <input type="checkbox"/> | City Council Committee or Community Board |
| <input type="checkbox"/> | <input type="checkbox"/> | Parks Board                               |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Works Board                        |
| <input type="checkbox"/> | <input type="checkbox"/> | Tree Board                                |
| <input type="checkbox"/> | <input type="checkbox"/> | Planning Commission                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Shade Tree/Urban Forestry Commission      |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____)             |

2. Does your community have a government-authorized tree board, parks board, city department, commission, or similar group that helps develop and/or administer tree management policy?

- Yes → If yes, Name: \_\_\_\_\_  
 No → (PLEASE GO TO QUESTION 5 OF THIS SECTION)

3. What is the function of the board/group(s)?

- |                          |                          |                                  |
|--------------------------|--------------------------|----------------------------------|
| Yes                      | No                       |                                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Advisory                         |
| <input type="checkbox"/> | <input type="checkbox"/> | Advocacy                         |
| <input type="checkbox"/> | <input type="checkbox"/> | Operational (on the ground work) |
| <input type="checkbox"/> | <input type="checkbox"/> | Policy Setting or Administrative |

4. Which of the following apply to the tree board or other board/commission identified above?

- |                          |                          |   |
|--------------------------|--------------------------|---|
| Yes                      | No                       |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Meets regularly (four or more times annually) |
| <input type="checkbox"/> | <input type="checkbox"/> | Operates from a written manual                |
| <input type="checkbox"/> | <input type="checkbox"/> | Reports directly to public elected officials  |
| <input type="checkbox"/> | <input type="checkbox"/> | Required by city ordinance or charter         |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____)                 |

5. Does your municipality have one or more municipal ordinances that pertain to trees?

- Yes → Year 1<sup>st</sup> Written \_\_\_\_\_ Last Updated \_\_\_\_\_  
 No → (PLEASE GO TO QUESTION 9 OF THIS SECTION)  
 Developing



11. Do any of your plans contain the following goals for the urban forest resource? (Check all that apply)

- % Tree Canopy  Storm water management
- Age distribution  Carbon storage
- Tree condition  Energy conservation
- Species diversity  Air quality
- Other: \_\_\_\_\_  None of these

12. Who developed the primary plan to manage the urban forest?

- |                          |                          |   |
|--------------------------|--------------------------|---|
| Yes                      | No                       |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Municipal staff                                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Volunteers  |
| <input type="checkbox"/> | <input type="checkbox"/> | Consultant  |
| <input type="checkbox"/> | <input type="checkbox"/> | State U&CF program staff                          |
| <input type="checkbox"/> | <input type="checkbox"/> | Approved by local government (e.g., city council) |

13. Which of the following standards of practice does your community officially incorporate into tree management procedures?

- (Check all that apply)
- ANSI Z60.1  ANSI Z133.1
  - ANSI A300  ISA Best Management Practices
  - Tree City USA  I have not heard of these standards

**Section IV – Volunteers/Partnerships**

1. Does your community work with partners and/or volunteers (individuals or groups not paid for providing services) for tree planting, tree care, or other tree activities on public property?

- Yes
- No → (PLEASE GO TO SECTION V, PAGE 14)

2. If known, list the # of people and volunteer hours annually?

\_\_\_\_\_ Number of People  
 \_\_\_\_\_ Number of Hours

3. Do volunteers receive training prior to carrying out activities?

- Yes
- No

7. Which statements reflect enforcement of tree ordinances?

- |                          |                          |  |
|--------------------------|--------------------------|--|
| Yes                      | No                       |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinances are actively enforced by community    |
| <input type="checkbox"/> | <input type="checkbox"/> | Fines from penalties go to a specific fund       |
| <input type="checkbox"/> | <input type="checkbox"/> | Penalty enforcement same or greater as last year |

8. Who helped develop the municipal tree ordinance?

- |                          |                          |   |
|--------------------------|--------------------------|---|
| Yes                      | No                       |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Municipal staff                                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Volunteers  |
| <input type="checkbox"/> | <input type="checkbox"/> | Consultant  |
| <input type="checkbox"/> | <input type="checkbox"/> | State U&CF program staff                          |
| <input type="checkbox"/> | <input type="checkbox"/> | Approved by local government (e.g., city council) |

9. Does your community have a written strategic plan for urban forestry, tree management, open space, green infrastructure, or land use management that includes trees?

- Yes
- No → (PLEASE GO TO QUESTION 13 OF THIS SECTION)
- Don't Know → (PLEASE GO TO QUESTION 13 THIS SECTION)

10. Which types of plans (separate or combined together) do you have that incorporate the management of trees and other vegetation?

Plan Type	We have this plan	Developing this plan	Year last written or updated
<i>Example answer</i>	(✓)	( )	1999
City master/ Comprehensive	( )	( )	
Insect/disease readiness	( )	( )	
Municipal watershed	( )	( )	
Storm/emergency response	( )	( )	
Storm water management	( )	( )	
Tree risk management	( )	( )	
Tree/urban forest management	( )	( )	
Urban forest strategic	( )	( )	
Other ( _____ )	( )	( )	

### Section V – Contractors

1. Does your community use paid contractors for any of your tree care activities?

- Yes  
 No → (PLEASE GO TO SECTION VI, PAGE 15)

2. Which tree activity work do contractors perform and if known what percent of the total work time occurs by contractors?

Give us your best estimate. (GIVE US YOUR BEST ESTIMATE, USE THE DEFINITIONS IN THE DIRECTIONS)

Tree Activity	(✓all that apply)	Fill in Percentage
<i>Example answer</i>	(✓)	12
Tree Planting	( )	
Tree Watering	( )	
Tree Pest Management	( )	
Tree Pruning	( )	
Tree Removal	( )	
Awareness and Education Programs	( )	
Fundraising	( )	
Management/Policy (ordinances, plans)	( )	
Other (_____)	( )	

3. Are industry standards or accreditation programs used to evaluate and hire contractors?

- Yes  
 No → (PLEASE GO TO SECTION VI, PAGE 15)

4. Which of the following are true about contractors hired by your city?

- |                          |                          |  |
|--------------------------|--------------------------|--|
| Yes                      | No                       |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Require use of ANSI Z60.1 standards                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Require use of ANSI Z133.1 standards                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Require use of ANSI A300 standards                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Hiring preference given to ISA Certified Arborists   |
| <input type="checkbox"/> | <input type="checkbox"/> | Hiring preference given to TCIA Accredited companies |

4. Which tree activity work do volunteers perform and if known what percent of the total work time for all public tree activities occurs by volunteers? (GIVE US YOUR BEST ESTIMATE, USE THE DEFINITIONS IN THE DIRECTIONS)

Tree Activity	(✓all that apply)	Fill in Percentage
<i>Example answer</i>	(✓)	12
Tree Planting	( )	
Tree Watering	( )	
Tree Pest Management	( )	
Tree Pruning	( )	
Tree Removal	( )	
Awareness and Education Programs	( )	
Fundraising	( )	
Management/Policy (ordinances, plans)	( )	
Other (_____)	( )	

5. Which of the following organizations help your community to carry out tree care or management?

Volunteer Types	Check all that apply
<i>Example answer</i>	(✓)
Beautification committees	( )
Businesses associations	( )
City council or village board committees	( )
Individual residents	( )
Neighborhood associations	( )
Nonprofit groups	( )
Park / Tree boards	( )
School groups or youth organizations (4-H, scouts)	( )
Service organizations (e.g., Lions, Kiwanis, Rotary)	( )
Utility companies	( )
Other (please specify: _____)	( )
Other (please specify: _____)	( )

7. Which type of inventory collection and analysis methods have been used to describe your community tree population?

- |                          |                          |  |
|--------------------------|--------------------------|--|
| Yes                      | No                       |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Windshield survey                                |
| <input type="checkbox"/> | <input type="checkbox"/> | Sample survey                                    |
| <input type="checkbox"/> | <input type="checkbox"/> | 100% population (total, census)                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Remote sensing (i.e., aerial photos, satellites) |
| <input type="checkbox"/> | <input type="checkbox"/> | Canopy cover analysis                            |
| <input type="checkbox"/> | <input type="checkbox"/> | i-Tree Streets analysis                          |
| <input type="checkbox"/> | <input type="checkbox"/> | i-Tree Eco analysis                              |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____)                    |

8. Which ways is your tree inventory linked to spatial locations?

- |                          |                          |                               |
|--------------------------|--------------------------|-------------------------------|
| Yes                      | No                       |                               |
| <input type="checkbox"/> | <input type="checkbox"/> | City parcel data              |
| <input type="checkbox"/> | <input type="checkbox"/> | GPS/GIS                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Street address                |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____) |

9. Is your inventory linked to your city's other infrastructure data layers?

- Yes  
 No

10. Is your inventory linked to a regional or statewide inventory map?

- Yes  
 No

11. What collection tools are used to collect your tree inventory data?

- |                          |                          |  |
|--------------------------|--------------------------|--|
| Yes                      | No                       |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Handheld Device (PDA, Smart Phone, etc.) |
| <input type="checkbox"/> | <input type="checkbox"/> | GPS/GIS                                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Laptop Computer                          |
| <input type="checkbox"/> | <input type="checkbox"/> | Tablet Computer                          |
| <input type="checkbox"/> | <input type="checkbox"/> | Pen and Paper                            |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____)            |

## Section VI – Inventory

1. Does your community have a tree inventory? (An inventory is any type of record of public trees in your community.)

- Yes  
 No → (PLEASE GO TO QUESTION 15, PAGE 17)

2. What is the state of your tree inventory? (current = up to date)  
(CHECK ONE CHOICE)

- Current (reflects tree population)  
 Developing (in process of making current)  
 Not current (missing tree population information)

3. What year was your first inventory completed and last updated?

- \_\_\_\_\_ Year first completed  
\_\_\_\_\_ Year last updated

4. Is your inventory computerized?

- Yes → If yes, please list software used below: \_\_\_\_\_  
 No

5. How often do you update your inventory database?  
(CHECK ONE CHOICE)

- No update/Never update  
 Periodically reinventory to collect current data  
 Updated daily or weekly as work performed  
 Update less often than weekly after work is performed  
 Updated only for plantings/removals  
 Other (please specify: \_\_\_\_\_)

6. What areas does the tree inventory include?

- |                          |                          |                                      |
|--------------------------|--------------------------|--------------------------------------|
| Yes                      | No                       |                                      |
| <input type="checkbox"/> | <input type="checkbox"/> | Street trees                         |
| <input type="checkbox"/> | <input type="checkbox"/> | Park trees                           |
| <input type="checkbox"/> | <input type="checkbox"/> | Municipal greenbelts                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Municipal woodlots                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Private trees (sample survey)        |
| <input type="checkbox"/> | <input type="checkbox"/> | Other municipal properties (: _____) |



16. What is your tree canopy cover goal, percent current canopy, and what year is identified to meet your goal? (enter none if no date identified to meet goal)

\_\_\_\_\_ % canopy goal

\_\_\_\_\_ % current canopy

\_\_\_\_\_ Year to accomplish goal

17. How was your tree canopy goal developed? (CHECK ONE CHOICE)

- Best educated guess
- Political process (mayor/council) developed goal
- Public opinion used to set goal
- Tree board/commission set goal
- American Forests established guidelines
- State U&CF program guideline
- Available budget to manage trees used to develop goal
- Potential maximum canopy in community
- Other (please specify: \_\_\_\_\_)

18. What is the total number of publically owned trees in your community? \_\_\_\_\_ # of Publically Owned Trees

19. What is the total number of publically owned trees in the following locations?

Tree Location	(INDICATE NUMBER)	Is this a Record or Estimate (✓ one choice only)
<i>Example Answer</i>	12,625	(✓) ( )
Street trees (along municipal rights of way, between curb and sidewalk, alley trees, etc.)		( ) ( )
Park trees (maintained areas)		( ) ( )
Municipal trees on other property (building grounds, cemeteries, treatment plants, industrial parks, etc.)		( ) ( )
Other (_____)		( ) ( )

12. Who completed your tree inventory?

- Yes  No
- Consultant
  - Intern
  - Municipal staff
  - State U&CF program staff
  - Volunteer
  - Other (please specify: \_\_\_\_\_)

13. The tree inventory is used to identify which of the following?

- Yes  No
- Tree diameter
  - Tree condition
  - Tree species
  - Insect/disease problems
  - Tree planting locations
  - Potential debris volume
  - Tree risk assessment
  - Tree removal
  - Other (please specify: \_\_\_\_\_)

14. Is your tree inventory used to direct any of the following urban forest management activities?

- Yes  No
- Identifying tree planting locations
  - Policy and ordinance development
  - Removal of trees exceeding acceptable risk rating
  - Scheduling tree pruning
  - Selection of tree species for planting
  - Tree pruning for height clearance (street/sidewalk)
  - Assessing canopy cover change between time periods
  - Communicating tree benefits to community
  - Other (please specify: \_\_\_\_\_)

15. Does your municipality have a tree canopy goal? (check one)

- Yes
- No → (PLEASE GO TO QUESTION 18, PAGE 18)
- Developing → (PLEASE GO TO QUESTION 18, PAGE 18)

### Section VII – Operations Profile

1. Please fill in the number of trees by tree care activity on all municipal properties in 2014 in the appropriate column. (Please enter 0 if no activity type was performed last year.)

Municipal Tree Activity	(INDICATE NUMBER)	Is this a Record or Estimate (✓ one choice only)
<i>Example Answer</i>	937	( ) (✓)
Public requests for service		( ) ( )
Trees planted		( ) ( )
Trees pruned		( ) ( )
Trees removed		( ) ( )
Trees treated for pests/disease		( ) ( )

2. What percent of tree care (pruning, pest control, etc.) is done on a systematic (regularly scheduled) cycle and what percent on demand as reactive (complaints, hazardous situations, crisis, post storm etc.)? (Total = 100%)

\_\_\_\_\_ % Systematic (Scheduled) } Total = 100%  
 \_\_\_\_\_ % Reactive (on Demand) }

3. How would you best describe your tree management program's overall schedule for all types of tree maintenance? (CHECK ONE CHOICE)
- Continuous throughout year
  - Seasonal during a specific time period
  - Emergency/As needed only
  - Primarily at request of property owner
  - Other (please specify: \_\_\_\_\_)

4. How would you best describe your tree management program's approach to pruning? (CHECK ONE CHOICE)
- Don't prune
  - Pruning as needed/for emergency only
  - Regular pruning cycle
    - If regular pruning, current cycle length (years) \_\_\_\_\_
    - If regular pruning, desired cycle length (years) \_\_\_\_\_
  - Other (please specify: \_\_\_\_\_)

20. How many empty/vacant spaces do you have for potential tree plantings?

Tree Location	(INDICATE NUMBER)	Is this a Record or Estimate (✓ one choice only)
<i>Example Answer</i>	198	( ) (✓)
Street trees (along municipal rights of way, between curb and sidewalk, alley trees, etc.)		( ) ( )
Park trees (maintained areas)		( ) ( )
Municipal trees on other property (building grounds, cemeteries, treatment plants, industrial parks, etc.)		( ) ( )
Other (_____)		( ) ( )

21. If known, what is the value of the publically owned trees? \_\_\_\_\_ \$ Value of Public Trees

22. Is the value of publically owned trees carried in the city financial records as a city asset?

- Yes  
 No

23. Does your municipality know how many private trees exist?

- Yes → [ If yes, \_\_\_\_\_ # of private trees ]  
 No [ If yes, \_\_\_\_\_ % private canopy cover ]  
 Developing

24. If known, list the 6 most commonly occurring street tree species, their number and percentage of the total street trees?

Street Trees Species	Number	Percent
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

10. Does your community conduct any of the following urban forestry activities? (Check yes or no for each activity)

Urban Forestry Activities	Yes	No
Provide technical assistance (information) for tree maintenance on private property?	( )	( )
Provide financial assistance for specific insect or diseased tree removal on private property	( )	( )
Conduct routine inspection and removal of diseased trees on public property	( )	( )
Conduct routine inspection and require removal of insect infested or diseased trees on private property	( )	( )
Conduct routine inspection and removal of high risk (aka hazard) trees on public property	( )	( )
Conduct routine inspection and require removal of high risk (aka hazard) trees on private property	( )	( )
Operate a recycling site for disposal of wood and brush for residents	( )	( )
Use the urban forest to accomplish storm water, public health, and/or air quality goals	( )	( )
Maintain a website page specific to the community/urban forestry tree program	( )	( )
Perform formative tree care for 3 to 5 years after tree planting	( )	( )

11. Which of the following reasons explain the current removal of trees in your community? (Total should equal 100%)

FILL IN PERCENT

Tree declining or dead	_____	Due to development	_____
Homeowner request	_____	Storm damage	_____
Due to tree risk	_____	Damage to sidewalk	_____
Disease/insect problem	_____	Part of age rotation	_____
Other (_____)	_____		
<b>= 100% Total</b>	_____		

5. How would you best describe your tree management program's approach to pest management? (CHECK ONE CHOICE)

- No pest management
- Integrated Pest Management
- Spray program at regular intervals
- Treat outbreaks as needed
- Other (please specify: \_\_\_\_\_)

6. Did you keep records on the number of trees that were planted in 2014?

- Yes
- No

7. What one option best describes your tree management program's primary approach to tree planting? (CHECK ONE CHOICE)

- By citizen request
- Planned improvement
- Replacement of removed trees
- Other (please specify: \_\_\_\_\_)

8. Does your community operate a nursery to supply trees for public tree planting (e.g., street and/or park)?

- Yes
- No

9. Please indicate below the percent of all trees planted on public land coming from each of the following sources. (Provide your best estimate)

_____	% Purchased for direct planting
_____	% Grown in city nursery
_____	% Collected wild and planted
_____	% Donated
_____	% Nonprofit funded trees planted
_____	% Other (please specify: _____)
<b>100%</b>	<b>Total All Sources</b>



**12. Does your community regularly conduct tree risk management (hazard tree identification)?**

Yes  
 No

**13. Which one of the following tree risk rating systems do you most commonly use? (CHECK ONE CHOICE)**

No System Used  
 Colorado Tree Coalition System  
 In-house Developed System  
 ISA (Matheny & Clark) Tree Hazard Evaluation Method  
 ISA Tree Risk Assessment BMP's/TRAQ  
 U.S. Forest Service Urban Tree Risk System  
 U.S. Park Service Hazardous Tree Program  
 Other (please specify: \_\_\_\_\_)

**14. Does your community have a written tree risk management policy?**

Yes  
 No

**15. Which of the following statements reflects your overall tactic to tree risk inspection?**

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Response to citizen complaints
<input type="checkbox"/>	Part of a routine tree risk inspection program
<input type="checkbox"/>	Part of routine tree maintenance
<input type="checkbox"/>	Windshield survey to identify high risk trees
<input type="checkbox"/>	Other (please specify: _____)

**16. Has your community experienced any claims for injury or property damage from public trees?**

Yes → If yes, \_\_\_\_\_ \$ Average Annual Claims  
 No

**17. When a public tree is removed, which of the following are typical ways that solid wood/residue is disposed of?**

Yes	No
<input type="checkbox"/>	<input type="checkbox"/> Biofuel for energy
<input type="checkbox"/>	<input type="checkbox"/> Burned in open
<input type="checkbox"/>	<input type="checkbox"/> Firewood
<input type="checkbox"/>	<input type="checkbox"/> Landfilled
<input type="checkbox"/>	<input type="checkbox"/> Made into furniture/flooring/art
<input type="checkbox"/>	<input type="checkbox"/> Mulch
<input type="checkbox"/>	<input type="checkbox"/> Processed into lumber
<input type="checkbox"/>	<input type="checkbox"/> Sale of round wood (e.g., sawlogs, pulp, veneer)
<input type="checkbox"/>	<input type="checkbox"/> Other (please specify: _____)

**18. Does your community have an emergency response system which includes trees?**

Yes  
 No

**19. Does any person associated with the tree program having training in Incident Command Systems (ICS) and/or National Incident Management Systems (NIMS)?**

Yes	No
<input type="checkbox"/>	<input type="checkbox"/> Trained in Incident Command Systems
<input type="checkbox"/>	<input type="checkbox"/> Trained in National Incident Management System

**20. Does your Emergency Manager hold "storm" meetings that include discussions about trees along public roads and the need for the trees to be pruned and maintained?**

Yes  
 No

**21. Have you met with Emergency Managers in your municipality to discuss trees issues during storms?**

Yes  
 No

**22. Does your community have a natural areas acquisition management program?**

Yes  
 No

6. Which educational presentations are provided to residents?

- |                          |                          |                               |
|--------------------------|--------------------------|-------------------------------|
| Yes                      | No                       |                               |
| <input type="checkbox"/> | <input type="checkbox"/> | Arbor Day                     |
| <input type="checkbox"/> | <input type="checkbox"/> | Benefits of tree              |
| <input type="checkbox"/> | <input type="checkbox"/> | How to plant a tree           |
| <input type="checkbox"/> | <input type="checkbox"/> | How to prune a tree           |
| <input type="checkbox"/> | <input type="checkbox"/> | Proper tree selection         |
| <input type="checkbox"/> | <input type="checkbox"/> | Shade for energy conservation |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____) |

7. Have you heard of the ACTrees National NeighborWoods(R) Month Program which promotes street tree planting?

- Yes  
 No

8. Is your community currently a Tree City USA?

- Yes → (PLEASE GO TO SECTION IX, NEXT PAGE)  
 No

9. Have you heard of the Arbor Day Foundation's Tree City U.S.A. recognition program?

- Yes  
 No

10. If you are not a Tree City USA community, which of the four standards for Tree City USA recognition do you believe your community meets?

- |   |                             |
|---|-----------------------------|
| <b>Tree City USA Topical Areas</b>  | <b>( ✓ ) all that apply</b> |
| We have a tree board, department or committee responsible for public tree care  | ( )                         |
| We have a community tree ordinance or provisions establishing public tree policy  | ( )                         |
| We have an annual tree budget of \$2 per capita, which can include community labor and expenditures, grants, volunteer time and some utility line clearance and brush removal | ( )                         |
| We have an Arbor Day observance and proclamation  | ( )                         |

**Section VIII – Assistance Programs**

1. Are you aware of the Urban & Community Forestry Assistance Program in your State?

- Yes  
 No

2. What types of assistance from the Urban & Community Forestry Assistance Program in your State have been received?

- |                          |                          |                                 |
|--------------------------|--------------------------|---------------------------------|
| Yes                      | No                       |                                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Educational/Training Assistance |
| <input type="checkbox"/> | <input type="checkbox"/> | Financial Assistance            |
| <input type="checkbox"/> | <input type="checkbox"/> | Technical Assistance            |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____)   |

3. Please indicate how many total times in the past five years you received Urban & Community Forestry Assistance?

Type of Assistance	How many total times in the past five years? (fill in number)
<i>Example Answer</i>	16
Technical	_____
Financial (grants)	_____
Educational	_____

4. During the past five years have you received any awards from any group for your community tree activities or management?

- Yes → If yes, \_\_\_\_\_ number of awards  
 No  
 Don't Know

5. Do municipal staff provide educational presentations to city residents in regard to tree care?

- Yes  
 No

**Section X – Person Completing the Survey**

Your information below is for any follow-up communication to clarify a response and will not be shared with others! All information provided by your community is confidential and will only be reported in a nationally summarized format and not identified by community or respondent.

Name of person completing this survey: \_\_\_\_\_

Name of Community and State: \_\_\_\_\_

Daytime phone number: \_\_\_\_\_

e-mail address: \_\_\_\_\_

*Thank you for completing the survey. Please return it at your earliest convenience in the postage paid envelope to:*

**Richard Hauer  
Professor of Urban Forestry  
College of Natural Resources  
University of Wisconsin – Stevens Point  
800 Reserve Street  
Stevens Point, WI 54481**

**Section IX – Comments**

Please list up to three items that your community takes pride in.

- 1)
- 2)
- 3)

Please provide any additional comments in this space below about the management of trees in your community you would like to share.



# Any Questions Please Contact

Dr. Richard Hauer  
Professor of Urban Forestry  
University of Wisconsin–Stevens Point  
[rhauer@uwsp.edu](mailto:rhauer@uwsp.edu) (715-346-3642)



# Municipal Tree Care and Management in the United States

## A 2014 Urban & Community Forestry Census of Tree Activities

### Short Form Version

## Instructions

This survey is intended for the person(s) who can best tell us about municipal forestry and tree activities in your community. Ideally the person directly responsible for Tree Care Activities will respond, however, any city employee, community volunteer, or elected official that can best respond should do so. Answer each question the best you can. If multiple departments/groups are involved with municipal tree activities, we ask that the entire situation be formulated as one response using this questionnaire. It is important to answer as many applicable questions as possible.

**Please read each question carefully:** Respond to each question with the answer that best fits your community. An example follows below.

- Does your community manage its public trees?
  - Yes
  - No

Please try to answer every question that applies to you. If none of the answers provided seem exactly right, choose the one that best reflects what occurs in your community. The correct answer is your answer. The survey may take 15 to 30 minutes to complete depending on your situation.

It is appreciated that you fill out and return the survey even if you do not believe your community does any management of its trees. It is important for us to know the variety of activities that occurs nationally with trees in municipalities. Your response is confidential and will not be reported by the name of a community or person that responds.

**Definitions:** For purposes of clarity, throughout the survey the term **Tree Management Program** will refer to those official efforts, taken by your municipality, to manage and maintain municipal trees. Such activities or efforts may include, but are not limited to, tree inventory, planning, planting, pruning, tree removal, and other tree maintenance activities. Please refer to these definitions to help you answer the questions.

**Planting:** includes tree ordering, tree purchasing, tree production in a municipal nursery, planting site preparation, planting, mulching, staking, initial watering, and other activities to promote establishment.

**Tree Maintenance:** includes pruning, watering, mulching, damage repair, fertilizing, diagnosis, pest control, tree risk, and other post-planting care.

**Removal:** includes cutting, chipping, stump removal, clean-up, and brush and wood disposal.

**Urban Forest Management:** includes inventory, ordinances, a management plan, budget, scheduled plantings, maintenance, removals, and partners.

## Thank you very much for your help!



6. How many years has your community had a person responsible for the management of trees? \_\_\_\_\_ Number of Years

7. Which municipal departments have the responsibility for some level of management of public trees?

- |                          |                          |                                |
|--------------------------|--------------------------|--------------------------------|
| Yes                      | No                       |                                |
| <input type="checkbox"/> | <input type="checkbox"/> | Forestry/Urban Forestry        |
| <input type="checkbox"/> | <input type="checkbox"/> | Parks and Recreation           |
| <input type="checkbox"/> | <input type="checkbox"/> | Planning/Community Development |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Works                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Streets/Transportation         |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____)  |

8. What one municipal department has the primary responsibility for public trees? (CHECK ONE CHOICE)

- Forestry/Urban Forestry
- Parks and Recreation
- Planning/Community Development
- Public Works
- Streets/Transportation
- Equally shared (please specify: \_\_\_\_\_)
- Other (please specify: \_\_\_\_\_)

9. What training and/or credentials are collectively held by the staff responsible for tree activities and/or management of trees?

- |                          |                          |                                       |
|--------------------------|--------------------------|---------------------------------------|
| Yes                      | No                       |                                       |
| <input type="checkbox"/> | <input type="checkbox"/> | No specific training or workshops     |
| <input type="checkbox"/> | <input type="checkbox"/> | In-house and/or on-the-job-training   |
| <input type="checkbox"/> | <input type="checkbox"/> | Attend tree care/management workshops |
| <input type="checkbox"/> | <input type="checkbox"/> | ISA Certified Arborist                |
| <input type="checkbox"/> | <input type="checkbox"/> | ISA Certified Municipal Specialist    |
| <input type="checkbox"/> | <input type="checkbox"/> | ISA Advanced Credential (BCMA, TRAQ)  |
| <input type="checkbox"/> | <input type="checkbox"/> | SAF Certified Forester                |
| <input type="checkbox"/> | <input type="checkbox"/> | State License or Credential           |
| <input type="checkbox"/> | <input type="checkbox"/> | Two year degree                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Four year degree                      |
| <input type="checkbox"/> | <input type="checkbox"/> | Graduate degree                       |

In either Arboriculture, Forestry, Horticulture, Urban Forestry, or related field

### Section I – Your Community and Staff

1. Did your community conduct any kind of shade tree/urban & community forestry activities in 2014?

- Yes
- No
- Don't Know

2. Who in your community is primarily (legally) responsible for maintaining trees in municipal rights-of-way, for example street trees between sidewalk and curb or alley trees? (CHECK ONE CHOICE)

- Municipality responsible
- Abutting property owner responsible
- Jointly responsible (municipality and abutting owner)
- Other (please specify: \_\_\_\_\_)

3. Which one form of local government do you have? (CHECK ONE CHOICE)

- Council-Manager
- Mayor-Council
- Commission
- Town Meeting
- Representative Town Meeting
- Other (please specify: \_\_\_\_\_)

4. How many of each of the following does your community have?

- \_\_\_\_\_ Miles of maintained municipal streets
- \_\_\_\_\_ Square miles total land area in community
- \_\_\_\_\_ Acres of managed municipal parks

5. Does someone in your community (i.e., employee, volunteer, consultant, etc.) oversee the care of municipal street trees, park trees or other public trees?

- Yes
- No → (IF NO, GO TO QUESTION 7, Page 2)
- Don't Know → (IF DON'T KNOW, GO TO QUESTION 7, Page 2)



**Section II – Budget**

1. What is the total municipal budget (excluding school budget) for 2014? (Please include entire amount for all governmental functions, activities, etc.)  
 \_\_\_\_\_ \$ Total 2014 Municipal Budget
2. Is public funding specifically allocated for tree care activities or management (e.g., planting, maintenance, removal, ordinance enforcement, education, etc.)?  
 Yes  
 No → (PLEASE GO TO SECTION III, PAGE 5)
3. What is the total annual budget of your municipality funded tree care activities and management from all municipal sources? (Include all tree activity expenses; include personnel, overhead, equipment, supplies, tree care and contract payments.)  
 \_\_\_\_\_ \$ Total 2014 Tree Budget
4. Does your community have a municipal electrical utility and if so what is the budget for the utility tree clearance program? (This includes all tree activity expenses; include personnel, overhead, equipment, supplies, tree care and contract payments.)  
 Yes → If yes, \_\_\_\_\_ \$ Program Budget  
 No
5. How much is the total annual cost for all contracted tree care activities and management activities for the last fiscal year?  
 \_\_\_\_\_ \$ Annual Total Contract Cost
6. Is your budget adequate to meet current needs as defined in your work plan or your identified annual urban forestry budget needs? (This includes planting, maintenance, removal, inventory, education, etc.)  
 Yes  
 No → If no, \_\_\_\_\_ % below identified need

10. How many public employees, including managers, are involved with the municipal tree management program?  
 \_\_\_\_\_ # of Total Employees

\_\_\_\_\_ # of Full Time Equivalents (2080 hour base year)

11. How strongly do you agree or disagree with these statements characterizing your community and the management of trees?

(CHECK THE APPROPRIATE RESPONSE)

	Strongly Disagree (1)	Disagree (2)	Neutral (3)	Agree (4)	Strongly Agree (5)	Unsure
Program field workers/staff is/are supportive of the tree management program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Administration is supportive of the tree management program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community's elected officials and policy makers support community trees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The general public understands the value of trees to the community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Citizens understand and participate in urban forestry management at the neighborhood level	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
All constituencies in the community interact for the benefit of the urban forest	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Municipal departments cooperate with the management of public trees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
All city departments operate with common goals and objectives to manage trees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Green industry (e.g., tree care) at large operates with high professional standards and commits to city-wide goals and objectives	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Large private landowners embrace city- wide goals and objectives through specific resource management plans related to tree care and management in greenspaces	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cooperation and interaction occurs among neighboring communities and regional groups	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. What topics do your community tree ordinances include?

Ordinance Topics	Check all that apply
<i>Example answer</i>	( ✓ )
Defines official authority for public tree management	( )
Regulates tree species which may or may not be planted on public property (approved tree list)	( )
Regulates tree species which may or may not be planted on private property (approved tree list)	( )
Requires annual community tree work plans	( )
Requires regular public tree maintenance	( )
Requires particular types of maintenance (e.g. pruning)	( )
Regulates removal of dead or diseased trees	( )
Requires tree planting in new developments	( )
Requires tree planting around new parking lots	( )
Requires tree planting around reconstructed parking lots	( )
Requires replacement of removed publicly owned trees	( )
Identifies formula for determining monetary tree value	( )
Establishes permit system for work on public trees	( )
Requires preservation of trees during development	( )
Restricts tree cutting on private property	( )
Requires certified arborist for public tree work	( )
Requires certified arborist for paid private tree work	( )
Requires licensing of private tree care firms	( )
Regulates abatement of hazardous or public nuisance trees	( )
Establishes an insect/disease control strategy	( )
Establishes provisions for penalties for non-compliance	( )
Defines tree maintenance requirements on public property	( )
Restricts burning of solid wood waste	( )
Identifies preservation of heritage or significant trees	( )
Prohibits tree topping	( )
Other (please specify: _____)	( )

Section III – Tree Management Profile

1. Which of the following organizations help establish policy for tree management in your community?

- |                          |                          |   |
|--------------------------|--------------------------|---|
| Yes                      | No                       |   |
| <input type="checkbox"/> | <input type="checkbox"/> | City Council Committee or Community Board |
| <input type="checkbox"/> | <input type="checkbox"/> | Parks Board                               |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Works Board                        |
| <input type="checkbox"/> | <input type="checkbox"/> | Tree Board                                |
| <input type="checkbox"/> | <input type="checkbox"/> | Planning Commission                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Shade Tree/Urban Forestry Commission      |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____)             |

2. Does your community have a government-authorized tree board, parks board, city department, commission, or similar group that helps develop and/or administer tree management policy?

- Yes → If yes, Name: \_\_\_\_\_  
 No → (PLEASE GO TO QUESTION 5 OF THIS SECTION)

3. What is the function of the board/group(s)?

- |                          |                          |                                  |
|--------------------------|--------------------------|----------------------------------|
| Yes                      | No                       |                                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Advisory                         |
| <input type="checkbox"/> | <input type="checkbox"/> | Advocacy                         |
| <input type="checkbox"/> | <input type="checkbox"/> | Operational (on the ground work) |
| <input type="checkbox"/> | <input type="checkbox"/> | Policy Setting or Administrative |

4. Which of the following apply to the tree board or other board/commission identified above?

- |                          |                          |   |
|--------------------------|--------------------------|---|
| Yes                      | No                       |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Meets regularly (four or more times annually) |
| <input type="checkbox"/> | <input type="checkbox"/> | Operates from a written manual                |
| <input type="checkbox"/> | <input type="checkbox"/> | Reports directly to public elected officials  |
| <input type="checkbox"/> | <input type="checkbox"/> | Required by city ordinance or charter         |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____)                 |

5. Does your municipality have one or more municipal ordinances that pertain to trees?

- Yes → Year 1<sup>st</sup> Written \_\_\_\_\_ Last Updated \_\_\_\_\_  
 No → (PLEASE GO TO QUESTION 8 OF THIS SECTION)  
 Developing

5. What areas does the tree inventory include?

- |                          |                          |                                      |
|--------------------------|--------------------------|--------------------------------------|
| Yes                      | No                       |                                      |
| <input type="checkbox"/> | <input type="checkbox"/> | Street trees                         |
| <input type="checkbox"/> | <input type="checkbox"/> | Park trees                           |
| <input type="checkbox"/> | <input type="checkbox"/> | Municipal greenbelts                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Municipal woodlots                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Private trees (sample survey)        |
| <input type="checkbox"/> | <input type="checkbox"/> | Other municipal properties ( _____ ) |

6. Which type of inventory collection and analysis methods have been used to describe your community tree population?

- |                          |                          |  |
|--------------------------|--------------------------|--|
| Yes                      | No                       |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Windshield survey                                |
| <input type="checkbox"/> | <input type="checkbox"/> | Sample survey                                    |
| <input type="checkbox"/> | <input type="checkbox"/> | 100% population (total, census)                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Remote sensing (i.e., aerial photos, satellites) |
| <input type="checkbox"/> | <input type="checkbox"/> | Canopy cover analysis                            |
| <input type="checkbox"/> | <input type="checkbox"/> | i-Tree Streets analysis                          |
| <input type="checkbox"/> | <input type="checkbox"/> | i-Tree Eco analysis                              |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____ )                   |

7. Is your tree inventory used to direct any of the following urban forest management activities?

- |                          |                          |   |
|--------------------------|--------------------------|---|
| Yes                      | No                       |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Identifying tree planting locations                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Policy and ordinance development                    |
| <input type="checkbox"/> | <input type="checkbox"/> | Removal of trees exceeding acceptable risk rating   |
| <input type="checkbox"/> | <input type="checkbox"/> | Scheduling tree pruning                             |
| <input type="checkbox"/> | <input type="checkbox"/> | Selection of tree species for planting              |
| <input type="checkbox"/> | <input type="checkbox"/> | Tree pruning for height clearance (street/sidewalk) |
| <input type="checkbox"/> | <input type="checkbox"/> | Assessing canopy cover change between time periods  |
| <input type="checkbox"/> | <input type="checkbox"/> | Communicating tree benefits to community            |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____ )                      |

8. Does your municipality have a tree canopy goal? (check one)

- Yes  
 No → (PLEASE GO TO QUESTION 1, PAGE 9)  
 Developing → (PLEASE GO TO QUESTION 1, PAGE 9)

7. Which statements reflect enforcement of tree ordinances?

- |                          |                          |  |
|--------------------------|--------------------------|--|
| Yes                      | No                       |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinances are actively enforced by community    |
| <input type="checkbox"/> | <input type="checkbox"/> | Fines from penalties go to a specific fund       |
| <input type="checkbox"/> | <input type="checkbox"/> | Penalty enforcement same or greater as last year |

8. Does your community have a written strategic plan for urban forestry, tree management, open space, green infrastructure, or land use management that includes trees?

- Yes  
 No  
 Don't Know

### Section IV – Inventory

1. Does your community have a tree inventory? (An inventory is any type of record of public trees in your community.)

- Yes  
 No → (PLEASE GO TO QUESTION 8, PAGE 8)

2. What is the state of your tree inventory? (current = up to date)

- (CHECK ONE CHOICE)
- Current (reflects tree population)  
 Developing (in process of making current)  
 Not current (missing tree population information)

3. How often do you update your inventory database?

- (CHECK ONE CHOICE)
- No update/Never update  
 Periodically reinventory to collect current data  
 Updated daily or weekly as work performed  
 Update less often than weekly after work is performed  
 Updated only for plantings/removals  
 Other (please specify: \_\_\_\_\_ )

4. What is the total number of publically owned trees in your community?

\_\_\_\_\_ # of Publically Owned Trees

5. What percent of tree care (pruning, pest control, etc.) is done on a systematic (regularly scheduled) cycle and what percent on demand as reactive (complaints, hazardous situations, crisis, post storm etc.)? (Total = 100%)

\_\_\_\_\_ % Systematic (Scheduled) } Total = 100%  
 \_\_\_\_\_ % Reactive (on Demand)

6. Which tree activity is performed by percent of the total work time for all public tree activities? (GIVE US YOUR BEST ESTIMATE, USE THE DEFINITIONS IN THE DIRECTIONS)

Tree Activity	City Staff (%)	Contractor (%)	Volunteer (%)
<i>Example answer</i>	70	19	11
Tree Planting			
Tree Pruning			
Tree Removal			
Tree Pest Mgmt.			
Other ( : _____ )			

7. How would you best describe your tree management program's approach to pruning? (CHECK ONE CHOICE)

- Don't prune
- Pruning as needed/for emergency only
- Regular pruning cycle
  - If regular pruning, current cycle length (years) \_\_\_\_\_
  - If regular pruning, desired cycle length (years) \_\_\_\_\_
- Other (please specify: \_\_\_\_\_)

8. How would you best describe your tree management program's approach to pest management? (CHECK ONE CHOICE)

- No pest management
- Integrated Pest Management
- Spray program at regular intervals
- Treat outbreaks as needed
- Other (please specify: \_\_\_\_\_)

9. What is your tree canopy cover goal, percent current canopy, and what year is identified to meet your goal? (enter none if no date identified to meet goal)

\_\_\_\_\_ % canopy goal  
 \_\_\_\_\_ % current canopy  
 \_\_\_\_\_ Year to accomplish goal

### Section V – Operations Profile

1. Does your community work with partners and/or volunteers (individuals or groups not paid for providing services) for tree planting, tree care, or other tree activities on public property?

- Yes
- No

2. Does your community use paid contractors for any of your tree care activities?

- Yes
- No → (PLEASE GO TO QUESTION 5, PAGE 10)

3. Are industry standards or accreditation programs used to evaluate and hire contractors?

- Yes
- No → (PLEASE GO TO SECTION 5, PAGE 10)

4. Which of the following are true about contractors hired by your city?

- |                          |                          |  |
|--------------------------|--------------------------|--|
| Yes                      | No                       |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Require use of ANSI Z60.1 standards                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Require use of ANSI Z133.1 standards                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Require use of ANSI A300 standards                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Hiring preference given to ISA Certified Arborists   |
| <input type="checkbox"/> | <input type="checkbox"/> | Hiring preference given to TCIA Accredited companies |

14. When a public tree is removed, which of the following are typical ways that solid wood/residue is disposed of?

- |                          |                          |  |
|--------------------------|--------------------------|--|
| Yes                      | No                       |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Biofuel for energy                               |
| <input type="checkbox"/> | <input type="checkbox"/> | Burned in open                                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Firewood   |
| <input type="checkbox"/> | <input type="checkbox"/> | Landfilled                                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Made into furniture/flooring/art                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mulch  |
| <input type="checkbox"/> | <input type="checkbox"/> | Processed into lumber                            |
| <input type="checkbox"/> | <input type="checkbox"/> | Sale of round wood (e.g., sawlogs, pulp, veneer) |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____)                    |

**Section VI – Assistance Programs**

1. Are you aware of the Urban & Community Forestry Assistance Program in your State?

- Yes  
 No

2. What types of assistance from the Urban & Community Forestry Assistance Program in your State have been received?

- |                          |                          |                                 |
|--------------------------|--------------------------|---------------------------------|
| Yes                      | No                       |                                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Educational/Training Assistance |
| <input type="checkbox"/> | <input type="checkbox"/> | Financial Assistance            |
| <input type="checkbox"/> | <input type="checkbox"/> | Technical Assistance            |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____)   |

3. During the past five years have you received any awards from any group for your community tree activities or management?

- Yes → If yes, \_\_\_\_\_ number of awards  
 No  
 Don't Know

4. Is your community currently a Tree City USA?

- Yes → (PLEASE GO TO SECTION IX, NEXT PAGE)  
 No

9. Please indicate below the percent of all trees planted on public land coming from each of the following sources. (Provide your best estimate)

- |             |                                  |
|-------------|----------------------------------|
| _____       | % Purchased for direct planting  |
| _____       | % Grown in city nursery          |
| _____       | % Collected wild and planted     |
| _____       | % Donated                        |
| _____       | % Nonprofit funded trees planted |
| _____       | % Other (please specify: _____)  |
| <b>100%</b> | <b>Total All Sources</b>         |

10. Does your community have an emergency response system which includes trees?

- Yes  
 No

11. Does your community regularly conduct tree risk management (hazard tree identification)?

- Yes  
 No

12. Does your community have a written tree risk management policy?

- Yes  
 No

13. Which of the following statements reflects your overall tactic to tree risk inspection?

- |                          |                          |  |
|--------------------------|--------------------------|--|
| Yes                      | No                       |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Response to citizen complaints                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Part of a routine tree risk inspection program |
| <input type="checkbox"/> | <input type="checkbox"/> | Part of routine tree maintenance               |
| <input type="checkbox"/> | <input type="checkbox"/> | Windshield survey to identify high risk trees  |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify: _____)                  |





5. Have you heard of the Arbor Day Foundation's Tree City U.S.A. recognition program?

- Yes
- No

**Section X – Person Completing the Survey**

Your information below is for any follow-up communication to clarify a response and will not be shared with others! *All information* provided by your community *is confidential* and will only be reported in a nationally summarized format and not identified by community or respondent.

Name of person completing this survey: \_\_\_\_\_

Name of Community and State: \_\_\_\_\_

Daytime phone number: \_\_\_\_\_

e-mail address: \_\_\_\_\_

***Thank you for completing the survey. Please return it at your earliest convenience in the postage paid envelope to:***

**Richard Hauer**  
**Professor of Urban Forestry**  
**College of Natural Resources**  
**University of Wisconsin – Stevens Point**  
**800 Reserve Street**  
**Stevens Point, WI 54481**  
**[rhauer@uwsp.edu](mailto:rhauer@uwsp.edu) (715-346-3642)**