



City of Tigard

Tigard Workshop Meeting – Agenda

TIGARD CITY COUNCIL

MEETING DATE AND TIME: October 15, 2013 - 6:30 p.m.

MEETING LOCATION: City of Tigard - Town Hall - 13125 SW Hall Blvd., Tigard, OR 97223

PUBLIC NOTICE:

Times noted are estimated.

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

VIEW LIVE VIDEO STREAMING ONLINE:

<http://live.tigard-or.gov>

Workshop meetings are cablecast on Tualatin Valley Community TV as follows:

Replay Schedule for Tigard City Council Workshop Meetings - Channel 28

- Every Sunday at 7 a.m.
- Every Monday at 1 p.m.
- Every Wednesday at 2 p.m.
- Every Thursday at 12 p.m.
- Every Friday at 3 p.m.

SEE ATTACHED AGENDA



City of Tigard

Tigard Workshop Meeting – Agenda

TIGARD CITY COUNCIL

MEETING DATE AND TIME: October 15, 2013 - 6:30 p.m.

MEETING LOCATION: City of Tigard - Town Hall - 13125 SW Hall Blvd., Tigard, OR 97223

6:30 PM

- **EXECUTIVE SESSION:** The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

1. WORKSHOP MEETING

- A. Call to Order- City Council
- B. Roll Call
- C. Pledge of Allegiance
- D. Council Communications & Liaison Reports
- E. Call to Council and Staff for Non-Agenda Items

2. JOINT MEETING WITH THE PARK AND RECREATION ADVISORY BOARD (PRAB) **6:40 pm estimated time**

3. FIRST QUARTER MEETING WITH THE BUDGET COMMITTEE **7:30 pm estimated time**

4. COUNCIL BRIEFING ON URBAN FORESTRY CODE REVISIONS 6-MONTH UPDATE **8:15 pm estimated time**

5. COUNCIL LIAISON REPORTS

6. NON AGENDA ITEMS
7. EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.
8. ADJOURNMENT **8:45 pm estimated time**

AIS-1398

Workshop Meeting

Meeting Date: 10/15/2013

Length (in minutes): 50 Minutes

Agenda Title: Joint Meeting with the Park and Recreation Advisory Board (PRAB)

Prepared For: Steve Martin,

Submitted By: Steve
Martin,
Public
Works

Item Type: Joint Meeting-Board or Other Juris.

Meeting Type: Council
Workshop
Mtg.

Public Hearing: No

Publication Date:

Information

ISSUE

Should the council meet with the PRAB to:

- Discuss park and recreation?
- Determine what issues the PRAB should work on in 2014?

STAFF RECOMMENDATION / ACTION REQUEST

Staff recommends the council meets with the PRAB.

KEY FACTS AND INFORMATION SUMMARY

The PRAB meets with the council annually to get direction for the upcoming year.

In November 2010 Tigard voters passed a \$17 million park and open space bond measure. The council tasked the PRAB with making recommendations for land purchases and park developments using the bond funds. The PRAB reviewed over 70 properties for possible acquisition and reviewed park development projects eligible for bond funding. The majority of the recommended property acquisitions and many of the park developments recommended by the PRAB have been completed or are underway. The PRAB would like to discuss the council's ideas regarding:

- Future acquisitions and development.
- What bond fund and park goals should be completed in 2014.

At past meetings, the PRAB and the council have talked about the possibility of a recreation program in Tigard. Discussions have centered around funding and what offerings may be of interest to Tigard residents. A previous council goal directed staff to inventory recreational offerings in the community. The end result of that inventory was the development of an

online *Recreation Resource Guide*.

Staff developed a task charter to evaluate a recreation program in June 2013 and is in the process of writing a scope of work in order to hire a consultant to help the city answer the question, "What role should the city play in providing recreation programs?"

Finally, with the majority of the PRAB's work on the bond measure completed, are there specific items/issues the council would like the PRAB to work on in 2014 and beyond? Possible options may include parks in or near River Terrace, recreation and future park planning.

A summary of park bond developments and the regular Parks Bond Report are included in the packet.

OTHER ALTERNATIVES

Council could choose not to meet with the PRAB.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

2013 Council Priorities for 6-Month Focus, Other initiatives:

Evaluate options and resources to create a pilot recreation program

- Use recreation inventory to match program demands/service gaps
- Determine options for future programming (including partnerships)

DATES OF PREVIOUS COUNCIL CONSIDERATION

The council and PRAB held their last joint meeting on July 17, 2012.

Attachments

Park Bond Development Options Update

Parks Bond Program Report - October 2013

Park Bond Development Options - Existing Parks

Park	Option	Price Range	Comments	PRAB Option	Status
Fanno Creek House	Development	\$150,000 - \$160,000	Driveway and riparian area improvements.	\$150,000	Completed
East Butte Heritage Park	Development	\$420,000 - \$480,000	Park development and half-street improvements. Use of utility underground fee for project.	\$480,000	Completion expected October 2013
Jack Park Addition	Development	\$304,000 - \$520,000	Phase 1: Trail and bridge construction. Phase 2: Play area and community garden installation.	\$350,000	Phase 1 completion expected October 2013
Dirksen Nature Park (Summer Creek)	Development	\$1.4 - \$1.9 Million	Phase 1: Start of park development and half-street improvements. Identify funding to complete the park development, utility underground.	\$700,000	In land use/permitting. Construction slated for 2014
Park Improvements from Page 2	Multiple Projects - totals from page 2		PRAB recommendations for smaller projects.	\$615,277	See comments on Page 2
Tigard St. Trail			Trail planning and construction on abandoned railroad line.	\$100,000	Land lease under review
Total			Total for All Projects	\$2,395,277	

Completed
 Completion Pending
 Underway

PRAB Recommendations - Smaller Development Projects

Park	Option	Price Range	Comments	PRAB Option	Status
Summerlake	Restroom	\$104,000	Replace porta-potty	\$ 104,000	Spring 2014
Commercial	Play Structure	\$11,277	Install play structure.	\$ 11,277	Structure purchased
Potso	Parking	\$35,000	Pave parking lot.	\$ 35,000	Spring 2014
Potso	Irrigation	50,000	Install irrigation to improve turf.	\$ 50,000	Contract pending
Pathfinder	Neighborhood Park Facilities	\$35,000	Neighborhood use area adjacent asphalt trail.	\$ 35,000	Derry Dell option?
Sunrise	Concept Master Plan	\$50,000	Concept master plan for future park. Includes some topographical work.	\$ 50,000	Completed
Paul - East Bull Mountain Properties	Concept Master plan	\$45,000	Concept master plan future park.	\$ 45,000	Completed
Senn Park	Play Structure	\$50,000	Install play structure.	\$ 50,000	In land use
Metzger School	Park Facilities	\$270,000	Install park facilities at Metzger School with intergovernmental agreement (\$135,000 each facility).	\$ 135,000	Talks underway
Fanno Creek Trail	Trail Construction	\$100,000	Trail construction between Grant St. and Main St.	\$ 100,000	Under construction
Totals	Possible	\$ 750,277.00	PRAB Option	\$ 615,277	\$ -

Completed
 Completion Pending
 Underway



City of Tigard

Public Works Department
Parks Division

Parks Bond Program Report

October 2013

PROGRAM SNAPSHOT

The city adopted its Park System Master Plan in 2009, which outlined the need to acquire park property and construct park improvements to preserve open spaces, enhance water quality and provide recreational opportunities. On November 2, 2010, Tigard voters passed a \$17 million general obligation bond to fund the purchase of real property for parks and to fund a limited amount of park improvements.

To date, the city has acquired over 108 acres of new park and open space land and has spent or committed approximately \$14.5 million of the bond. The remaining funds will be used for additional park and open space acquisitions and to construct various park improvements, like picnic shelters, playgrounds, trails, sport fields and restrooms.

PROGRAM MILESTONES

The following list identifies the major milestones completed for the parks bond program.

- Completed acquisitions of Summer Creek, Sunrise, Potso, Paull and Eiswerth properties, Fields property and the Bagan property – adding over 108 acres to the city’s parkland inventory and leveraging bond resources with over \$6 million of grant and local agency contributions to the program.
- Prepared Project Charters for East Butte Heritage Park, Jack Park, Fanno Creek House, Dirksen Nature Park (Summer Creek), East Bull Mountain (Paull/Eiswerth) properties, the Sunrise property, the Tigard Street Trail and several supplemental development projects to define project scopes, milestones and site conditions and constraints affecting design and permitting.
- Completed conceptual park master plans for East Butte Heritage Park, Jack Park, Fanno Creek House, Dirksen Nature Park, the Sunrise property, the Fields property and the East Bull Mountain property.
- Obtained Conditional Use Permit approval for East Butte Heritage Park from city planning.
- Obtained land use permit approval for the Fanno Creek House from city planning.
- Obtained land use permit approval for the Jack Park addition from city planning.
- Advanced the design development and submitted for land use and environmental permitting review for the Dirksen Nature Park.

- Prepared design drawings and submitted for land use permitting review for the Potso Dog Park parking lot improvement project.
- Prepared design drawings and submitted for land use permitting for Senn Park.
- Awarded construction contract and hosted a groundbreaking ceremony for East Butte Heritage Park.
- Awarded construction contracts for the Fanno Creek House improvements and for Jack Park.

STATUS OF WORK IN-PROGRESS

The following summarizes the key tasks associated with the major projects for the parks bond.

East Butte Heritage Park: At its April 9 meeting, City Council awarded the construction contract for East Butte Heritage Park to DaNeal Construction, and a Notice to Proceed was issued on April 23. Park construction is underway, and substantial completion was expected in September, but the project has been delayed due to coordination with PGE for utility line and pole relocation. Improvements include a restroom, picnic shelter, playground, pathways, landscaping, bicycle racks, street frontage improvements and site signage. The city has an East Butte Heritage Park web page at: www.tigard-or.gov/community/parks/east_butte_heritage_park.asp

Fanno Creek House: On June 11, 2013, City Council awarded the contract for the Fanno Creek House site improvements project to Casserly Landscape. Site improvements include upgrading and re-paving the parking areas, tree and landscaping installation, and adding bicycle racks and signage. The construction project has been completed, and the house was ready for use on August 6, 2013. City staff are reviewing the project for close-out and lessons learned. The city has a Fanno Creek House web page at: www.tigard-or.gov/community/parks/fanno_creek_house.asp

Jack Park: At their July 10, 2013 meeting, City Council awarded the contract for the Jack Park phase 1 improvements project to GreenThumb Landscaping for the amount of \$316,409. Separately, a contract was finalized with Western Wood Structures of Tualatin for the design, construction and delivery of a 110-foot wooden truss bridge to span Krueger Creek and localized wetlands on the property. Construction has commenced on site and includes bridge footings and a walking path. The bridge was delivered to the park in early September for installation. Project completion is anticipated for late October. The city has a Jack Park web page at: www.tigard-or.gov/community/parks/jack_park.asp

Dirksen Nature Park: The project team has progressed through design development and has compiled documentation and plans for the land use permitting review. The full application for the Type-III conditional use permit was submitted to the city in July, and the project team was notified of completeness review in late August. Following the review of the application materials by planning staff, the project will be heard before the Hearings Officer, with the final determination anticipated by the end of November. The city has a Dirksen Nature Park web page at: www.tigard-or.gov/community/parks/dirksen_nature_park.asp

Sunrise Property: A community-based planning process has concluded with a conceptual master plan for this property. Two public meetings, along with discussions with six key stakeholders, guided the development of the conceptual park design. The project team prepared a summary report, and the conceptual master plan was reviewed and approved by the Park and Recreation Advisory Board at their July 2013 meeting. Detailed design engineering, land use permitting and park construction currently is not scheduled, and the project will require a future budget allocation to implement the conceptual master plan. The city has a Sunrise property web page at: www.tigard-or.gov/community/parks/sunrise.asp

East Bull Mountain Property (Paull/Eiswerth): The park concept master planning process began in the first quarter of 2013 to define the future development of the site as a neighborhood park. Three community meetings have been held to discuss and advance the conceptual master plan for the site. Significant participation from the neighborhood near the park property was attained, with approximately 70 neighbors participating at the second meeting. Park design discussions included consideration for park improvements such as pathways, picnic shelter, playgrounds, sports court and open lawn areas. A preferred concept plan was presented to, and approved by, the Park and Recreation Advisory Board in September. The next steps for this project include annexation of the property into the city and demolition of the residence. Detailed design engineering, land use permitting and park construction currently is not scheduled, and the project will require a future budget allocation. The city has an East Bull Mountain property web page at: www.tigard-or.gov/community/parks/east_bull_mountain.asp

Property Acquisitions:

Due diligence, discovery and negotiations have continued for other high priority park acquisition sites following City Council's guidance last year to negotiate the purchase of additional properties. The internal project team continues to work with the Park and Recreation Advisory Board and the City Center Advisory Commission toward the acquisition of downtown park sites. To date the acquisition portion of the parks bond program has leveraged \$6.05 million of grant and local agency contributions to the program; this represents a net leveraging of 50 percent of outside resources to the bond program and an effective 2:1 ratio of bond to outside funding for local acquisitions.

LOOK AHEAD

The following represents scheduled upcoming milestones and activities for park planning and development projects funded through the 2010 park and open space bond measure.

Park Design & Construction

East Butte Heritage Park – Public Works Engineering Project Manager Mike McCarthy

- Park site improvements and landscaping: ongoing through October 2013
- Substantial completion: late October 2013

Jack Park Addition – Public Works Senior Engineering Technician Jeff Peck

- Bridge installation: September 2013
- Park site improvements and landscaping: ongoing through October 2013
- Substantial completion: late October 2013

Dirksen Nature Park – Public Works Engineering Project Manager Kim McMillan

- Conditional Use permit application submitted to city: July 2013
- Anticipated land use decision: late November 2013
- Invitation to bid publicized: late winter 2014

Supplemental Development Projects

The following small park improvement projects are supplemental to the primary park construction projects and were recommended by the PRAB. These projects will enhance the city's park system by providing improved recreational experiences for residents and distributing the improvements to each section of the city.

Senn Park Land Use Review for Playground Installation

- Conditional use permit application submitted to city: September 2013
- Anticipated land use decision: December 2013
- Playground installation: late winter 2014

Potso Dog Park Land Use Review for Parking Lot Paving

- Minor modification land use review submitted to city: August 2013
- Anticipated land use decision: October 2013
- Parking lot and stormwater facility installed: late winter 2014

Potso Dog Park Irrigation

- Irrigation installation: Fall 2013

Summerlake Restroom

- Anticipated construction: Winter/Spring 2014

Commercial Play Structure

- Equipment installed: October 2013

PROGRAM BUDGET SUMMARY

A summary budget report and cost accounting information through September 2013 are shown on the following page. Detailed program- and project-level accounting is being used internally to track expenditures by project, type and source.

Parks Division
Parks Bond: Program Update

Parks Bond: Current Fund Balance & Expenditures

BOND FUND STARTING BALANCE	\$ 17,116,903
ACQUISITIONS	
Bond Allocation - Acquisition (%)	80%
Spent of Acquisition Component	88%
Subtotal	\$ 12,001,055
Project Name	Expenses-to-Date
Dirksen Nature Park	\$ 3,366,122
Sunrise Park	\$ 4,603,214
Potso Dog Park	\$ 630,676
Downtown	\$ 25,533
Paull Property	\$ 1,762,850
Eiswerth Property	\$ 68,239
Fields Property	\$ 1,012,248
Bagan Property	\$ 227,080
Steve Street Property	\$ 240,916
Misc. Acquisition Work	\$ 64,176
DEVELOPMENT	
Bond Allocation - Development (%)	20%
Spent of Development Component	52.0%
Subtotal	\$ 1,767,810
Project Name	Expenses-to-Date
East Butte Heritage Park	\$ 452,379
Fanno Creek House (Schaltz)	\$ 235,843
Dirksen Nature Park	\$ 340,562
Sunrise Park	\$ 44,600
Jack Park	\$ 330,901
Fields Property	\$ 3,651
East Bull Mountain (Paull / Eiswerth)	\$ 55,891
Potso Dog Park	\$ 33,016
Misc. Development Work	\$ 47,909
Overhead Costs (unallocated)	\$ 223,058
Total Expenditures to Date	\$ 13,768,865
Life-to-Date Fund Balance	\$ 3,348,038
Encumbrances under contract	\$ 746,704
Downtown Plaza Set-Aside	\$ 1,675,000
Available Fund Balance	\$ 926,334

AIS-1403

Workshop Meeting

Meeting Date: 10/15/2013
Length (in minutes): 45 Minutes
Agenda Title: First Quarter Budget Committee Meeting
Prepared For: Toby LaFrance
Submitted By: Carissa Collins, Financial and Information Services
Item Type: Update, Discussion, Direct Staff Budget Committee **Meeting Type:** Council Workshop Mtg.
Public Hearing No
Newspaper Legal Ad Required?:
Public Hearing Publication
Date in Newspaper:

Information

ISSUE

This meeting is to inform the Budget Committee of the city's financial status for the first quarter of FY 2014.

STAFF RECOMMENDATION / ACTION REQUEST

No action required. Staff will be presenting a status report.

KEY FACTS AND INFORMATION SUMMARY

The FY 2014 Budget was approved by Budget Committee on May 6, 2013. The budget was adopted by City Council with some technical adjustments on June 11, 2013.

At this meeting, staff will provide the following:

- Provide an update on the close of Fiscal Year 2013 financials.
- Discuss the status of the FY 2013 audit.
- Present the first quarter financial report for FY 2014.
- Review the outcome of August 20th Council Workshop and resulting changes in the Budget/CIP development process
- Present draft calendar for FY 2015 budget development process.

OTHER ALTERNATIVES

N/A

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

Financial Stability

DATES OF PREVIOUS CONSIDERATION

N/A

Attachments

2013 Year End Report



City of Tigard Memorandum

To: City of Tigard Budget Committee

From: Toby LaFrance, Tigard Finance and Information Services Director

Re: FY 2013 Year-End Financial Report

Date: October 7, 2013

Introduction

I am pleased to provide you with the FY 2013 Year-End Financial Report. Please bear in mind that the numbers on the following pages are not the official audited financials of the City of Tigard. This means that the amounts represent the current fiscal situation of the city but may change with further accounting review.

How to Read the Report

The tables on the following pages report the progress against budget through twelve months of the fiscal year. Each page contains funds that are grouped to a similar purpose (e.g. transportation funds, water funds, etc). For each fund, the table provides the amount of the budget, the progress against budget and the percent of budget complete.

At the top of the page are the resources for each fund. The resources start with the funds' Beginning Fund Balance, which represents the amount of savings in the fund at the beginning of the fiscal year. Next are the revenues of the fund grouped by revenue type. For more information on the particular revenues within a revenue type, see the Revenue Analysis section and the Fund Summaries section of the Adopted FY 2013 Budget Document. The Beginning Fund Balance plus the Revenues make up the Total Resources of the funds.

The bottom half of the report shows the fund Requirements. The Requirements start with the Expenditures by type. For more information on the specific expenditures within a type, see the Program Summaries section and the Fund Summaries section of the Adopted FY 2013 Budget Documents. By subtracting the Total Expenditures from the available Total Resources, the Change in Fund Balance is calculated. By combining the Change in Fund Balance and the Beginning Fund Balance at the top of the page, the Ending Fund Balance is derived. Finally, the Ending Fund Balance is added to the Total Expenditures to calculate the Total Requirements. The Total Requirements equals the Total Resources to balance the budget.

Summary of Findings

This is a brief overall summary. Again, bear in mind that the financials here are not the official audited financials of Tigard, but represent the current financial situation and may change with further accounting review.

1. Budget amounts reflect the three budget adjustments that have been adopted by Council since the budget was adopted.
2. One of the main assumptions in our General Fund forecast is that we spend at, or below, 95% of budget. At this point, we are below this expenditure rate.
3. General Fund revenues are better than 100 percent of budget. Property Taxes and franchise fees came in at a little better than 100 percent of budget. Licenses and permitting show a 38% increase due to increases in business licenses and development permits.
4. Operating Expenditures for all programs in all funds are under 95 percent spent with the Building Fund at 96 percent.
5. The Building Fund revenues have increased 50 percent above budget. This is due to a significant increase in building permits for residential and commercial properties.
 - a. Revenues for those development impact fees related to building development have seen significant increases above budgeted amounts. These funds include Park SDC, Transportation Development Tax, and Water SDC.
6. The expenditure rate in some of the capital funds are at or under 50 percent.
 - a. One area in particular is in the Parks Capital, Parks Bond and Park SDC Funds (page 4) that reflects the city acquisition of park land and open spaces. The budgets in these funds were developed to allow for any opportunities to purchase land and open spaces resulting from the \$17,000,000 park bond. Those opportunities did not arise as anticipated.
 - b. Capital funds including Sanitary Sewer, Transportation CIP, and Water CIP are below budget due to a decrease in capital improvement projects for the fiscal year.
7. The revenue in the Gas Tax is below budget due to the timing in collections from the State. However, total expenditures were slightly less than total revenues at year-end.

Follow-up from Last Quarterly Report of the Fiscal Year

8. There is no additional follow-up.

FY 2013 -Year End Report (July thru June - 100% of the year)
 General Fund

	General Fund - 100		
	Budget	YTD*	% of Budget
Resources			
Beginning Fund Balance	6,341,359	7,250,007	114%
Revenues			
Taxes	12,726,427	12,787,066	100%
Franchise Fees	4,966,611	5,724,192	115%
Special Assessments	-	-	0%
Licenses & Permits	922,048	1,272,368	138%
Intergovernmental	5,805,652	5,981,633	103%
Charges for Services	3,142,995	2,468,481	79%
Fines & Forfeitures	1,069,126	918,761	86%
Investment Earnings	103,722	94,265	91%
Other Revenue	24,655	80,760	328%
Proceeds from Loan Repayment	280,000	236,097	84%
Transfers In	70,000	56,807	81%
Total Revenues	29,111,236	29,620,431	102%
Total Resources	35,452,595	36,870,438	104%
Requirements			
Expenditures			
Policy & Administration	757,357	711,385	94%
Community Development	3,099,740	2,667,927	86%
Community Services	19,986,235	18,636,382	93%
Public Works	5,164,603	4,662,773	90%
Debt Service	-	-	0%
Capital Improvement	-	-	0%
Loan to CCDA	80,000	80,000	100%
Transfers Out	630,659	310,084	49%
Contingency	963,575	-	0%
Total Expenditures	30,682,169	27,068,550	88%
Change in Fund Balance	(1,570,933)	2,551,881	-162%
Ending Fund Balance	4,770,426	9,801,887	205%
Total Requirements	35,452,595	36,870,438	104%

*Note: Financials presented are not the official audited financials of the City of Tigard, but represent the current financial situation and may change with further accounting review.

FY 2013 -Year End Report (July thru June - 100% of the year)
 Central Service Funds

	Central Svc Fund - 600			Fleet/Prop Mngmt Fund - 650			Insurance Fund - 660		
	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget
Resources									
Beginning Fund Balance	518,468	213,796	41%	115,817	135,776	117%	792,663	811,896	102%
Revenues									
Taxes	-	-	0%	-	-	0%	-	-	0%
Franchise Fees	-	-	0%	-	-	0%	-	-	0%
Special Assessments	-	-	0%	-	-	0%	-	-	0%
Licenses & Permits	-	-	0%	-	-	0%	-	-	0%
Intergovernmental	-	-	0%	-	-	0%	-	-	0%
Charges for Services	5,979,588	5,517,427	92%	1,506,121	1,355,911	90%	-	(739)	0%
Fines & Forfeitures	-	-	0%	-	-	0%	-	-	0%
Investment Earnings	593	400	67%	-	104	0%	7,810	380	5%
Other Revenue	-	14,155	0%	-	32,707	0%	52,936	53,111	100%
Proceeds from Loan Repayment	-	-	0%	-	-	0%	-	-	0%
Transfers In	282,477	253,552	90%	22,595	12,667	56%	-	-	0%
Total Revenues	6,262,658	5,785,534	92%	1,528,716	1,401,389	92%	60,746	52,751	87%
Total Resources	6,781,126	5,999,330	88%	1,644,533	1,537,165	93%	853,409	864,647	101%
Requirements									
Expenditures									
Policy & Administration	6,330,537	5,780,351	91%	-	-	0%	100,000	33,570	34%
Community Development	-	-	0%	-	-	0%	-	-	0%
Community Services	-	-	0%	-	-	0%	-	-	0%
Public Works	-	-	0%	1,597,266	1,450,064	91%	-	-	0%
Debt Service	-	-	0%	-	-	0%	-	-	0%
Capital Improvement	-	-	0%	-	-	0%	-	-	0%
Loan to CCDA	-	-	0%	-	-	0%	-	-	0%
Transfers Out	-	-	0%	-	-	0%	870	810	93%
Contingency	261,600	-	0%	25,300	-	0%	10,000	-	0%
Total Expenditures	6,592,137	5,780,351	88%	1,622,566	1,450,064	89%	110,870	34,380	31%
Change in Fund Balance	(329,479)	5,183	-2%	(93,850)	(48,675)	52%	(50,124)	18,371	-37%
Ending Fund Balance	188,989	218,979	116%	21,967	87,101	397%	742,539	830,267	112%
Total Requirements	6,781,126	5,999,330	88%	1,644,533	1,537,165	93%	853,409	864,647	101%

*Note: Financials presented are not the official audited financials of the City of Tigard, but represent the current financial situation and may change with further accounting review.

FY 2013 -Year End Report (July thru June - 100% of the year)
 Development Funds

	Building Fund - 230			Elec. Insp. Fund - 220		
	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget
Resources						
Beginning Fund Balance	602,913	933,406	155%	112,766	124,797	111%
Revenues						
Taxes	-	-	0%	-	-	0%
Franchise Fees	-	-	0%	-	-	0%
Special Assessments	-	-	0%	-	-	0%
Licenses & Permits	1,036,974	1,694,289	163%	167,037	205,755	123%
Intergovernmental	8,281	19,250	232%	-	-	0%
Charges for Services	2,003	7,145	357%	-	-	0%
Fines & Forfeitures	-	-	0%	-	-	0%
Investment Earnings	19,782	286	1%	1,207	92	8%
Other Revenue	9,990	913	9%	-	-	0%
Proceeds from Loan Repayment	-	-	0%	-	-	0%
Transfers In	200,000	200,000	100%	-	-	0%
Total Revenues	1,277,030	1,921,884	150%	168,244	205,847	122%
Total Resources	1,879,943	2,855,290	152%	281,010	330,644	118%
Requirements						
Expenditures						
Policy & Administration	-	-	0%	-	-	0%
Community Development	1,316,424	1,269,162	96%	-	-	0%
Community Services	-	-	0%	-	-	0%
Public Works	-	-	0%	-	-	0%
Debt Service	-	-	0%	-	-	0%
Capital Improvement	-	-	0%	-	-	0%
Loan to CCDA	-	-	0%	-	-	0%
Transfers Out	-	-	0%	202,827	202,630	100%
Contingency	200,000	-	0%	50,000	-	0%
Total Expenditures	1,516,424	1,269,162	84%	252,827	202,630	80%
Change in Fund Balance	(239,394)	652,722	-273%	(84,583)	3,217	-4%
Ending Fund Balance	363,519	1,586,128	436%	28,183	128,014	454%
Total Requirements	1,879,943	2,855,290	152%	281,010	330,644	118%

*Note: Financials presented are not the official audited financials of the City of Tigard, but represent the current financial situation and may change with further accounting review.

FY 2013 -Year End Report (July thru June - 100% of the year)

Parks Funds

	Parks Capital Fund - 420			Parks Bond Fund - 421			Parks SDC Fund - 425		
	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget
Resources									
Beginning Fund Balance	141,884	52,934	37%	6,170,647	5,903,399	96%	2,326,273	2,326,272	100%
Revenues									
Taxes	-	-	0%	-	-	0%	-	-	0%
Franchise Fees	-	-	0%	-	-	0%	-	-	0%
Special Assessments	-	-	0%	-	-	0%	-	-	0%
Licenses & Permits	-	-	0%	-	-	0%	257,825	906,034	351%
Intergovernmental	34,000	40,102	118%	-	-	0%	-	-	0%
Charges for Services	-	-	0%	-	-	0%	-	-	0%
Fines & Forfeitures	-	-	0%	-	-	0%	-	-	0%
Investment Earnings	3,015	47	2%	4,020	27,444	683%	19,782	4,772	24%
Other Revenue	-	-	0%	-	-	0%	-	-	0%
Proceeds from Loan Repayment	-	-	0%	-	-	0%	-	-	0%
Transfers In	8,648,628	3,281,987	38%	-	-	0%	-	-	0%
Total Revenues	8,685,643	3,322,136	38%	4,020	27,444	683%	277,607	910,806	328%
Total Resources	8,827,527	3,375,070	38%	6,174,667	5,930,843	96%	2,603,880	3,237,078	124%
Requirements									
Expenditures									
Policy & Administration	-	-	0%	-	-	0%	-	-	0%
Community Development	-	-	0%	-	-	0%	-	-	0%
Community Services	-	-	0%	-	-	0%	-	-	0%
Public Works	-	-	0%	-	-	0%	-	-	0%
Debt Service	-	-	0%	-	-	0%	-	-	0%
Capital Improvement	8,819,628	3,359,440	38%	-	-	0%	-	-	0%
Loan to CCDA	-	-	0%	-	-	0%	-	-	0%
Transfers Out	-	-	0%	5,877,628	2,015,585	34%	2,481,325	1,277,782	51%
Contingency	-	-	0%	-	-	0%	91,000	-	0%
Total Expenditures	8,819,628	3,359,440	38%	5,877,628	2,015,585	34%	2,572,325	1,277,782	50%
Change in Fund Balance	(133,985)	(37,304)	28%	(5,873,608)	(1,988,140)	34%	(2,294,718)	(366,977)	16%
Ending Fund Balance	7,899	15,630	198%	297,039	3,915,258	1318%	31,555	1,959,296	6209%
Total Requirements	8,827,527	3,375,070	38%	6,174,667	5,930,843	96%	2,603,880	3,237,078	124%

*Note: Financials presented are not the official audited financials of the City of Tigard, but represent the current financial situation and may change with further accounting review.

FY 2013 -Year End Report (July thru June - 100% of the year)

Parks Funds

	Urban Forestry Fund		
	Budget	YTD*	% of Budget
Resources			
Beginning Fund Balance	1,165,876	1,175,199	101%
Revenues			
Taxes	-	-	0%
Franchise Fees	-	-	0%
Special Assessments	-	-	0%
Licenses & Permits	-	-	0%
Intergovernmental	-	-	0%
Charges for Services	25,000	106,250	425%
Fines & Forfeitures	-	-	0%
Investment Earnings	4,060	3,518	87%
Other Revenue	-	-	0%
Proceeds from Loan Repayment	-	-	0%
Transfers In	-	-	0%
Total Revenues	29,060	109,768	378%
Total Resources	1,194,936	1,284,967	108%
Requirements			
Expenditures			
Policy & Administration	-	-	0%
Community Development	-	-	0%
Community Services	-	-	0%
Public Works	-	-	0%
Debt Service	-	-	0%
Capital Improvement	-	-	0%
Loan to CCDA	-	-	0%
Transfers Out	152,710	36,498	24%
Contingency	-	-	0%
Total Expenditures	152,710	36,498	24%
Change in Fund Balance	(123,650)	73,270	-59%
Ending Fund Balance	1,042,226	1,248,469	120%
Total Requirements	1,194,936	1,284,967	108%

*Note: Financials presented are not the official audited financials of the City of Tigard, but represent the current financial situation and may change with further accounting review.

FY 2013 -Year End Report (July thru June - 100% of the year)

Transportation Funds

	Gas Tax Fund - 200			City Gas Tax Fund - 205			Street Maint. Fee Fund - 412		
	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget
Resources									
Beginning Fund Balance	1,690,204	1,572,667	93%	894,975	1,003,162	112%	1,034,860	1,038,949	100%
Revenues									
Taxes	-	-	0%	-	-	0%	-	-	0%
Franchise Fees	-	-	0%	-	-	0%	-	-	0%
Special Assessments	-	-	0%	-	-	0%	-	-	0%
Licenses & Permits	2,602	214	8%	-	-	0%	-	-	0%
Intergovernmental	4,221,560	2,835,365	67%	731,302	830,031	114%	-	-	0%
Charges for Services	-	-	0%	-	-	0%	1,903,072	2,016,133	106%
Fines & Forfeitures	-	-	0%	-	-	0%	-	-	0%
Investment Earnings	55,732	42,011	75%	34,584	10,601	31%	2,043	266	13%
Other Revenue	59,700	74,174	124%	31,421	31,421	100%	-	1,274	0%
Proceeds from Loan Repayment	-	49,059	0%	-	-	0%	-	-	0%
Transfers In	100,000	100,000	100%	-	-	0%	-	-	0%
Total Revenues	4,439,594	3,100,822	70%	797,307	872,053	109%	1,905,115	2,017,673	106%
Total Resources	6,129,798	4,673,489	76%	1,692,282	1,875,215	111%	2,939,975	3,056,622	104%
Requirements									
Expenditures									
Policy & Administration	-	-	0%	-	-	0%	-	-	0%
Community Development	-	-	0%	-	-	0%	-	-	0%
Community Services	-	-	0%	-	-	0%	-	-	0%
Public Works	2,229,010	1,889,207	85%	-	-	0%	-	-	0%
Debt Service	615,928	615,928	100%	324,420	324,420	100%	-	-	0%
Capital Improvement	-	-	0%	-	-	0%	1,730,000	1,654,509	96%
Loan to CCDA	-	-	0%	-	-	0%	-	-	0%
Transfers Out	2,290,163	583,990	25%	3,271	3,043	93%	193,645	177,900	92%
Contingency	251,970	-	0%	50,000	-	0%	150,000	-	0%
Total Expenditures	5,387,071	3,089,125	57%	377,691	327,462	87%	2,073,645	1,832,409	88%
Change in Fund Balance	(947,477)	11,697	-1%	419,616	544,591	130%	(168,530)	185,264	-110%
Ending Fund Balance	142,727	1,584,364	1110%	1,314,591	1,547,753	118%	866,330	1,224,213	141%
Total Requirements	5,529,798	4,673,489	85%	1,692,282	1,875,215	111%	2,939,975	3,056,622	104%

*Note: Financials presented are not the official audited financials of the City of Tigard, but represent the current financial situation and may change with further accounting review.

FY 2013 -Year End Report (July thru June - 100% of the year)
 Transportation Funds (Continued)

	TDT Fund - 405			TIF Fund - 410			Underground Util. Fund - 411		
	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget
Resources									
Beginning Fund Balance	304,935	951,050	312%	855,972	885,315	103%	528,471	532,555	101%
Revenues									
Taxes	-	-	0%	-	-	0%	-	-	0%
Franchise Fees	-	-	0%	-	-	0%	-	-	0%
Special Assessments	-	-	0%	-	-	0%	-	-	0%
Licenses & Permits	176,678	1,101,901	624%	-	2,592	0%	15,629	33,880	217%
Intergovernmental	-	-	0%	-	-	0%	-	-	0%
Charges for Services	-	-	0%	-	-	0%	-	-	0%
Fines & Forfeitures	-	-	0%	-	-	0%	-	-	0%
Investment Earnings	11,279	2,659	24%	4,000	2,441	61%	7,160	1,271	18%
Other Revenue	-	-	0%	-	-	0%	-	-	0%
Proceeds from Loan Repayment	-	-	0%	-	-	0%	-	-	0%
Transfers In	-	-	0%	-	-	0%	-	-	0%
Total Revenues	187,957	1,104,560	588%	4,000	5,033	126%	22,789	35,151	154%
Total Resources	492,892	2,055,609	417%	859,972	890,348	104%	551,260	567,706	103%
Requirements									
Expenditures									
Policy & Administration	-	-	0%	-	-	0%	-	-	0%
Community Development	-	-	0%	-	-	0%	-	-	0%
Community Services	-	-	0%	-	-	0%	-	-	0%
Public Works	-	-	0%	-	-	0%	-	-	0%
Debt Service	-	-	0%	-	-	0%	-	-	0%
Capital Improvement	-	-	0%	-	-	0%	-	-	0%
Loan to CCDA	-	-	0%	-	-	0%	-	-	0%
Transfers Out	244,818	224,158	92%	636,861	59,236	9%	162	151	93%
Contingency	40,000	-	0%	20,000	-	0%	-	-	0%
Total Expenditures	284,818	224,158	79%	656,861	59,236	9%	162	151	93%
Change in Fund Balance	(96,861)	880,402	-909%	(652,861)	(54,204)	8%	22,627	35,000	155%
Ending Fund Balance	208,074	1,831,451	880%	203,111	831,112	409%	551,098	567,555	103%
Total Requirements	492,892	2,055,609	417%	859,972	890,348	104%	551,260	567,706	103%

*Note: Financials presented are not the official audited financials of the City of Tigard, but represent the current financial situation and may change with further accounting review.

FY 2013 -Year End Report (July thru June - 100% of the year)
 Transportation Funds (Continued)

	Trans Capital Proj Fund - 460		
	Budget	YTD*	% of Budget
Resources			
Beginning Fund Balance	71,086	92,333	130%
Revenues			
Taxes	-	-	0%
Franchise Fees	-	-	0%
Special Assessments	-	-	0%
Licenses & Permits	-	-	0%
Intergovernmental	153,970	-	0%
Charges for Services	-	-	0%
Fines & Forfeitures	-	-	0%
Investment Earnings	-	-	0%
Other Revenue	-	-	0%
Proceeds from Loan Repayment	-	-	0%
Transfers In	3,371,749	868,304	26%
Total Revenues	3,525,719	868,304	25%
Total Resources	3,596,805	960,637	27%
Requirements			
Expenditures			
Policy & Administration	-	-	0%
Community Development	-	-	0%
Community Services	-	-	0%
Public Works	-	-	0%
Debt Service	-	-	0%
Capital Improvement	3,560,719	888,069	25%
Loan to CCDA	-	-	0%
Transfers Out	-	-	0%
Contingency	-	-	0%
Total Expenditures	3,560,719	888,069	25%
Change in Fund Balance	(35,000)	(19,765)	56%
Ending Fund Balance	36,086	72,568	201%
Total Requirements	3,596,805	960,637	27%

*Note: Financials presented are not the official audited financials of the City of Tigard, but represent the current financial situation and may change with further accounting review.

FY 2013 -Year End Report (July thru June - 100% of the year)

Sani / Stormwater Funds

	Sanitary Sewer Fund - 500			Stormwater Fund - 510			Water Qual/Quant Fund - 511		
	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget
Resources									
Beginning Fund Balance	6,844,337	7,403,656	108%	1,084,671	2,195,002	202%	1,570,645	1,570,633	100%
Revenues									
Taxes	-	-	0%	-	-	0%	-	-	0%
Franchise Fees	-	-	0%	-	-	0%	-	-	0%
Special Assessments	-	-	0%	-	-	0%	-	-	0%
Licenses & Permits	25,750	70,958	276%	-	-	0%	4,250	9,250	218%
Intergovernmental	152,500	-	0%	-	-	0%	-	-	0%
Charges for Services	1,283,300	1,203,187	94%	1,948,353	2,629,694	135%	-	-	0%
Fines & Forfeitures	-	-	0%	-	-	0%	-	-	0%
Investment Earnings	100,333	502	1%	7,936	140	2%	15,102	3,386	22%
Other Revenue	127,513	128,390	101%	-	3,039	0%	-	-	0%
Proceeds from Loan Repayment	-	-	0%	-	-	0%	-	-	0%
Transfers In	329,000	276,292	84%	103,014	-	0%	-	-	0%
Total Revenues	2,018,396	1,679,329	83%	2,059,303	2,632,873	128%	19,352	12,636	65%
Total Resources	8,862,733	9,082,985	102%	3,143,974	4,827,875	154%	1,589,997	1,583,269	100%
Requirements									
Expenditures									
Policy & Administration	-	-	0%	-	-	0%	-	-	0%
Community Development	-	-	0%	-	-	0%	-	-	0%
Community Services	-	-	0%	-	-	0%	-	-	0%
Public Works	1,560,427	1,359,653	87%	1,652,460	1,540,384	93%	-	-	0%
Debt Service	-	-	0%	-	-	0%	-	-	0%
Capital Improvement	4,121,388	1,211,556	29%	331,807	323,461	97%	-	-	0%
Loan to CCDA	200,000	200,000	100%	-	-	0%	-	-	0%
Transfers Out	170,163	36,384	21%	173,356	82,752	48%	347,616	292,137	84%
Contingency	-	-	0%	259,986	-	0%	-	-	0%
Total Expenditures	6,051,978	2,807,593	46%	2,417,609	1,946,597	81%	347,616	292,137	84%
Change in Fund Balance	(4,033,582)	(1,128,264)	28%	(358,306)	686,276	-192%	(328,264)	(279,501)	85%
Ending Fund Balance	2,650,769	6,275,393	237%	886,351	2,881,278	325%	1,242,381	1,291,132	104%
Total Requirements	8,702,747	9,082,985	104%	3,303,960	4,827,875	146%	1,589,997	1,583,269	100%

*Note: Financials presented are not the official audited financials of the City of Tigard, but represent the current financial situation and may change with further accounting review.

FY 2013 -Year End Report (July thru June - 100% of the year)
Water Funds

	Water Fund - 530			Water SDC Fund - 531			Water CIP Fund - 532		
	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget
Resources									
Beginning Fund Balance	6,300,490	8,427,291	134%	730,540	1,536,402	210%	90,000,000	93,177,930	104%
Revenues									
Taxes	-	-	0%	-	-	0%	-	-	0%
Franchise Fees	-	-	0%	-	-	0%	-	-	0%
Special Assessments	-	-	0%	-	-	0%	-	-	0%
Licenses & Permits	10,030	10,603	106%	361,575	1,541,719	426%	-	-	0%
Intergovernmental	-	-	0%	-	-	0%	-	-	0%
Charges for Services	13,201,296	14,897,062	113%	-	-	0%	-	-	0%
Fines & Forfeitures	-	-	0%	-	-	0%	-	-	0%
Investment Earnings	30,644	330	1%	233	4,746	2037%	13,096	68,593	524%
Other Revenue	-	20,718	0%	-	-	0%	-	5,213	0%
Proceeds from Loan Repayment	-	-	0%	-	-	0%	-	-	0%
Transfers In	58,751	58,751	100%	-	-	0%	908,671	350,948	39%
Total Revenues	13,300,721	14,987,464	113%	361,808	1,546,465	427%	921,767	424,754	46%
Total Resources	19,601,211	23,414,755	119%	1,092,348	3,082,867	282%	90,921,767	93,602,684	103%
Requirements									
Expenditures									
Policy & Administration	-	-	0%	-	-	0%	-	-	0%
Community Development	-	-	0%	-	-	0%	-	-	0%
Community Services	-	-	0%	-	-	0%	-	-	0%
Public Works	7,950,086	6,739,875	85%	-	-	0%	-	-	0%
Debt Service	-	-	0%	-	-	0%	-	-	0%
Capital Improvement	-	-	0%	-	-	0%	22,706,500	10,202,553	45%
Loan to CCDA	-	-	0%	-	-	0%	-	-	0%
Transfers Out	4,660,675	3,983,265	85%	272,306	4,814	2%	132,452	123,207	93%
Contingency	500,000	-	0%	-	-	0%	-	-	0%
Total Expenditures	13,110,761	10,723,141	82%	272,306	4,814	2%	22,838,952	10,325,760	45%
Change in Fund Balance	189,960	4,264,323	2245%	89,502	1,541,651	1722%	(21,917,185)	(9,901,007)	45%
Ending Fund Balance	6,490,450	12,691,614	196%	820,042	3,078,053	375%	68,082,815	83,276,923	122%
Total Requirements	19,601,211	23,414,755	119%	1,092,348	3,082,867	282%	90,921,767	93,602,684	103%

*Note: Financials presented are not the official audited financials of the City of Tigard, but represent the current financial situation and may change with further accounting review.

FY 2013 -Year End Report (July thru June - 100% of the year)

Water Funds

	Water Debt Svc Fund - 533		
	Budget	YTD*	% of Budget
Resources			
Beginning Fund Balance	8,900,000	6,569,045	74%
Revenues			
Taxes	-	-	0%
Franchise Fees	-	-	0%
Special Assessments	-	-	0%
Loan to CCDA	-	-	0%
Transfers Out	-	-	0%
Contingency	-	-	0%
Total Expenditures	3,961,184	3,701,071	93%
Change in Fund Balance	-	36,756	0%
Ending Fund Balance	8,900,000	6,605,802	74%
Total Requirements	12,861,184	10,306,872	80%
*Note: Financials presented are not the official audited financials of the City of Tigard, but represent the current financial situation and may change with further accounting review.			

FY 2013 -Year End Report (July thru June - 100% of the year)
 Capital Projects Funds

	Facilities Cap Proj Fund - 400		
	Budget	YTD*	% of Budget
Resources			
Beginning Fund Balance	500,328	428,823	86%
Revenues			
Taxes	-	-	0%
Franchise Fees	-	-	0%
Special Assessments	-	-	0%
Licenses & Permits	-	-	0%
Intergovernmental	-	-	0%
Charges for Services	-	-	0%
Fines & Forfeitures	-	-	0%
Investment Earnings	3,212	1,076	33%
Other Revenue	-	-	0%
Proceeds from Loan Repayment	-	-	0%
Transfers In	731,589	319,572	44%
Total Revenues	734,801	320,648	44%
Total Resources	1,235,129	749,471	61%
Requirements			
Expenditures			
Policy & Administration	-	-	0%
Community Development	-	-	0%
Community Services	-	-	0%
Public Works	-	-	0%
Debt Service	-	-	0%
Capital Improvement	424,598	71,528	17%
Loan to CCDA	-	-	0%
Transfers Out	8,299	7,720	93%
Contingency	50,000	-	0%
Total Expenditures	482,897	79,248	16%
Change in Fund Balance	251,904	241,400	96%
Ending Fund Balance	752,232	670,223	89%
Total Requirements	1,235,129	749,471	61%

*Note: Financials presented are not the official audited financials of the City of Tigard, but represent the current financial situation and may change with further accounting review.

FY 2013 -Year End Report (July thru June - 100% of the year)
 City Center Development Agency Funds

	U.R. Debt Svc Fund - 930			U.R. Capital Fund - 940		
	Budget	YTD*	% of Budget	Budget	YTD*	% of Budget
Resources						
Beginning Fund Balance	320,000	826,448	258%	302,000	302,272	100%
Revenues						
Taxes	330,000	291,996	88%	-	-	0%
Franchise Fees	-	-	0%	-	-	0%
Special Assessments	-	-	0%	-	-	0%
Licenses & Permits	-	-	0%	-	-	0%
Intergovernmental	-	-	0%	280,000	280,000	100%
Charges for Services	-	-	0%	-	-	0%
Fines & Forfeitures	-	-	0%	-	-	0%
Investment Earnings	2,000	4,283	214%	-	97	0%
Other Revenue	-	(60)	0%	-	1,803	0%
Proceeds from Loan Repayment	-	-	0%	-	-	0%
Transfers In	-	-	0%	-	-	0%
Total Revenues	332,000	296,220	89%	280,000	281,899	101%
Total Resources	652,000	1,122,668	172%	582,000	584,172	100%
Requirements						
Expenditures						
Policy & Administration	-	-	0%	-	-	0%
Community Development	-	-	0%	-	-	0%
Community Services	-	-	0%	-	-	0%
Public Works	-	-	0%	-	-	0%
Debt Service	450,000	285,156	63%	-	-	0%
Capital Improvement	-	-	0%	582,000	383,710	66%
Loan to CCDA	-	-	0%	-	-	0%
Transfers Out	-	-	0%	-	-	0%
Contingency	-	-	0%	-	-	0%
Total Expenditures	450,000	285,156	63%	582,000	383,710	66%
Change in Fund Balance	(118,000)	11,064	-9%	(302,000)	(101,811)	34%
Ending Fund Balance	202,000	837,512	415%	-	200,462	0%
Total Requirements	652,000	1,122,668	172%	582,000	584,172	100%

*Note: Financials presented are not the official audited financials of the CCDA, but represent the current financial situation and may change with further accounting review.

AIS-1251

Workshop Meeting

Meeting Date: 10/15/2013

Length (in minutes): 30 Minutes

Agenda Title: Council Briefing on Urban Forestry Code Revisions 6 Month Update

Item Type: Update, Discussion, Direct Staff **Meeting Type:** Special Meeting

Public Hearing: No

Publication Date:

Information

ISSUE

Briefing on the first six months of Urban Forestry Code Revisions project implementation.

STAFF RECOMMENDATION / ACTION REQUEST

Receive a briefing from staff and acknowledge notice of proposed administrative rule amendments.

KEY FACTS AND INFORMATION SUMMARY

The Urban Forestry Code Revisions project, a multiyear effort to revise Tigard's tree codes, standards, and procedures, went into effect March 1. This project was awarded a Professional Achievement in Planning award from the Oregon Chapter of the American Planning Association (APA). The Professional Achievement award recognizes projects or programs that make a significant contribution to the field of urban planning.

During the adoption process Council asked that staff provide an update six months after code implementation. The attached memo describes a summary of activity, feedback and action items related to the lessons learned over the past six months.

Several Administrative Rules are also being proposed for amendment. These are outlined in the attached memo under each section's "Action Item Summary." Municipal Code section 2.04.070 requires notification to Council for proposed administrative rules or amendments. Please accept this presentation as council notification. In the following 14 days, any councilmember may put the subject on the discussion agenda for the next available council meeting for council consideration or action.

OTHER ALTERNATIVES

N/A

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

DATES OF PREVIOUS COUNCIL CONSIDERATION

This will be the first update since the Code Revisions were implemented on March 1, 2013.

Attachments

Urban Forestry Code Revisions Update Memo

UFCR Issues Log

Urban Forestry Plans to Date

Tree Permit Applications to Date



City of Tigard Memorandum

To: Mayor Cook and Tigard City Council
From: Marissa Grass
Re: Urban Forestry Code Revisions Review
Date: October 15, 2013

The City of Tigard has a proud history of commitment to preserving, enhancing and maintaining its urban forest. The city's trees provide an important backdrop for life in Tigard. The city's vision is that Tigard's urban forest is:

- Valued and protected by city residents
- A thriving, interconnected ecosystem
- Managed to improve quality of life and increase community identity; and
- Maximizing aesthetic, economic and ecological benefits

As of March 1, 2013 the city's regulations relating to urban forestry were updated. The following discussion details a summary of activity, feedback, and recommended action items related to each key element of the updated code: Urban Forestry Standards for Development, Tree Grove Preservation Program, Tree Permit Requirements, and Hazard Trees. Council requested this six month review of the code as part of implementation.

All action items are summarized in Attachment A: Urban Forestry Issues Log. These issues were collected by staff between March 1, 2013 and September 15, 2013. Listed in this memo are the action items that require a change to the Urban Forestry Manual (Administrative Rules).

The process to implement the changes described in Attachment A are detailed below:

- Administrative Rule updates to the Urban Forestry Manual – The Tigard Municipal Code states that “notification shall be made to council of the proposed administrative rule or amendment. At any time following council notification, any councilmember may put the subject on the discussion agenda for the next available council meeting for council consideration or action.” Council has 14 days from notification to decide if they want to discuss the item.

If Council chooses to discuss the Administrative Rules, then there is an optional 14-day public comment period and newspaper notice before discussion.

If Council chooses not to discuss these items, then there is a required 14-day public comment period and newspaper notice, after which the city manager or designee “will take into consideration the written comments received and may either approve, modify or reject the proposed administrative rule(s).”

All administrative rules will be effective on the 14th day after approval by the city manager or designee, unless a written protest is received and a Council public hearing is scheduled.

- Development Code Updates – Development Code updates are processed by way of a Type IV land use decision. Type IV decisions require notice to the State Department of Land Conservation and Development, a mailed and newspaper notice sent by the city, and a public hearing of the Planning Commission and City Council.

Because the Development Code items proposed in this memo do not warrant a separate project, the amendments discussed here will be added to other upcoming amendments packages. This could be as part of the Parks Zone project or the next round of administrative procedures updates. Either way, we anticipate that all code items will be reviewed by Council by the end of the year.

- Municipal Code Updates – No Municipal Code updates are proposed at this time.
- Procedural or Material Updates – These updates are administrative in nature and will be implemented by the Community Development Department with supervision from Tom McGuire.

Urban Forestry Standards for Development

Overview

In the Development Code, larger project types (Type II or III) require an urban forestry plan be submitted as part of land use review. This includes projects like subdivisions, planned developments, minor land partitions, site development reviews, conditional uses, sensitive lands reviews, and Downtown design reviews. Urban forestry plans are required to be developed by a landscape architect or a person certified as both an arborist and tree risk assessor.

The urban forestry plan requirements consist of three main parts.

- Tree preservation and removal site plan - Essentially a demolition/preservation plan identifying trees to remain and trees to be removed.
- Tree canopy site plan - Shows all trees to be preserved as well as those to be planted. It is essentially a landscape plan that includes just the trees. It visually displays how the effective tree canopy requirements will be met.
- Supplemental report -A narrative for the site plans providing more detailed inventory data on the species, size, condition, and suitability of preservation for trees and stands of

trees. This report also contains the details on how the effective tree canopy requirements will be met.

The Urban Forestry Manual (Administrative Rules) spells out the requirements for each of the three parts.

Once approved, Urban Forestry Plans must be implemented with oversight by the project arborist or landscape architect. The implementation requirements include:

- Twice monthly inspections for trees to be preserved.
- For Subdivisions and Minor Land Partitions, a signature of approval by the project arborist or landscape architect on building plot plans prior to building permit issuance. An example building plot plan is in Appendix 13 of the Urban Forestry Manual.
- Prior to final building inspection, the project arborist or landscape architect must document compliance/non-compliance with the Urban Forestry Plan.
- Trees to be planted must be bonded and survive an establishment period, after which time the bond is released.
- After the development is complete, all of the preserved and planted trees are required to be GPS located and included in the city's GIS inventory of trees

Summary of Activity

The city received 10 applications between March 1, 2013 and September 15, 2013 that were subject to the Urban Forestry Plan requirements. All of the applications received during this timeframe used either planting or preservation to meet the requirements, with the majority of applicants using a combination of both. One application, the Bonita Pump Station qualified for the lowest tier of canopy required (25%), while the others were subject to 33% or 40% requirements. Details about the applications received in this timeframe are available in Appendix B.

Feedback

More feedback was submitted related to the Urban Forestry Standards for Development, than for any other topic. Please see Appendix B for the full range of feedback collected. For the most part, this feedback relates to the Administrative Rules in the Urban Forestry Manual, and specifically the Urban Forestry Plan and Plan Implementation standards. Proposed Administrative Rule Amendments are included below. Please see Appendix A for the full range of feedback collected.

Action Item Summary

Details	Type of Action Required
<p>Do Not Require a Detailed Assessment of Offsite Trees In some situations, it may not be possible to perform a detailed assessment of offsite trees due to access limitations. There should be flexibility for the project arborist or landscape architect to qualify and/or limit their assessment in these situations.</p>	<p>Administrative Rule Amendment</p>
<p>Trees Outside of the Impact Area An inventory of trees within 25 feet of the development impact area which are greater than or equal to 6 inch DBH or which otherwise require a permit to remove is required on a tree preservation and removal site plan. In some cases this may not adequately protect large trees that have roots that extend more than 25 feet. One suggestion is for a revision to address large trees that are close to the development impact area. Our Arborist could work up a numeric standard for such a revision.</p>	<p>Administrative Rule Amendment</p>
<p>Remove Double Credit for Nuisance Trees The double canopy credit does not discriminate between nuisance trees and desirable species, such that we are providing a strong incentive to preserve nuisance trees.</p>	<p>Administrative Rule Amendment</p>
<p>Add Bonus Credit for Preserving Native Trees Grant extra bonus credits (150% based on mature canopy, perhaps) for preserving native trees that are less than 6 inches DBH. Preserving these trees is more valuable than planting new native trees, which currently receive 125% credit.</p>	<p>Administrative Rule Amendment</p>
<p>Add Parks Zone Canopy Requirement The new Parks Zone currently under consideration would need to be assigned a minimum canopy requirement if adopted. A requirement of 25% would be consistent with that required for high schools, where there was acknowledgement of a need for open areas for sports and other activities.</p>	<p>Administrative Rule Amendment</p>
<p>Remove Inventory Requirement for Homes in Residential Zoning Districts Because development tree permits are not required in residential zoning districts, this inventory requirement could be removed.</p>	<p>Administrative Rule Amendment</p>

Tree Grove Preservation Program

Overview

Flexible standards and incentives are now allowed to facilitate the preservation of the city's remaining tree groves. These standards and incentives were developed in compliance with statewide Goal 5 requirements and allow transfer of residential density from the tree grove to the non tree grove portion of a site, reduction in minimum residential density and increased building heights for commercial and industrial development.

The city identified 70 large groves of primarily native trees covering 527 acres that are eligible for incentives. The incentives may be used if at least 50% of the portion of the tree grove that is outside of already protected sensitive lands (such as wetlands and stream corridors) is preserved.

Summary of Activity

The city has yet to receive an application which proposes to take advantage of any of the incentives offered as part of the tree grove preservation program.

In addition, the Goal 5 inventory and analysis work has been completed for the River Terrace Area. A map amendment will be adopted as part of the River Terrace Community Plan to include this area in the city's tree grove preservation program.

Tree Permit Requirements

Overview

The City of Tigard preserves and maintains the urban forest by reviewing tree removal permits for street and median trees, trees located in sensitive lands, Heritage Trees, trees planted using the Urban Forestry Fund and trees required with high-density residential and non-residential development.

To apply for a permit, applicants must fill out and submit a completed application form addressing all the relevant approval criteria and pay the applicable fee. Permits can be approved by way of two processes: either by a staff process (for simple situations), or by a Tigard board or commission (for complex situations). There is no fee when trees are removed for simple situations. The fee is \$375 per tree in complex situations. In most cases, the decision is final and valid for up to one year.

Most of the time, trees are required to be replaced if removed. This is to ensure the sustainability of Tigard's urban forest. Replacement standards for each type of tree requiring a permit are included in the Urban Forestry Manual.

Summary of Activity

The city received 25 Tree Removal Permit applications, for a total of 108 trees, between March 1, 2013 and September 15, 2013. To date, all of the applications received have qualified for the simple free tree permit process. By far, roots causing damage is the number one reason cited for tree removal (40% of applications). In addition, trees that are infested with pests or disease or tree removal that is required for the purposes of an approved permit are often valid reasons for simple removal. Details about the applications received in this timeframe are available in Appendix C.

Feedback

The main difference between implementation of the Tree Permit Requirements portion of the code and other key elements is that organizational changes have also impacted the way we process tree removal permits. First, previous tree removal permits were primarily handled by the city's arborist who is no longer on staff. Second, the planning staff now rotates in a "planner on duty" schedule at the front counter. This means there is a wide variety of staff reviewing and processing tree removal permit applications. For this reason, we've received several suggestions from planning staff about process improvement. Please see Appendix A for the full range of feedback collected.

Action Item Summary

Details	Type of Action Required
Street Tree Conflicts with Buildings Add a spacing standard to the Street Tree Planting and Maintenance Standards to address acceptable distance from buildings. This will have the effect of allowing street trees which are causing damage to buildings to be removed according to the free simple process.	Administrative Rule Amendment

Hazard Trees

Overview

Tigard's new process for resolving hazard tree conflicts aims to be more equitable, objective and efficient. While neighbors are encouraged to work out their issues amicably, a third party arborist could be hired to provide an objective voice and a path toward resolution.

The Hazard Tree Evaluation and Abatement procedures include two options: 1) informal reconciliation, between parties without city involvement; or 2) formal reconciliation, where the claimant submits an application, provides information and pays fees to the city. City will accept the application for formal reconciliation only after the informal process has been completed.

Individuals or organizations who can demonstrate that their life, limb or property is at risk by a tree in question have the right to file a hazard tree dispute resolution application. This is intended to limit the concern that people could use the hazard tree process as a means of harassment or intimidation.

If the city has reason to believe a hazard tree poses an immediate danger and there is not enough time to complete the Hazard Tree Evaluation and Abatement procedure, the city may choose to take immediate action

Summary of Activity

While we have had several inquiries about the Tree Hazard Evaluation and Abatement process, we have yet to receive an application for formal reconciliation. The city did receive one emergency abatement request, but our Arborist determined that the claimant had time to use the Evaluation and Abatement procedures.

Feedback

Clarification of the Emergency Procedures has been requested by staff to ensure that applicants are not able to bypass the informal reconciliation process. The emergency process should only be used in cases that warrant immediate attention. Please see Appendix A for the full range of feedback collected.

Code or Manual	Section	Topic	Issue or Question	Action	Date	Entered By
Code	8.06.040, Emergency Abatement Procedure	Hazard Tees	Clarify when this option would be exercised vs. requiring a complainant to complete the informal and formal reconciliation. Also, if this option is for extraordinary circumstances only, should we remove the mention of it from the Hazard Tree brochure?	Response Needed	9/5/2013	Tim
Manual	Urban Forestry Manual- Section 10	Standards for Development	In Part I of Section 10, it states in K that trees should be included that are not in the impact area to count towards the canopy? How far out and why do we want to give credit for these trees?	Response Needed	3/18/2013	Agnes
Manual	Urban Forestry Manual, Section 10.3.M.2.a-b	Standards for Development	The double canopy credit does not discriminate between nuisance trees and desirable species, such that we are providing a strong incentive to preserve nuisance trees.	Administrative Rules Amendment	6/6/2013	Todd
Manual	Urban Forestry Manual, Section 10.1.J	Standards for Development	An inventory of trees within 25 feet of the development impact area which are greater than or equal to 6 inch DBH or which otherwise require a permit to remove is required on a tree preservation and removal site plan. In some cases this may not adequately protect large trees that have roots that extend more than 25 feet. One suggestion is for a revision to address large trees that are close to the development impact area. Todd could work up a numeric standard for such a revision.	Administrative Rules Amendment	7/18/2013	Todd
Manual	Urban Forestry Manual, Section 10	Standards for Development	Grant extra bonus credits (150% based on mature canopy, perhaps) for preserving native trees that are less than 6 inches DBH. Preserving these trees is more valuable than planting new native trees, which currently receive 125% credit.	Administrative Rules Amendment	7/22/2013	Todd
Manual	Urban Forestry Manual Section 10, Part 3.N	Standards for Development	The new Parks Zone currently under consideration would need to be assigned a minimum canopy requirement if adopted. A requirement of 25% would be consistent with that required for high schools, where there was acknowledgement of a need for open areas for sports and other activities.	Administrative Rules Amendment	9/3/2013	John
Code	18.790.030.A	Standards for Development	Urban forestry plans are required to be created by a person certified as both an arborist and tree risk assessor. However, landscape architects can also create urban forestry plans, but they don't have to be tree risk assessors. Should we require that landscape architects also be certified as tree risk assessors to level the playing field between arborists and landscape architects?	Code Amendment	7/18/2013	Todd
Code	18.100, Legislative Notes and Table of Contents	Standards for Development	Should there be Legislative Notes in either 18.100 or the Table of Contents, or both, describing the Urban Forestry Code Revisions? There are notes in the code from 2010 which make it appear those changes are the most recent.	Response Needed	9/10/2013	Tim

Code or Manual	Section	Topic	Issue or Question	Action	Date	Entered By
Code	Title 18, Table of Contents	Standards for Development	Scritveners Error: Update the Table of Contents to replace "Tree Removal" with "Urban Forestry Plan" as the name of 18.790.	Scritveners Error	9/10/2013	Tim
Code	18.620.030.A Tigard Triangle Design Standards	Standards for Development	Subsections #5 & #6 look very similar - regarding L-1/L-2 landscaping. I think only one should be there, but it is not clear from the ordinance. Which one is correct?	Subsection 5 was not updated as part of the UFCR, and Subsection 6 was minimally updated. This should be added to the city's general code amendments database.	8/26/2013	Cheryl
Code	18.790.030.A.2-4	Standards for Development	Allow Staff Discretion to Approve Urban Forestry Plans that Substantially Meet the Intent of the Regulations. The Urban Forestry Plan requirements are detailed in the Urban Forestry Manual. The purpose of detailing the requirements was to provide clarity for applicants up front rather than conditioning the requirements later on in the approval process. However, each requirement may not be necessary for every development, and it would benefit applicants and staff to allow for some flexibility on approving plans that substantially meet the requirements.	Code Amendment	9/15/2013	Todd
Materials	Tree Permits Brochure	Tree Permits	Add definition of street tree to tree permits brochure. Same question asked twice today at counter. Definition can be Found in UFCR Volume II p. 27	Complete	3/7/2013	Marissa
Materials	Website	Tree Permits	Make the link for property owner to find out whether a permit is required pop more (hard to find/see)	Complete	3/25/2013	Agnes
Materials	Tree Removal Permit Application	Tree Permits	In the absence of a staff arborist it's probably best to apply consistent application requirements, lest each case require exercising judgment and/or a back-and-forth with the applicant. We especially want to avoid a situation where our approval is difficult to justify later using a too-limited record. Maybe an additional page in our application specifying what constitutes satisfactory documentation would be helpful for staff and applicants alike? This page could explain how to show us that each of the approval criteria is met.	In Process	5/8/2013	Tim

Code or Manual	Section	Topic	Issue or Question	Action	Date	Entered By
Materials	GIS/Tree Removal Permit Application	Tree Permits	Determine which information is essential to collect for removed/replacement trees in the Urban Forestry layer. Add fields to the removal permit application to collect all the desired data. (Examples: species, condition of tree at time of removal.) Additionally, should we add fields to the All Trees layer to specify permit number, reason(s) for removal, and whether a removed tree must be replaced?	In Process	6/24/2013	Tim
Materials	Tree Removal Permits/Accela	Tree Permits	On approved removal permits where replacement is required, we do not provide the applicant with any information on reporting the replacement planting to us, nor have we determined internally how the replacement planting will be confirmed. How will the applicant (or staff) follow up on this? Should the Accela workflow go straight to Final Processing after issuance, or should there be a step for inspections?	In Process	6/24/2013	Tim
	Tree removal permits and enforcement cases	Tree Permits	The exact tree or trees and the reasons for removal of each need to be designated clearly on an aerial photo or site plan which also shows all other trees on site.	In Process	7/24/2013	Tim
	Tree Removal Permit	Tree Permits	"The city manager's or designee's decision shall address all of the relevant approval criteria in the Urban Forestry Manual." Presently the reason for removal is recorded in Accela but does not appear on the permit; also, all approval criteria are not addressed, only the criterion or criteria on which the approval is granted.	In Process	8/28/2013	Tim
Code	Urban Forestry Code 8.04.040	Tree Permits	Can the City Manager's designee grant a simple tree removal permit (development tree) retrospectively if proven to fall under one of the 8 criteria of section 7 of the manual without proceeding to sanctions in TMC1.16?	Response Needed	3/26/2013	Hap
Code	UFC8.04.040	Tree Permits	Must the designee issue a summons and complaint for a tree removed that would have been a complex review? What other choice is there? Require a permit application?	Response Needed	3/26/2013	Hap

Code or Manual	Section	Topic	Issue or Question	Action	Date	Entered By
Code	8.04.030.C	Tree Permits	The City Board procedures for complex tree removal permits follow the Type III decision-making procedure but exempt applicants from 18.390.050.A (pre-application conference) and 18.390.050.B.2.e (impact study). Mailing notices to all owners within 500' of the site (as required by 18.390.050.C) seems excessive given the probable impact of any application that a review board is likely to approve. Can applicants also be exempted from 18.390.050.C, by replacing with a smaller notification area, by limiting the notice to owner/applicant, interested parties, recognized neighborhood groups, and adversely affected persons, or by considering the discretionary review something other than a hearing? (The latter possibility would, in essence, exempt applicants from all requirements of 18.390.050 which pertain to hearings. My recollection is that the ORS do not consider all discretionary reviews by decision-making bodies to be "hearings," such that extensive notification is not necessarily required.) Perhaps the reference to 18.390.050 should be replaced with another decision-making procedure altogether?	Response Needed	6/20/2013	Tim
Code	8.04.030.C	Tree Permits	The City Board procedures for complex tree removal permits follow the Type III decision-making procedure. 18.390.050.E.1 (Basis for decision) says that approval or denial "shall be based on standards and criteria, which shall be set forth in the Development Ordinance, and which shall relate approval on [sic] denial of a discretionary permit application to the Development Ordinance." Yet, the "considerations" on which the designated board may base their decisions are found in Title 8, not Title 18, and the considerations are explicitly not limited to those specified. Perhaps the reference to 18.390.050 should be replaced with another decision-making procedure altogether?	Response Needed	6/20/2013	Tim
Code	8.14.020 General Provisions	Tree Permits	Scriveners Error: 1. Trees were planted using the Urban Forestry Fund Number 260 after [insert date of adoption] March 1, 2013;	Scriveners Error	3/5/2013	Hap

Code or Manual	Section	Topic	Issue or Question	Action	Date	Entered By
Code	8.02.050 Definition of Specific Words	Tree Permits	This definition is repetitive: A. "Caliper" - The tree care industry standard for measuring the trunk diameter of nursery stock. Caliper is the average diameter of the trunk of a nursery tree measured six (6) inches above the ground for trunks less than or equal to an average of four (4) inches in diameter (when measured six (6) inches above ground) . When the trunk of a nursery tree is greater than an average of four (4) inches in diameter (when measured six (6) inches above ground), caliper is the average diameter at 12 inches above ground (see figure 8.02.1).	Scriverens Error	3/5/2013	Hap
Code	Table 18.390.1	Tree Permits	Tree removal permits were struck from Table 18.390.1 (Summary of Permits by Type of Decision-Making Procedure). Should they in fact be included somewhere in this table, especially complex permits, which follow the Type III decision-making procedure outlined in 18.390.050?	Tree Removal Permits are no longer a land use decisions so this table should remain as is.	6/20/2013	Tim
Manual	Urban Forestry Manual 2.1.F	Tree Permits	Add a spacing standard to the Street Tree Planting and Maintenance Standards to address acceptable distance from buildings. This will have the effect of allowing street trees which are causing damage to buildings to be removed according to the free simple process.	Administrative Rules Amendment	9/15/2012	Marissa
N/A	All		Do additional outreach to River Terrace property owners about the updated regulations (so they don't preemptively cut down trees)	Complete	3/19/2013	Darren/ Marissa
N/A			How is tree permit requirement for development trees defined? By zone or by type? (i.e. Single family home in MUE)		3/7/2013	Tom

Case #	Title	Status	Urban Forestry Plan Required?	Canopy Required	Number of Trees Proposed for Preservation	Number of Trees Proposed for Planting	Pay?	Propose?
CUP2013-00001	Costco Gas Station	Under Review	Y	33%	439	32	N	N
CUP2013-00002	Dirksen Nature Park	Under Review	Y	40	38 + 1 Stand	22	N	N
MLP2013-00002	Elite Care at Fanno Creek Partition	Approved with conditions	Y	40	1 + 1 Stand	4	N	N
SLR2013-00001	Bonita Water Pump Station	Received	Y	25	2	0	N	N
SDR2013-00003	LaCie	Approved with conditions	Y	33	12 + 3 Stands	23	N	N
SDR2013-00004	The Adrienne	Approved with conditions	Y	33	4	13	N	N
SDR2013-00005	68th Non-Accessory Parking Area	Approved with conditions	Y	33	1 Stand	15	N	N
SUB2013-00004	Spruce St Subdivision (5 units)	Under Review	Y	33	1	5	N	N
SUB2013-00003	Mangold Subdivision (7 units)	Incomplete	Y	40	17	unknown	unknown	unknown
SUB2013-00002	Lennar - 133rd Ave. Subdivision (14 units)	Completed	Y	42	5	25	N	N

Case #	Requirement Type	# of Trees	Reasons for Removal*													Replacement Required?						
			HZ	DE	AD	PD	DM	NU	PS	RD	TV	TH	LC	RE	OT							
TRE 2013-00005	Development Tree	1																		x		Yes
TRE 2013-00006	Sensitive Lands	1	x																		x	Yes
TRE 2013-00007	Street Tree	5																			x	Yes
TRE 2013-00008	Street Tree	5	x	x			x															Yes
TRE 2013-00009	Street Tree	4						x	x													No
TRE 2013-00010	Sensitive Lands	4		x																		No
TRE 2013-00011	Street Tree	13								x											x	Yes
TRE 2013-00012	Street Tree	1		x																		Yes
TRE 2013-00013	Street Tree	1																				Yes
TRE 2013-00014	Street Tree	1																			x	No
TRE 2013-00015	Sensitive Lands	8	x	x	x	x	x	x	x													No
TRE 2013-00016	Street/Development Tree	6	x	x	x	x	x															Yes
TRE 2013-00017	Development Tree	1																				No
TRE 2013-00018	Development Tree	1																				No
TRE 2013-00019	Development Tree	38				x		x	x	x	x	x										Yes
TRE 2013-00020	Sensitive Lands	1																			x	Yes
TRE 2013-00022	Street Tree	1																			x	No
TRE 2013-00023	Street Tree	1	x																			Yes
TRE 2013-00024	Street Tree	1																			x	Yes
TRE 2013-00025	Street Tree	1							x													Yes
TRE 2013-00026	Development Tree	1								x												No
TRE 2013-00027	Street Tree	1	x																			Yes
TRE 2013-00028	Development Tree	4							x													Yes
TRE 2013-00029	Street Tree	1																			x	No
TRE 2013-00030	Development Tree	4			x			x	x													Yes
TRE 2013-00031	Street Tree	2																			x	No
Total		108	6	6	4	7	4	4	4	4	10									7		

***Reasons for Removal:**

- | | | | |
|----|--|----|--|
| HZ | Tree is a hazard tree | RD | Roots causing damage |
| DE | Tree is dead | TV | Recommended by TVFR |
| AD | Tree is in an advanced state of decline | TH | Thinning within a stand of trees |
| PD | Tree is infested with pests or diseases | LC | Location conflicts with street projects shown in the TSP |
| DM | Tree has sustained physical damage | RE | Required for the purposes of an approved permit, utility or infrastructure project |
| NU | Tree is listed on the nuisance tree list | OT | Other, please describe |
| PS | Tree location does not meet planting standards | | |