CHEVY CHASE VILLAGE
BOARD OF MANAGERS
FEBRUARY 13, 2012 MEETING

STAFF REPORT

TO: BOARD OF MANAGERS

FROM: SHANA R. DAVIS-COOK, VILLAGE MANAGER

DATE: 2/8/2012

SUBJECT: BUDGET REALLOCATION REQUEST—FIRST PHASE OF INVENTORY AND GIS MAPPING OF TREES IN THE PUBLIC RIGHTS-OF-WAY AND PARKS

Attached you will find a proposal from the Village's contracted arborist, Dr. Tolbert Feather of Feather & Assoc., to perform the first phase[1] of an inventory of trees located in the Village public rights-of-way and parks.

Objectives

The Village has sought an accurate database of Village trees for several years. Earlier attempts at this inventory were unsuccessful insomuch as they did not ensure accurate collection of field data, data entry and into the Village's existing geographic information system (GIS) database and reliable maintenance of this data. The proposal that has been submitted includes the field data component, to be performed by Dr. Feather beginning in mid-February (2012) through early April, or approximately 6 weeks (weather dependant). Dr. Feather would also input his findings into the Village's GIS database, and would continue to maintain this database with assistance from Village staff.

An accurate GIS database would allow the Village Board, staff and related committees (Tree, Energy & Environment, etc.) to:

- actively monitor the status of the Village's urban forest, including the ability to identify categories within the inventory, such as maps of specific species, or by size or other attributes, etc.
- provide a reliable database of information that can later be expanded to include when certain trees were last pruned, or treated for disease, etc.
- reduce the amount of paper records currently maintained regarding public trees
- allow the discontinuance of "tree tagging"
- ensure accurate and reliable data on Village trees

The Village's Tree, Budget and Energy & Environment Committees have all supported the recommended inventory project.

A minimum requirement for future re-bid of the arborist contract will require the contractor's knowledge and ability to maintain the GIS tree inventory database.

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[1] To include only those trees located outside of public sidewalks (between the public sidewalk and the curb/roadway), or where sidewalks do not exist, within ten (10) feet of the curb/roadway.

Action Requested

If the Board supports the proposal forwarded by the Village arborist, Board approval is required for:

- a budget reallocation in the amount of $9,000 from "Legal Counsel-General" to "Capital & Special Projects, Projects" for the first phase of inventory and GIS mapping of trees in the Village's public rights-of-way and parks

Attachment
Proposal from Dr. Tolbert Feather, Feather & Assoc.

Feather & Assoc.

Tolbert V. Feather, Ph.D.
Advisors for: Landscape Development
Landscape Management, Plant Pest Management

Chevy Chase Village
5906 Connecticut Avenue
Chevy Chase, MD 20815

January 30, 2012

RE: Proposal: First Phase of Inventory and GIS Mapping of Trees in the Public Right of Way

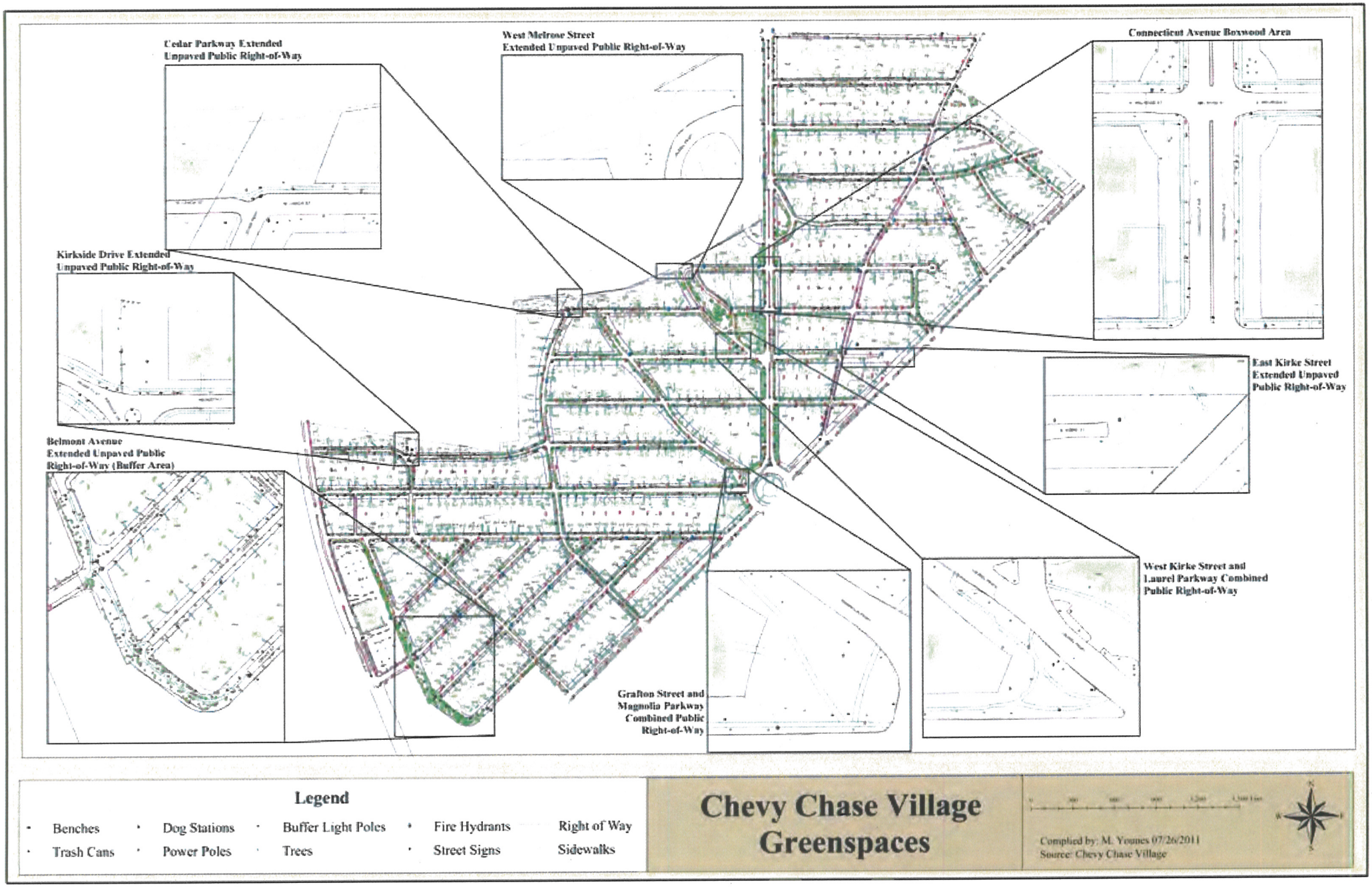
Scope of Work:

1. Tree Locations
    a. All street trees within the Village right of way (ROW).
        i. On streets with sidewalks - all trees located between the curb and sidewalk.
        ii. On streets without sidewalks - all trees located 10' from the curb.
    b. All trees in parks and buffers on the Village ROW as shown on the attached plan.
2. Field Data
    a. Existing printed maps shall be used to locate the trees in the field.
    b. New trees not on the maps shall be noted.
    c. Removed trees on the map shall be noted.
    d. The trees shall be identified by scientific and common names.
    e. The diameter of the trees shall be measured at 4.5' above the ground level (dbh).
    f. The height of each tree shall be estimated.
    g. Trees under electric wires shall be identified.
    h. The condition of the trees shall be rated as 1- good, 2 – presence of defects that require yearly monitoring, 3 – presence of defects that may require removal within 2 years.
3. GIS Mapping
    a. ArcGIS software shall be used to update the existing map and database.
    b. The location of existing trees shall be verified on the map.
    c. New trees shall be included on the map.
    d. Trees removed in the field shall be deleted.
    e. Tree names, sizes, heights, electric wire locations and condition shall be deleted, added or verified in the database.
4. Inventory Result
    a. The result shall be a ArcGIS file that is updated by
        i. Addition of new trees and deletion of trees removed in the field.
        ii. Verification of the location of trees and electric wires on the GIS map.
        iii. Size of the trees by dbh and estimated heights and condition of trees.
        iv. Identification of the trees by name.

Cost:
The cost shall be lump sum and include all of the activities stated in the scope of work.
The inventory will take 106 hours @ $85.00 per hour = $9,000.00 to complete.

Duration:
Begin February 14, 2012 and complete by April 2, 2012 – 6 weeks.

7826 Spout Spring Rd., Frederick, MD 21702, tfeather@xecu.net, 240 271 6749, Fax (301) 695-7983
MD Tree Expert License#880, ISA Certification #PD-0715, MD Pesticide Applicator#2070-5937


Cedar Parkway Extended
Unpaved Public Right-of-Way
West Melrose Street
Extended Unpaved Public Right-of-Way
Connecticut Avenue Boxwood Area
Kirkside Drive Extended
Unpaved Public Right-of-Way
East Kirke Street
Extended Unpaved
Public Right-of-Way
Belmont Avenue
Extended Unpaved Public
Right-of-Way (Buffer Area)
West Kirke Street and
Laurel Parkway Combined
Public Right-of-Way
Grafton Street and
Magnolia Parkway
Combined Public
Right-of-Way
Legend
Benches
Dog Stations
Buffer Light Poles
Fire Hydrants
Right of Way
Trash Cans
Power Poles
Trees
Street Signs
Sidewalks
Chevy Chase Village
Greenspaces
Compiled by: M. Younes 07/26/2011
Source: Chevy Chase Village