



Town of Lake Park Tree Board

Agenda Request Form

Meeting Date: January 21, 2026

Originating Department: Public Works

Agenda Title: Townwide Swale Restoration Initiative and Request for Tree Board Collaboration on Right-of-Way Tree Inventory

Approved by Town Manager: _____ **Date:** _____

Cost of Item: _____ **Funding Source:** _____

Account Number: _____ **Finance Signature:** _____

Advertised: _____

Date: _____ **Newspaper:** _____

Attachments: _____

Please initial one:

_____ Yes, I have notified everyone.

JM _____ Not applicable in this case

Summary Explanation/Background:

Public Works is preparing an initiative to recontour and restore the Town's roadside swales so the stormwater drainage system functions as intended. A primary challenge affecting swale performance is the long-term cumulative impact of trees and plantings installed in the Town's right-of-way, including non-permitted trees in swales. These conditions can reduce drainage conveyance, restrict routine maintenance, and create conflicts with sidewalks, utilities, and roadway safety operations.

Purpose of this agenda item. Staff is requesting the Tree Board's collaboration to help develop a Townwide tree inventory within the right-of-way and swales. The inventory will provide factual, map-based information on tree species, size, condition, and location. This data will

allow the Town to evaluate drainage impacts, set consistent standards, prioritize corrective actions, and improve long-term urban forestry planning.

Proposed Tree Inventory, scope, and deliverables.

1. Inventory Area. Town right-of-way and swales, including roadway corridors, sidewalk corridors, and drainage swales.
2. Data Fields. Species, diameter at breast height, canopy spread, approximate height, condition rating, conflict indicators, such as proximity to swale flow line, sidewalks, driveways, utilities, and evidence of drainage obstruction, plus maintenance needs.
3. Mapping Output. Geographic Information System layer and map products for staff use, Tree Board review, and public education.
4. Summary Outputs. A baseline report summarizing counts by species, condition, and locations, plus a list of priority conflict areas where trees appear to affect stormwater conveyance or infrastructure.

How the Tree Board can help.

1. Inventory Standards. Recommend the condition rating scale, data fields, and minimum data quality requirements.
2. Species Guidance. Recommend suitable tree species for right-of-way contexts outside swales, and identify species that commonly cause infrastructure and drainage conflicts.
3. Community Engagement. Collaborate with staff on an educational message explaining why swales must remain functional as drainage infrastructure, and how residents can participate in protecting the system.
4. Review and Feedback. Participate in periodic check-ins to review inventory results, identify trends, and recommend practical policy or operational adjustments.

Discussion items for Tree Board input.

1. What tree inventory standards should the Town adopt, including condition scoring and conflict indicators.
2. What outreach tools will be most effective for residents, such as mailers, website content, neighborhood meetings, and permit education.
3. How the Tree Board would like to participate, including member site visits, volunteer support, and review workshops.
4. How the inventory should be used to inform future planting policy, including potential updates to the Town's right of way and swale planting rules.

RECOMMENDATION:

I move to support the Public Works Department's development of a Townwide right-of-way and swale tree inventory and to direct the Tree Board to collaborate with staff on inventory standards, species guidance, and community education tools, with periodic updates provided to the Tree Board as the work progresses.