



**Minnesota Department of Natural Resources
Status Update Report**

Date: _____

**DEPARTMENT OF
NATURAL RESOURCES**

City of _____

Contact Name: _____ Title: _____

Contact Phone Number: _____ Contact Email: _____

How much is in your urban and community forestry budget?
This should include labor, benefits, equipment, supplies, contracted work, etc.

\$ _____ /year

How many FTE's (Full Time Equivalents) do you currently staff or contract to work on trees? 40 hours a week = 1 FTE, 20 hours a week = 0.5 FTE

_____ FTEs

Answer questions and check appropriate box with "X" when applicable.

Questions	Yes	No	No longer	Unsure
Do you have a Tree Board?	They meet _____ (number) times a year.			
Do you engage your community?	<input type="checkbox"/> We have worked with volunteers. <input type="checkbox"/> We host an Arbor Day event. <input type="checkbox"/> We host tree planting events. <input type="checkbox"/> We host a Community Tree Sale. <input type="checkbox"/> We provide informational material (e.g. invasives, planting)			
Are you a Tree City USA?	We've been a Tree City USA since year _____.			
Have you ever received a Tree City USA growth award?	We have received the growth award in year(s) _____.			
Do you have a Tree Inspector on staff?	We have _____ (number) full time and _____ (number) part-time/seasonal.			
Do you have an ISA Certified Arborist on staff?	We have _____ (number) full time and _____ (number) part-time/seasonal.			
Does your community plant trees regularly?	We plant about _____ (number) trees each year. Our community plants trees in: <input type="checkbox"/> Parks <input type="checkbox"/> Boulevards <input type="checkbox"/> Other publicly owned property We have (staff, contractors, volunteers) _____ plant trees. <input type="checkbox"/> We follow ANSI standards for planting and stock.			

If your community currently has a management plan, what does it include? (Answer questions and check appropriate box with “X” when applicable.) We have a(n)...

Management Plan	formal plan (written internal regulation).	informal plan (orally dictated).	no formal or informal plan.
A tree inventory or survey.	<input type="checkbox"/> Full working inventory. (Updated every time a tree is planted or removed) <input type="checkbox"/> Inventory/survey was last updated in year _____. <input type="checkbox"/> Includes public street trees. <input type="checkbox"/> Includes public park trees. <input type="checkbox"/> Includes private trees.		
A plan for hazard trees on public property.			
A plan for hazard trees on private property.			
A tree ordinance.			
A tree preservation plan.			
A plan to manage EAB and ash trees.			
A plan to manage other pests or diseases (e.g. Dutch Elm Disease).			
A pruning schedule.	Our cycle/years between pruning each tree is about every ____ years.	Our cycle/years between pruning each tree is about every ____ years.	
A planting guideline or policy for city staff/contractors.			
An emergency preparedness plan for major storm events.			
Other: _____ _____			

Please tell us about something you appreciate about this project, or something that has gone well.

If you haven't already notified the project manager, please let us know if there is something that you need additional assistance with or something that would make this project run smoother.