

STAFF REPORT SPECIAL MEETING

AGENDA DATE: June 18, 2024

DEPARTMENT: Community Sustainability

TITLE:

Scope of Services for tree planting services recommended by the Tree and Landscape Board

SUMMARY:

The Tree and Landscape Board was asked to develop the Scope of Services for tree planting in the City.

BACKGROUND AND JUSTIFICATION:

The City Commission and residents recognize the need for more shade trees and understory plantings throughout the City. At the September 12, 2023 Tree and Landscape Board meeting, a group of citizens called Neighbors Encouraging Shade Trees (NEST) asked the Board to recommend that the City Commission authorize the use of \$25,000 from the Tree Canopy Restoration Fund (Tree Fund) to plant native shade trees in Bryant Park. The Board voted to recommend to the City Commission to allocate \$25,00 from the Tree Fund and an additional \$25,000 from other City funds to plant native shade trees. At the November 7, 2023 regular meeting, the Commission voted to authorize the use of \$25,000 from the Tree Fund and \$25,000 from ARPA funds to plant trees in Bryant Park. The Interim City Manager requested that the Tree and Landscape Board create the Scope of Services for professional landscape installation services.

MOTION:

Move to approve/disapprove the Scope of Services for Tree Planting from the Tree and Landscape Board.

ATTACHMENT(S):

Fiscal Impact Analysis
Scope of Services

FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Inflows/Revenues					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
Outflows/Expenditures					
Appropriated (Budgeted)	\$25,000	0	0	0	0
Operating	0	0	0	0	0
Capital	0	0	0	0	0
Net Fiscal Impact <i>(If not budgeted)</i>	\$0	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

Contract Award - Existing Appropriation (Budgeted)	
	Expenditure
Department	Beautification Fund
Division	Public Services
GL Description	Operating Supplies/ Landscaping
GL Account Number	190-5040-572.52-70
Project Number	AP2414
Requested Funds	\$25,000
Remaining Balance	\$24,500
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	ARPA