

Mina Tawadros

From: Jamie Brown
Sent: Thursday, December 18, 2025 2:39 PM
To: Betty Resch; Sarah Malega; Christopher W. McVoy; Mimi May; Anthony Segrich
Cc: Troy Perry; Mina Tawadros; Elizabeth Lenihan; Yannick Ngendahayo
Subject: Dahoon Holly Trees
Attachments: 20251218_110223.jpg; 20251218_110302.jpg; 20251218_110452.jpg

Madam Mayor & Commissioners,

Per our conversation at this week's meeting in regard to the December 2nd Unfinished Business item C (Work Order 2 with Mya Construservice for the installation of Dahoon Holly Trees Downtown), there will be a discussion item added to the January 6th meeting under Unfinished Business. The contractor was notified to pause the current process this week and the following was their response:

"After receiving approval on December 8, 2025, and following our subsequent meeting with Shannon to finalize locations and scheduling, we proceeded to secure the trees. We have already paid a deposit to the tree farm and initiated the "hardening" process, which involves cutting the root systems and basket-wrapping the trees for transplanting. I have attached photos of the tagged trees for your reference.

At this stage, the tree farm will not reimburse our deposit and now considers these trees our property. Consequently, we are required to pay the remaining balance and schedule delivery. This hold puts us in a very difficult position and will have a significant impact on our operations.

We have remained proactive regarding all scope changes since the start of this project, and we hope you will reconsider this decision. If there is any additional information we can provide to help explain this situation to the commissioners, please let us know.

We look forward to hearing from you and moving toward the completion of this project."

In preparation for these trees being installed prior to the holiday next week (today would have been the first day of install), staff had already prepped all 13 locations. Staff will safe these up today by coving and placing the cones and tape back on top. Please see the attached pictures I snapped earlier today illustrating three of those locations. Based on the approval of the agenda item and the current stage in the process, we're on the hook for the approved \$51,467. Should the direction be to now move to a different type of tree for our downtown, funds from somewhere else in the budget would need to be identified for the purchase of the new type of trees and new locations somewhere else in the City for the already purchased Dahoon Holly trees would need to be provided. Please keep in mind that downtown tree selection consisted of criteria such as little to no fruit production, smaller canopy because we're limited on growth toward the building sides, low maintenance, relatively small root system that can be controlled with a root barrier, no root system that requires and elevated root barrier, no shallow roots due to adjacent pavement / pavers / concrete, native trees, etc.

Regards,

Jamie Brown, CFM, LEED AP BD+C, ENV SP
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