



# CITY OF LAKE FOREST PARK

## CITY COUNCIL

### AGENDA COVER SHEET

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<b>Meeting Date</b>	September 28, 2023
<b>Originating Department</b>	Community Development Department
<b>Contact Person</b>	Phillip Hill, City Administrator
<b>Title</b>	Resolution 23-1919/Authorizing the Mayor to sign Amendment No. 2 to the Professional Services Agreement with The Watershed Company (TWC) for additional assistance with a tree inventory of Lake Forest Park.

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#### Legislative History

- First Presentation September 28, 2023, Regular Meeting
  - Action September 28, 2023, Regular Meeting
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#### Attachments:

1. Resolution 23-1919 authorizing an amendment to the budget for the 2022 tree inventory.
  2. Amendment No. 2 to Professional Services Agreement budget with The Watershed Company for 2022 Tree Inventory.
  3. Resolution 1853 with the attached agreement and original scope of work.
  4. Resolution 1875 with Amendment No. 1
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#### Executive Summary

Approval of Resolution 23-1919 would authorize the Mayor to sign Amendment No. 2 to the City of Lake Forest Park Professional Services Agreement with The Watershed Company for the 2022 Tree Inventory. Amendment No. 2 amends the scope of work in the agreement in an amount not to exceed \$10,499.14 (beyond the original agreement amount of \$44,680 and amendment #1 of \$12,125)

#### Background

On August 11, 2022, the City Council approved Resolution 1853 authorizing the Mayor to sign a professional services agreement with The Watershed Company to conduct a tree inventory of Lake Forest Park. A major objective of this inventory was to revisit properties that were inventoried in 2010.

The Watershed Company (TWC) has encountered difficulties obtaining permission to enter previously inventoried properties, and the City Arborist position, which would have assisted with this task, is again vacant, as is the Assistant Planner position, which was also supporting this effort as well as the Tree Board. With the severely short-staffed planning department, the city has been engaging TWC for work well beyond that anticipated in the original contract and first amendment.

Due to challenges in getting landowner approvals to revisit 2010 plots, TWC needed to generate and establish new plots to ensure sufficient data is collected to achieve statistical significance for the inventoried properties. TWC has spent more time in the field engaging property owners and securing approval to survey 102 plots, meeting the target for this inventory. However, this effort required significant public outreach through social media and mailing and going door to door to explain the effort, far exceeding the additional effort envisioned as part of Amendment #1.

**Fiscal & Policy Implications**

The additional \$10,499.14 would be charged to contingency resources in the 2023/2024 Planning Department professional services fund.

**Alternatives**

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none"><li>• Approve resolution and scope amendment</li></ul>	Tree Inventory will be completed in 2023
<ul style="list-style-type: none"><li>• Reject resolution and scope amendment</li></ul>	Tree Inventory completion will be delayed

**Staff Recommendation**

Approve Resolution 23-1919 authorizing the Mayor to sign Amendment No. 2 to a Professional Services Agreement with The Watershed Company.