



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	August 11, 2022
Originating Department	Planning Department
Contact Person	Stephen Bennet
Title	Resolution 1853 - Authorizing the Mayor to sign a professional services agreement with the Watershed Company to conduct a Tree Inventory

Legislative History

- First Presentation August 11, 2022 Regular Meeting
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Attachments:

1. Resolution 1853
 2. Attachment A – Agreement with Watershed Company
 3. Watershed Company Proposal
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Executive Summary

Resolution 1853 would authorize the Mayor to sign a professional services agreement with the Watershed Company in order to complete a tree inventory in the city.

Background

Chapter 16.14.160 of the City's tree regulations states that: "The city shall assess its progress in achieving the goals and policies of LFPMC 16.14.010 by conducting a city-wide tree canopy study at least every five years beginning in 2022". In May of this year, a notice was published in the Daily Journal of Commerce requesting statements of qualifications for conducting a 2022 Tree Inventory. The City received statements from four consultants.

A selection committee, which included Councilmember Goldman, Tree Board member Doug Sprugel, Planning Director Steve Bennett, and City Arborist Harvey Harrison, reviewed the statements and decided that The Watershed Company ("TWC") and Davey Resource Group were the most qualified. After interviews with those two consulting teams, TWC received the highest ranking from the committee.

Fiscal & Policy Implications

To complete the field work while leaves are still on the trees, TWC will be using its staff to collect the data. The maximum cost of the contract (\$44,680) will be subsidized by a Department of Natural Resources (DNR) Urban & Community Forest Grant. The grant award is a 50% match up to a total of \$14,200. The Planning Department professional services fund includes sufficient monies to pay invoices from the consultant in 2022. The Tree Fund currently has a balance of a little over \$61,000. It is anticipated that additional grant reimbursement funds and tree code enforcement fines will be deposited in the Tree Fund by the end of the year that may be used to fund any contract balance.

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none">• Approve the resolution and agreement	Tree Inventory will be completed this year
<ul style="list-style-type: none">• Reject the resolution and agreement	Tree inventory will not be completed this year and will probably have to wait until next year to be completed.

Staff Recommendation

Staff recommends approval of Resolution 1853 and approval of the contract to complete the tree inventory this year.