

Introduced by _____

First Reading _____

Second Reading _____

Ordinance No. _____

Council Bill No. B 271-11

AN ORDINANCE

authorizing a cooperative agreement with the Missouri Department of Conservation for a Tree Resource Improvement and Maintenance (TRIM) grant for a street tree inventory of the Old Southwest neighborhoods and to prepare an i-Tree Streets analysis of the data; appropriating funds; and fixing the time when this ordinance shall become effective.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. The City Manager is hereby authorized to execute a cooperative agreement with the Missouri Department of Conservation for a Tree Resource Improvement and Maintenance (TRIM) grant for a street tree inventory of the Old Southwest neighborhoods and to prepare an i-Tree Streets analysis of the data. The form and content of the agreement shall be substantially as set forth in "Exhibit A" attached hereto and made a part hereof as fully as if set forth herein verbatim.

SECTION 2. The sum of \$10,000.00 is hereby appropriated from the Street Maintenance State Grant Account No. 110-6022-462.10-00 to the Street Maintenance – Street Landscaping Program Account No. 110-6022-521.59-40.

SECTION 3. This ordinance shall be in full force and effect from and after its passage.

PASSED this _____ day of _____, 2011.

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor

CERTIFICATION: I certify there are sufficient funds available in the Street Maintenance State Grant Account No. 110-6022-462.10-00 to cover the above appropriation.

Director of Finance

**COOPERATIVE AGREEMENT
BETWEEN
THE MISSOURI DEPARTMENT OF CONSERVATION
(Hereinafter referred to as Department)
AND
City of Columbia
(Hereinafter referred to as Cooperator)**

NAME OF PROJECT: Tree Resource Improvement and Maintenance (*TRIM*) Grant

Project Number: 12.030
Project Description: Inventory

PARTIES AND CONTACTS:

Chad Herwald
City of Columbia
701 E. Broadway Street, 3rd Floor
Columbia, MO 65205
573-874-7201

Ann Koenig, Urban Forester
Missouri Department of Conservation
1907 Hillcrest
Columbia, MO 65201
573-882-8388

AGREEMENT DURATION

The period of this agreement is September 9, 2011 through June 1, 2012.

MEASURABLE OUTCOMES

1. Complete the approved *TRIM* project anytime between signature of this Agreement and May 1, 2012. Said project shall be completed as described and specified in the application submitted for consideration of cost-share funding. The application is attached and incorporated herein.
2. Costs incurred before this agreement are ineligible for reimbursement.
3. All tree work must conform to the most current version of the American National Standards Institute *A300 Standards for Tree Care Operations Part One Pruning and Part Six Transplanting*. Failure to do so may result in payment being withheld.
4. The Department shall be given appropriate credit in all publications, educational materials and in all media contacts related to this project. The statement "A portion of the funding for this project was made available through the Missouri Department of Conservation's Tree Resource Improvement and Maintenance (TRIM) program" is suggested.

REPORTING REQUIREMENTS:

1. The Cooperator shall contact the local forester noted above under **PARTIES AND CONTACTS** if any changes in the project arise. The local forester or their representative must approve all changes prior to implementation. Failure to do so may result in denial of payment of your *TRIM* project.
2. The Cooperator shall notify in writing the local forester by May 1, 2012 that all work has been completed and request an inspection of the project.
3. Should an extension beyond the May 1, 2012 deadline be desired to complete the project, the Cooperator shall submit a request in writing outlining the extenuating circumstances necessitating such a variance. This written request must be received a minimum of two weeks prior to the May 1, 2012 deadline. Such requests must be sent to the Department of Conservation Community Forestry Coordinator at P.O. Box 180 Jefferson City, Missouri 65102. Extensions can only be granted by the Community Forestry Coordinator. Requests made by email are not acceptable.
4. The Cooperator shall provide documentation of all costs associated with the approved project before payment will be made. This includes copies of all dated invoices for project costs, paid receipts, and a description with documentation of all donations, volunteer assistance, and in-kind costs.
5. The Cooperator shall provide documentation that all activities identified in the application's Publicity Plan are completed.
6. If for any reason, the Cooperator can not complete the *TRIM* project during the time specified herein, immediate written notification to the Department is required. Providing timely notification will also ensure that no penalties will result for future project applications.

MONITORING REQUIREMENTS

1. The Department's forester or their representative shall monitor each project. Such monitoring shall include but not be limited to on-site visits, ongoing informal monitoring through phone calls and email, and desk review of financial information, progress, and performance reports. The Department shall conduct an onsite inspection of each project upon completion to assure compliance with program guidelines.
2. After project inspection and certification that the work fully meets the project specifications, the Department shall process payment. If the inspecting forester finds the project does not meet specifications, payment will not be issued until specifications are met.
3. The Cooperator shall allow the Department access to all financial records and /or audited financial statements related to this agreement.

REQUIRED PROVISIONS

The Cooperator, City of Columbia, agrees to defend, indemnify and hold harmless from claim or suit the Department, the State of Missouri and its employees and agents from any claim or suit brought by any third party in connection with the activities to be performed or improvements to be installed under this agreement.

PAYMENT PROCESS:

Payment to the Cooperator will be the applicable percentage as noted on the *TRIM Cost Share Request Form* of the actual costs required to complete the *TRIM* project, but will not exceed the lesser of **\$10,000.00** or the total of the reimbursable costs required to complete the project. The remainder of cost is the responsibility of the Cooperator. All funds from the Department must be deposited in a timely manner.

OWNERSHIP

Any equipment purchased with funds under this agreement with a value greater than \$100.00 remains the property of the Department. The Department will make determination as to disposition of any property, equipment and unused supplies. The Cooperator shall provide to the Department a periodic inventory of all equipment with a value greater than \$100.00 purchased with funds from this contract.

APPROVED AND ACCEPTED**MISSOURI DEPARTMENT OF CONSERVATION****BY:**Lisa B. Allen**DATE:**9-2-11**TITLE:**STATE FORESTER**CITY OF COLUMBIA****BY:****DATE:****TITLE:***- see page 4***FEDERAL IDENTIFICATION NUMBER** _____

CITY OF COLUMBIA

By _____
Mike Matthes
Title _____
City Manager

Attest: (SEAL)

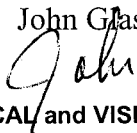
By _____
Sheela Amin
Title _____
City Clerk

APPROVED AS TO FORM:

By _____
Fred Boeckmann
Title _____
City Counselor

Source:


John Glascock

**FISCAL and VISION NOTES:**

Agenda Item No. _____

TO: City Council

FROM: City Manager and Staff

DATE: September 27, 2011 

RE: Tree Resource Improvement and Maintenance Grant

EXECUTIVE SUMMARY:

Staff has prepared for Council consideration an ordinance authorizing the City Manager to execute a Cooperative Agreement with the Missouri Department of Conservation, and appropriate funds, for a Tree Resource Improvement and Maintenance (TRIM) grant.

DISCUSSION:

The City of Columbia applied for, and received, a TRIM grant from the Missouri Department of Conservation (MDC) in the amount of \$10,000. The City's local match is \$2,500.00

With the TRIM grant, the City plans to use a forestry consulting firm to complete a street tree inventory of the Old Southwest neighborhoods and to prepare an i-Tree Streets analysis of the data. i-Tree is a state-of-the-art software suite from the USDA Forest Service that provides urban forestry analysis and benefits assessment tools. The i-Tree tools help communities of all sizes to strengthen their urban forest management and advocacy efforts by quantifying the structure of community trees and the environmental services that trees provide.

The collected data will include the tree number, species, diameter, condition rating, management needs, comments, dollar value, and risk rating of each tree.

FISCAL IMPACT:

The City will be reimbursed up to \$10,000 from MDC. The local match is \$2,500 and has already been budgeted in the street landscaping program operating account.

City Fiscal Impact Enter all that apply:	
\$0	City's current net FY cost.
\$2,500	Amount of Funds Already appropriated
\$10,000	Amount of budget amendment needed
Estimated 2 yr net costs:	
\$0	One-time
\$0	Operating / On-going
Program Impact:	
N	New program/ agency (Y/N)
N	Duplicates/expands an existing program (Y/N)
N	Fiscal impact on any local political subdivision (Y/N)
Resources Required:	
N	Requires add'l FTE personnel? (Y/N)
N	Requires additional facilities? (Y/N)
N	Requires additional capital equipment? (Y/N)
Mandates:	
Y	Federal or state mandated? (Y/N)
Vision Implementation Impact Enter Below All That Applies: <u>Refer to Website:</u>	
Y	Vision Impact? (Y/N or if N, go no further)
Item #2	Primary Vision, Strategy and/or Goal Item#
Item #	Secondary Vision, Strategy and/or Goal Item#
Task #	FY10/FY11 Implementation Task#

VISION IMPACT:

Columbia protects and encourages the expression of its historic and natural character, uniting the community with sustainable, healthy planning and design, beautifying the streets and lives of its citizens.

SUGGESTED COUNCIL ACTIONS:

Approve the ordinance authorizing the City Manager to execute a Cooperative Agreement with MDC and appropriate funds for a Tree Resource Improvement and Maintenance (TRIM) grant.