

**CITY OF PEORIA, ARIZONA
COUNCIL COMMUNICATIONS**

CC: 5R
Amend No. _____

Date prepared: August 25, 2008

Council Meeting Date: September 16, 2008

TO: Carl Swenson, City Manager
FROM: J.P. de la Montaigne, Community Services Director *J.P.*
PREPARED BY: Erik Wilson, Right-of-Way Contract Supervisor *E*
SUBJECT: Award of Grants from State of Arizona Forestry Program

RECOMMENDATION:

That the Mayor and Council accept two grants from the State of Arizona, Urban and Community Forestry Financial Assistance Program in the amount of \$8,983 for Right-of-Way (ROW) tree management, and to conduct an Arbor Day celebration event in March 2009.

Additionally, staff recommends the approval of a budget transfer in the amount of \$8,983 from the Proposed Grants Fund Contingency account 7990-7990-570000 to the Parks and Recreation Federal Grant Fund, Contract Landscape Maintenance Account No. 7270-7340-524004.

SUMMARY:

Earlier this summer, staff applied for two Community Challenge Grants from the United States Department of Agriculture Forest Service and the State of Arizona Forestry Division through their Urban and Community Forestry Financial Assistance Program. Community Challenge Grants are established to encourage citizen involvement in creating and supporting long-term and sustainable urban and community forestry programs at the local level. The City of Peoria is also actively pursuing recognition as Tree City U.S.A. and part of that requirement is to conduct an Arbor Day recognition event.

The first grant that was submitted requested funding in the amount of \$9,912 for pruning and management of trees located in the public ROW according to International Society of Arboriculture standards. The focus area for this grant is to remove all dead trees and stumps that are located throughout the City's public ROW, and to prune mature trees located on 103rd Avenue, 71st Avenue, Athens Road, and Downtown Peoria. The

CITY CLERK USE ONLY:

- Consent Agenda
- Carry Over to Date: _____
- Approved
- Unfinished Business (Date heard previous: _____)
- New Business
- Public Hearing: No Action Taken

ORD. # _____ RES. # _____
LCON# 1720 LIC. # _____
Action Date: 17308

emphasis for tree pruning at these locations is for sidewalk and street clearance. The amount awarded for this grant was \$6,972. The City will match the grant funds from budget operating funds to complete this work.

The second grant requested funds in the amount of \$2,011 to conduct an Arbor Day event on Saturday, March 21, 2009. Plans for the Arbor Day celebration includes a series of educational workshops to educate participants about selecting the right tree for the right location, and then providing information on how to care for and manage this tree throughout its life cycle. Additionally, materials will be provided to group participants to take home to help remember these management steps. We are also planning to provide tree seedlings to every program participant so they can grow their own tree from a very early stage of development. Furthermore, we will be planting some larger trees to demonstrate how to plant established trees in an appropriate manner.

ATTACHMENT: Letter of Grant Award (2)

Janet Napolitano
Governor

Kirk Rowdabaugh
State Forester

Arizona State Forestry Division

Office of the State Forester

1110 W. Washington St., Suite 100
Phoenix, AZ 85007
(602) 771-1400



July 3, 2008

Mr. Kirk Haines, Parks Dept. Manager
City of Peoria
8401 W. Monroe St.
Peoria, AZ 85345

Dear Mr. Haines:

Congratulations! Your grant application for the City Tree Ordinance Standards project has been approved and accepted.

As we discussed, your project was not funded for the total amount requested. With this in mind, I will need a revised budget and scope of work plan reflecting how the funds will now be used. Please submit these along with your signed contracts.

Enclosed are two (2) copies of your grant contract reflecting the revised dollar amount to be funded. Please sign both copies and return both of them to me. The contracts will be signed by the State Forester and one copy will be returned to you. Your billable work on the grant cannot be started until the contracts are signed by both parties.

Also enclosed is a W-9 form which must be completed and returned with the signed contracts. In addition, Attachments A – D are enclosed. Attachment A is a copy of your original grant application. Do not return any of the Attachments to me, they are for your grant file. Quarterly report forms will be sent to you along with your signed copy of the contract.

The cycle for your grant begins when you receive the signed contract back from me and ends on September 30, 2009. The first quarter will run from the date the State Forester signs the grant until December 31, 2008. Quarterly reports must be filed on January 30, April 30, July 30 and October 30, 2009. If no work was completed during a quarter, a report must still be filed. Write "no activity this quarter" on the report form and send it to me.

All printed materials, signs, and other products resulting from this grant will recognize the source of funding as follows: "Funds for this project were provided by the Urban and Community Forestry Financial Assistance Program administered through the State of Arizona Forestry Division - Urban & Community Forestry, and the USDA Forest Service." Logos for each organization will be provided upon request.

If you have any questions, please call me at 602/542-6191. I am here to help you, and I look forward to the successful completion of your project.

Sincerely,

A handwritten signature in cursive script that reads 'Louise Wakem'.

Louise Wakem
Urban and Community Forester

L CON 17208

Janet Napolitano
Governor

Kirk Rowdabaugh
State Forester

Arizona State Forestry Division

Office of the State Forester
1110 W. Washington St., Suite 100
Phoenix, AZ 85007
(602) 771-1400



July 2, 2008

Mr. Kirk Haines, Parks Dept. Manager
City of Peoria
8401 W. Monroe St.
Peoria, AZ 85345

Dear Mr. Haines:

Congratulations! Your grant application for the "Stay Connected Through Trees" project has been approved and accepted.

Enclosed are two (2) copies of your grant contract. Please sign both copies and return both of them to me. The contracts will be signed by the State Forester and one copy will be returned to you. Your billable work on the grant cannot be started until the contracts are signed by both parties.

Also enclosed is a W-9 form which must be completed and returned with the signed contracts. In addition, Attachments A – D are enclosed. Attachment A is a copy of your original grant application. Do not return any of the Attachments to me, they are for your grant file. Quarterly report forms will be sent to you along with your signed copy of the contract.

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If you have any questions, please call me at 602/542-6191. I am here to help you, and I look forward to the successful completion of your project.

Sincerely,



Louise Wakem
Urban and Community Forester

L CON 17308