

Introduced by _____

First Reading _____

Second Reading _____

Ordinance No. _____

Council Bill No. B 375-07

AN ORDINANCE

authorizing a cooperative agreement with the Missouri Department of Conservation for a Tree Resource Improvement and Maintenance (*TRIM*) grant for advanced arborist training for Parks and Recreation employees; 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 advanced arborist training for the Callery Pear education project. 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 \$9,896.00 is hereby appropriated from State Grants Account No. 110-5222-462.10-00 to the Forestry Division Horticultural Supplies Account No. 110-5222-541.13-10.

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

PASSED this _____ day of _____, 2007.

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor

CERTIFICATION: I certify there are sufficient funds available in the State Grants Account No. 110-5222-462.10-00 to cover the above appropriation.

Director of Finance

**COOPERATIVE AGREEMENT
BETWEEN
THE MISSOURI DEPARTMENT OF CONSERVATION
(Hereinafter referred to as Department)
AND
COLUMBIA PARKS & RECREATION
(Hereinafter referred to as Cooperator)**

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

Project Number: 8.058
Project Description: Education, Planting

PARTIES AND CONTACTS:

Brett O'Brien
Columbia Parks & Recreation
1507 Business Loop 70 West
Columbia, MO 65202-1353
573-874-7489

Ann Koenig, Urban Forester
Missouri Department of Conservation
1907 Hillcrest Dr.
Columbia, MO 65201
573-882-8388 x 227

AGREEMENT DURATION

The period of this agreement is September 1, 2007 through June 1, 2008.

MEASURABLE OUTCOMES

1. Complete the approved *TRIM* project anytime between signature of this Agreement and May 1, 2008. 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 pruning must conform to the most current version of the American National Standards Institute *A300 Standards for Woody Plant Maintenance*. 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 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 3, 2008 that all work has been completed and request an inspection of the project.
3. 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.
4. 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, Columbia Parks & Recreation, 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 **\$9,896** 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 D. Allen
DATE: 10-15-07
TITLE: STATE FORESTER

COLUMBIA PARKS & RECREATION

BY: _____
DATE: _____
TITLE: _____

FEDERAL IDENTIFICATION NUMBER _____

Source:

Mike Hood

AKH

TO: City Council

FROM: City Manager and Staff

DATE: October 18, 2007



RE: T.R.I.M. II Grant - Callery Pear Education Project

EXECUTIVE SUMMARY: The Department of Parks and Recreation is requesting City Council approval to accept a Tree Resource Improvement and Maintenance (T.R.I.M.) II Grant in the amount of \$9,896 from the Missouri Department of Conservation. The grant is to fund a Callery Pear community education project called "Stop the Spread!" The City's match for the grant is \$5,768, which will come from force account labor, in-kind equipment costs, and TreeKeeper volunteer labor. This ordinance authorizes the acceptance of the grant, authorizes the City Manager to sign the appropriate grant agreements on behalf of the City, and appropriates the grant funds in the amount of \$9,896.

Fiscal Impact

X YES

NO

Other Info.

DISCUSSION: This T.R.I.M. II Grant was awarded to fund a "Stop the Spread!" program to educate the community on the potential economic and ecological consequences of continuing to plant Callery pear trees, which results in hybrids crossing and the creation of an invasive pear tree population. The grant will fund publicity (brochures and posters), advertising, and an educational sign and demonstration planting of 48 trees comprised of alternative native tree species at Louisville Park. The project cost is \$15,664, with \$9,896 funding support from the T.R.I.M. Grant and \$5,768 City match. The City's match will be \$4,598 in force account labor, \$300 in TreeKeeper volunteer labor, and \$870 in-kind equipment costs. The Parks and Recreation Department applies for this grant annually and has received this grant award for four consecutive years.

SUGGESTED COUNCIL ACTION: Approve the ordinance which accepts the T.R.I.M. II Grant, authorizes the City Manager to sign the grant agreements on behalf of the City, and appropriates the funds in the amount of \$9,896.