



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

EXECUTIVE SUMMARY

TO: James K. Scholl, City Manager

FROM: Carolyn Sheldon, Senior Grants Administrator

DATE: August 22, 2016

RE: **Approval of the attached Amendment to Contract #22776 Urban and Community Forestry Grant between the Florida Department of Agriculture and Consumer Services and the City of Key West for a no-cost six month time extension to March 31, 2017. Authorizing the City Manager to execute the Amendment.**

ACTION STATEMENT:

This resolution will approve the attached Amendment to Contract #22776 Urban and Community Forestry Grant between the Florida Department of Agriculture and Consumer Services and the City of Key West for a no-cost six month time extension to March 31, 2017 and authorize the City Manager to execute the Amendment.

BACKGROUND:

In April 2015, the City applied for and was awarded a \$20,000 grant from the 2015 Urban and Community Forestry Grant Program for a tree inventory and canopy mapping project to help the City set specific management goals and directives for an Urban Forestry Management Plan and to help the City target specific areas in need of additional canopy. Resolution 15-192 authorized the application and the execution of a Memorandum of Agreement for the funding (May 19, 2015). There is a 1:1 match requirement to be fulfilled by City Staff labor for hours worked on the project and Tree Commission Board volunteer hours at a Tree Commission Workshop.

PURPOSE AND JUSTIFICATION:

The current agreement ends September 30, 2016. A no-cost extension is needed to complete the tree inventory and assessment portion of the grant as well as complete the grant close out.

FINANCIAL IMPACT:

This is a no-cost extension to add an additional six months to the end date of the grant.

RECOMMENDATION:

Staff recommends that the City Commission approve the attached Amendment to Contract #22776 Urban and Community Forestry Grant between the Florida Department of Agriculture and Consumer Services and the City of Key West for a no-cost six month time extension to March 31, 2017 and authorize the City Manager to execute the Amendment.