

**Summary Points**  
**from BAC Donation and Tree Planting Meeting**  
**August 31, 2022 at 2 PM**  
**Conference Room, City Hall**

**What constitutes a City Project**

- City Council votes and adopts a project with assignment of a funding source and directs the City Manager to act on it after which it is assigned to a department.
- BAC received unanimous votes from City Council supporting the “*Ten Thousand Trees in Ten Years*”; however, this is not a City Project, nor is it assigned to any department, including Public Works. This and other BAC initiatives, unless as noted above, are considered privately funded proposals.

**Permitting Update and Process:**

- What has been submitted is not enough because it lacks a consultant design with the proposed tree planting area
- The artery chosen (West Elcam Circle) is a commercial area with complex or unknown infrastructure for which the City has no “As Builts” on record
- Notification needs to be sent to other utility providers who have infrastructure in the location
- Comments from other utility providers are included in the permitting process e.g., TECO gas
- There are lag times in getting comments from other Utility Providers even though 10 days are included in the review permitting process. Therefore, conditional permits are issued but still require the services of locaters which may still present challenges
- There are roadways that run throughout the City that are owned by FDOT such as Collier Boulevard and the City notifies them of road work along this artery.
- Following any other process opens the City to lawsuits for property damages or personal injuries – for example, blocking line of sight for traffic entering and existing or driveways being lifted by root systems.
- **Note:** The process the BAC is required to follow is no different than when the City of Marco needs to construct a sidewalk – a design is done and paid for by the City in, order to secure grant or other funding.

**Proposed Guidelines**

- Consultant Design with a plan and survey needs to be included with the permit which can be costly.

- BAC needs to develop a list of proposed area for tree planting and submit it to PW (Justin Martin) or Utility and Sewer (Jeff Poteet) who will assist in identifying City Infrastructure location in desired area
- Wider arteries may present less challenges where there is complex infrastructure than would narrow arteries
- BAC goal is to plant in areas to garner greater impact. Culs de sac as an option may pose less challenges for tree planting than Commercial arteries, but they do not alleviate the need for a Consultant Design with the permit

#### **Recommendation for BAC Members**

- Select another area for planting the 19 trees, in order, to meet the FY Disposition of funds.
- Explore the prospects of a Pro Bona Landscape Architect to do the design work (Member Leaser)

#### **Final Note:**

- Al (Affordable Landscaping) will continue to water the 19 trees to preserve them
- Time is of the essence for the procurement of funds but the Finance Director, Guillermo Polanco is committed to utilize his discretion to assist the Committee were needed.

#### **Attendees:**

Becky Irwin, City Councillor

Justin Martin, Interim Public Works Director

Guillermo Polanco, Director of Finance

Diedre Wint (Public Works)

Member David Leaser (Beautification Advisory Board) BAC

Albert Benarroch, (Affordable Landscaping)