

City of Stoughton, 381 E Main Street, Stoughton WI 53589

**RESOLUTION OF THE PUBLIC WORKS COMMITTEE**

Authorizing and directing the proper city official(s) to allocate funding for the 2012 Urban Forestry Grant – EAB Readiness Plan Implementation

Committee Action:

Fiscal Impact: \$ 23,000.00

**File Number:** R- 119 -2011

**Date Introduced:** September 27, 2011

**WHEREAS**, the City of Stoughton Tree Commission is interested in developing and managing a site to meet the needs listed under the Emerald Ash Borer (EAB) Readiness Plan and Hazardous Tree disposal as indicated in the Tree Inventory Management Plan and

**WHEREAS**, financial aid is required to carry out the project; this grant is a 50/50 matching funds and the Street Department will be covering some of the costs in kind with labor and equipment and costs to secure the site,

**WHEREAS**, your Public Works Committee met on September 20, 2011 to discuss the Urban Forestry Grant Application and the monies will be taken from the Capital Outlay

**BE IT RESOLVED** by the Common Council of the City of Stoughton that the proper city official(s) be hereby directed and authorized to budget a sum sufficient to complete the project and authorizes Laurie Sullivan, Finance Director, to act in behalf of the City of Stoughton and will comply with state and federal rules for the program

**Council Action:**  **Adopted**  **Failed** **Vote** \_\_\_\_\_

**Mayoral Action:**  **Accept**  **Veto**

\_\_\_\_\_  
Donna Olson, Mayor

\_\_\_\_\_  
Date

**Council Action:** \_\_\_\_\_  **Override** **Vote** \_\_\_\_\_

**Notice:** You are required to provide information requested on this form to apply for an Urban Forestry Grant, under U.S. Public Law 95-313, s. 6(b), Wis. Stats. 23.097, Ch. NR47, Wis. Adm. Code. The Department will be unable to process your application unless you provide complete information as requested. Information will be used to determine grant award lists, provide statistical information and potentially to use as an example for other grant applicants. Personally identifiable information on this form is not intended to be used for other purposes. Information may also be made available to requesters as required under Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

COMPLETE ALL QUESTIONS.

Grant is for calendar year 2012.

Project Title: City of Stoughton - EAB Readiness Plan Implementation & Hazardous Tree Removal

1. Applicant Name(s): City of Stoughton Mayor Donna Olson

2. Applicant is a (check all that apply):  
 City;  Village;  Town;  County;  Tribal Government;  501(c)(3) nonprofit organization

3. **Project Description: IMPORTANT! Describe the project and all individual components, using additional sheets if necessary.** The project must be related to urban forestry as defined on page 17 of the application guidelines. (See page 5 of guidelines, "Eligible Projects" for examples of components.)

For each project component **check and describe:** what will be developed, produced, performed and/or implemented?

Emerald Ash Borer Activities (inventory, plan, education, training) Stoughton will begin developing a wood utilization yard/green waste collection site. The site will be designed to manage & handle invasive species

Management in festations, storm damage and other factors influencing urban wood. Efforts will be made to utilize the resources through recycling and marketing

Plan Development (management, strategic, storm response, pest response, planting)

Inventory

Ordinances

Public Awareness/Volunteer Development

Staff Training/Education

Operations (planting, pruning, removals, fertilization, storm damage mitigation, pest control, etc.)  
(see Emerald Ash Borer Activities)

Other

**Note:** Your Cost Estimate Worksheet on pages 5-6 of this application must include costs for all project components described above. Project components described but not included on the Cost Estimate Worksheet will be excluded from the evaluation and rating of your grant application.

4. Applicant Authorized Representative

Mr.    Ms.

Name: Karl Manthe

Title: Street Superintendent

Address: 515 S. Fourth St.

City: Stoughton      State: WI      Zip: 53589

County: Dane

Phone: (608) 873-6303      Fax: (608) 877-8387

E-mail: KManthe@ci.stoughton.wi.us

5. Project Manager (if different from Authorized Representative)

Mr.    Ms.

Name: Randy Nelson

Title: Urban Forester

Address: 515 S. Fourth St.

City: Stoughton      State: WI      Zip: 53589

County: Dane

Phone: (608) 873-6303      Fax: (608) 877-8387

E-mail: \_\_\_\_\_

6. Total Project Cost: \$ 50,000.00

(Fill in amount from box A on the Cost Estimate Worksheet, page 7 of the application)

7. Total Grant Request: \$ 24,999.99

(Fill in amount from box E on the Cost Estimate Worksheet, page 7 of the application)

FOR THE FOLLOWING QUESTIONS, PLEASE USE ADDITIONAL SHEETS AS NEEDED.

8. Is there any financial assistance from any other state or federal source(s) that have been, are, or may be involved in this project?

Yes    No

If yes, list all other state or federal financial assistance, the source(s) of each; and give the dollar amount of each.

9. What is your organization's current level of urban forest program development and planning in the following areas? Please check and describe briefly.

urban forestry planning ( strategic plan  management plan  response  planting  other)

Please list title(s) and date adopted: \_\_\_\_\_

tree inventory (type/software I-tree)

tree board/committee (date established 1988)

volunteer organizations/citizens groups who support trees (name \_\_\_\_\_)

tree ordinances/policies (date adopted/code/chapter/internet link Adopted 1986 - Chapter 64-14 Street trees  
last updated Mar 2011 / http://library.municode.com - Chpt 64  
Streets, Sidewalks & other Public Places)

professional urban forestry staff\* ( municipal staff  contracted forester)  
name and title Randy Nelson, Urban Forester, ISA Certified Arborist

\*professional is defined as having a degree, arborist certification and/or training

other activities

educational programs (list Invasive ID w/ Stoughton Utilities & Streets)

Arbor Day

staff training

other (list Invasive species removal w/ River & Trails Task Force  
along river trails in Stoughton)

10. Describe each of the following public awareness aspects of this project:

a. Citizen involvement in project planning, development and/or implementation

b. Public education (classes, tree walks, seminars, etc.)

c. Public information (news articles, videos, brochure or flyer development/purchase, etc.)  
Prepare information for City Website, Newspaper and City News letter.

**Note:** Your Cost Estimate Worksheet on pages 5-6 of this application must include costs for any and all public awareness aspects that you've described above. Public awareness aspects described but not included on the Cost Estimate Worksheet will be excluded from the evaluation and rating of your grant application.

11. Will partners such as civic/business groups, other communities, neighborhoods, utilities, schools, developers, etc. be involved in *this* project? (funding, promoting, planning, implementation)

Yes     No

If yes, please answer the following:

- a. *What* partners will be involved in *this* grant project? Please list.  
 Stoughton Streets Dept    Stoughton Utilities  
 Stoughton Parks Dept    Stoughton Schools
- b. Specify whether each is a *new*, or *existing* partnership.  
 Streets, Park & Utilities are existing  
 School Dist - NEW, Private Contractors - NEW
- c. *What* specific service, product, or role will each partner contribute to the project?  
 Help to identify, monitor, detect & reduce our Ash population starting with the most hazardous. Help educate public

12. How will you evaluate the success of this project?

*If we can continue to have city / public attendees of EAB courses, remove hazardous Ash & other trees, have a working green waste recycling center / marshal yard implemented*

13. Is your community, or the community where your project will be carried out, a Tree City USA?

*(Note: Tree City USA and Growth Awards are defined in Appendix B, page 17 of the grant application guidelines.)*

Yes     No

If yes, specify which Growth Award category and eligible activities this project will help satisfy, if any. (List activity codes.)

*B-3 → Green Industry Partnership*

*D-3 → Recycling (bio mass)*

14. List any specific urban tree care or tree management training received or conferences attended by your organization's staff or volunteers during the past year. Include any training taken in preparation for undertaking this project.

Date	Course Title	Training Description	Provider	Attendees
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15. Describe any additional significant aspects or outstanding features of this project that you would like us to know about.

*Continued EAB readiness plan action, coupled with the setup of a communitive marshal yard*

16. Cost Estimate Worksheet (instructions are on page 11 of the grant application guidelines)

COMPONENT PAGE

PROJECT COMPONENT: <i>EAB Readiness Plan + Site</i>	Estimated Cost	Donation Value
<b>Labor &amp; Services</b> (specify project tasks on lines below, as appropriate)		
Applicant's staff: <i>Street Foreman - 30 Ms @ \$29.41</i>	<i>\$ 882</i>	
Fringe benefits: <i>33.01 %</i>	<i>\$ 291</i>	
<i>Four Street Dept Empl - 472 hrs @ \$ 20.32/hr</i>	<i>\$ 9,591</i>	
<i>Fringe Benefits @ 38.29 %</i>	<i>\$ 3,672</i>	
Consultants/Contractors/other hired project labor:		
Volunteers/donated services:		
Laborer (\$8.00/hr):		
Other project workers (\$16.00/hr):		
<b>Equipment</b> (specify type of equipment and DOT class code on lines below, as appropriate) See page 13 of application guidelines for a list of commonly used equipment codes.		
Purchased:		
<i>DOT RATES: (2) dump trucks 39.56 X 80 = 3,164</i>		
<i>Rented or contracted: (2) one tons loader 19.24 X 80 = 1,540</i>		
<i>loader 51.22 X 20 = 1,024</i>		
<b>Provided by applicant:</b> <i>back-hoe 32.80 X 10 = 328</i>		
<i>grader 39.41 X 20 = 788</i>	<i>\$ 7,284</i>	
Donated by third parties: <i>Skid steer 2208 X 20 = 440</i>		
	<i>\$ 7,284</i>	
<b>Supplies</b> (specify items on lines below, as appropriate)		
Purchased:		
<b>Provided by applicant:</b> <i>fencing (\$10,000), auto gate (\$5,000)</i>	<i>25,000</i>	
<i>two security cameras (\$3,000) Misc (\$3,000)</i>		
Donated by third parties: <i>Access Road Materials (\$4,000)</i>		
<b>Other</b> (specify):		
Estimated Cost/Donation Value for THIS component:	1. <i>46,720</i>	2.
SUBTOTAL — Add Box 1 and Box 2:	3. <i>46,720</i>	

\* These items will be purchased for the grant - but not be used towards matching funds.  
Two copies of this component sheet are included here. Please copy this sheet as necessary for additional project components.

16. Cost Estimate Worksheet (instructions are on page 11 of the grant application guidelines)

CALCULATIONS

GRANT CALCULATION	Estimated Cost	Total Donation Value
A. Add the Subtotals in Box 3 for ALL PROJECT COMPONENTS. This is your <b>TOTAL Project Cost</b> . Enter this amount in Question 6.	\$ 46,720	
B. Add the estimated donation value from Box 2 for ALL PROJECT COMPONENTS:		
C. Subtract Line B from Line A:	\$ 46,720	
D. Multiply the amount on Line A x 50% (Don't enter more than \$25,000):	\$ 23,360	
E. Enter the smaller of Line C or Line D above. This is your <b>GRANT REQUEST</b> . (Must be between \$1,000 and \$25,000.) Enter this amount in Question 7 in the grant application.	\$ 23,360	
F. Subtract the amount on Line E from the amount on Line A. This is your <b>MATCH</b> .	\$ 23,360	

17. Resolution for Urban Forestry Grant Program

Provide a signed resolution that has been adopted by the applicant's governing body which gives the name of the applicant, authorizes funding for the project, designates an authorized representative (position title) to act on behalf of the applicant and states that the applicant will provide documentation of work done and follow all relevant state and federal rules. A sample resolution is provided on page 29 of the grant application guidelines.

18. I hereby certify to the best of my knowledge, the information contained in this application and application attachments are correct and true. I understand and agree that any grant monies awarded as a result of this application shall be used in accordance with Chapter 23.097, Wis. Stats., and Chapter 47, Wis. Adm. Code.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
TITLE