



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Town Council

Board Meeting Date: 1/28/2020

File #: 20-068, Version: 1

SUBJECT: Staff Report

Emergency Expenditure of Conservation Trust Funds for the Removal of Additional Hazardous Trees Along Jasper Road in Wise Homestead Open Space in the Amount of \$25,705.84

DEPARTMENT: Parks & Recreation

PRESENTER: Patrick Hammer, Parks & Recreation Director

FISCAL INFORMATION:

N/A

STAFF RECOMMENDATION:

N/A

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

During the Board of Trustee's meeting on September 24, 2019, the Board approved the appropriation of \$51,049 from the Conservation Trust Fund to remove seven dead cottonwood trees, prune an additional 12 cottonwood trees, and conduct an aerial inspection of the remaining tree stand located between N. 109th and N. 119th Streets. Upon completion of the initial scope of work, and using the findings from the aerial inspection, the tree removal contractor and the Town Arborist concluded eight additional trees needed to be removed immediately because they were a hazard and posed a threat to public safety along Jasper Road. Consistent with Section 18 of the Town's Purchasing Policy, which outlines the use of funds for emergency conditions, staff directed the remaining hazard trees to be removed and disposed.



The contractor completed removing the trees and associated site work in early January. The pictures below show some of the severe trunk rot affecting the trees.

The emergency scope of work resulted in an additional expense of \$25,705.84. Section 18 of the Purchasing Policy provides the following:

Section 18 - Emergency Procurement

Notwithstanding any other provision of this policy, the Town Administrator or designee may make or authorize others to make emergency procurement when there exists a threat to public health, welfare, or safety under emergency conditions. The required purchasing procedures stipulated in other areas of this policy may be waived for emergency purchases where necessary. A written determination of the basis for emergency and for the purchase or selection of the particular vendor or contractor shall be included with the purchase documentation. A summary of all emergency purchases shall be submitted for review by the Board of Trustees at the earliest Board meeting possible if in excess of \$25,000.

Project Budget Summary

The following is a summary of the total project costs and source of funding. This project utilized Conservation Trust Fund dollars, which is an appropriate use of these funds:

Costs:	
Tree Pruning and Removal	\$36,380.00
Traffic Control	\$ 4,669.00
Contingency (20%)	\$10,000.00
Removal of (8) additional trees	<u>\$27,705.84</u>
Total	\$76,805.84

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Funding:

Existing appropriation:

220-50-110-605000-100339	\$51,100.00
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Emergency Procurement	<u>\$25,705.84</u>
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Total	\$76,805.84
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ATTACHMENTS:

None.