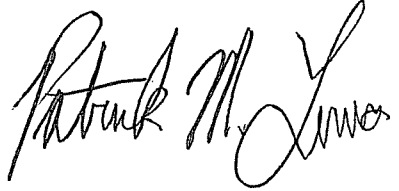


# MEMORANDUM

TO: Andrea Jones, Main Street Manager / DDA Director

FROM: Patrick M. Lewis, Director of Engineering and Public Services 

Cc: George Brown, City Manager  
Shana Hayter, Forestry Supervisor

DATE: October 14, 2010

SUBJECT: Request for contribution – Downtown tree replacement on East Front Street

As you and I have discussed, the DDA is committed to replacement of trees in the downtown area that were initially planted in 1982 and 1984, and have generally flourished well beyond our original estimates of height, to the point that many of them have become too large to truly serve their original ornamental purpose. While the Public Services Department generally has a policy throughout the City that we do not cut down trees that are healthy and do not pose a safety risk, we do wish to be responsive to the desires of our downtown stake-holders and will support your desires. I have spoken with the City Manager regarding proper prioritization and cost-sharing of this work, and he supports the concept as well, but feels that since this type of replacement on an earlier schedule represents an “enhanced” level of service, that the DDA should provide a portion of the overall costs.

I have asked Shana Hayter, our Stores and Equipment / Forestry Supervisor to prepare an estimate of costs to remove and replace the remaining 11 trees on Front Street between Monroe and Macomb, and the replacements would be keeping with the previous pattern of European Hornbeams and Bowhall Maples, which provide alternating color in the Fall, but do not flower in the Spring or produce berries. I have not included some of the minor costs, such as supervisory time (not expected to be continuous once the work is scheduled) and resetting of the tree grates by the DPS operations crew in conjunction with the forestry crew’s work. We feel that it is essential that the work be performed on a Saturday, as the continuous nature of pedestrian and vehicular traffic makes work day activities less productive and less safe for the downtown users and drivers. The following represents the cost estimate for all of the work:

## Tree Removal

Labor – Job Leader - 12 hours x \$23.01 x 1.5 (OT) x 101.25% overhead =	\$833.54
Labor – 2 Main. Wkr. – 24 hours x \$21.88 x 1.5 (OT) x 101.25% overhead =	<u>\$1,585.21</u>
Labor Subtotal	\$2,418.75
Equipment – Hi-Ranger – 12 hours x \$33.14 / hour =	\$397.68
Equipment – Jammer truck (log loader) – 12 hours x \$56.12 / hour =	\$673.44
Equipment - Chipper truck #450 – 12 hours x \$25.08 / hour =	\$300.96
Equipment - Chipper truck #900 – 12 hours x \$28.02 / hour =	<u>\$336.24</u>
Equipment Subtotal	\$1,708.32
Removal Costs Total	<b>\$4,127.07</b>

**Tree Planting**

Labor – Job Leader - 4 hours x \$23.01 x 1.5 (OT) x 101.25% overhead =	\$277.85
Labor – 2 Main. Wkr. – 8 hours x \$21.88 x 1.5 (OT) x 101.25% overhead =	<u>\$528.40</u>
Labor Subtotal	\$806.25
Equipment – Jammer truck (log loader) – 4 hours x \$56.12 / hour =	\$224.48
Equipment – Stump Grinder – 4 hours x \$42.52 / hour =	<u>\$170.08</u>
Equipment Subtotal	\$394.56
Material – trees – 15 each, average cost of \$75 / tree	\$1,125.00
Replacement Costs Total	<b>\$2,235.81</b>

Within the above total cost of \$6,452.88, the labor component is \$3,225.00, and the material costs are \$1,125, for a total “out-of-pocket” to the City of \$4,350. The total equipment costs are \$2,102.88, and while we noted in the past that there are some “out of pocket” costs associated with fuel usage and other maintenance items, in general this cost is not necessarily figured in if the equipment is used on a weekend and is not displacing regular work activities. Given the above, it the City Manager and I have discussed this issue, and feel that roughly a 50/50 cost share of the out-of-pocket items would be most appropriate. We plan to complete the work this Fall if possible.

**IT IS REQUESTED** that the DDA Board approve reimbursement to the City of Monroe of up to \$2,000 or 50% of the total labor and material costs, whichever is lesser, for the above work activities upon completion, and that the Finance Director be given authority to make the appropriate transfers of funds.