



**City of Racine, Wisconsin**  
**AGENDA BRIEFING MEMORADUM**

<b>AGENDA DATE:</b> June 14, 2018
<b>SUBJECT:</b> FY 2017 CDBG Contract Extension for Park Department – Forestry
<b>PREPARED BY:</b> Laura Detert, Manager of Housing and Community Development
<b>EXECUTIVE SUMMARY:</b> Department of City Development - Division of Housing and Community Development requests that the Community Development Committee amend the Parks Department – Forestry 2017 CDBG contract to allow 2017 CDBG funds to be used until May 31, 2019.
<b>BACKGROUND &amp; ANALYSIS:</b> Parks Department - Forestry Community Development Block Grant (CDBG) FY 2017 Contract states: <i>I. RETENTION OF SERVICES. The CITY hereby agrees to engage the CONTRACTOR and the CONTRACTOR hereby agrees to perform the services hereinafter set forth, all in accordance with the terms and conditions of this Agreement to begin no earlier than <b>January 1, 2017</b> and continue through <b>October 31, 2018</b>.</i>  Parks Department – Forestry intended to hire a contractor to plant trees purchased with 2017 CDBG funds during the summer of 2018. Unfortunately, no bids were received by the City Purchasing Agent from contractors to plant trees in 2018. The Parks Department – Forestry instead will use city crews supplemented by AmeriCorps workers to plant the trees this summer and will have money remaining in the 2017 CDBG contract by October 31, 2018.  Parks Department – Forestry is requesting an extension of the contract expiration date which will allow trees to be purchased and planted in Spring, 2019. The trees will be planted within the Greater Uptown Neighborhood Revitalization Strategy Area (NRSA).
<b>BUDGETARY IMPACT:</b> The total FY 2017 CDBG contract budget for Parks Department - Forestry will remain \$54,500.
<b>RECOMMENDED ACTION:</b> Approve an extension of the Parks Department – Forestry contract until May 31, 2019.