



# Agenda Report

May 20, 2024

**TO:** Honorable Mayor and City Council

**FROM:** Department of Public Works

**SUBJECT: ADOPT A RESOLUTION FOR FUNDING FROM THE URBAN AND COMMUNITY FORESTRY GRANT PROGRAM OF THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the proposed actions are not “projects” as defined in the California Environmental Quality Act (CEQA), Public Resources Code Section 21065 and Section 15378(b)(4) and (5) of the State CEQA Guidelines and, as such, are not subject to environmental review;
2. Adopt a resolution approving of the City’s filing of a grant application to the Urban and Community Forestry (UCF) Grant Program in the amount of up to \$500,000 to procure a new tree inventory platform and perform an updated inventory of its urban forest; and
3. Authorize the City Manager, or a designee, to approve and sign any documents in connection with the grant application or, in the event that the City receives an award, any grant contract documents that may be necessary to execute the grant.

## **BACKGROUND:**

The Department of Public Works is applying for grant funding provided by the U.S. Department of Agriculture (USDA) Forest Service Urban and Community Forestry (UCF) Program through the Inflation Reduction Act (IRA) and administered through the California Department of Forestry and Fire Protection (CAL FIRE) Urban and Community Forestry Program. The Department of Public Works seeks to acquire a new tree inventory platform to update and re-inventory the City’s public trees.

Urban forestry best management practices recommend a comprehensive, inventory of an agency’s public trees every 5-10 years. The City last performed a citywide public tree inventory in 2012 and an inventory is past due. Additionally, the City’s existing inventory

platform does not meet operational and programmatic needs. Aside from the inability to add new trees, the existing platform lacks the agility and common standard features available in newer platforms. Such features include the integration of industry accepted tree care metrics; storm water runoff reduction; and tree replacement value. While the City's existing platform provides a means for communication and work order notes, there have been some instances of service and communication delays due to the existing platform.

As required by the UCF Grant Program, the Department of Public Works recommends City Council adopt the Resolution approving the City's filing of a grant application. Grant funding through UCF will allow the City to seek a tree inventory vendor with a development and customer support focus. If the City is awarded the grant, the Department of Public Works will engage in a competitive procurement process to select a vendor and return to City Council for contract award.

**COUNCIL POLICY CONSIDERATION:**

The proposed action is consistent with the City Council's goals to maintain fiscal responsibility and stability; and increase environmental conservation and sustainability.

**ENVIRONMENTAL ANALYSIS:**

CEQA excludes from environmental analysis those actions that are not "projects" as defined by State CEQA Guidelines Section 15378. That section excludes from the definition of "project" the creation of government funding mechanisms and fiscal activities which do not yet commit the lead agency to any specific project which may result in a potentially significant physical impact on the environment, and also excludes organizational or administrative governmental activities that do not result in physical changes to the environment. The actions proposed herein are budgetary and part of the City's normal administrative process as it takes early steps to prepare for the possibility of undertaking a project, and therefore they are not yet "projects" as defined by CEQA. If the City undertakes a project, the appropriate environmental analysis will be conducted for such project and brought for approval.

**FISCAL IMPACT:**

There is no fiscal impact to the recommended action to adopt a Resolution. If the City of Pasadena is successful in obtaining funding from the Urban and Community Forestry Grant Program, it will receive up to \$500,000, and staff will request for City Council to appropriate the funds at a subsequent meeting. There is no required local match.

Respectfully submitted,



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Prepared by:



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MIGUEL MÁRQUEZ  
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