

CITY OF RIVIERA BEACH

# Community Tree Planting



FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES  
2021 URBAN AND COMMUNITY FORESTRY GRANT



Florida Department of Agriculture and Consumer Services  
Division of Administration

**Application for Federal Financial Assistance Subaward**

2 CFR 200

**NICOLE "NIKKI" FRIED  
COMMISSIONER**

**Instructions for Application Packet – Coversheet**

- \*Each field of the coversheet must be completed.
- \*If a field does not apply, indicate N/A in the field.

All applications must be bound by binder clip or staple – no plastic binders or folders.

1. Federal Financial Assistance Funding Opportunity Number – Record the number shown on the Notice of Funding Opportunity.
2. Amount of funds requested for this project – List the total amount of funds required to complete the scope of work. The name must match to the name listed in SAM.
3. Subrecipient Legal Name – Record the legal name of applicant that will undertake the scope of work. The name must match to the name listed in SAM.
4. Subrecipient FEIN – Record the employer or taxpayer identification number as assigned by the Internal Revenue Service.
5. Subrecipient DUNS Number – Record the applicant's DUNS number received from Dun and Bradstreet Data Universal Numbering System (DUNS).
6. Subrecipient Registered in SAM – All applicants must be registered in the System of Award Management (SAM) to obtain federal financial assistance. Individuals are not required to register in SAM.
7. Street Address – Record the street address as recognized by the U.S. Postal Service. Do not record a P.O. Box.
8. City – Record the city.
9. State – Record the state.
10. Zip Code plus 4 – Record the nine-digit U.S. Postal Code.
11. Mailing address (if different from above) – Record a different mailing address.
12. Phone Number – Record a 10-digit (xxx-xxx-xxxx) daytime phone number.
13. Fax Number – Record a 10-digit (xxx-xxx-xxxx) fax number.
14. Is the subrecipient delinquent on any federal debt? Record yes or no. The question applies to the applicant. Categories of federal debt include, but not limited to: delinquent loans, tax, and audit disallowances. If yes, provide an explanation.
15. Cost Sharing (Match) – Record the value of cost share to be provided.
16. Congressional District – Record the applicant's congressional district.
17. Name and contact information for matters involving this application.
18. Subrecipient Type – Circle the type of subrecipient.
19. Descriptive Title of Subrecipient Project – Record a brief descriptive title of the project.
20. Funding Period – Enter the dates, within the award period, as to when the project will begin and finish.
21. Location of Proposed Program/Project – Record the physical address of where the scope of work will be completed.
22. Total # of full-time employees – Record the number of full-time employees. A full-time employee works 40 hours per week.
23. Total # of part-time employees – Record the number of part-time employees. A part-time employee works less than 40 hours per week.
24. Is your organization a 501(c)(3) tax exempt organization? Circle yes or no.
25. Has your organization previously received federal financial assistance from FDACS? Yes or No. Please answer yes if the funding has been received within the last three years.
26. The application must be signed and dated by an authorized representative of the applicant organization.

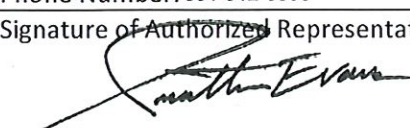
Florida Department of Agriculture and Consumer Services  
Division of Administration



**Application for Federal Financial Assistance Subaward**

2 CFR 200

NICOLE "NIKKI" FRIED  
COMMISSIONER

1. Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A		2. Amount of funds requested for this project: \$30,000	
3. Subrecipient Legal Name: <b>City of Riviera Beach</b>			
4. Subrecipient FEIN: 59-6000417		5. Subrecipient DUNS Number: 025124546	6. Subrecipient Registered in SAM: Yes
7. Street Address: 600 West Blue Heron Blvd.			
8. City: Riviera Beach		9. State: FL	10. Zip Code plus 4: 33404-4489
11. Mailing address (if different from above): N/A			
12. Phone Number: 561-845-4000		13. Fax Number: N/A	
14. Is the subrecipient delinquent on any federal debt? No	15. Cost Sharing (Match): \$30,000	16. Congressional District: 20	
17. Name and contact information of person to be contacted on matters involving this application: Name: Richard Blankenship Phone Number: 561-845-3411                                  Email: rblankenship@rivierabeach.			
18. Subrecipient Type: (Circle one)    Indian Tribal Government    Individual    Institution of Higher Education <u>Local Government</u> Non-Profit Organization    State Government    Other			
19. Descriptive Title of Subrecipient Project: Community Tree Planting			
20. Funding Period:	Start Date 01/01/2022	End Date 02/28/2023	
21. Location of Proposed Program/Project: City of Riviera Beach			
22. Total # of full-time employees: 529 full-time equivalent		23. Total # of part-time employees:	
24. Is your organization a 501(c)(3) tax exempt organization? No			
25. Has your organization previously received federal financial assistance from FDACS? <input checked="" type="checkbox"/>			
26. By signing this application, I certify that the statements herein are true, complete and accurate to the best of my knowledge. I have also provided the required attachments and assurances. I agree to comply with all terms and conditions if I accept an award.			
Authorized Representative Name: Jonathan Evans		Title: City Manager	
Phone Number: 561-812-6590		Email: citymanagersoffice@rivierabeach.org	
Signature of Authorized Representative: 			Date Signed: 10/6/2021



**NICOLE "NIKKI" FRIED  
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**KEY CONTACT FORM**

2 CFR 200

**Instructions for Application Packet – Key Contract Form**

\*Each field of the key contact form must be completed.

\*If a field does not apply, indicate N/A in the field.

Federal Financial Assistance Funding Opportunity Number – Record the number shown on the Notice of Funding Opportunity.

Subrecipient FEIN – Record the employer or tax payer identification number as assigned by the Internal Revenue Service.

Subrecipient Legal Name – Record the legal name of applicant that will undertake the scope of work. The name must match to the name listed in SAM.

Contact Project Role: Authorized Representative – Record requested information.

Contact Project Role: Grant Manager – Record requested information.

Contact Project Role: Fiscal Contact – Record requested information.

Contact Project Role: Principal Investigator – Record requested information.



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**KEY CONTACT FORM**

2 CFR 200

**NICOLE "NIKKI" FRIED  
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Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A		Subrecipient FEIN: 59-6000417	
Subrecipient Legal Name: <span style="float: right;">City of Riviera Beach</span>			
Contact Project Role: Authorized Representative			
Name: <b>Jonathan Evans</b>			
Title: <b>City Manager</b>		Phone Number: 561-812-6590	Fax Number: N/A
Street Address: <b>1481 W 15th Street, 2nd Floor</b>			
City: <b>Riviera Beach</b>	State: FL	Zip Code plus 4: 33404-4225	
Mailing address (if different from above): N/A		Email address: citymanagersoffice@rivierabeach.org	
Contact Project Role: Grant Manager			
Name: Richard Blankenship			
Title: Director Parks and Recreation		Phone Number: 561-845-3411	Fax Number: N/A
Street Address: 1621 West Heron Blvd.			
City: Riviera Beach	State: FL	Zip Code plus 4: 33404-4015	
Mailing address (if different from above): N/A		Email address: rblankenship@rivierabeach.org	
Contact Project Role: Fiscal Contact			
Name: Randy Sherman			
Title: Director of Finance & Administrative Services		Phone Number: 561-845-4040	Fax Number: N/A
Street Address: 600 West Heron Blvd.			
City: Riviera Beach	State: FL	Zip Code plus 4: 33404-4311	
Mailing address (if different from above): N/A		Email address: rsherman@rivierabeach.org	

Contact Project Role: Principal Investigator		
Name: N/A		
Title: N/A	Phone Number: N/A	Fax Number: N/A
Street Address: N/A		
City: N/A	State: N/A	Zip Code plus 4: N/A
Mailing Address (if different from above): N/A	Email address: N/A	



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**PROJECT NARRATIVE**

2 CFR 200

**Instructions for Application Packet – Project Narrative**

1. Federal Financial Assistance Funding Opportunity Number – Record the number shown on the Notice of Funding Opportunity.
2. Amount of funds requested for this project – List the total amount of funds required to complete the scope of work.
3. Subrecipient Legal Name – Record the legal name of applicant that will undertake the scope of work. The name must match to the name listed in SAM. **Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.**
4. The header section of each page of the project narrative must have the funding opportunity number, subrecipient federal identification number and subrecipient legal name.
5. The project narrative must not exceed **two 8 ½" by 11" single sided pages**. Additional pages beyond the page limitation will not be considered.
6. The project narrative must include, but is not limited to:
  - A statement of need for the federal financial assistance and how the project will address the need.
  - A description of the expected project outcomes. The measurable objectives and specific targets of the expected project outcomes should be specified.
  - A statement of what environmental or educational value will the community derive from the project. Will citizen involvement and support for the Community's urban forestry program increase?
  - A plan of action to achieve the projected outcomes and how the plan of action will be accomplished.
  - A statement detailing how the project will be publicized in the local community.
  - A timeline of activities or implementation schedule.
  - Collaboration details, if any.
  - Information on key personnel including their background and experience with the project objectives. An indication of the amount of effort the key personnel will provide to the project.
  - Precise location of the project or the area to be served/benefited by the project.
  - A statement of whether this project relates to any other project, current or anticipated.
  - Previous UCF grants received by the applicant – Were they implemented and what was accomplished?
  - A statement of *Tree City* or *Tree Campus USA* certification and growth award.



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**PROJECT NARRATIVE**

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1. Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A	2. Amount of funds requested for this project: \$30,000
3. Subrecipient Legal Name: City of Riviera Beach	
Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.	
<p>Project Narrative:</p> <p>The City of Riviera Beach is a coastal community of 36,000 residents located in Palm Beach County, Florida. Incorporated in 1922, the City provides a wide range of public services such as public safety, emergency response, water/sewer, and recreation. The City comprises a large population of low to moderate income (LMI) residents. According to HUD, over 60% of the population is considered LMI. The City is continually striving to meet the needs of these underserved residents. The City's mission statement is: "To create an exceptional City by providing excellent customer service, progressive leadership, and accountable stewardship to make Riviera Beach the best waterfront city in which to live, work, and play."</p> <p>The proposed project will install new native trees at several sites situated in a currently underserved area of the community. The City is in need of federal funding to purchase the trees and maintain them during their establishment period. Each of the sites is a community garden located within the City, and the new plantings will be seen and enjoyed by thousands of people, including children, throughout the year.</p> <p>The project includes four community garden sites within the City. Each of these gardens is located in an area of underserved residents and situated on City-owned property. Most of the sites were developed at Community Centers or City Parks to ensure maximum access. The four community garden locations where the trees will be installed are listed below.</p> <p>Lindsey Davis Community Garden is located adjacent to the Lindsey Davis Community Center. The Center is one of the community's most active facilities with year-round programming including job training, adult education, and civic events.</p> <p>10th Street Community Garden is located in the Riviera Beach Heights neighborhood. The garden has been a success story providing something that can help build and nurture a sense of community in the neighborhood. The garden was completed in 2014 as part of a million-dollar community improvement project. Since then, the site has served as the model for the other locations throughout the City.</p>	



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**PROJECT NARRATIVE**

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1. Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A	2. Amount of funds requested for this project: \$30,000
3. Subrecipient Legal Name: City of Riviera Beach	
Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.	
<p>Project Narrative: (Continued)</p> <p>Urban Farm is the third project site and is located next to the City’s children’s water park and on one of the City’s former Fire Department sites. The project is also highly visible, located on Blue Heron Boulevard, one of the City’s most traveled roadways.</p> <p>Singer Island Community Garden is the newest community garden initiative. The site is located on the City’s barrier island after which the site is named. The community has formed a citizen’s community to further develop and operate the garden. As with the other garden projects, developing community “buy-in” is critical in ensuring success.</p> <p>The main goal of the community garden is to further the long-term resilience of the community, specifically the residents who live around each garden site. The unique aspect of the proposed project is that the effort will directly impact four separate and underserved neighborhoods within the community. Each area, serving thousands of residents, most of whom are identified as overwhelmingly low to moderate income, will be able to access the gardens by automobile, foot, or other non-motorized modes of transportation. The other goals and objectives set forth for the project include:</p> <ul style="list-style-type: none"> <li>• Increase sustainable and attractive open space for underserved areas.</li> <li>• Promote protection and enhancement of the community’s urban forest.</li> <li>• Plan for and install native species that require less maintenance and are proven to survive severe weather.</li> <li>• Enhance the City’s ability to implement programming that impacts the health and well-being of the community.</li> <li>• Promote economic redevelopment through beautification and building pride in the community.</li> </ul> <p>The project will be implemented as quickly as possible once funding is secured. With the location areas ready for the plantings, the anticipated timeline, from the time of funding agreement execution, for the project is 26 weeks not including the one-year establishment period.</p>	

Florida Department of Agriculture and Consumer Services  
Division of Administration



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**SCOPE OF WORK**

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**Instructions for Application Packet – Scope of Work**

1. Federal Financial Assistance Funding Opportunity Number – Record the number shown on the Notice of Funding Opportunity.
2. Subrecipient FEIN – Record the employer or taxpayer identification number as assigned by the Internal Revenue Service.
3. Subrecipient Legal Name – Record the legal name of applicant that will undertake the scope of work. The name must match to the name listed in SAM.  
**Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.**
4. The header section of each page of the scope of work must have the funding opportunity number, subrecipient federal identification number and subrecipient legal name.
5. The project narrative must not exceed **two 8 ½" by 11" single sided pages**. Additional pages beyond the page limitation will not be considered.
6. The scope of work must include, but is not limited to:
  - Describe in detail the activity or work to be conducted. Include project location information.
  - Describe specific project objectives, tasks, and deliverables and related timelines for each. Include who will perform the tasks.
  - Objectives and tasks should relate to the project narrative.
  - Discuss how the scope of work is feasible and can be completed within the award period.
  - Provide quantifiable, measurable, and verifiable units of deliverables.
  - Deliverables must be directly related to the scope of work.

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**SCOPE OF WORK**

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1. Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A	2. Subrecipient FEIN: 59-6000417
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3. Subrecipient Legal Name: City of Riviera Beach
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Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.

**Performance Measures**

Deliverable #	Item/Task	Item/Task Description	Costs per Unit	Outcome Measures
1	1	Grant Agreement Execution	\$0	
1	2	Project Site Layout/Design	\$4,700	Design Plans for each site including tree locations and specifications
1	3	Installation Inspection	\$1,300	Inspection services for installation and maintenance
2	1	Project and Grant Administration	\$0	Management of the project and grant funds
3	1	Tree Installation	\$54,000	Installation of 80 trees including maintenance period
3	2	Establishment Period	\$0.00	12 month period of maintenance, cost included tree price.

**Describe in detail the activity or work to be conducted.**

The City is ready to complete the project once funding is secured and the grant agreement is executed. The project schedule below shows the approximate time for each task associated with the project. The completion of the tasks will result in the deliverables and further the goals and objectives established by the City.

Project Action	Time Needed	Responsible Party
Execution of Grant Agreement	4 weeks	City Staff
Design/Engineering	8 weeks	Consultant, City Staff
Bidding/Procurement	6 weeks	City Staff, Consultant
Construction Activities	8 weeks	Contractor
Establishment Period	52 weeks	City Staff, Contractor, Consultant
<b>Total Time</b>	<b>26 weeks</b>	

Deliverable #1 will consist of three tasks. After the City receives the fully executed grant agreement and approval to move forward, the City will complete the procurement process to select a design professional. The engagement of the design consultant will result in a final planting plan for each site. In addition, the design consultant, who will be either an RLA or certified Forester, will also provide assistance during the installation and maintenance period of the project. The time to complete is eight weeks, which will include final approval of the contract by the State and the City. The estimated cost for this Deliverable is \$6,000.

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**SCOPE OF WORK**

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1. Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A	2. Subrecipient FEIN: 59-6000417
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3. Subrecipient Legal Name:  
City of Riviera Beach

Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.

**Performance Measures**

Deliverable #	Item/Task	Item/Task Description	Costs per Unit	Outcome Measures
1	1	Grant Agreement Execution	\$0	
1	2	Project Site Layout/Design	\$4,700	Design Plans for each site including tree locations and specifications
1	3	Installation Inspection	\$1,300	Inspection services for installation and maintenance
2	1	Project and Grant Administration	\$0	Management of the project and grant funds
3	1	Tree Installation	\$54,000	Installation of 80 trees including maintenance period
3	2	Establishment Period	\$0.00	12 month period of maintenance, cost included tree price.

**Describe in detail the activity or work to be conducted.**

(Continued)

Deliverable #2 will be administrative and include coordination with City staff, design consultant, and other City Departments such as Finance. Upon execution of the project grant agreement and approval from the State to move forward, the City will form the project management team. This group will be responsible for procurement, scheduling, permitting, and supervising the planting project. The deliverable will also include grant administration and reporting. The project management team will work together to meet all the requirements of the grant such as procurement, status reports, financial reporting, and energy analysis. The period for this deliverable is 26 weeks, the entire length of the project period. The City will be responsible for the costs associated with this deliverable and it will not be part of the Urban Forestry grant or match.

Deliverable #3 will consist of two tasks. The first task will be the procurement of a contractor to complete install and maintain the trees. The City will use the design documents to competitively bid the project and select one landscape contractor that provides both experience and cost-effectiveness. In addition, the contractor will need to demonstrate knowledge of working with City and federal requirements. The preliminary scope calls for 80 native trees to be planted across the four sites. The anticipated time needed for this task is 14 weeks. Approximately six weeks for procurement and eight weeks (two weeks for each site) for delivery and planting.

Once the construction contract is approved and notice to proceed issued, the second task of this deliverable will begin. Task #2 will consist of the contractor along with City staff maintaining the trees for the initial growth period. The anticipated time needed to complete this task is 52 weeks. The estimated cost of deliverable #3 of the project is \$54,000.

The City will utilize contractual services for all tasks needed to complete the project. Both grant (\$50,000) and local funds (\$10,000) will be used for all deliverables identified above. The trees planted on the project sites will be the responsibility of the City of Riviera Beach and its Public Works Department. The Department, as part of its annual operation budget, maintains all public facilities including parks, right of ways, and the garden sites. While the responsibility for the project will be solely the City's, the Department will continue to utilize partnerships with local organizations and volunteers to assist with the daily maintenance at each site. This will continue once the new trees are planted and incorporated into the City's maintenance plans. Both visual inspections on a weekly and monthly basis will be combined with annual assessments by landscape professionals. The use of native species to the area will reduce the needed maintenance and ensure that the new plantings are able to survive.

Florida Department of Agriculture and Consumer Services  
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NICOLE "NIKKI" FRIED  
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**BUDGET PLAN NARRATIVE**

2 CFR 200

**Instructions for Application Packet – Budget Plan Narrative**

1. Federal Financial Assistance Funding Opportunity Number – Record the number shown on the Notice of Funding Opportunity.
2. Subrecipient FEIN – Record the employer or taxpayer identification number as assigned by the Internal Revenue Service.
3. Subrecipient Legal Name – Record the legal name of applicant that will undertake the scope of work. The name must match to the name listed in SAM.  
**Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.**
4. The header section of each page of the scope of work must have the funding opportunity number, subrecipient federal identification number and subrecipient legal name.
5. The budget plan narrative must not exceed **two 8 ½" by 11" single sided pages**. Additional pages beyond the page limitation will not be considered.
6. Describe line items for each applicable budget category shown on the budget plan. Provide sufficient detail to clearly indicate the estimated funding amounts for each project task contained in the scope of work.
7. Personnel costs – Provide job titles, rate of pay (hourly/salary) and percentage of time to spend on project (FTE) or hours per week. The total for all personnel costs must match to the budget plan. Examples:
  - a. To achieve the objective of monitoring ponds within Liberty County will require 10 inspectors working 20 hours per week for 4 weeks at an hourly rate of \$25.50. Total cost is \$20,400.
  - b. To achieve the objective of testing water samples from ponds within Liberty County will require 1 chemist. The chemist will work 20% of their time on the project for one year. The annual salary is \$60,000. Total cost is \$12,000.
8. Fringe Benefits - Employer costs for social security taxes, worker's compensation, health insurance, life insurance and retirement. A percentage may be used when calculating an amount for the budget plan. Only the actual cost of each fringe benefit is chargeable to the award.
9. Travel - project costs will be evaluated for reasonableness and necessity. Any travel costs must be in compliance with the State of Florida travel rules. **NOT APPLICABLE TO THIS FEDERAL FINANCIAL ASSISTANCE FUNDING OPPORTUNITY.**
10. Equipment - Provide a description of the equipment to be purchased and the task on which the equipment will be used. **NOT APPLICABLE TO THIS FEDERAL FINANCIAL ASSISTANCE FUNDING OPPORTUNITY.**
11. Supplies - Provide a description of the consumable materials to be acquired for each specific deliverable(s).
12. Contractual - Provide an explanation as to the need to hire a third party to complete the work. Provide the rate, number of staff, and task to be completed.
13. Trees – Provide an explanation as to how the trees will be used. Supply species name, amount and cost per unit.
14. Other Expenses - Direct costs, which do not fit any of the other categories. Provide a description, amount, and relationship to a deliverable.
15. Indirect costs are at the rate approved by the applicant's cognizant agency. A copy of the approved rate must be attached to the application. If the applicant has never received a negotiated indirect cost, provide a statement indicating the applicant is electing to charge a de minimis rate of 10% of modified total direct costs. **Indirect costs are not allowable for federal costs in this federal financial assistance funding opportunity. Indirect costs may be used for matching costs.**

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**BUDGET PLAN NARRATIVE**

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Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A		Subrecipient FEIN: 59-6000417
Subrecipient Legal Name: City of Riviera Beach		
<b>Direct Costs</b>		
Personnel Costs	N/A	
Fringe Benefits	N/A	
Travel (if authorized)	<b>NOT APPLICABLE TO THIS FEDERAL FINANCIAL ASSISTANCE FUNDING OPPORTUNITY.</b>	
Equipment (if authorized)	<b>NOT APPLICABLE TO THIS FEDERAL FINANCIAL ASSISTANCE FUNDING OPPORTUNITY.</b>	
Supplies	N/A	
Contractual (if authorized)	The City will use contractual services arraignments for design, inspection and planting of the trees. \$60,000 will be contractual.	
Trees	N/A	
Other Expenses	N/A	
<b>Indirect Costs</b>		
Indirect Charges	N/A	

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**BUDGET PLAN**

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**Instructions for Application Packet – Budget Plan**

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3. Subrecipient Legal Name – Record the legal name of applicant that will undertake the scope of work. The name must match to the name listed in SAM.

The header section of each page of the scope of work must have the funding opportunity number, subrecipient federal identification number and subrecipient legal name. The applicant shall submit a budget plan for its projected costs to implement the scope of work submitted with the application. **The budget plan shall provide the estimated costs by category in order to carry out the scope of work.**

1. Personnel – list titles of personnel working on the project, along with each individual's estimated number of hours and hourly wage.
2. Fringe Benefits – list the estimated fringe benefits associated with the time for each individual referenced above.
3. Travel - not allowed.
4. Equipment – not allowed.
5. Supplies – list allowable supplies needed along with the number and cost of each item.
6. Contractual – list the name(s) of the individual or company that will be providing their services along with the costs associated with the project.
7. Trees – list the species, size, number of trees, cost per tree and if planting is included in the price listed.
8. Other expenses – list costs not associated with any of the other direct cost categories.



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**BUDGET PLAN**

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Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A		Subrecipient FEIN: <b>59-6000417</b>		
Subrecipient Legal Name: <span style="float: right; font-weight: bold;">City of Riviera Beach</span>				
Category/Description	Cost per Unit	Number of Units	Grant Amount	Match Amount
Personnel -	N/A	N/A	N/A	N/A
Fringe Benefits -	N/A	N/A	N/A	N/A
Travel (not authorized)	N/A	N/A	N/A	N/A
Equipment (not authorized)	N/A	N/A	N/A	N/A
Supplies -	N/A	N/A	N/A	N/A
Contractual (if authorized) -				
Engage landscape design consultant	\$6,000	1	\$0.00	\$6,000
Engage landscape contractor to install and maintain trees	\$54,000	1	\$30,000	\$24,000
Trees -	N/A	N/A	N/A	N/A
Other Expenses -	N/A	N/A	N/A	N/A
<b>Total Direct Charges</b>	\$60,000	N/A	\$30,000	\$30,000
Indirect Charges -	N/A	N/A	N/A	N/A
<b>Total Amount</b>	\$60,000	N/A	\$30,000	\$30,000

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**NICOLE "NIKKI" FRIED  
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**KEY PERSON/STAFF**

2 CFR 200

**Instructions for Application Packet – Key Person/Staff**

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3. Subrecipient Legal Name – Record the legal name of applicant that will undertake the scope of work. The name must match to the name listed in SAM.

The header section of each page of the scope of work must have the funding opportunity number, subrecipient federal identification number and subrecipient legal name.

Each application must include descriptions of key personnel and their qualifications to meet the requirement of the notice of funding opportunity. An individual form will be completed for each key person/staff member. Include an estimate of the number of hours or percentage of time devoted to the project. Please limit to one page.

Key personnel are individuals who contribute in a substantive and meaningful way to the execution or development of the project. Reimbursement of salary costs are not required for an individual to be considered key personnel. Consultants or contract employees may be included if they meet the definition.

Florida Department of Agriculture and Consumer Services  
Division of Administration



**NICOLE "NIKKI" FRIED  
COMMISSIONER**

**KEY PERSON/STAFF**

2 CFR 200

An individual form must be completed for each key person/staff member. Include an estimate of the number of hours or percentage of time devoted to the project.		
Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A		Subrecipient FEIN: 59-6000417
Subrecipient Legal Name: <p style="text-align: center; font-size: 1.2em;"><b>City of Riviera Beach</b></p>		
Person Name: Richard Blankenship	Title: Director Parks and Recreation	Hours or % of time devoted to the project: 10
Phone Number: 561-845-3411	Email Address: rblankenship@rivierabeach.org	
<p>Qualifications:</p> <p>Mr. Richard Blankenship will serve as the project manager and grant program contact. While Mr. Blankenship assumed the position of Director of Parks and Recreation for Riviera Beach in 2016, he has worked in the local government sector for over 20 years. Mr. Blankenship served as the Parks and Recreation Director for Martin County and the Seminole Tribe of Florida. Richard has a successful track record of planning and constructing parks and other community improvement projects across South Florida. This includes being part of past large-scale landscaping and tree plantings projects at various locations during past tenures. This experience will be important in guiding the City through the process. His combination of project management experience both at the local government and private contractor levels will lead to the successful completion of the project and administration of the grant funds. Just recently, the City and Mr. Blankenship successfully completed a major redevelopment project including the addition of new trees at the City's beach park. The project was partially funded by the federally funded Land and Water Conservation Fund. The implementation of the project included meeting the requirements of the federal grant program and ensuring the administration adheres to all cost guidelines.</p> <p>Mr. Blankenship has also managed other grants that have been awarded by the Florida Department of Agriculture Services. In 2019, the City implemented a lighting retrofit project at Dan Calloway Park using funding from the Florida Small Community Energy Efficient Lighting Grant Program. This experience using federal funding from the Office of Energy within FDACS will provide additional knowledge of the requirements of the federal program and FDACS reporting requirements.</p> <p>Mr. Blankenship will be responsible for overseeing planning, procurement, construction, and grant reporting. He will utilize other City Departments such as the Finance Department as well as consultants and the project contractor to ensure all requirements are met and the project results in the identified deliverables and outcomes. In addition, several community groups will be engaged to assist with public outreach. This will include the Riviera Beach Community Redevelopment Agency (CRA) and the neighboring Riviera Beach Heights Community Garden organization.</p>		

Florida Department of Agriculture and Consumer Services  
Division of Administration



NICOLE "NIKKI" FRIED  
COMMISSIONER

**PERFORMANCE SITE/LOCATIONS**

2 CFR 200

**Instructions for Application Packet – Key Person/Staff**

1. Federal Financial Assistance Funding Opportunity Number – Record the number shown on the Notice of Funding Opportunity.
2. Subrecipient FEIN – Record the employer or taxpayer identification number as assigned by the Internal Revenue Service.
3. Subrecipient Legal Name – Record the legal name of applicant that will undertake the scope of work. The name must match to the name listed in SAM.

Each application must include a list of site(s)/location(s) where the work will be performed. For management plans, describe the property as within the municipal boundaries of the city or county.

The reimbursement of facilities cost will only be allowable for site(s)/location(s) listed on the form. The allocation of facilities costs must be based upon the square footage used by the project activities.

Florida Department of Agriculture and Consumer Services  
Division of Administration



**NICOLE "NIKKI" FRIED  
COMMISSIONER**

**PERFORMANCE SITE/LOCATIONS**

2 CFR 200

Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A		Subrecipient FEIN: 59-6000417	
Subrecipient Legal Name: City of Riviera Beach			
I am submitting an application as an individual, and not on behalf of a company, state, local, or tribal government, academia, or other type of organization.			Check Box <input type="checkbox"/>
<b>Project/Performance Site Primary Location</b>			
Street Address: 1621 W Blue Heron Boulevard			
City: Riviera Beach		State: FL	Zip Code plus 4: 33404-4015
Mailing address (If different from above): N/A			
Phone Number: 561-845-4070	Fax Number: 561-842-2731	County: Palm Beach	Project/Performance Site Congressional District: 20
<b>Project/Performance Site Location 1</b>			
Street Address: 1550 W 28th Street			
City: Riviera Beach		State: FL	Zip Code plus 4: 33404-4069
Mailing address (If different from above): N/A			
Phone Number: 561-840-3170	Fax Number: 561-842-2731	County: Palm Beach	Project/Performance Site Congressional District: 20
<b>Project/Performance Site Location 2</b>			
Street Address: 1010 W 10th Street			
City: Riviera Beach		State: FL	Zip Code plus 4: 33404
Mailing address (If different from above): N/A			
Phone Number: 561-844-3408	Fax Number: 561-842-2731	County: Palm Beach	Project/Performance Site Congressional District: 20

Project/Performance Site Location 3				
Street Address: Blue Heron Boulevard				
City: Riviera Beach		State: FL		Zip Code plus 4: 33404-4704
Mailing address (If different from above): N/A				
Phone Number: 561-845-4070	Fax Number: 561-842-2731	County: Palm Beach	Project/Performance Site Congressional District:	
Project/Performance Site Location 4				
Street Address: N/A				
City: N/A		State: N/A		Zip Code plus 4: N/A
Mailing address (If different from above): N/A				
Phone Number: N/A	Fax Number: N/A	County: N/A	Project/Performance Site Congressional District: N/A	
Project/Performance Site Location 5				
Street Address: N/A				
City: N/A		State: N/A		Zip Code plus 4: N/A
Mailing address (If different from above): N/A				
Phone Number: N/A	Fax Number: N/A	County: N/A	Project/Performance Site Congressional District: N/A	
Project/Performance Site Location 6				
Street Address: N/A				
City: N/A		State: N/A		Zip Code plus 4: N/A
Mailing address (If different from above): N/A				
Phone Number: N/A	Fax Number: N/A	County: N/A	Project/Performance Site Congressional District: N/A	
Project/Performance Site Location 7				
Street Address: N/A				
City: N/A		State: N/A		Zip Code plus 4: N/A
Mailing address (If different from above): N/A				
Phone Number: N/A	Fax Number: N/A	County: N/A	Project/Performance Site Congressional District: N/A	

Florida Department of Agriculture and Consumer Services  
Bureau of Finance and Accounting



NICOLE "NIKKI" FRIED  
COMMISSIONER

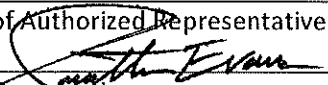
**FEDERAL ASSURANCE FOR FEDERAL FINANCIAL  
ASSISTANCE SUBRECIPIENT AWARD**

2 CFR 200

Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A
Subrecipient Legal Name: City of Riviera Beach
Subrecipient FEIN: 59-6000417
As the duly authorized representative of the Subrecipient, I certify that to the extent applicable, the Subrecipient:
1. Has the legal authority to apply for federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project cost(s) to ensure proper planning, management and completion of the project described in this application.
2. Will give the Recipient, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the subrecipient award; and will establish a proper accounting system in accordance with generally accepted accounting principles or Recipient directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frames after receipt of approval of the Recipient.
5. Will comply with the Intergovernmental Personnel Act of 1970 (41 U.S.C.§§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal Statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1972, as amended (29 U.S.C.§794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C.§§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-96), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C.§§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C.§§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.



7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C.§§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C.§§276a to 276a-7), the Copeland Act (40 U.S.C.§276c and 18 U.S.C.§874), and the Contract Work Hours and Safety Standards Act (40 U.S.C.§§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special fold hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C.§§7401 et seq.); (g) protection of endangered species under the Endangered Species Act of 1973, as amended (P/L/ 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C.§§1271 et seq.) relating to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C.§470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C.§§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1955 (P/L 89-544, as amended 7 U.S.C.§§2131 et seq.) pertaining to the care, handling, and treatment of warm-blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C.§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR, Part 200 Uniform Administrative Requirements, Costs Principles and Audit Requirements for Federal Awards, Subpart F Audit Requirements.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a subrecipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect, (2) Procuring a commercial sex act during the period of time that the award is in effect or, (3) Using forced labor in the performance of the award or subawards under the award.

20. Will comply with and enforce the requirements for a drug-free workplace as mandated in 2 CFR Part 421, "Requirements for Drug-Free Workplace."	
21. Will comply with 2 CFR 417, Subpart C to ensure that any vendor or subcontractor that carries out the provisions of this agreement are not debarred or suspended.	
22. Will comply with the Executive Order 13513 entitled "Federal Leadership on Reducing Text Messaging While Driving" by prohibiting employees, contractors, and subcontractors from texting while driving on official business and or in federally owned, rented, or leased vehicles or privately owned vehicles when on official government business or when performing any work for or on behalf of or in cooperation with the federal government.	
Authorized Representative Name: Jonathan Evans	Title: City Manager
Signature of Authorized Representative: 	Date Signed: 10/6/2021
Applicant Organization: City of Riviera Beach	

Florida Department of Agriculture and Consumer Services  
Division of Administration



NICOLE "NIKKI" FRIED  
COMMISSIONER

**CERTIFICATION REGARDING LOBBYING**

2 CFR 200

Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A	
Subrecipient Legal Name: City of Riviera Beach	
Subrecipient FEIN: 59-6000417	
The undersigned certifies, to the best of his or her knowledge and belief, that:	
1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an office or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.	
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities" in accordance with its instructions.	
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements, and that all subrecipients shall certify and disclose accordingly.	
4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty or not less than \$10,000 and not more than \$100,000 for each such failure	
Authorized Representative Name: Jonathan Evans	Title: City Manager
Signature of Authorized Representative: 	Date Signed: 10/6/2021
Applicant Organization: City of Riviera Beach	


Florida Department of Agriculture and Consumer Services  
Division of Administration



NICOLE "NIKKI" FRIED  
COMMISSIONER

**CERTIFICATION REGARDING DEBARMENTS,  
SUSPENSION, INELIGIBILITY AND VOLUNTARY  
EXCLUSION – LOWER TIER FEDERALLY FUNDED  
TRANSACTIONS**  
2 CFR 200

Federal Financial Assistance Funding Opportunity Number: <b>21-DG-11083112-001-A</b>
Subrecipient Legal Name: <b>City of Riviera Beach</b>
Subrecipient FEIN: <b>59-6000417</b>
This certification is pursuant to Executive Order 12549, Debarment and Suspension and implemented at 2 CFR parts 180 and 1880.
<b>Instructions for Certification</b>
1. By signing and submitting this proposal, the prospective lower tier participant is providing the certifications set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification. In addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "participant", "person", "primary covered transaction", "principal", "proposal", and "voluntarily excluded", as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.	
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participating in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.	
<b>Certification</b>	
1. The prospective lower tier participant certifies to the best of its knowledge and belief, that it and its principals;	
a. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency.	
b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;	
c. Are not presently indicted for otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and	
d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.	
2. where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective lower tier participant shall attach an explanation to this proposal.	
Authorized Representative Name: Jonathan Evans	Title: City Manager
Signature of Authorized Representative: 	Date Signed: 10/6/2021
Applicant Organization: City of Riviera Beach	

Florida Department of Agriculture and Consumer Services  
 Division of Administration

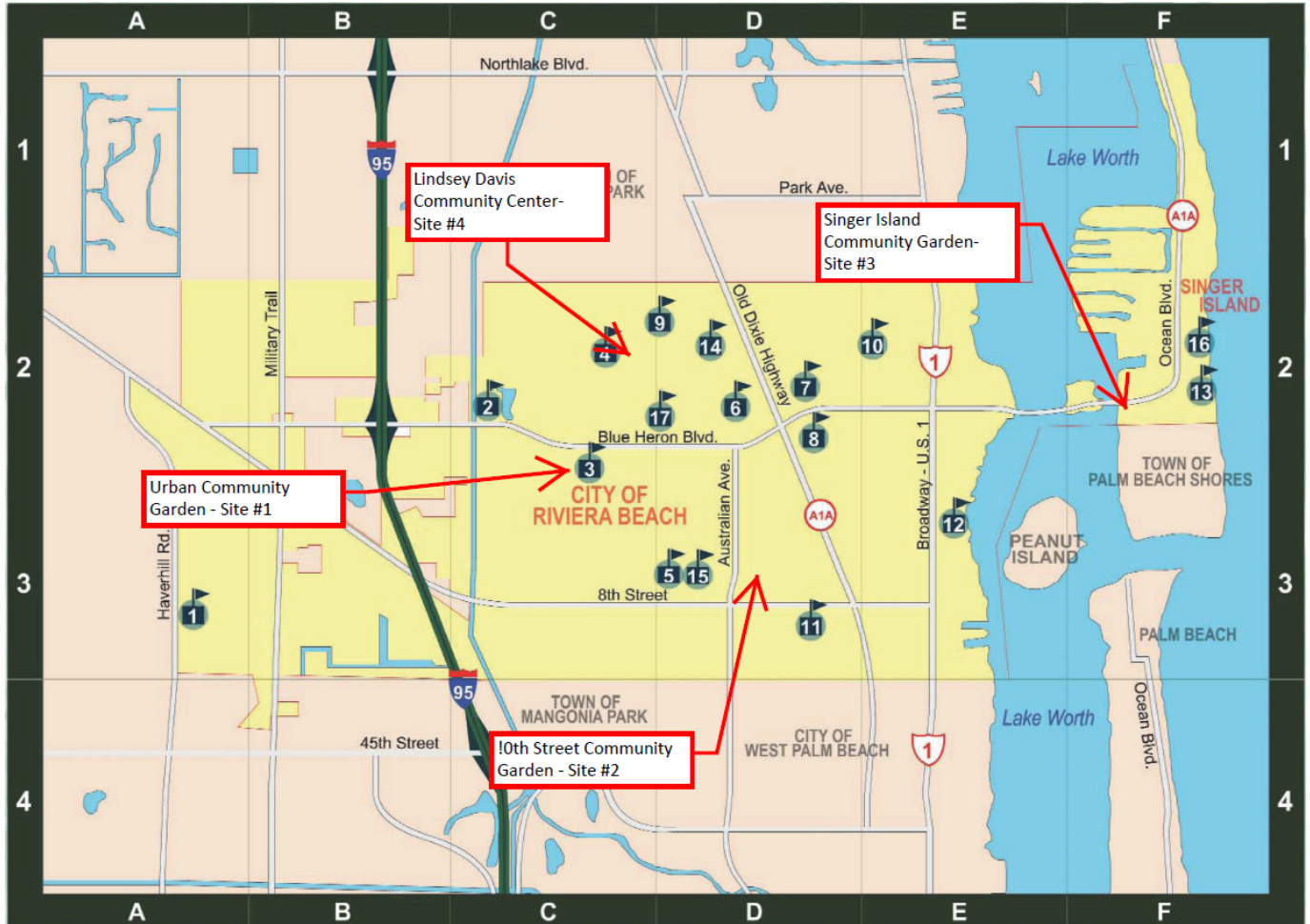


NICOLE "NIKKI" FRIED  
 COMMISSIONER

**CERTIFICATION STATEMENT**  
 2 CFR 200

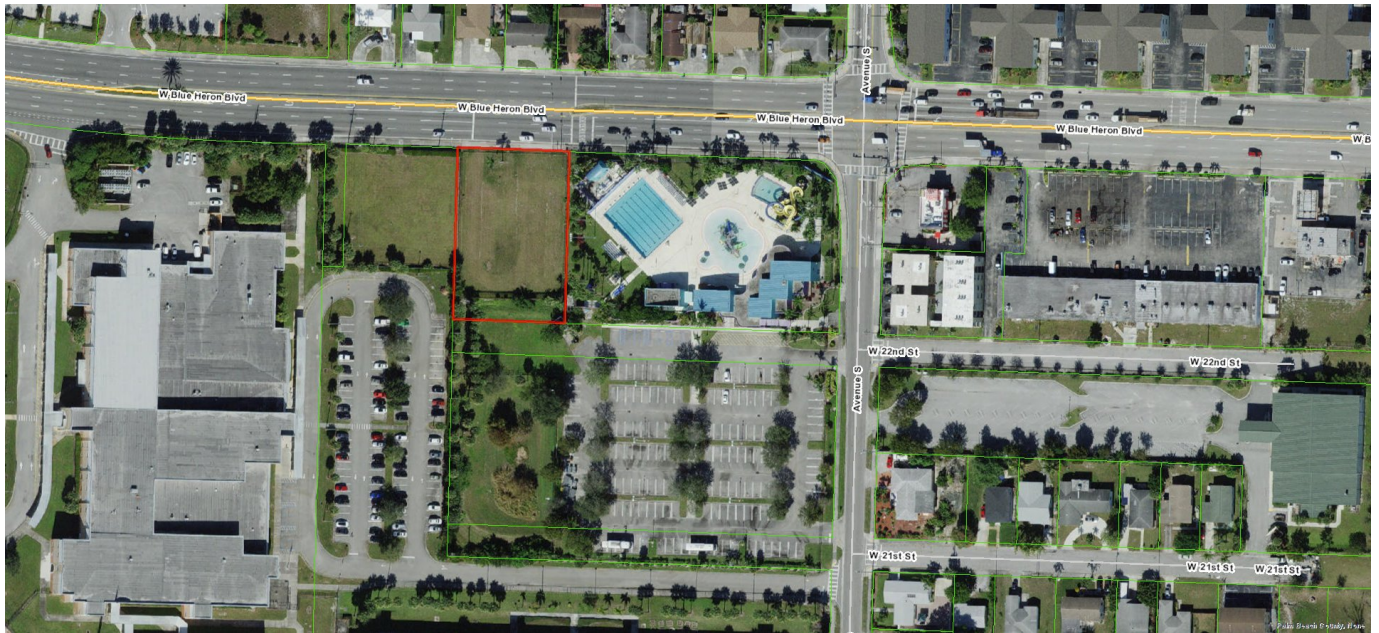
Federal Financial Assistance Funding Opportunity Number: 21-DG-11083112-001-A	
Subrecipient Legal Name: City of Riviera Beach	
Subrecipient FEIN:	59-6000417
By signing this page, the undersigned certifies that:	
A. This application is in all respects fair and submitted in good faith, without collusion or fraud;	
B. If selected through this application process, the subrecipient will work in good faith and in partnership with the Florida Department of Agriculture and Consumer Services to manage its subrecipient agreement in a timely and accurate manner;	
C. Any funds awarded as a result of this application process will not be used to supplant or replace any state or local funds;	
D. Any funds awarded as a result of this application process will not be used as matching funds to apply for or receive other federal funds;	
E. No federal funds will be used as match for funds awarded as a result of this application process.	
F. The undersigned has full authority to bind the applicant.	
Authorized Representative Name: Jonathan Evans	Title: City Manager
Signature of Authorized Representative:	Date Signed: 10/6/2021
Applicant Organization: City of Riviera Beach	

### Project Locations

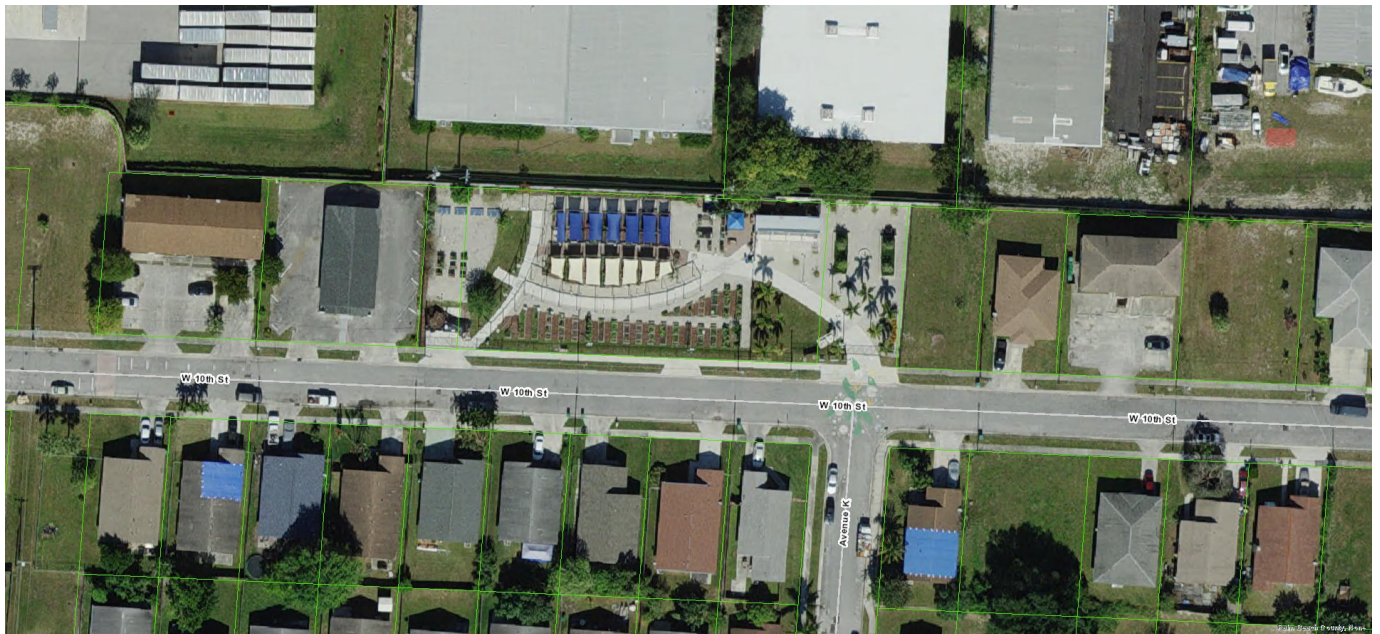




### Urban Community Garden Site



### Riviera Beach Heights Community Garden (10th St.) Site





### Lindsey Davis Community Center Site



### Singer Island Community Garden Site



### Landscaping and Tree Care Ordinance

- (1) A regular irrigation maintenance schedule shall include but not be limited to checking, adjusting, and repairing irrigation equipment; and resetting the automatic controller according to the season to reduce water and energy wastage.
- (2) To maintain the original performance and design integrity of the irrigation system, repair of the equipment shall be done with the originally specified materials or their equivalents.
- (3) Landscape maintenance for hire should be performed in accordance with recommendations in the *Florida Green Industries Best Management Practices for Protection of Water Resources in Florida*.
- (4) Landscape maintenance by homeowners should be performed in accordance with recommendations of the University of Florida Cooperative Extension Service and Florida Yards & Neighborhoods publications.
- (5) The owner and/or lawful occupant of real property landscaped as new development, renovation development, or vacant development pursuant to this landscape code are responsible for the maintenance of required landscaping in a healthy, growing condition.
- (6) The owner and/or the lawful occupant of real property landscaped prior to the effective date of this landscape code are each responsible for the maintenance of all installed landscaping in a healthy, growing condition.
- (7) The owner and/or lawful occupant shall maintain in a neat and orderly appearance, and keep free from refuse and debris all landscaped areas. All walls and fences shall be maintained in good condition so as to present a neat and orderly appearance and shall be kept free from graffiti.
- (8) The owner and/or lawful occupant of real property shall prune trees only as necessary to promote healthy growth or to avoid buildings, power lines or other structures. The owner shall not severely prune or "hatrack" trees to permanently maintain growth at a reduced height. Pruning shall be accomplished in accordance with current best management practices in accordance with the American National Standards Institute (ANSI) A300 Standards for Tree Care Operations, or similar. Directional pruning is currently recognized as a best management practice for avoidance of overhead power lines.
- (9) All required landscaping installed, relocated or replaced, in accordance with this Landscape Code shall be replaced in the event said landscaping expires. If the new development, renovation development, or vacant development otherwise contains landscaping which meets the minimum requirements of this landscape code, the Community Development Director may waive the replacement tree requirements.
- (10) The owner, tenant and their agent, if any, shall be jointly and severally responsible for the continued regular maintenance of all landscaping materials and shall keep them in healthy, neat, and orderly appearance, free from disease, pests, weeds, refuse and debris at all times. Property maintenance shall include:
  - a. Periodic watering shall occur to maintain healthy flora, minimize disease and stimulate deep root growth.
  - b. All pruning shall be in accordance with good horticultural standards as defined in the ANSI A300 Standards (or most current standards) as set forth by the Tree Care industry Association (f.k.a. the National Arborists Association) and approved by the American National Standards Institute (with the exception of Section 2.3.1 of the ANSI A300 Standards, which requires that pruning be performed only by arborists or arborist trainees). A copy of the ANSI A300 Standards shall be maintained by the department of community development and shall be available during regular business hours. Trees and shrubs shall not be severely pruned, hatracked, "hacked" or "headed back". A maximum of one-fourth of a tree canopy may be removed from a tree within a one year period, provided that the removal conforms to the standards of crown cleaning, crown thinning, crown raising, vista pruning, and crown restoration techniques. At the discretion of the community development director and based on the severity of the violation, a tree which is

- pruned in excess of these requirements shall either be replaced or shall be subject to corrective pruning by a certified arborist.
- c. Turf shall be mowed as required to maintain a neat and orderly appearance. Weeds shall not exceed 12 inches in height on vacant and/or undeveloped properties.
  - d. All roadways, curbs and sidewalks shall be edged by the party responsible for installing and maintaining the grass adjacent to the roadway, curb and/or sidewalk when necessary to prevent encroachment of grasses.
  - e. Replacement of dead plant material shall be done under the provision of this article.
  - f. Removal of unprotected, prohibited, harmful and illegal plant species shall occur as outlined in this article.
  - g. All tree canopies that are planted on private property and overhang onto a public and/or private right-of-way shall remain clear from the ground level up to a height of seven feet over sidewalks or drainage areas, and to a height of eight feet over public alleys, streets or highways.
- (b) Landscaping may be inspected as needed, to verify that standards established above are maintained. Such inspections shall be enforceable through the code enforcement division and their violation processes. The owner, tenant or their agent shall be notified in writing via mail by the city of any areas which are not being properly maintained and shall, within 30 calendar days from time of notification, address and rectify the deficiency.
- (c) Any commercial tree service business, landscape company, lawn service business or other similar or related businesses violating the provisions of this section shall be subject to penalty as provided by section 1-11, and may also be subject to suspension of certificate of use and business tax receipt, or any other such remedies available by law.