




DATE SUBMITTED: 08/10/22  
 SUBMITTED BY: PARKS  
 DATE ACTION REQUIRED: 08/17/22

COUNCIL ACTION (X)  
 PUBLIC HEARING REQUIRED ( )  
 RESOLUTION ( )  
 ORDINANCE 1<sup>ST</sup> READING ( )  
 ORDINANCE 2<sup>ND</sup> READING ( )  
 CITY CLERK'S INITIALS ( )

**IMPERIAL CITY COUNCIL  
 AGENDA ITEM**

SUBJECT: DISCUSSION/ACTION: MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF IMPERIAL AND CITY OF EL CENTRO FOR THE CAL FIRE I.V. URBAN FOREST TREE GRANT I. APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF IMPERIAL AND CITY OF EL CENTRO FOR CAL FIRE I.V. URBAN FOREST TREE GRANT	
DEPARTMENT INVOLVED: PARKS	
BACKGROUND/SUMMARY: Staff requests City Council's approval to enter into this agreement with City of El Centro. This agreement ensures that the City of Imperial receives 85 trees as part of the Cal Fire I.V. Urban Forest Grant. All trees received and labor for planting will be funded by this grant.  Please see attached maps of proposed tree planting areas:	
FISCAL IMPACT: N/A	FINANCE INITIALS 
STAFF RECOMMENDATION: It is the department's recommendation for City Council to approve MOU between City of Imperial and City of El Centro	DEPT. INITIALS 
MANAGER'S RECOMMENDATION: <div style="text-align: center;"><i>approve</i></div>	CITY MANAGER'S INITIALS 
MOTION:  SECONDED: APPROVED ( ) REJECTED ( ) AYES: DISAPPROVED ( ) DEFERRED ( ) NAYES: ABSENT: REFERRED TO:	

**RECEIVED**  
 AUG 11 2022

BY: .....

**MEMORANDUM OF UNDERSTANDING  
TREE PLANTING IN THE CITY OF IMPERIAL FOR THE IMPERIAL VALLEY  
URBAN FOREST**

This Agreement is made this 17th day of August, 2022, by and between the City of El Centro (“El Centro”) and the City of Imperial (Imperial) to provide for tree planting within the City of Imperial.

**RECITALS:**

On or about August 2018, the City of El Centro received a grant from Cal Fire for the Imperial Valley Urban Forest – Inventory Plan, which includes a component for the installation of 500 trees throughout five cities in the Imperial Valley specified in the grant, of which the City of Imperial is one.

One component of the grant is for the City to develop and implement a program to plant 500 trees within the five (5) cities in Imperial County by the Imperial Valley Urban Forest – Inventory Plan (the “Urban Forest Program”); and

To date, the City has developed such a program to allow participating cities to recruit residents of each City to participate in tree stewardship education and tree planting, has solicited bids for and hired a contractor to provide holes for community tree planting events and the planting of each city’s allotment of trees, and has arranged for the purchase of trees appropriate to the climate in the Imperial Valley; and

It now is time for the City to work with the other four (4) cities to implement the tree planting.

**NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

1. **Term:** The term of this Agreement is for the period of August 17, 2022, to February 28, 2023. This MOU may be terminated at any time by the mutual agreement of the Parties.
2. **Description of Program:** The Program includes tree stewardship training of volunteers and planting events where the volunteers will be planting trees in pre-drilled holes.
3. **Administration and Funding:** The City of El Centro, Community Services Department, Economic Development Division will be responsible for administering the Program.
  - a. All Contractors will be hired and supervised by the City of El Centro
  - b. All costs for the Program are fully funded by the Urban Forest grant received by the City of El Centro. There will be no cost to the City of Imperial for the installation of trees.
4. **Responsibility of the City of Imperial.** The City of Imperial has been allotted eighty-five (85) trees and will be responsible for the following:
  - a. Tree planting events - The grant provides funding for one community tree planting event in each of the participating cities. The following conditions apply to the tree planting events.
    - i. The City of El Centro will not be conducting the tree planting events

associated with this grant. All aspects of the planning for the event in Imperial are to be conducted by the City of Imperial including, but not limited to, marketing, recruitment and selection of volunteers, outreach, rental of chairs and tents, and staffing. The scheduling of the event must be coordinated with the City of El Centro to ensure the program contractor is available for the proposed date and time.

- ii. The City of Imperial has an approved budget not to exceed \$5,000 to pay for the expenses related to the planning and delivery of the tree planting community event in Imperial.
  - iii. All expenses must be reviewed and approved by the City of El Centro prior to encumbrance to ensure they are allowable expenditures under the grant guidelines.
  - iv. The City of Imperial will pay for the expenses related to the tree planting event and submit a request for reimbursement to the City of El Centro.
  - v. The tree planting event volunteers will be supervised by the City of Imperial.
  - vi. The City of El Centro will provide the release required of all volunteers.
  - vii. The contractor being retained by the City of El Centro for this Program will provide an educational table and a tree planting demonstration for volunteers at the event. This service is paid by the grant and is not part of the City of Imperial's \$5,000 allocation for the event. The City of Imperial will designate a location, date and time for that event in coordination with the City of El Centro.
  - viii. Once volunteers have been identified and releases signed, the contractor being retained by the City of El Centro will pre-drill the holes for the tree planting event and provide labor to assist the volunteers on the planting day.
  - ix. The City of Imperial has the option to forego the tree planting event and the corresponding funding for the event. This will not affect the allotment of trees set aside for the city. What happens to the trees then? They are planted as determined by the receiving city as shown in the next paragraph. This section is only for the tree planting events.
- b. Determining where trees will be installed - The City of Imperial has determined that the trees will be planted in the areas set out on Exhibit A, attached and incorporated as part of this agreement.
  - c. After completion of planting and staking, the trees become the property of the City of Imperial, who shall assume all responsibility for watering and caring for the trees.
  - d. The City of Imperial shall ensure that the trees are properly maintained and kept alive for a minimum of (3) years from the date of completion of planting and staking.
  - e. The City of Imperial shall retain all records regarding the Program for at least four (4) years and shall make its records available to the City El Centro upon request.

5. **Liability:** Each party shall be responsible for its actions and those of its employees. This MOU does not constitute the basis for joint and several liability. The City of El Centro will require indemnification from the contractor for all participants. Volunteers will execute a waiver and release provided by the City of El Centro in favor of both the City of El Centro and all participants. The City of El Centro will cover the volunteers under its workers' compensation policy.
6. **Miscellaneous:** This Agreement is the only agreement between the Parties regarding its subject matter. This Agreement may be amended only in writing. No waiver of any term or condition of this Agreement shall be a continuing waiver thereof.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be duly executed as of the day and year first above written.

City of Imperial:

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Dennis H. Morita, City Manager

City of El Centro:

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Marcela Piedra, City Manager

APPROVED AS TO FORM:

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Katherine Turner, City Attorney

ATTEST:

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Deputy City Clerk

**EXHIBIT A**  
**MAP OF TREE LOCATIONS IN THE CITY OF IMPERIAL**

To be inserted

# Evans Park Map

Tree planting locations 8 total



**Legend**

- tree
- Evans Park

100 ft



# Eager Park Map

Tree planting locations 5 total



**Legend**

-  Eager Park
-  tree

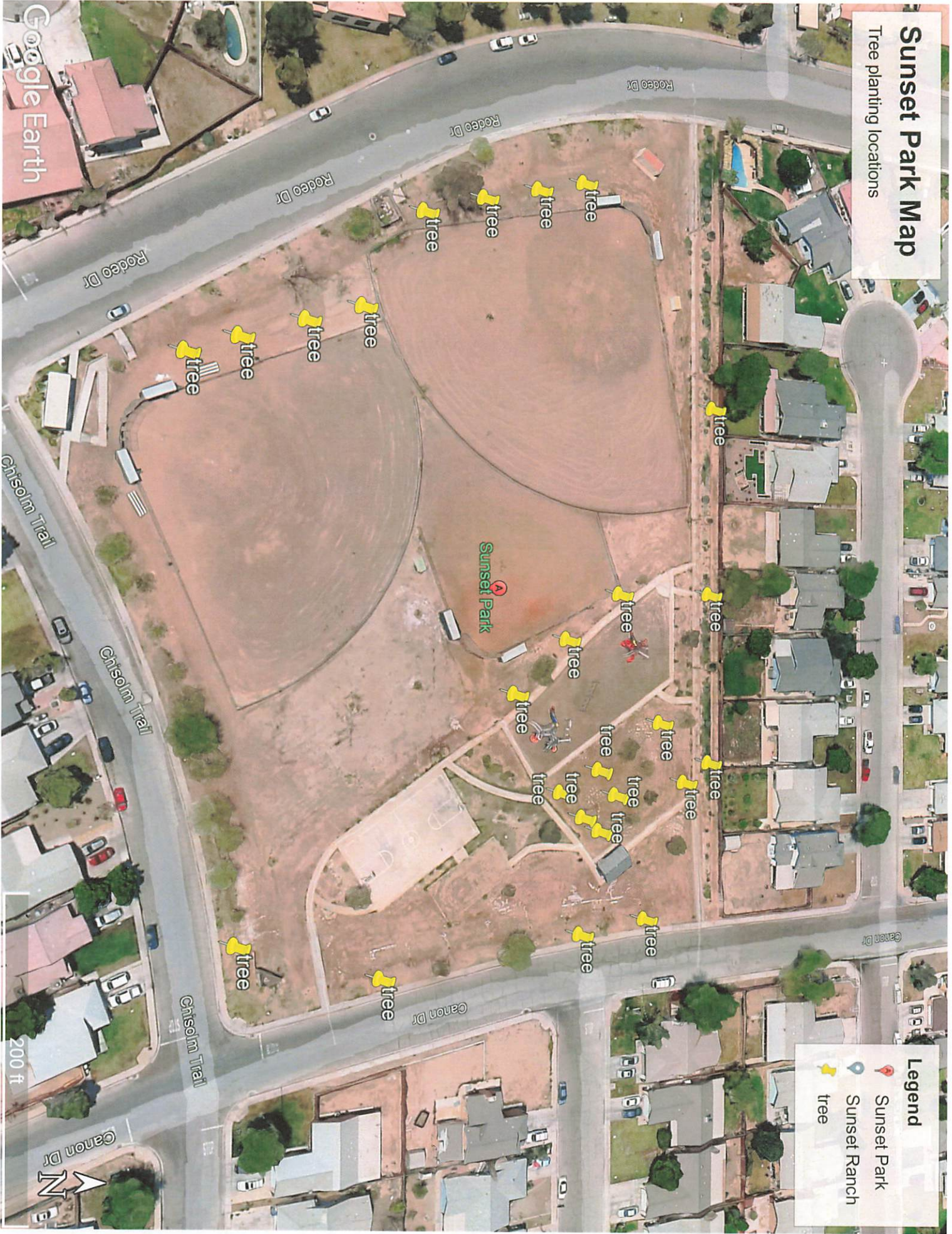
Google Earth  
Image Landsat / Copernicus

100 ft



# Sunset Park Map

Tree planting locations



**Legend**

- Sunset Park
- Sunset Ranch
- tree

Google Earth

200 ft









700 ft

Aten Road Map  
Tree planting locations 27 total

**Legend**

-  tree
-  Untitled Path

Map labels include: W Aten Rd, Wild Rose Ln, Wisterra Ct, Lanterna Way, Morning Glory Trail, Lanterna Ln, Poppy Ct, Sky View Dr, Sky Harbor Way, Sheffield Dr, Bullies Dr, Flying Cloud Dr, Me Caran Ln, BMW and MINI Repairs, Flying Cloud Dr, Grate Ave, Sheffield Ave, FCA Imperial Valley, Engineering, Newside Canal, Newside Canal, Avallen Park, Wool Town, Industry Rd, and More Feeds.

# Savannah park tree map

tree location map 10

**Legend**

-  Savannah Ranch Park
-  tree



Google Earth

Cinnabar St

Cinnabar St

Cinnabar St 200 ft

Jade Tree St

Saguaro St

Saguaro St

Topaz St

Savanna Way

Ashlene M Kirby



# Freddie White Map

Tree planting locations 10 total



**Legend**  
📍 Freddie White

Google Earth

Image Landsat / Copernicus



200 ft