



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 4.a

Title: Discussion of 2016 Leaf Program Continuation  
Presenter: AJ Reineking

Meeting: Government Services Committee Date: November 28, 2016

Proposed Cost: Budgeted Amount: Not Budgeted:

**Executive Summary** *(if not budgeted please explain):*

The City’s leaf collection program begins on the fourth Monday in October and generally concludes by Thanksgiving Day. For the last eight years the program has followed the same collection schedule within that timeframe. Programmatically, this calendar range has been mostly effective to predict the weather and subsequent leaf fall.

This year we have two significant factors working against us in that (1) Thanksgiving is early, and (2) the region has experienced unseasonably mild temperatures with very limited frosts until recent weeks.

As a result, as the leaf collection program has progressed, we’ve seen a shift in the collection volume. Where normally the first collection is very large, this year the third collection was the largest. Leading up to and following the last programmed collection, the Public Works Department has received many resident calls inquiring about what will be done with the leaves that are lingering in trees.

Staff has engaged in discussions with Kramer Tree Specialists, Inc. to determine options to continue the leaf vacuum program into December. Their proposal for a daily unit price is attached with a not to exceed cap of \$107,161, which is reflective of one round at their current contractual rate. However, based on the pace at which the previous collection cycles were completed, we anticipate an actual cost between \$69,000 and \$96,600.

In addition, Advanced Disposal is also preparing a proposal for a bagged leaf collection program through the month of December.

The Public Works staff will continue to collect and compile information through Monday and will provide the most recent update pertaining to resident inquiries, leaf piles, and weather forecasts for your consideration.

**Attachments** *(please list):*

Kramer Tree Specialists Proposal

**Recommendation/Suggested Action** *(briefly explain):*

Action regarding the continuation of the 2016 Leaf Program is the City Council’s discretion.



# Kramer Tree Specialists, Inc.

300 Charles Court

West Chicago, IL 60185

Office: (630) 293-5444 www.kramertree.com Fax: (630) 293-7667



Page 1

## Commercial Proposal Tree Maintenance

November 22, 2016

**Proposal For:**

City of St. Charles  
2 E. Main Street  
St. Charles, IL 60174-1984

Home:  
Office: 377-4405  
Mobile:  
Fax: 513-7442

[accountspayable@stcharlesil.gov](mailto:accountspayable@stcharlesil.gov)

**Proposal #:** 376796

**Customer #:** 3256

**Proposal Date:** 11/22/2016  
**Proposal Status:** Issued

**KTS Certified Arborist:**  
Office Account  
bmeyers@kramertree.com  
Cell Phone:

**Payment Terms: Net 30**

*Please initial the box next to the line item you wish to Authorize, then return All pages of the signed Proposal via Email or Fax.*

<u>Item #</u>	<u>Plant Species</u>	<u>Qty</u>	<u>Service Recommended</u>	<u>Condition</u>	<u>DBH</u>	<u>Item Charge</u>
<input type="checkbox"/> 1	Leaves		Municipal Leaf Removal			\$107,161.00

**Notes:**

**Service: Supplemental leaf collection for 2016:**

This additional leaf collection is separate from the leaf collection contract. It will begin on November 30, 2016. Crews will make one pass through the city of St. Charles. The cost per crew per day is \$ 3,450.00 and the total cost is not to exceed one-third of the city's annual cost for the leaf collection (\$107,161.00). AJ Reinking and Tim Peters will determine the number of crews and dates.

**Payment Due In Full within 30 days of receipt of Invoice**

Payment via cash, check or credit card accepted



**To Authorize this Proposal...**

So that we may schedule this work, please return a signed copy of this Proposal via mail or fax, or you may email your Certified Arborist with your authorization.

**This Proposal is valid for 30 days.**

Authorized By: \_\_\_\_\_

Date: \_\_\_\_\_

**Proposal #:** 376796

THIS PROPOSAL INCLUDES ONLY A VISUAL INSPECTION OF ACCESSIBLE COMPONENTS OF THE TREES TO DETERMINE THE SCOPE OF THE WORK REQUESTED, AND SHALL NOT BE CONSIDERED A TREE RISK EVALUATION.

Kramer Tree Specialists can not be responsible for unmarked underground utilities, structures, sprinkler systems, etc. that may be damaged in the work process. Above listed work includes all hauling, disposal, and rake clean-up of debris-unless otherwise noted.

Certificate of Insurance available upon request

