



**OFFICE OF THE
CHIEF FINANCIAL OFFICER
Office of Development and Grants**

Coleman A. Young Municipal Center
2 Woodward Avenue, Suite 1026
Detroit, Michigan 48226

Phone 313•628•1258
Fax 313•224•0542
www.detroitmi.gov

August 16, 2024

The Honorable Detroit City Council
ATTN: City Clerk Office
200 Coleman A. Young Municipal Center
Detroit MI 48226

RE: Request to accept a donation of up to 224 trees from the Greening of Detroit for various parks across the City of Detroit

The Greening of Detroit has awarded up to 224 trees, valued at \$179,200.00, to the City of Detroit General Services Department, for various parks across the City of Detroit, including Messmer, Calcara, Milan, Brookins, Mahaffey, and Stoudamire Parks, and Sasser Playground. There is no match requirement for this donation. This is a non-cash donation.

The objective of the donation to the department is to make landscape improvements to City-owned parks. The Greening of Detroit will purchase and install up to 224 shade and ornamental trees (1.5" caliper balled and burlap) at the following parks:

- Messmer Park (44 trees), 4135 Bluehill St., Detroit, MI 48224
- Calcara Park (31 trees), 3360 Charlevoix St., Detroit, MI 48207
- Milan Park (40+ trees), 19820 Curtis St., Detroit, MI 48219
- Brookins Park (5 trees), 11164 Rossiter St., Detroit, MI 48224
- Mahaffey Park (44 trees, formerly Sylvester-Seyburn), 8010 Sylvester St., Detroit, MI 48214
- Stoudamire Park (20 trees, formerly Troester-Hayes Park), 15045 Troester St., Detroit, MI 48205
- Sasser Playground (40 trees), 9727 Camley St., Detroit, MI 48224

I respectfully ask your approval to accept this donation in accordance with the attached resolution.

Sincerely,

DocuSigned by:
Terri Daniels
4D2BEEE23C8D489...

Terri Daniels
Director of Grants, Office of Development and Grants

DocuSigned by:
Donald R. Johnson
34F9071313554A4...

Office of Budget

CC:
Sajjiah Parker, Assistant Director, Grants



Office of Development and Grants

RESOLUTION

Council Member _____

WHEREAS, the General Services Department has been awarded a donation of up to 224 trees for various parks in the City of Detroit, including Messmer, Calcara, Milan, Brookins, Mahaffey, and Stoudamire Parks, and Sasser Playground, from the Greening of Detroit, valued at \$179,200.00; and

WHEREAS, this request has been approved by the Office of Budget; now

THEREFORE, BE IT RESOLVED, that the General Services Department is hereby authorized to accept a donation of up to 224 trees for various parks in the City of Detroit.



GENERAL SERVICES DEPARTMENT
**Parks & Recreation
 Division**

Donation Authorization Form Applicant Section

AIM Code	DPRD Prop #	Request tracking #
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FORM PURPOSE

This form is for individuals or organizations who wish to donate labor, artwork, or funding to physically improve or enhance a City park or recreation center. The information provided on this form will be used to evaluate the proposed donation to determine if the donation can be accepted by the City. All fields not in *italics* are required.

REQUESTOR INFORMATION

Organization Name: <i>Fai Foen</i>	Contact Name: <i>The Greening of Detroit</i>
Address: <i>13000 W. McNichols, Detroit, MI 48235</i>	Phone: <i>3137570788</i>
Email: <i>fai@greeningofdetroit.com</i>	Website: <i>www.greeningofdetroit.com</i>
Preferred contact method: <i>e-mail</i>	Organization type: <i>Environmental non-profit</i>

DONATION INFORMATION

Park/Rec Facility Name: <i>Multiple, See gift letter</i>	Address: <i>Multiple, See gift letter</i>
<i>Specific location at the property (if needed for clarity): Multiple, See site plans</i>	
Estimated value (including all costs incurred): \$ <i>179,200</i>	
How is this project funded? <i>We receive government, foundation and corporate support.</i>	
Improvement Type: Please note all Improvements require supporting documentation, see below list with links to the materials. <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Physical Improvement (Select all that apply.) <ul style="list-style-type: none"> <input type="checkbox"/> Structure (requires BSEED permit) <input type="checkbox"/> Signage (may require BSEED permit) <input type="checkbox"/> Artwork (requires Artwork Gift Letter) <input checked="" type="checkbox"/> All others (requires Gift Letter) <input type="checkbox"/> Maintenance Improvement 	
Will this project host an event of more than 25 or more people in the proposed park? <input checked="" type="checkbox"/> Yes (requires Events Permit) <input type="checkbox"/> No	

PROJECT SUMMARY

Please include a brief narrative of the donation.

The Greening of Detroit offers its full assistance in purchasing and installing 224 shade and ornamental trees (minimum size of 1.5" caliper balled and burlap) at the following parks: Messmer, Calcara, Milan, Brookins, Mahaffey, Stoudamire Parks, and Sasser Playground.

**PROJECT DOCUMENTS/SITE PLAN(S)**

Please attach your gift letter (required; see links on previous page), site plan, pictures, scope, and/or specifications here:

Please see attached.

RESPONSIBILITIES

Please specify what the proposed responsibilities would be of the applicant, the City or others that are associated with this project. Your application will be reviewed by City staff from each area, starting with a Landscape Architect to review or help you with design and ensure it meets City safety standards.

Who is responsible for the Planning and Design? CITY APPLICANT OTHER N/A

Explanation:

The Greening of Detroit works closely with the Landscape Design Unit to confirm the location and appropriateness of trees for this site.

Who is responsible for Construction (labor/material/permits/insurance)? CITY APPLICANT OTHER N/A

Explanation:

The Greening of Detroit has 34 years experience of specifying, procuring and planting trees through its community planting model.

What is the timeline of construction/completion for this donation project? (Project must commence within 90 days of application approval, unless extension requested.)

Explanation:

Procurement and volunteer logistics are underway. Site preparation begins two days prior to the event, and completes the day of the planting date scheduled by early September 2024. Maintenance begins during the first growing season.

Who is responsible for Cleanup, and Restoration if required? CITY APPLICANT OTHER N/A

Explanation:

The Greening of Detroit is responsible for cleanup related to tree planting activities.

What are the scheduled Maintenance Requirements for the improvement, and who would be responsible for doing them?

CITY APPLICANT OTHER N/A

Explanation:

The Greening of Detroit provides a 3 year maintenance plan that includes irrigation, and the first structural pruning of these trees. No warranty is provided, but any trees that have died within the first two years can be removed (flush cut) at the request of the Landscape Design Unit. The Parks Development Unit has previously agreed to provide full removal as needed.

***THANK YOU FOR COMPLETING THIS FORM. AFTER CITY REVIEW THE FORM WILL ROUTE BACK TO THE APPLICANT FOR A FINAL SIGNATURE AND APPROVAL. PLEASE CLICK THE FINISH BUTTON TO SUBMIT.**



GENERAL SERVICES DEPARTMENT
**Parks & Recreation
Division**

Donation Authorization Form City Section

This section of the form is for internal City use only.

It is used to review and analyze proposals pending a recommendation to proceed.

Administrative Input

Any previous experience with this applicant? YES NO

Park Partnership / Community Group Affiliation? YES NO

Describe: see description

Does this project require a maintenance agreement or MOU? YES NO

Conditional input: Facilities Recreation

Has the appropriate gift letter, site plan and supplemental materials been provided? YES NO N/A

Landscape Design Area / City Council District: 1 2 3 4 5N 5S 6 7 City-wide

Other comments:
see additional

Administrator Name: Tiffany Franklin

Signature: 

Date: 8/7/2024 | 9:20:12 AM

Landscape Architect Input

Donation Decision: Approved

Asset Value: \$ 179,000

Asset Life Cycle: 30 years

Conditions of Approval:

Approved for Milan Park - Trees location to be determined and field located in coordination with City Representative prior to planting. Milan is under construction now. Trees to be planted after completion of construction. Applicant to co-ordinate with City Representative.

Landscape Architect Name: Farhat

Signature: 

Date: 8/7/2024 | 9:33:38 AM

Grounds Input

Donation Decision: Approved

Conditions of Approval:
Approved

Grounds Name: Jerrell Harris

Signature: 

Date: 8/12/2024 | 9:17:25 AM EDT

PDU Input

Donation Decision: Approved

Conditions of Approval:
Full approval

PDU Name: David Sumner

Signature: 

Date: 8/10/2024 | 8:06:19 AM EDT

Facilities Input

Donation Decision:

Conditions of Approval:

Facilities Name:

Signature:

Date:

Recreation Input

Donation Decision:

Conditions of Approval:

Recreation Name:

Signature:

Date:

APPLICANT CERTIFICATION

By submitting this request, the undersigned certify(ies) as follows:

1. I/we have the authority to execute this Authorization Form on behalf of myself and the organization named herein;
2. I/we will abide by all rules and policies of the City of Detroit and the General Services Department's Parks and Recreation Division.
3. I/we commit to completing the proposed donation/project within a year of Authorization Form approval. If the project is not complete within a year from approval I/we will reach out to the General Services Department for an approval extension. If an extension is not requested within 30 days of the one year lapse of Authorization Form approval, a new Donation Authorization Form must be submitted, and the process for approval will start over.
4. All of the information submitted in this Authorization Form is true and accurate to the best of my/our knowledge;
5. The purpose of this Authorization Form is to provide the Parks and Recreation Division with enough information about the donation(s) described herein needed for prior approval of the donation(s);
6. I/We will defend, indemnify, save and hold harmless the City of Detroit, its officers, employees, and agents against and from any and all liabilities, obligations, damages, penalties, claims, costs, charges, and expenses (including without limitation, fees and expenses of attorneys, expert witnesses and other consultants) which may be imposed upon, incurred by, or asserted against myself/us and/or the City of Detroit by reason of or resulting from my/our use of the property, project, or improvements described in this Authorization Form.
7. We acknowledge that all donations are subject to the prior approval by resolution of the Detroit City Council.
8. I/We acknowledge the approved or denied terms of the review donation project as listed below:

Project Conditions required for approval:

There may not be conditions for approval

Project Requires City Council approval prior to implementation (submission will be done by GSD/the City).

Project Condition Terms Denied by Applicant

Project Approved Conditions Accepted by Applicant

Signature: 

Fai Foen

Print Name: _____

On behalf of Organization: The Greening of Detroit

Date: 8/12/2024 | 8:20:47 AM PDT

DIRECTOR AUTHORIZATION

Completed by the City of Detroit.

Donation Decision: Approved

Director Name: Crystal Perkins

Signature:  Digitally signed by Crystal Perkins
DN: cn=Crystal Perkins, o=City of Detroit

Date: 8/12/2024 | 3:44:38 PM EDT

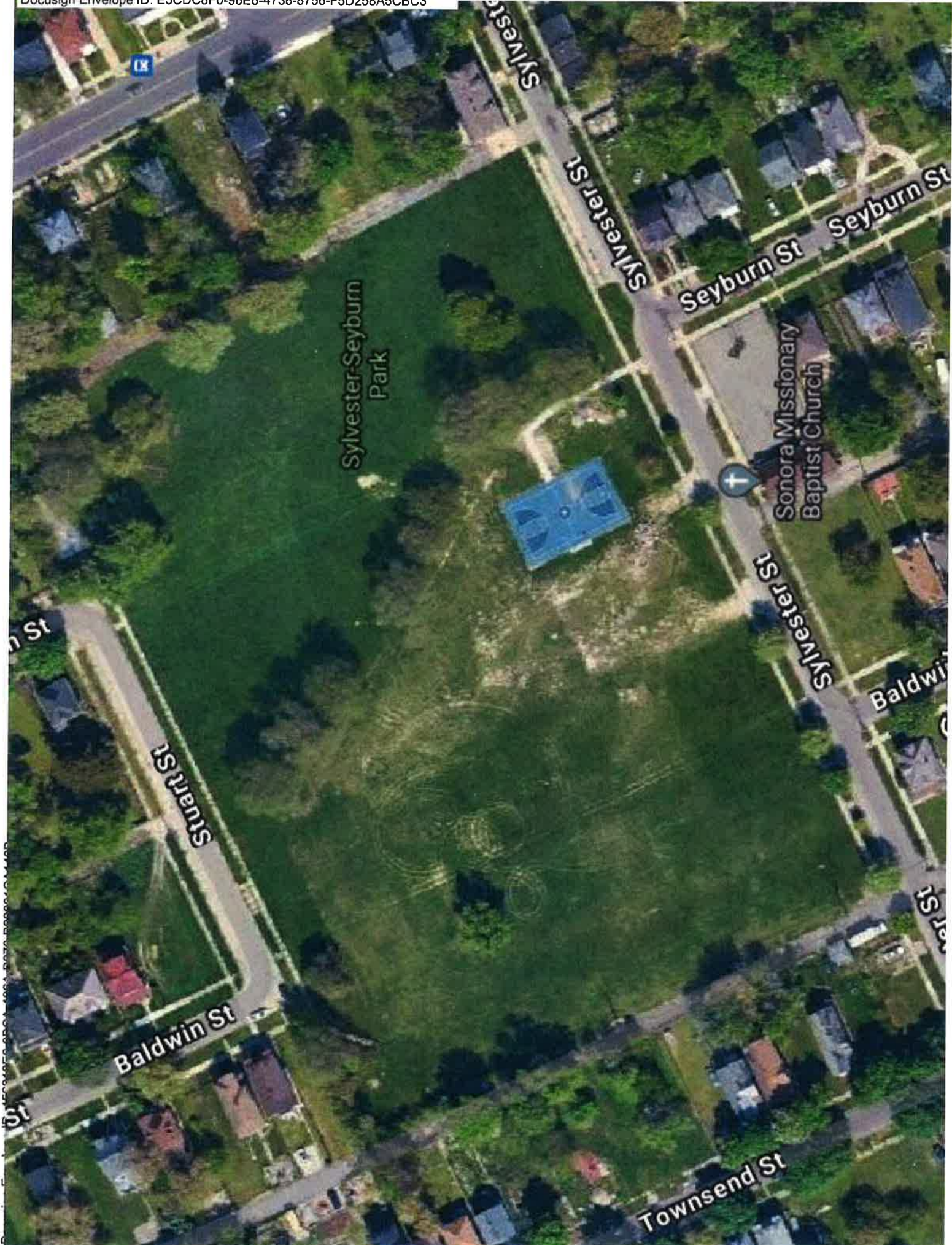


Docusign Envelope ID: 456813E6-0BCA-486A-B076-B29801CA140B

BROOKINS PARK 2023 IMPROVEMENTS- FINAL DESIGN



N.T.S.



Sylvester-Seyburn
Park



Sonora Missionary
Baptist Church

IX

Stuart St

Baldwin St

Townsend St

Baldwin St

Seyburn St

Seyburn St

Sylvester St

Sylvester St

Sylvester St

Sylvester St



GENERAL SERVICES DEPARTMENT
LANDSCAPE DESIGN UNIT
15100 METERS RD, DETROIT MI 48235
PH: (313) 224-2000 FAX: (313) 224-2027



PROJECT NAME:

SASSER PLAYGROUND

DRAWN BY: APPROVED: JK

CHECKED: JK SCALE: 1/8" = 1'-0"

DESIGNED FOR: DATE:

INVEST:

SHEET TITLE:

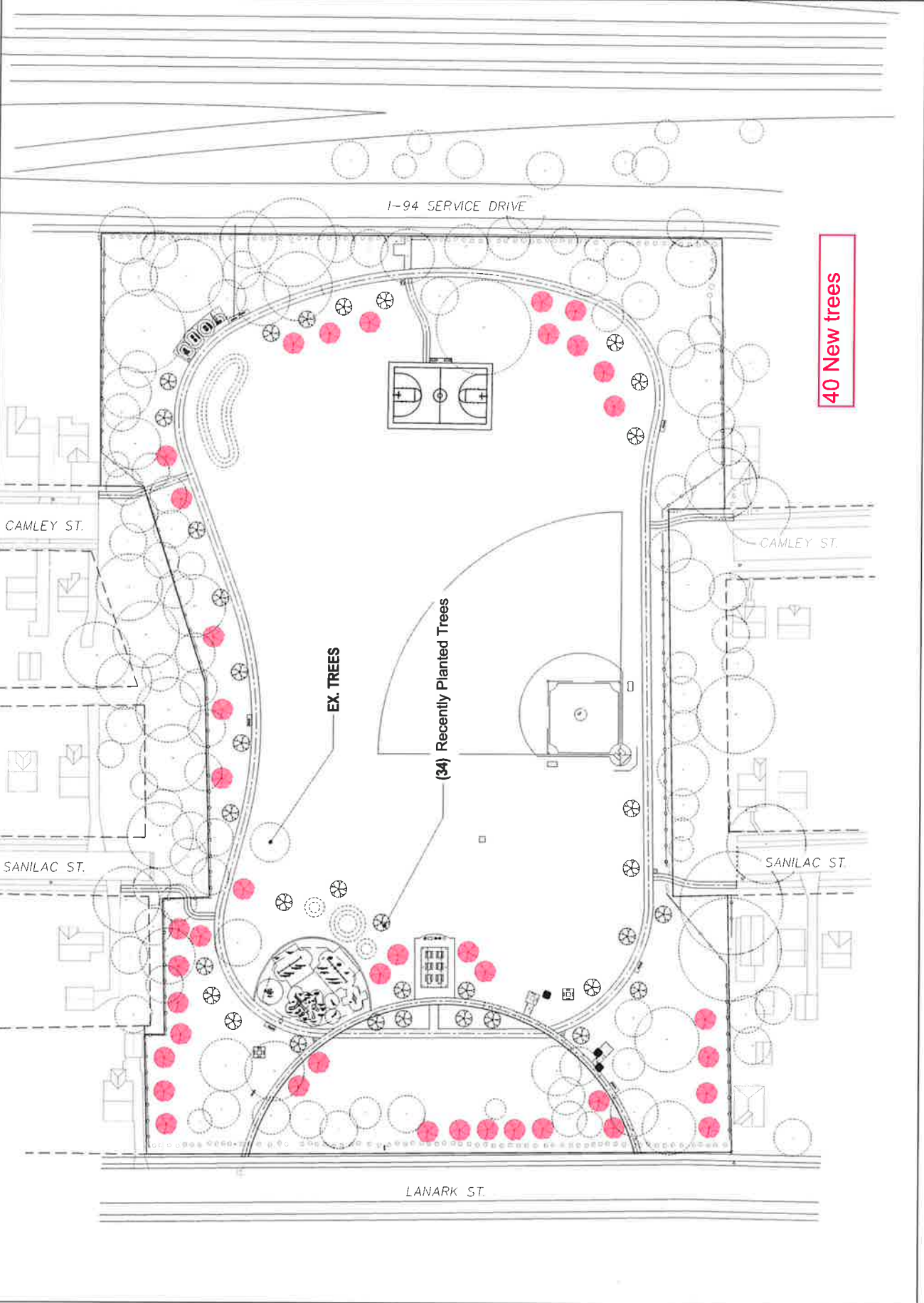
TREE PLAN

FOR FILE: SHEET

PROJ #:

PROP #:

DATE: L1.03



40 New trees

EX. TREES

(34) Recently Planted Trees

CAMLEY ST.

CAMLEY ST.

SANILAC ST.

SANILAC ST.

LANARK ST.

GIFT LETTER OF REQUEST
(Attachment to the Asset Improvement Request)

August 5, 2024

Crystal Perkins, Director
General Services Department
115 Erskine St.
Detroit, MI 48201

Dear Crystal:

On behalf of The Greening of Detroit, I am writing to offer our full assistance in purchasing and installing approximately 224 shade and ornamental trees (1.5" caliper balled and burlap) at the following parks:

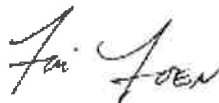
1. Messmer Park (44 trees), 4135 Bluehill St., Detroit, MI 48224
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5. Mahaffey Park (44 trees, formerly Sylvester-Seyburn),
8010 Sylvester St., Detroit, MI 48214
6. Stoudamire Park (20 trees, formerly Troester-Hayes Park),
15045 Troester St., Detroit, MI 48205
7. Sasser Playground (40 trees), 9727 Camley St., Detroit, MI 48224

The costs, approximately \$179,200, are being borne by our group. These improvements will take place during the Fall 2024 - Spring 2025 planting seasons. We have worked with community and city representatives to ensure these improvements are desired.

The Greening of Detroit provides a 3-year maintenance plan that includes irrigation, and the first structural pruning of these trees. No warranty is provided, but any trees that have died within the first two years can be removed (flush cut) at the request of the Landscape Design Unit.

Thank you for your time and consideration!

Sincerely,



Fai Foen
Director of Green Infrastructure
The Greening of Detroit
fai@greeningofdetroit.com