City Council Item

March 24, 2025

Item	Approve Professional Services Agreement between the City of Chanhassen and Heritage Shade Tree Consultants.	
File No.		**Item No:** D.12
Agenda Section	**CONSENT AGENDA**	
Prepared By	Jamie Marsh, Environmental Resource Specialist	
Reviewed By		

SUGGESTED ACTION

Motion to approve Professional Services Agreement between the City of Chanhassen and Heritage Shade Tree Consultants.

Motion Type	Simple Majority Vote of members present
Strategic Priority	Operational Excellence

SUMMARY

Consultant services are necessary to ensure continuation of Environmental Resources and Forestry service needs during parental leave of the Environmental Resources Specialist. Heritage Shade Tree Consultants will perform Environmental Resources and Forestry tasks during the months of April and May. Services will include tree inspections, landscaping inspections, coordination with city tree contractor and support various city departments in ongoing projects.

BACKGROUND

The Owner of Heritage Shade Tree Consultants- Manuel Jordan- earned his degree in Urban Forestry from the University of Minnesota and has over 20 years of experience in Arboriculture. He has worked for the City of Chanhassen as a Forestry Consultant in 2023 and in 2024, so Manuel is familiar with city policies, ordinances and has worked with city staff on various projects.

DISCUSSION

BUDGET

The contract is set at a not to exceed amount of $25,000. Work will be billed at an hourly rate of $125 per hour. Payments for services rendered shall be paid in two monthly installments. The funding for this is within budget.

RECOMMENDATION

The Chanhassen City Council approves the Professional Services Agreement between the City of Chanhassen and Heritage Shade Tree Consultants.

ATTACHMENTS

PROFESSIONAL SERVICES AGREEMENT Heritage Shade Tree Consultants 2025.docx