



Memorandum

Date: September 12, 2025

To: Zeida Sardinas
City Manager

From: Carlos Arroyo
Public Works Director

Subject: **City of Doral 2025 Feasibility Study to hire “Certified Arborist” and Implement a Tree Protection Ordinance / Permitting Program**

Introduction

This memorandum provides the Public Works Department’s (PWD) recommendation following a reassessment of the feasibility of establishing a Tree Protection Program and hiring a full-time Certified Arborist.

Background

In January 2025, PWD was directed to re-evaluate the potential for creating an in-house Tree Permit Program. PWD issued a work order (WO) to New Leaf Environmental, LLC (NLE), the same firm that conducted the initial assessment and report in 2019.

The 2025 assessment included a cost-benefit analysis of hiring a full-time arborist to manage tree permitting. The findings indicate that the current volume of work does not justify creating a full-time position.

While an in-house program would offer benefits—such as improved control over tree permitting decisions, faster permit processing, community fee management, and oversight of mitigation plantings—these services can be provided through the City’s existing “General Engineering and Architectural Services” contract (RFQ#2023-08).

All prequalified consulting firms under this RFQ include arborist services, which are available on an as-needed basis under existing agreements.

Fiscal Impact

The proposed item has a fiscal impact of \$XX,XXX.XX.

Strategic Plan Alignment

This recommendation supports the City's **Exceptional Service** strategic initiative by promoting smart government practices, sustainability, and resiliency.

Recommendation

PWD recommends requesting proposals from three prequalified consultants to issue a work order for Certified Arborist services on an as-needed basis. This approach will allow the City to administer a tree permitting program efficiently without the cost of a full-time position.