

FLORIDA FOREST SERVICE
(850) 681-5800



THE CONNER BUILDING
3125 CONNER BOULEVARD
TALLAHASSEE, FLORIDA 32399-1650

FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
COMMISSIONER ADAM H. PUTNAM

July 17, 2014

Mr. Alfredo Quintero, Public Works Director
Town of Cutler Bay
10720 Caribbean Boulevard, Suite 105
Cutler Bay, Florida 33189

Dear Mr. Quintero:

Congratulations! It gives me great pleasure to inform you that the Department of Agriculture and Consumer Services, Florida Forest Service (FFS) has selected your proposal to receive a \$10,000 grant award from the 2014 Urban and Community Forestry Grant Program.

You will receive three (3) copies of the Memorandum of Agreement (MOA) for your project within the next two months. Please have each copy signed by the appropriate individual and return all three of them **within 45 days of receipt** to Program Accountant, Kelly Boutwell, whose address is listed at the top of this page. Please make the necessary arrangements to schedule the approval of this MOA at a city council meeting in late August, if that is appropriate in your case.

Your local FFS County Forester will contact you in the near future to discuss program implementation and reporting procedures. In the meantime, please do not expend any funds that you intend to claim as grant reimbursement or match before both parties execute your MOA.

Should you have any questions concerning this grant, please contact either CFA Supervisor Bonnie Stine, at 850/681-5888, or Program Accountant, Kelly Boutwell, at 850/681-5872.

Sincerely,

Kelly Boutwell
Florida Forest Service