

City of Flint Forestry - Resident Initiated Service Request Process

1. A resident may report a concern about a City-owned street tree (tree located between the sidewalk and the curb) into the Street Maintenance Department of the City of Flint (COF) at 810-766-7343 creating a Resident Initiated Service Request (RISR)
2. The Genesee Conservation District Forester (GCD) inspects the tree(s) at the reported location, makes an attempt to speak with the resident, and leaves a door hanger containing the prescription of work and a signature card for the resident to sign as an acknowledgement of the prescribed work to be performed
3. The resident signs the acknowledgment signature card and takes a picture of it and texts it to the Department of Public Works at 810-423-7197. This number is only available for texting purposes. If the resident has questions, they can call 810-766-7135 ext. 2605
4. A contractor is scheduled to complete the work requested at no cost to the resident
5. GCD inspects the completed work, logs the completed work into Tree Tracker and the budget sheet, and submits the contractor's invoice along with a picture of the completed work to the COF and the City of Flint's Accounts Payable Department



Working Together for a Vibrant Urban Forest

Revised 12/1/2023