



**CITY OF PACIFIC GROVE**  
300 Forest Avenue, Pacific Grove, California 93950

**AGENDA REPORT**

**TO:** Honorable Mayor and Members of City Council

**FROM:** Daniel Gho, Public Works Director

**MEETING DATE:** February 15, 2017

**SUBJECT:** Amendment agreement with Tope's Tree Service, Inc. for Professional Tree Services

**CEQA STATUS:** This action qualifies for a Class 1 Exemption for existing facilities in accord with CEQA Guidelines Section 15301

**RECOMMENDATION**

Authorize the City Manager to enter into an amendment to the agreement with Tope's Tree Service, Inc., increasing tree maintenance services by \$50,000 per fiscal year.

**BACKGROUND**

At the meeting of February 19, 2014, the City Council authorized the City Manager to enter into an agreement with Tope's Tree Service. At the November 4, 2015 City Council meeting, an amendment to Tope's Tree Service's contract was approved to increase the tree maintenance services by an additional \$25,000 per fiscal year and extended until June 30, 2016, with options to extend the contract for two additional fiscal years by mutual agreement. This option was exercised for fiscal year 2016/17. At its October 5, 2016 meeting, the City Council increased the agreement by an additional \$25,000, for a total agreement cost of \$75,000. Tope's Tree Service has since provided the City with all necessary tree service equipment and certified operators of said equipment; all cost and maintenance of the equipment has been Tope's responsibility.

**DISCUSSION**

The City has consistently used Tope's Tree Service since April 2014 to perform tree maintenance and removals on City-owned property. Due to the drought the past few years, the Pacific Grove Public Works Department and Forestry Division has seen a significant increase in maintenance needed on public trees. Also as specified in the 2015 Davey Tree Report, a number of trees had been noted for removal. Currently 34% of those trees that have been identified in the report have been removed, and the City has also addressed dozens of trees that had fallen, received structural damage or succumbed to the environment after the report was finalized.

Additionally, this year, the City has experienced strong winter storms that have triggered Public Works to call upon Tope's Tree Service to perform emergency work, many times after hours, to ensure the safety of our community. The existing contract amount will not suffice to get the City through the remaining winter months and into next fiscal year, especially in the time of emergency.

At the City Council's January 18, 2017 meeting, the Council approved an increase of appropriations of \$50,000 into the Forestry Department. Public Works would like to amend the agreement with Tope's Tree Service by this amount to continue to address the trees identified in the Davey Report and to ensure available funds as emergencies arise.

**CEQA**

This action qualifies for a Class 1 Exemption for existing facilities in accord with CEQA Guidelines Section 15301. The action involves maintenance of existing uses.

**OPTIONS**

1. Do nothing
2. Approve a lesser amount towards an amendment

**FISCAL IMPACT**

Funds for the proposed additional contract amendment of \$50,000 are available in the General Fund 01, Division 513, Forestry as approved on January 18, 2017.

RESPECTFULLY SUBMITTED:



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Daniel Gho  
Public Works Director

REVIEWED BY:



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Ben Harvey  
City Manager