



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 12/07/2021

ITEM NO: 9

DATE: November 22, 2021
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Roadside Fire Fuel Reduction (Project 812-0130) and Tree Maintenance:
a. Authorize the Town Manager to Negotiate and Execute Two Agreements for Wildfire Vegetation Management and Tree Maintenance with West Coast Arborists; and
b. Authorize a Revenue and Expenditure Budget Adjustments in the Amount of \$100,000 from Available Tree Replacement Deposit Account (5999-48621) for Supplemental Tree Maintenance Services to Operating Budget 5401-62364

RECOMMENDATION:

Staff recommends that the Town Council take the following actions for Los Gatos Wildfire Vegetation Management and Tree Maintenance:

- a. Authorize the Town Manager to negotiate and execute two agreements for wildfire vegetation management and tree maintenance with West Coast Arborists; and
- b. Authorize a revenue and expenditure budget adjustments in the amount of \$100,000 from available tree replacement deposit account (5999-48621) for supplemental tree maintenance services to Operating Budget 5401-62364.

BACKGROUND:

On August 17, 2021, the Town Council authorized funding of \$500,000 for wildfire vegetation management activities to reduce fire risk in Wildland Urban Interface (WUI) areas. Staff issued a request for proposals (RFP) and received two submittals by the deadline. West Coast Arborists has been determined to be the contractor that can best meet the needs of the Town.

PREPARED BY: Jim Harbin
Superintendent of Streets and Parks

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and Director of Parks and Public Works

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SUBJECT: Authorize the Town Manager to Negotiate and Execute Two Agreements for Wildfire Vegetation Management and Tree Maintenance with West Coast Arborists; and a Revenue and Expenditure Budget Transfer in the Amount of \$100,000

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BACKGROUND (continued):

The Town has additional tree maintenance needs beyond the wildfire vegetation management efforts and the Town's current tree maintenance vendor has not been able to keep up with the workload. Staff proposes entering a second agreement in the amount of \$100,000 with an additional vendor, West Coast Arborists, to provide supplemental tree maintenance services for unmet tree maintenance needs.

DISCUSSION:

Execution of the recommended agreements will allow for the Town to address needed maintenance needs. West Coast Arborists has committed to meeting the wildfire vegetation management needs during the months of December and January. The additional tree maintenance funds will support response to urgent tree maintenance needs and regular maintenance pruning.

CONCLUSION:

Staff recommends that the Town Council authorize the Town Manager to:

- a. Negotiate and execute two agreements for wildfire vegetation management and tree maintenance with West Coast Arborists; and
- b. Authorize a revenue and expenditure budget transfer in the amount of \$100,000 from available tree replacement deposit account (5999-48621) for supplemental tree maintenance services to Operating Budget 5401-62364.

FISCAL IMPACT:

The Adopted FY 2021/22-2024/25 Capital Improvement Program has sufficient funding for the wildfire vegetation management work. Staff recommends appropriating \$100,000 from the available Tree Replacement Deposit Account for the emergency response and maintenance agreement.

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FISCAL IMPACT (continued):

Roadside Fire Fuel Reduction CIP No. 812-0130		
	Budget	Costs
GFAR	\$ 575,185	
Total Budget	\$ 575,185	
Wildfire Vegetation Management Agreement with West Coast Arborists		\$ 500,000
Total Costs		\$ 500,000
Remaining Balance		\$ 75,185.00

Operating Budget 5401-62364		
	Budget	Costs
Operating Budget	\$ 100,000	
Budget Requested with the Staff Report	\$ 100,000	
Total Budget	\$ 200,000	
Tree Maintenance Agreement with West Coast Arborist		\$ 100,000
Total Costs		\$ 100,000
Remaining Balance		\$ 100,000

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachment:

1. Agreement for Services