



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

**AGENDA REPORT**

**TO:** HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** Celia Perez Martinez, Business Manager

**MEETING DATE:** June 4, 2008

Authorize the City Manager to enter into a contract with Cannon Associates for the Tree Inventory and Master Tree Plan for \$64,850.00

**SUBJECT:** *Per Council authority in February 2008, City staff prepared a Request for Proposal (RFP) for the Tree Inventory and the preparation of a Master Tree Plan. The RFP was sent to nine firms that perform this type of work. Staff is recommending Cannon Associates.*

**RECOMMENDATION:**

Adopt the attached resolution authorizing the City Manager to approve the contract with Cannon Associates to prepare a tree inventory and City Master Tree Plan.

**DISCUSSION:**

The City of Pacific Grove has discussed for several years the need for an inventory and master tree plan. As the urban forest ages, the City is losing mature trees at a higher rate and needs to know the condition and value of its public trees. City Council committed the resources for the tree inventory and master plan for the fiscal year 2007/2008. In addition, there is the desire by the Council, City Staff and the citizens of the City to prepare a master tree plan that will build on the inventory and provide guidance policies and specific projects for ongoing forestry management.

**FISCAL IMPACT:**

\$64,850.00 that is budgeted in the Forestry fund 513

**ATTACHMENTS:**

Resolution

RESPECTFULLY SUBMITTED:

Celia Perez Martinez  
Business Manager

REVIEWED BY:

*James J. Colangelo*

Digitally signed: I have reviewed this document

James J. Colangelo  
City Manager

**RESOLUTION NO. 08-\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE  
AUTHORIZING A CONTRACT WITH CANNON ASSOCIATES FOR A  
TREE INVENTORY AND MASTER TREE PLAN**

**WHEREAS**, the City has a desire to prepare a master tree plan and a tree inventory; and

**WHEREAS**, the City prepared a Request for Proposal and distributed it to nine firms in Northern California; and

**WHEREAS**, the City has received a satisfactory proposal from Cannon and Associates to complete a tree inventory of the existing City trees and prepare and Urban Forest Master Plan

**WHEREAS**, funds have been budgeted within the Public Works budget for this purpose;

**NOW, THEREFORE**, THE COUNCIL OF THE CITY OF PACIFIC GROVE DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Manager or his assign is authorized to execute all documents and to perform all other necessary City acts to enter into a contract with Cannon Associates not exceed \$65,000.00.

**PASSED AND ADOPTED** BY THE COUNCIL OF THE CITY OF PACIFIC GROVE this 4<sup>th</sup> of June 2008, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

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DANIEL E. CORT, Mayor

ATTEST:

\_\_\_\_\_  
CHARLENE WISEMAN, City Clerk

APPROVED AS TO FORM:

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DAVID C. LAREDO, City Attorney