



# City of Oceanside

300 North Coast Highway,  
Oceanside, California 92054

## Staff Report

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**File #:** 25-939

**Agenda Date:** 8/20/2025

**Agenda #:** 11.

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**DATE:** August 20, 2025

**TO:** Honorable Mayor and City Councilmembers and President and Directors of the Harbor District Board

**FROM:** Public Works Department

**TITLE: PUBLIC WORKS AGREEMENT FOR HARBOR TREE MANAGEMENT AND MAINTENANCE SERVICES**

### **RECOMMENDATION**

Staff recommends the City Council and the Harbor District Board of Directors approve a three-year Public Works Agreement (PWA) with Arbor Artistry of Oceanside for tree maintenance in the harbor, in the annual amount of \$45,000 for an estimated three-year total of \$135,000 along with the option to renew for 2 additional terms each at \$45,000 annually for a total amount of \$225,000 for the period of 5 years; and authorize the City Manager to execute the agreement upon receipt of all supporting documents.

### **BACKGROUND AND ANALYSIS**

The Harbor Division is responsible for maintaining City owned trees located within the harbor landscaped medians and parking lots. Palm trees are trimmed annually to remove dead palm fronds and seed pods to reduce City liability to pedestrians and minimize debris entering the waterways. Other tree species are trimmed as needed.

In April 2025, staff solicited proposals from qualified arborists to perform maintenance services in accordance with the City's Procurement of Goods and Services Directive. The City received three proposals, and Arbor Artistry was selected as the most qualified proposer, as well as the lowest bidder.

Company	City	Annual amount
Arbor Artistry	Oceanside	\$45,000
Pope Tree Service	Julian	\$54,000
Salcedo Tree Service, Inc.	San Marcos	\$75,000

The PWA with Arbor Artistry is for a three-year term with two additional options to renew with same terms and same compensation for a total not to exceed \$45,000 annually.

**FISCAL IMPACT**

The PWA with Arbor Artistry in the amount not to exceed \$45,000 annually for three years will be charged to the Harbor Maintenance account 600627101.5320; the available balance is \$334,779; therefore, sufficient funds are available.

Description	Account number	Annual Amount	Available Balance
PWA with Arbor Artistry	Harbor Maintenance 600627101.5320	\$45,000	\$334,779

**COMMISSION OR COMMITTEE REPORT**

The Harbor and Beaches Advisory Committee will be advised of this action at its regular meeting on August 18, 2025.

**CITY ATTORNEY'S ANALYSIS**

The referenced documents have been reviewed by the City Attorney and approved as to form.

Prepared by: Joe Ravitch, Harbor Division Manager  
Reviewed by: Hamid Bahadori, Public Works Director  
Submitted by: Jonathan Borrego, City Manager

**ATTACHMENTS:**

1. Staff Report
2. Agreement
3. Service Agreement