



STAFF REPORT

TO: Lighthouse Committee
FROM: Andrea Lueker, Harbor Manager
DATE: July 11, 2019
SUBJECT: **Consideration of Partial Funding for Tree Removal or Pruning**

Recommendation / Proposed Motion

- Recommendation: Review the three quotations for tree removal or pruning of up to four trees and recommend an amount of funding to the Board of Commissioners for consideration.

District Major Objective/Goal

Not applicable.

Policy Implications

Memorandum of Understanding – Port San Luis Harbor District/Point San Luis Lighthouse – Section IV. Property, Maintenance and Cost Allocation (Attachment 1)

Fiscal Implications / Budget Status

The FY 2019/20 budget has \$7,500 allocated to the Lighthouse. Typically, these funds are used to fund repairs/maintenance that are the District's responsibility throughout the year. Staff would recommend that any funding for this expenditure come from the budget contingency or operating reserves.

Alternatives Considered

The following actions were considered but are not recommended at this time:

- None at this time.

Background/Discussion

At the May 2019 Lighthouse Committee meeting, the Lighthouse Keepers requested the Harbor Commission consider funding a portion of the costs for tree removal at the Lighthouse. At that time, the Committee requested the Lighthouse Keepers obtain two additional quotations for the work. The Lighthouse Keepers have obtained a total of three quotes (Attachment 2); two quotes are for the removal of trees while the third quote is for

the removal or pruning of up to four trees; and those are presented to the Committee for a recommendation on the amount of funding for removal/pruning.

In the FY 2019/20 budget, the Lighthouse is funded in the amount of \$7,500 which is typically used throughout the year for various repair and maintenance projects. In the case of the Board of Commissioners funding a portion of the tree removal or pruning, staff recommends the Board allocate those funds from a contingency account or the operating reserves.

- Attachment(s):
1. Memorandum of Understanding – Port San Luis Harbor District/Point San Luis Lighthouse – Section IV. Property, Maintenance and Cost Allocation
 2. (3) Quotations for Tree Removal or Pruning