



**STAFF REPORT
HOLLISTER CITY COUNCIL
MEETING DATE: October 6, 2025
REPORT # Fire-2025-28**

AGENDA ITEM: A RESOLUTION AUTHORIZING AN AMENDMENT TO A CONTRACT WITH COMMUNITY TREE SERVICES

DEPARTMENT: Fire

DEPARTMENT HEAD: Jonathan Goulding, Fire Chief

STAFF CONTACT: Charlie Bedolla, Deputy Fire Marshal

RECOMMENDED ACTION: Adopt a resolution authorizing and approving an amendment to the contract with Community Tree Services.

DISCUSSION: On December 4, 2023, the City Council approved a Master Agreement with Community Tree Services by Resolution 2023-243 for mowing, tree trimming, vegetation removal, and herbicide applications along Cienega Road and San Juan Canyon Road, located in unincorporated areas of San Benito County. This work is funded under a Fuels Mitigation Grant awarded to the Hollister Fire Department, which also serves as the fire department for San Benito County.

The scope of work under the agreement has not changed. However, the City did not initiate the work until later than originally anticipated, as part of the implementation of Phase 1 and Phase 2 of the grant-funded project. As a result, Community Tree Services was unable to complete all work by the contract's expiration date. The contractor ultimately completed the work in May 2025.

To finalize payment to the contractor and maintain proper contract compliance, staff recommends extending the contract term. Section 3 of the Master Agreement permits amendments upon mutual written agreement. Accordingly, the proposed amendment extends the term of the Master Agreement through December 31, 2025, with no changes to the scope of work or contract amount.

FISCAL IMPACT: The Master Agreement authorized a not-to-exceed total of \$314,656.13. This cost is fully funded through the Fuels Mitigation Grant. No additional fiscal impact is proposed with this amendment.

PREVIOUS COUNCIL OR COMMISSION ACTION: Master Agreement was approved by Resolution No. 2023-243 on December 4, 2023.

CEQA: N/A

ATTACHMENTS:

1. Resolution
2. Community Tree Services – First Amendment
3. Resolution No. 2023-243
4. Community Tree Services – Master Agreement