

REPORT TO CITY COUNCIL

DATE: AUGUST 9, 2006

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER

BY: MIKE KAMINO, DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

SUBJECT: APPROVAL OF CONSULTING SERVICES AGREEMENT WITH KAY GREELEY FOR LANDSCAPING AND OAK TREE CONSULTING SERVICES

The purpose of this item is to seek City Council approval for the City to enter into a Consulting Services Agreement with Kay Greeley for landscaping and oak tree consulting services.

Kay Greeley has provided landscaping and oak tree consulting services for the City for a number of years. The City's contract with Ms. Greeley expired on June 30, 2006 and staff is requesting that the contract be renewed for FY 2006-07. The proposed budget for Ms. Greeley's consulting services for this fiscal year is a not-to-exceed amount of \$75,000, which will be completely reimbursed through trust accounts established by developers. Her proposed rate for FY 2006-07 is \$95.00 per hour, which represents an increase from her previous rate of \$85.00 that she has charged for the last four years. Her continued services would include review of landscape plans and oak tree reports for development projects, conducting plan checks, preparing conditions of approval, and other tasks associated with project entitlement.

A separate agreement with Ms. Greeley for FY 2006-07, in an amount not-to-exceed \$25,000, was recently approved by the City Manager for non-project entitlement related, City-directed, consultant services which was included in the FY 2006-07 budget.

Ms. Greeley's work has been of valuable assistance to the City. Staff supports renewal of the contract for FY 2006-07. The proposed agreement has been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff recommends the City Council approve the attached Consulting Services Agreement with Kay Greeley in the amount not-to-exceed \$75,000.

Attachment: Agreement