

REPORT TO CITY COUNCIL

DATE: SEPTEMBER 27, 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 PROFESSIONAL SERVICES AGREEMENT WITH RRM DESIGN GROUP FOR IMPLEMENTATION OF THE OPEN SPACE PRESERVATION ACTION PLAN

The purpose of this item is to seek Council approval for the City to enter into a Professional Services Agreement with RRM Design Group to serve as the City's Open Space Consultant and to continue implementation of the Agoura Hills Open Space Preservation Action Plan. The Open Space Preservation Action Plan was adopted by the City in 1999, and is a comprehensive report that takes a targeted and action-oriented approach to studying various techniques to permanently preserve open space in and around Agoura Hills.

The City initially entered into a contract with RRM Design Group for implementation of the Open Space Preservation Action Plan five years ago and the contract was renewed last fiscal year. The proposed contract would extend their services through FY 2006-07. The proposed not-to-exceed \$30,000 contract amount is the same as last fiscal year's contract amount. The proposed contract amount is within the approved FY 2006-07 budgeted amount for this service and is an estimate that is reflective of the scope of work proposed for this fiscal year, which includes the following services.

1. Respond to landowner inquiries and interest in the City's open space preservation program.
2. Continue negotiations with landowners to engage in the open space donation program and coordinate conservation easement transactions with public parkland and conservation agencies.
3. Provide progress reports and strategic assistance to the City regarding open space property. RRM Design Group and staff will present progress reports to the City Council as directed during the fiscal year.

As has been done in previous fiscal years, RRM Design Group will bill the City for the specific tasks that the City requests of them. The task of open space preservation is a dynamic process for which the City can only estimate the resources needed in advance of the fiscal year. Based

on the number of potential open space transactions and negotiations for this fiscal year, staff finds the approved budget amount of \$30,000 will be sufficient for RRM Design Group's services. RRM Design Group's open space preservation services during the last five years have been exemplary and staff supports a one-year contract extension to retain their services.

The proposed agreement has been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff recommends the City Council approve the attached Professional Services Agreement with RRM Design Group in the amount of \$30,000.

Attachment: Agreement