

REPORT TO CITY COUNCIL

DATE: JUNE 27, 2007

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 SEVEN ELK RANCH DESIGN, INC. (KAY GREELEY) FOR REIMBURSABLE 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 Seven Elk Ranch Design, Inc., (Kay Greeley), for reimbursable landscaping and oak tree consulting services.

The City's contract with Ms. Greeley of Seven Elk Ranch Design, Inc., for reimbursable landscape and oak tree consulting services expires on June 30, 2007. Staff is requesting that the contract be renewed for FY 2007-08. The proposed budget for Ms. Greeley's consulting services for FY 2007-08 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 2007-08 is \$95.00 per hour, which is the same rate charged last year.

Ms. Greeley's service of reviewing landscape plans and oak tree reports for development projects, conducting plan checks, preparing conditions of approval, and other tasks associated with project entitlement has been of valuable assistance to the City. Staff supports renewal of the contract for FY 2007-08.

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

RECOMMENDATION

Staff recommends the City Council approve the attached Consulting Services Agreement with Seven Elk Ranch Design, Inc., in the amount not-to-exceed \$75,000.

Attachment: Agreement