



**DATE:** March 6, 2018

**CATEGORY:** Consent

**DEPT.:** Community Development

**TITLE:** **Professional Services Contract for Planning Services**

### **RECOMMENDATION**

Authorize the City Manager, or his designee, to enter into a professional services contract with Netto Planning Services, LLC, for planning services from March 13, 2018 through June 30, 2020, for a total contract amount not to exceed \$250,000.

### **BACKGROUND**

The Planning Division currently has a number of staff vacancies requiring consultant assistance to help manage the existing workload. Staff is in the process of recruiting to fill these vacancies.

### **ANALYSIS**

While the City is actively recruiting planners to fill vacancies, the Planning Division is still in need of assistance to process development applications in a timely manner, as required by State law. This contract planner would work primarily on development projects (cost recovery) on a part-time basis.

### **FISCAL IMPACT**

The contract planner position would be funded primarily through cost recovery funds. Any costs not recovered by fees would be funded by salary savings from vacant positions.

### **ALTERNATIVES**

1. Do not authorize the contract.
2. Provide other direction to staff.

**PUBLIC NOTICING** – Agenda posting.

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