

Agenda Report

TO:

CITY COUNCIL

DATE: JULY 23, 2001

FROM:

CITY MANAGER

SUBJECT:

AUTHORIZATION TO CONTRACT WITH JOHN SPAULDING

(JES AND ASSOCIATES) TO SERVE AS CONSULTING

PLANNING MANAGER

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to enter into a contract not to exceed \$90,000 with John Spaulding, (JES and Associates) to serve as the consulting Planning Manager. Competitive bidding is not required pursuant to City Charter section 1002 (F), contracts for professional or unique services.

It is further recommended that the City Council grant this contract an exemption from the competitive selection process of the Affirmative Action in Contracting Ordinance, pursuant to Section 4.09.060 (C), contracts from which the City's best interests are served.

BACKGROUND

The Planning and Permitting and Housing and Development Departments were merged into one department in March, 2001. The Planning Manager, a key position, has been filled on a temporary, acting basis with existing staff, since February, 2000. Given the volume and the complexity of the FY2002 workload, staff recommends reallocating existing staff resources and temporarily filling the vacant Planning Manager position with a consultant. This contract will bring immediate resources to focus on the General Plan update, Zoning Code revision, Design Guidelines and Specific Plans while managing the entitlement and plan check processing in an expeditious manner.

John Spaulding, the principal of JES and Associates, has over thirty years of planning experience in a variety of settings: public and private, and within the public setting, in small and large cities. Mr. Spaulding was a key player in the very successful Civic Center Design process and will be able to step in and manage the Planning Division for one year without a long start up period as he has already been providing technical assistance on some of the Specific Plans and the General Plan/Zoning Code project.

FISCAL IMPACT

Funds for this position are available in the Planning Division's General Fund budget FY2002 (101-444100) as a result of the vacant Planning Manager's position.

Respectfully submitted,

CXNTHIA J. KURTZ City Manager

Prepared by:

Richard J. Bruckner, Director Planning & Development