SULTAN CITY COUNCIL

AGENDA ITEM COVER SHEET

ITEM NUMBER: C-9

DATE: November 8, 2007

SUBJECT:
Certified Land Services Corporation – Professional Services Contract for Property Acquisition Services

CONTACT PERSON:
Rick Cisar, Director of Community Development

SUMMARY:
Staff is requesting the City Council authorize the Mayor to sign a Professional Services contract with Certified Land Services Corporation to negotiate the acquisiton of properties for Park and Recreation purposes (Attachment 1). Unfortunately, two previous agreements authorized by the City Council in March (Mr. Bob McCauley) and July (Open Space Resources) of this year, could not be completed do to the City's insurance requirements and an out of state relocation.

FISCAL IMPACT:
The cost for Certified Land Services Corporation services will not exceed $10,920.00. Funds for the acquisition of Park and Recreation Properties are available from the Park Impact Fee Account.

ANALYSIS:
The contract will allow the City to acquire Park and Recreation properties necessary to develop park sites as identified in the Comprehensive Plan and 2008 Capital Budget. The City in the past, has been successful in utilizing Consultant Services in negotiating for Utility Easements and Right-of-Ways for road construction projects. The proposed contract would provide similar expertise not available in-house. The scope of Certified Land Services Corporation contract will involve the acquistion of land for future parks. The term of the contract is for 6-months.

ALTERNATIVES:
1. Authorize the Mayor to sign the contract with Certified Land Services Corporation to negotiate the acquisition of properties for Park and Recreation purposes. This alternative will result in the completion of the Council's goal to acquire land and develop new Parks.
2. Do not authorize the Mayor to sign the contract with Certified Land Services Corporation to negotiate the acquistion of properties for Park and Recreation purposes.

SULTAN CITY COUNCIL

AGENDA ITEM COVER SHEET

ITEM NUMBER: Consent C-8

DATE: November 8, 2007

SUBJECT:
Professional Service Contract for Hearing Examiner Services

CONTACT PERSON:
Rick Cisar, Director of Community Development

SUMMARY:
Mr. John Galt, Hearing Examiner for the City since July 2nd of 1999 has requested a billing rate increase from $100.00 to $110.00 per hour (Attachment 1). The last increase in 2003 increased the rate from $90.00 per hour to the current $100.00 per hour rate.

The current contract with Mr. John Galt (Attachment 2) is opened ended and has no specific time period. City Staff has therefore prepared a new standard "Professional Services Contract" (Attachment 3) as recommended by the City Attorney. The revised contract establishes, in addition to the requested rate increase, a two (2) year term with automatic one (1) year renewals. Either party may terminate the contract upon 60-days notice. The new contract and hourly rate would become effective upon signature of the contract by the Mayor. The duties provided by the Hearing Examiner are defined in Chapter 2.26 of the Sultan Municipal Code (Attachment 4).

FISCAL IMPACT:
Hearing Examiner costs are paid by the Applicants with a $1,500.00 deposit plus any direct costs as set forth in the City's Fee Ordinance. Contract Administration and billing are handled by City Staff.

RECOMMENDED ACTION:
Authorize the Mayor to sign a Professional Services Contract with Mr. John Galt for Hearing Examiner Services.

RECOMMENDED MOTION:
Authorize the Mayor to sign a Professional Services Contract with Mr. John Galt for Hearing Examiner Services.

COUNCIL ACTION:

DATE: