



Agenda Date: 12/20/2005
Agenda Placement: 6B

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Hillary Gitelman - Director
Conservation, Development & Planning
REPORT BY: Cathy Gruenhagen, Staff Service Analyst II, 253-4425
SUBJECT: Amendment to approved Professional Service Agreement with Jerry Haag for Processing Telecommunication applications

RECOMMENDATION

Director of Conservation, Development and Planning requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 4520 with Jerry Haag, increasing the consultant's hourly rate from \$75 to \$85 per hour for processing telecommunication applications.

EXECUTIVE SUMMARY

Jerry Haag is an outside consultant retained by the Conservation, Development, and Planning Department for the purpose of processing certain telecommunication applications. He has requested an increase in his hourly billing rate. The proposed change will have no impact on the Department's budget, since the costs of Mr. Haag's services are paid for by applicants.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Conservation, Development & Planning - The amount of this contract is recouped from applicants.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Jerry has the expertise for processing the telecommunication applications
Is the general fund affected?	Yes
Future fiscal impact:	\$45,000.00 is budgeted in each fiscal year budget, but is recouped from

applicant. Increasing the hourly rate will not increase the total contract amount.

Consequences if not approved: Applications not being processed.

Additional Information: None

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Jerry Haag is an outside consultant who assists the Planning Department with processing certain telecommunication applications. It's estimated that Mr. Haag typically handles 25-30 applications per year. Since the costs associated with Mr. Haag's activities are paid for by the applicants, increasing Mr. Haag's hourly rate from \$75.00 to \$85.00 per hour will have no effect on the Department's budget. Also, the amount currently budgeted (\$45,000) is ample to cover the increase.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Andrew Carey