



City of Colusa California

STAFF REPORT

DATE: January 21, 2025
TO: Mayor and Members of the Council
FROM: Jesse Cain, City Manager

AGENDA ITEM: Consideration of a Resolution authorizing the City Manager to waive the request for proposal process and sign the consulting services agreement with Element Land Solutions.

Recommendation: Council to adopt the Resolution authorizing the City Manager to waive the request for proposal process and sign the consulting services agreement with Element Land Solutions for Planning

BACKGROUND ANALYSIS: For the past three years, the City of Colusa has faced challenges in recruiting a city planner with the necessary experience in planning and environmental management. As we embark on critical initiatives, including the General Plan Update and the Master Environmental Impact Report (EIR), it is imperative to have professional expertise to guide these efforts effectively.

Element Land Solutions brings over 20 years of experience in both public and private sector planning. The City has worked with Element Land Solutions for the last year on various projects, including initial studies and environmental reviews. Currently, they are handling the environmental work required to finalize the property swap and annexation. Through this collaboration, it has become evident that our planning department is falling behind, particularly with the increasing complexity of new housing laws, regulations, and requirements.

Element Land Solutions has demonstrated a deep understanding of Colusa's unique needs and priorities. Their knowledge and approach align with our community's values and vision. Given their proven track record and familiarity with Colusa's planning landscape, I recommend waiving the Request for Proposal (RFP) process to continue working with Element Land Solutions. This will ensure continuity and allow us to address critical planning and zoning challenges efficiently.

Our goal is to leverage Element Land Solutions' expertise for key projects, including the General Plan Amendment, annexations, housing updates, and zoning reforms. Additionally, they will assist in identifying and onboarding a qualified, full-time city planner to meet Colusa's long-term needs. Day-to-day planning operations will be supported by existing City staff under the guidance of Element Land Solutions

BUDGET IMPACT: *The adopted 24/25 budget for planning is \$188,868, to date we have spent \$74,524, we currently have \$114,344 left in the 24/25 planning budget so this planning contract will result in a \$54,344 positive end-of-year budget for 24/25

STAFF RECOMMENDATION: Council to approve Resolutions 25-

ATTACHMENTS:

Resolution 25-

Consulting Services Agreement

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