



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: July 6, 2026

TO: Honorable Mayor and Members of the City Council

FROM: Tyler Summersett, Community Development Director

SUBJECT: Consider Approval of a Contract Extension with CSG Consultants Inc to Provide Professional Services to the Community Development Department for an Additional Two (2) Years.

RECOMMENDATION:

Consider Approval of a Contract Extension with CSG Consultants Inc to Provide Professional Services to the Community Development Department for an Additional Two (2) Years.

BACKGROUND:

Since 1991, CSG has exclusively served public agencies. CSG focuses on building long-term relationships with our client communities and stands by its commitment to the time-honored values of quality of service, integrity and responsiveness.

Our employees—with extensive career experience serving directly in local government roles— have created within CSG a valuable institutional knowledge base, a unique perspective, and contribute to an organizational culture sensitive to public agency challenges, expectations, standards and constraints. From our broad and deep pool of licensed and certified professionals in our eight offices throughout California, we can select and readily commit team members for contract staff support roles or project-specific assignments who are ideally suited to deliver the exact services requested and customized, cost-effective results to meet our clients' unique and changing needs.

The City originally contracted with CSG Consultants in 2021, contracting for Building Official, Building Inspector, Plan Check Services, Fire Plan Review, Code Enforcement and a Planner/Permit Tech.

DISCUSSION / ANALYSIS:

The City's agreement with CSG Consultants Inc to provide professional services to the Community Development Department (CDD) expired on June 30, 2026. Staff have been happy with services provided by CSG and wish to extend the contract for an additional two (2) period. Currently, CSG provides CDD with Thomas Mlady, a code enforcement officer, one day a week, and Lance Lowe a Senior Planner on an as needed basis. CSG continues to provide Fire/Plan Check services for development projects submitted to the Building department. CSG also



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assisted the City in updating the Hazard Mitigation Plan, Housing Element, Safety Element and several ordinances since 2024.

Staff has included deliverables in the 2026-2027 budget that CSG will be integral in helping to deliver, including a growth strategy for the City, additional ordinances, and Planning/Development assistance.

Although the contract will have a lapse of a few days there will be no interruption to current services. The new agreement is set to expire June 30, 2028.

With a full time staff of two (2) in the Community Development Department, the flexible expertise that CSG offers to the City are critical to delivering timely and professional service to those who live, work and do business in Sonora.

FISCAL IMPACT:

The 2026-2027 Community Development Budget already includes anticipated costs for CSG services. This includes roughly \$300,000 in the Outside Services line item which will cover Code Enforcement services, Planning/Building support, Ordinance development, Housing Element follow-up requirements and other tasks on an as assigned basis.

ATTACHMENTS:

Attachment A- Amendment to CSG Professional Services Agreement

CORE COUNCIL PRIORITIES:

Economic Development/Growth and General Plan