



Agenda Item: 9.F
Date of Meeting: December 9, 2024
Department: Planning

STAFF REPORT

To: City Council
From: Ana Budnyk
Subject: **Professional Service Agreement with Mammoth Lakes Housing**
Prepared On: November 5, 2024
Attachments: PROFESSIONAL SERVICE AGREEMENT WITH MAMMOTH LAKES HOUSING
Archive_MLH Agreement_Long Term Monitoring Willow Plaza Apts
Archive_MLH Agreement_CDBG Grant 09-STBG-6407

Background/History:

This agreement consolidates two existing professional services agreements with Mammoth Lakes Housing (MLH) into a single updated contract. The City previously held two 5-year contracts with MLH:

1. **Management of the CDBG Grant 09-STBG-6407:** Expired on July 31, 2024.
2. **Long-term Monitoring of Willow Plaza Apartments:** Set to expire on December 31, 2025.

Key Changes in the New Contract:

- **Updated Rates:** Reflecting current service costs.
- **Contract Term:** Reduced from 5 years to 3 years.
- **Shift in Responsibilities:**
 - The City's Finance and Planning Departments will now manage Tasks B and E, previously handled by MLH.
- **Cost for Public Meeting Attendance:**
 - MLH has provided a cost structure for attending public meetings if the Council requests their presence to report on MLH's work related to City of Bishop programs.
 - This excludes project-related reports where MLH is acting as a developer

Analysis/Discussion:

n/a

Economic Impacts:

n/a

Budget Impacts:

The costs associated with this agreement are budgeted within the City's FY 2024-25 budget.

Legal Review:

City Attorney Pucci has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

Council consideration is requested to approve the agreement as presented, with a total amount not to exceed sixteen thousand six hundred nine dollars (\$16,609) over the 3-year term.

Approved By: Russell A. Hildebrand 12/03/2024

Approved By: Ethan Aukee 12/04/2024

Approved By: Robin Picken 12/4/2024

Approved By: Deston Dishion 12/4/2024