

**SANTA BARBARA COUNTY
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:
Prepared on: 6/24/04
Department Name: Planning & Development
Department No.: 053
Agenda Date: 7/6/04
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Valentin Alexeeff, Director
Planning and Development

STAFF CONTACT: Valentin Alexeeff, Director
x2085

SUBJECT: Amendment #1 to Board Contract with Thomas Frutchey

Recommendation(s):

That the Board of Supervisors:

Approve and execute Amendment #1 increasing the professional services contract with Thomas Frutchey (not a local vendor) in the amount of \$75,000 to continue his work with Planning and Development's process improvement efforts for the period of July 1, 2004 through December 31, 2004, increasing the Board Contract (BC 04114) for a total amount Not-To-Exceed \$275,000.

Alignment with Board Strategic Plan:

The recommendation(s) are primarily aligned with Goal No. 3. A Strong, Professionally Managed County Organization.

Executive Summary and Discussion:

Planning and Development has undertaken an extensive Process Improvement Program to revamp permit processing timelines, outcomes and costs; customer interaction; public information; zoning ordinances and staff retention. We reported to your Board on July 22, September 23, and December 2, 2003, and provided a memorandum to the Board dated May 4, 2004. Mr. Frutchey has been instrumental in facilitating customer, public and staff teams in the Process Improvement Program. Execution of this contract will provide for a continuation of Mr. Frutchey's work in the department's Process Improvement Program.

The department considered options to best continue our effort in this process improvement program, including shifting these duties to existing staff and hiring a different contractor. Extending Mr. Frutchey's

contract is considered the most desirable option due to the workload of existing staff, the need for continuity and continued progress as well as Mr. Frutchey's experience with the process to date and the unique skills he possesses.

Mandates and Service Levels:

This effort is not mandated. Service levels are expected to increase as a result of implementation of Process Improvement recommendations.

Fiscal and Facilities Impacts:

Funding for this contract is budgeted in the Development Review North and South subdivisions within the Permitting and Compliance programs on pages D-290 and D-292 of the adopted FY 04/05 budget.

Special Instructions:

Clerk of the Board will forward a copy of the Minute Order to Planning and Development, Accounting.

Concurrence:

Risk Management
County Counsel
Auditor-Controller