

City of Culver City, California
Redevelopment Agency Agenda Item Report

Meeting Date: 08/20/07		Item Number: <u>A-2</u>	
AGENDA ITEM: Consideration of the Second Amendment to the Professional Services Agreement with Jack Luckey for Farmers' Market Manager Assistant Services.			
Contact Person/Dept.: Glenn Heald/ Community Development		Phone Number: 310-253-5752	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Jack Luckey, Master Notification List (08/15/07).			
Department Approval: Sol Blumenfeld (07/26/07)		Executive Director Approval: Jerry Fulwood (8/16/07)	
City Controller Approval: Marlee Chang (08/15/07)			
<u>RECOMMENDATION:</u> Staff recommends the Culver City Redevelopment Agency ("The Agency") approve a two-year extension to the Professional Services Agreement (the "Agreement") with Jack Luckey for Farmers' Market manager assistant services through June 30, 2009. <u>BACKGROUND/ DISCUSSION:</u> The Agency originally approved an agreement with Jack Luckey to act as manager assistant of the Culver City Certified Farmers' Market (the "Market") on March 23, 2004, to run through June 30, 2005. The agreement was subsequently extended through June 30, 2007. Mr. Luckey's weekly duties include assisting with the physical set-up of the Market, supervision of volunteers and vendors, allocation of space to farmers and vendors, and other duties as deemed appropriate by the Farmers' Market manager. Mr. Luckey will continue to have limited hours, not to exceed 10 hours per week. The proposed amendment to Mr. Luckey's contract will extend the terms of the agreement through June 30, 2009, and will increase his compensation from \$10.00 per hour to \$12.00 per hour, without benefits. This increase brings the rate paid to Mr. Luckey in line with the rates paid to market manager assistants in other comparable cities. Staff's survey of farmers' market manager assistants in Beverly Hills, Burbank, Torrance and Westwood Village indicates the typical salary for this position ranges from \$10.00 to \$15.00 per hour.			

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FISCAL ANALYSIS:

The second amendment to the contract will increase the hourly rate from \$10.00 to \$12.00, not to exceed \$6,240 per fiscal year and \$12,480 for the duration of the agreement. The revenues received by the Agency from the Farmer's Market will cover this increased cost and there are sufficient funds allocated to Account Number 55096800.619800 "Other Contractual Services" for adopted fiscal years 2007-08 and approved 2008-09 budget to meet this expenditure.

ATTACHMENTS:

1. Second Amendment to Contract RA03-70
2. Salary Comparison of Farmers' Market Manager Assistant in Other Cities

MOTION:

That the Agency:

1. Approve the Second Amendment to Agreement RA03-70 with Jack Luckey for Farmers' Market Manager Assistant Services to extend the term through June 30, 2009, and to increase the hourly rate to \$12.00 for a not-to-exceed amount of \$6,240 per fiscal year and \$12,480 for the term of the Amendment; and,
2. Authorize the Agency General Counsel to prepare/review the Second Amendment; and,
3. Authorize the Executive Director to execute the Amendment on behalf of the Agency.