

**CITY OF SAN MATEO
RESOLUTION NO. __ (2020)**

**APPROPRIATING FUNDS AND APPROVING THE AGREEMENT WITH DIANA R. ELROD CONSULTING FOR
PROFESSIONAL CONSULTANT SERVICES FOR HOUSING ELEMENT UPDATE**

WHEREAS, the City's Housing Element of the General Plan is required to be updated, reviewed and approved by California Department of Housing and Community Development in accordance with State guidelines; and

WHEREAS, a supplemental budget appropriation in the amount of \$129,820 from the General Plan Maintenance fund (Fund 25) is necessary to cover consultant services to prepare the Housing Element; and

WHEREAS, the City anticipates the funds from the Local Early Action Planning Grant Program from the State of California that will reimburse Fund 25 during the Fiscal Year 2020-21; and

WHEREAS, City staff recommends that the City Council appropriate the funds and approve the Agreement with Diana R. Elrod Consulting;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY RESOLVES that:

1. This agreement is not a project subject to CEQA, because it can be seen with certainty that it will not cause a physical change in the environment. (Public Resources Code Section 21065.)
2. The appropriation of \$129,820 from the General Plan Maintenance Fund (Fund 25) to the General Plan Update project (#31-0008) is approved.
3. The agreement with Diana R. Elrod Consulting for professional consultant services related to the Housing Element Update in the amount of \$129,820 is hereby approved.
4. The Director of Community Development is authorized to sign and execute said Agreement in substantially the form attached on behalf of the City.