

TAB 15

April 15, 2010

Mayor Shirley Groover Bryant
City of Palmetto
516 8th Avenue West
Palmetto, Florida 34221

Re: Extension of Agreement for Planning Services
ZNS File #00-18972

Dear Mayor Bryant:

As provided in our General Planning Services Agreement dated September 30, 2009, we hereby agree to extend said Agreement on a month by month basis. All terms, fees and rates will remain the same.

We will continue to provide planning services to the City until we receive written notice that our services are no longer required.

Should our Agreement be extended beyond December 31, 2010, the monthly fee and rate schedule will be subject to adjustment at that time.

Very sincerely yours,

ZNS ENGINEERING, L.C.



THOMAS C. MCCOLLUM, AICP
Vice President

/skg

Authorized by:

CITY OF PALMETTO

By: _____

Title

Date



September 30, 2009

Mayor Shirley Groover Bryant
City of Palmetto
516 8th Avenue West
Palmetto, Florida 34221

**RE: Amendment of Contract for Planning Services
ZNS Project No.: 00-18972**

Dear Mayor Bryant:

We have prepared this amended proposal for your consideration. At the outset, we would like to assure you that we are very satisfied with our existing contract with the City and we enjoy the opportunity of providing professional planning services on the City's behalf.

However, in an effort to offer the city an opportunity to better plan for and control its expenditures for planning services, we would like to provide the following:

General Planning Services

These are services generally performed by a planner or zoning administrator during the course of regular daily duties which may include, but are not limited to, the following:

- Attend City Commission Hearings and Workshops and attend Planning & Zoning Board Hearings, as requested by the City.
- Meet with the public on planning related matters, as appropriate.
- Prepare Zoning Interpretations, provide Zoning Verifications, and approve Occupational and Alcohol Licenses, etc.
- Provide direct assistance to the Mayor, City Commission, and Department Heads on planning related matters, as requested.
- Prepare minor revisions to the City Code, as requested by the City.
- Provide coordination with the City of Palmetto Planning Department staff.

Development Projects

Currently, professional services for Development Projects are funded by the applicant. Fees for Planning and Engineering services are invoiced monthly and passed along to the applicant as services are provided. There is no change proposed to this procedure in this modification.



Special Planning Services

Special Planning Services refer to large, complex bodies of work effort that would not be considered a part of routine planning services.

The current update of the City's Comprehensive Plan would be a typical example of a Special Planning Service. These Special Planning Services will be undertaken at the Mayor's and/or Commission's request. They will be identified as a Special Service prior to any work being undertaken. If requested by the City, a budget estimate will be provided and monthly invoices will summarize the percentage of work completed.

Professional Fees and Timing

Invoices will be issued monthly as services are provided. General Planning Services will be provided for a standard fee of Four Thousand One Hundred Fifty Dollars (\$4,150.00) each month.

Professional fees for Development Projects will be billed monthly as services are provided in accordance with the existing rate schedule. Billing will be summarized for each Development Project individually in order to assist the City in providing invoices to the applicant.

Professional fees for Special Planning Projects will be billed monthly as services are provided in accordance with the existing rate schedule. Billing will be summarized for each Special Project undertaken. In addition, an estimate of the percentage of work completed will be provided.

General Conditions

This proposal is valid from October 15, 2009 through April 15, 2010, and may be extended for an additional period as agreed by both parties.

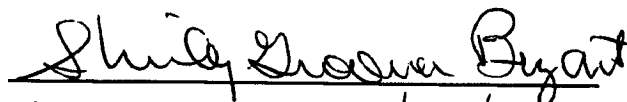
Should the above proposal meet with your approval, please forward one executed copy to our office. This proposal becomes null and void if not executed within a period of forty-five days.

Respectfully submitted,

Accepted by:

ZNS Engineering, L.C.

City of Palmetto



Thomas C. McCollum, AICP
Vice President
Director of Planning

Mayor 10/6/09
Title Date

TCM/skg

