



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Lisa Frazier, AICP, Growth Management Director

**DATE:** August 13, 2024

**RE:** Consideration of a budget amendment to fund additional tasks related to the proposed amendments to the City's Land Development Code (\$28,880).

### **SUMMARY:**

At the August 8, 2024 Special Council Meeting, City Council tabled the first public hearing (Public Hearing items #1 and #2) to August 22, 2024 to provide time to solicit additional input from the public and stakeholders. Council requested that staff hold additional input sessions and address questions or concerns, to be brought back to City Council for consideration. The Growth Management Department has contracted the services of Inspire Placemaking Collective (formerly S&ME) for services related to the Comprehensive Plan update and the subsequent amendments to the Land Development Code. Inspire Placemaking Collective has performed all tasks on the existing task order, except for the second and final public hearing, scheduled to occur on September 19, 2024.

Following Council's approval to table the first public hearing and direction to hold additional input sessions, staff has requested that Inspire provide an amended task order to assist in performing these additional tasks. Attached is the amended task order providing for two public workshops and one virtual workshop, assistance in summarizing questions and concerns from public input sessions, preparation of additional amendments to the LDC as a result of the public input session, presentation for the tabled first public hearing, and two rounds of revisions to the LDC, if necessary between the first and second public hearings. The total task order for additional services is \$28,880.

### **REQUESTING DEPARTMENTS:**

Growth Management

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**FISCAL IMPACT:**

If approved, a budget amendment will allocate \$28,880 from General Fund undesignated fund balance to account 001-3311-515-3141, Other Professional Services / Project 20GR01.

**STAFF RECOMMENDATION:**

Motion to approve fund appropriation from General Fund Undesignated Fund Balance in the amount of \$28,880 for additional services related to proposed amendments to the City's Land Development Code.

**ATTACHMENTS:**

1. Task Order - Additional Services - Inspire Placemaking Collective Inc