



MEMORANDUM

TO: Mayor and Council

FROM: Jerry Rusthoven, Acting Assistant Director *JR*

DATE: September 19, 2016

SUBJECT: Clarification Memo for Item #4 – CodeNEXT

The September 22nd, City Council agenda includes an item for the Mayor and Council's consideration to authorize negotiation and execution of amendment to the professional services agreement with OPTICOS DESIGN, INC., for additional architectural, urban design, planning, and engineering services for Phase III of the CodeNEXT, the Land Development Code revision project, in the amount of \$1,296,858 for a total contract amount not to exceed \$4,621,858.

In the Amount and Source of Funding section, the last funding statement declares the following, "Funding in the amount of \$300,000 is available in the Fiscal Year 2016-2017 Capital Budget of the Planning and Zoning Department."

The Planning and Zoning Department would like to correct the funding source to be "Funding in the amount of \$300,000 is available in the Fiscal Year 2016-2017 Budget Stabilization Fund".

On September 14th, the Fiscal Year 2016-2017 Council Approved Budget included \$300,000 for an outside economic consultant to provide economic expertise of the density bonus program to be funded by the Budget Stabilization Fund. Phase III of CodeNEXT contains specific tasks to be performed by an outside economic consultant as directed by Council.

To reiterate the intent of this memorandum is to correct a portion of the amount and source of funding section.

xc: Marc Ott, City Manager
Jannette Goodall, City Clerk
Anne Morgan, City Attorney
Greg Guernsey, Planning and Zoning Director
Jorge Rousselin, Acting Division Manager
Connie Campa, Financial Manager
Rolando Fernandez, Capital Contracting Office Director