



# CITY COUNCIL AGENDA FORM

Meeting Date: 3/13/2023  
Prepared by: Alex Getty  
Department: EDC

Agenda item: \_\_\_\_\_  
Reviewed by: \_\_\_\_\_

**AGENDA ITEM DESCRIPTION:** Discussion/possible action regarding renewing the professional services agreement with Retail Strategies, LLC

- ATTACHMENTS FOR REFERENCE**
1. EDC Draft Minutes from 1/17/2023
  2. Retail Strategies renewal agreement
  3. Retail Strategies Recruitment Plan

**STAFF BRIEFING:**

- The EDC has been working with Retail Strategies for 3 years and are very satisfied with their services

Has City authorized Engineer reviewed and approved?

**N/A**

Has City Attorney OR Special Legal Counsel reviewed and approved?

Yes, special counsel

Have you discussed availability of funds/accounts with Finance Director?

Has Finance Director verified Purchasing Policy followed?

Yes, funds are available

Have you presented your project to the Grants Administration Team and City Manager?

**N/A**

**TARGET IMPLEMENTATION: 2/14/2023**

**SIGNIFICANT ACTION DATES:**

**This item was tabled on Feb. 13, 2023**

Cost Details:	
Budgeted	\$35,000
Actual Bid	
Estimated Expenditure	<b>\$35,000</b>
Acct. Name(s)	Professional Services



## CITY COUNCIL AGENDA FORM

<b>Line Items #</b>	19-4040
<b>Other Funding</b>	N/A

**ACTION:**

- Ordinance
- Special Presentation
- Finance Report
- Municode Codification
- Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures
- Resolution
- Proclamation
- Public Hearing

---

**STAFF'S RECOMMENDATION:** Motion to approve the professional services agreement with Retail Strategies, LLC

**FISCAL IMPACT:**

Will help keep development momentum and retail projects in the pipeline.