

COUNCIL INITIATIVE PROPOSAL FORM

COUNCIL MEMBER PROPOSING INITIATIVE: MIKE BOYETT

SHORT NAME OF INITIATIVE: In coordination with the Memorandums of Understanding (MOUs) for the three TIFs that expire on June 30, 2026, I propose issuing a Request for Proposals (RFP) to consolidate the administration of the TIFs.

Currently, the City pays a combined total of approximately \$665,855 for TIF administration. By consolidating services and utilizing a single consultant/liaison rather than three separate consultants, our goal would be to reduce this overall cost while maintaining effective administration and oversight.

For consideration:

Option 1:

Engage one consultant to administer all three TIFs.

TERMS OF MOTION PROPOSING LEGISLATIVE OR STAFF ACTION: (Please be as specific as possible. Indicate if action is to be divided into steps or phases. Use separate sheet if needed

Start with a work session to:

- Discuss each TIF's requests for a different amount of funding each year
- Clarify the scope of work for each TIF and whether there are meaningful differences
- Evaluate whether TIF administration could be consolidated under one person rather than three
- Consider locating the new consultant's office in City Hall to reduce office-related expenses, and increase efficiency given TIFs regularly coordinate with both Finance and Planning
- Identification of potential cost savings and operational efficiencies moving forward including the need for a full-time or part time consultant.

CITY STAFF OR DEPARTMENT POTENTIALLY IMPACTED BY INITIATIVE: Planning, Finance

HAS COUNCIL MEMBER COMMUNICATED WITH CITY ADMINISTRATOR ABOUT THE INITIATIVE?

YES NO

ESTIMATE OF APPROXIMATE STAFF AND COUNCIL TIME REQUIRED: 50 hours

APPROXIMATE TIMELINE FOR STAFF/DEPARTMENT ACTION:

3 MONTHS

COSTS OTHER THAN STAFF TIME, IF ANY: _____