



## Staff Report

**TO:** City Council  
**FROM:** Christina Taylor, Community Development Director  
**DATE:** September 21, 2021  
**SUBJECT:** **Third Amendment to the Contract with Lisa Wise Consulting for a One-Year Contract Extension for Continued Work on the Sixth Cycle Housing Element Update**

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### **Background and Analysis:**

On October 20, 2020, the City Council awarded a contract to Lisa Wise Consulting (LWC) for work on the City's Sixth Cycle Housing Element Update. The contract was initially approved for one year and is set to expire October 20, 2021.

Work on the Housing Element Update will be ongoing through the end of 2021. The scope of work for LWC also includes preparation of an accessory dwelling unit ordinance and objective design standards. Preparation and presentation of these items will continue beyond adoption of the housing element. There is no monetary change requested as part of this contract amendment. City staff is requesting City Council extend the contract for one additional year which will allow ample time to complete all work included in the contract scope.

### **Fiscal Impact:**

This contract amendment provides solely for a one-year extension to the contract term. There are no changes to the fees or other costs associated with the contractor. City staff estimates it cost approximately \$175 to prepare this report.

### **Recommended Action:**

Approve a one-year contract extension with Lisa Wise Consulting for ongoing work on the City's Sixth Cycle Housing Element Update.

### **Attachments:**

- A. Contract Amendment