



AGENDA ITEM REQUEST FORM

ITEM:

Consideration of award for cottage court development located on the vacant property at 2215 E 3rd Street.

BACKGROUND INFORMATION:

At the July 28, 2026, City Commission meeting, the Commission requested an RFP for a "cottage court" related development at 2215 E 3rd Street (parcel 22545-000-000). An RFP (PC26-044) was advertised on July 29, 2026, requesting related proposals. The RFP was closed on September 16, 2026. Two (2) responsive proposals were received from (1) Aday Construction Services and (2) Marco Design, LLC, respectively. The Director(s) of Housing & Community Services, Development Services and Logistics all reviewed both proposals and have included the attached memo providing a summary outlining staffs belief that the proposal submitted by Marco Design, LLC most aligns with the desire(s) expressed by the Commission during the deliberation and vote directing staff to put the property out for an RFP.

DEPARTMENT HEAD RECOMMENDATION:

Staff requests the Commission provide direction regarding a desired selection to move forward with the development of 2215 E 3rd Street.

Budget Impact

Budgeted? Yes: ☐ No: ☐ How Much budgeted? N/A

If more, where do you suggest funds come from?

Cost Center Name:

Cost Center Affected:

☐ Personnel \$

☐ Operating \$

☐ Capital \$

☒ Revenue \$ 20,000 or 40,000

Requested By: Jonathan H. Hayes

Date: 9/28/26

Prepared By: Shawn Selph

Date: 10/2/26

Reviewed By: Brandy L. Waldron

Date: 10/5/26

Reviewed By:

Date:

Approved By: Jonathan H. Hayes

Date: 10/5/26