



AGENDA ITEM SUMMARY FORM

MEETING DATE: May 13, 2025

PREPARED BY: Otis T. Spriggs, AICP, Director of Development Services

AGENDA CONTENT: Discussion, update, and possible action to approve the contract for Professional Services for the Comprehensive Plan Update with Ardurra, as funded by the Texas General Land Office (GLO) under the CDBG-MIT RCP Program.

AGENDA ITEM SECTION: Regular Agenda

BUDGETED AMOUNT: \$270,000

FUNDS REQUESTED: N/A

FUND: N/A

EXECUTIVE SUMMARY:

The City of Angleton City Council awarded RFP to Ardurra/Gunda to assist the City in the Comprehensive Plan update, and services related to grant administration, management, and contract compliance under the Community Development Block Grant Disaster Recovery-Mitigation (CDBG-MIT) RCP program, funded by the Texas General Land Office (GLO).

The contract (attached) encompasses all project-related services to the City of Angleton, and performance of activities under Grant Administration Services and Planning Activities to update the Comprehensive Plan and Building Code upgrade. Ardurra/Gunda will assist the GLO and/or grant recipients in completion of this CDBG-MIT project. Grant administrative services must be performed in compliance with the U.S. Department of Housing and Urban Development ("HUD") and guidelines issued by the GLO.

Grant Administration Services shall be provided in conformance with the guidance documents and use forms provided by the subrecipient utilizing GLO guidance. The selected service provider must follow all requirements of the Texas CDBG-MIT program. The providers shall furnish services to complete the CDBG-MIT projects.

Comprehensive Plan Advisory Committee (CPAC)

Staff has attached the list of applicants who have applied to serve on the CPAC committee to manage the planning process for the Comprehensive Plan Update.

The Comprehensive Plan Advisory Committee (CPAC) will be a 14-member committee consisting of six (6) residents of Angleton, one member of the ETJ, and one designated member of the Angleton Chamber of Commerce, the Brazoria County Hispanic Chamber of Commerce, the Brazoria County Economic Development Alliance, the Angleton Board of Zoning Adjustments, the City of Angleton Parks and Recreation Board, the Angleton Planning and Zoning Commission, and the AISD School District.

The CPAC will be charged with the following:

- (a) Work with staff and the consultant at designated meetings to discuss and consider the update to the Comprehensive Plan.
- (b) Attend the public worksessions, open houses, and other events as advocates of the plan process and the plan itself.
- (c) Ensure that the plan reflects the desire and vision of all the residents of Angleton.

The committee is expected to meet once monthly for approximately 18 months.

Comprehensive Plan Advisory Committee

This twelve-member group will advise the Angleton City Council and other boards and commissions in matters dealing with the Angleton Comprehensive Plan Update. The group will regularly review the progress status of the goals, objectives, and strategies of the plan. The group will make recommendations to the City Council and other boards and commissions concerning updates to the plan. Learn more about the Angleton Comprehensive Plan.

Meeting Frequency: Will meet quarterly or once/monthly (after 6 months) - time and location to be determined.

Staff Liaison: Otis T. Spriggs, Director of Development Services

Council Liaison(s): _____

RECOMMENDATION:

City Council should approve the contract for Professional Services for the Comprehensive Plan with Ardurra, as funded by the Texas General Land Office (GLO) under the CDBG-MIT RCP Program.