



TOWN COUNCIL COMMUNICATION

DATE: May 12, 2026

FROM: Kirk Riggs, Town Administrator

AGENDA ITEM: Ratify approval of a Planning Services Agreement for On-Call Planning Services between the Town of Bartonville and Ad Terram Consulting, LLC beginning April 24, 2026 through September 30, 2026; and authorize the Town Administrator to execute same on behalf of the Town.

SUMMARY:

Staff recommends transitioning the Town’s planning consulting services back to Ad Terram Consulting, LLC due to the firm’s extensive experience and familiarity with the Town’s Code of Ordinances and policies. This continuity is anticipated to improve efficiency, provide more informed planning guidance, and promote consistent decision-making.

The proposed agreement formalizes the provision of on-call planning services and ensures the Town continues to receive qualified professional support for development review, zoning cases, and other planning-related matters.

FISCAL INFORMATION: FY25-26 \$42,000

RECOMMENDED MOTION OR ACTION:

Motion to ratify approval of a Planning Services Agreement for On-Call Planning Services between the Town of Bartonville and Ad Terram Consulting, LLC beginning April 24, 2026 through September 30, 2026 as presented; and authorize the Town Administrator to execute same on behalf of the Town.

ATTACHMENTS:

- Executed Agreement