



RURAL COMMUNITY CONSULTANTS

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Hildale City
Attn: Eric Duthie, City Manager
manager@hildalecity.com
(435) 874-2323
P.O. Box 840490
Hildale, UT 84784

September 16, 2021

RE: PLANNING STAFF SUPPORT/AUGMENTATION (FY 2021-2022)

Mr. Duthie,

The purpose of this letter is to provide information about a potential partnership with Hildale City and our firm, Rural Community Consultants, for professional planning staff support/augmentation for fiscal year 2021-2022.

ABOUT OUR FIRM

Rural Community Consultants (RCC), with our parent company, Jones & DeMille Engineering, has 30+ years of experience serving local governments. RCC has worked all over the State of Utah and has completed over 50 major planning initiatives in the last five years.

As experts in land use policy and code, we have driven plans and implementation at every level of government. We have loved working with communities across the State of Utah and beyond to solve unique and controversial problems surrounding growth, community character, private property rights, fees and rates, economic development, and various other issues. Our unique experience with public outreach and land use law, along with our experience with infrastructure, presence, and transparency when dealing with the public have made our previous projects extremely successful.

PROJECT UNDERSTANDING

Our understanding is that Hildale City is looking for a third-party consultant to provide professional planning staff support/augmentation for fiscal year 2021-2022 or until not needed by the City.

We understand the importance of maintaining a competent, neutral, experienced, and professional team to manage the demanding workloads of community development/planning departments. We also realize that in today's competitive job market, attracting and retaining qualified staff is often difficult and expensive for rural jurisdictions to do. Our proposal would allow the City the ability to scale up and down its planning department and services based on its development needs.

CORE TEAM MEMBERS



Mike Hansen, AICP

*MA—Political Economy
MS—Public Administration
BS—Urban Planning*

Mike Hansen has worked in strategy, land use, and organ development for 20+ years. His career has been marked by successful leadership of progressively difficult challenges. Working in all levels of government, he has worn the hats of a strategic planner, demographer, administrator, and change leader. He has led small entrepreneurial teams, statewide initiatives, and even served in the Utah Governor's Cabinet. In the private sector, Mike has orchestrated projects with citizen groups, city staff, and engineers. Focusing on short-term implementation strategies and the long-term return on investment, Mike has drafted roadmaps for cities, counties, and the state with results seen in land use, industry investment, economic development, and state code compliance.



Ryan Robinson

*MS—Public Administration
BS—Political Science*

Ryan is originally from Parowan Utah with a passion for working with rural communities. He has worked with various government agencies, including multiple municipalities as well as the Utah State legislature. His professional experience includes being a City Planner, Field Representative for a federal political office and campaign, leadership team for a University political center, and working in construction management. Ryan has successfully worked on numerous projects on a local municipality level and brings experience on rural issues for a variety of projects. Prior to his current role, he was with Francis Town in Summit County.



Kendall Welch

ICC Certified

Kendall is a certified International Code Council (ICC) Permit Technician, Residential Plans Examiner, Zoning Inspector, and Property Maintenance and Housing Inspector. She has over 7 years of experience in various community development capacities, working primarily with local municipalities in both Utah and Arizona. From small rural towns to large urban cities, she has served in various staff positions including: building permit technician, residential plans examiner, planner I/II, addressing official, planning commission secretary, and more. Kendall has extensive experience with ordinance amendments including drafting, codification, publication, and enforcement.

PROPOSED RATES

We believe that professional planning staff support/augmentation can be provided by various members of our team, based on our different professional strengths and areas of focus. Hourly billing rates for services provided by our team members typically range from \$64.00 - \$190.00 depending on the type of service being provided.

The table below illustrates an estimate of the minimum number of hours required by project type our team believes would be required to properly review various applications.

Application Type	Minimum Hours Required For Review/Processing
Zoning Clearance for Business License	.5 (Residential) / 1.0 (Commercial)
Zoning Clearance for Building Permits	.5 (Residential) / 1.0 (Commercial)
Text Amendment / Lot Split	2.5
Conditional Use Permit	3.0
General Plan Amendment / Rezone / Zone Overlay / Preliminary Site Plan	3.5
Preliminary Plat / Final Site Plan / Amendment	5.0
Final Plat/Amended Plat	6.0
Sensitive Lands	7.5

In order to move forward, we believe that a simple work order with a not-to-exceed amount of **up to \$15,000** could be issued. This type of agreement would be structured to ensure that the City would only be invoiced for work they request, including the option to quit at any time.

If travel is required by the City for things such as: in-person meeting attendance, site inspections, etc., vehicle mileage is charged typically at a rate of approximately \$0.56 per mile. If the City would also prefer RCC to answer general day-to-day inquiries (phone, e-mail, etc.) from the public regarding development opportunities within the City, we also would recommend either setting aside a portion of the \$15,000 mentioned above or funds above and beyond that amount specifically to be used for public interaction.

Sincerely,



Mike Hansen
RURAL COMMUNITY CONSULTANTS