



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 16, 2020
PREPARED BY: Scott Dunlop, Assistant Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to appoint two (2) Planning and Zoning Commission Members and two (2) City Councilmembers to serve on the Comprehensive Plan Request for Proposals (RFP) Review Committee.

BACKGROUND/SUMMARY:

An RFP was released September 8th for a Comprehensive Plan for the City. Proposals to that RFP are due by October 23rd. This Committee will review and score the submitted RFPs the week of October 26th, then shortlist 3-5 proposals to have the applicants come in for in-person interviews the week of November 2nd, then the highest rank proposer will be invited to enter contract negotiations with staff. Once a contract is agreed upon Council will award the contract.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: Not Applicable
PRESENTATION: No
ATTACHMENTS: Yes

- RFP 2020-21

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the City Council appoint members to the Comprehensive Plan Request for Proposals (RFP) Review Committee.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**
