



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Comprehensive Plan

Date: 2/28/2022

The PFEED Committee met February 14 and determined that a new Comprehensive Plan would be a good idea for the city provided the City Administrator have a plan for funding. The City Administrator informed council that the plan will help the City and community identify priorities over 20 years with a five-year strategic plan. The Comprehensive Plan would provide direction for many years to come and guide expansion if possible.

The City Administrator proposes using \$20,000 in Economic Development (local option sales tax) and \$20,000 in general fund reserves to fund the project. A proposed timeline is below:

- February 28
 - City Council approves going out for Request for Proposals (RFP)
- April 6
 - RFPs are due to City Hall
- April 11
 - City Council reviews the RFPs and determines three firms to interview
- April 25
 - Council interviews candidates and provides a recommendation for May 9 meeting
- May 9
 - City Council approves a contract with a firm to update the Comprehensive Plan
- Spring, Summer
 - Firm works with City Council, city staff, and Community members to create plan
- Winter
 - Council adopts a new Comprehensive Plan

This plan will be instrumental in the FY2024 budget and will help council as they prioritize their spending for the City. The City Administrator looks forward to moving forward on this project with council and mapping out the future for Oelwein.