

Request for Qualifications

COMPREHENSIVE PLANNING SERVICES

December 2024

PREPARED FOR

City of Wolfforth

PREPARED BY

Kimley»»Horn

Expect More. Experience Better.

Cover Letter

RE: Request for Qualifications for Comprehensive Planning Services

Dear Ms. Tomlinson and Selection Committee Members:

December 17, 2024

Wolfforth strives to protect its thriving community and small-town charm in the face of limited funds and rapid growth. Kimley-Horn is confident in our ability to help the City chart a clear and effective path for the future through strategic guidance and expertise. Our multidisciplinary experience across Texas and familiarity with Wolfforth equips us with the knowledge to address the unique opportunities and challenges facing the City as it updates the Comprehensive Plan and develops a Flood Damage Prevention Ordinance. As the City considers its selection for this contract, please keep in mind the following merits of Kimley-Horn:

City of Wolfforth
Tara Tomlinson
Director of Development Services
302 Main Street
Wolfforth, TX 79382



BUDGET-FRIENDLY AND FEASIBLE APPROACH: Kimley-Horn is committed to providing solutions that promote social and environmental resilience while sustaining a strong financial future for Wolfforth. We understand the importance of structures within the community being able to withstand future hazards. Our approach includes defining the transportation network pattern to help protect, coordinate, and promote infrastructure to support housing and economic growth. Wolfforth is at a pivotal time in its history, and we are prepared to support more robust development and housing options within the City. We also recognize the challenges posed by aging infrastructure and the cost burden of replacement with limited funds available. Our solutions aim to mitigate the long-term financial strain caused by urban sprawl through grant funding assistance to ensure efficient and effective services for citizens of Wolfforth.



RELEVANT EXPERTISE: Kimley-Horn has the experience and expertise to successfully design a compliant Comprehensive Plan and Flood Damage Prevention Ordinance that uses grant funding through the Texas General Land Office (GLO) Community Development Block Grant – Mitigation Resilient Communities Program (RCP). Our team has a proven track record of securing grant funding through and adhering to the requirements of this program, including previously working with the City to secure the funding for this project. This experience, coupled with the resources of our local, dedicated grant writing team, is your assurance that this project will remain compliant and optimize funds.



TRUSTED LOCAL PARTNER: Having worked with Wolfforth on multiple recent projects, including the ongoing Water/Wastewater Master Plan, we are not only familiar with your staff and needs, but also understand the desires and vision of the community. Our local team in Lubbock, and partners from across Texas, are dedicated to continuing this legacy of excellence and making sure that Wolfforth remains a vibrant and thriving community.

Thank you for considering Kimley-Horn for this important project. We are excited about the possibility of partnering with Wolfforth to update the Comprehensive Plan and create a Flood Damage Prevention Ordinance that will guide the City towards a sustainable and prosperous future. Please feel free to contact me at reid.cleeter@kimley-horn.com or **682.386.1785** if you have any questions or need additional information.

Sincerely,

Kimley-Horn and Associates, Inc.



Reid Cleeter
Project Manager



Tyler Henrichs, PE
Associate/Authorized Signer

Tyler Henrichs, PE is authorized to bind Kimley-Horn to the provisions of this Statement of Qualifications for a period of 90 days.

Project Manager

Reid Cleeter

Reid has nine years of experience working as a planner, market analyst, and project manager for various project types and scales. He has completed planning projects ranging from comprehensive plans, corridor plans, downtown plans, and station area plans to urban design, placemaking, and parks and open space plans. His experience lies in working with public clients throughout Texas to achieve common goals to and solve complex problems.



Relevant Experience

Sachse Comprehensive Plan, Sachse, TX – Project Manager

Kimley-Horn was engaged by the City of Sachse to develop a Comprehensive Plan aimed at enhancing the City's infrastructure, community engagement, and overall development strategy. The project involved a series of key tasks, including project initiation and management, community engagement planning, data collection, market analysis, and community-wide input. Kimley-Horn conducted a project kickoff meeting, organized a tour of key areas in Sachse, and held monthly progress meetings. The team developed a project brand and style guide, built a customizable project website, and provided advertisement materials. Additionally, the team created a communications and community engagement plan, reviewed existing background data, conducted a City Staff Diagnostic Workshop, and performed a socioeconomic and psychographic analysis. The project also included organizing community summits, developing a preferred strategic direction framework, and creating strategies for future land use, mobility, parks and open space, housing and neighborhoods, economic development, infrastructure, and placemaking. Kimley-Horn provided perspective renderings, diagram graphics, and photomontage imagery to depict future conditions, and created a final Comprehensive Plan Report and implementation matrix to track strategies and actions. The updated draft Comprehensive Plan is in its final phases of development and awaiting presentation to the Planning and Zoning Commission (P&Z) and City Council for adoption.

Similarities to Wolfforth's Comprehensive Plan: Supporting Regional Growth, Future CIP, and Infrastructure Alignment

Crandall Comprehensive Plan, Crandall, TX – Deputy Project Manager

Kimley-Horn was engaged by the City of Crandall to develop a Comprehensive Plan aimed at enhancing the fiscal and environmental resiliency of the City through strategic infrastructure planning, community engagement, and overall development strategy. In conjunction with the Comprehensive Plan, the City of Crandall is applying for the Texas GLO RCP grant. The funding will be used to develop flood prevention ordinances and update their building codes. Although the Comprehensive Plan is not funded through the Resilient Communities Program grant, Kimley-Horn is developing a Comprehensive Plan that will fulfill the compliance requirements of the grant for a seamless integration. Crandall is presently at an important crossroads that provides a unique opportunity to capitalize on new growth and investment in the community. This new Comprehensive Plan will provide Crandall residents, community stakeholders, businesses, and civic groups with a venue to envision a future that builds on these key catalysts with supporting uses and businesses that enhance the environment for additional investment in the community. This Comprehensive Plan will also provide recommendations for leveraging the tax base through reinvestment in the community's aging infrastructure.

Similarities to Wolfforth's Comprehensive Plan: Texas GLO RCP Grant Compliant and Community Size

References

Jerod Potts | Economic Development Director | City of Sachse | 469.429.4764 | jpotts@cityofsachse.com

Jerry Dean | City Manager | City of Crandall | 972.427.3771 | jdean@crandalltexas.com

Statement of Services

Project Understanding and Proposed Approach

The City of Wolfforth seeks a qualified consultant to update the Comprehensive Plan to integrate hazard mitigation plans and use grant funding through the Texas GLO Community Development Block Grant – Mitigation Resilient Communities Program. This plan will be a powerful tool in navigating challenges such as aging infrastructure, urban sprawl, development pressure, and financial strain. For this project, we propose a multi-faceted approach, including project initiation and management, data collection and mapping, demographic and market analysis, and a robust community engagement strategy to address Wolfforth's unique challenges. Additionally, we will focus on specific topical areas critical to preserving and enhancing quality of life in Wolfforth, such as projected population growth, housing inventories and markets, and the pressures of new development (i.e., infrastructure demands, architectural compatibility, and new expectations for services). Integrating local and regional hazard mitigation plans, such as the Lubbock County Multi-Jurisdictional Hazard Mitigation Action Plan, will also be critical for future success and must be incorporated into this strategy.

Kimley-Horn's proposed approach is centered on the City's desire to cultivate a plan that supports a modern, fiscally and environmentally resilient City. The members of our proposed team are not only technically savvy and experienced in working with growing communities, but they are committed to providing accessible, equitable avenues to foster feedback from the community. Each task below includes a description of the task. Subtasks for each task can be found on the Schedule page.

Task 1 – Project Initiation and Management

The Kimley-Horn team will initiate the project with a kick-off meeting to outline the project understanding, schedule, scope, and communication methods with the City of Wolfforth. Key City staff will attend to inform the project's progress and outcomes. Following the meeting, the team will tour significant areas in Wolfforth with City staff to understand the City's unique character, history, culture, and challenges, which will aid in community assessment. Monthly progress meetings via Microsoft Teams will ensure project alignment, progress, and schedules. Kimley-Horn will also oversee grant administration duties as allowed by the GLO, ensuring compliance and proper reporting to facilitate fund release and avoid reimbursement issues. Upon completion of planning activities, Kimley-Horn will assist in closing out the grant agreement with the Texas GLO.

Task 2 – Community Assessment

The Kimley-Horn team will collect and assess relevant data and studies within the City limits and Wolfforth ETJ to understand existing conditions, opportunities, and constraints. An in-depth review will occur during the State of the City meeting to evaluate the importance of data sets and background materials, including previous planning studies, policy documents, and development proposals. Based on available data, the team will create relevant existing conditions exhibits and review local and regional studies, like the Lubbock County Multi-Jurisdictional Hazard Mitigation Action Plan, to determine any changes necessary to align with the Texas Water Development Board (TWDB) Flood Damage Prevention Ordinance guidance, as well as FEMA policies and procedures. The Kimley-Horn team will prepare a project base map and PowerPoint templates that will be used to create future presentations, existing conditions maps, and scenarios for future growth in Wolfforth.

Task 3 – Demographic/Market Analysis

The Kimley-Horn team will gather and analyze socioeconomic and psychographic data for Wolfforth, focusing on environmental, demographic, market, and economic characteristics such as natural assets and hazards, population and households' characteristics, community facilities and infrastructure, consumer spending, taxable revenue, visitor information, and economic values. This data will help identify historical and future trends to inform strategic planning. Building on this data, the Kimley-Horn team will create a detailed market profile to explain historic trends and their relevance to investor audiences, including lenders, developers, business owners, and community promoters.

The team will conduct a supply and demand analysis, examining population and household growth trends to project future needs for public facilities and potential residential growth. This analysis will use historical data and projections to guide planning and development strategies.

Task 4 – Community Engagement Strategy

The Kimley-Horn team recognizes the importance of involving residents, property owners, business leaders, and other stakeholders in updating Wolfforth's Comprehensive Plan to ensure community support for its vision and future projects. A communications/community engagement strategy will be established to achieve four key objectives: maximizing participation, ensuring timely and engaging communications, assuring stakeholders that their input is considered, and memorializing meaningful results. A project brand and style guide (brand/project colors and fonts) will be established to provide a recognizable and consistent visual composition to be used in all project materials. Online tools, including a project website, interactive map, and social media posts/messaging, will complement in-person engagement efforts. These tools will help make information more accessible and convenient while increasing participation.

A project website will host online engagements (surveys, interactive maps, idea wall) and provide general project information, event details, summaries, videos, and contact information. Questionnaires and surveys will collect quick feedback online from participants unable to attend events. Initial questionnaires will gather experiences and ideas for Wolfforth, while follow-up questionnaires will refine planning directions based on public event outcomes. To involve typically uninvolved community members, the team and City staff will identify outreach opportunities at City events and regular meetings. Materials for use at events like the Harvest Festival and National Night Out will be prepared to facilitate input.

Community Open House #1 will present State of the City materials and gather feedback on perceptions and the community's vision for the future. This open house format will include interactive discussions, comment forms, map stations, and electronic polling. Results from the Community Open House will be documented in presentation materials and incorporated into web-based applications to allow interested individuals to weigh-in on the future vision for Wolfforth.

Task 5 – Strategic Direction (Vision Statement/Guiding Principles)

Using the results of the previous tasks, Kimley-Horn will work with City staff, elected and appointed officials, and other key stakeholders to establish the Comprehensive Plan's vision and guiding principles which will dictate the goals and recommendations of the plan's key elements. The State of the City Work Session will leverage input from City staff to develop criteria for classifying community assets as to be retained, enhanced, or reviewed as strategic opportunity areas. Criteria will include fiscal considerations, social impacts, capital investments, and other relevant factors. Kimley-Horn will then prepare and present the State of the City findings at a joint meeting with the Advisory Committee, P&Z, and City Council. Based on feedback from the Joint P&Z and City Council meeting, Kimley-Horn will create a Strategic Direction Executive Summary. The summary will outline a land use plan, preferred vision statement, and overriding goals for the Comprehensive Plan. This framework will guide the development of the draft comprehensive plan components.

Task 6 – Comprehensive Plan Key Elements (Draft)

The Kimley-Horn team will collaborate with the City to create a comprehensive document that highlights Wolfforth's history and integrates the following key elements. The team will draft individual sections (subtasks) for City staff review.

- ▶ **Current and Future Land Use Strategy:** Develop a forward-thinking Land Use Strategy and Future Land Use Plan that is aligned with the City's vision. The future land use map will use strategies to protect the community's health, safety, welfare, and quality of life. Define land use categories, update population growth and capacity projections, and establish land use policies.
- ▶ **Mobility/Transportation Strategy:** Assess existing transportation infrastructure (motorized, pedestrian, and bicycle) and recommend any updates to the Master Thoroughfare Plan (MTP), as well as trails maps. Evaluate public safety measures including crime, emergency service response, and facilities to improve community safety.
- ▶ **Economic/Fiscal Strategy:** Enhance the City's business/visitor climate and ensure fiscal sustainability/targeted growth.
- ▶ **Housing and Neighborhoods Strategy:** Develop strategies to support future housing development, for stabilizing housing, encouraging quality development, preserving older neighborhoods, and guiding infill housing.
- ▶ **Environmental and Sustainability Strategy:** Coordinate land use vision with parks and recreation policy goals. Integrate hazard mitigation analysis into Future Land Use Plan. Provide recommendations for connectivity and implementation strategies for future hazard mitigation efforts.

- ▶ **Public Infrastructure and Community Facilities Strategy:** Review and document existing and planned utilities and infrastructure implications. Coordinate water and wastewater plans and identify areas needing additional services. Provide policy direction for future infrastructure improvements and assess City facilities' adequacy relative to their anticipated needs. Identify community facility needs over the next 20-years.
- ▶ **Community Health Strategy:** Identify benchmarks and strategies to improve overall health of the community. Identify and recommend community assets such as historic/cultural resources, programs, and promotions that enhance quality of life.

Task 7 – Key Elements Refinement

The key elements developed in Task 6 will be presented to Wolfforth residents via a second public Community Open House. The results of the public feedback will be summarized and presented, along with the draft elements, to elected and appointed officials for the City. This meeting will dictate the final components of the Comprehensive Plan to move forward to the adoption phase. The Kimley-Horn team will prepare a presentation and attend a second joint meeting with the Wolfforth P&Z and City Council to present feedback received at Community Open House #2 and receive feedback and direction for incorporation into the preferred plan components. Based on feedback from the Community Open Houses and final direction from Joint Workshop #2, the Kimley-Horn team will prepare final Comprehensive Plan components that reflect the consensus of the community input for review and comment. These components, together with comments received, will guide the development of the implementation strategies.

Task 8 – Flood Damage Prevention Ordinance Update

The Flood Damage Prevention Ordinance of the City of Wolfforth (Code of Ordinances Chapter 3) will be updated throughout this process, in compliance with RCP requirements.

Task 9 – Implementation

The Kimley-Horn Team will prepare an Implementation Matrix that will list specific strategies and actions in a user-friendly format to be used as a tracking tool for the City staff members responsible for monitoring and implementing the Comprehensive Plan. Among these strategies will be a recommendation for an annual report to P&Z and City Council regarding implementation actions that have been accomplished and ones that are planned for the near future, and a regular review of the plan on a longer-term basis (such as every five years) for possible updates based on changes in conditions, new information, or emerging market opportunities. The Comprehensive Plan will be summarized in a matrix that identifies specific short-, medium-, and long-term implementation actions and strategies, responsible parties, and potential funding sources for the goals associated with each plan element, along with recommendations related to additional studies that should be undertaken by the City. The Final Comprehensive Plan will be prepared in Adobe InDesign and an interactive web version, GIS shapefiles, InDesign files, and PDF files will be provided to the City as final deliverables, per City specifications and subject to City staff review and approval. Kimley-Horn will provide the files to the City upon completion of the project.

Task 10 – Adoption

The Kimley-Horn team will present the Comprehensive Plan Elements to the Wolfforth P&Z in a public hearing for community and commission comment. The Kimley-Horn team will incorporate any additional commission comments into the Final Draft Comprehensive Plan prior to presentation to the City Council. The Kimley-Horn team will present the Final Draft Comprehensive Plan to the Wolfforth City Council at a public hearing for consideration for adoption. Any subsequent changes by the Wolfforth City Council will be incorporated into the Final Comprehensive Plan document.

Proposed Use of City Staff

Throughout the project horizon, Kimley-Horn expects to exercise a strong partnership with City staff. Through effective collaboration, City staff will empower the Kimley-Horn team to serve as an extension of itself to lead the project from inception to completion. The following is a list of Kimley-Horn's expectations of the City:

- ▶ Access to relevant data and information
- ▶ Coordination and communication
- ▶ Guidance on regulatory framework
- ▶ Stakeholder engagement support
- ▶ Review and feedback
- ▶ Administrative support
- ▶ Institutional knowledge
- ▶ Flexibility and adaptability
- ▶ Partnership and collaboration

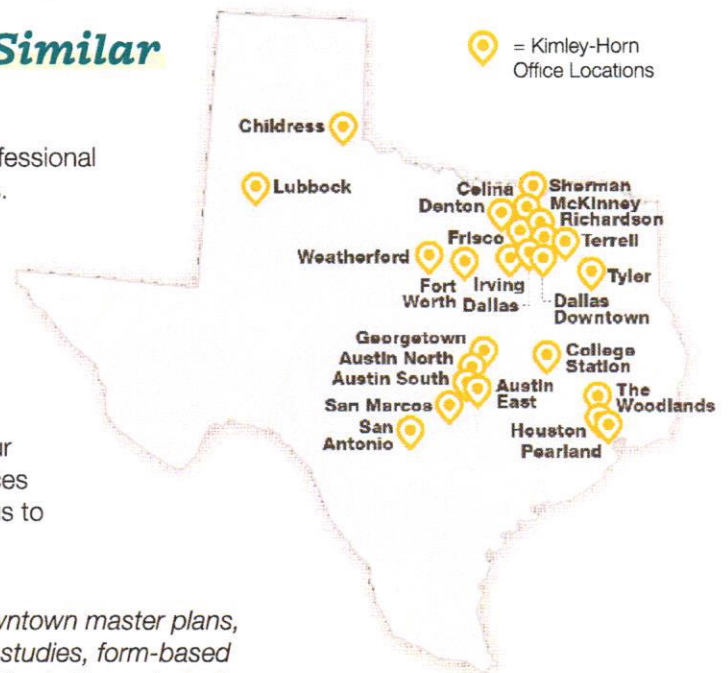
Personnel Skills and Services

Experience Providing Services to Similar Public Sector Entities

Kimley-Horn boasts 57 years of relevant expertise in providing professional services, including successful comprehensive plans, for our clients. Founded in 1967, Kimley-Horn has grown into a nationwide full-service planning, landscape architecture, engineering, and environmental consulting firm. We serve a wide range of clients across many disciplines, including dozens across Texas. We have successfully served the City of Wolfforth on multiple projects as well, including the ongoing Water/Wastewater Master Plan and Master Thoroughfare and Land Use Plan Update in 2020. While all members of the proposed team will prioritize your needs to the highest degree possible, our range of in-house services and office locations, including our local Lubbock office, will allow us to accommodate your schedule and any specialty requirements.

Kimley-Horn has completed successful comprehensive plans, downtown master plans, small area/district plans, multimodal transportation plans, corridor studies, form-based standard and code development, and rezoning for cities and counties in Texas, including:

- Anna
- Addison
- Arlington
- Brownsville
- Bulverde
- Burleson
- Celina
- Cibolo
- College Station
- Crandall
- Dallas
- Decatur
- Denton
- Farmersville
- Ferris
- Fort Worth
- Frisco
- Gainesville
- Henderson
- Kerrville
- Lake Jackson
- Lancaster
- Leander
- Lewisville
- Lubbock
- McKinney
- Mansfield
- Mineral Wells
- Mount Pleasant
- Odessa
- Plano
- Princeton
- Prosper
- Richardson
- Roanoke
- Rockwall
- Rowlett
- Sachse
- Saginaw
- Seguin
- South Padre Island
- Terrell
- Waco
- Weatherford



Organizational Chart

Bold = Task Lead



Project Manager

Reid Cleeter

Principal-in-Charge

Kenny Friar, PE

QC/QA Manager

Mark Bowers, PLA,
AICP, LEED AP

Community Engagement

Haley Carruthers, AICP

Transportation

Jesus Saenz, PE

**Zoning and
Subdivision Support**

Ethan Harwell, AICP
Adolfo Gonzalez

**Public Services
and Facilities**

Kenny Friar, PE
Darby Adams, EIT

Hazard Mitigation

Raul Orozco Jr., AICP

**Land Use and
Fiscal Resilience**

Reid Cleeter

Grant Administration

Steven Sims



Reid Cleeter

PROJECT MANAGER

LAND USE AND FISCAL RESILIENCE LEAD

Reid has nine years of experience working as a planner, market analyst, and project manager for various project types and scales. He has completed planning projects ranging from comprehensive plans, corridor plans, downtown plans, and station area plans to urban design, placemaking, and parks and open space plans. His experience lies in working with public clients throughout Texas to achieve common goals to and solve complex problems.

Professional Credentials

*Bachelor of Science,
Geography,
University of North Texas*

*American Planning
Association, Member*

*Urban Land Institute,
Member*

Relevant Experience

- Crandall Comprehensive Plan, Crandall, TX
- Sachse Comprehensive Plan, Sachse, TX
- Richardson Comprehensive Plan, Richardson, TX
- Anna 2050 Comprehensive Plan, Anna, TX**
- Corinth 2040 Comprehensive Plan, Corinth, TX**
- Temple 2020 Comprehensive Plan, Temple, TX*
- Fair Oaks Ranch Comprehensive Plan Update, Fair Oaks Ranch, TX*
- Forward Fate Comprehensive Plan, Fate, TX*
- Duncanville Comprehensive Plan, Duncanville, TX*
- Farmers Branch East Side Plan, Farmers Branch, TX*
- Terrell Comprehensive Plan, Terrell, TX*
- Granbury Comprehensive Plan, Granbury, TX*
- Broken Arrow Comprehensive Plan, Broken Arrow, OK*
- Magna General Plan Update, Magna, UT*
- Saratoga Springs General Plan, Saratoga Springs, UT*
- South Salt Lake General Plan, South Salt Lake, UT*
- Farmington Station Area Plan, Farmington, UT*
- Ballpark Station Area Plan, Salt Lake City, UT*

**Project completed prior to joining Kimley-Horn*

***Project completed prior to joining Kimley-Horn, but as a subconsultant to Kimley-Horn*



Kenny Friar, PE

PRINCIPAL-IN-CHARGE

PUBLIC SERVICE AND FACILITIES LEAD

Kenny has 18 years of experience in West Texas utility design and planning. As a Wolfforth resident, Kenny will be highly valuable as a local liaison to the City and planning team and will be able to be at any meeting in Wolfforth within 15 minutes. His design experience includes working closely with in Texas Commission on Environmental Quality (TCEQ) standards.

Relevant Experience

- Wolfforth Risk and Resiliency Study and Emergency Response Plan, Wolfforth, TX
- Wolfforth Development Plan Review, Wolfforth, TX
- Donald Preston Drive and United Driveway Traffic Signal, Wolfforth, TX
- 98th Street (Upland Avenue to Milwaukee Avenue), Lubbock, TX
- Lubbock South Loop 88 Utility Relocations, Lubbock, TX
- Lake Alan Henry Treated Water Line, Lubbock, TX
- Lubbock Lowhead C Supply Line Design Survey, Lubbock, TX
- South Lubbock Sanitary Sewer Extension Project, Lubbock, TX
- Lift Station #41 Replacement, Lubbock, TX
- Low Head C Supply Line Design Survey, Lubbock, TX
- 54-Inch South Lubbock Sanitary Sewer, Lubbock, TX
- Amarillo Wastewater System Modeling and Master Plan Update, Amarillo, TX
- Amarillo Development Progress Funding Study, Amarillo, TX
- Midland Engineering Design Manual, Midland, TX
- Abernathy Community Development Block Grant Street Rehabilitation, Abernathy, TX

Professional Credentials

*Bachelor of Science,
Civil Engineering,
Texas Tech University*

*Professional Engineer in
Texas (No. 120159)*

*American Society of
Civil Engineers, Member*



Mark Bowers, PLA, AICP, LEED AP

QC/QA MANAGER

Mark brings 35 years of urban design and landscape architectural experience and has extensive experience in the project management and planning of comprehensive plans, corridor plans, downtown plans, area plans, zoning ordinances, streetscape projects, neighborhood park projects, trails projects, comprehensive parks and open space plans, campus master plans, transportation enhancement projects, and transit projects. His extensive background and skill set is sought after by clients, and his portfolio of work includes numerous repeat clients.

Professional Credentials

Master of Landscape Architecture, University of Colorado at Denver

Bachelor of Science, Landscape Architecture, University of Texas at Arlington

Professional Landscape Architect in Texas (No. 1587)

American Institute of Certified Planners (No. 110145)

LEED Accredited Professional

American Planning Association, Member

American Society of Landscape Architects, Member

Relevant Experience

- Crandall Comprehensive Plan, Crandall, TX
- Mount Pleasant Comprehensive Plan, Mount Pleasant, TX
- Mineral Wells Comprehensive Plan, Mineral Wells, TX
- OneMcKinney 2040 Comprehensive Plan, McKinney, TX
- Henderson Comprehensive Plan, Henderson, TX
- Decatur 2050 Comprehensive Plan, Decatur, TX
- Kerrville 2050 Comprehensive Plan, Kerrville, TX
- Anna 2050 Comprehensive Plan, Downtown Plan, and Parks Master Plan, Anna, TX
- Balch Springs 2036 Comprehensive Plan Update, Balch Springs, TX
- Cibolo Comprehensive Plan, Cibolo, TX
- Richardson Comprehensive Plan, Richardson, TX
- Doyle Community Area Plan, Kerrville, TX
- Ferris Comprehensive Plan, Ferris, TX
- Frisco Comprehensive Plan Update, Frisco, TX
- Weatherford General Plan, Weatherford, TX
- Hudson Oaks Comprehensive Plan, Hudson Oaks, TX
- Lancaster Comprehensive Plan Update, Lancaster, TX
- Pearland Comprehensive Plan Update, Pearland, TX
- Princeton Comprehensive Plan Update, Princeton, TX
- South Padre Island Comprehensive Plan, South Padre Island, TX
- Waco Downtown Implementation Strategy, Waco, TX
- Garland Greenbelt Parkway Special Area Plan, Garland, TX



Haley Carruthers, AICP

COMMUNITY ENGAGEMENT LEAD

Haley's knowledge of planning brings a diverse perspective to cultivate comprehensive solutions centered in community engagement, analysis, and story. Haley has worked on small area plans, long-range comprehensive planning, parks, recreation and open space planning, active transportation planning and equity planning. She is skilled in building an inclusive space for community members to provide input and share vital feedback for the planning process. Haley has experience leading community discussions for concept visioning, identifying prioritization, and diversity, equity, and inclusion topics. Haley is proficient in ArcGIS tools that leverage viable solutions for communities centered in data analysis. These tools include ArcGIS PRO, Business Analyst and ArcGIS Online. Using these resources, she has built equity indexes, developed walk and drive time network maps, and conducted resource-based analysis. Haley is also a strong graphic designer with skills in Adobe Creative Cloud that help create a strong project identity that encourages community response and buy in.

Professional Credentials

Bachelor of Science, Urban and Regional Planning, Texas A&M University

American Institute of Certified Planners (No. 35684)

Relevant Experience

- Crandall Comprehensive Plan, Crandall, TX
- Henderson 2050 Comprehensive Plan, Henderson, TX
- Mineral Wells 2050 Comprehensive Plan, Mineral Wells, TX
- Balch Springs 2036 Comprehensive Plan Update, Balch Springs, TX
- Cibolo Comprehensive Plan, Cibolo, TX
- Ferris 2050 Comprehensive Plan, Ferris, TX
- Woodway Comprehensive Plan, Woodway, TX
- Richardson Comprehensive Plan, Richardson, TX
- Ferris Downtown Plan, Ferris, TX
- Leander Old Town Master Plan, Leander, TX
- Woodway US 84 District Corridor Plan, Woodway, TX
- San Angelo SS4A Safety Action Plan and ADA Transition Plan, San Angelo, TX
- Seguin Safety Action Plan, Seguin, TX
- Midtown Strategic Mobility Study, Dallas, TX



Raul Orozco Jr., AICP

HAZARD MITIGATION LEAD

Raul is a certified planner with over five years of project experience and specializes in employing innovative and creative techniques to develop community-focused plans. His expertise spans GIS, graphics, illustration, research and analysis, small-area plans, comprehensive plans, downtown plans, communication plans, and community engagement strategies and facilitation. Beyond this, Raul has played a pivotal role in spearheading resilience planning initiatives at local, regional, and state levels. His project portfolio extends across various endeavors across the Southeast.

Professional Credentials

*Master of Urban Planning,
Texas A&M University*

*Bachelor of Global Arts,
Planning, Design, and
Construction,
Texas A&M University*

*American Institute of
Certified Planners
(No. 34657)*

Relevant Experience

- Crandall Comprehensive Plan, Crandall, TX
- Seguin Safety Action Plan, Seguin, TX
- Oklahoma City SS4A Comprehensive Safety Action Plan, Oklahoma City, OK
- Azle Comprehensive Plan, Azle, TX*
- Envision Caldwell Comprehensive Master Plan, Caldwell, TX*
- Northlake Next Comprehensive Plan, Northlake, TX*
- Hickory Creek Comprehensive Plan, Hickory Creek, TX*
- Tallahassee – Leon County Comprehensive Plan, Tallahassee, FL*
- Bedford Risk and Resilience Assessment, Bedford, TX*
- Burkburnett Risk and Resilience Assessment, Burkburnett, TX*
- Hurst Risk and Resilience Assessment, Hurst, TX*
- Northlake Risk and Resilience Assessment, Northlake, TX*
- Pharr Risk and Resilience Assessment, Pharr, TX*
- Richland Hills Risk and Resilience Assessment, Richland Hills, TX*
- Trophy Club MUD Risk and Resilience Assessment, Trophy Club, TX*
- Azle Parks and Recreation Master Plan, Azle, TX*
- Azle Master Thoroughfare Plan, Azle, TX*
- Port Aransas Parks and Open Space Masterplan, Port Aransas, TX*

**Project completed prior to joining Kimley-Horn*



Jesus Saenz, PE

TRANSPORTATION LEAD

Jesus has nine years of experience in roadway design and has served as project task lead and engineer on projects within multiple TxDOT districts and municipalities in West Texas. His experience includes transportation planning, urban and rural roadway design, storm sewer design, 3D modeling, cross sections, signing and pavement marking, and traffic control. Jesus is also experienced in construction phase timing, construction cost estimates, and coordination with various franchise utilities and technical staff.

Relevant Experience

- Wolfforth Monument Signage, Wolfforth, TX
- 98th Street PS&E and Construction Phase Services, Lubbock, TX
- Alcove Avenue PS&E, Lubbock County, TX
- US 84 at FM 2528, Lubbock, TX
- Erskine Street (Texas Tech University Parkway to Indiana Avenue), Lubbock, TX
- Medley Flood Mitigation Area South Roadway Design, Medley, FL
- Loop 1910 Pavement Rehabilitation and Reconstruction, Andrews, TX
- Truck Reliever Route Feasibility Study, Reeves County, TX
- Truck Reliever Route Schematic/Environmental, Reeves County, TX
- RM 1061 Widening and Super 2, Potter/Oldham Counties, TX
- SH 349 at Lone Star Improvements, Midland, TX
- SL 250 at Todd Drive PS&E, Midland, TX
- University Boulevard PS&E (Andrews to Grandview), Odessa, TX
- Faudree Road PS&E (SH 191 to Yukon), Odessa, TX
- Faudree Road Linear Detention Pond PS&E, Odessa, TX
- 56th Street PS&E (SL 338 to Faudree Road), Odessa, TX
- US 287 Mansfield Schematic and Environmental, Mansfield, TX
- SL 338 Feasibility Study, Odessa, TX
- US 82 Gap Project Schematic/Environmental, Wichita Falls, TX

Professional Credentials

*Bachelor of Science,
Civil Engineering,
Texas Tech University*

*Professional Engineer in
Texas (No. 135270)*

*Texas Society of Professional
Engineers, Member*



Professional Credentials

*Master of Science,
Urban Planning,
Texas A&M University*

*Bachelor of Science, Urban
and Regional Planning,
Texas A&M University*

*American Institute
of Certified Planners
(No.34951)*

Ethan Harwell, AICP

ZONING AND SUBDIVISION SUPPORT LEAD

Ethan has more than five years of municipal planning experience. He has honed his technical skills over hundreds of technical reviews of subdivision plats, site development plans, and construction plans and negotiations for zoning requests, planned unit developments, special use permits, and development agreements for a wide range of development types from single-family subdivisions to commercial sites and mixed-use development. Ethan also has experience drafting code language on permitted uses, landscaping, tree preservation, and architectural design standards. This wide range of experience gives him a comprehensive understanding of the development process, how to provide quality customer service, and how to guide projects through the development process. Ethan's experience also includes managing large workloads and coordinating with multiple stakeholders on projects including staff, engineers, architects, other design disciplines, elected/appointed officials, and special interest groups. Ethan applies this knowledge of development through his assistance in working with local municipalities on long-range planning efforts, development review, and in supporting developments through the entitlements and permitting phases of development.

Relevant Experience

- Hutto Comprehensive Plan, Hutto, TX
- Toro Grande Comprehensive Plan Amendment and Rezoning, Cedar Park, TX
- Liberty Hill On-Call Planning Services, Liberty Hill, TX
- Cibolo On-Call Planning Services, Cibolo, TX
- Jarrell Unified Development Code Chapter 4 Update, Jarrell, TX
- Lytle Zoning Map, Lytle, TX
- Gateway College Preparatory Annexation and Zoning, Georgetown, TX
- US 183 Corridor Study, Leander, TX
- Honeycutt Tract Public Utilities District (PUD), Georgetown, TX
- Lenox Hill Townhomes Transportation Plan Amendment, Leander, TX
- Core Spaces Mixed Use PUD and Site Plan, Georgetown, TX
- Toro Grande Future Land Use Map and Conceptual Plan, Cedar Park, TX
- Wildhorse Ranch PUD, Austin, TX
- 220 Ralph Ablanedo Zoning and PUD, Austin, TX
- High Ridge Future Land Use Plan Petition, Cedar Park, TX
- Home Depot PUD, Leander, TX
- Urban Genesis Limmer Loop, Hutto, TX
- Aspen Heights Schmidt's Creek, Hutto, TX



Adolfo Gonzalez

ZONING AND SUBDIVISION SUPPORT

Adolfo is a planning analyst with experience working with public municipalities. He has contributed to the success of multiple comprehensive plan updates and planning policies in Texas. Adolfo has been involved in long-range planning efforts, including permitting, environmental planning, GIS mapping, public engagement, and grant procurement.

Relevant Experience

- Ferris Code Amendments, Ferris, TX
- Josephine Subdivision and Zoning, Josephine, TX
- Decatur Subdivision Ordinances, Decatur, TX
- Ferris Staff Augmentation, Ferris, TX
- Permian Basin Region SS4A Comprehensive Safety Action Plan, Midland, TX
- San Angelo SS4A Comprehensive Safety Action Plan, San Angelo, TX
- Midland County SS4A Comprehensive Safety Action Plan, Midland County, TX
- Crandall Comprehensive Plan, Crandall, TX
- Woodway Comprehensive Plan, Woodway, TX
- Cibolo Comprehensive Plan, Cibolo, TX
- Richardson Comprehensive Plan, Richardson, TX
- Sachse Comprehensive Plan, Sachse, TX
- Princeton Corridor Plan, Princeton, TX
- Seguin SS4A Comprehensive Safety Action Plan (Equity Analysis), Seguin, TX
- Weatherford SS4A Comprehensive Safety Action Plan, Weatherford, TX
- Burleson Parks Master Plan, Burleson, TX
- Chandler Comprehensive Plan, Chandler, OK

Professional Credentials

*Master of Urban and Regional Planning,
Texas A&M University*

*Bachelor of Science,
University Studies,
Texas A&M University*



Darby Adams, EIT

PUBLIC SERVICES AND FACILITIES SUPPORT

Darby has six years of water and wastewater experience with municipalities in West Texas. Her experience includes water and wastewater treatment, infrastructure design, and planning. Her planning experience includes facility performance evaluations and system modeling. Her design experience ranges from new infrastructure such as facilities and pipelines to infrastructure improvements and rehabilitation.

Relevant Experience

- Wolfforth Chloramine Conversion, Wolfforth, TX
- Wolfforth Development Plan Review, Wolfforth, TX
- Wolfforth Water Distribution Model, Wolfforth, TX
- Wolfforth Elevated Storage Tank, Wolfforth, TX
- Loop 88 Water Quality Evaluation, Wolfforth, TX
- Amarillo Northeast Interceptor, Amarillo, TX
- River Road Wastewater Treatment Plant (WWTP) Evaluation, Amarillo, TX
- Tierra Blanca WWTP Construction Contract Administration, Canyon, TX
- Greenwood Water System TCEQ and EPA Compliance, Midland, TX*
- Water System Emergency Conditions Modeling and Evaluation, China Spring, TX*
- EDC Phase Environmental Site Assessment, Andrews, TX
- San Angelo Howard Street, San Angelo, TX
- Bayview MUD New Middleton Lift Station and Utility Relocation, Bacliff, TX*
- Bayview MUD Water Line Extension and System Looping, Bacliff, TX*
- North Basin 5 Sanitary Sewer Analysis and Improvements, Tomball, TX*
- MUD 365 TCEQ 210 Reuse Authorization, Harris County, TX*

**Project completed prior to joining Kimley-Horn*

Professional Credentials

*Master of Science,
Environmental Engineering,
Texas Tech University*

*Bachelor of Science,
Environmental Engineering,
Texas Tech University*

*Engineer-in-Training in Texas
(No. 67080)*



Professional Credentials

Bachelor of Science, Civil Engineering, West Texas A&M University

Steven Sims

GRANT ADMINISTRATION LEAD

Steven has seven years of experience working a variety of projects, including grant funding research and identification, application writing, and administration. Additionally, he has a technical background in water, wastewater, storm, sewer, detention, pavement, roadway, grading, parking lot, and residential and commercial development engineering design. This technical background provides him a unique perspective during grant application development. Steven understands project planning, communication, and managing deadlines. His current responsibilities include project management, client coordination, data management, funding application development and review, funding research, and preparing preliminary analysis for capital planning projects associated with grants and funding submittals.

Relevant Experience

- Abernathy CDBG Application, Abernathy, TX
- Littlefield Utilities CDBG Application, Littlefield, TX
- Littlefield Downtown Revitalization CDBG Application, Littlefield, TX
- Lamesa CDBG Application, Lamesa, TX
- Hale Center USDA Grant Application, Hale Center, TX
- Amarillo Lift Station Texas Water Development Board (TWDB) Grant Application, Amarillo, TX
- Defense Economic Adjustment Assistance Grant Application, Universal City, TX
- Consolidated Rail Infrastructure and Safety Improvements (CRISI) Grant Application, Denton, TX
- CRISI Grant Application, Terrell, TX
- San Antonio Airport Defense Community Infrastructure Program Grant Application, San Antonio, TX
- San Antonio Airport Multimodal Project Discretionary Grant (MDPG) Mega Grant Application, San Antonio, TX
- ODOT MPDG Rural Grant Application, Tishomingo, OK
- TWDB Flood Infrastructure Fund Applications, Grand Prairie, TX
- SS4A Planning and Demonstration Grant Application, Pilot Point, TX
- Building Resilient Infrastructure and Communities Grant Application, Lummi Tribe, WA
- Hazard Mitigation Grant Program Application, Manatee County, FL
- SS4A Planning and Demonstration Grant Application, Universal City, TX

Similar Projects

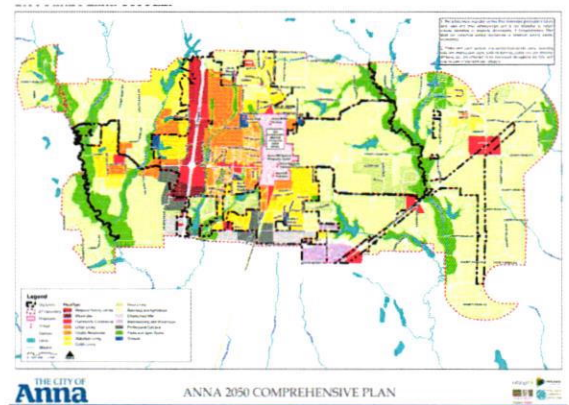
Crandall Comprehensive Plan | Crandall, TX

Kimley-Horn was engaged by the City of Crandall to develop a Comprehensive Plan aimed at enhancing the fiscal and environmental resiliency of the City through strategic infrastructure planning, community engagement, and overall development strategy. In conjunction with the Comprehensive Plan, the City of Crandall is applying for the Texas GLO Resilient Communities Program grant. The funding will be used to develop flood prevention ordinances and update their building codes. Although the Comprehensive Plan is not funded through the Resilient Communities Program grant, Kimley-Horn is developing a Comprehensive Plan that will fulfill the compliance requirements of the grant for a seamless integration. Crandall is presently at an important crossroads that provides a unique opportunity to capitalize on new growth and investment in the community. This new Comprehensive Plan will provide Crandall residents, community stakeholders, businesses, and civic groups with a venue to envision a future that builds on these key catalysts with supporting uses and businesses that enhance the environment for additional investment in the community. This Comprehensive Plan will also provide recommendations for leveraging the tax base through reinvestment in the community's aging infrastructure.

Similarities to Wolfforth's Comprehensive Plan: Texas GLO RCP Grant Compliant and Community Size

Anna 2050 Comprehensive Plan, Downtown Plan, and Parks Master Plan | Anna, TX

Anna was an early 20th century railroad town and some of the remnants of those times still remain. Anna is currently 15 square miles in size and was officially incorporated in 1913. Its historic character, small-town appeal, and quick access to the DFW Metroplex make this rapidly growing community of nearly 17,000 an appealing destination for those who move to the area. Since the adoption of the previous Comprehensive Plan in 2010, Anna grew by 18%, increasing its population to over 15,000 at the start of the new plan. With many development projects on the horizon and a dramatic increase in its current and expected population, an update to the comprehensive plan was necessary to help position the City for the future. In March 2020, Kimley-Horn led a team of consultants to facilitate a new Comprehensive Plan for Anna. The plan addressed issues related to maintaining a small town feel while optimizing future growth, attracting a diverse range of housing and employment options, and promoting the health and vitality of existing neighborhoods, businesses, and infrastructure. The Anna 2050 Comprehensive Plan; Downtown Master Plan; and Parks, Recreation, Open Space, and Trails Master Plan were unanimously adopted by the Anna City Council in April 2021.



Similarities to Wolfforth's Comprehensive Plan: Strategic Infrastructure Coordination, Population and Household Build Out, and Environmental and Character Preservation

Henderson Comprehensive Plan | Henderson, TX

The City of Henderson retained Kimley-Horn to create their inaugural Comprehensive Plan for their community. In 2022, Henderson experienced a strong need for additional residential developments, as well as guidance to incentivize ways to attract new development along the Loop 571 corridor. The Kimley-Horn team engaged with the community to identify several key ideas and recommendations for the comprehensive plan. The public was also encouraged to weigh in on two different future land use scenarios in Henderson. Elements of the Henderson Comprehensive Plan include:

- Future land use
- Mobility and connectivity
- Infrastructure
- Housing and neighborhoods
- Parks and open space
- Economic development

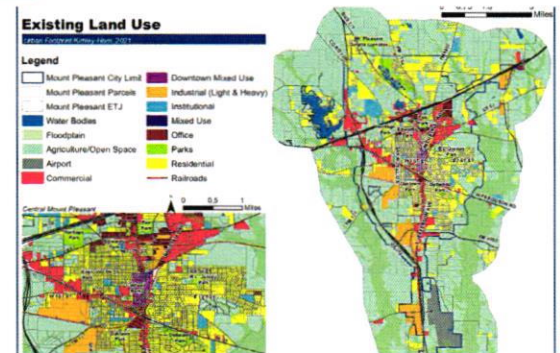


This Comprehensive Plan will provide the City of Henderson with the tools that they need to incentivize development and continue prospering as an East Texas community. The Comprehensive Plan was adopted in November 2023.

Similarities to Wolfforth's Comprehensive Plan: Community Size and Regional Economic Development

Mount Pleasant Comprehensive Plan | Mount Pleasant, TX

The City of Mount Pleasant is a highly desirable community located in the heart of northeast Texas. Established in 1848 as the County Seat of Titus County, the City offers exemplary schools, a historic downtown, a strong industrial economic base, and a uniquely beautiful natural setting, with rolling hills, lakes, and pine forests. Since the adoption of its previous Comprehensive Plan in 2001, Mount Pleasant saw a significant increase in start-up businesses that were quickly gaining a national presence. While the City was successful in attracting these businesses, significant issues existed related to providing housing for the workforce necessary to sustain the growth of these and future businesses. Additionally, after the previous comprehensive plan adoption, TxDOT constructed the US 271 Bypass Loop which created a need for an appropriate development vision for that corridor. In July 2021, Kimley-Horn was engaged by the City to facilitate the development of a new Comprehensive Plan for Mount Pleasant. The plan was envisioned to build community consensus related to a number of issues facing the community, including creating strategies for expanding desired retail; business development to support a more diversified economy; maintaining the special friendly, small-town character of the community while accommodating new growth; providing attainable housing to support desired industries; developing a plan for continued revitalization of the downtown; and planning for future development along the US 271 Loop. Comprehensive Plan elements developed by the Kimley-Horn team included:



- Land use and design
- Economic vitality
- Mobility and connectivity
- Infrastructure, resources, and energy
- City services and facilities
- Downtown parks, recreation, and open space master plan
- Implementation and Monitoring

The Kimley-Horn team also prepared a project branding package for both planning efforts, including a special project logo and supporting materials, reviewed existing conditions, developed a new GIS map of existing land uses, established a preliminary strategic direction for the community, facilitated significant community discussion related to the plan through a specially designed project website, a community survey, stakeholder interviews, and a community forum. The Mount Pleasant Comprehensive Plan and the Mount Pleasant Parks, Trails, Recreation, and Open Space Plan were both adopted by the Mount Pleasant City Council in summer 2022.

Similarities to Wolfforth's Comprehensive Plan: Bypass Loop Coordination, Unique Project Branding, and Parks, Trails, and Open Space Integration

Mineral Wells Comprehensive Plan | Mineral Wells, TX

The City of Mineral Wells retained Kimley-Horn to create a unified vision for their community. The City has seen numerous revitalization efforts in their Downtown area recently, and City leadership wanted to capitalize on recent wins to identify new opportunities at the citywide level. Downtown Mineral Wells also experiences heavy truck traffic through their downtown corridors. A key element of the Comprehensive Plan was to identify an alternative truck route to ease traffic congestion throughout Downtown.

The Kimley-Horn project team conducted an online community survey that gathered over 300 responses and attended multiple community events, including the Crazy Water Festival, SpookyWells, and other pre-existing events to gather additional community feedback.

In addition, the project team met with the Comprehensive Plan Advisory Committee (CPAC), and held several joint work sessions with the CPAC, the P&Z, and City Council to determine what specific improvements City leadership would like to see in the community. Elements of the Mineral Wells Comprehensive Plan include mobility and connectivity, transportation, future land use, economic development, parks and open space, and fiscal sustainability. The Comprehensive Plan was adopted in November 2023.

Similarities to Wolfforth's Comprehensive Plan: Community Events, Fiscal Sustainability, and Bypass Route



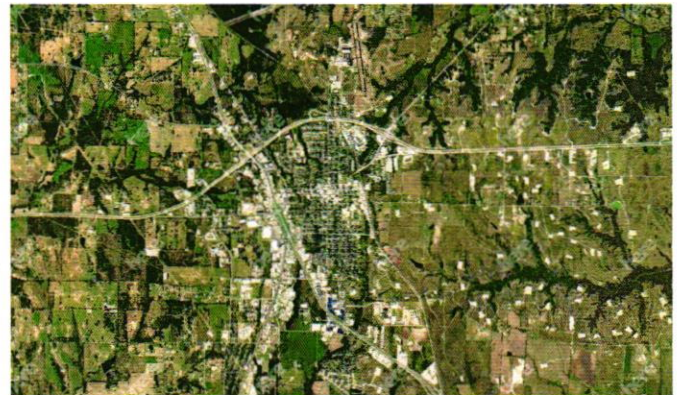
Decatur 2050 Comprehensive Plan | Decatur, TX

Since the adoption of their previous Comprehensive Plan in 2004, Decatur experienced significant commercial growth (due to the City's role as a regional commercial center) and a demand for new residential neighborhoods. Additionally, significant growth pressures were expected in Decatur soon due to rapid expansion of the DFW Metroplex into adjacent communities. Decatur leaders recognized a need to develop a new Comprehensive Plan that addressed the rapidly changing context of the community to position the city to capitalize on the growth opportunities that were quickly approaching.

In August 2019, Kimley-Horn was engaged by the City to facilitate the development of a new Comprehensive Plan for Decatur. The plan-built community consensus related to a number of issues facing the community, including creating strategies for maintaining the small-town feel while responding to future growth pressures in the community; maintaining and capitalizing on the historic character of Downtown Decatur; attracting a range of housing products to support "aging in place" within the community and to provide workforce housing to support the Wise Health System Medical Center, the Decatur Conference Center, the Decatur Municipal Airport and the Decatur Business Park; and establishing a roadmap for implementing a future plan that is based on creating a fiscally balanced community.

Kimley-Horn prepared a project website, reviewed existing conditions, and established a preliminary strategic direction for the community. The team also facilitated significant community discussion related to the plan through a specially designed community survey, stakeholder interviews, community open houses, interaction at community events (including A Touch or Rust), engagement of special groups (including the Decatur Lions Club and Decatur Independent School District), and a community-wide charrette. The consultant team then worked with the community to develop consensus on a preferred future scenario and developed detailed plan components and implementation strategies. The Decatur 2050 Comprehensive Plan was adopted unanimously by the Decatur City Council in October 2020.

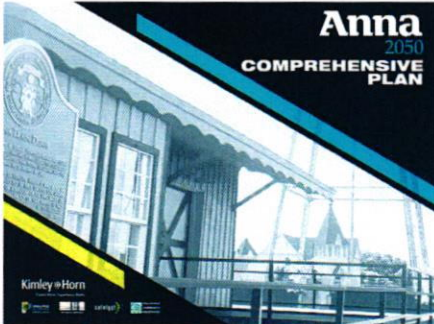
Similarities to Wolfforth's Comprehensive Plan: Community Size and Fiscal Sustainability



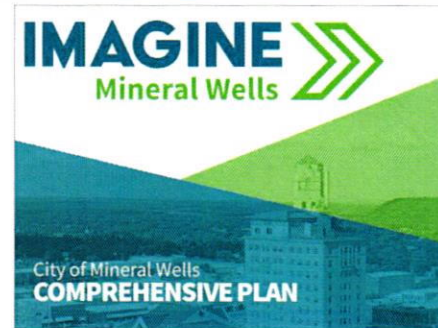
Samples of Related/Comparable Past Projects

Scan the QR codes below to view our past projects.

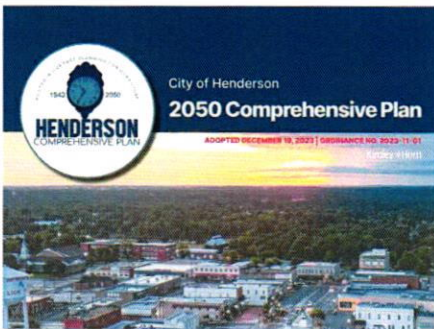
Anna 2050 Comprehensive Plan, Downtown Plan, and Parks Master Plan



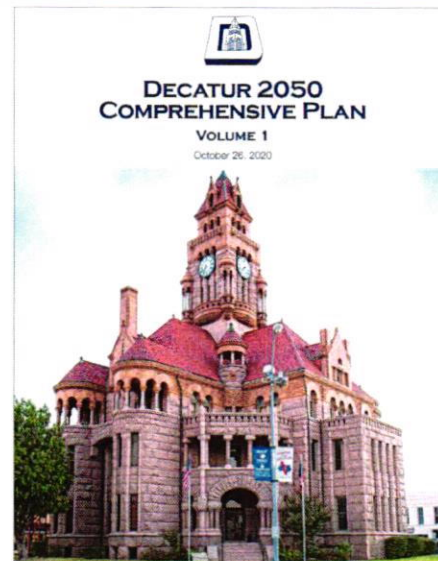
Mineral Wells Comprehensive Plan



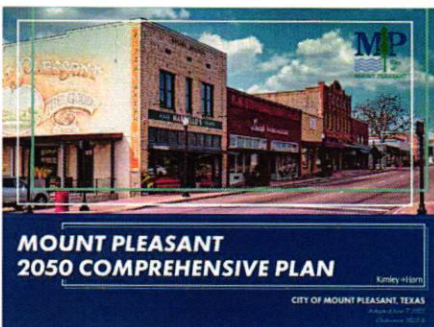
Henderson Comprehensive Plan



Decatur 2050 Comprehensive Plan



Mount Pleasant Comprehensive Plan



References

Crandall Comprehensive Plan

City of Crandall | Jerry Dean, City Manager | jdean@crandalltexas.com | 972.427.3771

Mount Pleasant Comprehensive Plan

City of Mount Pleasant | Robert LaCroix, Former Director of Building and Develop | rlacroix@mpcity.org | 972.754.9682

Henderson Comprehensive Plan

City of Henderson | Jay Abercrombie, City Manager | jabercrombie@hendersontx.com | 903.657.6551

Mineral Wells Comprehensive Plan

Haws Hill and Associates (City's Project Representative) | Tony Allender, Economic Development Principal
tallender@hhcllp.com | 832.483.1853

Decatur 2050 Comprehensive Plan

City of Decatur | Dedra Ragland, Planning Director | dragland@decaturtx.org | 940.393.0250

Required Disclosures and Certifications

Kimley-Horn and Associates, Inc. certifies that if awarded the contract we will be able to complete and adhere to the following documents, per the RFQ for this solicitation.

- ▶ Conflict of Interest Questionnaire
- ▶ Certificate of Interested Parties
- ▶ Certification Regarding Boycotting Israel
- ▶ Certification Regarding Boycotting of Firearms Entity or Firearms Trade Association
- ▶ Certification Regarding Boycotting of Certain Energy Companies