



**TO: Linda Gorton, Mayor
Urban County Council**

**FROM: Jim Duncan, Director
Division of Planning**

**CC: Commissioner Keith Horn
Department of Planning and Preservation**

DATE: October 2, 2023

**SUBJECT: Engagement of Services for Urban Growth Management Master Plan (RFP
34-2023)**

Request: Council authorization to execute an agreement with TSW for an amount not to exceed \$563,100. TSW will use the funds to develop the Urban Growth Management Master Plan for the land identified for expansion of the Urban Service Area.

Purpose of Request: On June 15, 2023, Council approved the 2023 Comprehensive Plan Goals and Objectives that included direction to the Planning Commission and the Division of Planning staff to expand the Urban Service Area and develop a master plan for the land by December 1, 2024. The master planning process will include an existing conditions analysis, public and stakeholder engagement, land use and transportation concept development, concept plans for targeted sites, development of a regulatory framework for implementation, fiscal impact analysis, housing cost burden data (including affordable housing recommendations), and identification of costs and strategies for funding public infrastructure, facilities, and services.

Cost in this Budget year and future budget years: \$563,100 of General Funds for FY 24. No additional funds are anticipated.

Are the funds budgeted? Funds are budgeted in the amount of \$400,000. Budget amendment is in process for the balance of \$163,100. Account number is 1105-160701-0001-71299.

File Number: 1036-23

Director/Commissioner: Duncan/Horn

