



City Council Memorandum

To: Mayor Fasbender and City Council
From: Alex Menke, Economic Development Coordinator
Date: July 1, 2024
Item: Authorize Signature: Professional Services Agreement – HKGi – Highway 55 Small Area Plan

Council Action Requested:

Authorize signature of a professional services agreement, subject to review and minor changes by the City Attorney, between the City of Hastings and HKGi to perform a market and infrastructure analysis and generate a concept area design for land surrounding Highway 55 and Jacob Avenue. A simple majority is necessary for action.

Need for Planning Services

Staff has been approached by landowners, with holdings just beyond the existing city limits, expressing interest in possibly developing and being annexed into the City. Discussions with landowners resulted in a desire for the City to provide a plan for the type of developments being sought out for the western edge of the City. Staff wishes to engage in professional planning services for this area so that a thoughtful, fiscally responsible, concept plan can be created. This plan will be used internally as a reference document when landowners come to the City with the intention to develop their properties. The City is not seeking to compel annexation of properties outside of the City Limits, but to develop a plan if property owners approach the city for annexation.

Request for Proposal

The City issued a Request for Proposals (RFP) to provide services. Six firms responded to the RFP with three firms interviewed by the City. HKGi was chosen based on their comprehensive experience in preparing concept area plans with market analysis in similar cities.

Budget

The Agreement caps expenses at \$50,000 which is the allocated budget for the project.

Scope of Services

The Scope of Services will be outlined and negotiated on in the coming Professional Services Agreement, that will be subject to review and alteration by the City Attorney.