



## KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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"Building Partnerships – Building Communities"

### AGENDA STAFF REPORT

**AGENDA DATE:** June 20, 2017

**ACTION REQUESTED:** Approval of Professional Services Agreement with SCJ Alliance for Consulting Services for the Comprehensive Plan Update

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**BACKGROUND:** At the June 13, 2017 CDS study session with the Board of Commissioners, staff presented a proposed professional services agreement and scope of work from SCJ Alliance (SCJ) for consulting services for the Comprehensive Plan update. At that meeting, the Board directed staff to have the scope of work revised to remove "Review Kittitas County Shoreline Management Plan" from Phase 4, and to include the update of the critical areas ordinance in the scope of work.

Review of the shoreline management plan has been removed from the scope of work. Staff has reviewed the critical areas ordinance update with SCJ, and they will be providing an amended contract that includes this work in the near future. In the interim, staff recommends approval of the scope of work as currently proposed, so that SCJ can begin work on the update immediately. Kittitas County has an interagency agreement with Department of Commerce for a Growth Management Act Update Grant, and a written work plan is due to Commerce no later than June 30, 2017.

**INTERACTION:** Board of Commissioners, Community Development Services, Prosecutor's Office

**RECOMMENDATION:** Sign the Professional Services Agreement with SCJ Alliance

**HANDLING:** None

**ATTACHMENTS:** SCJ Alliance Professional Services Agreement

**LEAD STAFF:** Dan Carlson, AICP, Community Development Services Director