

STAFF REPORT REGULAR MEETING

AGENDA DATE: January 20, 2026

DEPARTMENT: City Attorney

TITLE:

Professional Services Agreement for Special Magistrate services with Eugene M. Steinfeld, Attorney at Law, P.A.

SUMMARY:

Professional Services Agreement for Special Magistrate services provide the City with Special Magistrates who preside over code enforcement and other applicable matters. Multiple Special Magistrates are retained to ensure the City has coverage in the event of a conflict of interest or scheduling conflict. The Special Magistrates are typically scheduled to provide services on a rotating basis.

BACKGROUND AND JUSTIFICATION:

Pursuant to section 2-63 of the City's Code of Ordinances, the City is required to retain one or more special magistrates to preside over code enforcement hearings and other applicable matters. The City Attorney recommends that the City retain an additional special magistrate to preside over code enforcement hearings and other applicable matters in the event of a conflict of interest or scheduling conflict with the City's current Special Magistrate and to serve in an ongoing rotation system.

Attached is a proposed Professional Services Agreement for Special Magistrate Services with Eugene M. Steinfeld, Attorney at Law, P.A.

MOTION:

Move to approve/disapprove the Professional Services Agreement for Special Magistrate Services with Eugene M. Steinfeld, Attorney at Law, P.A.

ATTACHMENT(S):

Fiscal Impact Analysis
Agreement

FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Inflows/Revenues					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
Outflows/Expenditures					
Appropriated (Budgeted)	\$5,000	0	0	0	0
Operating	0	0	0	0	0
Capital	0	0	0	0	0
Net Fiscal Impact <i>(If not budgeted)</i>	0	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

Contract Award - Existing Appropriation (Budgeted)	
	Expenditure
Department	Community Sustainability
Division	Remediations Fund
GL Description	Professional Services/Legal
GL Account Number	160-2040-515.31-10
Project Number	N/A
Requested Funds	\$5,000
Remaining Balance	\$4,687.50
Source of Revenue (i.e. Paygo, Current Revenue, Bond Money, Grants, etc.)	Current revenue