



## Staff Update

Meeting Date: October 3, 2023

Agenda Item:

Staff Contact (name, email, phone): John Weidl, City Manager, [jweidl@whitewater-wi.gov](mailto:jweidl@whitewater-wi.gov), 262-473-0104

### BACKGROUND

(Enter the who, what when, where, why)

1. The Neighborhood Services Director and Officer positions are currently open. Not filling the positions provided an opportunity to revisit efficiencies in the department and test a new model of operation regarding code enforcement and zoning administration on a temporary basis.
2. Municipal Code Enforcement was asked to provide quotes for both services.
3. The quotes represented a potential cost savings versus filling the open positions.
4. Per the Procurement Policy, it is within the City Manager's purview to retain a professional service provider for services identified in the approved budget.
5. The City Attorney reviewed the contracts and the City Manager signed them on September 18, 2023.

### PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

### FINANCIAL IMPACT

(If none, state N/A)

See attached.

### STAFF SUMMARY

Staff believes the outsourcing of code enforcement and zoning administration will provide a cost savings to the City and result in more efficient and effective enforcement and administration. The contracts expire on December 31, 2023 which will provide sufficient time to test the model before future contract commitment.

### ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Zoning Administrative Services Contract
2. Code Enforcement Services Contract
3. Savings Impact