

**Council Meeting Date:
Octobrt 12, 2022**

Agenda Item Cover Sheet

Agenda Item Subject/Title:

Direct staff, in coordination with the Ordinance Review Committee, to prepare a Request for Proposals (RFP) seeking a contract for part-time services from a qualified Compliance Officer. .

Agenda Item Summary:

Council and the Ordinance Review Committee have, in the last few months, developed a number of Ordinances for the benefit of our citizens and the City. It is important that there be a consistent effort to inform our citizens on these new Ordinances as well as the overall Code of Ordinances.

Considering the size of our City, as well as our residents' commitment to the City and its character, a full-time Compliance Officer is not necessary.

Recommend that the RFP seek the services of a qualified Compliance Officer on a part-time basis for an hourly rate not to exceed \$20.00, with the total value of the contract not to exceed \$8,000 per year, including mileage reimbursement.

Financial Impact:

Not to exceed \$8,000 for fisal year 2022-23. Fundsa are available in the annual budget.

Recommendations:

Council to approve development of the RFP for a part-time Compliance Ofifcer. . :

Submitted by: Mayor Pro Tem Aurora LeBrun