



MAYOR & COUNCIL COMMUNICATION

DATE: January 6, 2014

CONSENT

ITEM # 6

AGENDA ITEM: Appointment of Official City Engineer and City Attorney for 2014

SUBMITTED BY: Adam Bell, Assistant City Administrator/City Clerk

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Beckie Gumatz, Deputy Clerk

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Administrator
- Report/Presentation.....City Administrator
- Questions from Council to Staff Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor & City Council
- Action on Motion Mayor Facilitates

POLICY RECOMMENDER: Staff

FISCAL IMPACT: None

SUMMARY AND ACTION REQUESTED: The City Council is respectfully requested to appoint an official City Engineer and City Attorney. These officials are contracted for professional engineering and legal advice. These appointments are not specifically required by statute or ordinance, but are consistent with past practice. No specific motion is needed as this item is part of the Consent Agenda. However, if Council chooses to remove this item from Consent, the recommended motions are as follows:

“Move to appoint Mr. Jack Griffin, of Focus Engineering, Inc., as the official City Engineer and principal provider of professional engineering services for 2014.”

“Move to appoint Mr. Dave Snyder, of Johnson & Turner, P.A., as the official City Attorney and principal provider of both civil and criminal legal services for 2014.”

LEGISLATIVE HISTORY: Mr. Jack Griffin of Focus Engineering currently serves as the Official City Engineer and primary provider of professional engineering services. He is

supported by Mr. Ryan Stempksi. Focus Engineering and the City have an ongoing agreement for professional services effective 7/19/2011. This appointment would be a continuation of that agreement.

Mr. David Snyder of Johnson & Turner currently serves as the Official City Attorney for both civil and criminal legal services. At his last appointment, Mr. Snyder indicated that he would continue his services under the same terms and conditions as a previous agreement from 4/13/2009. This appointment would be a continuation of that previous agreement.

BACKGROUND INFORMATION (SWOT):

Strengths Mr. Griffin and Mr. Snyder are familiar with the City and its current needs. Both parties currently meet the city's legal and engineering services needs at satisfactory levels.

Weaknesses City needs may change and other or additional services may be required. No proposals were sought or received from other parties.

Opportunities All contracting parties should look to identify areas where the City can save money or maximize services provided.

Threats There are no specific identifiable threats. As with all contract services, parties may terminate the services and the City would need to find a replacement.

RECOMMENDATION: The City Council is respectfully requested to appoint an official City Engineer and City Attorney. These officials are contracted for professional engineering and legal advice. These appointments are not specifically required by statute or ordinance, but are consistent with past practice. No specific motion is needed as this item is part of the Consent Agenda. However, if Council chooses to remove this item from Consent, the recommended motions are as follows:

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