

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON,  
APPROVING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF  
OLYMPIA AND MARK C. SCHEIBMEIR FOR HEARING EXAMINER SERVICES**

**WHEREAS**, the position of Hearing Examiner is established in Olympia Municipal Code (OMC) Chapter 18.82, and per OMC 18.82.040, the Hearing Examiner shall be selected by the City Council and may be retained on a professional service contract for a term and on conditions determined appropriate by the Council; and

**WHEREAS**, the current Hearing Examiner, Mark Scheibmeir, has been under contract with the City as Hearing Examiner since 2013, and that contract will expire on April 30, 2022; and

**WHEREAS**, on October 21, 2021, the Land Use & Environment Committee (LUEC) directed staff to move forward with a Request for Qualifications (RFQ) for the services of Hearing Examiner; and

**WHEREAS**, the City posted an RFQ on the City's website in December 2021, and published the RFQ twice in the Daily Journal of Commerce. The RFQ was also distributed to members of the Hearing Examiner Association of Washington; and

**WHEREAS**, the City received two responses to the RFQ, and a City staff screening committee reviewed the responses and forwarded both candidates to the LUEC for interviews; and

**WHEREAS**, LUEC then conducted candidate interviews at a special public meeting held via Zoom on February 9, 2022. LUEC subsequently held a discussion on the candidates and forwarded a recommendation to the City Council that attorney, Mark Scheibmeir, continue his service as Olympia Hearing Examiner under a new contract for a two-year period, with an option to extend the contract for two years upon the mutual agreement of Mr. Scheibmeir and the City;

**NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE** as follows:

1. The Olympia City Council hereby approves the form of Professional Services Agreement between the City of Olympia and Mark C. Scheibmeir for Hearing Examiner services upon the terms and conditions contained therein.

2. The City Manager is authorized and directed to execute on behalf of the City of Olympia the Professional Services Agreement with Mark Scheibmeir for Hearing Examiner services, and any other documents necessary to execute said Agreement, and to make any amendments or minor modifications as may be required and are consistent with the intent of the Agreement, or to correct any scrivener's errors.

**PASSED BY THE OLYMPIA CITY COUNCIL** this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

**Mark Barber**  
\_\_\_\_\_  
CITY ATTORNEY