



## City Council

### Approval of a Resolution Authorizing Amendment No. 1 to the Professional Services Agreement with Mark C. Scheibmeir for Hearing Examiner Services

**Agenda Date:** 4/9/2024  
**Agenda Item Number:** 4.Q  
**File Number:**24-0277

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**Type:** resolution **Version:** 1 **Status:** Passed

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#### Title

Approval of a Resolution Authorizing Amendment No. 1 to the Professional Services Agreement with Mark C. Scheibmeir for Hearing Examiner Services

#### Recommended Action

##### Committee Recommendation:

Not referred to a committee.

##### City Manager Recommendation:

Move to approve a Resolution authorizing Amendment No. 1 to the Professional Services Agreement between the City of Olympia and Mark C. Scheibmeir for Hearing Examiner services.

#### Report

##### Issue:

Whether to approve a Resolution authorizing Amendment No. 1 to the Professional Services Agreement between the City of Olympia and Mark C. Scheibmeir for Hearing Examiner services.

##### Staff Contact:

Tim Smith, Deputy Director, Community Planning and Development, 360.570.3915

##### Presenter(s):

None - Consent Calendar Item.

#### Background and Analysis:

The current Hearing Examiner, Mark Scheibmeir, has been under contract with the City for Hearing Examiner services since 2013. The current Professional Services Agreement between Mr. Scheibmeir and the City was authorized via resolution by the City Council in 2022 following a formal selection process and recommendation by the City's Land Use & Environment Committee.

The Agreement is for two years and provides that its terms could be extended once for an additional two years upon the mutual written agreement of the City and the Hearing Examiner. The proposed

Amendment extends the Agreement to April 30, 2026.

**Climate Analysis:**

The Resolution and Professional Services Agreement Amendment and will not directly impact climate or greenhouse gas emissions.

**Equity Analysis:**

The Resolution and Professional Services Agreement Amendment are not expected to impact known disparities in the Olympia community.

**Neighborhood/Community Interests (if known):**

The work of the Hearing Examiner has been a topic of interest to community members as development continues throughout the City.

**Financial Impact:**

There is not a direct financial impact related to this contract amendment. The Hearing Examiner contract will continue to provide for the Examiner to be paid on an hourly basis at the rate of \$225 per hour for required hearings. Permit fees are included in OMC Chapter 4.40 for staff costs to prepare and conduct Hearing Examiner hearings, and for appeals to the Hearing Examiner of administrative decisions.

**Options:**

1. Approve the Resolution authorizing Amendment No. 1 to the Professional Services Agreement for Hearing Examiner services with attorney, Mark Scheibmeir.
2. Do not approve the Resolution.
3. Consider approval of the Resolution at another time.

**Attachments:**

Resolution  
Amendment  
Agreement