



Administrative Report

H.5., File # 25-0071

Meeting Date: 1/21/2025

To: MAYOR AND CITY COUNCIL
From: STEPHANIE MEYER, INTERIM FINANCE DIRECTOR

TITLE

APPROVE CONTRACTS UNDER \$35,000:

1. APPROVE A CONSULTING SERVICES AGREEMENT WITH SWAPE, LLC FOR ENVIRONMENTAL REVIEW SERVICES IN AN AMOUNT NOT TO EXCEED \$6,000 AND THE TERM JANUARY 21, 2025 TO DECEMBER 31, 2025
2. APPROVE AN AGREEMENT WITH LEADING RESOURCES, INC. TO ASSIST WITH THE PREPARATION OF A COMMUNITY DEVELOPMENT DEPARTMENT STRATEGIC PLAN IN AN AMOUNT NOT TO EXCEED \$12,000 AND THE TERM JANUARY 21, 2025 TO MAY 31, 2025

EXECUTIVE SUMMARY

Approve Contracts Under \$35,000

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Agmt, Signature & Insurance - SWAPE, LLC
- Agmt & Signature - Leading Resources, Inc.