

**CITY OF CLOVERDALE  
CITY COUNCIL**

**RESOLUTION NO. 097 –2021**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVERDALE APPROVING AN AGREEMENT WITH ROBERT SMITH IN AN AMOUNT NOT TO EXCEED FIFTY THOUSAND DOLLARS (\$50,000) TO PROVIDE CODE ENFORCEMENT SERVICES FOR THE CITY OF CLOVERDALE AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT AND APPROVE A BUDGET AMENDMENT IN THE AMOUNT OF FIFTY THOUSAND DOLLARS (\$50,000) TO THE GENERAL FUND (100-50-502-42150-000)**

**WHEREAS**, Code Enforcement is the prevention, detection, investigation, and enforcement of violations of statutes or ordinances regulating public safety, public works, business activities, building standards, land-use, and municipal affairs to preserve the high quality of life expected by Cloverdale residents; and

**WHEREAS**, most code enforcement cases in Cloverdale are either Planning or Building in nature; and

**WHEREAS**, currently, the City's Planning and Building Departments conduct the code enforcement activities in a reactive manor, meaning when the city receives a complaint, an investigation occurs, and the appropriate actions are taken; and

**WHEREAS**, the Finance, Administration and Police subcommittee directed staff to provide alternatives for additional code enforcement efforts within the city; and

**WHEREAS**, the direction from the Finance, Administration and Police subcommittee was to pursue a proactive approach to code enforcement, meaning actively seeking code violations throughout the city; and

**WHEREAS**, staff researched several options, including a contract with Robert Smith, and presented the options during the October 27th city council meeting and the council agreed to move forward with the contract with Robert Smith; and

**WHEREAS**, the proposed contract with Robert Smith includes developing a comprehensive code enforcement consisting of a ordinances or other municipal code amendments, fines and/or fee recommendations, procedures, template letters and notices as needed for effective enforcement of the City's codes; and

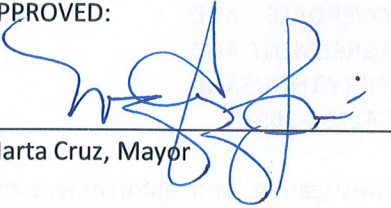
**WHEREAS**, the proposed contract with Robert Smith includes managing the City's day-to-day enforcement of zoning and municipal codes as directed by the Assistant City Manager, including receiving, investigating, and responding to registered complaints, establishing deadlines for compliance, monitoring compliance efforts, levying fines or penalties as necessary, leading complaint through any necessary hearing processes, set up and maintenance of legally compliant complaint files and closing of complaints/files.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Cloverdale, State of California, does authorize City Manager to execute the contract with Robert Smith in a form approved by the City Attorney and increasing the budget in the General fund expenses (100-50-502-42150-000) by fifty thousand dollars (\$50,000)

The foregoing Resolution No. 097-2021 was duly introduced and adopted by the City Council of the City of Cloverdale at its regular meeting held on the 10th day of November 2021 by the following roll call vote:

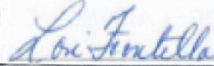
Ayes: 5 Councilmembers: Lands, Palla, Bagby, Wolter, Cruz  
Noes: 0  
Absent: 0  
Abstaining: 0

APPROVED:



Marta Cruz, Mayor

ATTEST:



Lori Frontella, Acting City Clerk