



TO: PEGGY ARRAIZ, CODE COMPLIANCE MANAGER, CODE ENFORCEMENT  
FROM: ANDREA H. DUENAS, ASSISTANT CITY ATTORNEY **AHD**  
THROUGH: SARA HEDGES, CITY ATTORNEY *SH*  
RE: AGREEMENTS APPOINTING SPECIAL MAGISTRATES JAMY BARREAU AND JENNIFER PESHKE  
PURSUANT TO RFP 2024-028  
CAO RLS FILE: 24-357 (BARREAU)  
24-366 (PESHKE)  
DATE: OCTOBER 3, 2024

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I have reviewed the above Requests for Legal Services (RLS) which ask the City Attorney's Office to approve Resolutions appointing Jamy Barreau and Jennifer Peshke as special magistrates pursuant to RFP 2024-028.

This Office determined that it would be more appropriate for the City to enter into an Agreement with each special magistrate.

An Agreement for Special Magistrate Services was drafted by this Office and reviewed and approved by both the Building Department and the Code Compliance Department. I have uploaded the Template for future use.

The Agreement for Special Magistrate Barreau was uploaded to RLS 24-357, and the Agreement for Special Magistrate Peshke was uploaded to RLS 24-366. The terms of the Agreements are identical.

Because these agreements emanated from an RFP, you must consult with the Purchasing Department to ensure that all City procedures have been followed. Once that is done, you will need to place these Agreements on a City Commission Agenda.

If you have any questions as to how to proceed, please do not hesitate to contact this office.

/ahd