

2016-15



*Quinlivan & Associates, LLC*

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CONTRACT FOR SERVICE

KEITH COUNTY

PLANNING AND ZONING OFFICE

Keith County wishes to retain the services of Jack Quinlivan of Quinlivan and Associates, LLC.

For the purpose of preparing for and the administration of the Keith County Planning Commission meeting on May 5<sup>th</sup>, 2016.

Preparation and administration will consist of:

1. Review and approval of agenda
2. Necessary administrative staff reports and recommended ordinance changes
3. Coordinate and participate in site visit(s) for scheduled hearings
4. Advise Planning Commission during the course of the scheduled hearings
5. Review suggested ordinance changes to Keith County Zoning Ordinance
6. Participate in discussion regarding update to Keith County Comprehensive Plan by Mr. Keith Marvin.

Compensation: Fifty-five dollars per hour (\$55.00) not to exceed Five Hundred Dollars (\$500.00) as well as Provision of a vehicle, access to and use of office equipment necessary for the accomplishment of items 1-6 listed above.

Beginning Date: April 25, 2016

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Jack Quinlivan, President and CEO of Quinlivan & Assoc. LLC>

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C.W. Baltzell, Chairman, Keith County Board of Commissioners

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