

Request for Qualifications (RFQ) for City Attorney

Opening for Applications: March 5-April 15th, 2017

Decision made on or before June 14, 2017

The City Of Mosier is seeking a qualified licensed attorney to represent the city in a contracted position as directed and authorized by the City Council.

Mosier is a small and vibrant community of around 440 people in the heart of the Columbia River Gorge National Scenic Area. We have a seven person city council including our Mayor. We meet on the first and third Wednesdays of each month. Our community, engaged and progressive, prioritizes quality of life and supports values of equality, justice, and environmental sustainability.

The city has a full time City Manager (Kathy Fitzpatrick), a part time Financial Officer/Bookkeeper, a Water Master/Maintenance guru, and contracted Engineering and WWTP services.

**Scope of Work**

Advise small city government in the heart of the Columbia on the full range of legal issues for municipal government.

Applicants should have significant experience in State and local land use issues and

Laws related to municipal operations including:

Open meetings

Public records

Contracts

Land use and zoning

City and State laws related to government operations such as:

Passage of ordinances

Enforcement of city code

Working understanding of municipal utilities

The attorney serves at the pleasure of the Mayor and City Council, and works closely with the City Manager. The applicant should be able to occasionally attend evening City Council meetings in Mosier.

To apply, please send by email to [mosiercityhall@mosierwinet.com](mailto:mosiercityhall@mosierwinet.com) including:

1.One page cover letter describing your interest and availability

2. Resume

3. Approximate hourly rate or proposed billing structure

4. Please briefly answer the following questions as part of your response.

5. 250-300 words describing your understanding of the role of a contract agent for the City of Mosier.

6. 250-300 words describing your philosophy of public service.

7. 250-300 words describing how you would resolve conflicting request from the Mayor, City Manager and City Councilors.

Deadline:

All responses shall be received by City Hall no later than 4pm on/or before April 15th. Proposals that fail to meet this deadline shall be considered non-responsive and disqualified under this RFQ. The City of Mosier may withdraw this RFQ without harm and may accept or reject any or all of the proposals at their sole discretion without harm to any applicant. Any contract awarded under this RFQ shall be subject to available public resources and terminable at will by the City Council without harm to the contracted party.