

DATE: November 27, 2007
TO: Mayor and City Council
FROM: Human Resources Director
SUBJECT: Fire Chief Recruitment

RECOMMENDATION

That Council approves the attached resolution authorizing the City Manager to execute a professional services agreement with Peckham and McKenney for recruitment services and appropriating funds for this purpose.

BACKGROUND

In March, 2007, in response to the City's release of a Request for Proposals, the City Council authorized entering into a professional agreement with the firm of Peckham and McKenney to undertake the recruitment for a City Manager.

In May, 2007, the City Council authorized extending the professional agreement with Peckham and McKenney to undertake the recruitment for a City Attorney.

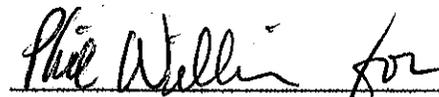
DISCUSSION

Recently the Fire Chief announced he will retire effective December 28, 2007. Use of an executive search firm to conduct the recruitment process for this position is entirely appropriate. In light of their current engagement, staff contacted Peckham and McKenney to ascertain the firm's availability for this additional assignment. The firm indicated it is available and agreeable to assist the Council with this additional recruitment.

FISCAL IMPACT

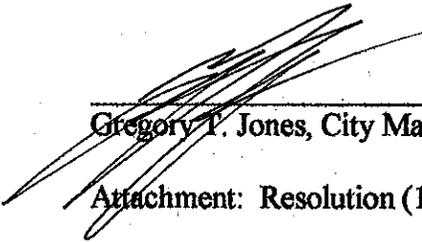
The firm has also agreed to maintain the same fee as for the City Attorney recruitment, in the amount of \$23,000.

Recommended by:



Holly Brock-Cohn, Human Resources Director

Approved by:



Gregory T. Jones, City Manager

Attachment: Resolution (1)

DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. 07-

Introduced by Council Member

Mac
11/13/07

**RESOLUTION AUTHORIZING THE CITY MANAGER TO
NEGOTIATE AND EXECUTE AN AGREEMENT FOR
PROFESSIONAL SERVICES WITH PECKHAM & MCKENNEY
TO RECRUIT FOR THE POSITION OF FIRE CHIEF, AND
APPROPRIATE FUNDS**

BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is hereby authorized and directed to negotiate and execute a contract for services with Peckham and McKenney to recruit a Fire Chief, in an amount not to exceed \$23,000, in a form to be approved by the City Attorney.

BE IT FURTHER RESOLVED by the City Council of the City of Hayward that Resolution No. 07-079, as amended, the Budget Resolution for fiscal year 2007-08, is hereby amended by approving an appropriation of \$23,000 from the General Fund (Fund 100) to Fund 100-1601-7210, for recruitment of a Fire Chief.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2007

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____

City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward