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DATE: October 21, 2008
TO: Mayor and City Council
FROM: Interim Human Resources Director
SUBJECT: Human Resources Director 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

Recently, the Human Resources Director announced her resignation effective September 5, 2008. Given the high level of activity and importance of the Human Resources Department, it is vital to have this position filled by a permanent Director.

DISCUSSION

Staff has contacted and has received a proposal for recruitment services from the firm Peckham and McKenney for this recruitment. Previously, Peckham and McKenney have conducted successful executive searches for the City including the City Manager, City Attorney, City Clerk, and Fire Chief recruitments. Their fee proposal for this recruitment includes a professional service fee of \$17,000 and expenses not to exceed \$7,000 for total not to exceed contract amount \$24,000.

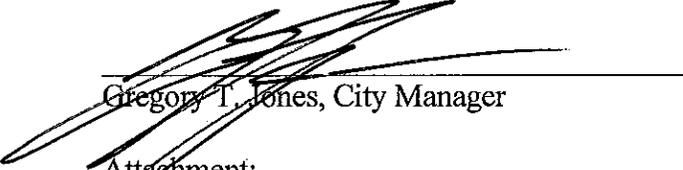
FISCAL AND ECONOMIC IMPACT

An appropriation in the amount of \$24,000 out of General Fund Reserve will be required to fund this contract.

Prepared by:

Helen Bell, Interim Human Resources Director

Approved by:



Gregory T. Jones, City Manager

Attachment:
Resolution

