

# **CITY COUNCIL COMMITTEE**

## **SPECIAL MEETING – Please Note Start Time**

### **POLICY DEVELOPMENT AND INTERNAL OPERATIONS**

**Mayor Ron Leone, Chair**  
**Bill Shinn, Committee Member**

**3:30 p.m.**  
**Monday, January 23, 2012**

**City Manager's Conference Room**  
**1950 Parkside Drive, Concord**

#### **ROLL CALL**

#### **PUBLIC COMMENT PERIOD**

- 1. INTERVIEWS** – with Executive Search Firms for City Attorney position.
- 2. ADJOURNMENT**

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Distribution: City Council  
Dan Keen, City Manager  
Valerie Barone, Assistant City Manager  
Mark Coon, Acting City Attorney  
Kathi Ito, Human Resources Director  
Administrative Services  
Press

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## ***MEMORANDUM***

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January 23, 2012

**TO:** Members of the Council Subcommittee on  
Policy Development and Internal Operations  
Mayor Ron Leone, Chair  
Vice Mayor Bill Shinn, Member

**FROM:** Kathy Ito, Director of Human Resources

**SUBJECT:** **Interviews with Executive Search Firms being Considered  
to Conduct the Recruitment for a new City Attorney**

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Staff is requesting the Policy Development and Internal Operations Council Subcommittee to hear presentations by Executive Search Firms who have been contacted by the Human Resources Department and invited to prepare proposals outlining their approach toward recruiting applicants for the City Attorney position.

The firms making presentations will be as follows:

1. Alliance Resource Consulting, LLC
2. William Avery & Associates, Inc.
3. Bob Murray & Associates
4. CPS HR Consulting
5. Peckham & McKenney

Each firm will be provided 10 minutes to present their proposal and the Committee members and staff will be provided 20 minutes to ask questions and clarify comments.

Upon the conclusion of the presentations, the Council Subcommittee will be invited to share their comments and selection decision with staff.

Human Resources staff will contact the successful Executive Search firm to begin the City Attorney recruitment process.