


Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM REPORT

Meeting: January 17, 2023
To: Honorable City Councilmembers
From: Mayor Hinton
City Administration
Subject: Consideration of Creation of Ad Hoc Committee for Recruitment for City Manager/City Attorney Position
Recommendation: That the Council Discuss and Consider Creation of an Ad Hoc Committee for Recruitment of City Manager/City Attorney Position
Funding: Currently Budgeted: _____ Yes _____ No xxx N/A
Net General Fund Cost: \$
Amount: \$

Account Code/Costs authorized in City Approved Budget: AK (verified by Administrative Services Department)

INTRODUCTION/PURPOSE:

This item is to request that the discuss and Consider Creation of an Ad Hoc Committee for Recruitment of City Manager/City Attorney Position. If an Ad Hoc Committee is approved, it is recommended the Council Appoint two Councilmembers to the Ad Hoc Committee and provide specific direction to the Ad Hoc Committee.

BACKGROUND:

Each year, the City Council makes appointments to the various committees. The Council will be discussing Committee appointments based upon the Mayor’s recommendation on an agenda item prior to this item. As the roles of City Manager and City Attorney are critical functions within the City, this discussion of creation of an ad hoc committee is a separate agenda item.

An Ad Hoc Committee will serve for a limited time from appointment until March 30, 2023 or when their role is completed, whichever first occurs. The City Council, from time to time, may authorize ad hoc committees for the purpose of studying and making recommendations on specific issues.

DISCUSSION:

In October 2022, City Manager/City Attorney Larry McLaughlin publicly announced he is retiring after 35 years with the City of Sebastopol. An actual date has not yet been determined to allow the City to continue discussion on recruitment for a replacement.

The timeline for an Executive search depends on the number and method of processes developed and there are multiple options for the method and structure of a recruitment. Therefore it is proposed that the City Council create an Ad Hoc committee to review all options and comparisons of the options and return to the City Council at their February 7, 2023 or February 21, 2023 City Council meeting with recommendations for the recruitment of a City Manager.

The City Manager/City Attorney Ad Hoc Recruitment Committee would be an ad-hoc committee not subject to Brown Act requirements, since it is for a limited subject, has a limited duration and involves personnel issues for a position subject to City Council oversight.

City Council / General Plan Goals:

This item reflects the City Council Goals and Values as listed below:

The City of Sebastopol is committed to maintaining a high quality of life for current and future members of our community, through excellent public service and careful stewardship of its financial, human, and natural resources.

Goal 5 - Provide Open and Responsive Municipal Government Leadership

ENVIRONMENTAL REVIEW

The proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378(b)(5), in that adopting a resolution making required findings and authorizing the City Manager to implement teleconferenced public meetings for the City Council and all City subordinate bodies pursuant to Assembly Bill 361 does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment. and is exempt pursuant to Section 15269(c) of the CEQA Guidelines, as specific actions necessary to prevent or mitigate an emergency.

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, if staff receives public comment from interested parties following the publication and distribution of this staff report such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of this item.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to the scheduled meeting date.

FISCAL IMPACT:

There is no cost associated with this item tonight. The recommended action has no direct impact on the City's finances until a recruitment process is approved which will be brought back to City Council for approval. Future budgetary impacts may include but not limited to, compensation, benefits, recruitment, etc. It is proposed that those costs be reviewed by the Ad Hoc Committee if created and return to the City Council for future action.

RECOMMENDATION: That the Mayor and City Council Consider Creation of an Ad Hoc Committee for Recruitment of City Manager/City Attorney Position. If an Ad Hoc Committee is approved, it is recommended the Council Appoint two Councilmembers to the Ad Hoc Committee and provide specific direction to the Ad Hoc Committee.

Attachment(s):

None