



Agenda Item

City Council

Item #: 3.8.

4/8/2025

File #: 25-0176

TO: Honorable Mayor and Members of the City Council

THRU: Tom Kisela, City Manager

FROM: Monica Espinoza, Human Resources Director

1. SUBJECT

Professional Services Agreement with Mosaic Public Partners, LLC for executive search services.

2. SUMMARY

Professional Services Agreement with Mosaic Public Partners, LLC for executive search services for the position of City Attorney.

3. RECOMMENDED ACTION

Approve Professional Services Agreement with Mosaic Public Partners, LLC in the amount of \$25,000, plus a \$5,000 contingency representing the cost for executive search services; and authorize the Mayor and City Clerk to execute on behalf of the City.

4. FISCAL IMPACT

The total expense for this agreement is \$25,000 and will be funded through General Fund (100):

100.0000.52011.00000 Non-Departmental Miscellaneous Expenditures.

5. STRATEGIC PLAN GOALS

Goal 4: Improve Employee Retention and Recruitment

Objective 4.5: Implement Succession Planning Strategies

6. DISCUSSION AND BACKGROUND

The City engaged Mosaic Public Partners, LLC in January 2025 for the purpose of City Manager executive search services in the amount of \$25,000. The City now has an additional critical vacancy of City Attorney and desires to have Mosaic Public Partners, LLC conduct an additional executive search.

In the aggregate both searches exceed the City Manager approval threshold of \$30,000 therefore, City Council action is required to approve the \$25,000 agreement, with a 10% contingency of \$5,000.

7. ATTACHMENT

- Professional Services Agreement with Mosaic Public Partners, LLC