

**DRAFT**

**PIEDMONT CITY COUNCIL**

Special Meeting Minutes for Monday, February 25, 2019

A Special Session of the Piedmont City Council was held Monday, February 25, 2019 in the City Hall Council Chambers at 120 Vista Avenue. In accordance with Government Code Section 54954.2(a) the agenda for this meeting was posted for public inspection on February 21, 2019.

**CALL TO ORDER**

Mayor McBain called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

**ROLL CALL**

Present: Mayor Bob McBain, Vice Mayor Teddy Gray King, and Councilmembers Jennifer Cavenaugh, Tim Rood and Betsy Smegal Andersen

Staff: City Administrator Paul Benoit, Assistant City Attorney Sergio Rudin, and Assistant City Administrator / City Clerk John Tulloch.

**SPECIAL SESSION**

The Council considered the following item of special business:

**City Administrator  
Recruitment**

Mayor McBain briefed the Council on the proposed actions related to recruitment of a City Administrator to succeed Paul Benoit, who will retire later this year. He indicated that the Council was being asked to take four actions this evening: 1) Select Bobbi Peckham, President of Peckham & McKenney Inc. to provide recruitment services for the next City Administrator; 2) Authorize an appropriation for an amount not to exceed \$30,000 to compensate the selected executive search firm for its services and to cover any ancillary expenses; 3) Authorize the Mayor to execute a professional services contract with Peckham & McKenney Inc.; and 4) Appoint a Sub-Committee of the City Council, consisting of the Mayor and Vice Mayor, to work with Ms. Peckham through the recruitment process.

Mayor McBain indicated that Ms. Peckham had conducted the search which brought Mr. Benoit to Piedmont, as well as several subsequent successful searches for department heads. He indicated his belief that Ms. Peckham was familiar with Piedmont and would have a jump start on finding the right candidate for the position. He indicated that the proposed services to be provided were reasonable and cost effective.

In an effort to streamline the process, Mayor McBain proposed that the Council appoint a subcommittee consisting of himself and Vice Mayor King to conduct initial review of applicants with Ms. Peckham and that a group of finalists would be forwarded to the Council for interview and selection.

City Administrator Paul Benoit briefly described a potential process which the Council could undertake, noting that the recruitment is the prerogative of the Council.

There was no **Public Testimony** on this matter.

Councilmembers indicated their support for the selection of Ms. Peckham and indicated their desire to move forward quickly, given the expedited timeframe.

**Resolution 07-19**

RESOLVED, the City Council takes the following actions related to the Executive Search for a City Administrator:

1. Selects Bobbi Peckham, President of Peckham & McKenney Inc. to provide recruitment services for the next City Administrator.
2. Authorizes an appropriation of an amount not to exceed \$30,000 to compensate the selected executive search firm for its services and to cover any ancillary expenses.
3. Authorizes the Mayor to execute a professional services contract with Peckham & McKenney Inc.
4. Appoints the Mayor and Vice Mayor to a subcommittee to work with Ms. Peckham through the recruitment process.

Moved by King, Seconded by Rood

Ayes: Andersen, Cavanaugh, King, McBain, Rood

Noes: None

(0085, 0088, 0165)

**ADJOURNMENT**

There being no further business, Mayor McBain adjourned the meeting at 7:15 p.m.