

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: RHONDA MCKINNON, INTERIM HUMAN RESOURCES  
DIRECTOR  
SUBJECT: APPOINTMENT OF INTERIM CITY ATTORNEY,  
ESTABLISHMENT OF COMPENSATION AND APPROVAL OF  
PROFESSIONAL SERVICES AGREEMENT

AGENDA ACTION: RESOLUTION AND ORDINANCE INTRODUCTION

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RECOMMENDATION

It is recommended that the Council, by resolution, appoint the law firm of Renne Sloan Holtzman Sakai LLP to the office of Interim City Attorney and approve a Professional Services Agreement with Renne Sloan Holtzman Sakai LLP. It is further recommended that the Council, by ordinance, establish the compensation for the Interim City Attorney.

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EXECUTIVE SUMMARY

It is necessary to appoint an Interim City Attorney immediately while the City conducts a recruitment for the permanent City Attorney position.

BACKGROUND

City Attorney Caroline Fowler resigned her position as City Attorney effective June 17, 2016. On June 14, 2016, the City Council appointed Molly Dillon, Assistant City Attorney, as the Interim City Attorney, which appointment was memorialized pursuant to Council Resolution No. \_\_\_\_\_ on June 21, 2016.

The City Council seeks to appoint an Interim City Attorney to relieve Interim City Attorney Molly Dillon, while the City conducts a recruitment for the permanent City Attorney Position.

PRIOR CITY COUNCIL REVIEW

Not applicable.

## ANALYSIS

The City council has interviewed the firm of Renne Sloan Holtzman Sakai LLP and the City has negotiated a Professional Services Agreement for City Attorney services with the law firm of Renee Sloan Holtzman Sakai LLP. The Agreement will designate Teresa Stricker as the as the Interim City Attorney to start work as of July 1, 2016.

The City Charter requires that the compensation for City Attorney be established by ordinance. The Professional Services Agreement provides for compensation of \$295 per hour for basic City Attorney services. The Agreement further provides for an assessment of the existing City Attorney's Office to include recommendations regarding future operations and improvements, as well as guidance on the recruitment process for a permanent City Attorney. The Professional Services Agreement has a not to exceed amount of Two Hundred Thousand Dollars (\$200,000).

## FISCAL IMPACT

Contracted service fees will be partially offset by department salary savings of City Attorney vacancy.

## ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

## BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

## NOTIFICATION

Not applicable

## ATTACHMENTS

- Attachment 1 – Professional Services Agreement
- Resolution/Exhibit A (Professional Services Agreement)
- Ordinance

## CONTACT

Rhonda McKinnon, Interim Human Resources Director