



AGENCY:	City Council/MID/ Successor Agency
MEETING DATE:	October 23, 2017
DEPARTMENT:	Administration
PREPARED BY:	L. Ruffing

## AGENDA ITEM SUMMARY

### **TITLE:**

**RECEIVE REPORT AND CONSIDER ADOPTION OF JOINT CITY COUNCIL/ IMPROVEMENT DISTRICT/REDEVELOPMENT SUCCESSOR AGENCY RESOLUTION TO APPROVE AGREEMENT WITH JONES & MAYER FOR CITY ATTORNEY SERVICES AND TO APPOINT CITY ATTORNEY AND DEPUTY CITY ATTORNEY EFFECTIVE NOVEMBER 13, 2017**

### **ISSUE:**

In June, City Attorney Samantha Zutler informed the Council that Burke, Williams & Sorenson, LLP would not be seeking to renew its contract to provide City Attorney services to the City of Fort Bragg. The City subsequently issued a Request for Proposals for City Attorney. Six proposals were received. A Council ad hoc committee selected five proposers to interview with the full City Council at a closed session meeting held on September 25, 2017. Based on those interviews, the Council selected the firm of Jones & Mayer to provide legal services, with attorney Russell Hildebrand serving as City Attorney and Ryan Jones serving as Deputy City Attorney. To finalize this decision, the Council (acting concurrently as the District Board of the Fort Bragg Municipal Improvement District and the Board of the Fort Bragg Redevelopment Successor Agency) must approve a contract with Jones & Mayer and appoint Mr. Hildebrand as City Attorney and Mr. Jones as Deputy City Attorney.

### **ANALYSIS:**

The City issued a Request for Proposals for City Attorney services in August. Six proposals were received from parties interested in providing services. Based on a review of the proposals by a Council ad hoc committee, five proposers were invited to interview with the Council. After those interviews, the Council selected Jones & Mayer with Russell Hildebrand serving as City Attorney and Ryan Jones serving as Deputy City Attorney as the best qualified team.

In order to move forward with the appointment of a new City Attorney, the City Council needs to enter into a contract with Jones & Mayer and appoint Mr. Hildebrand and Mr. Jones to serve, respectively, as City Attorney and Deputy City Attorney.

### **RECOMMENDED ACTION:**

Adopt Joint City Council/Improvement District/Successor Agency Resolution to:

- (1) Approve a Professional Services Agreement with Jones & Mayer for City Attorney Services and Authorize City Manager to Execute Same; and
- (2) Appoint Russell Hildebrand to Serve as City Attorney, District General Counsel, and Agency General Counsel; and Appoint Ryan Jones to Serve as Deputy City Attorney, Deputy District Counsel and Deputy Agency General Counsel, effective November 13, 2017.

### **ALTERNATIVE ACTION(S):**

- (1) No Action. Provide alternative direction to staff regarding procurement of legal services and appointment of City Attorney.

**FISCAL IMPACT:**

Each year, the City Council adopts a legal services budget in the annual budget. The FY 2017/18 Budget establishes a legal services budget of \$150,000, based in part on prior year costs. Barring any unforeseen litigation, legal costs in the coming year are expected to be in this range.

**IMPLEMENTATION/TIMEFRAMES:**

If the Council moves forward with the Jones & Mayer contract and Appointment of the City Attorney, the actions would be effective immediately.

**ATTACHMENTS:**

1. Resolution Approving Contract with Jones & Mayer and Appointing City Attorney and Assistant City Attorney

**NOTIFICATION:**

1. Russell Hildebrand, Jones & Mayer