



CITY OF SAN MATEO

City Hall
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Agenda Report

Agenda Number: 20

Section Name: {{section.name}}

File ID: {{item.tracking_number}}

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Human Resources Department
MEETING DATE: April 5, 2021
SUBJECT:
City Attorney – Appointment

RECOMMENDATION:

Adopt a Resolution to appoint Prasanna Rasiah as City Attorney, establishing his initial compensation, and authorize the Mayor to execute the employment agreement.

BACKGROUND:

City Attorney Shawn Mason informed the City Council in October 2020 that he would be retiring effective April 18, 2021. His last official day of employment is scheduled for April 17, 2021.

Based on this information, the City Council held a Study Session on November 2, 2020 to determine its preferred recruitment process and decided to retain the services of executive recruiter Teri Black & Company to conduct the City Attorney recruitment. A subcommittee comprised of Mayor Eric Rodriguez, Deputy Mayor Rick Bonilla, City Manager Drew Corbett and Human Resources Director Casey Echarte was chosen to work with Suzanne Mason from Teri Black & Company on activities leading up to the interviews of the finalist candidates.

Ms. Mason began work in November 2020 by meeting with each Councilmember, various internal stakeholders and City Attorney's Office staff. These activities assisted Ms. Mason in developing a profile of the ideal candidate and formulating screening criteria and interview questions.

The recruitment opened on December 21, 2020 with a direct marketing campaign and extensive personal outreach, resulting in 17 applications received. The City Council interviewed the finalist candidates on February 27, 2021 then deliberated on their selection, with the result of a unanimous selection of Prasanna Rasiah as the new City Attorney.

The attached agreement contains the terms agreed to between the City Council and Mr. Rasiah. Key provisions include a \$21,250 monthly salary, \$1,500 monthly City total contribution to deferred compensation, \$375 monthly car allowance and other benefits as provided within the Department Head and Deputy Director Compensation Plan adopted as Resolution 87 on September 16, 2019.

BUDGET IMPACT:

The executive recruiting firm costs were covered in the Human Resources Department budget, and there are sufficient funds in the City Attorney's Office budget to accommodate the proposed contract.

ENVIRONMENTAL DETERMINATION:

This activity is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Proposed Resolution

STAFF CONTACT

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