

# City Council Meeting

## Agenda Item

### Data Sheet

**Meeting Date:** November 21, 2022

**Topic:**

Approve a Professional Services Agreement with Mosaic Public Partners for executive search services for the position of Human Resources Director for the not-to-exceed amount of \$27,000, authorize the expenditure of funds therefor, and authorize the City Manager to execute the agreement. This amount was included in the FY 2022-2023 budget.

**Background:**

The City of Tomball has been using the services of an interim HR Director since July 2022. After the City's initial search for a permanent hire in September 2022 was unsuccessful, the City Manager's Office desires to use the services of an executive recruiting firm.

Mosaic Public Partners is a public sector executive search firm, led by to former public sector executives. The firm has led more than 150 successful executive searches, including for the cities of Austin, Lewisville, Burleson, San Marcos and many more.

The professional services agreement with Mosaic Public Partners for the HR Director search will include assisting the City in preparation of a position analysis, recruitment strategy, advertising campaign, resume reviews and recommendations, interviews, and reference checks. This will be the second contract the City of Tomball has entered into with Mosaic Public Partners as they are currently leading the search for the city engineer position.

**Origination:** City Manager's Office

**Recommendation:**

Staff recommends approval of the Professional Services Agreement with Mosaic Public Partners.

**Party(ies) responsible for placing this item on agenda:** Jessica Rogers, Asst. City Manager

**FUNDING (IF APPLICABLE)**

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: X No: \_\_\_\_\_ If yes, specify Account Number: # 100-115-6304

If no, funds will be transferred from account # \_\_\_\_\_ To account # \_\_\_\_\_

Signed	<u>Jessica Rogers</u>	<u>11-14-2022</u>	Approved by	_____
	Staff Member	Date		City Manager
				Date