



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council

FROM: City Attorney

SUBJECT: Outside Legal Services Agreement for Personnel Investigations

MEETING DATE: August 11, 2026

RECOMMENDATION:

Adopt the Resolution approving a legal services agreement with Van Dermynen Makus to conduct personnel investigations.

ANALYSIS:

The City periodically requires independent legal services to conduct personnel investigations involving employee complaints, allegations of misconduct, and other workplace matters. Retaining experienced outside investigators helps ensure investigations are conducted impartially, professionally, and in compliance with applicable employment laws and best practices.

The proposed Resolution approves a legal services agreement with Van Dermynen Makus to perform personnel investigative services under the terms and conditions of an approved retainer agreement. This authority will enable the City to respond promptly to personnel matters requiring independent investigation without delaying the initiation of investigative services.

All services performed under the approved retainer agreement will remain subject to the agreement's terms and conditions, including compensation, and will be funded through available appropriations in the applicable budget.

FISCAL IMPACT:

The cost of legal services for personnel investigations will vary depending on the complexity, scope, and duration of each matter. Services will be provided pursuant to the terms and conditions of the approved retainer agreement, including the applicable hourly rates and fees.

Sufficient fundings has been appropriated within the FY 2026-27 Legal Services budget to support anticipated personnel investigation services. Any expenditures incurred under the agreement will be subject to available budget appropriations and the agreement's approved compensation schedule. No additional appropriation is requested at this time.

Approved by: Marlo Revilla. Human Resources Manager
Fiscal Impact reviewed by: Alvaro Castellon, Finance Director
Approved as to form: Noel Tapia, City Attorney
Respectfully submitted: Noel Tapia, City Attorney