

RESOLUTION NO. \_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE,  
CALIFORNIA APPROVING THE APPOINTMENT TO FILL THE VACANT CITY  
ADMINISTRATOR POSITION AND APPROVING THE EMPLOYMENT AGREEMENT  
FOR THE VACANT CITY ADMINISTRATOR POSITION**

**WHEREAS**, currently, the City of Commerce ("City") has a need to hire a City Administrator as the City Administrator position is vacant; and

**WHEREAS**, the City Council hired Bob Murray and Associates to manage the recruitment of candidates to fill the vacant position; and

**WHEREAS**, thirty-seven (37) candidates applied, and

**WHEREAS**, the City Council selected and interviewed five (5) candidates, and conducted interviews on Saturday, October 28, 2017; and

**WHEREAS**, the City Council invited two (2) candidates for a second round of interviews, which were conducted on November 7, 2017; and

**WHEREAS**, following the completion of the second round of interviews, the City Council directed City staff to begin employment negotiations with one (1) of the candidates; and

**WHEREAS**, \_\_\_\_\_ possesses the skills and expertise necessary to perform these services; and

**WHEREAS**, the City desires to enter into an Employment Agreement with \_\_\_\_\_ to set forth the terms and conditions of the duties of the City Administrator.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMMERCE  
DOES HEREBY RESOLVE, DECLARE AND DETERMINE AS FOLLOWS:**

**Section 1.** The City Council hereby appoints \_\_\_\_\_ as City Administrator.

**Section 2.** The City Council approves the Employment Agreement between the City and \_\_\_\_\_ in substantially the same form attached hereto as Exhibit "A".

**Section 3.** The City Council authorizes and directs the Mayor to execute the Employment Agreement for and on behalf of the City of Commerce.

PASSED, APPROVED AND ADOPTED THIS 21st day of November, 2017.

\_\_\_\_\_  
Oralia Y. Rebollo  
Mayor

ATTEST:

\_\_\_\_\_  
Lena Shumway  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Noel Tapia, City Attorney