



## CITY OF BANNING STAFF REPORT

**TO:** CITY COUNCIL

**FROM:** Arturo Vela, Interim City Manager

**PREPARED BY:** Nicole Jews, Human Resources Manager  
Art Vela, Interim City Manager

**MEETING DATE:** September 23, 2025

**SUBJECT:** Consideration of Resolution 2025-133, Award of a Professional Services Contract to Peckham & McKenney to conduct the Executive recruitment for the City of Banning next Permanent City Manager in the amount of \$32,050.00.

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**RECOMMENDATION:**

Adopt Resolution 2025-133.

**BACKGROUND:**

The City currently has a vacancy in the City Manager position, which is being temporarily filled by an Interim City Manager. In response, the City Council provided direction to staff to initiate the recruitment process for a permanent City Manager.

To carry out this directive, staff solicited proposals from qualified executive recruitment firms with experience in municipal leadership placements. After a review process, two firms were identified as finalists: Ralph Andersen & Associates and Peckham & McKenney.

On Tuesday, September 9, 2025, City Council conducted interviews with both firms. Following the interviews and subsequent deliberations, the City Council selected Peckham & McKenney as the preferred executive recruiter to conduct the search for the City's next City Manager.

**JUSTIFICATION:**

Engaging a professional executive recruitment firm ensures the City will have access to a broad pool of qualified candidates, benefit from specialized expertise in municipal executive placements, and provide transparency and confidence in the selection process.

**FISCAL IMPACT:**

The fees proposed all-inclusive fee by Peckham & McKenney is \$32,050.00.

The fee for the recruitment services is budgeted and will be paid with expense account 001-1300-412.33-11.

**ALTERNATIVES:**

Do not approve Resolution 2025-133 and provide alternative direction to staff.

**BUDGETED?:**

Yes

**CONTRACT/AGREEMENT:**

Yes

**ATTACHMENTS:**

1. [Resolution 2025-133.docx](#)
2. [PSA For Executive Recruitment Services for City Manager](#)
3. [Proposal by Peckham McKenney 7-30-25.pdf](#)