

Legislation Details (With Text)

| File #: | 17-0 |)904 | Version: | 1 | Name: | | |
|----------------------|--------|---|----------------------------|--------|------------------------|---------------------------------|--------------|
| Туре: | Gen | eral Busin | ess | | Status: | Passed | |
| File created: | 2/28 | 8/2017 | | | In control: | City Commission Regular Meeting | |
| On agenda: | 3/7/2 | 2017 | | | Final action: | 3/7/2017 | |
| Title: | Disc | Discussion and possible action regarding the recruitment of a new City Manager. | | | | | |
| Sponsors: | | | | | | | |
| Indexes: | | | | | | | |
| Code sections | 5: | | | | | | |
| Attachments: | 1. 20 | 010 Rqst f | or Professi | onal S | Services - Exec | utive Search | |
| Date | Ver. | Action By | | | A | ction | Result |
| 3/7/2017 | 1 | City Con | nmission R | egular | ⁻ Meeting a | pproved | Pass |
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TITLE: Discussion and possible action regarding the recruitment of a new City Manager

Recommended Action

Discuss and provide direction on how to recruit a new City Manager.

Background Information

For the last City Manager recruitment (2010/11), Commission directed the City Manager to have Human Resources recruit for a new City Manager, specifically by soliciting proposals for a national executive search firm to facilitate the recruitment and selection process.

If the Commission wishes to go in this direction again the following is one possible plan of action.

- A Request for Professional (RFP) Services could be issued by the Purchasing Division immediately to secure a nationally known local government executive search firm.
- The RFP be would be out for thirty days.
- Staff could recommend a short list of the top three firms to be reviewed.
- The Commission would review and approve their section of a recruitment firm. Hopefully this would occur by the end of April.

The timing of the recruitment and selection would be a point of discussion between the recruitment firm and the Commission. It is realistic to think that the entirety of the process could take 6 to 8 months.

The Commission should consider what steps it would like to take to select an Interim City Manager, the current City Manager's last day is April 3, 2017.

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Strategic Plan

N/A

Financial Impact

To be determined, estimated between \$25,000 and \$35,000.

Procurement

Request for Proposal would be issued.

Attachments.

- 1. 2010 Request of Professional Services Executive Search
- Prepared by: Daniel Schult
- Department Director: Jonathan Lewis