



**CITY MANAGER SEARCH ADVISORY TASK FORCE  
REGULAR MEETING MINUTES  
Monday, June 12, 2017**

**The City Manager Search Advisory Task Force convened in a regular meeting on Monday, June 12, 2017 at City Hall, Boards & Commissions Room.**

**Chair Laura Huffman called the Board Meeting to order at 10:05 a.m.**

**Board Members in Attendance:** Laura Huffman (Chair), Saundra Kirk (Vice Chair), Claudia Conner, Susan Hambright, Perla Cavazos, Julio Gonzales Altmirano, Bill Spellman, Channy Soeur, Walter Muse, Jan Lehman. Admiral Bobby Inman was absent.

**Staff in Attendance:** Mark Washington, Ray Baray, Joya Hayes, Debbie Maynor, Trinh Bartlett, Lara Foss, Cary Grace, Sonya Alexander-Harry, and Cindy Henson. Russell Reynold Associates Area Manager Steve Newton was present.

**1. APPROVAL OF MINUTES**

Recommendation by Task Force Member Laura Huffman (Chair) to approve the draft minutes for the May 19 City Manager Search Advisory Task Force meeting was approved on Laura Huffman's motion, Task Force Member Susan Hambright seconded on a 10-0 vote. Task Force Member Admiral Bobby Inman was absent.

**2. CITIZEN COMMUNICATION: GENERAL**

a) Erwin Mazariegos spoke to Task Force to provide feedback on what the City needs to look for in the next City Manager.

**3. STAFF BRIEFINGS**

a) Task Force Member Laura Huffman (Chair) began the meeting to let everyone know that City Council had approved the work plan with revisions. Districts will collect feedback and are not required to have meetings. Flyers and a script for use at meetings will be emailed to all Task Force members.

b) Steve Newton (Russell Reynolds) discussed culture measurement and survey. Feedback can be provided in multiple ways 3-1-1, respond to survey, attend in-district or Task Force Meeting. A dedicated phone number and email will be set up at Russell Reynolds for questions from public.

**4. NEW BUSINESS**

a) Recommendation by Task Force Member Laura Huffman (Chair) to table discussion on role of Task Force beyond the current role and include an agenda item on the June 16 agenda to continue the discussion of the role of the Task Force after they submit their recommendations to Council on the City Manager Profile was approved on Laura Huffman's motion, Task Force

Member Bill Spelman second on an 10-0 vote. Task Force Member Admiral Bobby Inman was absent.

**5. FUTURE AGENDA ITEMS**

- a) Discussion of the role of Task Force beyond phase 1 of City Manager recruitment process (July 12<sup>th</sup> Task Force Meeting)

**6. ADJOURN**

Chair Laura Huffman adjourned the meeting at 11:50 a.m. without objection.