
MEMORANDUM

To: Mayor and Council

From: Laura Huffman, Chair and Sandra Kirk, Vice Chair

Date: June 29, 2017

Subject: City Manager Search Advisory Task Force Scope of Responsibilities

Mayor and Council Members,

On Friday, June 16th, the City Manager Search Advisory Task Force held its 2nd city-wide public hearing and had a Task Force discussion regarding the overall search process. The Task Force offers to extend our services beyond the charge in your resolution. By unanimous agreement, we offer to conduct conversational interviews with your short list of candidates to confirm their alignment with the profile that arose from public input. These task force conversations will lend credibility to the transparency of the search process.

In order for the Task Force to serve in this role, the Resolution that created the Task Force would have to be amended to expand our scope. We are asking that the Council help facilitate this Task Force role by amending the Resolution at an upcoming City Council Meeting.

Please let us know if you have any questions or need additional information.

Best,



Laura Huffman,
Chair



Sandra Kirk,
Vice Chair