



Legislation Text

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City Manager Executive Search (B)

In order to hire a City Manager, the City Commission authorized the Human Resources Department to engage the services of an Executive Search Firm to initiate a search to fill the vacant position. Colin Baenziger & Associates was selected to conduct the search and to present qualified candidates to the Commission for consideration.

Prior to today's meeting, Colin Baenziger & Associates presented each Commissioner with a full candidate report, including resumes and other supporting documentation, of the top recommended semi-finalist candidates for consideration.

During the September 5th City Commission Meeting, the executive search firm recommended 13 semi-finalist candidates to the City Commission, with one candidate having since dropped out and a request by the Commission to add two candidates to the recommended semi-finalist pool. During the September 5th City Commission Meeting, the Commission requested additional time to review the background information material before selecting 3-5 finalists to be invited for in-person interviews with the Commission.

During the the September 16th Special Commission Meeting, the Commission selected the following candidates for in-person interviews:

Janice Allen Jackson
Howard S. Lazarus
Anne A. Fritz
Lee R. Feldman
Harry E. Black

Candidate interviews will be conducted by the City Commission on September 25th and 26th. A final selection will be made on September 27th. Candidates' cover letters and resumes are included in the backup.

The in-person interviews will take place over two days; the schedule will include a panel-style interview with the full City Commission, a Community Reception which citizens and Commissioners are invited to, and finally, one-on-one interviews with each Commissioner.

The anticipated fiscal impact for the City Manager executive search is \$32,000. This amount includes \$26,500 in search fees and \$5,500 allocated for candidate travel, meals, and other expenses. This will be funded through unallocated general fund balance.

The City Commission: 1) The City Commission conduct interviews for the position of City Manager; and 2) authorize the Mayor to negotiate an employment agreement with the selected candidate