



City Manager Recruitment

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Background

- December 2, 2025, Council direction to move forward with Interim placement and to start the City Manager recruitment process as soon as possible and for Human Resources to evaluate and select a firm
- Interim City Manager, Cassey Ogden effective April 1
- May 2026 – Contract executed with Strategic Government Resources (SGR) for City Manager placement services – Not-to-Exceed Fixed Fee: \$28,419
- May 2026 – Decision to postpone process due to pending election

City Manager Recruitment Process

Overall Timeline: 4 – 6 Months; current timeline closer to 4-Months

1. Organization/Position Insight and Analysis: Stakeholder Interviews, listening sessions, develop brochure, develop timeline
2. Recruitment Campaign and Communication with Candidates
3. Initial Screening and Review by Executive Recruiter
4. Search Committee Briefing to Review Applicant Pool and Select Semifinalists
5. Evaluation of Semifinalists: Written Questionnaires, Recorded Semifinalist Interviews, Media Searches
6. Search Committee Briefing to Select Finalists
7. Evaluation of Finalists: Background reports, DiSC Assessments (optional), First Year Plan, Press Release Announcing Finalists
8. Interview process: Face-to-Face interviews, Stakeholder Engagement, Deliberations, Reference Checks
9. Negotiations and Hiring Process



Council Direction

Option 1: Proceed with Executive Recruitment

- Authorize the launch of a national executive recruitment through the City's selected recruitment firm

Option 2: Pause Recruitment

- Delay the executive recruitment while Council evaluates organizational priorities, desired qualifications, etc

Option 3: Alternative Direction

- In-House Recruitment
- Direct Appointment without Executive Recruitment
- Identifying an Alternate Approach

QUESTIONS?

