



## Legislation Text

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### Agenda Information Sheet

**DEPARTMENT:** Human Resources

**CM/ ACM:** Bryan Langley

**Date:** August 23, 2016

#### **SUBJECT**

Receive a report, hold a discussion, and give direction to staff and Waters & Company on the City Manager recruitment process.

#### **BACKGROUND**

At the July 26, 2016, City Council meeting, Council approved a resolution authorizing staff to contract with Waters & Company to conduct the City Manager search.

The Council Appointee Performance Review (CAPR) committee met with Chuck Rohre and Miguel Ozuna with Waters & Company to have some initial discussions about the search process on August 2, 2016. During that time, they indicated a desire to conduct stakeholder interviews, as well as utilize an on-line survey, to develop a profile of what the City Council will be looking for in a City Manager. This information would also be used to develop an advertising brochure and to update the job description.

Stakeholder meetings with City Council members and community representatives were held on August 10<sup>th</sup> and 11<sup>th</sup> (and on August 18<sup>th</sup> for two Councilmembers who were unavailable on August 10<sup>th</sup> and 11<sup>th</sup>) and the on-line survey was posted from August 12<sup>th</sup> through the 19<sup>th</sup>. With the information obtained through these sources, Waters & Company has developed a draft of the advertising brochure language and will be seeking Council's approval on the brochure during the August 23<sup>rd</sup> Council meeting. Staff has also updated the job description, which will be presented to Council during this meeting as well.

During this Council meeting, the consultant will also discuss and seek direction from the Council on the recruitment process and timeline and the desired interview process.

#### **STRATEGIC PLAN RELATIONSHIP**

The City of Denton's Strategic Plan is an action-oriented road map that will help the City achieve its vision. The foundation for the plan is the five long-term Key Focus Areas (KFA): Organizational Excellence; Public Infrastructure; Economic Development; Safe, Livable, and Family-Friendly Community; and Sustainability and Environmental Stewardship. While individual items may support multiple KFAs, this specific City Council agenda item contributes most directly to the following KFA and goal:

**Related Key Focus Area:** Organizational Excellence  
**Related Goal:** 1.2 Develop a high-performance work force

**EXHIBITS**

Exhibit 1 - Draft City Manager advertising brochure\*

Exhibit 2 - Revised City Manager job description

Exhibit 3 - Presentation

\*This is the Word version for content review only. The professional print version of the brochure will be available for Council at the August 23<sup>rd</sup> meeting.

Respectfully submitted:  
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Director of Human Resources