



TO: Elizabeth Pauli, City Manager
FROM: Tadd Wille, Assistant City Manager
COPY: Government, Performance, and Finance Committee (GFPC)
PRESENTER: Tadd Wille, Assistant City Manager
SUBJECT: Director Confirmations
DATE: November 6, 2018

PRESENTATION TYPE:
Informational Briefing

SUMMARY:

The purpose of this presentation is to provide information regarding the City Manager’s developed process for director-level appointments and City Council confirmations, as well as to obtain feedback. The goal is to create a consistent process that allows for input and involvement from City staff, stakeholders, the public, and the City Council, when appropriate.

BACKGROUND:

In 2014, Charter Amendment Number 5 added a new requirement to the City Manager’s role of appointing and removing all officers and employees under the jurisdiction of this position. The amendment added a requirement for director-level appointments to be confirmed by the City Council. There have been six appointments since the City Manager was appointed in 2017, all which have been confirmed by the City Council without a consistent confirmation and hiring process.

ISSUE:

The City Manager’s Office has developed a standard process for the appointment and confirmation of executive positions.

ALTERNATIVES:

This is an information briefing only. There are no alternatives presented.

FISCAL IMPACT:

This is an information briefing only. There is no fiscal impact.

RECOMMENDATION:

The City Manager’s Office has developed a three-tiered approach to the appointment/confirmation process based on the position and the department’s relative impact on the community. Director level positions have been categorized into three tiers: public safety, outward facing, and inward facing. City Manager will advise the City Council when exceptions to the process may be necessary.

This is an information briefing only. It is recommended that the appointment/confirmation process be presented to the entire City Council at an upcoming Study Session.