

## City of Ann Arbor City Administrator Search Timeline - DRAFT

**Monday, June 22** - Administrative Committee approves job posting, rubric, timeline & interviewers.

**Monday, June 29 or Thursday, July 2** - City Council approves job posting, rubric, timeline & interviewers.

**June 30 or July 3 - July 26** - Post, promote, assess candidates.

**Wednesday, August 5** - Provide qualified candidates to Council.

**Monday, August 10** - Council Administrative Committee or Council selects finalists in closed session.

**Tuesday, August 11** - Finalists are notified. Bios and press release drafted and provided to the City of Ann Arbor media contact. An invitation will be created and can be specifically forwarded by council members to community leaders and constituents.

**Thursday, August 20** - Council, staff and community interview finalists via Zoom. Public can also provide feedback on candidates via survey.

### Draft Interview schedule:

	Candidate A	Candidate B	Candidate C
Council panel	5pm	6pm	7pm
Staff panel	6pm	7pm	5pm
Community panel	7pm	5pm	6pm

**Friday, August 21** - Interview and survey feedback provided to Council.

**Monday, August 24** - Council determines next steps, which could include deciding to enter into negotiations with a candidate.

**Draft Interviewer List (make note about applicants not participating in interviews)**

**Mayor & City Council**

**Staff:**

- Sara Higgins
- Craig Hupy
- Derek Delacourt
- Doug Forsyth
- Jacqueline Beaudry
- Jennifer Hall
- John Fournier
- Lisa Wondrash
- Michael Cox
- Mike Kennedy
- Missy Stults
- Stephen Postema
- Matt Horning

**Community members:**

- Lisa Jackson
- Cynthia Wilbanks
- Sandra Andrade
- Frances Todoro-Hargreaves
- Maggie Ladd
- Grace Singleton
- Greg Dill
- Jeanice Swift
- Matt Carpenter
- Susan Pollay
- Paul Krutko
- Neel Hajra