



Legislation Text

File #: 15-1221, **Version:** 2

Resolution to Accept Council Administration Committee Recommendations Regarding City Administrator Search

Body

Whereas, The Ann Arbor City Council received a written letter of resignation from Steve Powers, the City Administrator, effective November 18, 2015;

Whereas, The City Administrator is selected and approved by the Ann Arbor City Council;

Whereas, The Administrative Committee of the Ann Arbor City Council, which has personnel responsibilities including the performance review of the City Administrator and the City Attorney, should serve as the search committee with the goal of recommending at least three finalists;

Whereas, The Administration Committee has met to devise and recommend a selection process for the new city administrator and to recommend an interim city administrator for approval at the October 5th City Council meeting;

Whereas, The Administration Committee requested the distribution of the City Administrator job description to all of City Council for their review and input prior to October 1st;

Whereas, The Administration Committee met with Human Resources to discuss various options for the selection process for a new City Administrator;

Whereas, The Administration Committee reviewed and discussed steps for hiring a new city administrator, steps that will include will include posting the job; stakeholder meetings that consist of individual council members, employees, businesses and the community at large; and onsite public interviews with finalists;

Whereas, Human Resources has received proposals from three (3) search firms with expertise in public sector search and experience with executive recruitments;

Whereas, Human Resources has reviewed the three (3) received proposals and recommends the selection of Affion Public ("Affion");

Whereas, The Administration Committee recommends a search process that is a combination internal and external process (public input into desired candidate profile, public engagement at finalist stage), facilitated by Affion;

Whereas, The Administration Committee requested and reviewed a salary matrix from other cities for the City Administrator position and recommends that the posted salary for the new City Administrator be set at a range between \$160,000.00 and \$175,000.00 per year;

Whereas, The Administration Committee requested that City Administrator Steve Powers recommend an interim City Administrator; and

Whereas, City Administrator Steve Powers has recommended the selection of Tom Crawford to serve as interim City Administrator;

Resolved, That the Administration Committee of the Ann Arbor City Council be authorized to serve as the search committee and will make recommendations to City Council in its entirety regarding candidates for City Administrator;

Resolved, That the City Council directs the City Administrator to execute a professional services agreement with Affion Public for the purpose of facilitating an internal and external selection process, for an amount not to exceed \$24,000.00.

Resolved, That the City Council appoint Tom Crawford to serve as interim City Administrator, effective November 18, until a permanent City Administrator is appointed by City Council, at an annual salary rate of \$159,500.00.

Sponsored by: Council Administration Committee

As Amended by City Council on October 5, 2015