



**CITY MANAGER SEARCH ADVISORY TASK FORCE
REGULAR MEETING MINUTES
Wednesday, July 19, 2017**

The City Manager Search Advisory Task Force convened in a regular meeting on Wednesday, July 19, 2017 at Town Lake Center, Austin Energy Headquarters, 721 Barton Springs, Austin, TX 78704.

Chair Laura Huffman called the Task Force meeting to order at 2:07 p.m.

Board Members in Attendance: Laura Huffman (Chair), Saundra Kirk (Vice Chair), Claudia Conner, Perla Cavazos, Julio Gonzalez Altamirano, Bill Spellman, Channy Soeur, Walter Muse, Jan Lehman, Susan Hambright, and Admiral Bobby Inman.

Staff in Attendance: Joya Hayes, Debbie Maynor, Rodney Crain, Lee Crawford, Trinh Bartlett, Lara Foss, Sonya Alexander-Harry, Cindy Henson, Rod Sigler, Gary Luedecke, Daniel Murphy. Steve Newton and Erin Carbrey from Russell Reynold Associates were in attendance.

1. APPROVAL OF MINUTES

Recommendation by Task Force Chair Laura Huffman to approve the minutes for the July 12, 2017 City Manager Search Advisory Task Force Meeting was approved on Task Force Member Admiral Bobby Inman's motion with Task Force Member Susan Hambright second on a 8-0 vote. Task Force Members Jan Lehman, Bill Spelman and Walter Muse were absent at the time of the vote of approval.

2. CITIZENS COMMUNICATION: GENERAL

No one signed up to speak.

3. NEW BUSINESS

- a) Discussion and updates on City Manager Recruitment Process and Feedback/survey input.

Russell Reynolds Associates Representative Steve Newton gave an update on the City Manager Recruitment Process, the Culture Analyst™ Report and answered questions from the Task Force. He agreed to bring back Synthesized Feedback to the next Task Force Meeting to review and approve.

A recommendation to approve the Culture Analyst™ Report was approved on Task Force Member Admiral Bobby Inman's motion with Task Force Member Jan Lehman's second on an 11-0 vote.

- b) Review, discussion and approval of draft City Manager profile.

Russell Reynolds Associates Representative Steve Newton reviewed and discussed the draft City Manager Profile and answered questions from the Task Force.

A recommendation to approve the draft City Manager Profile was approved on Task Force Member Bill Spelman's motion with Task Force Member Jan Lehman's second on an 11-0 vote.

4. ADJOURN

Task Force Member Walter Muse motioned to adjourn the meeting. Task Force Member Admiral Bobby Inman seconded on an 11-0 vote. The Task Force Meeting was adjourned at 3:12 p.m.

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Please call Sonya Alexander-Harry at Human Resources Department, at 512-974-3228, for additional information; TTY users route through Relay Texas at 711.

For more information on the City Manager Search Advisory Task Force, please contact Sonya Alexander-Harry at 512-974-3228.