

CITY OF YUBA CITY  
STAFF REPORT

**Date:** October 6, 2020  
**To:** Honorable Mayor and Members of the City Council  
**From:** City Council Ad Hoc Committee for City Manager Appointment  
**Presentation By:** City Council Ad Hoc Committee for City Manager Appointment

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**Summary**

**Subject:** Community Panel for City Manager Recruitment and Selection

**Recommendation:** A. To receive the recommended sectors for the community panel from the City Council ad hoc City Manager committee; and

B. Authorize the City Council ad hoc City Manager committee to appoint the community panel from the recommended sectors, or any other panel, for the purpose of the City Manager recruitment and selection process to assist the City Council ad hoc City Manager committee; and

C. Direct the Interim City Manager to assist with the gathering of potential candidates for the panels as needed.

**Fiscal Impact:** None

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**Purpose:**

To receive the community panel sectors (representation from sectors such as agriculture or development, etc.) from the City Council ad hoc City Manager committee (Committee), and authorize the Committee to appoint the community panel for the City Manager recruitment and selection process from the chosen categories with the assistance of the Interim City Manager.

**Background:**

The City has retained MRG, Municipal Resource Group, as the executive recruitment firm for the City Manager appointment. As part of the recruitment selection process, a community panel can be used to review candidates and advise the Committee as appropriate.

To establish the community panel, the City Council can delegate authority to the Committee, Vice Mayor Boomgaarden and Councilmember Shaw, to appoint candidates to the panel. The City Council can also provide various categories that it would prefer the ad hoc committee to fill, including the recommended categories received from the Committee. The City Council can also direct the Interim City Manager to assist the Committee in gathering potential names to provide to the Committee as potential candidates for this or other panel appointments.

**Analysis:**

If approved by the City Council, the Committee shall appoint the community panel, or other panels, with assistance from the Interim City Manager as needed.

**Fiscal Impact:**

None.

**Alternatives:**

Do not approve and provide staff direction.

**Recommendation:**

A. To receive the recommended sectors for the community panel from the City Council ad hoc City Manager committee; and

B. Authorize the City Council ad hoc City Manager committee to appoint the community panel from the recommended sectors, or any other panel, for the purpose of the City Manager recruitment and selection process to assist the City Council ad hoc City Manager committee; and

C. Direct the Interim City Manager to assist with the gathering of potential candidates for any panels as needed.

Prepared By:

Submitted By:

*/s/ Natalie Springer*

Natalie Springer  
Human Resources Director

*/s/ Diana Langley*

Diana Langley  
Interim City Manager

Reviewed By:

Finance

City Attorney

SM

SLC by email