

Woodland City Council Meeting
City Hall
300 First Street
Woodland, California 95776

MINUTES
CITY COUNCIL
SPECIAL MEETING

MARCH 5, 2007
6:00 P.M.

CALL TO ORDER

At 6:00 p.m., Mayor Flory called the special study session of the Council to order.

PLEDGE OF ALLEGIANCE

Mayor Flory invited all in attendance to join in the Pledge of Allegiance led by Council Member Marble.

ROLL CALL

COUNCIL MEMBERS PRESENT: Skip Davies, William Marble, Jeff Monroe, David Flory

COUNCIL MEMBERS ABSENT: Council Member Pimentel

STAFF MEMBERS PRESENT: Rick Kirkwood, Phil Marler, Sue Vannucci, Barry Munowitch

REPORT OF THE CITY MANAGER

RECEIVE REPORT FROM BOB MURRAY OF BOB MURRAY AND ASSOCIATES AND PROVIDE DIRECTON ON RECRUITMENT OF CITY MANAGER

Bob Murray outlined the process for recruitment of a City Manager and Assistant City Manager thus far and the next steps. Issues such as compensation, start date, etc. would be determined at some future point. Issues he has heard from interviews with Council, other than Council Member Monroe are that the City financial situation at present is a strong issue to insure City



services can be adequately provided. The impact on staff and how those needs will be met will be of concern. The capital side of the budget is in better condition than the operating side. The Storm Water funding concerns are a big problem for the City. The urban growth is to be balanced for a long period. There is need for economic development and broadening of the base, the revitalization of the downtown, the Redevelopment and how that all plays into the financing for the City must be considered. Flood control is a huge concern and what the City will be doing in that realm is a high issue item. He did not get a sense of urgency about any immediate problems that could not be solved.

Council is looking for a City Manager who is a strong leader, can earn respect of the citizens, staff, Council, and other agencies, is visionary and can help the Council focus on their vision of the City, someone who will make an assessment of where the City is now and provide clear direction, someone who is bright, a good communicator, good listener and can gain the respect of others, who is visible in the community, can provide a balance between the Council's visibility and his/her own. Ideally candidates with a Master's Degree are preferred with experience as a City Manager, Assistant City Manager, Department Director or possibly some experience in the private sector with public sector experience would be viable candidates. The pool should be diverse and include female candidates. The closing date is April 6, 2007 with candidate review by the end of April. The dates will be in place early on so that calendars can be set.

California law dictates two things: (1) the contract must be a fixed term, three to five years in length; (2) severance packages cannot be greater than eighteen months in length. Moving expenses are usually reimbursed and during the transition period assistance with housing at present and new location is usually provided.

Council Member Monroe wants candidates with in-depth knowledge of public safety issues and someone who is aggressive on finding new sources of revenue for the City. The person should be positive, energetic, a great communicator, who listens to Council and the community, attends local functions to listen to citizens and express Council views.

Council Member Marble asked how much of the process is done in public meetings. Mr. Murray said this process is primarily a public process. He recommends the rest of the process in determination of the viable candidates be as confidential as possible because we could lose candidates if their initial involvement is made public knowledge. Council should interview the top five or



so candidates and narrow them to two to three. At that point key staff and community members could be involved to identify strengths and weaknesses.

Council Member Marble wants Mr. Murray to give his expertise in the process to Council and guide them. Mayor Flory said the last time a City Manager was recruited the search was done and then Council sat in on the interviews with the search team and providing recommendations and opinions on the candidate based upon what the search team heard.

Mr. Murray said engaging community members up front would be appropriate. The selection of the City Manager is confidential and Council alone makes that decision.

Council Member Marble said perhaps some input from citizens could be added to the input from Council. Mr. Murray said Council could hear from the community with direct comments to be taken under consideration by the Council. It should be open at a Council study session or town hall meeting. His experience has shown that perhaps ten to twelve people would show up and provide comments.

Mayor Flory said one City said the comment session became a bashing session. Another City said only the special interest groups came to pitch their cause.

Council Member Marble said those who have additional information to provide to Council should have that opportunity. Mr. Murray said a public meeting, notes or e-mails to Council, etc. could all be utilized as methods to provide input to the Council from the citizens.

Vice Mayor Davies would like the new City Manager to be very intelligent, on the top end of the spectrum, have the ability to take risks, have good staff relationships, a good track record of working cooperatively with other agencies. He feels that 15 to 20 minutes with the Board of Supervisor President, Chamber of Commerce, School District Superintendent to receive their input and by inviting Latino groups, etc. would be beneficial. Inviting e-mails and letters would also be good. Members of senior staff and employee associations should be included.

Mayor Flory suggested that Mr. Murray and City Manager Kirkwood discuss getting outside input from groups and put together those who should be involved. City Manager Kirkwood said that could lengthen the schedule.



Council Member Marble said the Council should meet with the City Manager on identifying those groups and then Council individually could meet with them. Mr. Murray said he has been asked to talk with citizens and he feels it is more important for them to talk with Council. Vice Mayor Davies said a list should be made and people could come at various times to provide input. Mr. Murray has the expertise and this would be another layer to the process.

Council Member Monroe recommends an open special meeting of the Council where interested citizens and groups could come and provide input. The public leaders should also be personally invited. Mayor Flory said Mr. Murray should be here to listen to the comments personally. City Manager Kirkwood said letters should go out to specific groups and Council should sign the letters. All members of the community should be included. He suggested and Council concurred to hold a special meeting of the Council on Monday, March 12, 2007 from 6:00 p.m. to 8:00 p.m. Council Members should encourage e-mails and letters from citizens as well.

Some of the suggested groups:

Hispanic Chamber of Commerce	County Chief Executive Officer
Chamber of Commerce	City Employee Associations
Press Release to the newspaper	E-Newsletter contacts
Ecumenical Ministries	Agenda contacts
Downtown Businesses	Government Channel Notice
Woodland Joint Unified School District	WAVE
Woodland Community College	City Website
County Board of Supervisors	

A further list will be put together and letters will go out tomorrow.

ADJOURN

Mayor Flory adjourned the special meeting of the City Council at 6:48 p.m.

Respectfully submitted,

Sue Vannucci, CMC, City Clerk