



**BOULDER CITY
CITY COUNCIL**

MAYOR
JOE HARDY

COUNCIL MEMBERS:
COKIE BOOTH
MATT FOX
SHERRI JORGENSEN
STEVE WALTON



MEETING LOCATION:
CITY COUNCIL CHAMBER
401 CALIFORNIA AVENUE
BOULDER CITY, NV 89005

MAILING ADDRESS:
401 CALIFORNIA AVENUE
BOULDER CITY, NV 89005

WEBPAGE:
WWW.BCNV.ORG



ACTING CITY MANAGER:
MICHAEL MAYS, AICP

CITY ATTORNEY:
BRITTANY LEE WALKER, ESQ

CITY CLERK:
TAMI MCKAY, MMC, CPO

COMMUNITY DEVELOPMENT DIRECTOR:
MICHAEL MAYS, AICP

PUBLIC WORKS DIRECTOR:
GARY POINDEXTER

UTILITIES DIRECTOR:
JOSEPH STUBITZ, PE

POLICE CHIEF:
TIM SHEA

ACTING FIRE CHIEF:
GREG CHESSER, CFO

FINANCE DIRECTOR:
CYNTHIA SNEED, CPA, CGFM

PARKS & RECREATION DIRECTOR:
JULIE CALLOWAY, CPRP

City Council Meeting November 21, 2024 Item No. 1 Staff Report

TO: Mayor and City Council

FROM: Tami McKay, City Clerk

DATE: November 21, 2024

SUBJECT:

For possible action: Matters related to City Manager Recruitment:

A. Presentation by Wendi Brown of WBCP, Inc. regarding the candidate finalist selection process and overview of the Operational Style Assessment results of each of the final candidates

B. Council conduct interviews of the following City Manager Candidates: Ned Thomas, Tarik Rahmani, and Christopher Jordan

C. Council discussion and possible conditional employment offer within a salary range of \$143,881.00-\$211,504.00 depending on experience and qualifications subject to negotiation of a final employment contract

D. Council discussion and direction of the next steps in the process

Business Impact Statement:

This action will not have a significant economic impact on business and will not directly restrict the formation, operation, or expansion of a business.

Action Requested:

That the City Council receive a presentation by Wendi Brown of WBCP, Inc., conduct interviews of the final candidates, consider selection of a candidate and discuss a possible conditional employment offer, and/or provide direction on the next steps in the process.

Overview:

- Taylour Tedder resigned as City Manager on May 8, 2024.

- 16 recruitment firms submitted proposals.
- On July 9, 2024, City Council reviewed proposals and selected WBCP, Inc. which included an Operational Style Assessment of the final candidates.
- On August 13, 2024, Wendi Brown of WBCP, Inc. provided a presentation and City Council further directed WBCP, Inc., to conduct a nationwide search and determine recommendations for potential candidates to interview before a Panel of City appointed staff and community members.
- WBCP, Inc. received and reviewed 106 applications and 7 candidates were selected as finalists.
- On October 24, 2024, WBCP, Inc. and the panel members virtually interviewed the top 7 candidates.
- The top 3 candidates were selected to move forward for interviews with the City Council.
- Once the finalists complete their interviews, the top candidate may receive a conditional employment offer and proceed to the final stage of vetting, background check, and employment agreement negotiations.
- After an employment date is established, an employment agreement will be considered at a future City Council meeting.

Background Information:

Taylor Tedder resigned as City Manager on May 8, 2024. A total of 16 recruitment firms submitted proposals for city consideration for the city manager recruitment process. On July 9, 2024, the City Council selected WBCP, Inc. which included an Operational Style Assessment based on emotional intelligence testing which measures behavior and organizational fit.

On August 13, 2024, Wendi Brown of WBCP, Inc. provided a presentation explaining the process and platforms used for recruiting. Dr. Karen Semien-McBride, MK Circle Enterprises LLC, joined the meeting virtually and provided an overview of the testing used for the assessment to help determine how someone performed in their roles and how they interact with peers and superiors. Ms. Brown established with the City Council the minimum qualifications for the position and what the City Council was looking for in a candidate. The City Council identified the panel members who would conduct the virtual interviews.

WBCP, Inc. received 106 applications and reviewed and screened them based on assessment of leadership qualities, experience, and alignment with the City Council's ideal candidate. The candidate pool was narrowed down to 7 finalists to participate in virtual interviews.

On October 24, 2024, WBCP, Inc. and the panel members conducted virtual interviews with 7 candidates. After the final round of interviews, the panel discussed each candidate's qualifications, strengths and weaknesses, and potential to succeed as city manager. The top 3 candidates were invited to advance in the process and interview with the City Council.

Once the finalists conclude the interview, the top candidate may be offered a conditional employment offer and proceed to the final stage of vetting, background check, and employment agreement negotiations.

After an employment date is established, the City Council will consider an employment agreement at an upcoming City Council meeting.

Financial:

\$143,881.00-\$211,504.00 Depending on Experience and Qualifications

Department Recommendation: That the City Council receive a presentation by Wendi Brown of WBPC, Inc., conduct interviews of the final candidates, consider selection of a candidate and discuss a possible conditional employment offer, proceed to the final stage of vetting, background check, and employment agreement negotiations, and/or provide direction on the next steps in the process.

Attachment:

Schedule for CM Applicants
CM Job Announcement Brochure
Panel Summarization of candidates
Forced Ranking Example
Ned Thomas Cover Letter
Ned Thomas Resume
Operational Style Assessment – Ned Thomas
Tarik Rahmani Cover Letter
Tarik Rahmani Resume
Operational Style Assessment - Tarik Rahmani
Christopher Jordan Cover Letter
Christopher Jordan Resume
Operational Style Assessment – Christopher Jordan