



**Special City Council Meeting
7:00 PM, TUESDAY, NOVEMBER 25, 2014
City Council Chambers
23600 Liberty Street
Farmington, MI 48335**

SPECIAL MEETING AGENDA

1. ROLL CALL

Roll Call

2. APPROVAL OF AGENDA

3. OPENING COMMENTS - MAYOR GALVIN

4. NEW CITY MANAGER SEARCH PROCESS

**A. New City Manager Search Process. Review of Proposed Search Process
and Draft Request for Proposal for an Executive Search Firm**

5. PUBLIC COMMENT

6. COUNCIL COMMENT

7. ADJOURNMENT

**Farmington City Council
Staff Report**

Council Meeting Date:
November 25, 2014

**Reference
Number
(ID # 1739)**

Submitted by: William Galvin, Mayor

Description: New City Manager Search Process. Review of Proposed Search Process and Draft Request for Proposal for an Executive Search Firm

Requested Action:

Move to approve the Request for Proposal and authorize the City Clerk to send the RFP out to various search firms as reviewed and agreed upon by City Council.

Background:

Recently our city manager, Vince Pastue, announced that he will be leaving employment with the City of Farmington effective no later than May 31, 2015, and possibly sooner should he successfully find employment elsewhere.

It is important to note that Mr. Pastue has not formally submitted a letter of resignation and is still employed by the City as our City Manager. However, he has acknowledged and fully supports Council's desire to move forward to seek a new City Manager.

Pursuant to Section 4.1 of the City of Farmington Charter, "The city shall have the Council-Manager form of government."

Pursuant to Section 4.7 of the City of Farmington Charter, "The Council shall appoint a City Manager within ninety days after any vacancy exists in such position. The City Manager shall hold office at the pleasure of a majority of the Council, but shall not be removed from office during a period of thirty days following any regular city election except by the affirmative vote of four members of the Council. The City Manager shall be selected on the basis of his or her executive and administrative qualifications with special reference to his or her training and experience and without regard to his or her political or religious preferences."

For additional reference, the City of Farmington Charter section 4.8 explains the city manager's functions and duties.

Additionally, Mayor Galvin, Mayor Pro Tem Schneemann, City Attorney Schultz and City Manager Pastue met to outline an initial search process for Council's review this evening. Based on that discussion it is recommended that Council hire a professional, executive search firm. A draft Request for Proposal (RFP) was provided to Council for review.

The purpose for this agenda item is:

- 1) For Council to engage in a dialogue about the search process in general
- 2) For Council to review the RFP and make any edits it agrees upon
- 3) To approve an RFP which will be sent out to bid by the City Clerk.

Agenda Review

Review:

William Galvin	Pending
City Manager	Pending

City Council Pending 11/25/2014 7:00 PM