



Meeting Agenda Item Coversheet

MEETING DATE:		January 6, 2026	Submitted By: Administration
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>		City Manager Recruitment Process – Selection of Semi Finalists	
STAFF RECOMMENDATION: (MOTION READY)			
SUMMARY and/or JUSTIFICATION:	<p>The Senior Advisors reviewed 19 applications based on the required knowledge and competencies for the City Manager position. The recommendations are categorized as follows:</p> <ul style="list-style-type: none"> • Qualified, Meets All Requirements: Leondrae D. Camel, Mark A. Kutney, Horace McHugh, Howard Brown, Peggy Castano, Larry Tibbs, Michael Jackson • Qualified, Does Not Meet All Requirements: Emmanuel O. Adediram, Robert Curnow (Withdrew 12/22/2025), Ramsay Bulkeley • Not Recommended: Deidra J. Boykin, Brandon Carter, Michael K. Gendill, Jason Goldstein, George Calvin Dickens, Armani Nelson, Frederick Stang, Chandler Williamson, Charles Morris <p>Next Steps for City Council:</p> <ol style="list-style-type: none"> 1. Select Semi-Finalists: <ul style="list-style-type: none"> ○ Review the recommendations and select up to 7 candidates from the "Qualified, Meets All Requirements" and "Qualified, Does Not Meet All Requirements" groups. ○ Conduct background checks on semi-finalists before proceeding to the interview phase. 2. Interview Field Selection: <ul style="list-style-type: none"> ○ Select approximately 5 candidates for interviews, with 2 alternates. ○ Ensure all candidates are willing to accept the position at the starting salary within the published range. 3. Set Interview Dates: <ul style="list-style-type: none"> ○ Schedule interviews, accounting for the number of candidates selected. ○ Coordinate travel and accommodation for interviewees and notify those not selected. 4. Interview Process Recommendations: <ul style="list-style-type: none"> ○ Duration: Two or three-day process. ○ City Tours: Group tours with top staff for candidates to learn about Westlake. ○ Reception (Optional): A reception for candidates, Council, staff, and the public before public interviews. ○ Interviews: One-on-one interviews with Council, followed by public interviews where all candidates are asked the same questions. ○ Final Decision: Council votes on the preferred candidate and designates a 1st and 2nd choice. The Mayor and City Attorney will negotiate the employment agreement, pending Council approval. ○ Travel & Lodging: Council should cover travel and lodging costs for candidates and their spouses. <p>Action Required:</p> <ul style="list-style-type: none"> • City Council to review the recommended candidate groups, select semi-finalists, and identify dates to conduct interview (January 22, 23, February 5, 6, 12 or 13) 		

SELECT, if applicable	AGREEMENT:		BUDGET:	
	STAFF REPORT:		PROCLAMATION:	
	EXHIBIT(S):		OTHER:	
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>				
SELECT, if applicable	RESOLUTION:		ORDINANCE:	
IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE <i>(if Item is <u>not</u> a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank) <u>Please keep text indented.</u></i>				
FISCAL IMPACT (if any):				\$