



City of Littleton

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

Meeting Agenda

City Council

Tuesday, September 20, 2016

6:00 PM

Council Chamber

SPECIAL MEETING

1. Roll Call

2. Pledge of Allegiance

3. Approval of Agenda

4. Public Comment

Public Comment on General Business items

5. General Business

- a) [ID# 16-219](#) Motion to award a contract to conduct an executive search for a City Manager

6. Adjournment

The public is invited to attend all regular meetings or study sessions of the City Council or any City Board or Commission. Please call 303-795-3780 at least forty-eight (48) hours prior to the meeting if you believe you will need special assistance or any reasonable accommodation in order to be in attendance at or participate in any such meeting. For any additional information concerning City meetings, please call the above referenced number.



Staff Communication

File #: ID# 16-219, **Version:** 1

Agenda Date: 09/20/2016

Subject:

Motion to award a contract to conduct an executive search for a City Manager

Presented By: Wendy Heffner, City Clerk

POLICY QUESTION:

Does city council support awarding a contract to provide executive recruitment services for a city manager to Waters and Company?

BACKGROUND:

City council interviewed four executive search firms on September 13, 2016 following an RFP process that had nine responses. After discussion of the merits of each firm, the council direction provided to staff was to present council with a motion for consideration to select Waters and Company. If selected to provide executive recruitment services for a city manager search, the contract with Waters and Company will have an all-inclusive professional fee of \$24,500.

STAFF RECOMMENDATION:

Staff recommends approval.

PROPOSED MOTION:

I move to award a contract for executive recruitment services for a city manager to Waters and Company.