



FINAL

**GOVERNANCE COMMITTEE MINUTES
FRIDAY, MAY 5, 2017**

MEMBERS PRESENT: Mayor Suzanne Prentiss, Assistant Mayor Tim McNamara and Councilor Karen Hill.

MEMBERS ABSENT: None

OTHERS PRESENT: City Clerk Sandi Allard

1. CALL TO ORDER: The meeting was called to order by Assistant Mayor Prentiss at 2:08 pm.

2. ACCEPTANCE OF MINUTES – March 8, 2017:

Motion by Councilor Hill, seconded by Assistant Mayor McNamara to approve the minutes of March 8, 2017 as presented in the agenda packet. Vote on motion was unanimous in favor.

3. STUDY ITEMS:

A. Review Proposals for City Manager Recruitment Services

Committee members reviewed the proposals submitted by the following firms:

Springsted/Waters of Saint Paul, Minnesota
The Novak Consulting Group of Cincinnati, Ohio
Strategic Government Resources (SGR) of Keller, Texas
Municipal Resources of Meredith, NH

Committee members also reviewed the community input received via the web from 11 individuals.

After discussion of the proposals, it was agreed that the committee members would split them up and do additional web research on the companies. Members would also come up with some interview questions to ask during a 30-minute video conference interview with each of the four firms on May 18th between 12:00 noon to 2:00 pm in the West Meeting Room. Once those interviews are completed, the Committee will determine which firms to recommend to be interviewed by the full Council on Saturday, June 3rd. Once the June 3rd interviews take place, the Council would then take action to select a firm at the June 7th regular City Council meeting.

4. FUTURE MEETINGS:

None Scheduled

5. ADJOURNMENT:

Motion by Assistant Mayor McNamara, seconded by Councilor Hill to adjourn. Vote was unanimous in favor.

The meeting adjourned at 3:07 pm.

Respectfully Submitted,
Sandra Allard, City Clerk