



City of Bellevue

# **Discussion: Process for Filling City Manager Position**

**Council Business and New Initiatives**

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# Direction

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Staff seek feedback and direction on the process to permanently fill the City Manager position.

# Background

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- City Council
  - Policy making body
  - Hires a professional City Manager
    - Council's only direct report
    - Takes a majority vote to appoint or remove
- City Manager
  - Oversees day-to-day operations
  - Implements policy set by Council
  - Must possess the qualities, expertise, and experience to carry out the responsibilities

# Background

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- Steve Sarkozy
  - 2000 – 2013
- Brad Miyake
  - 2013 – Acting City Manager
  - 2014 – City Manager
- Diane Carlson
  - 2023 – appointed Acting City Manager

# Considerations – Appointment or recruitment

## Direct appointment

### Pros:

- Acknowledge experience, expertise, skills, suitability that acting individual possesses
- Expedites hiring process and ensures smooth transitions and continuity of operations

### Cons:

- Potential perception of favoritism or bias
- Lost opportunity for others interested in the position

# Considerations – Appointment or recruitment, cont.

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## Recruitment

### Pros:

- Provides opportunity for others to apply and compete for the position
- Broader talent pool to assess the best candidate among the applicants

### Cons:

- Additional costs for recruitment and selection
- Additional time and potentially disruptive

# Considerations – HR staff or External firm

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Utilizing internal resources

Pros:

- Overall recruitment timeline savings (2-3 months)
- Staff would lead, in-house knowledge of the city

Cons:

- Potential staff capacity issues
- Potential smaller network of job applicants

# Considerations – HR staff or External firm

## External resources

### Pros:

- Executive firm would lead, with HR and City Clerk's office supporting
- Focused expertise with expanded national talent pool of candidates and their networks
- Time savings for HR and City Clerk staff

### Cons:

- Additional time to recruit and select a firm
- Cost range estimate between \$30,000 – \$70,000
- Additional logistics and time



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# Current decision points

## Decision A

Direct staff to create  
City Manager profile



## Decision B

Direct staff on  
appointment or  
competitive recruitment

If competitive  
recruitment:



Direct staff on using in-  
house staff or outside  
consultant