



Homer City Hall
491 E. Pioneer Avenue
Homer, Alaska 99603
www.cityofhomer-ak.gov

City of Homer Agenda

**City Council Committee of the Whole
Monday, April 13, 2020 at 5:00 PM
City Hall Cowles Council Chambers**

CALL TO ORDER, 5:00 P.M.

Department Heads may be called on to participate.

AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 6)

CONSENT AGENDA

REGULAR MEETING AGENDA

DISCUSSION TOPIC(S)

- a. [Memorandum](#) 20-044 from Personnel Director Re: City Manager Job Posting and Draft Schedule

COMMENTS OF THE AUDIENCE

ADJOURNMENT NO LATER THAN 5:50 P.M.

Next Regular Meeting is Monday, April 27, 2020 at 6:00 p.m., Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.



City of Homer

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Human Resources

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Memorandum 20-044

TO: City Council
THROUGH: Katie Koester
FROM: Andrea Browning, HR
DATE: March 30, 2020
SUBJECT: City Manager Job Posting and Draft Schedule

At the March 23rd Council Meeting I was directed to re-advertise the City Manager position. The job is now posted on the City's webpage and advertised nationwide. The job posting closes on May 10th.

Below is a draft schedule for Council review and input. I provided the dates that are possible, but did not insert dates for in-person interviews and beyond, since the current travel restrictions make this difficult to forecast.

In the event that Council selects only out-of-state candidates to move forward after telephonic interviews, we will have to evaluate next steps moving forward given the state of the COVID-19 emergency status/restrictions at that time.

Draft Timeline for CM Hiring

03/29/2020 – 05/10/2020	Advertisement/ Position Open
05/15/2020	Binders available for Council pickup, in conference room at City Hall
05/26/2020	Council Meeting; Applicant Review
05/27/2020	Background Authorizations sent to finalists
Week of:	
06/01/2020 or 06/08/2020	Telephonic Interviews
July	In Person Interviews if possible; dependent upon travel restrictions
-----	Selection made
-----	Negotiations
-----	Estimated start date will depend on applicant's notice requirements
-----	Interim CM last day
-----	New Manager Sworn in on next Council Meeting date