

**CITY OF NORTHGLENN  
CITY COUNCIL MINUTES  
March 23, 2006**

**CALL TO ORDER**

Mayor Novak called a special meeting of the Northglenn City Council to order on Thursday, March 23, 2006 at 5:30 p.m. in the City Hall Council Chambers, 11701 Community Center Drive, Northglenn.

**ROLL CALL**

Mayor Novak, Council members Clyne, Garner, Monroe, Paiz, Lindsey, Miller, Parsons, Martin.

**ABSENT**

No one.

**STAFF PRESENT**

Acting City Manager Cullen, City Clerk Lentz.

**DISCUSSION**

Options to Conduct

Search for City Manager

Mayor Novak introduced Gary Sears, City Manager of Englewood, Mark Achen, ICMA Range Rider, Al Thelen, ICMA Range Rider.

Al Thelen reviewed what major issues and skills that may be necessary for this selection. Mr. Thelen asked Council what experience in municipal government Council would like to require for this position. Mr. Thelen suggested that Council develop a profile first before looking at applications and talked about the interview process.

Mark Achen stated the process of selecting an employee is a 50/50 process. Mr. Achen stated selling Northglenn, the organization and Council is vital for this process. Mr. Achen discussed the basic process in advance of the recruitment phase before Council solicits for applications. Mr. Achen said it is very important to have as much contact time with the applicants as possible, so Council can decide whether the fit is right for the organization. Mr. Achen said it's significant to provide applicants with as much information as possible.

Gary Sears spoke about the sense of trust, and relationship with the manager. Mr. Sears spoke about choosing an effective local government Manager. What are the type of professional things you will be getting? Mr. Sears mentioned four (4) things: (1) technical competence based on training experience and access to information, (2) informed long range vision of contemporary trends and their intersection with what the community needs, (3) bring in a person of political neutrality, (4) principal commitment to serve the public interest.

Council asked questions of all three professionals in attendance. There was discussion of what procedures head hunters may follow, time frame questions and how long it would be until interviews would start.

Council asked Mark Achen if he would be involved to help choose a consultant. Mr. Achen agreed to put a proposal together for Council by tomorrow, March 24, 2006.

Council set a special meeting for March 28, 2006 at 5:30 p.m. in Council Chambers to discuss the proposal from Mark Achen.

**ADJOURNMENT**

The City Council meeting adjourned at 6:40 p.m.

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DIANA L. LENTZ, CMC  
City Clerk

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KATHLEEN M. NOVAK  
Mayor