



City Manager Recruitment Sub-Committee Meeting Minutes

October 6, 2025 8:00 AM

111 E. Maple Ave., Third Floor Conference Room A, Independence, MO 64050

WELCOME

The meeting was called to order at 808 a.m.

Those present: Councilmember Perkins, Councilmember Fears, Councilmember McCandless, Interim City Manager Lisa Reynolds, Assistant City Manager Charlie Dissell, Procurement Manager Rich Sese, Human Resources Director Carissa Smith, Tech Services Director Jason Newkirk, Deputy Director of Municipal Services Mike Jackson and City Clerk Susanne Holland

DISCUSSION OF RECRUITMENT FIRM APPLICANTS

There were 13 firms that responded to this RFP. It was decided to discuss the top three firms based on scores from their proposals.

MC Perkins made a motion to go into closed session to discuss in detail, the scoring of the applicants. This was seconded by CM Fears.

All ayes, no nays

The meeting went into closed session to discuss the results of those scores.

The closed session lasted for about 40 minutes.

It was decided to interview two firms, Strategic Government Resources (SGR) and Colin Baenziger and Associates.

There was a discussion of the types of questions they wanted to ask both firms.

- Election season
- Budget season
- Our timeline and if they have any recommendations for adjusting their proposed timeline
- Process for public engagement

- Process for staff input
- Writing sample approach
- Ad placement
- Review of key people on their staff
- Post-placement follow-up and support to the new City Manager
- Overview of their corporation
- Average stay of their placements
- DiSC assessments

The next meeting will be on October 14th where the committee will interview the selected firms.

INFORMATION ONLY

- A. Please Note: In accordance with RSMo. 610.021, the City Council may convene in a Closed Executive Session during or after the meeting, on matters of litigation, legal action, and/or attorney client communications, as permitted by Sec. 610.021(1), on matters of personnel, as permitted by Sec. 610.021(3) and personnel records, as permitted by 610.021(13), on matters of contracts, as permitted by 610.021(12), on matters of real estate, as permitted by 610.021(2) and/or matters of labor negotiations, as permitted by 610.021(9).

ADJOURNMENT

Meeting adjourned at 859 a.m.