

A meeting of the royal oak city commission city manager executive search subcommittee was held on Monday, June 17, 2019 at 7:00 am in the 2<sup>nd</sup> floor Police Conference room, located at 211 East Third Street Royal Oak, MI 48067. The meeting was called to order at 7:00 am.

Committee Members  
Mayor Pro Tem Douglas  
Commissioner Gibbs  
Commissioner Macey

Also Present: City Manager Don Johnson, City Attorney Dave Gillam, Human Resources Director Dennis Van de Laar and Human Resources Specialist Jennifer Napper.

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**NOMINATION OF CHAIR**

Moved by Commissioner Gibbs  
Seconded by Commissioner Macey

Be it resolved, the committee nominates Mayor Pro Tem Douglas to serve as Chair of the committee.

ADOPTED UNANIMOUSLY

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**APPROVAL OF AGENDA**

Moved by Commissioner Macey  
Seconded by Commissioner Gibbs

BE IT RESOLVED that the City Commission City Manager Executive Search Subcommittee approves the agenda for the June 17, 2019 meeting.

ADOPTED UNANIMOUSLY

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**PUBLIC COMMENT**

Ms. Amy Cell from Amy Cell Talent introduced her company's recruiting services to the committee.

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**NEW BUSINESS**

Discussion about creation of RFP to seek out executive search services for the position of City Manager.

Mr. Van de Laar will prepare a document that contains the RFP discussed sections of "scope of work", "experience/qualifications requested", "bid response contents/deliverables" for public posting and review by the City Commission at its June 24, 2019 meeting.

Next sub-committee meeting date to be determined.

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**ADJOURNMENT**

Upon motion of Commissioner Gibbs and Seconded by Commissioner Macey the meeting was adjourned at 8:36 am.