
CITY COUNCIL REPORT

DATE: February 22, 2019
TO: Mayor and Councilmembers
FROM: Rocio Garcia-Pedroza, Human Resources Manager
CC: Jerene Watson, Interim City Manager; Department Directors
SUBJECT: CITY MANAGER RECRUITMENT STATUS & SALARY BENCHMARK

The report is for information purposes only.

DISCUSSION:

This week we began advertising as the first step in recruitment efforts for the City Manager position. Attached is the announcement that has been placed in the City's website, League of Arizona Cities and Towns website, and CareerBuilder.com through the Arizona Daily Star which goes out to newspapers statewide that have CareerBuilder. In the coming week, it will be placed in the Douglas Dispatch (abbreviated form) and on the ICMA website, which is also included in their weekly newsletter. We will also be making direct email outreach to all current Arizona City Managers and Assistant/Deputy City Managers.

Attached you will find the job advertisement we are using for most of the recruitment efforts.

We also wanted to provide you with a salary benchmark for the City Manager position (attached) using comparable cities. These cities are those that have comparable data to Douglas in regards to population, median income and operating budget. City Manager salaries from these cities were obtained from the latest salary survey released by the League of Arizona Cities and Towns. Salary benchmarks are used to determine competitiveness. The intent is to have this information available for future use when trying to establish a salary range for the individual that will be considered for the position.

Please let me know if you have any questions.

RECOMMENDATION / CONCLUSION:

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