

City Council Subcommittee:
City Manager Recruitment
Goodyear City Hall - La Jolla Vista Conference Room (2nd Floor)
1900 N. Civic Square
Goodyear, AZ 85395



Tuesday, November 4, 2025

8:00 a.m.

Meeting Minutes

CALL TO ORDER

ROLL CALL

Present: Councilmember Brannon Hampton; Councilmember Laura Kaino; Councilmember Trey Terry

Staff Present: City Clerk Jasmine Pernicano; Human Resources Director Lyman Locket

PUBLIC COMMENTS

There were no public comments.

BUSINESS

1. Review, discuss and possible action on the City Manager Ideal Candidate Profile. (Lyman Locket, Human Resources Director)

The Subcommittee reviewed and discussed the City Manager Ideal Candidate Profile for inclusion in the executive recruitment solicitation, expressing support for emphasizing experience in managing growth, working with a Council-Manager form of government, and maintaining strong organizational performance and public safety relations.

2. Review, discuss and possible action on the City Manager Job Description. (Lyman Locket, Human Resources Director)

Lyman Locket, Human Resources Director, reviewed the job description last updated in 2008, and presented updates to modernize it. The Subcommittee discussed the updated job description and noted that it included all the concepts discussed in the Ideal Candidate profile.

3. Review, discuss and possible action on the scope of work for Executive Search Firm. (Lyman Locket, Human Resources Director)

[This item was discussed first].

Lyman Locket, Human Resources Director, reviewed the solicitation process and scope of work for an Executive Search Firm. The Subcommittee supported proceeding with an open solicitation, advertising the Request for Qualifications promptly, and recommending contract award in December to begin recruitment in January 2026.

INFORMATION ITEMS

The Subcommittee requested to review the interview process at a future meeting. There were no other information items to report.

FUTURE MEETINGS

The Subcommittee expressed support to hold their next meeting in December following the close of the solicitation.

ADJOURNMENT

There being no further business to discuss, Councilmember Hampton adjourned the meeting at 8:54 a.m.

Respectfully Submitted by:

Jasmine Pernicano, City Clerk

Date: _____

Approved at City Council - City Manager Recruitment Subcommittee Meeting held on December 4, 2025.