

**City Council Subcommittee:
Executive Search Firm Subcommittee**
Goodyear City Hall - Council Chambers
1900 N. Civic Square
Goodyear, AZ 85395



Thursday, December 22, 2025

10:30 a.m.

Meeting Minutes

CALL TO ORDER

Councilmember Hampton called the meeting to order at 10:32 a.m.

ROLL CALL

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

PUBLIC COMMENTS

There were no public comments.

BUSINESS

1. Approval of Minutes

Approve the draft minutes from the City Council Subcommittee: City Manager Recruitment meeting on December 11, 2025.

MOTION BY Councilmember Trey Terry, **SECONDED BY** Councilmember Laura Kaino **to APPROVE the draft minutes from the City Council Subcommittee: City Manager Recruitment meeting on December 11, 2025. The motion carried as follows:**

AYE: Councilmember Laura Kaino, Councilmember Brannon Hampton, Councilmember Trey Terry

Passed - Unanimously

2. Review and discuss the City Manager Recruitment Framework which will include an introduction by the recruiter, stakeholder engagement, timeline, shortlist meeting, interview panel, advertising strategy and ideal candidate.

Wendi Brown, WBCP, Inc., opened the discussion with introductions and reviewed the proposed stakeholder engagement approach, project timeline, and interview framework, and requested feedback from the Subcommittee. She explained that the Subcommittee will have the opportunity to review and provide input on the recruitment brochure and survey prior to posting, which is tentatively scheduled for January 12. Ms. Brown noted that the initial review of applications is expected to occur approximately six weeks after posting. She further explained that shortlist interviews will be conducted virtually, followed by in-person interviews, including a meet-and-greet format with department directors.

The Subcommittee expressed support for conducting both an employee and community survey, as well as a virtual open community tour. The Subcommittee discussed stakeholder engagement, including which groups or individuals should be included in the process, and provided feedback to the recruiter regarding the ideal candidate profile. The Subcommittee requested that Councilmembers provide individual feedback on ideal candidate characteristics, along with input from the City's department directors. The Subcommittee also requested that the recruitment brochure and survey be reviewed and approved at the next Subcommittee meeting.

INFORMATION ITEMS

There were no information items.

FUTURE MEETINGS

The Subcommittee reviewed proposed future meeting date and times.

ADJOURNMENT

There being no further business to discuss, Councilmember Hampton adjourned the meeting at 12:28 p.m.

Respectfully Submitted by:

Jasmine Pernicano, City Clerk

Date: _____

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