

**EL RENO CITY COUNCIL**  
SPECIAL MEETING OF  
WEDNESDAY – MAY 27, 2015 – 5:02 P.M.  
EL RENO CITY COUNCIL CHAMBERS  
101 N. CHOCTAW AVENUE – EL RENO, OKLAHOMA

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**AMENDED AGENDA**

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- A**    **CALL MEETING TO ORDER**
- B**    **ROLL CALL**
- C**    **DISCUSSION ITEMS**

1. Discussion, consideration and possible action to seek an Executive Search firm (Contractor) to recruit a new City Manager to lead the City of El Reno, Oklahoma. Successful Contractor will have sufficient industry and functional knowledge to make sound candidate recommendations. Contractor activities include, but are not limited to the following:
  - 1) Meet with the Executive Search Committee or City Council to develop an understanding of the organization, its needs, and the City Manager position.
  - 2) Provide a clear position description for the City Manager position, which will garner interest within the market of possible candidates; a scope of duties; assignment of a search manager responsible for the recruitment; a general timetable and a statement concerning fees, expenses and cancellation policy.
  - 3) Thorough independent research of potential candidates by the firm's research staff.
  - 4) Verbal and written reports on the progress of the search, including scope of the research and feedback.
  - 5) Verification of credentials of potential candidates, and assessment of the candidates' strengths and weaknesses. Evaluation of potential candidates, including, in-depth personal interviews by the search manager. Interviews between the search firm and the candidate are required for all candidates recommended to the Board Search Committee or City Council.
  - 6) Written reports and evaluations of short-listed candidates prior to interviews with the Board.
  - 7) Comprehensive reference checking of the candidates prior to final selection.
  - 8) Active participation in final negotiations to facilitate communication between the parties and to ensure that the Executive Search Committee or City Council has the best opportunity to successfully recruit the favored candidate.
  - 9) Follow up with the selected candidate after the start date in the position to assist integration of the candidate into the new job and the work environment. Maintain communications with the Executive Search Committee or City Council.

- 10) Council Training Workshop by David Weatherford with Governing Body and City Manager, Assistant City Manager to ensure successful and positive transition.
2. Discussion, consideration, and possible action on Amended Agreement regarding Transfer of Properties between the City of El Reno and El Reno Public School District.
  3. Discussion, consideration, and take action with respect to Resolution No. 15-036; a resolution of the City Council of the City of El Reno, Oklahoma (The "City") approving the incurrence of indebtedness by the El Reno Municipal Authority (The "Authority") issuing its sales tax revenue note, series 215 (The "Note"); providing that the organizational document creating the Authority is subject to the provisions of the note indenture, authorizing the issuance of said note; waiving competitive bidding with respect to the sale of said note and approving the proceedings of the Authority pertaining to the sale of said note; ratifying and confirming a sales tax agreement by and between the city and the Authority pertaining to the year-to-year pledge of certain sales tax revenues; establishing the City's reasonable expectation with respect to the issuance of tax-exempt obligations by or on behalf of said City in calendar year 2015, and designating the Note as a qualified tax-exempt obligation; and containing other provisions relating thereto.
  4. Discussion, consideration, and take action with respect to the replacement of a 1995 Chevrolet C10 not in service and to purchase of a 2015 Chevrolet Double Cab 4x4. Said vehicle is necessary for animal control.
  5. Discussion, consideration, and possible action on the proposed contract to purchase property at 109 E. Cooney Street, El Reno, Oklahoma (a/k/a Lots 12 and 13, less and except the west 85 feet, Block One Hundred Thirty-nine (139), City of El Reno, Canadian County) from ChrisNik, LLC.

**D** **ADJOURNMENT**

Filed in the office of the City Clerk and posted on the bulletin board at the west entrance of the El Reno Municipal Building, 101 N. Choctaw at 5:00pm on May 26, 2015.

Signed \_\_\_\_\_  
**Lindsey Grigg, City Clerk**