

The City of Durant encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged in order to make the necessary accommodations. The City of Durant may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for limited English proficient (LEP) individuals are not the necessary accommodation.

DURANT CITY COUNCIL

6:00 PM

**Roscoe J. Hatfield
Council Chambers
300 West Evergreen
Durant, Oklahoma
SPECIAL AGENDA**

September 18, 2023

CALL TO ORDER

INVOCATION/FLAG SALUTE

ROLL CALL

ORDER OF BUSINESS

1. Administration

- a. Consider Approval of Resolution of the City Council of the City of Durant, Oklahoma, Concerning the Hiring Process for a City Manager for the City of Durant and Establishing Policies and Procedures for Said Hiring Process (R-2023-17)

2. Executive Session

- a. Consider Executive Session to Discuss Hiring of City Manager (This Executive Session Authorized by Title 25, Section 307 B(1) of the Oklahoma State Statutes)
- b. Consider Action Pursuant to Executive Session Item 2(a) Above

ADJOURNMENT

CERTIFICATE

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 31st day of August, 2023 and that an agenda of said meeting was posted at the place of such meeting at 2:45 p.m. on the 14th day of September, 2023.



Cynthia J. Price, City of Durant



The City of Durant

Memorandum

Date: 9/18/2023
To: Mayor and City Council
From:
Re: Administration

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:



The City of Durant

Memorandum

Date: 9/18/2023
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Approval of Resolution of the City Council of the City of Durant, Oklahoma, Concerning the Hiring Process for a City Manager for the City of Durant and Establishing Policies and Procedures for Said Hiring Process (R-2023-17)

Council Information / Action Requested

Approval of Resolution of the City Council of the City of Durant, Oklahoma, Concerning the Hiring Process for a City Manager for the City of Durant and Establishing Policies and Procedures for Said Hiring Process (R-2023-17)

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. R-2023-17 Durant City Manager Executive Search Resolution FINAL DRAFT (08-30-23)

DURANT, OKLAHOMA
RESOLUTION NO. 2023-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DURANT, OKLAHOMA, CONCERNING THE HIRING PROCESS FOR A CITY MANAGER FOR THE CITY OF DURANT, AND ESTABLISHING POLICIES AND PROCEDURES FOR SAID HIRING PROCESS

WHEREAS, the City Council of the City of Durant, Oklahoma, pursuant to state law, is responsible for the selection and appointment of the City Manager of the City; and,

WHEREAS, with a current vacancy in the position, the City Council is required to select and appoint a new City Manager of the City; and,

WHEREAS, the City Council desires to create a process that will encourage the most qualified applicants possible to consider employment with the City, and desires to complete the hiring within a timely manner; and,

WHEREAS, approval of a written process will benefit the City Council, possible applicants, and the public by making the selection process as clear as possible; and,

WHEREAS, approval of this resolution is in the best interests of the residents of the City of Durant.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Durant, Oklahoma, as follows:

The City Council approves the following procedures in the hiring of a new City Manager:

Oklahoma Municipal Management Services (OMMS) is directed to advertise the position with OMMS, the City Management Association of Oklahoma (CMAO), the Oklahoma Municipal League (OML), the Texas Municipal League (TML) and the International City/County Management Association (ICMA), and any other appropriate online city management websites deemed appropriate by OMMS.

OMMS is approved to initiate the initial review of applications on November 1, 2023.

The advertisement attached as Exhibit 1 is approved for publication.

The City Manager Job Description attached as Exhibit 2 is approved.

The Durant Community Profile attached as Exhibit 3 is approved.

All applications shall be submitted to the attention of OMMS, 7633 East 63rd Place, Suite 507, Tulsa, Oklahoma, 74133, or by email at recruiter@okmms.org, and shall be kept strictly confidential.

Council Members will work individually and collectively with OMMS to review all applications received and will determine an appropriate number of qualified candidates to interview.

The City Council establishes as a goal the objective of reaching unanimous approval on the candidate who is selected.

Each Council Member is encouraged to seek input from members of the public about the characteristics and qualifications that are important to the residents for the selection process, to share their goals and expectations with prospective candidates and citizens to help establish shared goals for the Council and the community, and to individually consider those goals, characteristics and qualifications during the hiring process.

The City Council will abide by the recommendations of the City Management Association of Oklahoma (CMAO) regarding the integrity of the selection process and respect for applicants and will not publicly disclose the identity of applicants (unless disclosure is approved in writing by the affected applicants), as set forth by Exhibit 4.

The City Council establishes a goal that the hiring process be completed by January 1, 2023.

Dated and approved this _____ day of _____, 2023.

CITY OF DURANT, OKLAHOMA

Martin Tucker, Mayor

ATTEST:

APPROVED AS TO FORM:

Cynthia Price, City Clerk

Thomas Marcum, City Attorney

EXHIBIT 1

City Manager Advertisement City of Durant, Oklahoma

The City of Durant is currently soliciting applications for the position of City Manager. Durant is located in Bryan County, Oklahoma, and serves as the headquarters of the Choctaw Nation of Oklahoma. The population was 15,856 during the 2010 census and was estimated at 19,628 in 2022. Durant is the principal city of the Durant Micropolitan Statistical Area, which had a population of 48,182 in 2022. Durant is also part of the Dallas-Fort Worth Combined Statistical Area, anchoring the northern edge of the area. Durant is home to Southeastern Oklahoma State University and the City is officially known as the Magnolia Capital of Oklahoma.

The City of Durant operates under the Council-Manager form of government. The selected candidate will direct and manage the functions of the City; be responsible for directing the implementation of policies and programs adopted by the City Council; oversee City expenditures, bidding procedures and purchasing functions in compliance with state and local laws; appoint, and when necessary for the good of the service, remove, demote, lay off or suspend all heads of administrative departments and other administrative officers and employees of the City except as otherwise provided by law; research and respond to constituent inquiries and complaints in cooperation with appropriate staff; represent the City to intergovernmental agencies, businesses, tribal governments and community leaders; serve as a legislative liaison; represent the City on boards, commissions, and meetings as directed by the City Council; prepare the annual budget for consideration by the City Council; and any other such duties as assigned.

Salary is competitive to the area and will be dependent upon qualifications. The City offers a competitive benefits package.

Candidates should have a Master's degree from an accredited college or university in Public Administration, Business, Finance, or related field with a minimum ten (10) years of increasingly responsible public sector management experience, of which five (5) years is at an executive level, inclusive of executive level financial responsibilities. ICMA Credentialed Manager designation preferred but not required.

An application deadline of November 1, 2023, is established, or until filled. Interested applicants should submit a cover letter, resume, five work-related references and salary history, to Oklahoma Municipal Management Services (OMMS), Durant City Manager Executive Search, 7633 East 63rd Place, Suite 507, Tulsa, OK 74133, or email to recruiter@okmms.org. The City of Durant provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, gender, national origin, age, disability/handicap, or status as a Vietnam-era or special disabled veteran in accordance with applicable Federal and State laws to include Title VII, Civil Rights Act of 1964.

EXHIBIT 2

City of Durant, Oklahoma City Manager Job Description

POSITION SUMMARY

Under broad policy direction from the City Council, the City Manager serves as chief administrative officer for the City; provides leadership with the development and execution of the City's strategic vision; provides highly responsible and complex policy support to the Council; directs the work of executive level managers and reviews overall operational performance; and exercises budgetary and contractual control over revenue and expense for the City.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may be required and assigned.

1. Directs, manages, coordinates and expedites activities of all City departments, divisions and offices, except when such authority is vested by Statutes in boards and commissions or elected officers of the City; assigns, delegates tasks to and supervises department heads.
2. Serves as spokesperson and representative for the City, as directed by the Mayor and/or the City Council and as liaison to the Council by attending meetings, committees, boards and commissions as may be required; confers with and prepares reports and recommendations for elected and appointed officials on operational or policy matters as requested and acts as a liaison with other municipal bodies, the County, the state legislature, governor's office and federal agencies.
3. Provides recommendations for the development of policy by the City Council.
4. Submits recommendations or suggestions regarding improvement of the administration of the City, public safety, health, welfare and economy to the Council; develops and refines systems that ensure sound and efficient operation of the City's business. Develops and maintains standard operating procedures relative to the City's business affairs or exercise of governmental power and suggests changes to City ordinances where appropriate.
5. Advises the City Council on major policy issues, reports on financial status and general operating conditions, and recommends legislation and policies required in the public interest.
6. Insures efficient and effective implementation of policy.
7. Directs and coordinates administration of all City government activities.
8. Appoints, and if necessary, removes department heads in accordance with the City Code and Policy.

9. Directs the executive management team and aligns program and practices with the strategic plan, mission, vision, and goals.
10. Supervises, monitors and evaluates the work of department heads.
11. Establishes general direction and primary goals for operating departments and causes the development of related work plans, operating budgets and capital improvement plans; proposes the annual budget and promotes a sustainable budget approach in recommending expenditures and projecting revenue.
12. Responds to City Council inquiries regarding matters related to the City and ensures that Council directives are carried out.
13. Conducts research and procedural/administrative studies and prepares reports of proposed solutions or recommended courses of action.
14. Delegates responsibility to senior staff and monitors their performance.
15. Interacts frequently with elected officials, staff, citizens, and others to interpret and implement policy directives.
16. Responds to citizen inquiries and requests for service.
17. In conjunction with City Council, develops, monitors, and communicates the implementation phases of the City's strategic plans to ensure that long range goals and objectives are met.
18. Represents the City in discussions and negotiations with other governmental entities.
19. Promotes and creates opportunities for economic development.
20. Communicates with and responds to the media.
21. Performs special assignments as requested, to include researching and preparing reports and projects, developing and implementing programs, and presenting technical data to elected officials, and other.
22. Represents the City at various functions such as marketing speeches at civic and business associations, meeting with influential persons within the community, developers, officials, citizens, and representative of the press, to establish goodwill and resolve/respond to issues.
23. Other duties as assigned.

KNOWLEDGE SKILLS AND ABILITIES

1. Knowledge of local government management and business theory, practice and administration in order to oversee the planning and implementation of all City functions; to prepare reports/analyses, policies and budgets.
2. Knowledge of governmental accounting and budgeting principles and practices.

3. Knowledge of leadership principles and practices, including goal setting and program budget development and implementation.
4. Knowledge of leadership and direction of staff and activities, either directly or through subordinate supervision.
5. Knowledge of methods and techniques of research, statistical analysis and report presentation.
6. Skill in analytics necessary in order to develop and implement department mission, goals and procedures; determine needs for capital expenditures, personnel and operating budgets; and prepare special reports or analyses for jurisdiction or outside agencies.
7. Skill in interpersonal skills necessary in order to provide effective leadership to subordinate personnel and to develop cooperative working relationships with employees, senior management, citizens, community groups, elected officials and vendors supplying goods or services to the jurisdiction.
8. Knowledge of the City's and Department's operating requirements, policies, procedures, and practices; and local, state, and federal regulations related to department programs and operations.
9. Knowledge of principles and practices of budgeting, fiscal management, project management principles and techniques.
10. Ability to effectively utilize the principles of strategic and long and short-range planning.
11. Skill in analyzing complex administrative information and issues, defining problems and evaluating alternatives and recommending methods, procedures and techniques for resolution of issues.
12. Ability to research and analyze detailed information and make appropriate recommendations.
13. Ability to develop department goals and objectives.
14. Ability to plan, develop, implement, and evaluate projects and programs.
15. Ability to develop, interpret and implement regulations, policies, procedures, written instructions, general correspondence, and other department specific documents.
16. Ability to prepare, recommend and monitor an operating budget, including line item budgeting.
17. Knowledge of administrative policies and procedures of the City.
18. Ability to establish and maintain accurate records of assigned activities and operations.
19. Ability to interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.

20. Skill in organizational and time management to prioritize duties to accomplish a high volume of work product while adapting to constant changes in priority.
21. Ability to perform detailed work accurately and independently in compliance with stringent time limits with minimal direction and supervision.
22. Ability to think quickly, maintain self-control, and adapt to stressful situations.
23. Knowledge of management and supervisory practices & principles, including the ability to make final employment recommendations, preparing performance evaluations, managing time off, and maintaining personnel records.
24. Ability to adapt and take control of situations, dictating subordinate activities in a responsible manner.
25. Ability to instruct and train in methods and procedures.
26. Ability to organize, assign, and modify the work assignment of others, and (re)-establish priorities to meet deadlines.
27. Knowledge of current office practices and procedures and knowledge of the operation of standard office equipment and software.
28. Knowledge of computer software including word processing, spreadsheet and database applications consistent for this position.
29. Ability to perform mathematical calculations required of this position.
30. Ability to communicate clearly, concisely and effectively in English in both written and verbal form.
31. Skill in researching and understanding complex written materials.
32. Ability to prepare and maintain accurate and concise records and reports.
33. Ability to apply sound judgment and discretion in performing duties, resolving problems and interpreting policies and regulations.
34. Ability to communicate detailed and often sensitive information effectively and concisely, both orally and in writing.
35. Ability to handle sensitive interpersonal situations calmly and tactfully.
36. Ability to maintain professionalism at all times.
37. Ability to maintain effective working relationships with individuals within and outside the organization.
38. Ability to maintain confidentiality and discretion regarding business-related files, reports and conversations, within the provision of the Open Records Act and other applicable State and Federal statutes and regulations.

39. Ability to work the allocated hours of the position and respond after hours as needed.

PHYSICAL AND WORK ENVIRONMENT

The physical and work environment characteristics described in this description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions or as otherwise required by law. Employees needing reasonable accommodation should discuss the request with the employee's supervisor.

- This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, frequently requires standing, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires walking, stooping, kneeling, crouching or crawling and reaching with hands and arms.
- Work has standard vision requirements.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- Work requires preparing and analyzing written or computer data and observing general surroundings and activities.
- Work has no exposure to adverse environmental conditions.
- Work is generally in a moderately noisy office setting (e.g., business office, light traffic).

MINIMUM REQUIRED QUALIFICATIONS

- Master's degree from an accredited college or university in Public Administration, Business, Finance, or related field.
- Minimum ten (10) years of increasingly responsible public sector management experience, of which five (5) years is at an executive level, inclusive of executive level financial responsibilities.

PREFERRED QUALIFICATIONS

- Credentialed Manager through ICMA.

OTHER REQUIREMENTS

Nothing in this job description limits management's right to assign or reassign duties and responsibilities to this job at any time. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

EXHIBIT 3
Durant Community Profile

CITY MANAGER

CITY OF DURANT, OK

COMMUNITY PROFILE



The Community

The Durant area was once claimed by both Spain and France before officially becoming part of the United States after the Louisiana Purchase. During the early 1800s, the area was designated as part of the Choctaw Nation.



In the beginning, a French-Choctaw family followed the immigration of the Choctaw Nation from the Valley of the Great River, the Mississippi. The Cherokee's journey chronicled as "the Trail of Tears, heartaches and death," ended in a new country west of the Territory of Arkansas and situated between the Red River of the South and the South Canadian River of the North. The claim extended west to Mexico, which is now the eastern boundary line of the northwest Texas territory commonly known and called the "panhandle."

Pierre Durant, pronounced DuRant in French, and his four sons made the trudge down the Mississippi River on the way to the southeastern part of the Choctaw Nation in 1832. The brothers, grown, with families of their own, established homesteads from the Arkansas line to Durant.

One son, Fisher, married to a full-blood Choctaw, found a beautiful location for a home between Durant's present Eight and Ninth Avenues. His son, Dixon Durant is recognized as the founder of Durant and is honored with his namesake. As an early day minister, businessman and civic leader, Dixon Durant is credited with pastorates in local Presbyterian, Congregationalist and Methodist churches; establishment of the first store selling general merchandise; and possibly influencing the 1872 construction of a Missouri-Kansas-Texas Railroad (Katy Railroad) at Durant, thus producing the initial impetus for establishing the community.

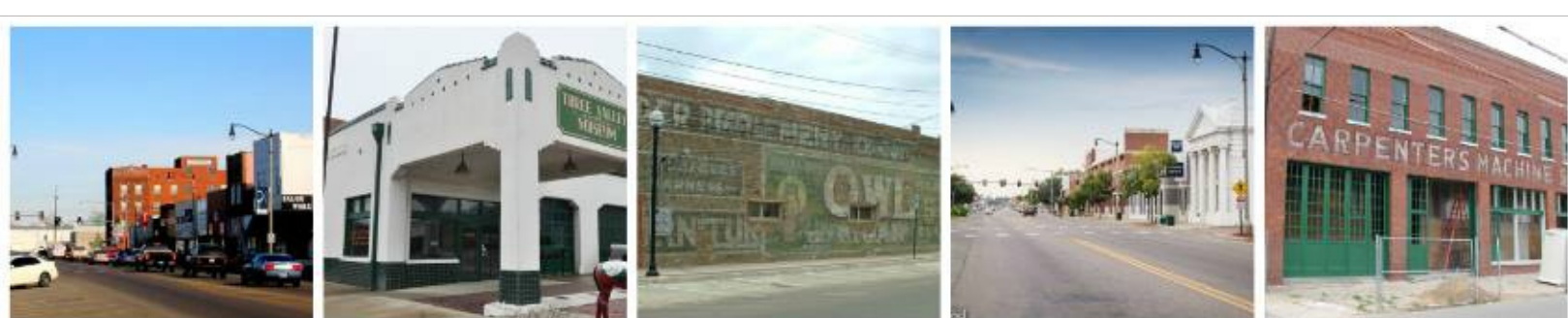
The Community

In present day, Durant is located in Bryan County, Oklahoma, and serves as the headquarters of the Choctaw Nation of Oklahoma. The population was 15,856 at the time of the 2010 census and was estimated at 19,628, according to the 2022 Population Estimates Program and the 2021 American Community Survey. The City is roughly 26.75 square miles and is about 14 miles from the Texas border. Less than 10 miles away, Lake Texoma has between 8-10 million tourists every year and is the 12th largest man-made lake in the United States, and also one of the largest reservoirs in the country, contributing to Durant's economic and population growth.



Durant is the principal city of the Durant Micropolitan Statistical Area, which had a population of 48,182 in 2022. Durant is also part of the Dallas-Fort Worth Combined Statistical Area, anchoring the northern edge of the area. Durant Independent School District is a highly rated, public school with approximately 3,770 students in grades PK-12 with a student-teacher ratio of 17 to 1, according to www.niche.com. Durant is home to Southeastern Oklahoma State University and is officially known as the Magnolia Capital of Oklahoma.

Overall, the City has a strong supportive community that values historical pride while always moving forward with growth and development.



Governance and Organization

The City of Durant operates under the council-manager form of government. The City Council is composed of five Council Members. Terms for the Council Members are four years but staggered where two or three expire at one time. The City Council sets policy for the City, approves the annual budget, and enacts legislation to provide for the safety and welfare of the City. The elected governing board members of the City Council also serve as the Trustees of the Durant City Utilities Authority.

The City Sales Tax rate is 4.375% with 2% for the general fund, 1% for the 1% Sales Tax Fund, 0.25% Economic Development Fund, 0.25% for the Multi-Sports Durant Community Facility Authority, 0.25% for the Southeastern Oklahoma State University - Durant Community Facility Authority, and 0.625% for the Educational Fund.

Durant is a full-service municipal corporation that provides water, wastewater, library, police, fire, outsourced EMS services with Bryan County Ambulance, emergency management, solid waste and landfill, airport, animal control, Senior Citizens Center, and parks and recreation services, including a public pool, to the citizens of Durant.



Major Projects

Wastewater Treatment Plant Upgrade

Upgrading the current Wastewater Treatment Plant to increase capacity and overall performance to all for Durant's growing population.

Road Improvements

Annual mill and overlay street projects costing approximately \$1.2 million each year.

Doppler Radar System

Installation of an emergency management doppler radar system, which will soon be fully operational.

Improvements to Airport

Upcoming improvements to the Durant Regional Airport to include new taxiway lighting and a new Automated Weather Observing System (AWOS). Also, working on the addition of a control tower at the Durant Regional Airport, along with the FAA to increase the capability of the airport.

Wastewater System Upgrades

Completion of the Phase One upgrades concluded with a pipeline analysis. Phase Two is ongoing, which includes the rehabilitation of the City's manholes.

Lake Durant Upgrade

Plans are being developed for upgrades at Lake Durant, which include the addition of new RV sites with improvements to the existing ones. The hiking trail will also be updated and the kayak rental system is now operational.

Animal Control Facilities

Actively seeking funding for a new Animal Control Facility to replace the current undersized and outdated one.

Durant Regional Airport



Durant Lake



About the Position



In Durant, the City Manager also manages or works closely with the following:

- Airport Advisory Board
- Board of Adjustment
- Cemetery Board
- Chamber of Commerce
- Choctaw Nation
- Community Facilities Authority
- Economic Development
- Industrial Authority
- Library Authority
- Parks and Recreation Advisory Board
- Planning and Zoning Commission
- Southeastern Oklahoma State University
- Tourism Economic Development Authority

In Durant, the essential functions and duties of the City Manager include:

- City Policy and Ordinance development and enforcement
- Direct and participate in implementation of City goals, objectives, policies and priorities
- Coordinate with department heads on the goals of the City
- Assist the Council in drafting policies
- Facilitate the development of City plans, regulations, and ordinances
- Provide Intergovernmental relations
- Communicate with citizens, the press, the general public, civic groups, and City Council
- Communicate with federal, state, county, and tribal officials and private interest groups as issues arise
- Prepare the annual budget for consideration by the City Council
- Oversee all 230 Full-time Employees, with assistance from department heads



Ideal Candidate

The selected candidate will direct and manage the functions of the City. They will also be responsible for directing the implementation of policies and programs adopted by the City Council and overseeing City expenditures, bidding procedures and purchasing functions in compliance with state and local law. The employee will appoint, and when necessary, remove, demote, lay off or suspend all heads of administrative departments, administrative officers and other employees of the City, except as otherwise provided by law. As the City Manager, the candidate will research and respond to constituent inquiries and complaints in cooperation with appropriate staff. They will also represent the City to intergovernmental agencies, businesses, tribal governments and community leaders and serve as a legislative liaison, among other duties and responsibilities.

The City Manager does not need to be a resident of the City or state at the time of appointment, but shall reside in the City within one year of appointment.



Education and Experience

The City Council, by a majority vote of its total membership, shall appoint a City Manager for an indefinite term and shall be appointed solely on the basis of education and experience in the accepted competencies and practices of local government management. The minimum qualifications are:

- A Master's Degree from an accredited university in Public Administration, Business, Finance or related discipline
- Ten years of experience of increasingly responsible public sector management experience, of which five years is at an executive level, inclusive of executive level financial responsibilities.
- ICMA Credentialed Manager designation is preferred, but not required.

Compensation & Benefits

The City of Durant is offering a competitive salary to the area and will be dependent upon qualifications and experience. The City's benefits package includes medical, dental, life insurance with vacation and sick leave and an Employee Assistance Program. The City participates in the Oklahoma Municipal Retirement Fund.



Application Process:

Interested applicants must submit a cover letter, resume, five work-related references and salary history to OMMS, Durant City Manager Executive Search, 7633 E 63rd Pl, Suite 507, Tulsa, OK 74133 or by email to recruiter@okmms.org no later than _____, 2023.

Oklahoma Municipal Management Services

The City of Durant provides equal employment opportunities to all applicants without regard of race, color, sex, age, religion, political beliefs, national origin, ancestry, age, disability, or sexual orientation or any other terms, conditions or privileges of employment with applicable Federal and State laws to include Title VII, Civil Rights Act of 1964.

Resources:

City of Durant
www.durant.org

Durant Chamber of Commerce
www.durantchamber.org



DURANT
• **OKLAHOMA** •

EXHIBIT 4



RESOLUTION NO. 2008-01

A RESOLUTION OF THE CITY MANAGERS ASSOCIATION OF OKLAHOMA CONCERNING THE PROPER HIRING PROCESSES FOR CITY MANAGERS IN THE STATE OF OKLAHOMA

WHEREAS, a number of entities have proposed guidelines and procedures concerning the hiring process, including the role of the public during the interview and selection of City Managers and Town Administrators in the State of Oklahoma.

WHEREAS, the City Managers Association of Oklahoma represents the interest of City Managers, Town Administrators, and other management professionals for municipalities within the State;

WHEREAS, the role of the public in the selection and interview process is an important issue for the municipalities and professionals involved in the selection process;

WHEREAS, the approval of guidelines concerning the selection process will benefit the public, municipalities, applicants and professionals involved in the selection process;

NOW, THEREFORE BE IT RESOLVED by the City Managers Association of the State of Oklahoma, as follows:

The requirement that applicants for vacant management positions be publicly disclosed is not required by law, and said disclosure will discourage good and qualified candidates from applying for vacant positions.

The interest of the public is protected in the selection process by the involvement of an elected body that represents the interest of the municipality and the public in the selection process.

The City Managers Association of Oklahoma recommends that all municipalities in Oklahoma respect the interest of applicants for management positions, create processes that encourage the greatest number of qualified candidates, and acknowledge the significance of confidentiality in the application and interview process for management positions.

All City Manager applicants are encouraged to submit this resolution with their application to inform municipalities of the importance of this issue for the profession in Oklahoma.

Approved by the membership of the City Managers Association of Oklahoma

Steve Whitlock, President



The City of Durant

Memorandum

Date: 9/18/2023
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Executive Session to Discuss Hiring of City Manager (This Executive Session Authorized by Title 25, Section 307 B(1) of the Oklahoma State Statutes)

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:



The City of Durant

Memorandum

Date: 9/18/2023
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Action Pursuant to Executive Session Item 2(a) Above

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS: