



Memorandum

Date: 5/17/2022
Meeting of: City Council

File No. AM No. 22-074
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Executive	Malisa Files	425-556-2166
Human Resources	Cathryn Laird	425-556-2125

DEPARTMENT STAFF:

Human Resources	Ameé Quiriconi	Senior Talent Consultant
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TITLE:

Confirmation of the Appointment of Aaron Bert to serve as Redmond's Public Works Director

OVERVIEW STATEMENT:

The City has made an offer of employment to Aaron Bert as the Public Works Director. This offer is contingent on confirmation of appointment by City Council.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

Mr. Bert possess the experience and leadership capabilities needed for the role of Public Works Director. He brings an extensive background and skill set to the Public Works Department and has demonstrated the ability to become an asset

to the City's leadership team and Redmond community.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
- Requirements were performed by City of Redmond staff.
 - Posted on February 25, 2022, and open for 40 days.
 - There was one internal candidate.
 - Phone interviews and Teams interviews were conducted.
 - The external candidate was determined by the Mayor, Chief Operating Officer, and Directors Team to have the most relevant experience and fit for the position.
 - Background and reference check successfully completed.
 - Verbal Offer extended to external candidate and accepted.
 - Confirmation appointment by Council scheduled for May 17, 2022.
- **Outreach Methods and Results:**

Advertising and direct recruiting efforts were expanded to reach a large audience in effort to diversify the applicant pool and a custom job brochure was developed to attract executive level talent. Recruitment efforts resulted in a pool of 20 applicants, and the City interviewed two top candidates and identified one to move forward with an offer of employment.
- **Feedback Summary:**

Mr. Bert displayed the characteristics and traits that were required for the Public Works Director role. The process identified him as an excellent candidate and valuable addition to the Redmond leadership team. Mr. Bert had strong recommendations from his references.

BUDGET IMPACT:

Total Cost:

Funding for the position is included in the adopted 2021 -2022 City Budget.

Approved in current biennial budget: ☒ **Yes** ☐ **No** ☐ **N/A**

Budget Offer Number:

#211 - 10%
#214 - 30%
#216 - 10%
#278 - 10%
#222 - 30%
#231 - 10%

Budget Priority:

Strategic and Responsive

Other budget impacts or additional costs:

☐ Yes

☐ No

☒ N/A

If yes, explain:

N/A

Funding source(s):

General Fund

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

N/A

Proposed Upcoming Contact(s)

N/A

Time Constraints:

The anticipated start date of Aaron Bert is June 1, 2022.

ANTICIPATED RESULT IF NOT APPROVED:

The Public Works Director position would remain unfilled if Council does not confirm the applicant. A delay in the appointment of this position would result in continued use of interim appointments.

ATTACHMENTS:

N/A