



Legislation Text

File #: ORD 17-024, **Version:** 2

Consideration of and action on an ordinance confirming the appointment of City Secretary Shannon Bennett.

Summary:

Section 205(C)(2) of the City Charter states the City Council: "Shall, upon recommendation of the manager, appoint the city secretary, deputy city secretary, and all other department directors." City Secretary Sandra Watkins recently announced her retirement from the City effective February 28, 2017, thus creating an opening for this position. A team consisting of City Manager James Stokes, Assistant City Manager Gary Jackson, and Human Resources Director Bill Philibert recently interviewed two (2) candidates for the position. The candidate selected for the position is Ms. Shannon Bennett. Ms. Bennett previously served as Deputy City Secretary for the City of Deer Park, and has worked in the City Secretary's Office since 2001. She is a Certified Municipal Clerk by the Texas Municipal Clerks Association, and well respected by her peers throughout Texas. I have offered her the position of City Secretary, and it is recommended Council confirm Ms. Bennett as our new City Secretary on Tuesday evening.

Fiscal/Budgetary Impact:

Funding for this position is included in the City's FY 2016-2017 budget.

Approval is recommended.