



**TO:** Mayor Thomas Ross  
Members of the City Council

**FROM:** Tom Joyce, Assistant City Manager

**DATE:** April 15, 2024

**SUBJECT: APPOINTMENT OF PUBLIC WORKS OPERATIONS DIRECTOR**

**I. RECOMMENDED ACTION**

Recommend Council approve the appointment of Bryan Banfill as the Public Works Operations Director.

**II. DEPARTMENT CONTACT PERSONS**

Tom Joyce, Assistant City Manager	857-4750
Lisa Jundt, Human Resources Director	857-4753

**III. DESCRIPTION**

A. Background

At a Special Council Meeting on June 2, 2023 the City Council approved a restructuring of the Public Works Department, to include the position of Utilities Director and Public Works Director. Since retitled as Public Works Operations Director, but assuming the same responsibilities as originally designed the position, this position would work directly for the newly created Assistant City Manager position.

The Public Works Operations Director position was extensively advertised by using the City's website, LinkedIn, Zip Recruiter, and Indeed. 18 applications were received, of which 3 received a second interview. The 1st round interview was conducted by City department heads, a Public Works department head from the City of Bismarck, and the Assistant City Manager. Second round interviews of 3 finalists were conducted by the Mayor, the City Manager, and the Assistant City Manager.

As a result of the recruitment process and interview process, the Assistant City Manager selected and offered the position to Bryan Banfill. Mr. Banfill has accepted the position pending Council approval with a start date of May 6, 2024. Current ordinance requires Council ratification of all department head hiring/terminations.

**IV. IMPACT:**

A. Fiscal Impact:

The position has been offered/accepted within the salary range approved for this position.

B. Service/Delivery Impact:

Mr. Banfill has the knowledge, skills, behaviors, and abilities to succeed in this very important leadership role and be instrumental in leading the department by

focusing on the city's mission, aspirations, and values, and building the appropriate plans, programs, and execution strategies to meet the city's short-term and long-term requirements.

**V. CITY COUNCIL ASPIRATIONS**

A. This proposal will help meet all the City's aspirations of Dynamic and Flourishing, Resilient and Prepared, Safe and Welcoming, and Excellent and Connected.

**VI. ALTERNATIVES**

A. Council could choose not to ratify the appointment, and the Assistant City Manager could offer the position to another candidate.

**VII. TIME CONSTRAINTS**

A. There are no specific time constraints, however, getting the position filled will assist in redistributing internal workloads and finalizing restructuring previously approved by Council.

**VIII. LIST OF ATTACHMENTS**

A. None.