



City of Palo Alto

City Council Staff Report

(ID # 10799)

Report Type: Consent Calendar

Meeting Date: 11/4/2019

Summary Title: Appointment of Monique le Conge Ziesenhenne, PhD, as Asst City Manager

Title: Appointment of Monique le Conge Ziesenhenne, PhD, as Assistant City Manager

From: City Manager

Lead Department: Human Resources

Recommendation

The City Manager recommends that Council approve the appointment of Monique le Conge Ziesenhenne, PhD.

Executive Summary

The Palo Alto Municipal Code requires that the City Council approve the City Manager's appointment of Assistant City Manager.

Background

The City Manager makes appointments to the position of Assistant City Manager with the approval of the City Council. (Municipal Code 2.08.020.)

The Assistant City Manager provides executive level support and assistance to City Departments and may act on behalf of the City Manager at City Council meetings, with members of the public and at times when the City Manager is not present. The position of Assistant City Manager became vacant in December of 2018 when Edward Shikada was selected as the next City Manager.

Discussion

The City Manager requests approval of the appointment of Monique le Conge Ziesenhenne to the position of Assistant City Manager. Dr. Ziesenhenne has been serving as the Interim Assistant City Manager since May of this year. A comprehensive and competitive nationwide executive recruitment was completed in September 2019. Dr. Ziesenhenne competed with other top candidates for the position and was selected as the finalist.

Dr. Zieshenne has served as the Director of the City of Palo Alto Libraries since May 2011. In March 2017, Dr. Zieshenne was temporarily assigned to oversee the Community Services Department in addition to overseeing the Libraries. In this special assignment, Dr. Zieshenne was asked to explore how the two departments relate to one another, explore opportunities for collaboration and to improve efficiencies. Dr. Zieshenne maintained oversight of these two departments until she was asked to assist as the Interim Assistant City Manager.

Prior to joining the City of Palo Alto, Dr. Zieshenne served for 7 years as the Director of Library and Cultural Services in the City of Richmond. Her career encompasses a total of 31 years of experience in local government.

Dr. Zieshenne earned a bachelor's degree in design from UC Davis and a Master of Library and Information Studies from UC Berkeley. In 2017 she earned a PhD in Managerial Leadership in Information Professions, from Simmons University in Boston, Massachusetts. She is active in professional organizations, such as the California Library Association and the American Library Association. In 2018-19, Dr. Zieshenne served as President of the Public Library Association (PLA).

Resource Impact

Dr. Zieshenne will be in an "At-Will" position, which means she will serve at the pleasure of the City Manager and can be terminated or asked to resign at any time. Her annual salary will be \$258,554, which is within the management salary range for the Assistant City Manager classification according to the adopted salary schedule previously adopted by Council. Dr. Zieshenne's benefits remain unchanged from her current position, consistent with the Management and Professional Compensation Plan authorized by Council. One exception is that Dr. Zieshenne was receiving a monthly auto allowance in her current position and the allowance will be discontinued upon her appointment to Assistant City Manager.

Timeline

With approval of this appointment, Dr. Zieshenne will assume the position of Assistant City Manager effective November 4, 2019.

Policy Implications

This recommendation is consistent with existing City Policies.

Environmental Review

Not applicable.