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CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

Memorandum

DATE January 9, 2025
TO The Honorable Mayor Eric Johnson
From Tennell Atkins, Mayor Pro Tem, Chair of the Ad Hoc Administrative Affairs Committee
SUBJECT **Request for Placement of Briefing Agenda Item**

As Chair of the Ad Hoc Administrative Affairs Committee, I am writing to formally request for placement of a closed session item on the January 15, 2025, city council briefing agenda. The item is as follows:

CLOSED SESSION

Personnel (Sec. 551.074 T.O.M.A.)

Interview the following candidates, as recommended by the Ad Hoc Committee on Administrative Affairs, and deliberate the appointment of the city manager:

- William Johnson
- Mario Lara
- Kimberly Bizer Tolbert

A handwritten signature in blue ink that reads "Tennell Atkins".

Tennell Atkins
Mayor Pro Tem

c: Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Dominique Artis, Chief of Public Safety (I)
Dev Rastogi, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager

Alina Ciocan, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors