

TOLEDO CITY COUNCIL
Special Meeting
April 24, 2023

1. CALL TO ORDER

Mayor Rod Cross called the meeting to order at 4:00 p.m. also via Zoom in Toledo, Oregon.

Present	Absent	
X		Mayor Rod Cross
X		Council President Betty Kamikawa
	X	Councilor Jackie Kauffman
X		Councilor Tracy Mix
X		Councilor Kim Bush
X		Councilor Wade Carey
		Vacant

Staff present: City Manager (CM) Judy Richter, City Recorder (CR) Lisa Figueroa, Public Works Director (PWD) Bill Zuspan, Fire Chief (FC) Larry Robeson, City Attorney (CA) Mike Adams

2. DECISION ITEMS

Consideration of proposals to hire a consultant to assist with the recruitment for the position of City Manager

CR Figueroa presented the council report and noted this is a follow up to a discussion on April 19 in anticipation of CM Richter's retirement. She said the Council wanted to meet with HR Answers and the Lane County Council of Governments (COG) Personnel Services to determine who they would like to contract with for the recruitment of the City Manager position. Anna Lee, Senior Consultant for HR Answers and Stacey Marple of COG were present via Zoom.

Ms. Lee addressed the Council and indicated HR Answers said they provided a simple proposal but could it does not prevent them from customizing the proposal specific to the needs of the City Council.

Ms. Marple introduced herself and informed the Council of COG's services.

Mayor Cross informed both representatives of the proposed timeline to fill the position of the City Manager within the month. There was discussion about the process to fill the position, which includes reference and background checks. After further consideration, the Council decided not to move forward with an aggressive timeline and indicated they would select one of the organizations before the end of the meeting.

The Council considered a salary for the CM position and the consensus agreed to offer a salary of \$110,000 to \$135,000 depending on experience.

Motion – It was moved and seconded (Mix/Bush) to select Lane County Council of Governments (COG) Personnel Services for the City Manager recruitment and authorize the City Manager to enter into a contract/agreement for the recruitment and the motion carried unanimously.

3. ADJOURNMENT

The meeting adjourned at 4:45 p.m.

Approve:

Attest:

/s/Mayor Rod Cross

/s/City Recorder Lisa Figueroa