



CITY COUNCIL OPERATIONS

AGENDA

Monday, February 8, 2021 – 5:00 PM | Council Chambers, City Hall

1. Call Meeting to order
2. Approval of Minutes
 - a. January 11, 2021
3. Public Comment – limit to three minutes per person
4. Old Business (Public Comment period prior to each topic)
 - a. Chief Administrative Officer Hiring Progress Update – Mayor Solle
 - b. Title 11 References Review – Rob Kersch
5. New Business (Public Comment period prior to each topic)
 - a. Committee Bylaw review and sign Conflict of Interest Form – Rob Kersch
 - b. Title 4 Completed from Public Works – Trent Freeman
6. Staff or Committee Member Concerns/Comments
7. Announcement of the Next Meeting
 - a. March 8th at 5:00 PM.
8. Adjournment

City Council Operations Committee

City Code | Council Bylaws and Policy

Members

Rob Kersch (Chairperson) | Mary Hathaway | Dick Bauman

City Council Operations

MINUTES

Monday, January 11, 2021 | Council Chambers, City Hall

Members Present: Rob Kersch, Mary Hathaway

Members Absent: Dick Bauman

Mayor: Diana Solle (absent)

Staff: Interim CAO Trent Freeman, Cyndi Thompson

Public: None

1. Call Meeting to Order: Chairperson Kersch called the meeting to order at 5:06PM

2. Approval of Minutes:

a. November 9, 2020 and December 14th, 2020 – Member Hathaway motioned to approve minutes; Chairperson Kersch seconded the motion. The vote 2 Yea's, Zero No's, One Absent.

3. Public Comment - Limit to three minutes per person.

a. None.

4. Old Business (Public Comment period prior to each topic)

a. **Chief Administrative Officer Hiring Progress** – Interim CAO Trent Freeman stated we had an update from Emma at Westaff on Jan 11th stated, we have a few potentials, and I am working on getting all first-round interviews scheduled and materials collected. I hope to have first rounds completed by the end of the week, so we can work on getting second interviews scheduled for you and your team.

i. Westaff will be doing the initial prescreening (1st round)

ii. City Council Ops (2nd screening) - Westaff Member, Mayor Solle, Interim CAO Trent Freeman, Chairperson Kersch, Member Hathaway.

iii. City Council Ops (Interview) - Westaff Member, Mayor Solle, Interim CAO Trent Freeman, Chairperson Kersch, Member Hathaway, and Treasurer Judi Whitney.

Chairperson Kersch made a motion for the above-mentioned Council Ops, Member Hathaway, and staff, involved in the hiring of the new CAO. Member Hathaway seconded the motion. The vote 2 Yea's, Zero No's, One Absent.

b. **Codification Process (update)** – Cyndi Thompson, City Clerk. Cyndi stated we mailed the City Code book to American Legal. It was given to the Editor at American Legal to start working on. Cyndi will be working on gathering all the Ordinances and Resolutions dating back to 1980 to provide too American Legal.

c. **Tablet update / Deployment Schedule** – Cyndi Thompson, City Clerk. Per Cyndi Tablets will be disbursed at Council Meeting Jan 19th.

d. **Title 11 References Review** – Rob Kersch. Chairperson Kersch reviewed and discussed Title 11 with the Committee. The Committee stopped on page 45, 11.01.110.050, and will resume at the next Council Ops meeting on February 8th.

5. New Business (Public Comment period prior to each topic)

a. Committee Bylaws Update – Rob Kersch. Cyndi Thompson, City Clerk will prepare all the Bylaws for the Committees and present them to Council Ops next meeting.

6. Staff or Committee Comments/Concerns: Member Hathaway stated Discover D.L. wanted a Council Member to attend.

7. Announcement of Next Meeting:

Monday, February 8th at 5 PM – Confirmed.

8. Adjournment:

a. The meeting was adjourned at 6:18 PM by consensus.

Prepared by: Cyndi Thompson, City Clerk

Rob Kersch, Chairperson

Date

**City Council Operations Committee
Members**

Rob Kersch (Chair) | Dick Bauman | Mary Hathaway