



Council Appointed Officers Committee ACTION MINUTES

Special Meeting
March 10, 2021

Mayor DuBois called the meeting to order in virtual teleconference at 6:49 P.M.

Present: DuBois, Filseth, Kou

Absent:

Agenda Items

1. Discussion and Direction Regarding the Recruitment for the City Clerk Position.

MOTION: Mayor DuBois moved, seconded by Council Member Filseth to recommend the City Council:

- A. Direct Staff to engage Peckham & McKinney for the recruitment of City Clerk, to begin as soon as practical;
- B. Authorize the executive recruitment contract with fees up to \$27k and expenses not to exceed \$10k, for a total of \$37k to be funded from a contingency or reserve;
- C. Conduct the recruitment virtually, without a requirement for on-site services; and
- D. Advertise the salary as "DOQ" (Depends on Qualifications) and schedule a closed session to provide parameters to the executive recruiter for salary negotiations.

MOTION PASSED: 3-0

Adjournment: The meeting was adjourned at 7:14 P.M.