

Mayor Ed Sisson called the meeting to order at 3:30 p.m. Also present were Councilmembers Bill Raley, Robert Jurca, Ray Penick, and Mary Cooper, along with City Manager Joe Kerby and City Attorney Mike Schottelkotte. A meeting notice was posted in the south window at City Hall at least twenty-four hours prior to the meeting.

Discussion Regarding Selection Process for City Manager Position

City Manager Joe Kerby stated that he has provided his resignation and that his last day with the City of Delta will be June 15, 2012. He suggested to Council to start the process in hiring the next City Manager. Council requested to schedule this special meeting to get things started. On the agenda there are two items, the first being the discussion and second being an executive session should Council choose to use. He stated that he is available should Council want him to be present, however, if not he could excuse himself.

There was a consensus amongst Council that Mr. Kerby did not need to be present.

Mr. Kerby excused himself.

Mayor Sisson questioned how soon can the City issue a RFP.

Councilmember Jurca stated they could issue one now if they would like.

Councilmember Penick questioned what options they have to proceed.

Human Resources Director Jeri Karsten reported that she contacted CML and they stated there are three options. Council may appoint an interim in house, appoint an interim circuit writer or they can go out and start recruiting.

Ms. Karsten stated that the last time they went through this process they used KRW and Associates. They have also completed the process within the City in the past.

Councilmember Cooper stated that she would like Council to look into using the recruiting firm.

Ms. Karsten explained how KRW handled all the assessments, applications and background checks. They were very knowledgeable with how things needed to be handled.

Councilmember Penick questioned how many applications were received last time.

Ms. Karsten stated that there were 59 that were received. The cost for using KRW was \$8300.

There was discussion on doing the process in house and where they could post the notices and the cost associated with it.

Councilmember Penick questioned the difference in doing it within the City or having a recruiting firm do it.

Councilmember Cooper stated that they received a better selection of candidates using the recruiting firm. She also explained how the firm put them into different categories.

There was discussion regarding using a recruiting firm and having Ms. Karsten contact several to get some bids.

Executive Session

It was moved by Councilmember Cooper and seconded by Councilmember Jurca to convene an executive session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under CRS Section 24-6-402(4)(e); and for discussion of a personnel matter under CRS Section 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees; or more specifically discussion regarding City Manager position. All in favor, motion carried.

Regular Meeting, Delta City Council, April 20, 2012 (Cont.)

Executive Session (cont.)

At 3:50 p.m., Mayor Sisson recessed the Regular Meeting and convened the Executive Session.

At 4:13 p.m., the Mayor reconvened the Regular Meeting and announced that the Executive Session had been concluded. He stated that in addition to himself, the participants in the Executive Session were Councilmembers Robert Jurca, Bill Raley, Ray Penick and Mary Cooper; along with HR Director Jeri Karsten. For the record, the Mayor asked any person participating in the Executive Session who believed that any substantial discussion of any matters not included in the motion to go into Executive Session occurred during the Executive Session in violation of the Open Meetings Law, to state his or her concerns for the record. No concerns were stated.

Mayor Sisson requested the Clerk to schedule a meeting for April 24, 2012 at 5:30pm for the same discussions.

The meeting was immediately adjourned.

Jolene E. Nelson, City Clerk