

MINUTES OF THE SPECIAL MEETING OF THE TRINIDAD CITY COUNCIL
TUESDAY, DECEMBER 14, 2010

I. CALL TO ORDER/ROLL CALL

- Mayor Pro-Tem Bhardwaj called the meeting to order at 4:30PM. Council members in attendance: Morgan, Ratzlaff, Bhardwaj, Fulkerson.
- City Staff in attendance: City Manager Steve Albright, City Clerk Gabriel Adams.

II. PLEDGE OF ALLEGIANCE

III. ADJOURNMENT TO CLOSED SESSION (immediately following open session)

Liability Claims for Damages, etc. against the City of Trinidad, Government Code section 54956.9(b) and/or section 54956.95, submitted by the following individuals:

Tsurai Ancestral Society, Axel Lindgren III, Kelly Jean Lindgren, Christine Williams, Kris K.C. Lindgren, Tanna Lindgren-Tripp, Sarah Lindgren-Akana, George E. Nelson, Patricia Bailey, Gary Nelson, Parris Lindgren, Chet Jarboe.

IV. RECONVENE TO OPEN SESSION

Bhardwaj announced that no significant action was taken. However, the Council authorized the City Attorney to contact the individual representing the parties involved in the claim and discuss possible negotiations.

V. APPROVAL OF AGENDA

The agenda was approved as written.

VI. APPROVAL OF MINUTES – No minutes to approve.

VII. COMMISSIONERS REPORTS – No reports were given.

VIII. STAFF REPORTS – Deferred to agenda item 1.

IX. ITEMS FROM THE FLOOR – There were no items from the floor.

X. CONSENT AGENDA – There were no consent agenda items.

XI. AGENDA ITEMS

1. Process to recruit and select a new City Manager.

City Manager Albright explained that with his upcoming retirement, the Council informally authorized Mayor Bhardwaj and Mayor Pro-Tem Fulkerson to begin the process of recruitment and selection of a new City Manager. As the recruitment for the position begins, certain decisions need to be made by the entire City Council so that inquiries from prospective candidates can be answered, such as:

- What level of compensation (salary plus benefits) is available based on budget restraints?
- Is the position full-time or part-time?
- If the position is part-time, can the City procure any administrative assistance?
- What is the process for narrowing applicants and selecting persons to be interviewed?
- Are any funds available to reimburse candidates for interview expenses and relocation expenses for the selected candidates?
- What is the time frame for the entire process?

The current City Manager's total compensation package costs the City \$53,485. This includes salary, benefits, retirement contribution, and payroll taxes. The weighted hourly rate is \$42.86. The current CM is paid based on a 24-hour work week. If converted to a 40-hour work week, the total cost to the City would be approximately \$80,000.

Council comments included:

Fulkerson: Work week options are good, but “no” manager is not an option. Albright has been underpaid. He’s saved time, cut costs, and increased income. Full or part-time with an assistant should be options.

Morgan: We should be prepared with a plan B if we can’t find someone we all agree on. I want to be prepared, and part-time option should be considered.

The Council agreed, by consensus, to the following items:

- 1) *\$55,000-60,000 should be the targeted starting salary range.*
- 2) *Resume deadline is January 14, 2011.*
- 3) *Start date is no later than March 01, 2011*
- 4) *Advertise as soon as possible in the local newspaper, craigslist, Jobs Available, and post opening on City Website.*

XII. COUNCIL REQUEST FOR FUTURE AGENDA ITEMS

XIII. ADJOURNMENT

- Meeting ended at 6:15pm.

Submitted by:

Gabriel Adams
City Clerk

Approved by:

Kathy Bhardwaj
Mayor Pro-Tem