

RESOLUTION NO. 2645

A RESOLUTION TO COMMENCE THE PROFESSIONAL RECRUITMENT PROCESS FOR THE CITY MANAGER POSITION.

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. That the City Manager has informed the City Council that it is his intention to retire in August 2025.
2. That a successful professional recruitment process for the successor City Manager is likely to require several months.
3. That to avoid the need for an interim City Manager coverage period, and to seek a smooth overlap and transition period, it is necessary and desirable to begin successor City Manager recruitment process promptly.
4. That review of the tentative recruitment timeline establishes that time is of the essence to engage a firm for professional recruitment services.
5. That City Council has reviewed the recommended qualified recruitment firm proposal and accepting the proposal will serve a valuable, necessary and authorized public purpose, and that doing so is in the best interest of the City.
6. That the active participation of the City Council in stakeholder interviews with the recruitment firm during the coming weeks is a critically important component necessary to develop the position description for advertisement and recruitment.
7. That the City Council intends to conduct a public hearing and provide the public an opportunity to comment on the proposed hiring standards, criteria, policy directives, timeline the procedures for the recruiting process of the City Manager position.
8. That the Council intends to develop and adopt the prerequisite hiring standards to allow for City Council to meet in executive sessions in compliance with the requirements of ORS 192.660(7)(d) and ORS 192.660(2)(a) to review, select, and interview finalist candidates for the City Manager position.

9. That following a consensus of the City Council reached in executive session selecting the top candidate, the authorized City Officials, in consultation with employment law counsel, shall be directed to negotiate terms and conditions of an employment agreement and conditional offer of employment with the consensus candidate for the City Manager position.

10. That subsequent to successful negotiations and conditional acceptance of employment, the City Council, in accordance with the Oregon Open Meetings Law, shall approve the final action of appointing the City Manager and approving the employment agreement during an open public meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE:

Section 1. The City Council hereby accepts the proposal to provide professional recruitment services for the City Manager position from Jensen Strategies in substantial conformity with Exhibit A of the Staff Report, but with any changes the City Official may determine necessary and subject to negotiation of an appropriate form of professional services contract.

Section 2. When the Council is engaged in the steps that involve the discussion and selection for further consideration of individual candidates and the interviewing of candidates, the Council may elect to conduct the discussions and interviews in executive session, subject to the provisions of the Oregon Open Meetings Law. However, the final action on hiring a City Manager will be taken in an open meeting.

Section 3. The City Attorney, Ed Trompke, and Finance Director and City Personnel Officer, Erich Mueller, (each a "City Official") are designated to act individually and/or jointly and cooperatively, on behalf of and in the best interest of the City consistent with the direction of the City Council, and without further action by the City Council, the City Officials are hereby, authorized, empowered and directed to implement the recruitment process on behalf of the City, and to take any other action as may be advisable, convenient, necessary, or appropriate to give full force and effect to the terms and intent of the resolution, and the execution thereof by any such City Official shall be conclusive as to such determination.

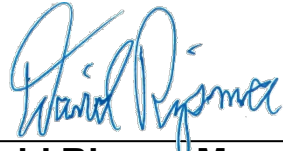
Section 4. The Finance Director is authorized to disburse funds, as necessary to fulfill the intent of this resolution terms and conditions of a professional recruitment services contract, and is further directed to implement all such actions necessary to ensure budgetary compliance.

Section 5. This Resolution shall take effect immediately upon adoption.

YEAS: 7

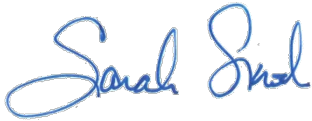
NAYS: 0

ABSTAINED: 0



David Ripma, Mayor

Date: February 27, 2025



Sarah Skroch, City Recorder

Adopted: February 25, 202