

CITY OF MANZANITA
August 24, 2020
SPECIAL CITY COUNCIL MEETING

CALL MEETING TO ORDER: The meeting was called to order at 11:00 am via zoom by Mayor Scott.

ROLL: Members present were: Mike Scott, Steve Nuttall, Hans Tonjes and Linda Kozlowski and Thomas Aschenbrener. Staff present: Cynthia Alamillo, Kristin Grassetth, and Nina Jarvis.

DISCUSSION ON THE HIRING OF A NEW CITY MANAGER: City Manager Cynthia Alamillo put in her resignation as City Manager, effective September 13, 2020. It is the recommendation of Alamillo that the City procure an Interim City Manager for a period of 4-6 months prior to filling the position permanently. This will allow Council time to continue addressing key issues that need resolution, such as moving forward with a new City hall. Council unanimously agreed that because of the many issues facing the City at this time, it would be most appropriate to hire an Interim before permanently filling the position.

Alamillo presented a timeline for the hiring process, recommending that the position be posted today, August 24, 2020 and remain open for a period of two weeks. If Council does not receive any eligible candidates by that time, they may extend the application process another two weeks. All candidates will need to complete the hiring packet prior to the deadline and be required to interview with both Council as well as City staff. If the Interim wishes to apply for the permanent position once posted, they will need to complete the hiring process again.

A motion was made by Linda Kozlowski, seconded by Hans Tonjes, to seek an Interim City Manager by following the procedures proposed by Cynthia Alamillo.

Mayor Scott adjourned the meeting at 11:25 a.m.

MINUTES APPROVED THIS
7th DAY OF October, 2020

Michael Scott, Mayor

Attest:

Kristin Grassetth, Assistant City Manager