

**NOTICE OF SPECIAL MEETING AND EXECUTIVE SESSION OF TOWN OF PARKER
COMMON COUNCIL**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Town of Parker and to the general public that the Parker Common Council will hold a Special Meeting, open to the public, at Parker Town Hall at 1314 11th Street on September 13, 2022 at 5:15 p.m. As indicated on the agenda, pursuant to A.R.S. § 38-431.03(A)(1) and (3), the Parker Common Council may vote to go into executive session in its special meeting, which will not be open to the public, to discuss certain matters. The agenda for the meeting is as follows:

Please fill out a "Request to Speak" form if you wish to address the Council at "Call to the Public" on any agenda item

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MINUTES

**TOWN OF PARKER COMMON COUNCIL
SPECIAL COUNCIL MEETING
TOWN COUNCIL CHAMBERS
1314 11th STREET
TUESDAY, September 13, 2022 5:15 P.M.**

MAYOR'S ANNOUNCEMENT: Please silence or mute your electronic devices during the Council Meetings

CALL THE MEETING TO ORDER: Mayor Bonds called the meeting to order 5:15 pm

ROLL CALL OF COUNCIL: Mayor Bonds, Vice Mayor Hooper, Council Member Shontz, Council Member Lucas, Council Member De Leon, Council Member Hartless

Staff: Community Development Director Nora Yackley, Interim Town Manager/Town Clerk Amy Putnam, Chief of Police Michael Bailey, Town Attorney Christina Estes-Werther

Others Present: Yoli Holt , Diane Muniz, Lois Moore

PLEDGE OF ALLEGIANCE: Led by all in attendance

REGULAR AGENDA:

Discussion and possible action on the following item(s)

1. Discussion and possible action for the purpose of discussion or consideration of the employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of the Interim Town Manager/Town Clerk, Amy Putnam. The Council may vote to discuss this matter in Executive Session pursuant to A.R.S. § 38-431.03 (A)(1) and (3).

Mayor Bonds asked if Council would like to move this item for discussion into an E-Session and Council members replied no, to keep it public. Discussion began by Council Member Hartless thanked Amy for all her hard work for the past year and expressed concern over the way the Interim Town Manager was treated by council members and shared that he hoped the next Town Manager would not be treated the same way. Council member Shontz expressed gratitude for the Interim Town Manager's hard work and stated that a year ago, when Amy offered to take the position, the Council never felt it would go on that long before a permanent Town Manager would be hired. She continued to state that she felt it was not in the Council's control. Mayor Bonds stated she felt it was important to note that the next person that is hired for this position will not be walking into the pile that Amy did and worked so hard to clean up and she also thanked Nora Yackley for assisting Amy with some of the more difficult duties. Interim Town Manager/Town Clerk Amy Putnam stated she would also like to thank Nora for all her assistance and apologized for expressing emotion, adding that this was a difficult decision to make and she felt it was best for herself and the organization as a whole and again thanked Nora for everything she had done to assist with over the past 10 months. Council Member Hartless clarified this decision had nothing to do with her position as Town Clerk and all other members agreed it did not have any effect. Member Shontz added that while Amy was managing this position, she also was able to do the work of the Town Clerk as well. Mayor Bonds asked if there was any further discussion on this matter and requested a motion.

MOTION: To accept the resignation of the Interim Town Manager Amy Putnam.
BY: CM Shontz
SECOND: CM DeLeon
APPROVE: With Mayor Bonds and Council Member Hartless voting no and all others in favor, the motion passed

2. Presentation and Discussion of Interim Manager Options
Tom Belsche, Director League of Arizona Cities and Towns

Town Clerk Amy Putnam requested a moment to contact Tom Belsche via telephone as he was traveling to another appointment. When contact was made, Mayor Bonds explained to Tom that the Council was ready to hear the options they have for an Interim Town Manager. Tom explained it is important not to expect the Interim Town Manager to become the permanent position and that when looking for an Interim Town Manager, you need to find someone who is going to keep the ship running, so to speak, until a permanent Town Manager is found. He suggested the resources for Town Managers to contact a gentleman by the name of Tim Pickering who runs a company that specializes in Interim Town Managers, Clerks, and Finance Directors to cities and towns. Some say that is an expensive way to get someone in but Tom states there is a way to work with Tim by having the individual work only part-time. Make sure to tell him what your budget is and what you are looking for in a time frame. Be clear with a timeline of possibly 3 months. He should

have different models for you to choose from. If that is not the route you want to take, the other option is working with a Senior Advisor. They work around the state looking for individuals who may be interested in working as your Town Manager. In your profile, you will need to make clear what you are expecting this individual to have in their background whether it is finance or maybe you are going to have a lot of infrastructures going up in the next few years and you want someone who has experience with that, those are the things that need to go into your profile. Advertising on your website is not enough. You will need to speak to an advisor to help search for a manager. Send me an email and I will send you their contact information. Their names are Pat McDermott and Mike Ledger. The timing is really good right now for you guys to find someone. Member Hartless asked, "Realistically how soon do you think it will take for us to get an Interim Town Manager in here for us?" Tom responded it really will depend on what your restrictions are but Tim has people ready to go now. Tom apologized for meeting with the council over the phone and that he wanted to do it via Zoom. Mayor Bonds thanked Tom for his input. Amy added there were a couple other companies that were provided by the Town's Attorney. Christina stated that one of the 3 companies she provided strictly worked with Interim Town managers and the other 2 companies dealt with Town Managers. Mayor Bonds asked Nora if she had any comments regarding this matter. Nora clarified that when Tim receives this contract he will begin work immediately and we should have resumes within 48-72 hours of 3 candidates he has picked throughout the state for this position and are willing to relocate to this town temporarily. It will be up to the Council to know what you are looking for with housing and their background, and the cost will be determined by how many hours this Interim will be working. The contract is good for only 3 months. Member Hartless stated that if we find someone before the 3 months is up, what do we do from there? Nora replied we would contact Tim and share who we found and settle the contract. Member Hartless stated he assumes Tim gets part of the Interim's pay, that is how they make their money. Nora replied, yes. Mayor Bonds stated she liked the idea and that it sounded like Tim was more ready for us than we were for him. Mayor Bonds questioned what happens if this Interim gets here and says no way, then does Tim have a plan B for us? Nora replied yes. Member Hartless asked Christina if this was allowed to not have a Town Manager while we find someone. Christina replied that technically you are supposed to have a Town Manager but as long as there is someone appointed to take care of the day-to-day tasks, that is fine. The council shared thoughts on who would be a good fit to hold the position and what is stated in the Town Code. Nora encouraged the Council to think about how they would like to move forward with this and it can be put on the agenda for future discussion for approval. Mayor Bonds stated that she felt the council was all in agreement to move forward with the contract with looking for an Interim Town Manager and choosing an Interim Town Manager will be brought back for future discussion at the next regular council meeting on 09/20/2022.

ADJOURN: Mayor Bonds adjourned the meeting at 5:59 pm

Some members of the council or the town attorney may attend the meeting either in person or by telephone conference call. Persons with a disability may request reasonable accommodation by contacting, the town clerk, (928) 669-9265, at least (72) hours before the scheduled meeting. Facilities are handicapped accessible

The council may vote to recess into an executive session which will not be open to the public, for the purpose of obtaining legal advice regarding any of the agenda items, pursuant to a.r.s. §38-431.03(a)(3).

Approve



Randy Hartless, Mayor