

**MINUTES OF THE SPECIAL MEETING OF THE
HAILEY CITY COUNCIL
HELD TUESDAY, MAY 30, 2006
IN THE HAILEY TOWN CENTER MEETING ROOM**

The special meeting of the Hailey City Council was called to order at 4:30 P.m. by Mayor Susan McBryant. Present were Council members Rick Davis, Don Keirn, Martha Burke and Carol Brown. Staff present included City Attorney Ned Williamson and City Clerk Heather Dawson.

OPEN SESSION FOR PUBLIC CONCERNS – No general comments were made.

Mayor McBryant listed the goals that were set by the city council in January, and noted that most had been achieved already or were in progress, with only a few still remaining. Those still remaining are clearly front burner issues for a new administrator. These unchecked items are critical to us, and she would like the new city administrator to come in running.

McBryant said she preferred to begin advertising at the state level, saying local knowledge is almost critical to the success of this job. She wanted to screen the candidates using an ad hoc committee, reducing the pool to approximately three finalists. Conditions of hire may include that the administrator would not necessarily be a contract or protected employee. Ketchum's former city administrator was not under contract until there were some problems with a police chief, after which the department heads were put under contract. It is hard to hire quality people when they are subject to the whims of the elected officials. The Clerk/Treasurer position, for example, is subject to constant training as regulations change. Those are department heads you want protected when they become competent, but not necessarily until they become competent to your expectations. In Boise what's happened is the mayor has his own staff and chief of staff to support his goals, because the department heads are not appointed by the mayor.

Keirn said many of the assistant department heads in Boise are tenured and highly depended upon. He said he would like to see extra credit to a person who has a good batting average on securing grants. Writing and nosing out grants is very important. Mayor said it would be her preference to retain Robin Crotty as her personal assistant throughout the time that she remains mayor. That job may grow into support of the administrator as well, if the need arises.

Brown asked if it is the intent that the administrator actually would supervise department heads. Mayor said the position would assist the mayor, and support the departments so that they can achieve their goals. Department heads are expected to run their departments, and the administrator is to enable them to do that better. An administrator should be savvy as to the pressure points in the office. Brown asked how the council would interact with the position. The Mayor suggested in the same manner they interact with department heads now, for answering questions, researching issues. Keirn noted the council would ask questions rather than issue instructions. The Mayor said there may not

be a need for duplication of attendance at meetings in which the council is already involved. She then noted that a city administrator should be very politic, and promote the ideas of the mayor and council.

Keirn said we may need, for the selection committee, to choose people not already involved in a specific committee. Mayor thought Jay Webb might be useful for the hiring committee.

Mayor McBryant said we have \$60,000 in this year's budget. We may be able to go as high as \$75,000 or \$78,000 in the first year. Brown said we would be optimistic to get someone at \$60,000, and suggested a range. McBryant said we have talked about local talent in applicants who have not actually been a city administrator before.

Davis said his vision of an administrator is someone who has skills including organization communication, customer service, leadership, facilitator, and mitigator. We have those qualities in a lot of people who live here. His last requirement would be someone who is already a city administrator – someone who knows the local culture will be ahead, and the learning curve of Idaho municipal law will be shorter. He would like to see is a third party review that can give a personality test. He was a proponent of shopping locally.

Keirn said he is looking for management skills as his highest priority. Davis said he is not looking for a manager, leadership is more important to him than management. Mayor said if you've got a good administrator, the departments will all shine.

Brown wanted someone who could learn who to call.

The Mayor suggested that the advertisement for the position run with the Association of Idaho Cities and in major newspapers in the state in Boise, Twin Falls, Lewiston, Idaho Falls, and locally, with a June 30 cut-off date. The Mayor said she has people she would like to see applying from here. She didn't know if that is self-limiting. In the end, she would make the decision, but the narrowing it down to three people can be done by someone else.

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Mayor said she had met with Jim Jaquet, who has been appointed to the Kart/Peak board. She is more interested in that now that we have adopted the Local Option Tax. Do we appoint regular citizens to these quasi judicial boards that have regulatory authority. We allocate the budget to the library board, and they make the decisions on spending. She asked the council to think about who they might recommend.

Keirn said the E911 meeting was cancelled again last week, for the third time. He said a meeting had been held about the flood, and when our crews came in to help with the Deer Creek bridge, it was like the cavalry coming in. Brown wanted to know what is happening with the E911 \$1 that is being collected.

Davis asked if any county commissioner has approached anyone about TDR's. McBryant said she was approached by one of the candidates for election. Brown said she would pick up on that. Mayor said a transfer would create more density than we would already have. Brown said they can't get the density bonus until the city chooses to annex them. She has discussed that with the staff at Blaine County. Davis asked if the citizens of Hailey want to pay for the cost of preserving Blaine County. Brown said there is a lot of relief when developers absorb the costs of infrastructure.

Brown said she and Denise Simone, Becky Keefer, and Kristin Anderson are going to start writing a grant of art in public places for Woodside Central Park.

Davis said the Historical Preservation Commission is meeting tonight and will be revising the demolition ordinance draft.

There being no further business, the mayor adjourned the meeting at 4:35 p.m.

Susan McBryant, Mayor

Heather Dawson, City Clerk