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COUNCIL AGENDA ITEM

Date: January 25, 2024

To: Honorable Mayor and Troy City Council Members

From: Lori Grigg Bluhm, City Attorney

Subject: Additional 2024 City Council Meetings



The City Council adopted its calendar year 2024 regular meeting schedule on November 20, 2023. That schedule also includes special meetings on Monday, April 15 and Wednesday, April 17, 2024 for presentation of the proposed fiscal year 2024-2025 budget in accordance with City Charter Section 8.2. At the January 8, 2024 City Council meeting, additional special meetings were added for January 29, March 4, and April 8 (City Council Orientation) and March 13 (City Manager Recruitment). City Administration is now requesting additional special meetings as follows.

City Attorney Personnel Evaluation: The City Attorney and City Manager employment agreements approved on May 18, 2020 (Resolution #2020-05-072) mandate annual employment reviews, and include a timeline for the annual performance review process, which begins in February. According to this contractual timeline, a meeting to conduct a Personnel Evaluation shall be on or around April 1, 2024. Gov HR (recently acquired by MGT of America Consulting) has a contract to assist with this process, and this is the last year of that contract. Since City Manager Mark Miller is retiring in May 2024, City Management contacted Gov HR/ MGT, and there is agreement to reduce the contractual amount by half for this year, since only one evaluation will be conducted. Jaymes Vettrano from Gov HR is available to meet during the week of April 1, 2024 for the City Attorney performance evaluation, which I request be held in closed session, as allowed under the contract. Monday, April 1, 2024 is a Monday night, and there is not a regular City Council meeting scheduled. This is the first day back after the Troy School District Spring Break, and is recommended as the date for this meeting. A proposed resolution is included in the agenda packet for your consideration. If City Council members are not available on the Monday night, then alternative dates can be proposed around that time frame, but there are several other meetings already scheduled to work around.

City Manager Interviews: As part of the City Manager Search, Council needs to schedule a meeting for City Manager interviews. Jaymes Vettrano is assisting with this process, and reports that the interviews are likely to take several hours, depending on the number of candidates selected by City Council. As a result, City Administration recommends scheduling a Special Meeting for Saturday, April 6, 2024 starting at 9 am in the City Council Board Room.

In past Troy City Manager searches, there was only one set of interviews before deciding on a City Manager, so only one interview date is proposed at this time. If City Council wants second interviews for a narrowed candidate pool, then it can schedule a special meeting as part of the March 18, 2024 Regular City Council meeting for this purpose. The March 18 meeting is after Council's initial review of candidates in closed session. In the interim, City Administration requests that City Council members be aware that an additional meeting may need to be scheduled for April 2024.