

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**September 11, 2024**  
**6:30 PM, City Hall and Remote**

Call-in numbers 253-215-8782, 669-900-6833, 346-248-7799, 312-626-6799, 929-205-6099 or  
301-715-8592, Meeting ID 889 7550 7011, Zoom link  
<https://us02web.zoom.us/j/88975507011> or via YouTube at  
<https://www.youtube.com/channel/UC4k9bA0IEEvsF6PSoDwjJvA/>

---

**1. CALL TO ORDER:** Mayor to call the meeting to order.

**2. CHANGES TO THE AGENDA:** Updated the agenda items before 6:30pm on 9/10 to separate the determination of the job description from the hiring method for the City Administrator position.

**3. COUNCIL BUSINESS:**

- a) **Discuss and Determine City Administrator Job Description** - City Administrator Leana Kinley presents the attached memo for council discussion and staff direction. Any changes will be brought back to the council for formal approval at a future meeting.
- b) **Discuss Hiring Method for Administrator Position** - Council to discuss methods for hiring the next administrator. Options include hiring an outside employment agency or in-house. Some agencies specializing in local government recruitment include Prothman, Strategic Government Resources (SGR), GMP Consultants, Raftelis, and others.

**4. ADJOURNMENT** - Mayor will adjourn the meeting.

=====

*UPCOMING MEETINGS AND EVENTS:*

- Thursday, September 19th, 6pm, Regular City Council Meeting
- Thursday, September 26th, 6pm Special City Council Meeting
- Monday, October 14th, 6pm, Planning Commission Meeting
- Thursday, October 17th, 6pm, Regular City Council Meeting