



**TOWN OF PAONIA**  
**FRIDAY, SEPTEMBER 02, 2022**  
**TOWN BOARD WORK SESSION AGENDA**  
**4:00 PM**

Masks are recommended but not required.

<https://us02web.zoom.us/j/85630185520>

Meeting ID: 856 3018 5520

Call in: 1 719 359 4580 US

**Roll Call**

**Approval of Agenda**

**New Business**

Resolution 2017-06 Code of Conduct & Resolution 2017-10 Rules of Procedure for the Town of Paonia Board of Trustees – Moderated by Donna Littlefield

Executive Search Firm Request for Proposal - Town Administrator Position

**Adjournment**

AS ADOPTED BY:  
TOWN OF PAONIA, COLORADO  
RESOLUTION NO. 2017-10 – Amended May 22, 2018

I. RULES OF PROCEDURE

**Section 1. Schedule of Meetings.** Regular Board of Trustees meetings shall be held on the second and fourth Tuesdays of each month, except on legal holidays, or as re-scheduled or amended and posted on the agenda prior to the scheduled meeting.

**Section 2. Officiating Officer.** The meetings of the Board of Trustees shall be conducted by the Mayor or, in the Mayor's absence, the Mayor Pro-Tem. The Town Clerk or a designee of the Board shall record the minutes of the meetings.

**Section 3. Time of Meetings.** Regular meetings of the Board of Trustees shall begin at 6:30 p.m. or as scheduled and posted on the agenda. Board Members shall be called to order by the Mayor. The meetings shall open with the presiding officer leading the Board in the Pledge of Allegiance. The Town Clerk shall then proceed to call the roll, note the absences and announce whether a quorum is present. Regular Meetings are scheduled for three hours, and shall be adjourned at 9:30 p.m., unless a majority of the Board votes in the affirmative to extend the meeting, by a specific amount of time.

**Section 4. Schedule of Business.** If a quorum is present, the Board of Trustees shall proceed with the business before it, which shall be conducted in the following manner. Note that all provided times are estimated:

- (a) Roll Call - (5 minutes)
- (b) Approval of Agenda - (5 minutes)
- (c) Announcements (5 minutes)
- (d) Recognition of Visitors and Guests (10 minutes)
- (e) Consent Agenda including Approval of Prior Meeting Minutes (10 minutes)
- (f) Mayor's Report (10 minutes)
- (g) Staff Reports: (15 minutes)
  - (1) Town Administrator's Report
  - (2) Public Works Reports
  - (3) Police Report
  - (4) Treasurer Report
- (h) Unfinished Business (45 minutes)
- (i) New Business (45 minutes)
- (j) Disbursements (15 minutes)
- (k) Committee Reports (15 minutes)
- (l) Adjournment

\* This schedule of business is subject to change and amendment.

**Section 5. Priority and Order of Business.** Questions relative to the priority of business and order shall be decided by the Mayor without debate, subject in all cases to an appeal to the Board of Trustees.

**Section 6. Conduct of Board Members.** Town Board Members shall treat other Board Members and the public in a civil and polite manner and shall comply with the Standards of Conduct for Elected Officials of the Town. Board Members shall address Town Staff and the Mayor by his/her title, other Board Members by the title of Trustee or the appropriate honorific (i.e.: Mr., Mrs. or Ms.), and members of the public by the appropriate honorific. Subject to the Mayor's discretion, Board Members shall be limited to speaking two times when debating an item on the agenda. Making a motion, asking a question or making a suggestion are not counted as speaking in a debate.

**Section 7. Presentations to the Board.** Items on the agenda presented by individuals, businesses or other organizations shall be given up to 5 minutes to make a presentation. On certain issues, presenters may be given more time, as determined by the Mayor and Town Staff. After the presentation, Trustees shall be given the opportunity to ask questions.

**Section 8. Public Comment.** After discussion of an agenda item by the Board of Trustees has concluded, the Mayor shall open the floor for comment from members of the public, who shall be allowed the opportunity to comment or ask questions on the agenda item. Each member of the public wishing to address the Town Board shall be recognized by the presiding officer before speaking. Members of the public shall speak from the podium, stating their name, the address of their residence and any group they are representing prior to making comment or asking a question. Comments shall be directed to the Mayor or presiding officer, not to an individual Trustee or Town employee. Comments or questions should be confined to the agenda item or issue(s) under discussion. The speaker should offer factual information and refrain from obscene language and personal attacks.

**Section 9. Unacceptable Behavior.** Disruptive behavior shall result in expulsion from the meeting.

**Section 10. Posting of Rules of Procedure for Paonia Board of Trustees Meetings.** These rules of procedure shall be provided in the Town Hall meeting room for each Board of Trustees meeting so that all attendees know how the meeting will be conducted.

## **II. CONSENT AGENDA**

**Section 1. Use of Consent Agenda.** The Mayor, working with Town Staff, shall place items on the Consent Agenda. By using a Consent Agenda, the Board has consented to the consideration of certain items as a group under one motion. Should a Consent Agenda be used at a meeting, an appropriate amount of discussion time will be allowed to review any item upon request.

**Section 2. General Guidelines.** Items for consent are those which usually do not require discussion or explanation prior to action by the Board, are non-controversial and/or similar in content, or are those items which have already been discussed or explained and do not require further discussion or explanation. Such agenda items may include ministerial tasks such as, but not limited to, approval of previous meeting minutes, approval of staff reports, addressing routine correspondence, approval of liquor licenses renewals and approval or extension of other Town licenses. Minor changes in the minutes such as non-material Scribner errors may be made without removing the minutes from the Consent Agenda. Should any Trustee feel there is a material error in the minutes, they should request the minutes be removed from the Consent Agenda for Board discussion.

**Section 3. Removal of Item from Consent Agenda.** One or more items may be removed from the Consent Agenda by a timely request of any Trustee. A request is timely if made prior to the vote on the Consent Agenda. The request does not require a second or a vote by the Board. An item removed from the Consent Agenda will then be discussed and acted on separately either immediately following the consideration of the Consent Agenda or placed later on the agenda, at the discretion of the Board.

## **III. EXECUTIVE SESSION**

**Section 1.** An executive session may only be called at a regular or special Board meeting where official action may be taken by the Board, not at a work session of the Board. To convene an executive session, the Board shall announce to the public in the open meeting the topic to be discussed in the executive session, including specific citation to the statute authorizing the Board to meet in an executive session and identifying the particular matter to be discussed “in as much detail as possible without compromising the purpose for which the executive session is authorized.” In the event the Board plans to discuss more than one of the authorized topics in the executive session, each should be announced, cited and described. Following the announcement of the intent to convene an executive session, a motion must then be made and seconded. In order to go into executive session, there must be the affirmative vote of two thirds (2/3) of Members of the Board.

**Section 2.** During executive session, minutes or notes of the deliberations should not be taken. Since meeting minutes are subject to inspection under the Colorado Open Records Act, the keeping of minutes would defeat the private nature of executive session. In addition, the deliberations carried out during executive session should not be discussed outside of that session or with individuals not participating in the session. The contents of an executive session are to remain confidential unless a majority of the Trustees vote to disclose the contents of the executive session.

**Section 3.** Once the deliberations have taken place in executive session, the Board should reconvene in regular session to take any formal action decided upon during the executive session. If you have questions regarding the wording of the motion or whether any other information should be disclosed on the record, it is essential for you to consult with the Town Attorney on these matters.

## **IV. SUBJECT TO AMENDMENT**

**Section 1. Deviations.** The Board may deviate from the procedures set forth in this Resolution, if, in its sole discretion, such deviation is necessary under the circumstances.

**Section 2. Amendment.** The Board may amend these Rules of Procedures Policy from time to time.

AGENDA SUMMARY FORM

	Roll Call
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Summary:

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
Trustee Stelter	Trustee Smith	Trustee Markle	Trustee Weber

AGENDA SUMMARY FORM

	<p>Agenda Approval</p>
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Summary:

Notes:

Possible Motions:  
  
Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
Trustee Stelter	Trustee Smith	Trustee Markle	Trustee Weber

AGENDA SUMMARY FORM



Resolution 2017-06 Code of Conduct & Resolution 2017-10 Rules of Procedure for the Town of Paonia board of Trustees – Moderated by Donna Littlefield

Summary: Opportunity for the Board to discuss and come to agreement on conduct and procedure for Board meetings and Board members.

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Markle
Trustee Smith	Trustee Stelter	Trustee Valentine	Trustee Weber

TOWN OF PAONIA, COLORADO  
RESOLUTION NO. 2017-06

**A RESOLUTION ESTABLISHING STANDARDS OF CONDUCT  
FOR ELECTED OFFICIALS OF THE TOWN**

**WHEREAS**, the Board of Trustees believes that the members of the Board, including the Mayor, must act at all times within the scope of their lawful authority, in accordance with the highest ethical standards, and in a manner that accords all persons with respect and dignity; and

**WHEREAS**, the Board desires to establish for itself, and for each member of the Board, including the Mayor, minimum standards of conduct to assure the same; and

**WHEREAS**, the failure to comply with such standards would constitute serious misconduct that would reflect poorly on the Town, and would detrimentally affect the credibility of the Board and the effectiveness of the Town in serving the community; and

**WHEREAS**, the Board intends that the standards of conduct established herein be enforceable by such consequences as will assure compliance therewith;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Town of Paonia, Delta County, Colorado, that the following Board of Trustees Standards of Conduct are hereby adopted:

**PAONIA BOARD OF TRUSTEES  
STANDARDS OF CONDUCT**

Section 1. **Scope of Authority.** The Mayor and each Trustee has only such authority as is conferred by applicable state statutes, and ordinances not inconsistent with such statutes. No member of the Board of Trustees, including the Mayor, shall act in a manner that exceeds such authority, including but not limited to:

- a. No member shall purport to speak on behalf of the Board on any matter on which the Board has not taken a position, or represent a Board position inaccurately.
- b. No member shall make commitments or promises individually on any matter for which a vote or consensus of the Board is required.
- c. At Board meetings, no one member shall attempt to dominate the discussion. Each member shall strive to speak once on any topic, and then allow each other member to speak on that topic before speaking again. Members shall seek recognition from the presiding officer before speaking. Members shall primarily direct remarks at Board meetings to the Board as a whole, rather than engaging in back-and-forth arguments with another member.
- d. No member shall act or attempt to act on any matter which is encompassed within the responsibilities of the Town Administrator or other staff member.
- e. No member shall give orders to any staff member who reports directly or indirectly to the Town Administrator.

- f. Excepting the provision in the Town Administrator's contract that he/she works under the "general supervision" of the Mayor; no member shall individually direct the work of the Town Administrator or other direct report of the Board. Any such directions shall only be given by the Board as a whole, and such direct reports shall be held accountable only for directions given by the Board as a whole.
- g. The Mayor (or in the Mayor's absence the Mayor pro tem) shall be responsible for presiding over meetings of the Board. Except as otherwise specifically granted by the state statutes or ordinances not inconsistent therewith, the Mayor (and in the Mayor's absence the Mayor pro tem) shall, for all other purposes, have only the same powers as any other member of the Board.
- h. Individual members may make reasonable inquiries to the Town Administrator concerning matters pertaining to their decision-making responsibilities, but shall be careful to avoid giving orders or directions.
- i. Except where applicable laws or Town ordinances or resolutions specifically provide otherwise, no member shall allow or encourage any employee to disregard the chain of command within the Town, or involve himself or herself in employment matters below the level of the Board's direct reports.
- j. No member shall direct or request the hiring or firing of any employee to or from any position that reports directly or indirectly to the Town Administrator.

Section 2. **Personal Conduct.** The Board of Trustees desires to serve as a positive example for civility, respect, and dignity in its dealings with one another, the Town's staff, citizens, and the business community. To that end, each member shall comply with the following standards of personal conduct:

- a. Each member shall respect the rights of others to be heard and given due consideration of their views.
- b. Each member shall recognize that the Mayor has the right, in consultation with the Town Administrator, to establish the agenda for all meetings.
- c. No member shall berate, intimidate, or belittle others for expressing their opinions or viewpoints, or engage in speech that is inflammatory, defamatory, demeaning, bullying, or threatening.
- d. No member shall make disparaging remarks about any Town employee in a public setting. While criticism about job performance may be a valid topic of discussion, members shall choose a setting appropriate for such discussion.
- e. No member shall fail to comply with any provision of the Town's employee handbook with respect to the treatment of employees, including but not limited to provisions concerning prohibited harassment, discrimination, and bullying.
- f. Each member shall direct all inquiries or requests for staff support to the Town Administrator, and shall respect the time limits on staff support.
- g. Each member shall comply at all times with applicable state statutes, the Paonia Municipal Code and the Rules of Procedure adopted by the Board.



**TOWN OF PAONIA, COLORADO  
RESOLUTION NO. 2017-10**

**WHEREAS**, the Town of Paonia, a Colorado Statutory Town (herein after the “Town”), conducts its regular business by and through its Board of Trustees meeting, regularly held on the second and fourth Tuesday of each month; and

**WHEREAS**, for a more efficient administration and management of the regular meetings of the Board of Trustees, the Board believes that it is in the best interest of the Town to implement rules of procedure for the conduct of the Board meetings; and

**WHEREAS**, in an effort to enact more efficient administration, the Board shall implement the use of a consent agenda for the passage of non-controversial items, where Board comment and discussion on such matters is unanticipated; and

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Town of Paonia, Delta County, Colorado, that the following Rules of Procedure and Consent Agenda Policy are hereby adopted:

**I. RULES OF PROCEDURE**

**Section 1. Schedule of Meetings.** Regular Board of Trustees meetings shall be held on the second and fourth Tuesdays of each month, except on legal holidays, or as re-scheduled or amended and posted on the agenda prior to the scheduled meeting.

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**III. SUBJECT TO AMENDMENT**

**Section 1. Deviations.** The Board may deviate from the procedures set forth in this Resolution, if, in its sole discretion, such deviation is necessary under the circumstances.

**Section 2. Amendment.** The Board may amend these Rules of Procedures Policy from time to time.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 11th DAY OF JULY, 2017.

By \_\_\_s/s\_\_\_\_\_

Corinne Ferguson, Town Clerk

By \_\_\_\_\_s/s\_\_\_\_\_

Charles Stewart, Mayor

**Corinne Ferguson**

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**From:** Bill Brunner <Bill@paoniairon.com>  
**Sent:** Tuesday, August 30, 2022 12:08 PM  
**To:** Thomas Wills; Mary B; Corinne Ferguson; Dave K; Paige S; Rick S; John V; Thomas M; David Weber; roger baril  
**Subject:** Code of conduct used to muzzle minority

Dear Mayor and Trustees

Please include this in the packet for the special meeting August 1, 2022

Concerning your new code of conduct.

First, you have had a code of conduct all along, as I have repeatedly pointed out. However, the subject was raised in complaints against champions of the majority. Consequently nothing was done, there was no comprehensive review of the existing policy, though selected portions were refereed to in attempts to sniffle debate (not speaking ill of staff). This is consistent with past Board actions, the majority seldom allows itself to be held to account.

Second, when the existing policy was enacted, it was a naked attempt to muzzle minority Board members who repeatedly caused problems by pointing out important factors that embarrassed the majority or cause delays by pointing out statutory requirements. Once enacted the policy was never successfully employed against even the most egregious actions of the majority, that not being the intent of it's enactment!

It has been my observation that the minority members of this Board have gone to maddening lengths to uphold decorum. In my opinion, to a degree that borders on dereliction of duty. And there's the rub. Criticism of staff by Board members has been muted to say the least. Criticism from the public has continued with good reason. The public is not subject to your code of conduct. After all, leaving the Clerk in office is likely to be the poison pill that scares off competent candidates for the Administrator position.

Constraints on Trustee speech masquerading as a "Code of Conduct" are illegitimate. Trustees have a responsibility to speak out when things are not as they should be.

Don't get suckered into bogus codes of conduct proposed by an embattled majority trying like heck to keep the lid on an unsustainable situation by ignoring the need for accountability.

Sincerely,

Bill Brunner

**DRAFT**

**TOWN OF PAONIA, COLORADO**

**REQUEST FOR PROPOSAL (RFP)**

**FOR**

**EXECUTIVE SEARCH SERVICES**

**FOR THE POSITION OF TOWN ADMINISTRATOR**

**SUBMITTAL DEADLINE – *SEPTEMBER 13, 2022***

**INTRODUCTION**

The Town of Paonia, Colorado (Town) is seeking Proposals from Firms interested, experienced, and knowledgeable in providing Executive Search Services for the position of Town Administrator. This RFP is intended to gather pertinent information concerning the ability of contractors to meet the needs of the Town.

The Town is interested in the Firm limiting their Executive Search Services to identifying potential candidates and inviting them to apply for the position.

The Town elected officials/interview panel will perform resume reviews, conduct interviews, contact references, create the benefits package, and ultimately choose the candidate.

The Town is interested in hiring a Firm with the necessary experience and resources to ensure that our Town Administrator job opening announcement is provided to as many potential candidates as possible. The Firm shall describe their depth of knowledge about resources and contacts for potential applicants beyond the CML, ICMA and Association of Public Administration job opening platforms. The Firm must also provide examples of successfully locating candidates that were ultimately hired for the position being advertised.

**INQUIRIES AND CORRECTIONS**

All inquiries relating to this RFP shall be addressed to:

Paige Smith, Town Trustee  
 214 Grand Ave.  
 PO Box 460  
 Paonia, CO 81428  
[paiges@townofpaonia.com](mailto:paiges@townofpaonia.com)

If a Firm, submitting a proposal, finds discrepancies in, or omissions within the RFP, or should require additional clarification of any part thereof; a written request for interpretation may be submitted using email. Any interpretation of, or change made to the RFP will be made by written addendum to each proposing Firm.

The Town will not be responsible for any oral explanation. All inquiries shall be made in writing and all responses will be provided in writing, with copies being sent to all proposing Firms. To be given consideration, inquiries must be received at least seven (7) calendar days prior to the submission date established herein. It shall be the responsibility of each proposing Engineering Firm to verify that each addendum has been received prior to submitting a proposal.

**SUBMITTAL DATE AND LOCATION**

Interested Firms are invited to submit one (1) hard copy and one (1) electronic copy (loaded onto a thumb drive) of your proposal in a sealed envelope clearly marked “**Request for Proposal/Executive Search**” by 4:30 p.m., Tuesday, *September 13, 2022*, and addressed to:

Paige Smith, Town Trustee  
Town of Paonia  
214 Grand Avenue  
PO Box 460  
Paonia, CO 81428

All proposals will be opened publicly in Paonia Town Hall on Wednesday, *September 14, 2022*, at 11:00 a.m.

**LATE AND TELEGRAPHIC PROPOSALS**

Late proposals will not be accepted under any circumstance, and any proposal so received shall be returned to the proposing Firm unopened. In addition, telegraphic and/or proposals sent by electronic devices are not acceptable and will be rejected upon receipt. Proposing Firms will be expected to allow adequate time for delivery of proposal. Sole responsibility rests with the proposing Firm to see that their proposal is received on time.

**BACKGROUND AND OBJECTIVES – Services requested are limited to distribution of job opening materials to potential candidates**

The Town has created a Town Administrator Job Description and Recruitment Brochure. Both documents are available at [Town of Paonia is accepting applications for Town Administrator | Town of Paonia \(colorado.gov\)](#) Consequently, the Town does not require the services of an Executive Search Firm for this portion of our candidate search. In addition, the Town plans to review resumes, conduct interviews and select the finalists.

The Town is only seeking the services of a Firm to distribute our job opening materials to potential candidates who may not be utilizing standard public administration job posting platforms.

Please note that the current deadline for accepting applications is September 30, 2022. The Town understands that this deadline will need to be extended.

**OVERVIEW OF SERVICES TO BE PROVIDED**

The Town requests the Firm explain the resources they possess to identify potential candidates that may not be actively looking for a position as Town Administrator and examples of candidate hiring that was solely the result of the services provided by the Firm.

The chosen Firm must be prepared to immediately begin contacting potential candidates upon contract approval with the Town.

Subject to approval by the Town, this contract will be in effect from the date of hire until the closing date for accepting Town Administrator applications.

**CONDITIONS OF PROPOSAL SUBMITTAL**

A duly authorized official of the proposing Firm submitting the proposal must sign the proposal.

Only one proposal will be accepted from any Firm.

All price quotes must be firm for a period of (90) days following the opening of the proposal.

The Town of Paonia reserves the right to reject any and all proposals or any part thereof. The right is reserved to waive any formalities or informalities contained in any proposal and to award the proposal to the most responsive and responsible proposing Firm as deemed in the best interest of the Town of Paonia.

The Town will not return proposals, or other information supplied to the Town by the proposing Firm.

**EVALUATION OF PROPOSALS**

The Board of Trustees for the Town of Paonia will evaluate all proposals.

The Town MAY interview prospective Firms. During the evaluation process, the Town reserves the right to accept or request additional information or clarifications from the Firm or to allow corrections of errors or omissions.

Prospective Firms MAY be required to make oral presentations as part of the evaluation process. The Firm selected for the award will be chosen based on the apparent greatest benefit to the Town, and not necessarily based on the lowest price.

Following the notification of the successful Firm it is expected a contract will be executed between the Town and the successful Firm.

**EVALUATION CRITERIA**

Proposals shall be evaluated based on the following criteria:

- A. Responsiveness to the needs of the Town, both in service cost and the scope of the services offered.
- B. The proposing Firm’s experience in dealing with the hiring of small, rural Town executives.
- C. How the proposing Firm intends to report progress with finding and notifying potential applicants of the Town’s Administrator opening.

**PROPOSAL ELEMENTS AND FORMAT**

Proposals submitted shall contain all information as requested herein and any additional information necessary to summarize the overall benefit of the proposal to the Town.

Proposals shall include the following:

- A. A cover letter stating the name, physical and email address, and telephone number of the contact person and must bear the signature of the person having the authority to make the proposal for the Firm and bind the Firm in a formal contract with the Town. The cover letter must also include a description of how the Firm is well-suited to provide Executive Search services to the Town.
- B. A specific plan for contacting prospective candidates and the timeline for doing so.
- C. A resume outlining the relevant experience of everyone within the Firm that will be working on the Executive Search for the Town.
- D. Costs associated with all services proposed to be offered.

**RESPONSIBILITIES OF THE TOWN OF PAONIA**

There is no expressed or implied obligation on behalf of the Town to reimburse interested Firms for any expenses incurred in preparing proposals or in attending a virtual interview in response to this request for proposal

Cost Associated with the Following Public Service Jobs Posting Platforms  
For Pricing Comparison Purposes

International City/County Manager Association (ICMA) Job Center

Member rate is \$450 (costs \$150 to be a member)  
Nonmember rate is \$600 – Posted for 60 days and free to post longer

American Society for Public Administration (ASPA) Job Postings appear to be dominated by jobs in Academia

\$250 – Basic: 30-day posting  
\$450 - Passive Package: 30-day posting to 12,000 professionals; kept high on search results  
\$335 – Enhanced Posting: 30-day posting; kept high on search results

Careers in Government ([www.careersingovernment.com](http://www.careersingovernment.com))

\$275 – 90-day posting: Partners with public and private sector job boards with a potential reach of 35+ million job seekers monthly; jobs are posted on all major social media networks (Twitter, FB and LinkedIn - 15+million reach)

GOV HR USA ([www.govheusa.com](http://www.govheusa.com))

\$100 – 30-day posting for a single opening  
\$150 – 60-day posting for a single opening

State Municipal League Platforms

UT League of Cities and Towns – posted our opening free of charge  
AZ League of Cities and Towns – \$50 for 30 days  
NE League of NE Municipalities – 55 cents per word for 30 days  
KS League of KS Municipalities - \$135 for 60 days  
MT League of Cities and Towns - \$125 for 30 days  
ID Association of Idaho Cities - \$25 up to 199 words  
NM ?  
WY?  
NV ?  
Others

AGENDA SUMMARY FORM

	Adjournment
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Summary:

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
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