

City of Portland

City Manager Search Subcommittee

Meeting



Monday, December 19, 2022 at 8:00 AM Via Zoom

To submit written public comment on an agenda item, email publiccomment@portlandmaine.gov. Submissions must be received by 12:00 pm the day before the City Manager Search Subcommittee meeting to guarantee their inclusion in the agenda packet. All submissions must include the commenter's name and legal address. To help ensure your comment is submitted for the correct item, please include the name of the agenda item (see below).

REMOTE ACCESS INFORMATION:

The City Manager Search Subcommittee will conduct this meeting remotely via Zoom pursuant to the Remote Meeting Policy adopted by the Portland City Council. Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live either in person or via Zoom, a recording will be available in the [Agenda Center](#) following the meeting.

For public comment via Zoom, you will need to use the "raise your hand" feature. To raise your hand via the telephone, please hit *9. You will be unmuted by the host when it is time for public comment.

Please click the link below to join the webinar:

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1. Call to order
2. Introductions and update on process
3. Approve Minutes of previous meeting(s)
 - a. November 10 2022 Meeting Minutes
 - b. November 16, 2022 Meeting Minutes
4. Review and Discuss New Timeline
 - a. Search Committee Timeline
5. Review Memo and questionnaire
 - a. Kickoff Memo and Questionnaire

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6. Review revised City Manager job description
 - a. Marked up City Manager Job Description
7. Discuss salary range for City Manager
 - a. 2021 Salary Survey
8. New Business (5 minutes)
9. Determine and set Next Meeting Date
10. Adjournment