

CITY OF HARTFORD
SPECIAL WORKSHOP BUSINESS MEETING MINUTES
MAY 7, 2026

Commissioners Present: Peter Aranda (4:02); Lindsay Morsaw; Nancy Spoula; Tom VanLierop; and Mayor Jane Danger;
Commissioners Absent: John Miller; Charles Weeden
Staff Present: Pulluam (formally Brown); Rodney-Isbrecht;

Mayor Jane M. Danger called the special workshop meeting to order at 4:00pm.

New Business

Discuss & Consider – Communication

Discussion: Communication between the Commission, the public and City administration.

Communication concerning City business and interactions with the public should remain consistent and coordinated. The Clerk recommended the development and adoption of a formal communications policy.

Discuss & Consider – City Manager Contract

Discussion: regarding proposed revisions to the City Managers contract, including the following items:

- Annual COLA increases to be considered in accordance with the approved budget;
- City Manager performance compensation to be merit determined by the average evaluation score, with a possible onetime bonus of 2%, 3%, or 3.5%, subject to budget availability;
- Convert sick & vacation time to a combined PTO allocation of 296 per year;
- Clerical and administrative support be provided in accordance with the adopted fiscal year budget;
- Professional dues and subscriptions to vary based on the fiscal year budget;
- Conference attendance and training opportunities to vary based on the fiscal year budget;
- Severance pay provision equal to six month's salary and health benefits;
- Formal review the City Manager's Contract to occur every even numbered year beginning in 2026.

Discuss & Consider – City Manager 2026 Review

Discussion: Council and City Manager to establish performance goals in January; The City Manager's self-evaluation will be due in February. Commissioners will receive the self-evaluation in order to complete their review by a March date to be determined.

Participation and consistency in the evaluation process, Commissioner Aranda did not submit an evaluation during the previous review period. Additionally, there is potential for three new Commissioners to participate in the upcoming review process who may have limited familiarity with the City Manager; consideration was given to weighting evaluation scores accordingly.

The City Manager expressed concern that certain evaluation scores were not consistent with the accompanying written comments or no comments were given, specifically in areas related to economic development. The City Manager requested that written comments be required when a Commissioner assigns a score of poor or below average on any evaluation category.

Adjournment:

Motion by Commissioner Aranda, supported by Commissioner Spoula, to adjourn the meeting at 5:17pm.

Motion carried 5 – 0

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Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk