



Eugene City Council

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EUGENE CITY COUNCIL AGENDA – AMENDED

December 5, 2025

8:30 a.m. CITY COUNCIL SPECIAL MEETING

City Council meetings will be held in virtual meeting technology. Information about online or other options for access and participation will be available at <https://www.eugene-or.gov/3360/Webcasts-and-Meeting-Materials>

This agenda has been amended to correct the order of the items and start time

Meeting of December 5, 2025; Her Honor Mayor Kaarin Knudson Presiding

Councilors

Greg Evans, President
Eliza Kashinsky
Jennifer Yeh
Mike Clark

Lyndsie Leech Vice President
Matt Keating
Alan Zelenka
Randy Groves

8:30 a.m. CITY COUNCIL SPECIAL MEETING

1. SPECIAL MEETING: City Manager In-Person Interview Process
2. EXECUTIVE SESSION: Pursuant to ORS 192.660(2)(f) (ORS 192.355(1) and ORS 192.355(2)) and ORS 192.660(2)(a)

The Eugene City Council welcomes your interest in these agenda items. This meeting location is wheelchair-accessible. For the hearing impaired, an interpreter can be provided with 48 hours' notice prior to the meeting. Spanish-language interpretation will also be provided with 48 hours' notice. To arrange for these services, contact the receptionist at 541-682-5010. City Council meetings are telecast live on Metro Television, Comcast channel 21, and rebroadcast later in the week.

El consejo de la Ciudad de Eugene agradece su interés en estos asuntos de la agenda. El lugar de la reunión tiene acceso para sillas de ruedas. Se puede proveer a un intérprete para las personas con discapacidad auditiva si avisa con 48 horas de anticipación. También se puede proveer interpretación para español si avisa con 48 horas de anticipación. Para reservar estos servicios llame al 541-682-5010. Las reuniones del consejo de la ciudad se transmiten en vivo por Metro Television, Canal 21 de Comcast y son retransmitidas durante la semana.

For more information, contact the Council Coordinator at 541-682-5010,
or visit us online at www.eugene-or.gov.

EUGENE CITY COUNCIL

AGENDA ITEM SUMMARY



Special Meeting: City Manager In-Person Interview Process

Meeting Date: December 5, 2025
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 1
Staff Contact: Mia Cariaga and Kristie Hammitt
Phone: 541-682-5408

ISSUE STATEMENT

In April City Manager Sarah Medary announced that she will be retiring in December 2025. The City Charter vests the City Council with the sole authority and responsibility to appoint the City Manager. If Medary vacates the position prior to the City Council permanently filling it, the City Charter provides that the Mayor appoints a City Manager Pro Tem to temporarily fill the City Manager vacancy. This is an opportunity for Council to discuss and finalize a plan for the in-person interview process taking place with final candidates in January.

BACKGROUND

City Council selected Bob Murray and Associates as a recruitment firm to support a national search for a new City Manager. The recruitment is underway, and Council and Bob Murray and Associates are collecting thoughts from the public. To date the feedback has informed the job description and going forward will inform the Council about what is important for them to consider as they interview candidates through the recruitment process.

The job posting for City Manager closed on November 3, 2025. On November 24, 2025 Bob Murray and Associates met with City Council in an executive session to share information about candidates. Top candidates are moving to virtual interviews that will be held in executive session on December 5, and finalists will be interviewed in person the week of January 12. During this work session staff will present a proposal based on comments and feedback from Council and community received throughout the recruitment process. Council will use this work session to finalize a format and public engagement components for the January interviews.

PREVIOUS COUNCIL DIRECTION

[May 12, 2025 Work Session](#)

City Council chose a path of hiring a recruitment firm to support Council's efforts to conduct a national search and hire a new City Manager.

Councilor Evans, seconded by Councilor Leech, moved to proceed with Option 1 as outlined in Attachment A to this AIS, with the additional caveat that Step 1 of the process be made up of Council leadership and any volunteers from Council.

Passed 8:0

[July 9, 2025 Work Session](#)

City Council interviewed three recruiting firms and selected Bob Murray and Associates.

Move to select Bob Murray and Associates to conduct the Eugene City Manager recruitment

December 5, 2025 Special Meeting – Item 1

process in accordance with the terms of a contract negotiated and executed by Central Services Director, Mia Cariaga.
Passed 7:0

September 9, 2025 Work Session

City Council provided feedback about a draft brochure presented by Bob Murray and Associates, agreed to have Bob Murray and Associates hold a virtual listening session for the public, and to hold a public forum to hear from the public directly. That public forum is scheduled for October 20, 2025.

October 20, 2025 Public Listening Session

City Council held a public listening session to hear from the community about what skills, experience, and attributes are important in a new City Manager. Six people provided comment.

COUNCIL OPTIONS

Council can choose to approve the plan for in-person interviews as proposed by staff or modify the proposed plan and then approve.

SUGGESTED MOTION

Move to approve the process for in-person interviews as presented by staff.

ATTACHMENTS

None.

FOR MORE INFORMATION

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