

CITY COMMISSION MEETING - SPECIAL

MINUTES

JULY 7, 2016

6:00 P.M.

CALL TO ORDER

The meeting was called to order at 6:02 p.m. by Vice Mayor Falkenstein.

PLEDGE OF ALLEGIANCE

INVOCATION

PRESENT:

Rick Falkenstein, Vice Mayor
Terri Finnerty, Commissioner
Ward Friszolowski, Commissioner
Melinda Pletcher, Commissioner

ALSO PRESENT:

Andrew Dickman, City Attorney
Rebecca Haynes, City Clerk
Jennifer Bryla, Community Development Director
Elaine Edmunds, Administrative Services Director

1. Action Items

- A. Filling the Vacant Mayor-Commissioner Seat

Vice Mayor Falkenstein called for audience comments.

Bill Pyle, Sunset Way, commented on the selection of individual candidates and the various scenarios that may occur during the selection process.

City Attorney Dickman explained the vacancy regulations required by the City Charter and suggested that the earliest date to make a selection is July 26, 2016.

Upon an inquiry by Vice Mayor Falkenstein, there were no sitting commissioners seeking the interim mayor seat.

Commissioner Pletcher moved to select an interim mayor to serve until the March 2017 election. The motion was seconded by Commissioner Finnerty and unanimously approved by an individual roll call vote.

Commissioner Friszolowski moved to schedule a special meeting on July 26, 2016, to interview and select the interim mayor. The motion was seconded by Commissioner Finnerty and unanimously approved by an individual roll call vote.

Mr. Dickman requested the Commissioners determine the details of the interview process, including submittal of the letter of interest and a resume by noon on Friday, July 15, 2016, to the City Clerk's Office.

Commissioner Friszolowski moved to require candidates to submit documentation by 12:00 p.m., noon, on Friday, July 15, 2016, to the City Clerk's Office for consideration in the interim mayor-commissioner vacancy. The motion was seconded by Commissioner Finnerty and unanimously approved by an individual roll call vote.

Commissioner Friszolowski moved to require candidates to submit a cover letter and a resume or curriculum vitae (CV) that would identify the purpose they are seeking the position and list qualifications for the position. The motion was seconded by Commissioner Finnerty and unanimously approved by an individual roll call vote.

Commissioner Pletcher moved to conduct the candidate vote by a two-step process if four or more applications are received and a one-step process if three or fewer applications are received. The motion was seconded by Commissioner Finnerty and unanimously approved by an individual roll call vote.

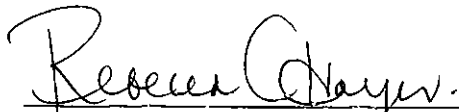
Commissioner Pletcher moved to schedule the interview process as follows: allow three minutes for candidate introduction, ten minutes for questions and answers, and two minutes for candidate conclusion. The motion was seconded by Commissioner Finnerty and unanimously approved by an individual roll call vote.

It was the consensus of the Commission to schedule the special meeting for 4:00 p.m. on Tuesday, July 26, 2016, to interview the candidates for the interim mayor-commissioner vacancy.

2. Adjournment

There being no further business to come before the Commission, the meeting was adjourned at 7:05 p.m.

Attest:



Rebecca C. Haynes, City Clerk



Rick Falkenstein, Vice Mayor

Minutes approved on: 8/23/2016