

The City Council in and for the citizens of the City of Lake City, Florida, met in Special Session, on April 19, 2018 beginning at 6:00 P.M., in the City Council Chambers, located at City Hall 205 North Marion Avenue, Lake City, Florida.

PLEDGE OF ALLEGIANCE

INVOCATION - Mayor Stephen M. Witt

1. ROLL CALL

Mayor/Council Member	Stephen M. Witt
Vice Mayor/Council Member	Jake Hill, Jr.
City Council	Eugene Jefferson
	Melinda Moses
	George Ward
City Attorney	Fred Koberlein, Jr.
Interim City Manager	Grayson Cason
Sergeant-at-Arms	Chief Argatha Gilmore
City Clerk	Audrey Sikes

2. APPROVAL OF AGENDA

EMERGENCY ITEM # 5A - appointment of Interim City Manager effective May 1, 2018 has been added to the agenda after the initial advertising of this Special Meeting.

Members concurred to add Emergency Item #5A, appointment of Interim City Manager, to the agenda. **Ms. Moses made a motion to approve the agenda as amended. Mr. Ward seconded the motion. The motion carried unanimously on a voice vote.**

3. PERSONS WISHING TO ADDRESS COUNCIL

- A. Glenel Bowden, 1156 NE Bascom Norris Drive, Lake City, expressed his view regarding the manner the ranking sheets were submitted for the City Manager position.
- B. Sylvester Warren, 832, NE Richardson Terrace, Lake City, encouraged members to wait until the new council is seated prior to making a decision on the City Manager.
- C. Barbara Lemley, expressed support for Grayson Cason to serve as Interim City Manager and encouraged members to wait until the new council is seated to make a permanent selection for the position.
- D. Sandra Smith, inquired about airport experience of the top ranked candidates for City Manager.

4. OLD BUSINESS

A. City Manager Search-Short listing of Applicants (Mayor Witt)

Human Resource Director Michele Greene briefly discussed the guidance request items and suggested timeline as provided in the agenda packet. In the best interest of the City, Ms. Greene encouraged members to slow down the process for the City to conduct proper candidate education and employment verifications. Members concurred to slow down the process with the suggested timeline. **Mr. Ward made a motion to accept the timeline as presented (* see below). Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Ward	Aye
Ms. Moses	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

Timeline *

May 4, 2018	Background information from Human Resources to members for review.
May 9, 2018	Special Meeting to finalize short list of applicants after members review of preliminary background.
May 18, 2018	Deadline for submission of three (3) to five (5) interview questions to Human Resources Director.
June 4th-8th, 2018	Special Meetings, two days, potentially three, this week for interviews.
June 11th - 15th, 2018	LCPD background checks on top two (2) applicants as determined by council.
June 18th, 2018	Reception prior to Council Meeting from 5-6PM for top two (2) candidates.
June 19, 2018	Special Meeting 1PM second round of interviews for top two (2) candidates with selection of successful applicant to move forward in the negotiation process.

Members concurred travel expenditures for the first round of interviews would be the responsibility of the candidates with the City reimbursing travel expenditures for candidates participating in the second round of interviews.

Mr. Ward made a motion to conduct preliminary background screenings on the top nine (9) ranked scores which consists of thirteen (13) applicants. Mr. Hill seconded the motion. A roll call vote was taken and the motion passed.

Mr. Ward	Aye
Mr. Hill	Aye
Mr. Jefferson	Aye
Ms. Moses	Aye
Mayor Witt	Aye

5. NEW BUSINESS

- A. EMERGENCY ITEM - Designate Assistant City Manager Grayson Cason authority for the day to day operations of the City until a permanent City Manager is seated. Effective May 1, 2018.

Ms. Moses made a motion to designate Assistant City Manager Grayson Cason authority for the day to day operations of the City until a permanent City Manager is seated. The motion provides an effective date of May 1, 2018. Mr. Hill seconded the motion. A roll call vote was taken and the motion passed.

Ms. Moses	Aye
Mr. Hill	Aye
Mr. Jefferson	Aye
Mr. Ward	Aye
Mayor Witt	Aye

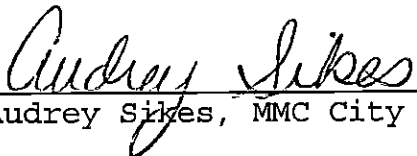
6. DEPARTMENTAL ADMINISTRATION
None

7. COMMENTS BY COUNCIL MEMBERS
None

8. ADJOURNMENT
All matters having been handled, the meeting adjourned at 6:28 P.M. on a motion made and duly seconded.



Stephen M. Witt, Mayor/Council Member



Audrey Sikes, MMC City Clerk