

**AD HOC CITY CLERK SELECTION COMMITTEE
SPECIAL MEETING MINUTES
TUESDAY, DECEMBER 10, 2019
MUNICIPAL BUILDING, ROOM 205, 151 MARTIN
1:00 P.M.**

I. CALL TO ORDER

The meeting was called to order at 1:00 PM.

ROLL CALL: Present: Commissioner Hoff
Commissioner Sherman
City Manager Valentine
Human Resource Manager Myers
Absent: None
Administration: Acting City Clerk Arft

II. CANDIDATE INTERVIEWS

The Committee interviewed Alexandria Bingham, Stephen Gerhart, and James Allen.

The Committee recessed at 3:34 PM.

The Committee reconvened at 3:57 PM.

III. FORMALIZE RECOMMENDATION

Human Resource Manager said that following the interviews of the three candidates by the Ad Hoc City Clerk Selection Committee, the candidate who ranked #1 by the committee members to recommend to the City Commission for appointment to the Clerk position is James Allen. Mr. Myers noted that prior to this interview, background investigations were conducted on all candidates, and there were no issues found. Mr. Myers said that based upon the unanimous recommendation for Mr. Allen's selection by the Committee, his office will make contact with the candidates.

Mr. Myers suggested the Ad Hoc Committee formalize its recommendation to advance the top candidate, pending acceptance of the offer of employment with the City. It is expected that on Monday, December 16, 2020, we will have a brief reception with the potential Clerk prior to the City Commission meeting.

MOTION: Motion by Sherman, seconded by Hoff:

To formalize the recommendation of the Ad Hoc City Clerk Selection Committee that has been tabulated, subject to an employment offer being received and satisfactory terms negotiated for recommendation to the City Commission.

VOTE: Ayes, 4
Nays, 0
Absent, None

IV. OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA

V. ADJOURN

The meeting adjourned at 4:10 PM.

Respectfully submitted,
Cheryl Arft, Acting City Clerk