

**SPECIAL CITY COMMISSION MEETING
TUESDAY, OCTOBER 23, 2018
6:00 P.M.
COMMISSION CHAMBERS
8 W. BROADWAY STREET
FORT MEADE, FLORIDA 33841**

A special meeting of the Fort Meade City Commission was held at 6:00 PM Tuesday, October 23, 2018 at the Commission Chambers, 8 W. Broadway Street, Fort Meade, Florida.

1. CALL TO ORDER:

The Meeting was called to order at 6:00 PM by Vice Mayor Elliott.

2. ROLL CALL:

Mayor	Richard Cochrane	Present (via phone conference)
Vice Mayor	Robert Elliott	Present
Commissioner	Maurice Nelson Campbell	Present
Commissioner	James Watts	Present
Commissioner	Barbara Manley	Present

Staff Present

Deputy City Clerk	Melissa Cannon	Present
HR Director	Sheryl Williams	Present
Finance Director	Breanna Smith	Present

3. INVOCATION AND PLEDGE TO THE FLAG:

Commissioner Nelson led the invocation. Vice Mayor Elliott led the Pledge to the Flag.

4. PROCEDURES FOR UPCOMING CITY MANAGER SEARCH:

4.A. Candidate Ranking

Ms. Sheryl Williams stated that she had received the individual candidate rankings from the commission and the results were (5 being the highest):

- 5. Timothy Day
- 4. Christopher Edwards
- 3. Danielle Judd

2. Lawrence McNaul
1. Glenn Irby

Motion Commissioner Manley, second Commissioner Campbell to approve the professional backgrounds on the top three candidates and provided they pass the background checks, bring them in for face-to-face interviews.

Motion to approve professional backgrounds for top three candidates and bring them in for interviews passed by a unanimous vote of 5-0.

4.B. Background Screening

Ms. Williams presented two options for the professional backgrounds:

1. Comprehensive - \$2,100. Flat rate plus travel expenses. Check with references, histories, newspaper articles, criminal, etc., including onsite visits
2. Professional - \$1,750. Flat rate no travel expenses. Check with references, histories, newspaper articles, criminal, etc. no onsite visits.

Motion Commissioner Campbell, second Commissioner Watts to approve the professional background checks for the candidates.

Motion to approve professional background checks for candidates passed by a unanimous vote of 5-0.

4.C. Process for face-to-face interviews

Motion Commissioner Manley, second Commissioner Campbell to bring candidates in to meet with department heads, tour the city and a meet n greet with the community on November 16, 2018 at 6:00 pm and conduct formal interviews on November 17, 2018 at 9:00 am.

Motion to bring candidates to meet department heads, tour city and a meet n greet with the community on November 16, 2018 at 6:00 pm and conduct formal interviews on November 17, 2018 at 9 am passed by a unanimous vote of 5-0.

It was discussed to have the meet and greet on Friday, November 16, 2018 at 6:00 pm at the City Mobile Home Park Activity Center, 1046 SE 2nd Street, Fort Meade and to conduct the formal interviews on November 17, 2018 at 9:00 am in the City Hall Commission Chambers, 8 W. Broadway St. Fort Meade.

Ms. Pricella Perry stated that on November 16th and 17th the Historical Society would be doing their historic trolley tour of the city and requested that the candidates take the tour on November 16th.

6. **ADJOURNMENT**

Motion Commissioner Campbell, second Commissioner Watts to adjourn the Special City Commission Meeting on Tuesday, October 23, 2018 at 6:20 P.M.

Motion carried with all yeas.



Richard Cochrane, Mayor

ATTEST:



Melissa Cannon, Deputy City Clerk

