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**HIGH SPRINGS
SPECIAL COMMISSION MEETING
MINUTES
July 2, 2019**

Meeting called to order by Mayor Jones at 6:02 p.m.

Pledge of Allegiance.

ROLL CALL CITY COMMISSION: Mayor Linda Jones- Present
Vice Byran Williams- Present
Commissioner Gloria James- Present
Commissioner Scott Jamison-Present
Commissioner Nancy Lavin- Present

STAFF PRESENT:
Ed Booth, City Manager
Jenny Parham, City Clerk
Angela Stone, Deputy City Clerk
Antoine Sheppard, Deputy Chief of Police
Joel Decoursey, Chief of Police
Jennifer Stull, Finance Director
Scott Walker, City Attorney
Andrea True, City Attorney
Rich Maltby, City Attorney

DISCUSS AND FINALIZE COMPENSATION/BENEFITS FOR THE CITY MANAGER POSITION

City Clerk Parham stated we are looking for clarification on how long we will advertise, and to have the commission approve changes to the advertisement.

Commissioner Lavin spoke of researching the median income for a City Manager. She states she would be more comfortable with a range rather than an amount.

Commissioner Williams states he is okay with setting a pay range. He asked about the wording of requiring at least 5 years experience.

Attorney Walker states the wording could be changed to we “prefer” the experience.

Commissioner Jamison stated we can say “prefer 5 years’ experience.”

Mayor Jones also agreed with having a pay range.

City Clerk Parham advised that the Commission adopted the Evergreen Salary Study which put the City Manager’s salary range starting at \$81,000.00 through the top pay of \$134,000.00.

Consensus to advertise the pay at the range of \$90,000.00 to \$100,000.00.

Discussion on the auto allowance. Consensus to have the auto allowance at \$3,900.00.

Commissioner Jamison states he does not think this is negotiable; he does not want to get into the back and forth again.

Commissioner Williams asked if the vehicle allowance covers all travel in the vehicle. City Clerk Parham stated that they get compensated for mileage when traveling out of town for city business or conferences.

REVIEW AND CONSIDER APPROVAL OF PROPOSED ADVERTISEMENT FOR CITY MANAGER.

Commissioner Williams states he thinks we need to pump the breaks, and let the dust settle and take our time.

Commissioner Lavin stated she would like to propose and ask Chief Decoursey to enter into a contract for 6 months as Interim City Manager, and Deputy Chief Sheppard could be acting Police Chief for that period of time. She adds that this will give us time and not rush the process.

Commissioner Jamison stated that Mr. Booth is here until August 31st, and if we do not have anyone in place, at that time, we appoint Chief Decoursey as the Interim City Manager at the last meeting in August. He adds that then, at that time, Chief Decoursey can appoint Deputy Chief Sheppard to the Interim Police Chief position.

Chief Decoursey states that he is here for the long haul and is here to help.

Mr. Booth advised that 6 weeks is the normal time to advertise for a City Manager’s position.

City Clerk Parham added we can get the advertisement out next week.

Commissioner Williams stresses again he does not want to rush. Mr. Booth states we have a backup plan so that you are not rushed.

Attorney Walker spoke of Mr. McNaul’s disagreement with the timeline in which his negotiations happened and will give to the City Clerk for the record.

Motion Commissioner James to adjourn.

Mayor Jones adjourned the meeting at 6:27 p.m.