

MINUTES

CITY OF KEY COLONY BEACH
CITY COMMISSION SPECIAL MEETING
Wednesday, February 24, 2021 10:00 a.m.
Marble Hall & Virtually via Zoom

1. **Call to Order, Pledge of Allegiance, and Roll Call:** The special meeting of the Key Colony Beach City Commission was called to order by Mayor Sutton at 10:00 a.m. followed by the Pledge of Allegiance.
Present: Mayor Ron Sutton, Vice Mayor Patti Trefry, Secretary/Treasurer Kathryn McCullough, Commissioner John DeNeale, and Commissioner Tom Harding. *Also Present:* City Clerk Rebecca Todd, Executive Assistant Saara Staten, Attorney Gaelan Jones, Building Inspector Greg Lawton, and Building Official Gerard Roussin.
Excused: City Attorney Dirk Smits and Police Chief DiGiovanni. Public – 0 (Marble Hall) 1 (Virtual)
2. **Citizen Comments:** None.
3. **Discussion of Interview Procedure:** Mayor Sutton stated the interview process will be the same as on February 23rd Special Commission Meeting. Each Commissioner will ask a question in the following order, Mayor Sutton, Vice Mayor Trefry, Secretary/Treasurer McCullough, Commissioner DeNeale, and Commissioner Harding, and that process will get repeated until the applicants allocated time is over.
4. **Interview City Administrator Candidates:**
 - A. **David Turner:** Mr. Turner introduced himself to the Commission and Staff. The Commission questioned the applicant regarding grant writing experience, familiarity with Key Colony Beach, awareness of local environmental issues, education and work background, skills, decision making process, example of working with State and Federal government on projects, strengths and weaknesses, management style, etc. Discussion ensued. Mr. Turner stated if selected as City Administrator, he would need to give a two week notice at his current employment and be ready to move and begin immediately. Mr. Turner asked the Commission questions regarding pertinent issues in the community.
5. **Continuance of Meeting until 1:00 p.m.**
6. **Interview City Administrator Candidate:**
 - A. **Dennis Stark:** Mr. Stark introduced himself to the Commission and Staff. The Commission questioned the applicant regarding many of the same topics as the above stated candidate. Mr. Stark stated if selected as City Administrator, he would be able to begin in approximately 2-4 weeks.
7. **Commissioner Discussion/Selection of Final Candidates:** After discussion between Staff and Commission, the Commission decided to invite John Barkley, Tim Day, and David Turner to Key Colony Beach for a second interview in-person. The Commission unanimously agreed to follow the standard State reimbursement guidelines for the candidates travel expenses. The Commission will confirm with City Attorney Smits that it is appropriate to request a credit report from candidates. The Commission directed Staff to schedule a 1-hour interview for each candidate and a 1-hour tour of the City with the Building Department prior to the interview. City Clerk Todd will contact the non-selected applicants and coordinate with the selected candidates.

MOTION: Motion made by Mayor Sutton, seconded by Commissioner McCullough to approve the reimbursement of John Barkley's travel expenses, not to exceed \$3,500, under the State reimbursement guidelines.

ON THE MOTION: Roll Call Vote. Unanimous approval.

The meeting adjourned at 2:32 p.m.

Respectfully Submitted,



Saara V. Staten (on behalf of City Clerk Rebecca Todd)
Executive Assistant