



CITY OF COCONUT CREEK CITY COMMISSION WORKSHOP MINUTES

Government Center
4800 W. Copans Road
Coconut Creek, Florida

Date: September 17, 2019
Time: 6:00 p.m.
Meeting No. 2019-0917WS

1. CALL TO ORDER

Mayor Welch called the meeting to order at 6:07 p.m.

2. PRESENT UPON ROLL CALL:

Mayor Sandra L. Welch
Vice Mayor Lou Sarbone
Commissioner Rebecca A. Tooley
Commissioner Mikkie Belvedere
Commissioner Joshua Rydell
City Manager Mary C. Blasi
City Attorney Terrill C. Pyburn
City Clerk Leslie Wallace May

Also Present: Deputy City Manager / CFO Karen M. Brooks

3. DISCUSSION – DRAFT CITY MANAGER CONTRACT

City Attorney Pyburn stated that City Manager Blasi submitted her letter of retirement at the conclusion of the August 7, 2019, Commission Workshop, and the Commission directed staff to schedule a workshop to discuss the terms and conditions of employment with Karen M. Brooks as the new City Manager. She mentioned that Ms. Brooks provided her input on the desired salary and benefits, which were included in the draft employment agreement along with Ms. Brooks' resume. City Attorney Pyburn noted that the final negotiated agreement would be placed on the September 26, 2016, City Commission Agenda for final consideration with the Commission's consent.

Mayor Welch commented on Ms. Brooks' resume, including her extensive experience and significant municipal contributions. Discussion ensued regarding her achievements and the succession planning in place to ensure a successful transition. Commissioner Rydell mentioned Section 3.3 of the draft employment agreement relating to guaranteed increases per year and commented that he preferred a set salary with increases paid as an annual bonus. Discussion ensued regarding the salary structure options. City Attorney Pyburn spoke about pay-for-performance options included in other municipal city manager contracts for comparison.

There was consensus to leave the language related to annual increases as drafted. Ms. Brooks commented that she was in the process of becoming a credentialed city manager through the International City/County Management Association (ICMA) and spoke about the process. There was consensus to place the employment agreement with Ms. Brooks as drafted on the September 26, 2019, Commission Agenda for approval. Ms. Brooks thanked the Commission for their consideration and support.

ADJOURNMENT

The meeting was adjourned at 6:52 p.m.

Transcribed by Marianne Bowers

Leslie Wallace May, MMC
City Clerk

Dated