



**Town of Surfside  
Special Town Commission Meeting  
MINUTES**

**July 21, 2020**

**Immediately after the Budget Workshop**

Town Hall Commission Chambers - 9293 Harding Ave, 2<sup>nd</sup> Floor  
Surfside, FL 33154

**1. Opening**

**A. Call to Order**

Mayor Burkett called the meeting to order at 9:01 p.m.

**B. Roll Call of Members**

Town Clerk McCready called the roll with the following members present:

Present: Mayor Charles Burkett, Vice Mayor Tina Paul, Commissioner Charles Kesl and Commissioner Eliana Salzhauer. Commissioner Nelly Velasquez arrived at 9:19 pm.

Also present were Human Resources Director Yamileth Slate-McCloud and Town Attorney Lillian Arango. Interim Town Manager Jason Greene was there to introduce the item and recused himself because he applied for the position.

**C. Pledge of Allegiance**

**D. Town Manager and Town Planner Recruitment Process**

Human Resources Director Slate-McCloud provided the background and summarized the process for the Town Manager recruitment. She received 55 resumes for the position. She provided a presentation on the selection process for the Town Manager's position, the six principle steps to follow and the forms to be completed. She requested that the Commission to provide her with a short list and each Commissioner to provide their top 5 selections.

Commissioner Kesl thanked Yami for the presentation and the form she provided. He asked her if there is a set number to cut it down to for the first round.

Commissioner Salzhauer stated the importance of doing this and is grateful for the process. She would like to make sure not to limit themselves. She would not be able to pick five from the resume without having a conversation with them. She would like to start with picking 10, then have a phone

conversation with them and then make the second cut. She asked some questions regarding the forms and examples provided by Human Resources Director Slate-McCloud.

Human Resources Director Slate-McCloud explained the ranking system for each candidate and the scoring method.

Vice Mayor Paul asked if the Commission could email Human Resources Director Slate-McCloud the questions to see if they are appropriate.

Human Resources Director Slate-McCloud explained the process further and stated that after the interviews, they will rank their top three and that Town Clerk McCready will read the ballots after tallied. She stated she is waiting on direction from the Commission on how many to be interviewed.

Mayor Burkett stated to have the spreadsheet adjusted and believes that bringing it down to five candidates would be the best way to go.

Commissioner Salzhauer reiterated her previous suggestion of speaking with the candidates and starting with a list of 10 candidates.

Mayor Burkett asked Town Attorney Arango if any elected official could pick up the phone to speak with each candidate. Town Attorney Arango stated she feels it could be problematic.

Vice Mayor Paul and Commissioner Velasquez agreed to choose five and bring those to the table to vote on.

Further discussion took place among the Commission regarding the number of candidates and which ones will be interviewed.

Vice Mayor Paul suggested each Commissioner submit their five choices to Yami and tally them up and they can see the whole list.

Commissioner Velasquez and Commissioner Kesl agreed with having five choices.

Mayor Burkett explained to Commissioner Salzhauer the process of scoring for the choices and the top five will be circulated to the Commission.

Human Resources Director Slate-McCloud requested a timeframe from the Commission when they would be submitting their choices. The consensus was to provide their top selections in two weeks.

Human Resources Director Slate-McCloud stated that once they have that list, they need to establish when the interview dates will be and provide dates the sooner the better.

Mayor Burkett asked Town Clerk McCready to circulate three dates to the Commission for interviews with the candidates.

Consensus was reached by the Commission to have interviews the second or third week of August.

Further discussion took place regarding the selection of a Commission Meeting date and the process.

Commissioner Kesl proposed for direction that in the case of a tie vote, to allow Human Resources Director Slate-McCloud, Town Clerk McCready and Town Attorney Arango make the determination of which candidate will move forward.

Mayor Burkett stated that they can present the top seven or 10 and work off the five.

Commission as consensus agreed to have a special commission meeting to address the Town Manager candidates on August 11, 2020 at 6 pm.

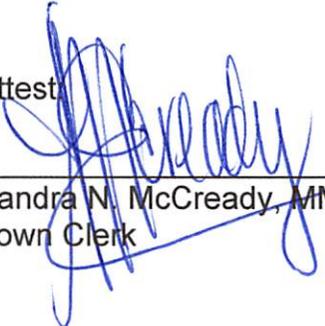
Commissioner Salzhauer asked regarding the Town Planner selection.

Vice Mayor Paul stated that according to the Charter the Town Planner position is for the Town Manager to choose not the Commission.

**2. Adjournment**

A motion was made by Commissioner Velasquez to adjourn the meeting without objection at 10:08 p.m. The motion received a second from Vice Mayor Paul. All voted in favor

Accepted this 17<sup>th</sup> day of August, 2020.

Attest:   
Sandra N. McCready, MMC  
Town Clerk

  
Charles W. Burkett, Mayor