

**Special City Commission Meeting (Thursday, November 30, 2023)**

*Generated by Hayden Page on Monday, December 4, 2023*

**A. MEETING OPENER**

Procedural: 1. Call to Order - Roll Call

Mayor Stegall called the special meeting to order at 4:00pm.

Attendance:

**City Commission - Commissioner Sirmones, Commissioner Redman, Commissioner Huggins, Vice-Mayor Hendrix, Mayor Stegall  
City Staff: Interim City Clerk Page**

Discussion, Information: 2. Special Meeting Guidelines

**Mayor Stegall read the guidelines of the Special Meeting, which explains that this meeting is held only to interview the board-selected candidates for the City Manager position, and that public comments is not allowed.**

**B. AGENDA ITEM NUMBER**

Action, Discussion, Procedural: 1. City Manager Application Review Process

Recommended Action: Motion to appoint \_\_\_\_\_ as City Manager, with a start date of Thursday, November 9, 2023, the first day of the new pay period. Motion to proceed with a special meeting on December 15, 2023, at 4pm to review any other applications that have been submitted.

**Candidate #1: Jennifer Johnson (NO SHOW)**

**Candidate #2: Olajuwon White (Mayor Stegall informed the board that Mr. White had sent an email earlier that day that he would like to have his application withdrawn from consideration, stating that his recent move into Lake Butler prompted him to want to be more involved with the community.**

**Candidate #3: Kimberly Hayes (Present)**

**The board collaboratively asked Mrs. Hayes several questions, some regarding her experience in budgeting, supervising inmates, and how her past and current employment will attribute to her ability to succeed as City Manager for the citizens of Lake Butler.**

**The board collectively thanked Mrs. Hayes for attending the meeting and interview and stated that they had received several positive phone calls from various people on the hard work that Mrs. Hayes has done while working for both the Department of Corrections for 27.5 years, and for Union County for the past 5 years.**

**Motion to offer the position of City Manager to Kimberly Hayes and to set the salary at the requested amount of \$85,000, start date pending contract review with Mayor Stegall & City Attorney Maines, and upon agreement of the contract, Mayor Stegall, the attorney, and the board are authorized to sign the contract was made by Commissioner Redman. Motion was seconded by Vice-Mayor Hendrix. Unanimous approval. Motion carried.**

**Mrs. Kimberly Hayes was appointed as City Manager.**

**C. ADJOURNMENT**

Action: 1. Adjourn

Recommended Action: Motion to adjourn special meeting.

**Motion to adjourn special meeting was made by Commissioner Redman. Motion seconded by Commissioner Sirmones. Unanimous approval. Motion carried.**

**Special Meeting adjourned at 4:48pm.**