



**ISLAMORADA, VILLAGE OF ISLANDS
VILLAGE COUNCIL WORKSHOP**

**Founders Park Community Center
87000 Overseas Hwy
Islamorada, FL 33036**

**June 27, 2013
at 4:00 PM**

I. CALL TO ORDER\ROLL CALL

Mayor Ken Philipson called the meeting to order at 4:00 p.m. Village Clerk Ariana Lawson called the roll. The following Council members were present on roll call: Mayor Philipson, Vice Mayor Ted Blackburn, Councilman Mike Forster, Councilwoman Deb Gillis, and Councilman Dave Purdo. Also in attendance were Village Manager Ed Koconis, Village Attorneys Nina Boniske and James White, Village Clerk Ariana Lawson, Finance Director Maria Aguilar and all other appropriate personnel.

II. PLEDGE OF ALLEGIANCE

Village Attorney James White led the pledge of allegiance at 4:01 pm.

III. VILLAGE MANAGER REPORTS AND UPDATES

No reports or updates were presented.

IV. PUBLIC COMMENT

Mayor Philipson called for public comment; there was none.

V. COUNCIL DISCUSSION

A. Discussion Regarding Village Attorney Selection Procedures

Mayor Philipson opened Council discussion at 4:02 p.m. Village Attorney Nina Boniske advised Council that following direction given to staff at the June 13, 2013 Regular Village Council Meeting regarding finalization of the Village Attorney employment advertisement, the Village's Human Resources Manager posted the Village Attorney employment advertisement online via the Florida League of Cities', Florida Bar Association's, and Florida Municipal Attorneys Association's websites. She also stated that the advertisement was scheduled to appear in the next edition of the Florida Bar Association's published journal, and that applications are to be submitted to the Village's Human Resources Manager.

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Councilwoman Gillis suggested holding off on establishing a Village Attorney selection committee until August to avoid any conflicts of interest and prevent any inadvertent Sunshine Law violations. Vice Mayor Blackburn concurred. Councilwoman Gillis stated that the committee would not actually select the Village Attorney from the pool of candidates, but rather would review applications submitted to determine whether the minimum qualifications set forth by the Village Council are met. Councilman Purdo stressed the importance of candidates possessing land use experience. Discussion ensued regarding committee composition and when to establish the committee.

Ms. Boniske suggested the Village review the City of Miami's attorney selection guidelines as an example, wherein the City's selection committee was tasked with developing key questions to ask of all candidates; developing scoring guidelines to measure candidates' responses to interview questions; ranking the top five (5) candidates, noting the strengths and weaknesses of each; and preparing a memorandum to Council rationalizing their final candidate recommendations. Council consensus was that the City of Miami's committee guidelines were satisfactory.

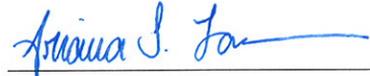
Ms. Boniske inquired what role Council would like Weiss Serota to have in the selection process. Councilwoman Gillis, Councilman Forster and Vice Mayor Blackburn stated they would not object to Ms. Boniske's participation as a potential selection committee member. Mayor Philipson stated that he would only agree to Ms. Boniske's participation as an ex-officio member.

Following further discussion, Council agreed upon the following:

- Staff shall develop a resolution creating and establishing the role of a Village Attorney selection committee.
- Each Council member shall appoint one (1) individual at the July 25, 2013 Regular Village Council Meeting to serve on the Village Attorney selection committee.
- Membership on the Village Attorney selection committee shall not be limited to attorneys or Village residents, and may include the current Village Attorney as a committee member if appointed.
- The Village's Human Resources Manager shall perform an initial review of all applications and forward those complete applications that meet the minimum qualifications set forth in the employment advertisement to the Florida League of Cities (FLC) to develop an alphabetical listing of the top twenty-five (25) applicants.
- The FLC's top-25 ranked list shall be forwarded for review by the selection committee, along with all the applications received. The committee shall then recommend top-ranked candidates, of a number to be determined based on the quantity of applications received, to Council for further consideration.
- Council shall consider and conduct interviews of the committee's top-ranked candidates.
- Final selection of the Village Attorney shall require super-majority approval of the Council.

VI. ADJOURNMENT

Councilman Purdo made a motion to adjourn; Councilman Forster seconded the motion. Council voted all in favor. The meeting adjourned at 4:54 p.m.



Ariana S. Lawson
Village Clerk

Approved by the Village Council this 25th day of July, 2013.