

**SPECIAL MEETING MINUTES  
JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY  
OF THE REDEVELOPMENT AGENCY**

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Special Meeting – November 1, 2018  
10:30 A.M.  
CITY COUNCIL CHAMBERS

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Mayor Carbone opened the meeting at 10:30 a.m.

The pledge of allegiance was led by Council Member Hubler.

Present: Mayor Mary Ann Carbone  
Vice Mayor Blackwelder  
Council Member Hubler  
Council Member Hawthorne

Staff: Vibeke Norgaard, City Attorney  
Brian Ferrante, Police Chief  
Linda Scholink, Director of Administrative Services/City Clerk

**AGENDA ITEM 3, COMMUNICATIONS**

10:31 A.M. Floor opened for Public Comment.

There were no comments from the Public.

10:31 A.M. Floor closed to Public Comment.

**AGENDA ITEM 4, NEW BUSINESS**

**A. Consideration and Discussion of Appointment of Interim City Administrator**

Mayor Carbone introduced Fred Meurer whom the Budget/Personnel Committee had previously had previously met on October 24, 2018.

Mr. Meurer commented that the packet includes his professional profile, and a biography of work that he has performed for the last several years. He summarized his personal and comes from a family of 4 children whose father worked in construction, traveled extensively in the southwest, and was brought up with the philosophy of hard-work that has shaped who he is today. He joined the Army in 1962 and received an appointment to West

Point which was one of the best things that happened for him. Following West Point he was assigned to a nuclear weapons facility in Germany and served a tour of duty in Vietnam as an intelligence officer. He received his master's degree in water resources planning and construction management while studying at Stanford University which further introduced him to the world of public policy and the impact of State, Federal and local government on people's lives. He was assigned to permanent temporary duty to CEDAC at Fort Hunter Liggett to work as a test instructor for the Apache helicopters and hell fire missile system. As a Public Works and Housing Director for Fort Ord, he secured over 6400 homes for military families, along with a fire department for the base. The job with Fort Ord was a precursor to his employment with the City of Monterey where he accepted a position following his retirement from military service. During his tenure at the City of Monterey he was assigned projects such as the recreational bike trail, and became the Public Works Director for 4 years prior to accepting the job as City Manager in 1991 and worked at that position through December 2013. The opportunities presented to serve the public has remained Mr. Meurer's passion with the understanding that to serve the public an individual has to have a set of work ethics, leadership skills, and knowledge that all kinds of people are necessary to make a good organization work.

He expressed his desire to welcome the role of Interim City Administrator should the Council decide upon retaining his services. He currently does some consulting work for the City of Carmel primarily as a human resources consultant. Mr. Meurer mentioned that prior to accepting the position of Interim City Administrator, he must stay within the rules of PERS retirement annuitants regarding 960 hours allowed to work per year. Mr. Meurer proposed to the Council that he could spend the next two weeks working as a consultant to put together the needs of Sand City for a new City Administrator. He summarized the City's requirements/needs to include an individual who possesses a background in community development, who may be currently serving as an assistant City Administrator and/or with a public works background. A headhunter/or professional recruiting firm may be necessary to find a well-qualified person. He would also like to meet each Council Member to hear their vision for the City as well as a chance to speak with each employee to talk about expectations of ethics, service, hard work, quality of work and professionalism. He further spoke to how the City meets its Emergency Operations System, and would like to review the City budget to see where the Council's priorities are, and the things that could be done this year to accomplish those priorities.

Council Member Hawthorne commented on the budget and spoke to the City's financial future and the necessity of preparing for bad times as well.

He further commented on the recruitment process of securing a new City Administrator and whether the City can advertise to a certain degree for the position and garner results prior to securing the services of a headhunter. Mr. Meurer reported on how the City of Carmel was able to find and secure a new City Administrator. Any headhunter that is doing their job is going to look locally because the cost of housing here is astonishing. There are professional firms that provide better executive recruitment than others.

There was discussion regarding the specifics of drafting a contract with Mr. Meurer for his services, and the rules that relate to PERS retirees. Following additional explanation on the process for City Administrator recruitment and suggestions presented to the Council by Mr. Meurer, City Attorney Vibeke Norgaard clarified that a contract would be prepared for Mr. Meurer's services not to exceed 80 hours to formulate a request for qualifications (RFQ) for the recruitment of a City Administrator, and that a Resolution be prepared for Council approval to appointment Mr. Meurer as Interim City Administrator at the November 20<sup>th</sup> Council meeting.

There was consensus of the Council directing Staff and Legal Counsel to compose language for the agenda to retain the services of Mr. Meurer for the preparation of a request for qualifications (RFQ) for the recruitment of a City Administrator.

Mayor Carbone expressed her appreciation that Mr. Meurer was agreeable to assist Sand City during this transitional period.

#### **AGENDA ITEM 5, ADJOURNMENT**

Motion to adjourn the City Council meeting was made by Council Member Hubler seconded by Council Member Hawthorne to the next regularly scheduled Council meeting on Tuesday, November 6, 2018 at 5:30 p.m. There was consensus of the Council to adjourn the meeting at 11:21 a.m.



Linda K. Scholink, City Clerk