

**CITY OF BAYPORT
CITY COUNCIL SPECIAL MEETING MINUTES
COUNCIL CHAMBERS
February 4, 2013
4:00 P.M.**

CALL TO ORDER

The meeting was called to order by Mayor St. Ores at 4:05 p.m.

ROLL CALL

Members Present: Mayor St. Ores, Councilmembers Carlson, Goldston and Hanson

Staff Present: Acting Administrator/City Planner Taylor and City Attorney Pratt

INTERVIEW EXECUTIVE SEARCH FIRMS TO CONDUCT THE HIRING PROCESS FOR THE CITY ADMINISTRATOR POSITION

The special meeting included presentations from representatives of three executive search firms regarding their written proposal and scope of services offered to assist the city with the hiring search for the City Administrator position. Dave Unmacht, Springsted Incorporated, presented first, followed by Bob Shellum, Midwest Government Advisors, and Richard Fursman, Brimeyer-Fursman. Following the presentation, the City Council discussed each firm's experience with conducting searches, areas of expertise, placement success rate, and placement guarantee.

Following the interviews, the City Council noted that each firm offered a variety of expertise and experience, and was pleased with the presentations and discussion. The City Council expressed interest in reviewing each proposal further in depth, before reconvening a follow-up meeting to select the preferred firm.

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to schedule a special meeting for the week of February 18 to select a firm to conduct the hiring search. Motion carried 4-0.

ADJOURNMENT

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to adjourn the special meeting at 5:55 p.m. Motion carried 4-0.