

**Workshop Meeting  
September 24, 2018  
5:45 p.m. or the conclusion of the Special Meeting  
Council Chambers**

The Workshop Meeting of the Crestview City Council was called to order at 5:45 P.M. or the conclusion of the Special Meeting. Members present were: Vice President Bill Cox, Joe Blocker, Shannon Hayes and Doug Faircloth. Also present were the honorable Mayor David Cadle, City Clerk Elizabeth Roy, City Attorney Ben Holley department heads and members of the press. President Whitten was absent from this meeting.

**WORKSHOP**

**1. Called to Order**

This workshop was called to order by Mr. Cox

**2. Pledge of Allegiance**

The pledge was led by Mr. Faircloth.

**3. Open Policy making and legislative session**

The Workshop was open by Mr. Cox.

**4. Approval of Agenda**

Mr. Cox asked if there were any changes to the Agenda.

There were none and Council gave consensus to present Workshop Agenda.

**5. Special Presentations**

**Proclamation by the Mayor recognizing Childhood Cancer Awareness Month.**

**6. Public Opportunity on Council proposition**

7. Workshop Items

a. **City Manager search documents**

i. **Job Description**

ii. **RFQ**

iii. **Timeline**

Ms. Roy, City Clerk presented to Council a job description, RFQ and timeline process to hire a City Manager.

Mr. Blocker noted that he would like Mr. Jack Dorman to be present at the next Council Meeting to answer any questions.

Discussion ensued relative to the information presented by the City Clerk.

Council gave consensus for one change to the job description from tax payer to citizen.

Discussion ensued.

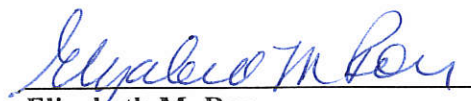
Ms. Roy, City Clerk, informed Council that the job description and RFQ will be approved at the Council Meeting on October 8<sup>th</sup> and the job will be advertised and posted on October 9<sup>th</sup> and closed at 5:00 p.m. on November 26<sup>th</sup>. She then reviewed the timeline for the selection process of hiring a City Manager.


Discussion ensued.

8. Comments from the Audience

9. Adjournment

This meeting was adjourned by Mr. Cox at 6:07 p.m.

  
Elizabeth M. Roy  
City Clerk

  
JB Whitten  
Council President

Minutes approve this 5 day of Nov, 2018.