



## City Council

City Council Chambers ♦ 524 West Stephenson Street, 3rd Floor ♦ Freeport, IL 61032

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### MINUTES

### SPECIAL MEETING

MONDAY, JANUARY 23, 2017 AT 7:00 P.M.

#### **CALL TO ORDER**

The special meeting of the Freeport, Illinois, City Council was called to order in council chambers by Mayor James L. Gitz with a quorum being present at 7:00 p.m. on Monday, January 23, 2017.

#### **ROLL CALL**

Present on roll call: Mayor Gitz and council members Tom Klemm, Peter McClanathan, Patrick Busker, Michael Koester and Andrew Chesney (5). Alderpersons Art Ross, Jodi Miller and Sally Brashaw were absent upon roll call.

Also present were the following staff members: Public Works Director Tom Dole and City Clerk Meg Zuravel.

There was no legal counsel present.

#### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Alderperson Busker (upon Alderperson Miller's absence).

#### **APPROVAL OF AGENDA**

Alderperson Koester moved for approval of the agenda as amended, seconded by Alderperson Busker. Motion prevailed by voice vote without dissent.

#### **PUBLIC COMMENTS – AGENDA ITEMS**

There were no public comments on agenda items.

#### **APPROVAL TO ENTER INTO AN ENGAGEMENT LETTER WITH AN EXECUTIVE RECRUITMENT CONSULTING SERVICE AS RECOMMENDED BY THE MANAGERIAL FORM OF GOVERNMENT TRANSITION COMMITTEE**

Alderman Chesney, as chairperson of the Managerial Form of Government Transition Committee, reported the committee met this evening and reviewed the submitted request for proposals from the executive recruitment consulting services. There were ten submittals received in response to the request for proposals. He noted the public members of the committee provided a comparison and reviewed the information for the committee.

Alderperson Chesney reported the firm by the name of Gov HR of the Chicago area rose to the top as a qualified executive search firm to assist in the hiring of a City Manager.

Alderperson Busker moved for approval to enter into an engagement letter with an executive recruitment consulting service with Gov HR. This motion was seconded by Alderperson Koester. Alderperson McClanathan

**MINUTES-SPECIAL MEETING  
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noted the title of the firm is Gov HR USA. Alderperson Busker and Koester acknowledged this for their motion. The motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Busker, Koester and Chesney (5)

Nays: none

**1<sup>st</sup> READING OF ORDINANCE #2017-10:**

**An Ordinance Amending Title Six Administration Adding Chapter 224 To The Codified Ordinances Of The City Of Freeport, Illinois To Provide For The Position Of City Manager**

Alderman Chesney, as chairperson of the Managerial Form of Government Transition Committee, presented Ordinance #2017-10 as recommended by the committee in the meeting held this evening. He stated most of these pieces of this ordinance for the duties and responsibilities are driven by State Statutes.

Alderperson Chesney reviewed the ordinances pointing out section 224.03 and reading aloud the following:

**224.03 QUALIFICATIONS OF CITY MANAGER.**

The qualifications of the City Manager shall be as follows:

- (1) A minimum of a Bachelor's degree, preference given to a Master's degree in Public Administration or equivalent;
- (2) A minimum of five years of relevant work experience, or equivalent;
- (3) At the time of appointment, the City Manager need not be a resident of the City, but, within six (6) months after appointment, the City Manager shall reside within the corporate limits of the City. The six month term can be extended by another six months upon approval of the City Council;
- (4) Any other qualifications as may be prescribed by ordinance or resolution of the City Council.

It was discussed that this position will play a vital role in the budget process.

Alderperson Koester moved for approval of Ordinance #2017-10 as presented, seconded by Alderperson Klemm. Mayor Gitz stated per council rules the ordinance will be automatically laid over to the next meeting.

**PUBLIC COMMENTS – AGENDA OR NON-AGENDA ITEMS**

There were no public comments at this time.

Upon a motion duly made and seconded, the meeting was adjourned at 7:08 PM.

*s/ Meg Zuravel*

Meg Zuravel  
City Clerk