

**CITY OF COOPER CITY  
CITY COMMISSION**

**SPECIAL MEETING  
Monday  
March 4, 2019 at 6:30 PM**

1. Pledge of Allegiance

Mayor Ross opened the meeting at 6:30 PM and led the assembly in the Pledge of Allegiance.

2. Roll Call

Present were Commissioners Pulcini, Meltzer, Green, Curran and Mayor Ross.

3. Public Comments (each member of the public is allowed to speak for four (4) minutes)

None.

4. Discussion on the position of Interim City Manager

Commissioner Pulcini spoke on his support of Mrs. Sims as Interim City Manager.

Commissioner Curran asked Mrs. Sims if she would like to take the position as Interim City Manager.

City Clerk Sims said she would be happy to serve on an Interim basis.

Mayor Ross asked Mrs. Sims what her current salary is.

City Clerk Sims advised her base salary is \$108,000 but she is currently receiving acting pay effective end of November.

Mayor Ross advised as a friendly amendment that her current 10% increase be effective for this appointment.

Commissioner Meltzer asked Mrs. Sims about the additional workload pertaining to the 10% pay increase.

City Clerk Sims advised she was given additional administrative duties by the Interim City Manager including the strategic plan and the Cooper City Academy.

Commissioner Green asked Mrs. Sims about the additional 10% increase and if there are any other employees that received acting pay and what the additional responsibilities of those individuals were.

City Clerk Sims said that in November the Interim City Manager developed a Commission Support team that included the Community Liaison, the Executive Assistant to the Elected Officials, the Administrative Special for the Finance Department and the Executive Assistant to the City Manager. She also advised the Customer Service Supervisor received acting pay.

Commissioner Green asked if everyone received a 10% increase and if that included the Assistant Finance Director.

City Clerk Sims advised the Assistant Finance Director received a 5% increase about a month ago.

Commissioner Meltzer said he requested information last week in regard to temporary increases and dates of the increases.

City Clerk Sims advised she is working on an accurate list.

Commissioner Meltzer asked that when one Commissioner asks for information that it be sent to all Commissioners.

Commissioner Curran asked why the Assistant Finance Director did not receive an additional 10% increase.

Commissioner Pulcini asked what the manual states about a 10% increase.

City Clerk Sims stated that the policy said a person's appointment to an acting capacity for a period more than 10 days will receive additional compensation of 10% of his or her pay.

Commissioner Pulcini said that it seems to him that the manual reads that an increase should be given to a person that is appointment to a position.

City Attorney Horowitz said that the provision of the manual that the City Clerk just read pertains to appointment positions and he would need to look further into what unfolded but the Interim City Managers authorities may have extended beyond the manual but the section does not refer to elevated duties as the Commission is referring to.

Finance Director Marie Elianor said that the idea was that the Assistant Finance Director would receive an increase when she received one as the Interim City Manager. She also said that she was never appointed as Acting Finance Director.

Commissioner Curran said that noone's titled was changed and he is unsure as to why the person who took on the most load got the least amount of increase.

Commissioner Green said he concerned with one elected official has access to information that the other four elected officials do not have and in the future, this should not happen. He also asked Mrs. Elianor about tying the additional merit to hers and if the Assistant Finance Directors work load increased after her appointment.

Mrs. Elianor said no the workload did not increase and when the Assistant Finance Director received her increase, it was retro pay from November 20, 2018.

Commissioner Green asked if the other individuals who received increases received there increases in November.

Mrs. Elianor answered yes.

Commissioner Green asked if the Assistant Finance Director's workload increased at all.

Mrs. Elianor said no as she was still in the position as Finance Director.

Mayor Ross asked Mrs. Elianor about the date of the Customer Service Supervisor's increase.

Mrs. Elianor said she did not have the exact date but around December.

Mayor Ross asked if any title changes were made during her time as Interim.

Mrs. Elianor said no.

**MOTION:** To go around again. **Moved by Commissioner Curran. Seconded by Commissioner Curran. Commissioners Pulcini, Meltzer, Green and Curran, Yes. Mayor Ross, No. Motion passed.**

Commissioner Pulcini advises he would like to hear the City Attorney's opinion when he has time to research it.

Commissioner Curran would like to see a plan of why there is a differential in the amount of pay increases. He advised he has concerns with the idea that

the Assistant Finance Director's workload did not increase and the issue of a Utility Billing employee working in Finance.

Commissioner Pulcini advised the employee salary budgeted amounts did not include these increases.

Commissioner Green asked Mrs. Elianor if the Assistant Finance Director worked on the budget presentation.

Mrs. Elianor said she did not work on the budget presentation.

Commissioner Green why she was not involved in that presentation and if she was not involved what her work has been.

Mrs. Elianor said that there is a difference between accounting and budgeting. She said that Mr. Anathan has more budget experience than Assistant Finance Director Walker.

Commissioner Green said that it seems everything that the residents requested involved accounting and budgeting.

Commissioner Meltzer asked about a spreadsheet that he was provided and when do the temporary increases end.

Mrs. Elianor advised for the Commission Support team the increase should be removed by the next pay period or so.

Commissioner Meltzer advised there were 12 employees that have temporary increase next to their name and while he is not micromanaging he would have liked to receive that information earlier.

Mayor Ross said that one Commissioner requests an item the entire Commission should receive it.

City Clerk Sims advised she would like to add conditions to her appointment. The conditions are as follows, she would bring no new initiatives, keep the City in good standing and once her services as Interim City Manager are no longer needed she moves back to her former position as City Clerk/Director of Administrative Services.

**MOTION:** To appoint City Clerk Kathryn Sims as Interim City Manager as she continues to receive a 10% increase as previously given and she would bring no new initiatives, keep the City in good standing and once her services as Interim City Manager are no longer needed she would move back to her former position as City Clerk/Director of Administrative Services.

**Moved by Commissioner Pulcini. Seconded by Commissioner Curran. Commissioners Pulcini, Green, Curran and Mayor Ross, Yes. Commissioner Meltzer, No. Motion passed.**

5. Commission Discussion

6. Additional Public Comments (each member of the public is allowed to speak for an additional two (2) minutes)

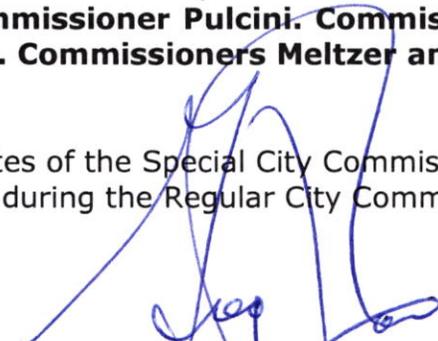
David Nall, congratulated Mrs. Sims on her appointment and spoke on his concerns with the increases given as compared to what is written in the policy.

7. Adjournment

The meeting was adjourned at 7:13 PM.

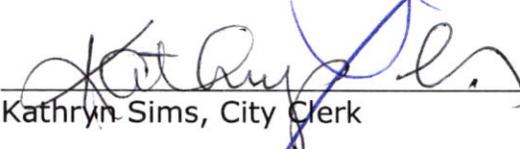
**MOTION:** To adjourn. **Moved by Commissioner Green. Seconded by Commissioner Pulcini. Commissioners Pulcini, Green and Mayor Ross, Yes. Commissioners Meltzer and Curran, No. Motion passed**

The minutes of the Special City Commission Meeting of March 4, 2019 were approved during the Regular City Commission Meeting of March 9, 2019.



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Greg Ross, Mayor



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Kathryn Sims, City Clerk

**NOTICE:** This meeting is open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the Office of the City Clerk, 954-434-4300 ext. 220, not later than two days prior to such proceeding. One or more members of the City of Cooper City Advisory Boards may be in attendance and may participate at the meeting. Anyone wishing to appeal any decision made by the Cooper City Commission with respect to any matter considered at such meeting or hearing will need a record of the proceedings and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Agenda items may be viewed online at [www.coopercityfl.org](http://www.coopercityfl.org) or at the Office of the City Clerk, City of Cooper City, 9090 SW 50 Place, Cooper City, Florida, 33328, 954-434-4300.