



City of Doral City Manager Search Committee Meeting AGENDA

**Friday, December 20, 2024 at 1:30 p.m.
8401 NW 53 Terrace, Doral FL 33166
3rd Floor Training Room**

1. Call to Order / Roll Call of Members

Mayor Christi Fraga
Vice Mayor Maureen Porras
Councilwoman Digna Cabral
Councilman Rafael Pineyro
Councilwoman Nicole Reinoso

2. Pledge of Allegiance

3. Agenda/Order of Business

- a. Selection of Chair and Vice Chair
- b. Charter Section 3.02
- c. Review of Applications Received
- d. Next Meeting Date - TBD

4. Adjournment

Anyone wishing to obtain a copy of an agenda item may contact the **City Clerk at 305-593-6725** or via email at cityclerk@cityofdoral.com

Sec. 3.02. Appointment of the City Manager, City Attorney and City Clerk.

- (a) In the event of a vacancy in the position of City Manager, City Attorney or City Clerk (collectively the "Charter Officers"), the members of the City Council shall each appoint one member to the search committee as provided in this Section. In order to be qualified to be appointed to the search committee, an individual shall be an elector and resident of the City for no less than two (2) years prior to their appointment to the search committee.
- (b) The City Council shall appoint the search committee by resolution and provide for a time period of no more than sixty (60) days for the search committee to complete its duties. The City Council may extend the term of the search committee for an additional period of time upon receiving a written request from the search committee. In addition, the City Council may, in the resolution, include additional qualifications for the Charter Officer position, other than those provided in the City Charter.
- (c) All meetings of the search committee shall be open to the public, and comply with the provisions of Florida's Sunshine Law, Section 286.011, Fla. Stat., as may be amended from time to time, and Florida's Public Records Law, Section 119.07, Fla. Stat., as may be amended from time to time. A quorum of the search committee shall be no less than three (3) members.
- (d) The search committee has the authority to hire consultants or firms to assist in the recruitment, evaluation, interview, and recommendation process relating to candidates to fill the vacant Charter Officer position. In addition, the search committee shall publicly advertise the existence of the vacant position and the search committee's desire to have qualified individuals, or firms submit resumes or proposals to fill the vacant position.
- (e) Following the review of any resumes, recommendations, and interviews, the search committee shall forward the names of no less than two (2) and no more than four (4) candidates to fill the vacant Charter Officer position. If the City Council does not select any of the recommended candidates to fill the vacant position, the City Council shall request that the search committee continue the interview process for new candidates, and extend the term of the search committee.
- (f) Once the City Council has hired the individual to fill the vacant Charter Officer position, the search committee shall be disbanded without any further action by the City Council.