

**SPECIAL CITY COUNCIL MEETING MINUTES**  
**Monday, March 11, 2019**

**CALL TO ORDER**

Council President Dowless called the March 11, 2019 Special City Council meeting to order at 11:00 a.m. Council President Dowless announced the passing of Mayor Ray Bagshaw and asked for a moment of silence in honor and memory of Mayor Bagshaw. The following attendance is noted:

**Attendees:**

John Dowless, Council President  
Richard Alan Horn, Council Member  
Ben Pierce, Council Member  
Susan Fortini, Council Member  
Lee Chotas, Council Member (Phone attendance)

**Staff:**

Bea Meeks, City Clerk  
John Freeburg, Police Chief  
Sandy Riffle, Deputy City Clerk  
Shannon Patterson, PD Manager  
Drew Smith, City Attorney  
Scott Zane, Reserve Police Office and City IT Manager

**Other:**

Channel 13 News

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City Clerk Meeks provided Council and staff with a list of matters that staff was in the process of handling and/or needed further discussion and consideration from Council (will be made part of agenda file).

City Attorney Smith explained the Charter provision that states that the Council President becomes the acting Mayor and has thirty days to recommend the appointment of a Mayor for Council approval. City Attorney Smith explained that if Council does not confirm the Council President's recommendation within thirty days, the Council by majority vote, appoints and confirms a candidate within 60 days of the date the seat was vacated (March 10, 2019).

Council Members were asked to send their recommendations to the City Clerk.

Council Member Chotas joined the meeting at 11:05 a.m. and City Attorney Smith updated Council Member Chotas on the discussion held prior to him joining the meeting.

Council Member Fortini said she thinks the City needs to consider an administrator. City Attorney Smith said the Charter provides for a City Administrator. Discussion ensued but no action taken.

City Attorney Smith explained to Council what the Mayor's duties are.

At the request of Council President Dowless, City Clerk Meeks expounded on the items on the list provided to Council.

City Attorney Smith addressed the City's ACH payments and check signing requirements. He said the City needs to make sure that check signing is not always with the same individual. In response to Council Member Chotas, City Attorney Smith said two signers are still required for checks over the amount of one-thousand dollars (\$1000).

Council Member Chotas said that he wants to continue everything Mayor Bagshaw was doing and keep his legacy alive.

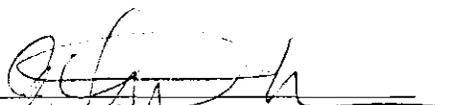
Council and staff discussed the cancellation of the March 15, 2019 third Friday event. Council Member Pierce said he thinks that it might be too much for the Mayor's wife at this time. Resident Rick Fawcett said he can get volunteers. Chief Freeburg said he has his officers and staff ready. Chief Freeburg suggested holding the event in April and celebrate the Mayor's 75<sup>th</sup> birthday at this event. After further discussion, ***it was the consensus of Council to postpone the event until April 19, 2019.***

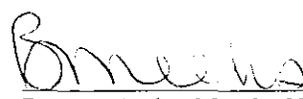
Council President Dowless wants to hold a memorial service/celebration of life for Mayor Bagshaw.

Resident Rick Fawcett asked about setting up a fund for Mayor Bagshaw's wife Bonnie. City Attorney Smith said it would have to be done privately and not through the City.

City Clerk Meeks suggested the next special meeting be held April 8, 2019 at 9:00 a.m. Council Members had no conflict with this date and time. Council Members held brief discussion regarding the process in selecting a Mayor.

Having no further business, the meeting adjourned at 11:58 a.m.

  
John Dowless  
Council President

  
Bea L. Meeks, MMC, CPM, CBTO  
City Clerk

*Approved on April 11, 2019.*