

A Special Meeting of the Manitou Springs City Council was held in the City Council Chambers, 606 Manitou Avenue, Manitou Springs, Colorado, on March 12, 2011. Mayor Snyder called the meeting to order at 8:25 am.

**COUNCILMEMBERS PRESENT FOR ROLL CALL:**

Mayor Marc A. Snyder  
Councilman Ed Klingman  
Councilman Rick Barry  
Councilman Michael Gerbig, Jr.  
Councilwoman Ingrid Richter  
Councilman Matt Carpenter

**COUNCILMEMBERS NOT PRESENT FOR ROLL CALL:**

Mayor Pro Tem Aimee Cox (arrived at 8:31 am)

**STAFF PRESENT:**

Deputy City Administrator Michael A. Leslie  
Planning Director Dan Folke  
Public Services Director Bruno Pothier  
Police Chief MaryJo Smith  
City Clerk Donna Kast

**A CALL TO ORDER**

The meeting was called to order at 8:25 am.

**B. PLEDGE OF ALLEGIANCE**

There was no pledge of allegiance.

**C. ROLL CALL**

All Members of City Council were present for roll call with the exception of Mayor Pro Tem Cox who arrived at 8:31 am.

**D. APPROVAL OF AGENDA**

There was only one item on the agenda so the agenda wasn't formally approved.

**E. EXECUTIVE SESSION**

1. **An Executive Session pursuant to Section 5.1(a) of the Manitou Springs City Charter to discuss a personnel matter if requested by a council member, an employee or an applicant for employment. The following additional details are provided for informational purposes: To consider applicants for employment as City Administrator**

Upon a motion by Councilman Carpenter and a second by Councilman Gerbig, the City Council went into executive session at 8:27 am. Also present were Mike Leslie, Dan Folke, Bruno Pothier, MaryJo Smith, Donna Kast, and Fred Rainquet and Lorne Kramer with KRW Associates.

Mayor Pro Tem Cox arrived at 8:31 am.

Fred Rainquet outlined the procedures to be followed by the two panels that would be interviewing the City

Administrator candidates; the City Council panel and the Department Head panel. Following the instruction, the Department Heads left the Council Chambers and reconvened in Memorial Hall to begin conducting interviews. The City Council remained in the Council Chambers to conduct interviews.

Upon a motion and second, the City Council came out of executive session and reconvened in open session at 4:37 pm.

**F. APPROVE CITY ADMINISTRATOR APPPOINTMENT**

Mayor Pro Tem Cox made a motion, seconded by Councilman Gerbig, to extend an offer of employment to one of the candidates contingent upon a successful background check. Upon a call for the vote, the motion carried unanimously. Motion carried 7-0.

**ADJOURNMENT**

With no further business to conduct, Mayor Snyder concluded the Special Meeting at 4:40 pm.

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MAYOR AND CITY COUNCIL

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CITY CLERK

*Minutes Prepared by: Donna Kast, City Clerk*