

RESOLUTION NO. 2014 – 029

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING THE TOWN ADMINISTRATOR'S SELECTION OF RUSSELL MUÑIZ, MMC, AS THE TOWN CLERK OF THE TOWN OF SOUTHWEST RANCHES; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO ENTER INTO A CONTRACT WITH RUSSELL MUÑIZ, WHICH ESTABLISHES THE SCOPE, COMPENSATION AND BENEFITS FOR THE TOWN CLERK'S SERVICES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on February 11, 2014, the Town of Southwest Ranches notified several associated trade organizations and published an advertisement on the Town's website for the position of Town Clerk for the Town of Southwest Ranches; and

WHEREAS, the Town received responses to its advertisement; and

WHEREAS, the Town Administrator reviewed all of the responses and interviewed the qualified candidates; and

WHEREAS, as a result, the Town Administrator selected Russell Muñiz, MMC, for the position of Town Clerk, to fulfill the responsibilities of the office as specified by the Town Charter; and

WHEREAS, in accordance with Section 3.06 of the Town's Charter, this Resolution seeks Council approval for the Town Administrator's selection of Russell Muñiz, MMC and seeks approval of his contract.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southwest Ranches, Florida:

Section 1: The above referenced recitals are true and correct and are incorporated herein by reference.

Section 2: The Town Council hereby approves the Town Administrator's selection of Russell Muñiz, MMC, as the Town Clerk of the Town of Southwest Ranches.

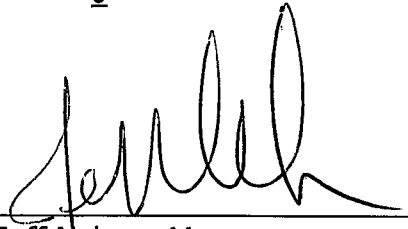
Section 3: The Town Council hereby authorizes the Mayor, Town Administrator, and Town Attorney to enter into a contract with Russell Muñiz, in substantially the same form as that attached hereto and incorporated herein by

reference as Exhibit "A", which establishes the scope, compensation and benefits for the Town Clerk's services, and to make such modifications, additions, and/or deletions which they deem necessary and proper to effectuate the intent of this Resolution.

Section 4: This Resolution shall become effective immediately upon its adoption.


PASSED AND ADOPTED by the Town Council of the Town of Southwest Ranches, Florida, this 13th day of March, 2014 on a motion by Council Member Breitkreuz and seconded by Council Member McKay.

Nelson	<u>YES</u>	Ayes	<u>5</u>
Jablonski	<u>YES</u>	Nays	<u>0</u>
Breitkreuz	<u>YES</u>	Absent	<u>0</u>
Fisikelli	<u>YES</u>		
McKay	<u>YES</u>		



Jeff Nelson, Mayor

ATTEST:



Erika Gonzalez-Santamaria, CMC, Town Clerk

Approved as to Form and Correctness:



Keith M. Poliakoff, Town Attorney

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