

**AGENDA MINUTES
CITY COUNCIL
CITY OF ARCADIA
MONDAY, APRIL 20, 2015
5:00 P.M.**

The following minutes reflect action items of the City Council of the City of Arcadia. For a verbatim copy of the minutes, you may contact City Administration to obtain a copy of the recorded meeting.

INVOCATION, PLEDGE, CALL TO ORDER AND ROLL CALL

The Mayor called the meeting to order at approximately 5:00 p.m. and the following members and staff were present:

Arcadia City Council

Mayor Judy Wertz-Strickland
Deputy Mayor Alice Frierson

Councilmember Joseph E. Fink
Councilmember Susan Coker

Councilmember S. Delshay Turner (attended via telephone)

Arcadia City Staff

Interim City Administrator Beth Carsten City Clerk Penny Delaney

ACTION ITEM

Agenda Item 1 – Senior Advisors Review Team will present City Council with top ten (10) candidates for the position of City Administrator

The Interim City Administrator made contact with Mr. Kurt Bressner and Councilmember Turner by telephone. Councilmember Turner was attending by telephone due to being hospitalized.

Mr. Bressner advised that Council had received a very good response for their City Administrator advertisement. He stated that the screening committee had a good meeting on April 14, 2015 and came up with individuals they felt, as semi-finalists, can perform the job as City Administrator with the necessary background experience and the requisite skills to be a City Administrator for the City of Arcadia. He expressed his hope to narrow the list tonight with the finalists. He left it open for City Council to suggest anyone else who may not have been on the screening committee's list. He advised that he had received an application for one of the semi-finalists, Mr. Mendez, which had been requested by the City Clerk. Mr. Bressner stated that he noticed that Mr. Mendez's experience as a Chief Administrative Officer was just shy of the two (2) year requirement of the City. He explained that on the 14th, there were three Senior Advisors, himself, Craig Hunter and Dick Williams, along with Beth Carsten, on the telephone call and

their responsibility was to narrow the list to ten (10) individuals. He then explained the process that was used to do so. Mr. Bressner advised the Council that overall, nine (9) out of the ten (10) applicants have the two (2) year chief administrative officer or assistant city manager requirement; ten (10) out of ten (10) meet the public service requirement of two (2) to five (5) years; ten (10) out of ten (10) have degrees that he felt were acceptable; five (5) out of ten (10) have Florida experience (four (4) were chief administrative officers and the other individual had extensive experience as an assistant city manager); and six (6) out of ten (10) are ICMA members. He felt Council should be very pleased with the quality of applicants that were received. He then asked Council if they would like to go through the process that the Senior Advisor Review Team did on the telephone conference and for each of the Council Members to identify five (5) individuals that they would like to have considered as semi-finalists. Everyone was in agreement.

The telephone connection with Councilmember Turner dropped and the Interim City Administrator established connection with him again. Just to recap, Mr. Bressner advised Councilmember Turner that he had asked if it was acceptable to the group for each of them to identify their five (5) candidates and then they could go through the same process that the Senior Advisor Review Team did on their telephone conference. Mr. Bressner explained the process again for Councilmember Turner's benefit. Councilmember Turner stated that he was acceptable to the process.

Councilmember Turner stated his top five (5) choices were Mr. Whitson, Mr. Stewart, Mr. Arnold, Mr. Deleon, and Mr. Hoffman.

Councilmember Coker stated her top five (5) choices were Mr. Mendez, Mr. Poczobut, Mr. Brown, Mr. Deleon and Mr. Whitson.

Deputy Mayor Frierson stated her top five (5) choices were Mr. Whitson, Mr. Deleon, Mr. Arnold, Mr. Brown and Mr. Grieshaber.

Councilmember Fink stated his top five (5) choices were Mr. Brown, Mr. Deleon, Mr. Redshaw, Mr. Whitson and Mr. Stewart.

Mayor Wertz-Strickland stated her top five (5) choices were Mr. Whitson, Mr. Stewart, Mr. Grieshaber, Mr. Brown and Mr. Poczobut.

After much discussion regarding each of the individuals, it was decided that the following would be the five (5) finalists: Mr. Brown, Mr. Deleon, Mr. Grieshaber, Mr. Stewart and Mr. Whitson. Councilmember Fink made a motion that the five (5) candidates be Mr. Whitson, Mr. Brown, Mr. Deleon, Mr. Stewart and Mr. Grieshaber, Jr. and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Mr. Bressner then brought up the subject of background checks and turned it over to Ms. Carsten to address. She advised that she had checked with both of the companies that Mr. Bressner had provided her with and she stated that she felt that one (1) of the two (2) met the

City's needs and offered the most comprehensive search. She advised that in order to search all comprehensive media for each candidate, a thorough background check which includes a reputation search, all the financial, criminal check and reference checks, it came out to about \$1300.00 per person; about \$6500.00 total for the background checks. She further advised that because this is information that they can use to go forward, they would need to start it tomorrow. She stated that she was asking for their consensus to move forward with the specified amount of money. Ms. Carsten stated that she spoke with the gentleman who would be overseeing it and he advised that if any of the searches ran to where it looked like they would go over, he would let her know. Councilmember Fink made a motion to authorize City Administrator Carsten to do background checks on all of the five (5) candidates up to \$6500.00. Mr. Bressner confirmed the company was SGR and Ms. Carsten confirmed that it was. Deputy Mayor Frierson seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Mr. Bressner turned the conversation to interviews. He advised they were tentatively looking at Thursday and Friday, May 14th and 15th and asked if those dates would be good for the members of Council. He advised the candidates would come in on Wednesday; three (3) candidates would probably be interviewed on Thursday and then two (2) would be interviewed on Friday. He stated there would be an open house / meet and greet with the candidates for the community to meet the individuals and then there would be a council meeting scheduled for Friday, the 15th, sometime in the afternoon to hopefully finalize Council's selection. Mayor Wertz-Strickland asked for confirmation that they would be housing the candidates for two (2) nights and Mr. Bressner confirmed they would be housed for Wednesday night and Thursday night. Mayor Wertz-Strickland asked if someone would make a motion to bring the candidates in on the 13th and they would be here the 14th and 15th. Ms. Carsten pointed out that with some of them being from Florida, they may not have to come in the night before, but would be ready to go with interviews on the 14th and they would stay the night and be free to leave around noon on Friday. Councilmember Fink made a motion for same and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Mr. Bressner suggested exploring the interview process. He asked if Council wanted a one (1) on one (1) interview with each candidate, with each Council Member with each candidate, in addition to the City Council group interview. He advised that it is done by some communities, but he stated he didn't like it because he felt it was better to do everything in the open, but that it was up to the Council as to how they wished to do it.

Mr. Bressner also presented an option of a citizen's committee that would interview each of the candidates as a group interview and the committee would forward their recommendations to the Council. He advised that each member of the Council would select one (1) individual to serve on the committee.

After further discussion, it was decided that Council would present their selection of individuals at the April 21, 2015 City Council meeting. It was further decided that each Council member could make their own decision as to whether their selection be a City or County resident. Deputy Mayor Frierson asked if they should consider a county official or a county employee in the process and Mr. Bressner advised that he would not, but it was their choice.

Mr. Bressner stated that was all he had for discussion and advised he would come down for the interviews if Council wished for him to be there and all City Council agreed. Mr. Bressner thanked Council and stated that he felt they were on their way to getting a good City Administrator and felt they had nice finalists to chose from. At this time, the telephone connection with Mr. Bressner ended.

PUBLIC

Deputy Mayor Frierson stated that they had strong applicants to choose from and felt of the top five (5), any one (1) will do a jam up job and stated she was very excited about it.

Mayor Wertz-Strickland stated it was hard to get down to five (5) individuals and Deputy Mayor Frierson agreed.

Janie Watson of 803 W. Imogene, Arcadia, Florida, asked which candidate didn't want to relocate here and Ms. Carsten advised that it was Mr. Brown and that he had already purchased a house in Port Charlotte. Deputy Mayor Frierson stated that he was a strong applicant with grant writing experience, airport experience, and golf course experience.

MAYOR AND COUNCIL REPORTS

None

ADJOURN

Councilmember Fink made a motion to adjourn and Councilmember Coker seconded the motion. Having no further business at this time, the meeting was adjourned at approximately 6:12 P.M.

ADOPTED THIS 5th DAY OF May, 2015.

By:


Judy Wertz-Strickland, Mayor




Penny Delaney, City Clerk