



MINUTES

FORT MYERS BEACH TOWN COUNCIL TOWN HALL – COUNCIL CHAMBERS 2523 ESTERO BOULEVARD FORT MYERS BEACH, FLORIDA 33931

AGENDA

January 21, 2010

11:00 AM

I. CALL TO ORDER

Mayor Kiker called the meeting to order at 11:20 a.m. Present with Mayor Kiker was Vice Mayor Acken, Council members Babcock, List and Raymond, Town Manager Jack Green, Town Attorney Anne Dalton as well as Town Clerk, Michelle Mayher.

II. PLEDGE OF ALLEGIANCE

All stood to recite the Pledge of Allegiance

III. PUBLIC COMMENT

Public Comment Opened

No Public Comment

Public Comment Closed

IV. TOWN MANAGER PERFORMANCE EVALUATION CRITERIA

Mayor Kiker indicated the meeting would be two part; Town Manager performance evaluation criteria and contract discussion.

Councilmember Babcock began by stating there was no such term as an Interim Town Manager so in order to deal with the intent of Town Council, which was to hire an Interim Town Manager, was to set it up as a six month contract with a review of the performance in August. At that time the evaluation could lead in three different directions with an extension of the contract on an interim basis,

for it to become a permanent contract, or for it to go toward termination.

Councilmember Babcock sought guidelines regarding the dollar amounts, stating what had been agreed to previously had been for a total salary package in the range of \$130,000 to \$160,000, which included base pay plus benefits for the six month contract. Councilmember Babcock listed items that could be included in the benefit package:

- FICA
- Retirement (if necessary)
- Health Insurance
- Housing Expenses
- Travel Allowance
- Life Insurance
- Disability
- Relocation Allowance

Councilmember Babcock sought feedback from Council regarding vacation pay, indicating previous contracts had been 20 days over a year's time, so a six month contract would be 10 days at an accrued rate on a monthly basis. Travel allowance did not include trips or memberships as organizations which were built into the budget.

Councilmember Raymond indicated he preferred an eight months' contract and noted there was a separate contract for Mr. Green which was for an Interim Town Manager and felt if a decision was made to make the candidate a permanent Town Manager a secondary contract could be made.

Councilmember Babcock indicated it would be handled as an Interim Town Manager but that they could not call it that as there was no term for it. It would be a Town Manager that knew they were going to be evaluated at some time, and the choice of August was used since that was agreed to at an earlier meeting; however, if Council would rather see an eight month contract Councilmember Babcock indicated he would be open to either. It was assumed that if Council did the evaluation at six months they would need to build into the contract some commitment that if at that point it was determined to separate ways, that there would be a sufficient process.

A discussion ensued as to the term of the contract between six and eight months. Vice Mayor Acken discussed an 'at will' contract, bringing up the thought of possibly needing to let a candidate go before the end of a six or eight month contract. Vice Mayor Acken asked Council what their intentions were at the end of the six month period, whether they intended to hire the candidate or continue the search for a permanent Manager.

Councilmember Babcock indicated at the end of the evaluation period there would be three choices:

1. Continue on an interim basis if Council decided to look for a permanent Town Manager of which they could still be a candidate
2. Termination
3. Convert to permanent contract

Councilmember Babcock suggested that Council not allow the base pay to be less than \$100,000 but no greater than \$130,000 so if there were no benefits required they could end up at the higher end of the base scale but no higher than \$130,000.

Councilmember Raymond stated he would rather see the base pay start lower, indicating some benefits would probably need to be added and noting it could really be looked at as an on the job evaluation citing basically the job was theirs to lose.

Attorney Dalton suggested the ranking of the candidates, as past experiences where the first and second candidates pulled out of the running after preliminary discussions.

The question was then posed by Councilmember Babcock as to whether there should be any compensation if the Interim Manager were asked to leave before the end of the contract with or without cause, noting the last permanent Manager received six months pay and benefits. Councilmember Raymond suggested a pro rated figure.

Mayor Kiker stated that it was a short term agreement and if either side decided to terminate before the end of the contract then 30 days would be given and it would be over. Mayor Kiker indicated that only when both sides agreed that the position became permanent would all the benefits start.

As to a requirement of the Interim Town Manager to live within the Town's jurisdiction, Councilmember List did not feel that should be required during the interim but did feel they should live in Lee County, with Councilmember Raymond wanting within a half hour commute or a reasonable amount of time.

Vice Mayor Acken left the meeting due to a conflicting engagement.

Some of the performance evaluation criteria was discussed:

1. Budget management or development
 - a. Managing the current budget and developing next years budget, strategies, goals, objectives and actual numbers along with a 5 year operations plan
2. Staff management and development
 - a. Getting to know staff, building performance measures, mentoring
3. Project management
 - a. Beach Nourishment, Mound House, North Estero Project, Estero Boulevard, Downtown
4. Agenda Management and Prioritization

- a. Town Manager to make prioritizations happen
- 5. Relationships
 - a. Communication in dealing with other government agencies, dealing with the community, dealing with advisory committees and Town Council

Discussion ensued regarding the process of evaluation and the intention of what would be presented to the candidate as to items and issues Council wanted to see addressed and completed while on the job.

Councilmember Babcock discussed decision making and initiative as tools to evaluate the candidate, stating he did not want to spend all of Council's time or the Manager's time in meetings, it should not be Council's job, which should be to focus on the policy aspects and not micromanaging, which is why the Town hires a Town Manager.

Councilmember Babcock stated he had direction and would bring it back to Council within the next month.

Mayor Kiker reviewed the format for the evening meeting, with each candidate allowed time for a brief introduction, asked questions from each councilmember for a total of 30 minutes' interview time.

Councilmember Raymond continued to question the ranking process with Councilmember Babcock asking for a formal vote stating it was the ranking order of Town Council after the vote. It was also decided that number 1 would be the ranking for the top candidate. Council also decided Councilmember Raymond would be the first to question each candidate following down the line of Council members. The candidates' names were then drawn to determine the sequence in which they would be questioned, with Mr. Stewart first, Mr. Stilwell second, Miss Coto third and Mr. Willi fourth.

MOTION: Councilmember Babcock made a motion to continue the meeting to that evening at 6:30 p.m. with Councilmember List seconding the motion.

VOTE: Motion passed 4 to 0

Meeting adjourned at 1:10 p.m.

MOTION: Councilmember List made a motion to reopen the meeting with a second by Councilmember Raymond

VOTE: Motion passed 4 to 0

Mayor Kiker indicated he had omitted public comment along with Councilmember List stating she would like to have a proclamation prepared for Jack Green along with the key to the city to be ready

on February 1st.

V. PUBLIC COMMENT

Public Comment Opened

- **Lee Melsek** asked if Council would be signing their ballots
- **Kendra Miller** reminded Council it was an opportunity for them to make a positive step forward for the island and that the decision they were about to make would affect not only them as a Council but future Councils, staff and all residents of the island. Indicating their choice for Town Manager could be the beginning of a fresh start for the island and that the decision was not merely a personality contest but would affect everyone for a long time.

Public Comment Closed

MOTION: Councilmember Babcock moved to continue until 6:30 p.m. with a second by Councilmember List.

VOTE: Motion passed 4 to 0

Mayor Kiker adjourned the meeting a 1:12 p.m.

Mayor Kiker reconvened the meeting at 6:32 p.m.

Mayor Kiker opened the meeting at 6:32 p.m. Present with Mayor Kiker was Vice Mayor Acken, Council members Babcock, List and Raymond, Interim Town Manager Green, Town Attorney Anne Dalton and Town Clerk Michelle Mayher.

Mayor Kiker led those in attendance in the Pledge of Allegiance

Mayor Kiker indicated the candidates were upstairs sequestered and then provided a preview of how the meeting would progress. Each Councilmember would ask one question with none of the questions known to each other or the candidates. The candidates were a selection of 4 out of 15 applicants for the job. Council had the opportunity earlier in the day to meet with each candidate for a 30 minute one on one interview. Each candidate would have an opportunity to introduce themselves followed by questions from Council at which time Council would do a candidate ranking followed by the selection for Town Manager. Mayor Kiker identified the interview order of Stewart, Stilwell, Coto and Willi, based on an earlier draw from a hat.

VI. PUBLIC COMMENT

Public Comment Opened

No Public Comment

Public Comment Closed

VII. INTERIM TOWN MANAGER CANDIDATES' INTERVIEWS

► Terry Stewart

Mr. Stewart introduced himself indicating he had been in local government for 40 years starting as a laborer in Public Works, moving to the Fire Department becoming the Fire Chief and then moving to Pembroke Pines where he became Assistant Fire Chief transitioning to Assistant City Manager. Mr. Stewart moved to Cape Coral in 2002 becoming City Manager until this past November at which time he stepped away from the position to allow the new Council to move forward with their goals.

Councilmember Raymond's question: To solve problems are you a standard problem solver using historic methods or are you an out of the box thinker and could you give an example.

Mr. Stewart indicated he was not one or the other as there were times when there are situations that call for both and a time when you need to be out of the box because the situation is different and other solutions have not worked extremely well. Mr. Stewart went on to state that to try to be an out of the box thinker about everything becomes a bit tedious and every situation did not command that. An example of out of the box thinking was presented by Mr. Stewart regarding Cape Coral trying to improve the effectiveness and efficiency of the organization to save money, one of the things they came across was the lean government concept, which had been employed in manufacturing all over the world coming out of Japan with the Toyota Corporation. Mr. Stewart indicated there were few governments that had tried the concept. Cape Coral began the program and within the first year saved Cape Coral over \$2.5 million. In the more traditional problem solving, Mr. Stewart indicated the need to identify what the problem was and then begin to gather facts and information, doing the analysis and coming to a conclusion about the things that needed to be done.

Councilmember List's question: The Council recently worked up a comprehensive priority list; it is a matter of public record what we consider to be priorities here. In the course of your preparations for possibly taking on the management of the Town did you identify what you consider to be priority issues based on your experience and if so please tell us what you see as one of the most pressing or urgent of these issues that we face, what led you to that opinion and maybe what initial steps or actions you envision might be helpful to get it going.

Mr. Stewart indicated his answer might be somewhat different than expected since he took a look at the issues as a whole and tried to identify some common elements in those issues, noting that one of the reasons the Town was formed was because of concerns about the way the County was dealing with issues with the island and the people wanted to have a more direct impact on those decision making processes. Mr. Stewart went on to state to this day in the area of transportation, parking, economic development, beach renourishment, recreation

and things of that nature that the County was still a major part of the development of those issues with Estero Boulevard being an example. From his prospective, Mr. Stewart indicated a major issue was making sure the cooperation between the Town and County was top notch between staff and elected officials of both bodies and that everything that can and should be done was done to make sure that common issues are worked on together and brought to a successful conclusion.

Mayor Kiker's question: Mr. Stewart, if you have had a chance to look at the budget both last years and this year would you name a single biggest exposure and perhaps the greatest opportunity that the Town might realize under your management.

Mr. Stewart stated if nothing else he was a very straight forward individual, having had the discussion with Council members earlier in the day, and that was the revenue streams. Mr. Stewart indicated right around 50% of the Town's budget was reliant on property taxes and with such a large portion of the revenue stream that can be subject to severe shifts and changes it subjects the community to potential difficulty in future years that it should not have to undertake. Generally a Town would look to have a general fund budget that would be supported by around 38 to 40% by tax revenue dollars and getting above that was on the high end. Mr. Stewart indicated if there was a way to reasonably diversify the revenue streams, you are not going to completely make that go away but if you can temper the potential impact of extreme shifts in property values it bodes well for the community. Mr. Stewart continued by giving Council examples of the loss felt by Cape Coral due to a decrease in property values, stressing again the need to find additional revenue streams to provide a greater stability for the community in future years.

Vice Mayor Acken's question: What do you see as the Town's greatest asset and its greatest liability?

Mr. Stewart's reply was tourism, noting that it was an outstanding asset that does provide a certain amount of dollars and economic vitality to the community but it also provided issues to be dealt with such as traffic during season for a community of approximately 7,000. Mr. Stewart felt it was important to understand the qualities that it brings along with the things to be gained from it as well as the negative impacts, using the good qualities whenever possible to offset the negative.

Councilmember Babcock's question: What do you do to ensure that the work climate of staff, Town Council, Town Attorney, and the community really encourages people to work together and how do you know that it's working.

Mr. Stewart replied by telling Council when he began he came up through the

organization starting as a laborer in Public Works cutting grass, sweeping streets and mopping floors leaving him with an understanding that you never fully know the talents of the people that work with you unless you attempt to find out and are doing things that will help you understand the talents, the gifts and the skills and the abilities they have. Mr. Stewart noted the importance for all leaders and managers to provide people with the resources that they need to get their work done, not necessarily dollars or equipment but the mentoring, delegating and coaching as well as paying attention and understanding when the road blocks may come up for an individual and helping that person to work through those types of things. Mr. Stewart noted that in his previous position he would take a day and select a particular crew or team and spend a full day working with them gaining an incite as to what issues they were up against. The lean concept also was another way to give people a chance to participate per Mr. Stewart who provided Council with the breakdown as to how that concept works. Mr. Stewart stated the importance of involving staff in the process making them feel an ownership within an opportunity and letting them know they are being heard. In response to how to know if you are successful, Mr. Stewart indicated one has to have people who like to come to work, like what they do and find that they actually feel that they are contributing to something of value.

In closing Mr. Stewart hoped that the answers Council received were taken in a positive way and would be helpful and noted he looked forward to becoming the successful candidate.

► **Donald Stilwell**

Mr. Stilwell introduced himself telling Council he grew up in Oregon in a Farming / ranching community having been in local government since 1970 and before that went through schooling and the military with his first job as the Assistant Director of Finance and Administration in Springfield, Oregon. Mr. Stilwell went on to provide his work history through the present time working from Oregon, to California back to Oregon and then Southwest Florida.

Councilmember Raymond's question: To solve problems are you a standard problem solver using historical methods or are you an out of the box thinker and could you give us an example.

Mr. Stilwell felt you always had to think outside of the box as every problem presented something unique, even though you have basic business principles you rely on to respond to a problem; however you need to look at the problem involved as well as the personalities involved. Mr. Stilwell used Bowditch Point as an example indicating that when they opened Bowditch Point there were only 5 public parking places and in working with the community it made a lot of sense in where they located the parking places for the park.

Councilmember List's question: The Council recently worked up a comprehensive priority list. It is a matter of public record what we consider to

be our priorities. In the course of your preparations for possibly taking on the management of our Town you may have identified what you consider to be our priority issues based on your experiences, so please tell us what you see as one of the most pressing or urgent of these, what lead you to that opinion and what initial steps you envision might be taken to address it.

Mr. Stilwell stated he would not be successful if he came in and told Council how it should be done or what the priorities were. Mr. Stilwell indicated his priorities would be what Council wanted and try to come to a consensus for the direction for him to follow and set up some points of success to evaluate how he was doing.

Mayor Kiker's question: If you have had a chance to look at the budget both last year's and this year could you please list the single biggest exposure and perhaps the greatest opportunity the Town could realize under your management.

Mr. Stilwell indicated the greatest exposure to any budget is reserves and the Town's reserves were very tight. Mr. Stilwell went on to state the need to raise the tax base citing the possibility of utilizing the vacant property in the Times Square area.

Vice Mayor Acken's question: What would you see as the Town's greatest liability and asset?

Mr. Stilwell felt it was a presumptuous thing for him to tell Council what the biggest liability was and thought the challenge was that beach communities had a balance between keeping the beach the way it was but also providing a need for money to exist and the need to strike a balance.

Councilmember Babcock's question: What do you do to ensure that the work climate for staff, Town Council and Town Attorney encourages individuals to work together and how do you know that it's working.

Mr. Stilwell indicated you were constantly evaluating that, noting that you are never where you need to be, there was always a challenge in trying to work with people. There was a need to treat people the way you want to be treated and to listen to them and allow them to provide better ideas.

In conclusion Mr. Stilwell asked Council what decisions were made at the earlier Council meeting, with Mayor Kiker indicating they had gone through the evaluation criteria. Mr. Stilwell indicated you could not hold someone accountable if they do not know what was expected of them.

Mr. Stilwell stated he wanted to be in Lee County, his family was here and this was the location he wanted to remain in. He indicated he did not like the way he left his last position and he wanted to be judged by the body of his work, stating

he felt it was a good fit and would do his best to work for the people of Fort Myers Beach.

► **Cynthia Coto**

Miss Coto thanked Council for the opportunity to be with them. Miss Coto felt her diversity of experience was fairly unique ranging from human resources, environmental services, water, sewer, solid waste, IT, GIS facilities covering nearly everything in the field having served local governments for the past 35 years. Miss Coto indicated she had started her career as a clerk within human resources department in 1974 and became their manager 26 years later, noting she knew what it took to get the job done and excel. She felt she was an excellent facilitator and communicator and had what it takes to get an organization to work well which is team work within the elected officials, managers, staff and community with everyone working in unison. Miss Coto also stated she was very familiar with a coastal community after having lived in Volusia County for 30 years and indicated that she had lived in 3 coastal towns and survived 2004 with 3 hurricanes. Miss Coto noted she had looked into the issues of the Town and felt she had the capabilities to bring the vision to fruition.

Councilmember Raymond's question: To solve problems are you a standard problem solver using historical methods or are you an out of the box thinker and could you give an example.

Ms. Coto felt she was a little of both as it was dependent on what the circumstances were at time being able to use a standard approach to do an analysis or look at what had been used in the past and what may work in that situation, but in these fiscal times you are going to need to be out of the box. The State of Florida is in a financial situation that was not anticipated and with the budget challenges you have to be out of the box. Ms. Coto indicated in her last employment with Seminole County when it was seen that the good times were ending, they started an economic stabilization fund where excess revenues went into that fund to be able to continue to balance the budget and get things done. Ms. Coto also stated they did a complete top to bottom analysis of the organization they called service level inventories, looking at every task that was done and formed a task force comprised of HR, IT, purchasing as well as a representative from the County's Manager's office. Ms. Coto indicated they went through each department, analyzed their processes, through a process improvement analysis and came back and were able to streamline and reduce approximately \$53 million out of a \$270 million general fund budget while maintaining services.

Councilmember List's question: This Council recently worked up a comprehensive priority list and it is a matter of public record what we consider to be our priorities. In the course of your preparations of possibly taking on the management of our Town I trust you have identified what you consider to be priority issues based on your own experience. Please tell us what you see as one

of the most pressing or urgent that you might have identified, what might have led you to that opinion and possibly what initial steps or action you could envision might be taken.

Ms. Coto referred to the last question and answer that local government faces no greater problem than how to provide services in a cost-effective manner. In looking at a lot of documents Ms Coto stated it was obvious that the Town's revenue streams continued to drop and will continue to drop throughout this year and hopefully stabilize in 2011 2012 and that the cash carry forward continued to be depleted with the signs showing it would be difficult to continue to support the programs the Town had without additional revenue sources. Ms. Coto indicated taxes were never popular and fees were never popular but it would take an analysis and then an evaluation of the revenue options that may be available. An analysis of revenue sources versus cutting services would need to be looked at by who ever got the job. Community meetings would need to be held and the budget process would need to be started early with a constant monitoring of revenue sources

Mayor Kiker's question: In looking at last year's budget and this year can you name the single biggest exposure that you see and can you discuss the greatest opportunity that we might have that we could realize under your management in relation to the budget.

Ms. Coto felt there were revenue streams that either the Town had not evaluated or may have evaluated or discarded but whether or not to choose gas taxes or tourist development taxes or possibly room to go back to the County. Public Service Utility Tax is something to be considered although not popular. Ms. Coto indicated new revenue streams needed to be looked at or there would be a need to cut back on services. Ms Coto went on to state that cutting back on services affects quality of life issues, which was why people chose to live in the community.

Vice Mayor Acken's question: What is our greatest asset and what is our greatest liability.

Ms Coto indicated she had been to the community twice spending a total of 4 days and loved a coastal community noting they had an ambiance that was not found anywhere else. After visiting the business district as well as the residential areas on the south end of the island there are different options for people as to why they choose to live here as well as being a huge tourism draw which was a benefit although that can be a negative aspect due to traffic. The liability was threats from storms as well as beach renourishment and being able to maintain a quality of life, how to put forth the projects that can tear a community apart coming up with a solution that can make everyone happy.

Councilmember Babcock's question: What do you do to ensure that the work

climate of staff, Town Council, Town Attorney encourages individuals to work together and how do you know its working.

Ms Coto felt one of her strengths was working with staff and working as a team. She indicated she had worked for two rather large organizations one with 3,000 employees and one with 1,400 and had met with each individual employee as she wanted to know what was on their minds. She indicated the need to be inclusive, and shared that she had done lunches with employees, 25 at a time, some who would usually not have the opportunity to speak with the manager.

Ms Coto shared a story from Volusia County regarding a study on pay evaluations. Ms Coto indicated when she left the organization an employee from the landfill approached her thanking her for changing his life as he had to work two jobs to support his family before she stood up for employees to get them salary increases.

In conclusion Ms Coto enjoyed her time in the community and was grateful for the experience, thanking staff and Council for the opportunity.

► **Tom Willi**

Mr. Willi introduced himself indicating he had taken the last couple of weeks to learn a lot about the community and Council as individuals and their plan for the Town. Mr. Willi indicated there were changes coming in the future and we needed to be up to the challenges to deal with those changes especially in reference to the economy so government needed to be flexible in order to meet those needs.

Councilmember Raymond's question: To solve problems are you a standard problem solver using historical methods or are you an out of the box thinker and could you give us an example.

Mr. Willi considered himself an out of the box thinker, not a typical government bureaucrat, noting he liked to use various methods to get to a certain goal, which was what you did to set goals and try to meet them. Mr. Willi indicated a lot of things happen on a daily basis and you cannot let that cloud or take your focus from what you're doing. A project that came to mind was an air trauma service that was needed and how to get there to make it happen as there was not money to buy a \$3 million dollar helicopter or the money to staff it so with the cooperation of the sheriff's department within the County they went out and purchased a 25 year old helicopter and staffed it with people within their ranks in the fire department and placed it at one of the County's airports in Marathon, achieving it quickly by putting every asset they had to their challenge.

Councilmember List's question: This Council recently worked up a comprehensive priority list and it is a matter of public record what we considered being the priorities. In the course of your preparation for possibly taking on the

management of our Town have you identified what you personally would consider to be priority issues based on your experiences and if so please tell us what you see as one that would be most pressing or urgent of these, what led you to that opinion and what initial steps or actions you envision might be taken to address it.

Mr. Willi indicated the first thing to come to mind was the Town's infrastructure needs which was a pretty common need throughout Florida, noting that it was not glamorous and boring for the public with them usually not seeing a need, although they see a very large price tag associated with the projects.

Mr. Willi stated first was to determine what the need was and if there were the assets available to meet the need. Mr. Willi addressed the North Estero Project indicating it was a good start but only about a 10% start of the overall need for the entire Town. It was necessary to identify the projects, identify the funding as well as identifying the phasing of the projects and fit it all within the budget. Constraints for the Town, was not allowing any debt over 36 months and that typically was contrary to the funding of infrastructure projects but you would have to work within the time frames that you had. Mr. Willi indicated the infrastructure needs; especially the water system was going to be a multi-year project and would have to be worked on over many years to get to the final goal. Evaluation of the present situation and choosing the priority area would need to be determined to make a start.

Mayor Kiker's question: If you have had a chance to look at last year's budget and this years can you name the single biggest exposure that you see and discuss with us the greatest opportunity that we might realize under your management.

Mr. Willi stated the Town had a number of projects now that were in process, noting Mound House and Newton that seemed to need a push to get them through to completion, with none of them being easy, indicating when you start without a date in mind it hurts a project overall and ends up costing more money in the end than it should. More time needed to be spent in building the projects along with a business plan and stick to the plan, allowing for distractions but not losing focus. Mr. Willi stated there were then the issues of staffing and maintaining the facilities with the maintenance of the facilities costing more than the capital dollars invested to get them going. Mr. Willi felt the mantra not only in Florida but across the country was going to be budget, budget, budget making it the most important tool for the present as well as two or three years in the future.

Vice Mayor Acken's question: What do you think our biggest assets and liabilities are?

Mr. Willi felt the asset that made the Town of Fort Myers Beach what it was, was the environment. The liability goes along with that with tourism using services, using water, using parks and then they leave. To be able to grab hold of the

tourist base and make it pay some of the different bills and offset costs was necessary to keep the 6,800 residents from footing all the bills.

Councilmember Babock's question: What do you do to ensure the work climate for staff, Town Council and Town Attorney encourages individuals to work together and how do you know its working.

Mr. Willi considered himself to be a team player indicating you needed to involve the staff in day to day decision making. The Town spends a lot of money on salaries of the employees and you need to rely on them to lead the Town in the right direction and involve them in the decision making process. Mr. Willi indicated building the internal capacity within all of the staff members was necessary, creating a happy and productive work force that was trained and competent in their abilities. Mr. Willi felt if a survey was taken of staff it would be found they did not feel they were properly trained when they were hired, or they were promoted within ranks and not trained properly when they were promoted which leads to uncertainty as to what their job was or what their role was within the community. Department leaders needed to be seen in the community and needed to be trusted so you need to take the time to build that internal capacity. Mr. Willi indicated he felt himself to be a mentor and when given an opinion you need to rely upon your staff, identifying the leaders and making them even better leaders in the community, giving them confidence in their skill and confidence in their position.

Mr. Willi concluded by stating he had researched the Town and was impressed by the Town's Charter especially since we were a new community as well as being impressed with the budget and how user friendly the document was for the public to understand. Mr. Willi also addressed his impression of the Capital Program being tied to the Comp Plan CIP which was an important element to the Comp Plan to be in compliance with the State of Florida, noting he felt the Town had the right pieces in the right place and just needed to keep the material updated. Goal setting and planning needed to be set for future needs encompassing times, dates and the amount of money needed to get to the goal. Mr. Willi addressed the need for educating the public regarding their tax bill, letting them know what the money was used for that came to the community and how much actually went to providing services within the Town limits.

Mr. Willi indicated it was going to be a rough time for awhile but felt the Town was up to the challenge and so was he indicating he was very excited about the opportunity to work with the Town now and into the future.

VIII. PUBLIC COMMENT

Public Comment Opened

No Public Comment

Public Comment Closed

Recess: 8:07 PM

Reconvene: 8:20 PM.

IX. ITM CANDIDATES' RANKING AND CONTRACT DISCUSSION

Mayor Kiker reviewed the ranking process, indicating at conclusion Councilmember Babcock would be leading the negotiating process.

Vice Mayor Acken requested an opportunity for a brief discussion if it was not a unanimous decision followed by a second ballot.

Discussion ensued regarding the process, with each council member sharing their opinion. The result was to proceed with the vote and ranking as initially decided.

Mayor Kiker asked Council to begin their selection, sign the ballot and hand them to Town Clerk, Michelle Mayher.

While the votes were being tallied, Council discussed the next step in the process, indicating that Councilmember Babcock would negotiate the contract with the assistance of the Town Attorney Anne Dalton and Town Director of Finance, Evelyn Wicks.

Councilmember Babcock took time to voice his appreciation to Interim Town Manager Jack Green and all his efforts in helping Council find a replacement.

Town Clerk Michelle Mayher read the results as follows:

1. Terry Stewart 10 votes
2. Cynthia Coto 11 votes
3. Donald Stilwell 13 votes
4. Tom Willi 16 votes

Ms Mayher indicated Don Stilwell received 2 first place votes and Terry Stewart received 1 first place, Cynthia Coto received 1 first place and Tom Willi received 1 first place.

Mayor Kiker indicated he wanted to make 100% sure Council understood the voting process. Council continued to discuss the process with Vice Mayor Acken calling for another vote. Councilmember Babcock felt the process worked and he was willing to live with the decision. Councilmember List indicated she was used to Council doing things by majority vote but understood after explanation why it was calculated in that manner, noting she felt all 4 candidates were qualified in managing the Town.

Councilmember Babcock felt it would be extremely difficult in voting again.

MOTION: Councilmember Babcock made a motion for Town Council to Accept

unanimously the rank order that was returned from the ballots with rank ordering being Terry Stewart #1, Cynthia Coto #2, Don Stilwell #3 and Tom Willi #4 with a second by Councilmember Raymond.

VOTE: Motion passed 5 to 0

Mayor Kiker indicated Councilmember Babcock had the lead to talk to the candidates with Attorney Dalton and Jack Green contacting the candidates to let them know.

MOTION: Councilmember Babcock moved to adjourn the meeting with a second by Councilmember List.

VOTE: Motion passed 5 to 0

Meeting adjourned at 8:50 p.m.

Adopted _____ . Motion by _____

Vote: _____

Michelle D. Mayher, Town Clerk

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