VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

ELWIN C. "WOODY" BOYNTON, JR.
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

Regular meeting 2nd and 4th Thursdays each month at 6:00 p.m.

MINUTES
CITY OF PALATKA
CITY MANAGER INTERVIEWS

June 18 & 19, 2012

Proceedings of a called meeting of the City Commission of the City of Palatka, Florida, held on the 18th day of June, 2012.

PRESENT:	Mayor	Vernon Myers
	Commissioner	Mary Lawson Brown
	Commissioner	Allegra Kitchens
	Commissioner	Phil Leary
	Commissioner	James Norwood, Jr.

Also Present: City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers;

Also Present: Citizens Interview Panel Members Edward E. Hedstrom, Karl N. Flagg, Allen R. Bush, Tim Smith, Art Leary and Donald E. Holmes.

Mayor Myers opened the meeting at 9:00 a.m. based upon the following call, dated June 8, 2012:

TO MESSRS: MARY LAWSON BROWN, ALLEGRA KITCHENS, PHIL LEARY AND JAMES NORWOOD, Jr.:

You are hereby notified that a special called meeting of the City Commission is called to be held at the regular meeting place of the City Commission at City Hall, 201 N. 2nd Street, in the City of Palatka at 9:00 a.m. Monday, June 18, 2012, and continuing at 9:00 a.m. Tuesday, June 19, 2012.

The purpose of the meeting is to participate in the interview process with the semifinalist candidates for the position of City Manager.

/s/ Vernon Myers
Vernon Myers, MAYOR

The following Commissioners acknowledged receipt of a copy of the foregoing notice of a special meeting on the 8th day of June, 2012.

/s/ Mary Lawson Brown
COMMISSIONER

/s/ Phil Leary
COMMISSIONER

/s/ James Norwood, Jr.
COMMISSIONER

/s/ Allegra Kitchens
COMMISSIONER

The following candidates were scheduled for interview on Monday, June 18, 2012:

1. Clarence Hulse 9:00 a.m.
2. Kraig McLane 10:00 a.m.
3. Judith Jankosky 2:00 p.m.
4. Bobby Payne 3:00 p.m.
5. Gary Getchell 4:00 p.m.

The following candidates were scheduled for interview on Tuesday, June, 19, 2012:

1. Michael Czymbor 1:00 p.m.
2. Andrew Hyatt 2:00 p.m.
3. John Perez 3:00 p.m.

The Clerk notified the Committee that Ms. Jankosky had notified her she had a municipal emergency come up and would be unable to interview on Monday. Discussion ensued regarding a rescheduling.

The following questions were asked of each Candidate by the Citizens' Panel:

1. Please take a few minutes to tell us about yourself. (3 minutes)

2. Why are you leaving your current position, and what attracts you to this position?

3. Are you familiar with the City of Palatka and the operations of its government?

4. How would you describe your management style? Give some examples of how this relates to your dealings with the public, the staff, the Commission and civic groups.

5. What do you feel are your greatest strengths? Weaknesses?

6. Describe "leadership" and "motivation." How would you handle a situation where an employee exhibited a "bad" attitude, and/or was disrespectful of the public, or of the Commission?

7. Describe your first steps upon assuming responsibility for this position. What do you hope to accomplish in the first year?

8. How should the City Manager relate to the Palatka community as a whole, as well as to individual residents and groups?

9. Describe your experiences with economic development and growth management.

10. Describe your experience in formulating and implementing a budget or capital project.

11. Are you familiar with funding sources for municipal government? Describe some examples of acquiring additional funding sources for economic development and infrastructure projects.

12. In these challenging economic times, how do you propose to attract business to move into the City Limits?

13. Are you familiar with historic preservation strategies, Community Redevelopment Agency/Area (CRA) concepts and use of Tax Increment Financing (TIF) Funds for economic development, restoration and infill?

14. What experience have you had working on an intergovernmental or interagency basis? Describe your experience working with the State and Federal government, County government, councils of government, and other units of local government.

15. The city manager is always on call. In addition to regular City Hall office hours, the city manager is required to work some evenings and weekends for meetings, events and emergencies. Are you able, and prepared, to work a variety of hours, and put in the time necessary to fulfill the duties of this position?

16. What other question did you expect, or hope, that we would ask, and what is your response?

17. (Closing) Do you have any questions of us?

Additional questions for individual candidates follow:

9:00 a.m. – Clarence Hulse:

Mr. Holmes said it looks like most of Mr. Hulse's job tenure has been 2 – 3 years with a high of six years, and a few one year stints, and asked him to explain why he's had so many jobs since 1994.

Mr. Bush asked if he's had to put together a budget while facing a large deficit and had to make cuts?

Mr. Hedstrom asked, with reference to his leaving one of his positions to go into private business, what was that business?

10:00 a.m. – Kraig McLane

Mr. Hedstrom asked Mr. McLane if he currently supervises anyone now, or has in one of his past positions?

Rev. Flagg asked Mr. McLane how he would deal with a Commission that was split on an issue?

Mr. Hedstrom said Mr. McLane's entire working career seems to be with SJRWMD, and there is a vast difference between SJRWMD and the City. SJRWMD is an autonomous group, has more freedom to govern itself and is not directly answerable to the average citizen. In municipal government, that is totally different and opposite. He asked whether he has that opposite mindset, and if he can change it, and if that would create a problem? If it is a problem, how would he address it? And is he prepared to answer to the citizens?

Mayor Flagg asked what he sees as Palatka's greatest challenge, or barrier, to future success?

3:00 p.m. – Robert (Bobby) Payne

Mr. Holmes asked what position Mr. Payne would take if a member of the Commission did not support the position of the Commission as a whole and came to him and voiced that opposition?

Mr. Bush asked if Mr. Payne could not only take direction from a governing body, but also suggest strategies and direction to that body?

Mr. Smith asked what strategies he would use to keep existing business as well as entice new business?

4:00 – Gary Getchell

Mr. Holmes asked him how he would handle the transition from the role of Chief of Police, from role of perceived "naysayer," to City Manager, who is a facilitator and whose role it is to overcome obstacles, and how he would handle working with the public?

Mr. Smith asked how many employees are with the Police Department.

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RECESS - The meeting was recessed at 5:00 p.m. Mayor Myers stated interviews would resume at 1:00 p.m. on Tuesday, 2/19/12.

RECONVENE - Mayor Myers called the meeting back into session at 1:00 p.m. on Tuesday, June 19, 2012, and resumed with the Orders of the Day.

1:00 p.m. – Mike Czymbor

Mr. Holmes asked Mr. Czymbor what were the issues surrounding his departure from Fernandina Beach; specifically, the issue between him and the three Commissioners who were the catalyst for his decision to voluntarily resign his position in Fernandina Beach.

Mr. Holmes asked why he thinks his family would be happy in Palatka?

2:00 p.m. – Andrew Hyatt

Mr. Smith asked the population of Andrews (his current city) and the amount of its annual budget.

Mr. Holmes asked if they have something comparable to a Sunshine Law in Tennessee?

3:00 p.m. – John Perez

Mr. Holmes asked how many employees he now supervises?

Mr. Bush asked if, in his current position, he answers to the City Manager or is a consultant to the City?

Mr. Holmes noted his wife and daughter are with him today, and asked if they've all had a chance to look around Palatka, and asked whether or not they would be happy relocating here, and if it would be his intent to live in Palatka?

Mr. Smith complimented him on the fact he'd brought his family with him to the interview.

Interviews were concluded for the day at 3:55 p.m.

Regarding the rescheduling of Ms. Jankosky's interview, Mayor Myers stated that interviews would conclude today.

The citizen members of the Committee commenced deliberation regarding ranking of the candidates. Mr. Hedstrom noted they are charged with giving the City Commission five names for finalist interviews, in no particular order or ranking of candidates.

The first vote yielded the following results:

Mr. Czymbor and Mr. Hulse received six votes. Mr. Getchell and Mr. Payne received five votes. Mr. Hyatt and Mr. McLane were tied with four votes.

The second, tie-breaker vote between Mr. Hyatt and Mr. McLane yielded Mr. McLane as the fifth and final finalist chosen.

Members of the Committee signed off on their five chosen finalists and the original copy was provided to the Clerk for the record. The Clerk was asked to notify the five finalists and the Press.

The Clerk stated as this committee had fulfilled its duties in accordance with the instructions from the Commission and had chosen the five finalists for interview, they were discharged and the Committee was sunsetted.

There being no further business to conduct, the meeting was adjourned at 4:50 p.m.

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE CITY COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE MAY NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. FS 286.105

The members of the City Manager Interview Committee recommend the following five City Manager semi-finalist candidates to the City Commission for Finalist interviews.

They are, in alphabetical order:

Mike Czymbor

Gary Getchell

Clarence Hulse

Kraig McLane

Robert (Bobby) Payne

So state the members of this Committee this 19th day of June, 2012.

Edward E. Hedstrom, Chairman

Donald E. Holmes, City Attorney

Tim Smith

Karl N. Flagg

Allen R. Bush

Art Leary

ATTEST as to signatures:

Betsy J. Driggers, City Clerk