



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, May 2, 2012,
Immediately Following the
CRA Board Meeting,
Lake Park Town Hall
535 Park Avenue

James DuBois	—	Mayor
Kendall Rumsey	—	Vice-Mayor
Steven Hockman	—	Commissioner
Jeanine Longtin	—	Commissioner
Tim Stevens	—	Commissioner
<hr/>		
Jamie Titcomb	—	Interim Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez Lemley, CMC	—	Town Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. *Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.*

A. **CALL TO ORDER**

B. **INVOCATION**

C. **PLEDGE OF ALLEGIANCE**

D. **ROLL CALL**

E. **ADDITIONS/DELETIONS - APPROVAL OF AGENDA**

F. **SHORT LIST OF TOWN MANAGERS:**

1. Selection of Final Candidates' for the Position of Town Manager
2. Discussion of Interview Questions and Schedule Interview Date

Tab 1
Tab 2

G. **PUBLIC and OTHER COMMENT:**

This time is provided for audience members to address items that **do not** appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a **TOTAL** of three minutes.

- H. **CONSENT AGENDA:** All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the Agenda. Any person wishing to speak on an Agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.

Recommended For Approval:

- | | |
|---|-------|
| 3. Regular Commission Meeting Minutes of April 4, 2012 | Tab 3 |
| 4. Regular Commission Meeting Minutes of April 18, 2012 | Tab 4 |
| 5. Proclamation Recognizing May 25, 2012 as National Missing Children’s Day | Tab 5 |
| 6. Proclamation Recognizing May as Civility Month | Tab 6 |

I. **PUBLIC HEARING:**
ORDINANCE ON SECOND READING:

***** OPEN PUBLIC HEARING*****

A. Staff Report

B. Public Comments

C. Commission Deliberation

7. **ORDINANCE NO. 05 -2012 Town Manager and Town Attorney Authority** Tab 7

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2, ARTICLE III OF THE TOWN CODE, ENTITLED “OFFICERS AND EMPLOYEES”; PROVIDING FOR THE AMENDMENT OF SECTION 2-82 ENTITLED “TO POWERS AND DUTIES OF TOWN MANAGER”; PROVIDING FOR THE AMENDMENT OF SECTION 2-87 ENTITLED “POWERS AND DUTIES OF TOWN ATTORNEY”; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

8. **ORDINANCE NO. 06-2012 Establishing in the Charter the Office of the Town Attorney** Tab 8

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE TOWN CHARTER AT ARTICLE IX, ENTITLED “DUTIES OF CERTAIN TOWN OFFICERS” TO CREATE A NEW SECTION 7, TO BE ENTITLED “TOWN ATTORNEY”; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

9. **ORDINANCE NO. 07-2012 Noise Amendment to Chapter 10** Tab 9

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 10, ARTICLE IV – (NOISE CONTROL) OF THE LAKE PARK CODE, PROVIDING REVISIONS TO

SECTION 10-155, TABLE 1 NOISE LEVELS BY LAND USE; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION, AND PROVIDING FOR AN EFFECTIVE DATE.

******* CLOSE PUBLIC HEARING*******

J. DISCUSSION AND POSSIBLE ACTION:

10. Florida Department of Law Enforcement Grant Amendment

Tab 10

11. Announcement of the Final Candidates of Town Manager Position

Tab 11

K. COMMISSIONER COMMENTS, TOWN ATTORNEY, TOWN MANAGER:

L. ADJOURNMENT:

**Short
List
of
Town
Managers**

TAB 1



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 2, 2012

Agenda Item No. *Tab 1*

- | | |
|---|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input type="checkbox"/> DISCUSSION/POSSIBLE ACTION |
| <input type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BID/RFP AWARD |
| <input checked="" type="checkbox"/> PRESENTATION/PROCLAMATION | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: Selection of Final Candidates for the Position of Town Manager

RECOMMENDED MOTION/ACTION:

Approved by Town Manager *[Signature]* Date: *4/27/12*
Bamber McKeeth-Taylor *4/27/12*
 Name/Title *HR DIRECTOR* Date of Actual Submittal

Originating Department: Human Resources	Costs: \$ -0- Funding Source: Acct. #	Attachments: Ballot, Matrix, Copies of Town Manager Applications, Cover Letters, Resumes, results of the criminal background checks and litigation checks, media checks, and completed Telephone Employment Reference forms
Department Review: <input type="checkbox"/> Attorney _____ <input type="checkbox"/> Community Development _____ <input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____	<input type="checkbox"/> Grants _____ <input type="checkbox"/> Human Resources _____ <input type="checkbox"/> Information Technology _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____	<input type="checkbox"/> PBSO _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Recreation _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ [x] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case BMT _____ Please initial one.

Summary Explanation/Background:

At the April 18, 2012 meeting, the Commission approved the following updated list of semi-finalists for the position of Town Manager:

- Stephen Cottrell, from Dunedin, Florida
- Kimberly K. Glas-Castro, from Lake Park, Florida
- Cheryl Harrison-Lee, from Oviedo, Florida
- Clarence L. Hulse, from Jeffersonville, Indiana
- John J. Murphy, from Wilkes-Barre, Pennsylvania
- Charlotte Presensky, from West Palm Beach, Florida
- Brian J. Redshaw, from Hibbing, Minnesota
- Dale S. Sugerman, from Hypoluxo, Florida
- Paul D. White, from Riviera Beach, Florida
- John A. Granger, from Chalfont, Pennsylvania (added at the April 18, 2012 meeting)
- David A. Strohl, from Morton, Illinois (added at the April 18, 2012 meeting)

Since the April 18, 2012 meeting, Charlotte Presensky and John A. Granger have both withdrawn from consideration.

At the April 18, 2012 meeting, the Commission requested that updated information be provided on the outcome of the criminal background checks, credit checks, degree verification, employment reference checks, media checks, litigation checks, and salary requirements for each of the Town Manager semi-finalists. Attached is the updated matrix setting forth the outcomes of such investigations, as well as copies of the Town Manager applications, cover letters, resumes, results of the criminal background checks and litigation checks and media checks, and completed Telephone Employment Reference forms for each semi-finalists.

A ballot setting forth the names of each Town Manager semi-finalist is also attached for the purpose of facilitating the selection of five candidates and two alternates. Staff is requesting that the ballots be completed and provided to the Town Clerk at the beginning of the May 2, 2012 Commission meeting.

BALLOT FOR SELECTION OF TOWN MANAGER CANDIDATES

Please vote for five candidates (Please return this completed ballot to the Town Clerk.)

Stephen J. Cottrell

Vote Here _____

Kimberly K. Glas-Castro

Vote Here _____

Cheryl Harrison-Lee

Vote Here _____

Clarence L. Hulse

Vote Here _____

John J. Murphy

Vote Here _____

Brian J. Redshaw

Vote Here _____

Dale S. Sugerman

Vote Here _____

David A. Strohl

Vote Here _____

Paul D. White

Vote Here _____

Signature

<i>Names of Semi-Finalists</i>	<i>Criminal Background Checks</i>	<i>Credit Checks</i>	<i>Degree Verification</i>	<i>Employment Reference Checks</i>	<i>Media Checks</i>	<i>Litigation Checks</i>	<i>Salary Requirements</i>
Stephen J. Cottrell, from Dunedin, Florida	Clear	Clear	BA and MPA confirmed	Received three of three references requested	Results Provided	Clear	\$90,000 approximately
Kimberly K. Glas-Castro, from Lake Park, Florida	Clear	Clear	BA and MPA confirmed	Received one of three references requested	No Results	Clear	\$115,000
Cheryl Harrison-Lee, from Oviedo, Florida	Clear	Clear	BA and MA confirmed	Received one of three references requested	Results Provided	Clear	Not Specified
Clarence L. Hulse, from Jeffersonville, Indiana	Clear	Clear	BS and MS confirmed	Received three of three references requested	Results Provided	Clear	Mid \$80,000 to \$130,000 Range
John J. Murphy, from Wilkes-Barre, Pennsylvania	In Progress	In Progress	BA and MPA confirmed	Received one of three references requested	Results Provided	In Progress	Not Specified
Brian J. Redshaw, from Hibbing, Minnesota	Clear	Clear	BA and MPA confirmed	Received two of three references requested	Results Provided	Clear	Not Specified
David A. Strohl, from Morton, Illinois	Clear	Clear	AAS and BS confirmed	Received one of three references requested	Results Provided	Clear	Negotiable

<i>Names of Semi-Finalists</i>	<i>Criminal Background Checks</i>	<i>Credit Checks</i>	<i>Degree Verification</i>	<i>Employment Reference Checks</i>	<i>Media Checks</i>	<i>Litigation Checks</i>	<i>Salary Requirements</i>
Dale S. Sugerman, from Hypoluxo, Florida	Clear	Clear	BA, MPA and Ph.D. confirmed	Received one of three references requested	Results Provided	Clear	Negotiable
Paul D. White, from Rivera Beach, Florida	Clear	Clear	BA and MPA confirmed	Received three of three references requested	No Results	Clear	Not Specified

Stephen J. Cottrell

***Copies of Employment Application,
Cover Letter and Resume***



TOWN OF LAKE PARK

An Equal Opportunity Employer

EMPLOYMENT APPLICATION FORM

Please type or print clearly. Do not use pencil. A separate application form containing the applicant's original signature is required for each position. Applications will not be accepted by fax or by email. Completed applications must be submitted to the Human Resources Department, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. Applications must be complete at the time they are submitted. Please answer each question or insert "N/A" if the question is not applicable. Applications are accepted only for advertised positions.

In accordance with the provisions of the Americans with Disabilities Act, please notify the Human Resources Department at 561-881-3310 in advance if you require special accommodations to participate in the employment application process.

1. Position Applied For: Town Manager
(Please state the position applied for exactly as it has been advertised.)

2. Is this position: Full-time Part-time Temporary Intermittent (Seasonal)
(Please check one of the above boxes.)

3. How did you first learn about this position: ICMA online Advertisement?

4. Applicant's Last Name: Cottrell

5. Full First Name: Stephen Middle Name: James

6. Applicant's Home Address: 1131 McLean Street
(Do not use a post office box.)

City: Dunedin State: FL Zip Code: 34698

Home Telephone No. (with area code): _____ Cell Phone No. (with area code): (727) 487-3763

Email Address: stcottrell@gmail.com

7. Social Security Number: _____
(The Town of Lake Park requires the purpose of conducting pre-employment background checks, pre-employment drug screens, employment benefits, and income reporting. Your social security number will be used solely for these purposes.)

8. Have you ever worked for the Town of Lake Park? Yes No
If "yes", please provide position title(s), department(s), dates of employment, and reason for leaving:

Received
APR 11 2012
Human Resources
Dept. of Administration

9. Have you ever applied for a position with the Town of Lake Park before? Yes No
If "yes", please provide the position(s) for which you applied and the date of your application(s):

10. Do you have any relatives currently employed by the Town of Lake Park? Yes No
If "yes", please print name, relationship to you and the Town department in which your relative works:

11. May we contact your present employer? Yes No **NA - NOT PRESENTLY EMPLOYED**

12. Is there any reason that you would not be able to perform the responsibilities and tasks of the position for which you are applying? Yes No

13. Can you work evenings? Yes No

14. Can you work weekends? Yes No

15. Are you legally able to work in the United States? Yes No

16. Have you **EVER** been arrested, received a Notice to Appear, been charged, convicted, entered a plea of *nolo contendere* (no contest), entered a plea of guilty, been found guilty or had adjudication withheld in a criminal offense; or, are there any criminal charges now pending against you?

Yes No

If "yes", please describe the charge and the outcome of the charges (please be sure to respond thoroughly and accurately to this question. Failure to answer accurately and fully or failure to disclose requested details on this application form will be counted as an omission of relevant facts and will be grounds for disqualification from consideration or revocation of job offer if recommended for hire):

17. Do you have a valid Florida driver's license? Yes No If your answer is "yes", please attach a copy of your driver's license.
Driver's License Number: _____

18. Do you have a current Florida driver's license? Yes No
If "yes", indicate class below:

Class A Class B Class C Class D Chauffeur's License

Expiration Date: _____ Endorsements: _____



Please provide your full name if different while attending school: _____

High School or GED	
Full Name: <u>DUNEDIN</u>	Date Graduated: <u>1965</u>
Address: <u>PLAZHORST ROAD</u>	
City/State/Zip Code: <u>DUNEDIN, FL</u> <u>341698</u>	
College/University CALIFORNIA STATE	
Full Name: <u>UNIVERSITY</u>	Date Graduated: <u>1973</u>
Address: <u>SACRAMENTO, CA</u>	Major: <u>ENGLISH</u>
City/State/Zip Code:	Degree: <u>BA</u>
College/University	
Full Name: <u>FLORIDA STATE UNIV.</u>	Date Graduated: <u>1980</u>
Address: <u>TALLAHASSEE, FL</u>	Major: <u>Public Admin. / ENGLISH</u>
City/State/Zip Code:	Degree: <u>M.S.P.A</u> <u>(MASTERS DEGREE)</u>
Training/Vocational School	
Full Name:	Date Completed:
Address:	Licenses or Certifications:
City/State/Zip Code:	
NOTE: Please attach copies of degrees or certificates at the time of application.	

20. Please list all special skills, computer programs, office machines, equipment, tools, etc. that you are able to use:

COMPUTER SOFTWARE - WORD, EXCEL, POWER POINT

21. Please list any trade or professional organizations to which you currently belong:

ICMA FCCMA

2. EMPLOYMENT HISTORY

Commencing with your most recent employer, including self-employment, part-time employment, and military service (if applicable), please list in reverse chronological order your complete employment history. Please attach an addendum if needed to complete this section. (NOTE: If you are supplementing your application with a resume, all of the following requested information must be provided in your resume.)

Name of Employer: WINDSOR, VERMONT	Starting Date: 08/2008
Address: 29 Union Street	Ending Date: 08/2011
City/State: Windsor / VT Zip Code: 05089	Final Salary: \$ 90,000.00
Telephone Number (with area code): (802) 674-6786	
Immediate Supervisor: Five Selectboard Members	
Position Title: TOWN MANAGER	
Duties and Responsibilities: Daily administration of all departments; Finance, budget, public works, water, sewer, recreation, police, fire, building & planning; Public and media relations; capital & operating budget implementation; ordinance & policy development; grant writing & grant administration; strategic planning and economic development	
Reason for Leaving: Completed three year contract on good terms, but wanted to secure management position closer to wife and family (hopefully in Florida).	
Name of Employer: Indian Rocks Beach	Starting Date: 04/2007
Address: Indian Rocks Beach	Ending Date: 12/2007
City/State: FLORIDA Zip Code:	Final Salary: \$ 97,800.00
Telephone Number (with area code): (727) 595-2517	
Immediate Supervisor: Five Elected Officials	
Position Title: Interim City MANAGER	
Duties and Responsibilities: MANAGES the day-to-day operations of city services inclusive of parks, public works, building & planning. Developed alternative revenue recommendations, annual budget and capital improvement plan; oversight of financial administration and town clerk; media & public relations.	
Reason for Leaving: Could not reach agreement on terms of longer-term contract/employment agreement with council. To seek more permanent, stable employment.	

Commencing with your most recent employer, including self-employment, part-time employment, and military service (if applicable), please list in reverse chronological order your complete employment history. Please attach an addendum if needed to complete this section. (NOTE: If you are supplementing your application with a resume, all of the following requested information must be provided in your resume.)

Name of Employer: TOWN of Belleair		Starting Date: 03/1997
Address: Belleair		Ending Date: 09/2006
City/State: FLORIDA	Zip Code: 33756	Final Salary: \$94,500.00
Telephone Number (with area code): (727) 647-7486		
Immediate Supervisor: Five Elected Commissioners		
Position Title: TOWN MANAGER		
Duties and Responsibilities: Oversight of all Town Departments; Public Works Administration inclusive of water, wastewater treatment, sanitation streets; building and code enforcement. Chief financial officer; development of strategic financial plan, operating and capital budgets; public-media relations; grant application and administration; capital project management; Police & Fire Administration oversight.		
Reason for Leaving: All evaluations of performance were ^{exceeded} expectations or satisfactory throughout nine and one half years of professional service. I was terminated without cause due to change in composition of commission.		
Name of Employer: City of Plant City		Starting Date: 02/1990
Address: Reynolds St.		Ending Date: 02/1997
City/State: PLANT CITY, FL	Zip Code:	Final Salary: \$55,000.00
Telephone Number (with area code): (813) 659-4200		
Immediate Supervisor: Nettie Draughon		
Position Title: Assistant City MANAGER		
Duties and Responsibilities: Annual preparation of operating and capital improvement budgets; personnel & public works administration; project management; assist in all aspects of daily operations of a full-service city; oversight of departments with over 350 employees (exclusive of Police & Fire Departments). Implementation of capital projects.		
Reason for Leaving: To become TOWN MANAGER of Belleair, FL.		



Name of Employer: <u>CITY of TALLAHASSEE</u>	Starting Date: <u>10/1985</u>
Address: <u>300 S. ADAMS ST.</u>	Ending Date: <u>01/1990</u>
City/State: <u>Tallahassee FL</u> Zip Code:	Final Salary: <u>\$ 35,000.00</u>
Telephone Number (with area code): <u>(850) 891-8200</u>	
Immediate Supervisor: <u>Don Corley</u>	

my Position Title: Sr. MANAGER ANALYST
 Duties and Responsibilities: Developed various city departmental budgets; oversight and development of city-wide capital improvement budget and long-term (5 year) capital improvement plan; special management studies; annexation analysis; Supervision of other budget analysts.

Reason for Leaving: To become assistant city manager of Plant City, Florida.

Name of Employer:	Starting Date:
Address:	Ending Date:
City/State: Zip Code:	Final Salary:
Telephone Number (with area code):	
Immediate Supervisor:	
Position Title:	

Duties and Responsibilities:

Reason for Leaving:

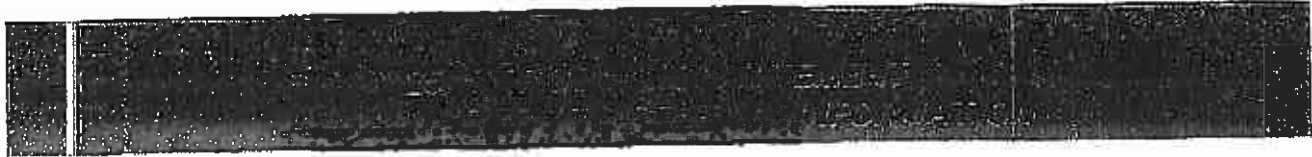
23. Please explain any gaps in your employment history:

Between 1979 - 1985, I worked as a Legislative Intern; research ASSOC. for the Florida Advisory Council for Intergovernmental Relations; and research analyst for The Joint Center for Environmental and Urban Problems.

24. Have you ever been fired, removed or dismissed from any position at any time?

Yes No

If "yes", identify the employer and your job position, and explain why and include the date of the job action: Town of Belleair. Dismissed without cause due to change in commission membership 9/2006.



I hereby certify that all statements in this application are true and complete. I understand that any misrepresentation or omission of information by me shall serve as a basis for termination of my employment with the Town of Lake Park. I further understand that unless this application is completed in detail, it will not be considered.

I hereby give my consent to the Town of Lake Park to investigate and verify any information provided on this application form and successive documents completed for the purpose of employment consideration. I consent to have background checks, pre-employment physical examinations, drug testing, reference checks and any other necessary investigations undertaken to determine my suitability for employment.

I hereby authorize any representative of the Town of Lake Park, bearing this release, or copy hereof, to obtain any information in your files pertaining to my educational background, attendance, employment history and disciplinary records. I hereby release any person who provides personnel file or applicant information pertaining to me from all claims of liability that might otherwise result from such information. I hereby release the Town of Lake Park or its employees from any and all liability for damages resulting from reference checks, background checks associated with this application.

I am further aware and understand that the Town of Lake Park requires its employees to adhere to numerous policies, rules, regulations and procedures, including but not limited to: (1) fingerprinting of its employees upon application and employment; (2) Equal Employment Opportunity Policy; (3) a Drug Free Workplace Policy; (4) drug screening requirements; and (5) a Tobacco Free Workplace Policy.

I voluntarily agree to abide by all Town policies if I am hired by the Town of Lake Park.

I further declare that if I am employed by the Town of Lake Park, and thus a recipient of public funds, that I affirm that I will support the Constitution of the United States and the State of Florida.

Applicant Full Name: Stephen J. Cottrell
(please print)

Stephen J. Cottrell
Signature of Applicant

4-11-2012
Date

Signature of Applicant's Parent or Legal Guardian
(if applicant is a minor)

Date

STEPHEN J. COTTRELL
ICMA Credentialed Manager

1131 McLean Street
(727) 487-3763 (cell)

Dunedin, FL 34698
stcottrell@gmail.com

March 12, 2012

Town of Lake Park Town Manager Recruitment
Ms. Bambi McKibbon-Turner, Director
Human Resources Department
Lake Park Town Hall
535 Park Avenue
Lake Park, FL 33403

Dear Ms. McKibbon-Turner:

Thank you for your review of my resume and consideration of my qualifications to serve as Lake Park's town manager.

As an ICMA Credentialed Manager with a twenty-five year tenure that includes local government management positions in both Florida and Vermont, I have the qualities and professional experience Lake Park seeks in the person who fills this position. For me, this position represents an opportunity to focus my energy, years of experience, and the duration of my career in public service toward assisting Lake Park's elected officials and town residents along the path of enhanced community engagement, economic and environmental sustainability.

Throughout my career as both assistant manager and town manager, I strive to lead communities and city councils to think outside the box, to keep abreast of technological change, to take calculated risks, and find the most efficient and cost-effective methods for providing public services.

In Windsor, Vermont, I initiated the "Windsor Integral Sustainability Initiative," a transition town project intended to restore a 940 acre recreational and agricultural area of state owned land surrounding an active prison to its former, higher and best use as an economic resource and regional food production resource. In Belleair, Florida, I led their eight year effort to regain local control of the electric distribution system, and provide a profound additional revenue source to a community with severe economic development constraints. In the mid 1990's, at the beginning of the transition to fiber-optic telecommunications, I attempted to lead Plant City, Florida to become one of the leaders in the implementation and application of broadband technologies to bolster economic development, distance learning, and telecommuting.

Prior to my decision to leave my position as town manager of Windsor, and through the present, I continue to expand my knowledge of methods and models to enhance civic engagement, our urban and regional ecologies, and "smart growth" land

use and economic development strategies that will better assure every city's long-term viability in the face of diminishing and more costly energy resources. It is my belief that the challenges we now face within all service areas and levels of government require new strategies that move our cities towards sustainability and resilience.

My past accomplishments and recurring success as a municipal manager are directly correlated with who I am as a person, as well as with those who have worked with me and for me in every municipal service delivery environment. With the help of my department heads, fellow employees, elected officials, and city residents, I strive to create an environment where the people who work with me enjoy what they do, and where they may be recognized within their communities for their individual and collective contributions.

My references will corroborate that I am a person of integrity, who does not compromise his ethics and professionalism for the sake of political expediency. I am regarded by others as an innovative and effective problem solver who embraces change and often departs from the institutionalized ways of doing things the way they have always been done.

In addition to the variety of daily challenges and opportunities that municipal management offers, I especially enjoy and excel at addressing deferred infrastructure repairs and the implementation of capital improvement projects. For nearly half of my tenure in municipal management, I have also performed the duties of public works director, including water and wastewater utilities, and worn other hats as well.

Lastly, I typically find ways to obviate more than the total costs of my compensation and benefits, annually, through grants, policy recommendations, and implementation of appropriate organizational changes or improved fiscal management. Nonetheless, I would expect that my salary in Lake Park would approximate the \$90,000 annual salary that I most recently enjoyed in Windsor, Vermont. However, I expect overall compensation offered will be the subject of future negotiations, prior to my subsequent appointment.

I sincerely hope Lake Park will extend me the honor of further consideration as their next town manager. I know I have the capacity, professional ethics, knowledge and experience to add value to Lake Park's future. If chosen to fill this position, I hope to facilitate its continuing progress towards recognition as one of the most innovative and progressive cities in Florida with respect to its sustainability initiatives, as well as numerous other areas of public service. I would greatly appreciate becoming a member of the town's management team.

Sincerely,

Steve Cottrell

STEPHEN J. COTTRELL
ICMA Credentialed Manager

1131 McLean Street
(727) 487-3763 (cell)

Dunedin, FL 34598
scottrell@gmail.com

PROFESSIONAL EXPERIENCE

TOWN MANAGER, Windsor, Vermont

08/2008- 08/2011

Duties and Responsibilities:

- Daily administration of all departments, inclusive of finance and budget, public works sanitation, water, wastewater, streets, drainage and parks, police, fire, building, planning and zoning, human resources, city clerk (records management), police, fire, recreation and parks (supervision of department heads/division directors).
- Serve as public works director and town's chief financial officer
- Develop and implement operating and capital budgets; capital project management.
- Prepare financial policies and ordinances for town council/select board approval.
- Media relations, public communications, town's liaison to all intergovernmental agencies, boards and various state agencies, private consultants.
- Grant Writing, grant administration and implementation

Representative Achievements:

- Applied and secured more than \$2 million in grant funds for critical water system improvements.
- Initiated and implemented a \$5 million dollar water main installation and metering project.
- Recruited and hired new police and fire chiefs who restored order and professional management within those departments.
- Prepared and administered fiscally conservative operating and capital budgets, supplemented with grant funds to mitigate need to increase taxes.
- Initiated a twenty-year evaluation and capital improvement plan for wastewater system improvements and commenced \$1.6 million in immediate sewer infrastructure repairs
- Initiated evaluation and commenced repairs on town's high hazard dam.
- Initiated a land-use conservation and sustainable agricultural, recreation, and development strategy for 900 acres of underutilized state lands in town
- Prepared new, comprehensive highway standard and sewer use ordinances.

TOWN MANAGER, Belleair, Florida

03/1997 - 08/2006

Duties were largely the same as those of the Town Manager for Windsor.

Representative Achievements:

- Saved the town's wastewater rate payers millions of dollars in future capital improvement and system maintenance renovation and improvement expenditures, and operating expenses through sale of the treatment plant and collection system to Pinellas County.

- Maintained stable property tax and utility rates while implementing more than eight million dollars in capital improvements approximately one million per year, including a \$2.8 million dollar community center.
- Led the town's efforts to acquire the electric distribution assets owned by a private, investor-owned electric company in order to provide the town with an additional source of revenue, and to facilitate both aesthetic and functional service delivery improvements.
- Enhanced the town's financial policies, reporting and public accountability through implementation of the most current governmental budgeting and accounting standards, and received GFOA recognition for same for every annual audit; one of the earliest cities to implement GASB 34 requirements.
- Reduced ad valorem tax increases and revenue requirements through changes in both fire and police service arrangements and implementation of more efficient and effective inter-local agreements.
- Helped prevent the demolition of the historic Bellevue-Billmore Hotel properties through adherence and enforcement of town's redevelopment code and comprehensive plan.
- Enhanced customer service efficiency and effectiveness through both organizational changes and implementation of city web site.
- Enhanced employee morale through continuous staff training programs and benefit improvements.

OTHER RELEVANT EXPERIENCE

INTERIM CITY MANAGER: Indian Rocks Beach, Florida 04/2007-12/2007

Duties were largely the same as the duties as the Town Manager of Windsor and Belleair.

Representative Achievements:

- Enhanced employee morale through staff participation in management meetings.
- Prepared tax neutral operating and capital program budgets that included multiple, new revenue alternatives and opportunities.
- Began major streetscape/pedestrian safety improvement project on Gulf Boulevard at the south end of town.

ASSISTANT CITY MANAGER: Plant City, Florida 1990 – 1997

Provided management support in the daily operations within one of the fastest growing municipalities in west/central Florida. Plant City (pop. 27,000) had an operating and capital budget ranging between \$20 to 35 million annually, inclusive of water, wastewater, and storm water utilities, parks and recreation, library, public works, engineering, streets and traffic control systems, sanitation, community redevelopment, police and fire services.

Duties:

- Performed duties of personnel director/risk manager during first year of service. Annual operating and capital budget preparation and implementation.

- Management Information Systems and network development
- Project and facility construction management and coordination.
- Business recruitment and economic development
- Public works administration (2nd through 7th years)
- Served as city manager during manager's absence

Representative Achievements:

- Implemented employee cafeteria benefit plan and performed salary studies. Assisted in the conversion and implementation of new software for financial accounting and payroll.
- Implemented \$15 million wastewater reuse project, storm water utility program, and landfill closure project.
- Developed city-wide computer network and city's first web site.
- Initiated and directed the city's examination of a unique public/private telecommunication partnership for ownership and operation of a citywide, fiber optic network utility to provide advanced voice, video and data communication service to all homes, businesses and educational institutions.
- Wrote proposals that resulted in city obtaining more than \$4 million in grants.
- Managed construction of a new public works complex; two fire stations; library renovation and expansion, 911 emergency command center, and numerous other infrastructure and facility improvement projects.

SENIOR MANAGEMENT ANALYST: City of Tallahassee, Florida 1985 – 1990

CORE COMPETENCIES

- Financial administration and accounting- revenue and expenditure forecasting; operating and capital improvement budgeting.
- Comprehensive land use planning, economic development and redevelopment; growth management and annexation strategies.
- Public works and utility management, infrastructure repair and improvement.
- Management information systems, effective use of computer technology and graphic information systems.
- Written and oral communication.
- Personnel administration, staff recruitment and development, succession planning.
- Cost-effective management and stewardship of public assets

EDUCATION

- Master of Science in Public Administration, Florida State University, 1980
- Bachelor of Arts, English, California State University, Sacramento, California – 1973

PROFESSIONAL MEMBERSHIPS

- International City/County Management Association
- Florida City and County Management Association (Board of Directors 2001 – 2003)
- Vermont Cities and Towns Management Association (Board of Directors 2010 – 2011)

CIVIC MEMBERSHIPS

- Plant City and Windsor Rotary International

***Results of Criminal Background
Checks***

Time: 4ms



FLORIDA DEPARTMENT OF LAW ENFORCEMENT CRIMINAL HISTORY INFORMATION

Search Florida's Criminal Histories

- 1. MY INFORMATION
- 2. CRITERIA
- 3. CONFIRMATION
- 4. PAYMENT
- 5. CANDIDATES
- 6. RESULTS

Confirmation of No Search Results

Your Search Criteria

	First	Middle	Last	Date of Birth	Age	Race	Sex	SSN
Name	STEPHEN	JAMES	COTTRELL	[REDACTED]				

Maiden/Alias

Transaction **5103334** 4/12/2012 2:25:51 PM

FDLE found NO Florida criminal history based on the information provided. No criminal record check was conducted for other states or for the FBI. This record (or statement that there is not a record) is based on a request from a member of the public. This customer used the FDLE Internet system to search for the Florida record. FDLE is providing this to respond to the customer's request.

Help understanding these results

[Print Results](#)

Email Result to:

[New Search](#)

[Home](#)

No Records Found

[Print](#)

Nationwide Criminal Search Records

Search Date 04/12/2012

Criminal Records DetailSearch criteria: **Stephen Cottrell****No matching records were found**

Please check your spelling and [available coverage areas](#)
Search coverage areas include over 340 Million Records

Perform a Full Background Check on [Stephen Cottrell](#)

Results may include **Legal Judgments, Bankruptcies, Social Network Profiles, Email Addresses, Phone Numbers, Property Records, Relatives and more!**

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found

MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found
NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

Note: The data in this report is derived from public sources and may contain errors. We do not create, verify, or guarantee the accuracy of the data. Please be sure to closely review the information. We are NOT a consumer reporting agency as defined under the Fair Credit Reporting Act ("FCRA"), and the information in our databases has not been collected in whole or in part for the purpose of furnishing consumer reports, as defined in the FCRA. Website information cannot be used to: (a) establish an individual's legibility for personal credit or insurance; (b) assess risks associated with existing consumer credit obligations, (c) evaluate an individual for employment, promotion, reassignment or retention (including employment of household workers such a nannies, housekeepers, or contractors), or (c) in conjunction with assessing the merits of entering into any other personal business transaction with another individual). For more information please review our Terms and Conditions - [CLICK HERE](#)

No Records Found

Print

Nationwide Sex Offender Records

Search Date 04/12/2012

Sex Offender Records Detail

Search criteria: **Stephen Cottrell**

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
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MARYLAND	Clear - No Records Found
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MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found
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MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found

NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
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VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

No matching records were found
 Please check your spelling and [available coverage areas](#)
 Search coverage areas include over 340 Million Records

Note: The data in this report is derived from public sources and may contain errors. We do not create, verify, or guarantee the accuracy of the data. Please be sure to closely review the information. We are NOT a consumer reporting agency as defined under the Fair Credit Reporting Act ("FCRA"), and the information in our databases has not been collected in whole or in part for the purpose of furnishing consumer reports, as defined in the FCRA. Website information cannot be used to: (a) establish an individual's legibility for personal credit or insurance; (b) assess risks associated with existing consumer credit obligations, (c) evaluate an individual for employment, promotion, reassignment or retention (including employment of household workers such a nannies, housekeepers, or contractors), or (c) in conjunction with assessing the merits of entering into any other personal business transaction with another individual). For more information please review our Terms and Conditions - [CLICK HERE](#)

Results of Litigation Check



Background Screening Report

Town of Lake Park - Town Manager Search

Name: Stephen Cottrell

Address: Dunedin, FL

File #: CA56849

CIVIL RECORDS

Location Searched: Pinellas CO, FL
Dates Searched: 2005 to Present
State Searched: Florida
Results: Civil/No Record Found

Location Searched: Buck Co, PA
Dates Searched: 2005 to Present
State Searched: Pennsylvania
Results: Civil/No Record Found

Location Searched: Windsor Co, VT
Dates Searched: 2005 to Present
State Searched: Vermont
Results: Civil/No Record Found

Miscellaneous: Our office contacted all related courts. There was no record found for the applicant.

All findings on this report are based strictly upon the information contained within the employment application and various outside agencies. All findings contained within this report should not be a sole determining factor for employment with the above agencies.

This report is furnished to you under a client-investigator privilege (in response to your request). The concerns thereof are for your confidential information and are not intended for release to any other agency and/or person without the consent of your agency.

Results from Media Checks

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Windsor Hires New Town Manager

Windsor, Vermont - July 21, 2008

The year-long search for a new town manger in Windsor is over. Stephen Cottrell was picked for the job. He comes from Florida, where he was fired from a similar position there for his handling of two controversies. One dealt with the police department and the other with the demolition of a landmark hotel. But the mayor of the community praised Cottrell for his work and said his firing had more to do with town commissioners trying to find a political scapegoat.



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When to Hire In-Home Care for a Loved One

VALLEY *buzz*

Friday, 2/11/2011

**NEWS:****Lebanon Stands Pat**

Lebanon -- Less than a week after some residents directed the School Board to restore \$200,000 in cuts to the district budget, the board indicated it would stick to its guns on proposed staffing and program changes. [See full story](#)

◇

NEWS:**Mubarak Refuses to Step Down**

Cairo -- Egyptian President Hosni Mubarak refused to step down yesterday, saying in a nationally televised speech that he would hand authority to his vice president in a move that enraged and bewildered hundreds of thousands of protesters packed into Cairo's Tahrir Square. [See full story](#)

◇

SPORTS:**Marauders 3rd at State Meet**

North Conway, N.H. -- Gabi Formankova isn't complaining. [See full story](#)

◇

CLOSE-UP:**Serious Film Fans Pick Their Favorites**

As far as I'm concerned, there are two types of movies -- those with love stories and those with explosions, and I lean toward the latter. [See full story](#)

◇

EDITORIAL:**Campaign Finance *Pushing the Limits***

In theory, donations to presidential candidates are limited to \$2,500 from any one person, or \$5,000 if you include both the primary and general election campaigns. [See full story](#)

◇

OTHER HEADLINES

For complete story, see today's *Valley News*

NEWS: Obama Issues Harsh Criticism

Washington -- Caught off guard by Egyptian President Hosni Mubarak's efforts to cling to power, President Obama condemned as inadequate Mubarak's latest concessions to protesters and warned against a violent crackdown.

◇

NEWS: Windsor Town Manager Won't Seek Extension, to Return to Fla.

Windsor -- Town Manager Steve Cottrell keeps a small sign on his desk that reads: "That is the way we've always done it." A red circle surrounds the words and a red slash runs through the middle of the circle.

◇

NEWS: Stagnant Population Blamed On Expensive Valley Housing

White River Junction -- Windsor County lost residents in the past decade and what population growth did occur on the Vermont side of the Upper Valley was most apparent in outlying towns where housing is more affordable, according to U.S. Census data that was released yesterday.

◇

NEWS: Lynch: Don't Quit Cap-and-Trade Pact

Concord -- New Hampshire Gov. John Lynch said yesterday he wants the state to remain a member of the Regional Greenhouse Gas Initiative aimed at reducing carbon emissions.

◇

IN THE VALLEY NEWS over the past week:

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***Telephone Employment Reference
Forms***

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Stephen J. Cottrell

Employment Referenced: Town of Belleair, Florida

Position Held: Town Manager

Employment Dates : March 1997 – September 2006

Reason for Leaving: The Town chose to terminate him by Commission action as there were a couple of new Commissioners seeking a change. Mr. Cottrell was on the wrong side of the decision regarding electrical service to the Town.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

Y Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy") **He was certainly so with staff and the Commission.**

Y Knowledgeable of current developments affecting the local government management field **Absolutely.**

Y Effectively implements and enforces municipal policies and procedures

Y Demonstrates a capacity for innovation and creativity **Very much so. He was a creative guy.**

Y Anticipates problems and develops effective approaches for solving them

Y Maintains a positive work atmosphere conducive to productivity and efficiency

Y Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations **He did a very job of this.**

Y Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving **Definitely**

Y Properly controls the municipality's operational and functional activities and motivates others to maximum performance

Y Effectively recruits professional staff

How would his/her direct reports describe this person's management style? **He allowed them to come up with different ideas without looking too much over their shoulders and at the same time expecting accountability. He balanced this well.**

FISCAL MANAGEMENT

Y Possesses knowledge of governmental accounting/budget procedures **This was one of his strongest points.**

Y Prepares a balanced budget to provide services at a level directed by the Council or Commission

Y Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy **Absolutely.**

Y Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting **Absolutely. They did a five-year strategic plan and updated it annually, as well as a capital improvement plan (CIP)**

Y Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality

PERSONAL SKILLS/COMMUNICATIONS

Y Demonstrates high concern for ethical behavior **He was very ethical and he required this of all employees.**

Y Receptive to constructive criticism and advice **He welcomed feedback so that he could make improvements.**

Y Manages stress effectively **He was never openly stressed. He handled it very well.**

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION

Y Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives **He had regular meetings with the Commission and did annual goal setting with the Commission.**

Y Carries out the directives of the Council or Commission as a whole, rather than those of any one member

Y Supports the action of the Council or Commission after a decision has been reached

COMMUNITY RELATIONS

Y Maintains an "open door policy" with the community

Y Effectively addresses and accommodates citizen complaints **Yes - to the degree that it could be addressed within budget constraints, ethically and morally.**

Y Shows a sensitivity to and appreciation of diversity of the municipality's population

Y Responsive to issues of both commercial and residential populations

Y Maintains an effective and collaborative working relationship with other local governments **Definitely.**

Y Takes a diplomatic approach to problem solving

Y Projects a positive image on behalf of the municipality

Y Provides management support to municipal Boards **He directly worked with Planning and Zoning, Fire Board, Historic Preservation and the Electric Franchise Boards.**

Would you rehire this person if you were presented with the opportunity? yes - but this **Would be up to the Commission.**

Information provided by:

**Mike Maxwell
Town Manager**

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Stephen J. Cottrell

Employment Referenced: Indian Rocks Beach, Florida

Position Held: Interim City Manager

Employment Dates : April 2007 – December 2007

Reason for Leaving: Could not be confirmed. Was advised by the current City Manager Charles Coward that while he was aware at the time of Mr. Cottrell's employment with the City, he cannot answer any specific questions and there is no one available who can answer them.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

___ Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy")

___ Knowledgeable of current developments affecting the local government management field

___ Effectively implements and enforces municipal policies and procedures

___ Demonstrates a capacity for innovation and creativity

___ Anticipates problems and develops effective approaches for solving them.

___ Maintains a positive work atmosphere conducive to productivity and efficiency

___ Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations

___ Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving

___ Properly controls the municipality's operational and functional activities and motivates others to maximum performance

___ Effectively recruits professional staff

___ How would his/her direct reports describe this person's management style?

FISCAL MANAGEMENT

- Possesses knowledge of governmental accounting/budget procedures
- Prepares a balanced budget to provide services at a level directed by the Council or Commission
- Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy
- Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting
- Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality

PERSONAL SKILLS/COMMUNICATIONS

- Demonstrates high concern for ethical behavior
- Receptive to constructive criticism and advice
- Manages stress effectively

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION

- Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives
- Carries out the directives of the Council or Commission as a whole, rather than those of any one member
- Supports the action of the Council or Commission after a decision has been reached

COMMUNITY RELATIONS

- Maintains an "open door policy" with the community
- Effectively addresses and accommodates citizen complaints
- Shows a sensitivity to and appreciation of diversity of the municipality's population
- Responsive to issues of both commercial and residential populations
- Maintains an effective and collaborative working relationship with other local governments
- Takes a diplomatic approach to problem solving
- Projects a positive image on behalf of the municipality
- Provides management support to municipal Boards

Would you rehire this person if you were presented with the opportunity?

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Stephen J. Cottrell

Employment Referenced: Town of Windsor, Vermont

Position Held: Town Manager

Employment Dates : August 2008 – August 2011

Reason for Leaving: His wife was supposed to join him when he took the job but the economy tanked and that didn't happen. So, he thought it was time to return to Florida.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

Y Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy") He provided daily information to the Select Board and through his dealings with ICMA.

Y Knowledgeable of current developments affecting the local government management field Yes – through ICMA in which he was very active. He had many good dealings with other managers in the area.

Y Effectively implements and enforces municipal policies and procedures

Y Demonstrates a capacity for innovation and creativity He was especially strong there. He developed a 20 years update of water and sewer systems and got a long-term capital plan on that and the deferred maintenance plan. He was very innovative in his approach and in his dealings with surplus state lands and how they could be usable to trails and a variety of uses.

Y Anticipates problems and develops effective approaches for solving them

Y Maintains a positive work atmosphere conducive to productivity and efficiency There was a difficult period in which the path set was not sustainable and there was job loss and population loss much like what happened in Detroit. He helped lead the Town through this budget-wise and with reductions in employee hours.

Y Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations Yes- and he hired good department heads (e.g., a new Police and Fire Chief) who are still there and are great.

Y Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving **Yes – with mixed results because some senior staff are elected and could be difficult. With his direct reports, he was good.**

Y Properly controls the municipality's operational and functional activities and motivates others to maximum performance

Y Effectively recruits professional staff **He was very successful here.**

How would his/her direct reports describe this person's management style? **They would describe him as supportive. He believed in hiring good people and letting them do their jobs without micro-managing them.**

FISCAL MANAGEMENT

Y Possesses knowledge of governmental accounting/budget procedures

Y Prepares a balanced budget to provide services at a level directed by the Council or Commission **They always balanced the budget, and with the adjustments they made they ended up with a surplus for the first time in many years.**

Y Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy **Certainly.**

Y Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting **Definitely. He projected out capital needs for 20 years and looked back at trends which were driving them.**

Y Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality

PERSONAL SKILLS/COMMUNICATIONS

Y Demonstrates high concern for ethical behavior **Very much so. He would often share the ICMA ethics pledge to remind people of it.**

Y Receptive to constructive criticism and advice .

Y Manages stress effectively **Especially when restructuring the budget. He did well.**

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION

Y Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives

Yes – through annual policy setting format that he brought with him which was reviewed a couple of times each year.

Y Carries out the directives of the Council or Commission as a whole, rather than those of any one member

Y Supports the action of the Council or Commission after a decision has been reached **He had a lot of give and take and was in broad support of the direction taken.**

COMMUNITY RELATIONS

Y Maintains an "open door policy" with the community **He was out and about Town all the time (perhaps because his wife was not with him), and met a lot of people. He was always visible around Town and with neighboring Select Boards and Town Managers.**

Y Effectively addresses and accommodates citizen complaints

Y Shows a sensitivity to and appreciation of diversity of the municipality's population **The diversity was more socio-economic than racial and he was reachable by everyone.**

Y Responsive to issues of both commercial and residential populations

Y Maintains an effective and collaborative working relationship with other local governments **Very much so, on the state and regional levels.**

Y Takes a diplomatic approach to problem solving

Y Projects a positive image on behalf of the municipality -- **and professional.**

Y Provides management support to municipal Boards **Yes, and as the Town Manager he had a seat on a lot of them.**

Would you rehire this person if you were presented with the opportunity? **Yes – they were sad to see him leave. Prior to his becoming Town Manager, there was a Town Administrator system in place, which did not prove to be effective. The Charter was changed and he was the first Town Manager and really set the standard.**

Information provided by:

**John Tansey
Chairman of the Select Board**

Kimberly Glas-Castro

***Copies of Employment Application,
Cover Letter and Resume***



TOWN OF LAKE PARK *An Equal*
Opportunity Employer **EMPLOYMENT**
APPLICATION FORM

Please type or print clearly. Do not use pencil. A separate application form containing the applicant's original signature is required for each position. Applications will not be accepted by fax or by email. Completed applications must be submitted to the Human Resources Department, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. Applications must be complete at the time they are submitted. Please answer each question or insert "N/A" if the question is not applicable. Applications are accepted only for advertised positions.

In accordance with the provisions of the **Americans with Disabilities Act**, please notify the Human Resources Department at 561-881-3310 in advance if you require special accommodations to participate in the employment application process.

1. Position Applied For: Town Manager

(Please state the position applied for exactly as it has been advertised.)

2. Is this position: Full-time Part-time Temporary Intermittent (Seasonal)

(Please check one of the above boxes.)

3. How did you first learn about this position: Newspaper article ?

4. Applicant's Last Name: Glas-Castro

5. Full First Name: Kimberly Middle Name: Kay

6. Applicant's Home Address: 230 E. Ilex Drive

(Do not use a post office box.)

City: Lake Park State: FL Zip Code: 33403

Home Telephone No. (with area code): (561)842-0734 Cell Phone No. (with area code): (561) 758-7551

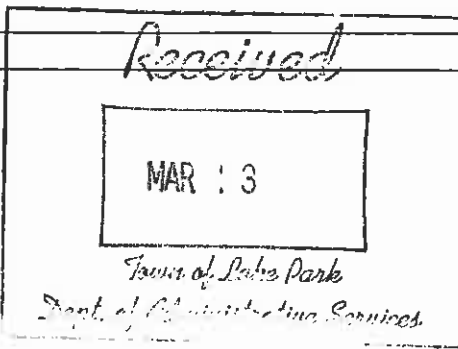
Email Address: kglascastro@bellsouth.net

7. Social Security Number: 

(The Town of Lake Park requires _____ for the purpose of conducting pre-employment background checks, pre-employment physical examinations and drug screens, employment benefits, and income reporting. Your social security number will be used solely for these purposes.)

8. Have you ever worked for the Town of Lake Park? Yes No

If "yes", please provide position title(s), department(s), dates of employment, and reason for leaving:



9. Have you ever applied for a position with the Town of Lake Park before? Yes No
If "yes", please provide the position(s) for which you applied and the date of your application(s):

Town Manager, July, 2006

10. Do you have any relatives currently employed by the Town of Lake Park? Yes No
If "yes", please print name, relationship to you and the Town department in which your relative works:

11. May we contact your present employer? Yes No

12. Is there any reason that you would not be able to perform the responsibilities and tasks of the position for which you are applying? Yes No

13. Can you work evenings? Yes No

14. Can you work weekends? Yes No

15. Are you legally able to work in the United States? Yes No

16. Have you **EVER** been arrested, received a Notice to Appear, been charged, convicted, entered a plea of *nolo contendere* (no contest), entered a plea of guilty, been found guilty or had adjudication withheld in a criminal offense; or, are there any criminal charges now pending against you?

Yes No

If "yes", please describe the charge and the outcome of the charges (please be sure to respond thoroughly and accurately to this question. Failure to answer accurately and fully or failure to disclose requested details on this application form will be counted as an omission of relevant facts and will be grounds for disqualification from consideration or revocation of job offer if recommended for hire):

17. Do you have a valid Florida driver's license? Yes No If your answer is "yes", please attach a copy of your driver's license.

Driver's License Number: 

18. Do you have a current Florida Commercial Driver's License (CDL)? Yes No

If "yes", indicate class below:

Class A Class B Class C Class D Chauffeur's License

Expiration Date: _____

Endorsements: _____

19. EDUCATION AND TRAINING HISTORY

Please provide your full name if different while attending school: Kimberly Kay Glas

High School or GED	
Full Name: Galesburg High School	Date Graduated: June, 1982
Address: 1135 W. Fremont Street	
City/State/Zip Code: Galesburg, IL 61401	
College/University	
Full Name: Illinois State University	Date Graduated: May, 1986
Address: Administration Building	Major: Political Science (Public Service)
City/State/Zip Code: Normal, IL 61790	Degree: BA
College/University	
Full Name: Florida Atlantic University	Date Graduated: December, 1987
Address: 777 Glades Road	Major: Public Administration / Growth Mgt
City/State/Zip Code: Boca Raton, FL 33431	Degree: MPA
Training/Vocational School	
Full Name:	Date Completed:
Address:	Licenses or Certifications:
City/State/Zip Code:	
NOTE: Please attach copies of degrees or certificates at the time of application.	

20. Please list all special skills, computer programs, office machines, equipment, tools, etc. that you are able to use:

Misc. Wordprocessing and Spreadsheet software, PowerPoint

Certified by American Institute of Certified Planners, LEED Accredited Professional, FL Supreme Court Certified Mediator

21. Please list any trade or professional organizations to which you currently belong:

American Planning Association, American Institute of Certified Planners, Palm Beach County Planning Congress

22. EMPLOYMENT HISTORY

Commencing with your most recent employer, including self-employment, part-time employment, and military service (if applicable), please list in reverse chronological order your complete employment history. Please attach an addendum if needed to complete this section. **(NOTE: If you are supplementing your application with a resume, all of the following requested information must be provided in your resume.)**

Name of Employer: Conrad & Scherer	Starting Date: Sept, 2011
Address: 633 S. Federal Highway	Ending Date: Present
City/State: Fort Lauderdale, FL Zip Code: 33301	Final Salary: \$50/hour
Telephone Number (with area code): (954) 847-3346	Part-time Employee
Immediate Supervisor: Jordana Jarjura, Esq.	
Position Title: Certified Land Planner	
Duties and Responsibilities: Land Use Expert providing professional support to litigation attorneys; government approval procurement; government facilitation of development obligations.	
Reason for Leaving: Fulfillment of career objective – city management	
Name of Employer: Tripp Scott	Starting Date: Aug, 2011
Address: 110 SE 6 th Street, 15 th Floor	Ending Date: Present
City/State: Fort Lauderdale, FL Zip Code: 33301	Final Salary: \$65/hour
Telephone Number (with area code): (954) 527-7500	Part-time In-house Consultant
Immediate Supervisor: Stephanie Toothaker, Esq.	
Position Title: Consulting Certified Planner	
Duties and Responsibilities: Assist attorneys with land use, real estate, government procurement, and licensing matters.	
Reason for Leaving: Fulfillment of career objective – city management	

22. EMPLOYMENT HISTORY (continued)

Name of Employer: Ruden McClosky	Starting Date: April, 2000
Address: 222 Lakeview Avenue, Suite 800	Ending Date: August, 2011
City/State: West Palm Beach, FL Zip Code: 33401	Final Salary: \$109,000
Telephone Number (with area code): (561)838-4500	
Immediate Supervisor: Dennis Mele, Esq.	
Position Title: Certified Land Planner	
Duties and Responsibilities: Assist clients obtain government approvals; provide land use expert testimony and advice; mediate conflicts.	
Reason for Leaving: Position Eliminated (Laid Off)	
** Note: Ruden McClosky filed for Bankruptcy Protection in October, 2011	
Name of Employer: City of Palm Beach Gardens	Starting Date: Dec, 1987
Address: 10500 N. Military Trail	Ending Date: April, 2000
City/State: Palm Beach Gardens, FL Zip Code: 33410	Final Salary: \$60,000
Telephone Number (with area code): (561)799-4000	
Immediate Supervisor: Bobbie Herakovich	
Position Title: Principal Planner	
Duties and Responsibilities: Managed long-range planning and special projects section of the City's Planning & Zoning Department; assisted Department Director with administrative functions, including budget preparation and personnel matters.	
Reason for Leaving: Career advancement	

23. Please explain any gaps in your employment history:

N/A

24. Have you ever been fired, removed or dismissed from any position at any time?

Yes No

If "yes", identify the employer and your job position, and explain why and include the date of the job action: Position at Ruden McClosky was eliminated in August, 2011

**25. APPLICANT'S STATEMENT
AND AUTHORITY TO RELEASE INFORMATION**

I hereby certify that all statements in this application are true and complete. I understand that any misrepresentation or omission of information by me shall serve as a basis for termination of my employment with the Town of Lake Park. I further understand that unless this application is completed in detail, it will not be considered.

I hereby give my consent to the Town of Lake Park to investigate and verify any information provided on this application form and successive documents completed for the purpose of employment consideration. I consent to have background checks, pre-employment physical examinations, drug testing, reference checks and any other necessary investigations undertaken to determine my suitability for employment.

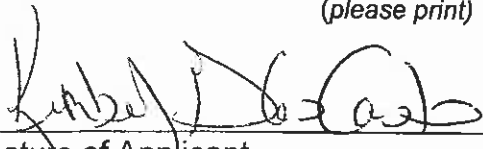
I hereby authorize any representative of the Town of Lake Park, bearing this release, or copy hereof, to obtain any information in your files pertaining to my educational background, attendance, employment history and disciplinary records. I hereby release any person who provides personnel file or applicant information pertaining to me from all claims of liability that might otherwise result from such information. I hereby release the Town of Lake Park or its employees from any and all liability for damages resulting from reference checks, background checks associated with this application.

I am further aware and understand that the Town of Lake Park requires its employees to adhere to numerous policies, rules, regulations and procedures, including but not limited to: (1) fingerprinting of its employees upon application and employment; (2) Equal Employment Opportunity Policy; (3) a Drug Free Workplace Policy; (4) drug screening requirements; and (5) a Tobacco Free Workplace Policy.

I voluntarily agree to abide by all Town policies if I am hired by the Town of Lake Park.

I further declare that if I am employed by the Town of Lake Park, and thus a recipient of public funds, that I affirm that I will support the Constitution of the United States and the State of Florida.

Applicant Full Name: Kimberly Kay Glas-Castro
(please print)


Signature of Applicant

8-12-12
Date

Signature of Applicant's Parent or Legal Guardian
(if applicant is a minor)

Date

KIMBERLY K. GLAS-CASTRO, AICP LEED AP

230 East Ilex Drive
Lake Park, Florida 33403
H: (561) 842-0734
C: (561) 758-7551
kglascastro@bellsouth.net

TO: Jamie Titcomb, Interim Manager and
Human Resources Department


FROM: Kimberly Glas-Castro, AICP LEED AP

RE: Town Manager Position

I am expressing my interest in the Town Manager position. My progressively responsible experience in both the public and private sectors, together with my educational focus in city management, and my personal interest in the Town of Lake Park make me an ideal candidate. I welcome a meeting to better describe my expertise, experience and skills that I have to offer the Town.

It is my understanding that a salary expectation is desired at this time, and while it is subject to further discussion with the Commissioners, I expect it to be near the average for administrators of similar sized cities in Florida - \$115,000.

Thank you for this consideration.



KIMBERLY K. GLAS-CASTRO, AICP LEED AP

230 East Ilex Drive
Lake Park, Florida 33403
H: (561) 842-0734
C: (561) 758-7551
kglascastro@bellsouth.net

CAREER OBJECTIVE: Accomplished manager seeking to redirect oneself back into public administration and utilize extensive skill set to serve public interests.

WORK EXPERIENCE

Conrad & Scherer

September, 2011 - Present (Part-time Employee)

Provide land use expertise to litigation attorneys; provide government facilitation of client development approvals.

Tripp Scott

September, 2011 - Present (Part-time In-House Consultant)

Provide a variety of professional planning and project management services, land use expert testimony, mediation, government approval facilitation.

Ruden McClosky

April, 2000 - August, 2011

Certified Land Planner and LEED Accredited Professional

MAJOR RESPONSIBILITIES

Non-attorney Professional in Government Procurement, Land Use and Environmental Department.

Retained as Land Use Expert for administrative hearings and land use disputes.

Serve as Project Manager to compile, coordinate, negotiate and obtain necessary governmental approvals and permits for clients' development projects, including land use and comprehensive plan amendments, developments of regional impact, rezoning, zoning ordinances, variances, code enforcement/special master issues, plats and building permits. Serve as Mediator in land use disputes and growth management conflicts.

Assist Land Use and Real Estate Attorneys with various projects including government procurement; due diligence investigations, preparation/coordination of Agreements, Easements, Covenants, Licenses and other documentation required of clients' development approvals.

City of Palm Beach Gardens, Florida 12/89 - 4/00
Planning & Zoning Division
Last Position: Principal Planner, Comprehensive Planning and
Special Projects Section
Temporary Positions: Acting Planning & Zoning Director April -
July, 1997; Acting Code Enforcement Supervisor June - August,
1998

MAJOR RESPONSIBILITIES

Represented City in Intergovernmental Plan Amendment Review
Committee (IPARC) and Countywide Issues Forum
Responsible for coordinating and supervising the city's long-
range planning efforts, which included:
Comprehensive Planning, Code Development, Zoning and Site Plan
Review, Annexation, DRIs, Intergovernmental Coordination,
Special Projects (grants, RFPs, 'visioning', impact fee
preparation, geographical information system (GIS)
development, parkway program, misc. studies)
Assist Growth Management Director with administrative
functions, including budget preparation, personnel efforts,
organizational modifications, citizen services and City
Council support.

Palm Beach County, Florida 7/88 - 12/89
Planning, Zoning, and Building Department
Comprehensive Planning Division
7/88-4/89 Planner
4/89-12/89 Senior Planner

MAJOR RESPONSIBILITIES:

Active in Update of Comprehensive Plan.
Acted as Public Information Officer - Comp Plan.
Coordinated development of ORC Response document.
Land Use/Population Projections - coordinated inter-agency
data collection and tabulation projects.
Supervisor of Summer Interns.
Handled Census Designated Place Program.
Team Leader on Land Use Atlas Project- public participation.
Responsible for review of Westgate Community Redevelopment
Agency Plan.

City of Margate, Florida 5/86 - 4/88*
City Manager's Office
Administrative Intern to the City Manager
1/87 - 2/88 Acting Personnel Officer
5/86 - 2/88 Administrative Intern to the City Manager

MAJOR RESPONSIBILITIES:

Assisted Manager with daily workload.
Undertook research for managerial projects.
Assisted in preparation of annual budget.
Overviewed Development Review Committee meetings.
Assisted City Planner with long-range planning studies.
Coordinated Civil Service.
Managed Personnel Department.
Participated in collective bargaining negotiations.
Handled employee grievances.
Assisted in reclassification of positions and development of pay plan.
Assisted with resident complaint resolution.

City of Margate, Florida 5/85 - 8/85
City Manager's Office
Administrative Intern

MAJOR RESPONSIBILITIES:

Generated Development Review Handbook.
Assisted in Quad-County Salary Survey.
Participated in collective bargaining negotiations.
Assisted with resident complaint resolution.

EDUCATION

Florida Atlantic University, Boca Raton, Florida
Master of Public Administration December, 1987
Concentration: Environmental Growth Management

Illinois State University, Normal, Illinois
Bachelor of Arts May, 1986
Majors: Political Science and Spanish
Concentration: Public Service

SPECIAL SKILLS

Certified by Supreme Court of Florida as a MEDIATOR
LEED Accredited Professional
Certified by American Institute of Certified Planners
Computer skills in various wordprocessing, spreadsheet and presentation softwares; competent in use of Internet as research and communication tool
Public speaking skills

HONORS & AWARDS

Environmental Growth Management Fellowship
Pi Alpha Alpha, National Public Administration Honor Society
Competent Toastmaster, Toastmasters International

PROFESSIONAL ASSOCIATIONS

American Planning Association (currently serving as Immediate Past President and 2011 Conference Committee Chairperson, Florida Chapter) (formerly served as Chair, Treasure Coast Section, Florida Chapter and Vice President-Section Affairs, Florida Chapter)

American Institute of Certified Planners

Palm Beach County Planning Congress

Lake Park Historical Society, Past President

South Florida Chapter, USGBC

- Part-time position while attending graduate school

Kimberly Glas-Castro, AICP LEED AP
REFERENCES

Julia "Alex" Magee
Executive Director
APA Florida
2040 Delta Way
Tallahassee, FL 32303
850-201-3272

E. Lee Worsham, Esq.
formerly of Ruden McClosky
9341 SE Mystic Cove Terrace
Hobe Sound, FL 33455
561-371-1071

Stephanie Toothaker, Esq.
formerly of Ruden McClosky
Tripp Scott
110 SE Sixth Street, Suite 1500
Fort Lauderdale, FL 33301
954-525-7500


Richard Walton, AICP
Planning Director
City of Daytona Beach, Florida
301 S. Ridgewood Ave., Rm 240
Daytona Beach, FL 32115-2451
386 671-8126

Bobbie Herakovich
Executive Director
Champaign Park District
(former City Manager – Palm Beach Gardens)
706 Kenwood Rd.,
Champaign, IL 61821
217-819-3819

Jordana Jarjura
Conrad & Scherer
633 S. Federal Highway
Fort Lauderdale, FL 33301
954-847-3316

***Results of Criminal Background
Checks***

Time: 16ms



FLORIDA DEPARTMENT OF LAW ENFORCEMENT

CRIMINAL HISTORY INFORMATION

Search Florida's Criminal Histories

- 1. MY INFORMATION
- 2. CRITERIA
- 3. CONFIRMATION
- 4. PAYMENT
- 5. CANDIDATES
- 6. RESULTS

No Records Selected

Your Search Criteria

	First	Middle	Last	Date of Birth	Age	Race	Sex	SSN
Name	KIMBERLY	KAY	GLAS-CASTRO	[REDACTED]				
Maiden/Alias								
Transaction	5103322			4/12/2012 2:24:06 PM				

BASED ON THE INFORMATION PROVIDED, THE CUSTOMER DETERMINED THAT NONE OF THE SEARCH RESULTS APPEAR TO BE THE INDIVIDUAL SOUGHT BY THE INQUIRY; THEREFORE NO RELEVANT CRIMINAL RECORDS WERE SELECTED.

This record (or statement that there is not a record) is based on a request from a member of the public. This customer used the FDLE Internet system to search for the Florida record. FDLE is providing this to respond to the customer's request.

Not applicable

Name	Aliases/Also Known As	DOB	SSN	Sex	Race	Height	Weight	Eye	Hair
SHEFFIELD, KIMBERLY J	CACCIATORE, KIMBERLY	[REDACTED]		F	W	507	155	BLU	BRO
CAZEAU, JUDE PETER	CAZEAU, J; CUZEAU, JUDE PETER; CAZEAU, JUDE; CAZEAU, LITTLE HAITIAN; CAZEAU, JUDE; CAZEAU, JUDE P	[REDACTED]		M	B	509	190	BRO	BLK

Home

New Search

Email Results to:
bturner@lakeparkflorida.gov
(Separate multiple email addresses by comma)

Print Results

No Records Found

[Print](#)

Nationwide Criminal Search Records

Search Date 04/12/2012

Criminal Records Detail

Search criteria: **Kimberly GlasCastro**

No matching records were found

Please check your spelling and [available coverage areas](#)
 Search coverage areas include over 340 Million Records

Perform a Full Background Check on Kimberly GlasCastro

Results may include **Legal Judgments, Bankruptcies, Social Network Profiles, Email Addresses, Phone Numbers, Property Records, Relatives and more!**

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found

MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found
NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

Note: The data in this report is derived from public sources and may contain errors. We do not create, verify, or guarantee the accuracy of the data. Please be sure to closely review the information. We are NOT a consumer reporting agency as defined under the Fair Credit Reporting Act ("FCRA"), and the information in our databases has not been collected in whole or in part for the purpose of furnishing consumer reports, as defined in the FCRA. Website information cannot be used to: (a) establish an individual's legibility for personal credit or insurance; (b) assess risks associated with existing consumer credit obligations, (c) evaluate an individual for employment, promotion, reassignment or retention (including employment of household workers such as nannies, housekeepers, or contractors), or (c) in conjunction with assessing the merits of entering into any other personal business transaction with another individual). For more information please review our Terms and Conditions - [CLICK HERE](#)

No Records Found

[Print](#)

Nationwide Sex Offender Records

Search Date: 04/12/2012

Sex Offender Records Detail

Search criteria: Kimberly GlasCastro

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found
MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found

NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

No matching records were found
Please check your spelling and [available coverage areas](#)
Search coverage areas include over 340 Million Records

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Results of Litigation Check



Background Screening Report

Town of Lake Park - Town Manager Search

Name: Kimberly Glas-Castro

Address: Lake Park, FL

File #: CA56848

CIVIL RECORDS

Location Searched: Palm Beach County
Dates Searched: 2005 to Present
State Searched: Florida
Results: Civil/No Record Found

Miscellaneous: Our office contacted all related courts. There was no record found for the applicant.

All findings on this report are based strictly upon the information contained within the employment application and various outside agencies. All findings contained within this report should not be a sole determining factor for employment with the above agencies.

This report is furnished to you under a client-investigator privilege (in response to your request). The concerns thereof are for your confidential information and are not intended for release to any other agency and/or person without the consent of your agency.

Results from Media Checks

No Results

***Telephone Employment Reference
Forms***

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Kimberly K. Glas-Castro

Employment Referenced: Ruden McClosky

Position Held: Certified Land Planner

Employment Dates : April 2000 – August 2011

Reason for Leaving: The amount of work slowed down and the firm had to let some people go and eventually went out of business.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy") **Working in a law firm, she didn't deal with Councils or Commissions. She dealt with staff and management.**

Knowledgeable of current developments affecting the local government management field

Effectively implements and enforces municipal policies and procedures **She followed the policies and rules of the municipalities that she dealt with.**

Demonstrates a capacity for innovation and creativity

Anticipates problems and develops effective approaches for solving them

Maintains a positive work atmosphere conducive to productivity and efficiency

Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations **N/A.**

Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving **Yes- in working with staff on behalf of land developers and city departments in order to get projects approved.**

Properly controls the municipality's operational and functional activities and motivates others to maximum performance **Yes, as it pertained to the above described situations.**

Effectively recruits professional staff **N/A.**

How would his/her direct reports describe this person's management style? **She does not show emotion and is very calm even when the situation is bad. This is very important for the City Manager to be able to do. She would lead her people in the same manner. When she talked, people listened because she knew what she was talking about.**

FISCAL MANAGEMENT

Possesses knowledge of governmental accounting/budget procedures **N/A for the law firm.**

Prepares a balanced budget to provide services at a level directed by the Council or Commission **N/A**

Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy **N/A in terms of a municipal government, but yes for the firm's clients.**

Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting **N/A**

Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality **N/A for the labor unions, but part of her job was negotiation.**

PERSONAL SKILLS/COMMUNICATIONS

Demonstrates high concern for ethical behavior **Absolutely.**

Receptive to constructive criticism and advice **Very much so.**

Manages stress effectively **She does not show emotion, she just handles it.**

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION

Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives **N/A.**

Carries out the directives of the Council or Commission as a whole, rather than those of any one member **She worked for several lawyers and had to balance what each of them wanted. She did this very well.**

Supports the action of the Council or Commission after a decision has been reached **Yes as this pertained to the lawyers that she worked for.**

COMMUNITY RELATIONS

Maintains an "open door policy" with the community **Only as this pertains to project stakeholders - she was very good at taking the lead on this.**

Effectively addresses and accommodates citizen complaints **Same context as above.**

Shows a sensitivity to and appreciation of diversity of the municipality's population

Responsive to issues of both commercial and residential populations

Maintains an effective and collaborative working relationship with other local governments **Very much so.**

Takes a diplomatic approach to problem solving

Projects a positive image on behalf of the municipality **Yes - for the firm.**

Provides management support to municipal Boards **N/A**

Would you rehire this person if you were presented with the opportunity? **Yes**

Information provided by:

Dennis, Mele, Esquire

Cheryl Harrison-Lee

***Copies of Employment Application,
Cover Letter and Resume***



TOWN OF LAKE PARK
An Equal Opportunity Employer
EMPLOYMENT APPLICATION FORM

Please type or print clearly. Do not use pencil. A separate application form containing the applicant's original signature is required for each position. Applications will not be accepted by fax or by email. Completed applications must be submitted to the Human Resources Department, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. Applications must be complete at the time they are submitted. Please answer each question or insert "N/A" if the question is not applicable. Applications are accepted only for advertised positions.

In accordance with the provisions of the Americans with Disabilities Act, please notify the Human Resources Department at 561-881-3310 in advance if you require special accommodations to participate in the employment application process.

1. Position Applied For: Town Manager
 (Please state the position applied for exactly as it has been advertised.)

2. Is this position: Full-time Part-time Temporary Intermittent (Seasonal)
 (Please check one of the above boxes.)

3. How did you first learn about this position: _____?

4. Applicant's Last Name: Harrison Lee

5. Full First Name: Cheryl Middle Name: Lynne

6. Applicant's Home Address: 1420 Hampstead Terrace
 (Do not use a post office box.)

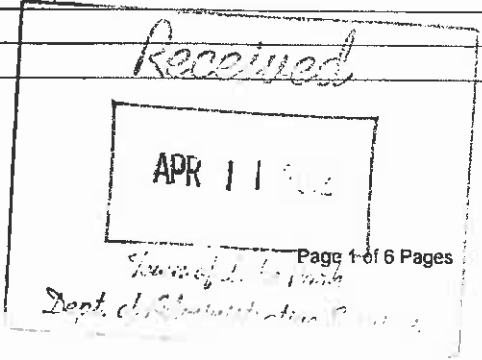
City: Oviedo State: FL Zip Code: 32765

Home Telephone No. (with area code): (407) 366-7171 Cell Phone No. (with area code): (321) 438-9018

Email Address: cherylusc@cfl.rr.com

7. Social Security Number: [REDACTED]
 (The Town of Lake Park requires your social security number for the purpose of conducting pre-employment background checks, pre-employment physical examinations and drug screens, employment benefits, and income reporting. Your social security number will be used solely for these purposes.)

8. Have you ever worked for the Town of Lake Park? Yes No
 If "yes", please provide position title(s), department(s), dates of employment, and reason for leaving:



9. Have you ever applied for a position with the Town of Lake Park before? Yes No
If "yes", please provide the position(s) for which you applied and the date of your application(s):

10. Do you have any relatives currently employed by the Town of Lake Park? Yes No
If "yes", please print name, relationship to you and the Town department in which your relative works:

11. May we contact your present employer? Yes No

12. Is there any reason that you would not be able to perform the responsibilities and tasks of the position for which you are applying? Yes No

13. Can you work evenings? Yes No

14. Can you work weekends? Yes No

15. Are you legally able to work in the United States? Yes No

16. Have you **EVER** been arrested, received a Notice to Appear, been charged, convicted, entered a plea of *nolo contendere* (no contest), entered a plea of guilty, been found guilty or had adjudication withheld in a criminal offense; or, are there any criminal charges now pending against you?

Yes No

If "yes", please describe the charge and the outcome of the charges (please be sure to respond thoroughly and accurately to this question. Failure to answer accurately and fully or failure to disclose requested details on this application form will be counted as an omission of relevant facts and will be grounds for disqualification from consideration or revocation of job offer if recommended for hire):

17. Do you have a valid Florida driver's license? Yes No If your answer is "yes", please attach a copy of your driver's license to this application.

Driver's License Number: _____

18. Do you have a current Florida Commercial Driver's License (CDL)? Yes No
If "yes", indicate class below:

Class A Class B Class C Class D Chauffeur's License

Expiration Date: _____ Endorsements: _____

19. EDUCATION AND TRAINING HISTORY

Please provide your full name if different while attending school: Cheryl Harrison

High School or GED	
Full Name: <u>Orangeburg-Wilkinson</u>	Date Graduated: <u>1980</u>
Address:	
City/State/Zip Code: <u>Orangeburg, SC</u> <u>29115</u>	
College/University	
Full Name: <u>Univ. of SC</u>	Date Graduated: <u>1984</u>
Address:	Major: <u>Journalism</u>
City/State/Zip Code: <u>Columbia, SC</u>	Degree: <u>BA</u>
College/University	
Full Name: <u>Univ of Florida</u>	Date Graduated: <u>1986</u>
Address:	Major: <u>Urban Planning / Public Admin</u>
City/State/Zip Code: <u>Gainesville, FL</u>	Degree: <u>MA</u> Concentration
Training/Vocational School	
Full Name:	Date Completed:
Address:	Licenses or Certifications:
City/State/Zip Code:	
NOTE: Please attach copies of degrees or certificates at the time of application.	

20. Please list all special skills, computer programs, office machines, equipment, tools, etc. that you are able to use:

Microsoft Office

21. Please list any trade or professional organizations to which you currently belong:

ICMA, FCCMA, APA, AICP

22. EMPLOYMENT HISTORY (continued)

Name of Employer:		Starting Date:
Address:		Ending Date:
City/State:	Zip Code:	Final Salary:
Telephone Number (with area code):		
Immediate Supervisor:		
Position Title:		
Duties and Responsibilities:		
Reason for Leaving:		
Name of Employer:		Starting Date:
Address:		Ending Date:
City/State:	Zip Code:	Final Salary:
Telephone Number (with area code):		
Immediate Supervisor:		
Position Title:		
Duties and Responsibilities:		
Reason for Leaving:		

23. Please explain any gaps in your employment history:

2003 - 2004 Home after the birth of my son

24. Have you ever been fired, removed or dismissed from any position at any time?

Yes No

If "yes", identify the employer and your job position, and explain why and include the date of the job action:

**25. APPLICANT'S STATEMENT
AND AUTHORITY TO RELEASE INFORMATION**

I hereby certify that all statements in this application are true and complete. I understand that any misrepresentation or omission of information by me shall serve as a basis for termination of my employment with the Town of Lake Park. I further understand that unless this application is completed in detail, it will not be considered.

I hereby give my consent to the Town of Lake Park to investigate and verify any information provided on this application form and successive documents completed for the purpose of employment consideration. I consent to have background checks, pre-employment physical examinations, drug testing, reference checks and any other necessary investigations undertaken to determine my suitability for employment.

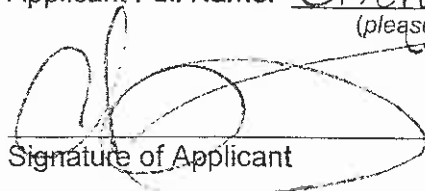
I hereby authorize any representative of the Town of Lake Park, bearing this release, or copy hereof, to obtain any information in your files pertaining to my educational background, attendance, employment history and disciplinary records. I hereby release any person who provides personnel file or applicant information pertaining to me from all claims of liability that might otherwise result from such information. I hereby release the Town of Lake Park or its employees from any and all liability for damages resulting from reference checks, background checks associated with this application.

I am further aware and understand that the Town of Lake Park requires its employees to adhere to numerous policies, rules, regulations and procedures, including but not limited to: (1) fingerprinting of its employees upon application and employment; (2) Equal Employment Opportunity Policy; (3) a Drug Free Workplace Policy; (4) drug screening requirements; and (5) a Tobacco Free Workplace Policy.

I voluntarily agree to abide by all Town policies if I am hired by the Town of Lake Park.

I further declare that if I am employed by the Town of Lake Park, and thus a recipient of public funds, that I affirm that I will support the Constitution of the United States and the State of Florida.

Applicant Full Name: Cheryl Harrison Lee
(please print)



Signature of Applicant

4/10/2012

Date

Signature of Applicant's Parent or Legal Guardian
(if applicant is a minor)

Date

Cheryl Harrison-Lee
Employment History

1. Title of position: Planner II

From Month: 1986 **To:** 1988

Employer: City of St. Petersburg

Address: St. Petersburg, FL

Supervisor's Name: Michael Dove

Reason for Leaving: promotion

Duties: Comprehensive planning, development review, rezoning, neighborhood plans and corridor studies.

2. Title of position: Senior Planner

From: 1988 **To:** 1989

Employer: Keith and Schnars

Address: Andrews Avenue, Ft. Lauderdale, FL

Supervisor's Name: John Pancoast

Reason for Leaving: spouse relocation

Duties: comprehensive planning, development of Florida Quality Development for Riverwalk Downtown Ft. Lauderdale, rezoning; land use amendments

3. Title of position: Senior Planner

From: 1989 **To:** 1990

Employer: Hillsborough County Planning Commission

Address: Kennedy Boulevard, Tampa, FL

Supervisor's Name: Lucy Ayer

Reason for Leaving: promotion to supervisory position

Duties: comprehensive planning, zoning, planning studies, developments of regional impact

4. Title of position: Chief of Growth Management/ Promoted from Planning Supervisor

From 1990 **To:** 1995

Employer: City of Orlando

Address: 400 S. Orange Avenue

Supervisor's Name: Valerie Hubbard

Reason for Leaving: promotion

Duties: Oversee comprehensive planning, historic preservation, and urban design staff of 24. Responsible for rewrite of comprehensive plan, development of concurrency management system. Other activities included development review and transportation planning.

5. Title of position: District Manager

From Month: 1995 **To:** 2002

Employer: Florida Department of Transportation

Address: 133 S. Semoran Boulevard

Supervisor's Name: Carolyn Ismart/Nancy Houston

Reason for Leaving: promotion

Duties: Review of comprehensive plan amendments, Developments of Regional Impact, Airport Master Plans, rezoning. Manage \$181 million capital budget for all public transportation projects throughout five county area.

6. Title of position: Director of Planning and Technology

From: 2002 **To:** 2003

Employer: Central Florida Regional Transportation Authority (CFRTA)

Address: W. Amelia Street

Supervisor's Name: Byron Brooks, AICP

Reason for Leaving: Budget reductions

Duties: Oversee planning and information technology departments

7. Title of position: Senior Planner

From: 2004 **To:** 2004

Employer: City of Ormond Beach

Address: 4250 Alafaya Trail, Ste 212-312

Supervisor's Name: self

Duties: Principal of planning consultant firm working with private and public sector clients

8. Title of position: Executive Director of Community Development

From: 2005 **To:** 2005

Employer: City of Titusville

Address: Park Avenue

Supervisor's Name: Tom Harmer

Duties: Oversee department directors responsible for Housing, Social Services, Planning, Redevelopment, Economic Development, Code Enforcement, Building

9. Title of position:

From: 2005 **To:** 2009

Employer: City of Daytona Beach

Address: 301 Ridgewood Avenue

Supervisor's Name: Jim Chisholm

Duties: Oversee directors responsible for Planning, Redevelopment, Housing and Community Development, Permitting and Licensing, Code Enforcement and Animal Services

9.. Title of position: Chief Administrative Officer

From: 2009 **To:** 2011

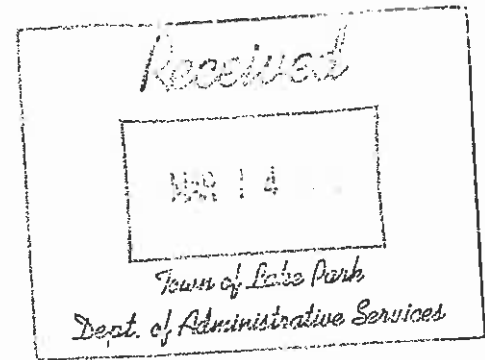
Employer: Town of Eatonville

Address: 307 E. Kennedy Boulevard

Supervisor's Name: Mayor and Town Council

Duties: Oversee operation of full service jurisdiction.

1420 Hampstead Terrace
Oviedo, Florida 32765
March 14, 2012



Ms. Bambi McKibbon-Turner
Town of Lake Park
535 Park Avenue
Lake Park, Florida 33403

Dear Ms. McKibbon-Turner:

Thank you for the opportunity to introduce my skills as a change agent in public organizations with a focus on financial stability and accountability. I am a progressive and visionary leader who embraces progressive and innovative land planning and economic development skills resulting in successful development projects. I believe in and practice community involvement through skills and talents as a volunteer for universities, arts organizations, historic associations, chamber groups and non-profit agencies.

Over the past 26 years, I have held key positions with city, county, state and regional organizations. These experiences have given me the opportunity to develop expertise in community development, budgeting and finance, human resources, public works, public transportation and capital projects. I have developed and implemented multi-million dollar capital improvement programs, managed large scale transit, seaport, aviation and transportation projects, prepared strategic plans and established major growth management policies.

I have selected career opportunities to position myself for my ultimate goal of City Administration. The early part of my career was focused on the operational aspects of development, economic development, redevelopment and infrastructure. As I progressed, I had the opportunity to work in Director, Assistant City Manager and Deputy City Manager level capacities. My appointment as Chief Administrative Officer for the Town of Eatonville provided me with an opportunity to manage a full service municipality. It was a great opportunity to utilize my change agent management philosophy and advance an organization that experienced a history of fiscal and management challenges. The Town was placed under state financial oversight in 2003 with many of the audit findings still incomplete upon my arrival. During my tenure, we completed 80 percent of the 77 audit findings.

While fulfilling the role as Town Manager for Eatonville, I introduced cost cutting measures and presented, for Council adoption, a budget to increase the general fund reserves over 60 percent, representing the largest increase since inception of the general fund reserve account. Secondly, under my leadership, a financial integrity ordinance was prepared and adopted by the Town Council. My efforts to improve accountability are demonstrated with approval of the jurisdiction's first performance oriented budget adopted for Fiscal Year 2009-2010 and the continued implementation.

In my position as Chief Administrative Officer (functioned as Deputy City Manager) for the City of Daytona Beach, I managed various aspects of city operations. During my tenure with the City of Daytona Beach, we achieved an 8.2% cost savings reduction for a \$204 million budget. Accomplishments include facilitated City Council adoption for a \$457 million mixed use economic development project with International Speedway Corporation and Cordish Development, yielding 2,400 new jobs in the community, completion of the city's Water Supply Plan, adoption of land development code amendments to protect the City's water views and annexation of over 400 acres for economic development opportunities.

I was employed with the Florida Department of Transportation for almost seven years, where I was responsible for a \$180 million public works capital projects budget. This experience afforded me the opportunity to work on a multitude of public private partnerships as well as with a diverse group of agencies such as commercial seaports, international airports, and transportation agencies.

During my five-year tenure at the City of Orlando, I exercised a leadership role in developing an economic development plan for reuse of the Orlando Naval Training Center. This facility was part of the Defense Base Closure and Realignment (BRAC). It is now home of Baldwin Park, an award winning Traditional Neighborhood Development, representing the model of smart growth. Additional accomplishments included facilitating the Lake Nona annexation (approx. 7,500 acres) and master plan for development (new home for the Burnham Institute, Nemours Children Hospital, Veterans Administration Hospital, and University of Central Florida Medical School). Finally, I worked on establishing the International Drive Transit Circulator and the Downtown Transit Circulator projects.

My experiences have been in diverse organizations in communities across a broad spectrum of socioeconomic backgrounds. Attached is a list of references that can be contacted to further discuss my experience in the various organizations.

I welcome the opportunity to discuss how my qualifications might align with the needs of the organization as Town Manager. Thank you for your favorable consideration.

Sincerely,

Cheryl Harrison-Lee
Enclosure

SUMMARY OF EXPERIENCE

Experienced results oriented leader with over 26 years experience demonstrating significant accomplishments in executive municipal administration of budgeting and finance, economic development, land development, organizational performance measures, public works, human resources, growth management and capital improvements.

RELEVANT EXPERIENCE

Chief Administrative Officer, Town of Eatonville, Eatonville, Florida (2009-2011)

Duties and Responsibilities:

- Executive Officer responsible for overseeing department directors tasked with delivering various municipal services. Town services include police, fire, roads, stormwater drainage, water and sewer, utility, parks and recreation, planning, zoning, finance, general services and personnel.
- Implementation of Council directed policy. Appoint, advise and establish priorities for employees on efficient operation of day to day tasks. Formulates work programs, procedures and help establish policy initiatives.
- Negotiates contracts and makes purchases subject to the jurisdiction's ordinances and council.
- Preparation of the annual budget and presentation of recommendations to Council. Monitors budget and advises on overall financial condition of Town.
- Representation of the Town with various media affiliations, including appearances on television and radio and interviews with the print media.
- Negotiates with public and private sector entities on development, economic development and growth management issues.

Accomplishments:

- Adoption of Fiscal Integrity Ordinance establishing reserve, debt management, and investment policies. Increased General Fund Reserve by over 60% (largest contribution to reserve fund since inception).
- Streamlined operational expenditures resulting in over \$50,000 cost savings to Town.
- Adoption of first performance oriented budget. Implemented restructuring of staff resulting in fewer personnel costs and increased service levels.
- Negotiated contract for purchase and sale of over 100 acres on behalf of Town with Orange County Public Schools Board creating economic development opportunities.

- Conducted energy audit on all city facilities and secured \$250,000 Energy Efficiency and Conservation Grant for facility upgrades expected to yield \$40,000 annually in utility savings.
- Developed \$1.4 million Gateway Design features for major roadway.
- Acquisition of Wastewater Facilities Grant for pre-construction of sanitary sewer system upgrades.
- Renovated Municipal Pool and Recreation Complex including Elizabeth Park Tennis Court, basketball court, handball court, park and playground area. Renovation of Denton Johnson Community Center, picnic pavilions, recreation equipment, and parking.
- Developed collaborative partnerships with local agencies resulting in new recreational programs for over 300 youth.
- Developed comprehensive employee benefits package resulting in health care cost savings over \$20,000 and increased employee benefits to include medical, increased life insurance and disability.
- Increased law enforcement grant funds for personnel as well as new safety and technology equipment.
- Initiated community branding campaign to include the Town's first vision and mission statements.

Deputy City Manager (Title: Chief Administrative Officer) City of Daytona Beach, Daytona Beach, FL.
Population: 65,000 (2005-2009)

Duties and Responsibilities:

- Drafting and presenting policy and legislative recommendations to six member City Commission, business community and residents on various issues such as smart growth, sustainable development, infrastructure development and other municipal services.
- Developing quality management initiatives, procedures, and training for staff, and established pilot balanced scorecard performance measures.
- Oversight of project management for various capital projects throughout the city.
- Directing department heads tasked with developing organizational long and short range policies on housing, community development, redevelopment, building and permitting, code enforcement, and economic development.
- Implementing strategic neighborhood revitalization plans and strategies and creating citywide economic development initiatives.
- Representation of the City with various media affiliations, including appearances on television and interviews with the print media.
- Staff for ten City Council appointed boards.
(Promoted from Development Services Director to Chief Administrative Officer).

Accomplishments:

- Assisted in preparation of \$204 million budget achieving 8.2% reduction in expenditures.
- Economic development projects include approval of Daytona Live, Project: (\$855 million overall economic impact; 2,400 new jobs; \$2.8 million impact fees; \$16.1 local taxes). Wal-Mart Supercenter: (350 new jobs).
- Facilitated annexation of over 400 acres of land for economic development opportunities.
- Negotiated development agreement for 2,000 acres with state planning and environmental agencies.
- Completion of Capital Improvements Element; Land Acquisition and Infill Housing Neighborhood Revitalization Program; Water Supply Plan; Draft Citizen Participation Plan; Impact Fee Ordinance for fire, police, parks, general government and transportation.
- Automated Permits and Licensing Department including Interactive Voice Response (IVR) System.
- Established land management Geographic Information System Program.
- Initiated Riverfront Master Plan.
- Developed draft Urban Mixed Use Entertainment Zone.

Assistant City Manger (Title: Executive Director of Community Development), City of Titusville, Titusville, FL. Population: 44,000 (2005)

Duties and Responsibilities:

- Directing department heads on human resources, budget preparation, capital projects, development and redevelopment, housing and social services.
- Advising City Council and other advisory boards on key policy, legislative and financial issues.
- Preparing operating and capital budget, establishing goals, and monitoring to ensure the City's mission, Council direction and core values were implemented.
- Directing social services activities and programs, establishing growth management and development standards, facilitating economic development, approving personnel transactions, and managing state and federal programs and grant funds.

Accomplishments:

- Implemented Titusville 2020 Plan.
- Developed downtown redevelopment projects for Community Redevelopment Agency.

Chief of Growth Management, City of Orlando, Orlando, FL. Population: 230,500 (1990-1995)

Duties and Responsibilities:

- Directing staff of 17 on growth management, planning, development, transportation and zoning issues.
- Developing, maintaining and coordinating implementation of the city's long range plan and special studies.
- Presenting staff recommendations to advisory boards, elected officials, and agencies.
- Facilitating community outreach meetings, stakeholder and neighborhood forums.
- Developing annual operating and capital budget.

Accomplishments:

- Adoption of Colonial Town Center Study.
 - Adoption of Growth Management Plan and Land Development Code Rewrite.
 - Preparation of Universal Studios Master Plan.
 - Completion of Southeast Orlando International Airport Future Growth Center Plan.
 - Completion of Transportation Impact Fee Update.
 - Authored significant portions of Traffic Circulation and Mass Transit Elements of Plan.
 - Established statewide model for infrastructure development consistent with growth.
 - Initiated LYMMO Downtown Circulator System.
- (Promoted from Planning Supervisor to Chief of Growth Management)

OTHER PROFESSIONAL EXPERIENCE

City of Ormond Beach, Ormond Beach, Florida

2004-2005

Served as a Senior Planner responsible for providing professional expertise to the City Manager, City Council, advisory boards, technical committees and citizens. Developing reports and recommendations for City Commission and other advisory boards and committees. Representing the City on technical committees and intergovernmental coordination on various short and long range planning issues.

Central Florida Regional Transportation Authority, Orlando, Florida

2002-2003

Served as Director of Planning & Information Technology advising Board of Directors on various policy and legislative issues. Directing agency wide support for all activities associated with computer center operations. Assessing information technology needs and developing technology improvement plan. Oversight of Information Technology equipment/infrastructure replacement plan and preparing plans for expansion of information technology network.

Florida Department of Transportation, Orlando, Florida

1995-2002

District Manager responsible for developing and leading agency-wide efforts for \$180 million capital projects program throughout nine-county district. Directed programs for Central Florida population of 2.5 million. Directing staff on project development, financing, and technical support for five transit agencies, one seaport, four commercial international airports and over 150 public/private airports. Reviewed various economic development studies, prepared strategic plans and developed multi-year capital improvement plans and work program. Project experience includes Orlando International Airport Major Investment Study, Volusia Rail Feasibility Rail Study, Melbourne International Airport Access Study, Transportation Demand Management Program Implementation, I-4 Multimodal Master Plan and Intermodal Management System Implementation.

EDUCATION

University of Florida, Gainesville, Florida M.A., Urban and Regional Planning Concentration: Public Administration

University of South Carolina Columbia, South Carolina B.A., Journalism

CERTIFICATIONS

American Institute of Certified Planners (AICP) Certificate Number 019203

ACTIVITIES

Maitland Area Chamber of Commerce, Board of Directors, Vice-President (2009- present)

University of Central Florida, Department of Public Administration, Planning Advisory Group (2010)

International City Management Association (2009-present)

International City/County Management Association, Governmental Affairs and Policy Committee (2010 – present)

Florida City County Managers Association (2009- Present)

University of Florida, College of Building, Design and Construction Advisory Group (2010 – Present)

Rotary Club of Oviedo (2012)

HONORS

University of Florida Distinguished Alumnus Award, 1998

Featured in *Essence Magazine*, Career Watch, June, 1998

Featured in *Black Family Today Magazine*, Central Florida's Up & Coming, 1999

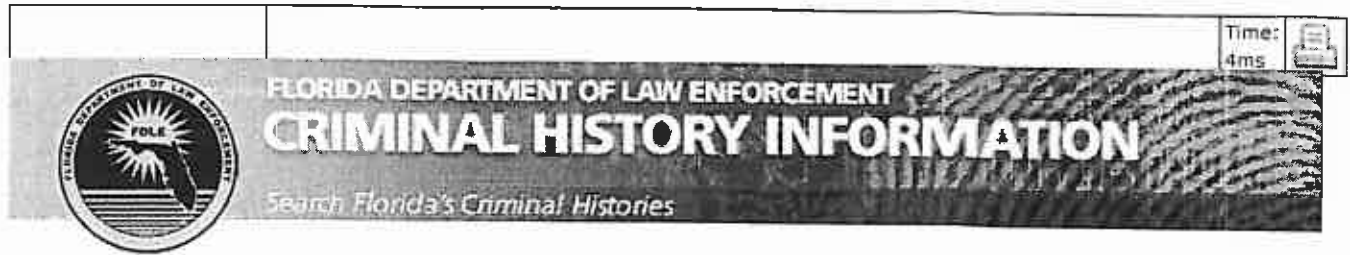
Graduate (Leadership Central Florida and Leadership Orlando)

University of Florida Board of Regents Fellow

REFERENCES

Byron Brooks, Chief Administrative Officer City of Orlando (Years Known: 21 years)	(407) 246-2113
Tanja Gerhartz, Economic Development Director City of Winter Garden (Years Known: 21 years)	(386) 847-0062
Ricardo Kisner Former Chief Financial Officer City of Daytona Beach (Years Known: 6 years)	(313) 477-7394
Dwayne Taylor, Florida House of Representatives (Former Councilman for City of Daytona Beach) (Years Known: 6 years)	(386) 235-6068
Patricia Askew Former Director, City of Daytona Beach (Years Known: 6 years)	(386) 405-5596
Jeaneen Clauss, City Manager City of Ponce Inlet (Years Known: 6 years)	(386) 679-2388
Rodney Daniels, Councilman Town of Eatonville (Years Known: 2.5 years)	(407) 466-5939

***Results of Criminal Background
Checks***



1. MY INFORMATION 2. CRITERIA 3. CONFIRMATION 4. PAYMENT 5. CANDIDATES 6. RESULTS

Confirmation of No Search Results

Your Search Criteria

	First	Middle	Last	Date of Birth	Age	Race	Sex	SSN
Name	CHERYL	L	HARRISONLEE	[REDACTED]				

Maiden/Alias

Transaction 5103311

4/12/2012 2:22:26 PM

FDLE found NO Florida criminal history based on the information provided. No criminal record check was conducted for other states or for the FBI. This record (or statement that there is not a record) is based on a request from a member of the public. This customer used the FDLE Internet system to search for the Florida record. FDLE is providing this to respond to the customer's request.

Help understanding these results

Print Results

Email Result to:

bturner@lakeparkflorida.gov

New Search

Home

No Records Found

[Print](#)

Nationwide Criminal Search Records

Search Date 04/12/2012

Criminal Records Detail

Search criteria: Cheryl HarrisonLee

No matching records were found

Please check your spelling and [variable coverage area's](#)
Search coverage areas include over 340 Million Records

Perform a Full Background Check on Cheryl HarrisonLee

Results may include **Legal Judgments, Bankruptcies, Social Network Profiles, Email Addresses, Phone Numbers, Property Records, Relatives and more!**

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found

MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
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NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
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UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

Note: The data in this report is derived from public sources and may contain errors. We do not create, verify, or guarantee the accuracy of the data. Please be sure to closely review the information. We are NOT a consumer reporting agency as defined under the Fair Credit Reporting Act ("FCRA"), and the information in our dalabases has not been collected in whole or in part for the purpose of furnishing consumer reports, as defined in the FCRA. Website information cannot be used to: (a) establish an individual's legibility for personal credit or insurance; (b) assess risks associated with existing consumer credit obligations, (c) evaluate an individual for employment, promotion, reassignment or retention (including employment of household workers such a nannies, housekeepers, or contractors), or (c) in conjunction with assessing the merits of entering into any other personal business transaction with another individual). For more information please review our Terms and Conditions - [CLICK HERE](#)

No Records Found

[Print](#)

Nationwide Sex Offender Records

Search Date 04/12/2012

Sex Offender Records Detail

Search criteria: Cheryl HarrisonLee

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
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INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
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MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
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NEW MEXICO	Clear - No Records Found
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VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

No matching records were found

Please check your spelling and [available coverage areas](#)
Search coverage areas include over 340 Million Records

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Results of Litigation Check

Results from Media Checks

The Daytona Post

There's nothing more valuable than knowledge

The Unadulterated Truth

Daytona Beach, Florida

Wednesday April 18, 2012

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[Black Rolex Watches DLC](#) Stealth Black PVD Military Coating 100% Genuine Rolex. 7 Models. [Black Rolex Watches DLC](#) [AdChoices](#)

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Search

Government's view of the economy could be summed up in a few short phrases: If it moves, tax it. If it keeps moving, regulate it. And if it stops moving, subsidize it.

Ronald Reagan

Plum Jobs in Daytona Beach

Thursday, July 17, 2008

Multimillionaire campaign contributors and friends of Daytona Beach public officials are not the only ones benefiting from raiding the public trust. In a city that has been riddled by malfeasance and constant abuses in the administration of taxpayer's assets, there are very few things that raise eyebrows anymore.



The per capita income in Daytona Beach is \$17,513 according to the last US Census. Seventeen percent of Daytona's families live below the poverty line, nearly double the national and state averages of 9 percent. The poverty rate of the city's youths, those under 18, stands at a whopping 25%. That means that one out of every four of our young live in poverty. The unemployment figures are staggering and getting worse. These are sobering statistics indeed.

With this background, here we present the top plum jobs funded by Daytona Beach citizens, courtesy of the City Commission:

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Breaking News

Deputies charge suspect in 1995 Deltona rape
Cops: Man tries to eat illegal tax return checks
Daytona Beach police captain tops list for Bunnell chief
500-year-old painting to be returned to Jewish family
Purse snatcher drags 90-year-old woman through parking lot

Corruption and Malfeasance News in Daytona Beach

City of Daytona Beach buys small 20-foot strip of land from campaign financier for \$320,955

Corruption is killing Daytona Beach! When will it STOP?

Daytona Public Officials Conflict of Interest: Shiver and Taylor

Despite the Growth Management Act, Corruption and Favoritism still alive in zoning and land use decisions in Daytona Beach

Florida Property Tax Relief of 25 percent on the November ballot will force Daytona Beach to rein in its fiscal waste

Plum Jobs in Daytona Beach

TOP PLUM JO

in

DAYTONA BEACH

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of
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Daytona Beach Under Siege by Corruption

Daytona Beach: The moral breakdown of a city mired in corruption

Daytona Beach Assistant City Attorney Marie Hartman demanding a Golden Parachute

Recent Comments

On Dec 03 Anonymous commented on occupy daytona make your voice be heard
An investigation needs to be done on the internet stings being performed throughout the country...(more)

On Jul 02 Anonymous commented on this is killing daytona beach when will
Visit Surfside Florida!What is underneath it all?Town officials have adamantly refused to comply...(more)

On Jun 02 Daytona Post commented on daytona beach under siege by corruption
Lisa, please contact us via email at tips@daytonapost.com, your confidentiality will be protected....(more)

On Jun 02 Anonymous commented on daytona beach under siege by corruption
Please contact me I have lots of info on whats going on in Daytona. 386 872 0552. My name is Lisa....(more)

On Jun 02 Anonymous commented on daytona beach under siege by corruption
Theres alot going on in Daytona.... The capos are trying to move in the gambling and control the...(more)

On May 19 Anonymous commented on plum jobs in daytona beach
I am on Disability.No fault of my own,hit by a out of control,in a hurry driver doing 50 while I...(more)

On May 05 Anonymous commented on daytona post disclaimer_18
Is there any truth that Jim Chisholm wife is working in the city of South Daytona? for Joe...(more)

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What do you think of this post?

Labels: Corruption, Jobs, Politics

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11 comments:

Post a Comment

July 17, 2008

Audrey said...

This is an unbelievable slap in the face at the common people! Why won't the Governor or someone with power get involved in stopping the malfeasance?

This city will become a nest for crime if it continues this course.

July 20, 2008

Anonymous said...

Daytona Beach, FL
Weather

82°F, Mostly Cloudy

Wed: 81°F / 65°F

Thu: 85°F / 65°F

Fri: 85°F / 69°F

Across Florida

Has Immigration become a non-state priority for Gov. Rick Scott?

Published 1 hour ago from scottpowers

Obama campaign launches Spanish-language ads in Florida

Published 1 hour ago from bshaw

Gov. Rick Scott on Trayvon Martin: Stand Your Ground taskforce should be up in two weeks

Published 2 hours ago from scottpowers

Rick Scott's opinion on Jeff Atwater's possible Senate bid is...

Published 2 hours ago from KateSanders

Progress Florida to lawmakers: Cut ties with ALEC

Published 3 hours ago from louisa

Obama Campaign Releases Spanish-Language Ads

Cato Institute Blog

Is It Groundhog Day Everyday in

Afghanistan? (Foreign Policy and National Security)

Time for Me to Defend My Work on Tax Havens (Government and Politics)

A Cautionary Tale

This makes me puke. Especially obscene is that is happening in a city that is literally starving, with poverty everywhere you look

August 12, 2008

firingido said .

Where is the list of plum jobs?

August 12, 2008

Charlie Cox said...

firingido, The list is located right after the article. If you don't have Flash enabled, it may not show.

You may also go to this link <http://www.scribd.com/doc/3984492/TOP-PLUM-JOBS-in-Daytona-Beach>

If still cannot see it, send us an email and we'll send you the document.

August 13, 2008

Anonymous said...

Has anyone ever seen Cheryl Harrison-Lee actually do any work???

August 26, 2008

Bastard Heir said...

What do you got to do to get a decent paying job in Volusia County. I grew up here, went to a state university, lived and worked in major metro areas, S. FL, NYC, Tampa Bay, Research Triangle NC, and until I moved back here in '01 to help an elderly parent, I was always able to get a job. You would think a college degree and copious amounts of experience would at least warrant a rejection letter for the many times I've applied for jobs in the area, including he city, the county and numerous businesses.

Oh well blah blah blah...

I can only keep trying.

These folks look like they average about 90K a year and I'd be happy making 40K in this town.

September 28, 2008

Anonymous said ..

I Have 30 years Telecom experience and have been a training instructor for 17 years and yet can't even get a job at walmart

Daytona employers are afraid of experienced educated people because the person hiring is often less educated and afraid of competition.

Don't give up, deliver pizza instead.

December 29, 2008

Kislina said...

I have been trying to be successful here in daytona my whole life...I really need to move but i don't have army money to even put in my gas tank to go ...what does that tell you about employment in daytona

April 08, 2009

Anonymous said...

Stop electing these shysters ..

October 16, 2010

Clem T. Tirebiter - WFO said..

First off, dump the Flash crap

Where's Pete Gamble?

He's right up there with his pay doubling in the past 10 years to 200k+

You should do a 10 year comparison on all the top paying positions... you would be shocked!

May 19, 2011

(Political Philosophy)
New York Times
Covers ADA
Shakedown Lawsuits
(Law and Civil
Liberties)
China Old and New
(Foreign Policy and
National Security)

Local News

Road work
At your service
Woman killed on I-95
Identified
Reward offered for
stolen Harley urn,
'Pops' ashes
Children introduced to
real 'Guitar Hero'

AdChoices ▶

File for SSI Disability
Find Out If You Qualify For
Social Security Benefits
Free Evaluation!
www.ssianddisability.com/ssi.html

Low Cost Health Insurance
Blue Cross, United, Aetna,
CIGNA & More! Compare
Plans & View Rates
www.GoJFloridaInsurance.com

Employment Opportunities
Improve New Employee
Onboarding Download Free
Datasheet
Onboarding.ComputerizedOutlook.com

CNA Nursing Schools
Get Matched To CNA
Schools Near You. Search
Now!
www.collegesearch.com

Plans for Small Business
Find out why so many small
businesses choose
UnitedHealthcare®
UHC.com/smallbusiness

Politics

Slew of amendments
await voters

On Twitter...

Daytona State College to
absorb the 1.5 million loss
in the massive fraud case
of the Community Cultural
Foundation. The Daytona
Capos acted 81 days ago
Occupy Daytona - Make
your Voice be Heard -
<http://t.co/tXuucp6d> 188

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"education budget;" allces
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Glenn Ritchey Jim Chisholm Jobs land
use NASCAR News POLITICS Posters
Property Taxes Rick Shiver Ronald Reagan
RSS State Attorney Storm Track Taxes
Terms of Use Videos volusia Sheriff
Weather Whistle Blower Widgets zoning

Business News

Retirement for Gen X

Anonymous said...

I am on Disability.No fault of my own,hit by a out of control,in a hurry driver doing 50 while I was sitting still waiting to take a left turn ..roadblock after roadblock,and btw never have I submitted to the permanent damages down to my spinal regions(3 spots) have I not bit the bullet and Framed house,ski instructed,timber framed house etc. .the more I try the more I seem to get punished by the system...so the lottery is a long shot, lol, I ask that someone have some heart and spread the wealth just a little bit so I do not have to live hand to mouth....is there a job opening in local government , or can I be a cabana boy for like 5k a day?

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- [Trayvon Martin case: Florida college students plan 3-day march to Sanford to ... - The Gro](#)
- [The legal cesspool of the Martin case - RenewAmerica](#)
- [Florida Supreme Court hears case that could toss Palm Beach County term limits - Sun-Sentinel](#)
- [2012 Florida Film Festival - Orlando Weekly](#)

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- [The Lesson of Tax Day](#)
- [How We Spend Nearly \\$1 Trillion a Year Fighting Poverty—And Fall](#)
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- [Register for the Milton Friedman Prize Dinner May 4](#)

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- [Student overcomes 'math phobia' thanks to teacher](#)
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- [Plane crash near Melbourne International Airport leaves no](#)

days ago

I posted 10 photos on Facebook in the album "Daytona Beach Corruption" <http://fb.me/TMZfdUqc>
 437 days ago
 Influence the Daytona Beach way, by corruption and deceit <http://j.mp/fvRyF9> check out the parties involved...
 487 days ago
 Let's see if the New Daytona Beach Commissioners have the guts to go against the capos and fire Chisholm - Much overdue <http://bit.ly/anNT6r> 525 days ago

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Abuses under Color of Law

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- [Michigan Women's Prison Halts Degrading Routine Body Cavity Searches](#)
- [Civil And Human Rights Groups Urge Michigan Women's Prison To End Degrading Body Cavity Searches](#)
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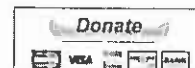
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US watchdog targets discriminatory lending
 \$87 million California mansion hits the auction block
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 Housing starts slip, but building permits soar

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 Private company's 1st space station visit on track
 Defendant asks for new judge in US shooting
 Space shuttle Discovery salutes nation's capital
 News groups fight to open Fla. teen shooting files

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survivors

Former teacher arrested after relationship with student

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***Telephone Employment Reference
Forms***

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Cheryl Harrison-Lee

Employment Referenced: City of Titusville, Florida

Position Held: Executive Director of Community Development

Employment Dates : 2005 - 2005

Reason for Leaving: Voluntary Resignation. The only other information that is available is that she is eligible for rehire, she can be recommended for employment and there are no disciplinary actions in her file.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy")

Knowledgeable of current developments affecting the local government management field

Effectively implements and enforces municipal policies and procedures

Demonstrates a capacity for innovation and creativity

Anticipates problems and develops effective approaches for solving them

Maintains a positive work atmosphere conducive to productivity and efficiency

Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations

Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving

Properly controls the municipality's operational and functional activities and motivates others to maximum performance

Effectively recruits professional staff

How would his/her direct reports describe this person's management style?

FISCAL MANAGEMENT

- Possesses knowledge of governmental accounting/budget procedures
- Prepares a balanced budget to provide services at a level directed by the Council or Commission
- Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy
- Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting
- Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality

PERSONAL SKILLS/COMMUNICATIONS

- Demonstrates high concern for ethical behavior
- Receptive to constructive criticism and advice
- Manages stress effectively

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION

- Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives .
- Carries out the directives of the Council or Commission as a whole, rather than those of any one member
- Supports the action of the Council or Commission after a decision has been reached

COMMUNITY RELATIONS

- Maintains an "open door policy" with the community
- Effectively addresses and accommodates citizen complaints
- Shows a sensitivity to and appreciation of diversity of the municipality's population
- Responsive to issues of both commercial and residential populations

___ Maintains an effective and collaborative working relationship with other local governments

___ Takes a diplomatic approach to problem solving

___ Projects a positive image on behalf of the municipality

___ Provides management support to municipal Boards

Would you rehire this person if you were presented with the opportunity?

Information provided by:

Geri Fulford

Human Resources Assistant

Clarence L. Hulse

***Copies of Employment Application,
Cover Letter and Resume***



TOWN OF LAKE PARK

An Equal Opportunity Employer

EMPLOYMENT APPLICATION FORM

Please type or print clearly. Do not use pencil. A separate application form containing the applicant's original signature is required for each position. Applications will not be accepted by fax or by email. Completed applications must be submitted to the Human Resources Department, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. Applications must be complete at the time they are submitted. Please answer each question or insert "N/A" if the question is not applicable. Applications are accepted only for advertised positions.

In accordance with the provisions of the Americans with Disabilities Act, please notify the Human Resources Department at 561-881-3310 in advance if you require special accommodations to participate in the employment application process.

1. Position Applied For: Town Manager
(Please state the position applied for exactly as it has been advertised.)

2. Is this position: Full-time Part-time Temporary Intermittent (Seasonal)
(Please check one of the above boxes.)

3. How did you first learn about this position: FCCMA?

4. Applicant's Last Name: HULSE

5. Full First Name: CLARENCE Middle Name: LINDEN

6. Applicant's Home Address: 1522 ORCHARD DRIVE
(Do not use a post office box.)

City: JEFFERSONVILLE State: IN Zip Code: 47130

Home Telephone No. (with area code): _____ Cell Phone No. (with area code): 321-863-9493

Email Address: hulsecl@yahoo.com

7. Social Security Number: _____
(The Town of Lake Park requires your social security number for the purpose of conducting pre-employment background checks, pre-employment physical examinations and drug screens, employment benefits, and income reporting. Your social security number will be used solely for these purposes.)

8. Have you ever worked for the Town of Lake Park? Yes No
If "yes", please provide position title(s), department(s), dates of employment, and reason for leaving:

9. Have you ever applied for a position with the Town of Lake Park before? Yes No
If "yes", please provide the position(s) for which you applied and the date of your application(s):

10. Do you have any relatives currently employed by the Town of Lake Park? Yes No
If "yes", please print name, relationship to you and the Town department in which your relative works:

11. May we contact your present employer? Yes No

12. Is there any reason that you would not be able to perform the responsibilities and tasks of the position for which you are applying? Yes No

13. Can you work evenings? Yes No

14. Can you work weekends? Yes No


15. Are you legally able to work in the United States? Yes No

16. Have you **EVER** been arrested, received a Notice to Appear, been charged, convicted, entered a plea of *nolo contendere* (no contest), entered a plea of guilty, been found guilty or had adjudication withheld in a criminal offense; or, are there any criminal charges now pending against you?

Yes No

If "yes", please describe the charge and the outcome of the charges (please be sure to respond thoroughly and accurately to this question. Failure to answer accurately and fully or failure to disclose requested details on this application form will be counted as an omission of relevant facts and will be grounds for disqualification from consideration or revocation of job offer if recommended for hire):

17. Do you have a valid Florida driver's license? Yes No If your answer is "yes", please attach a copy of your driver's lic

Driver's License Number: 

18. Do you have a current Florida C (CDL)? Yes No

If "yes", indicate class below:

Class A Class B Class C Class D Chauffeur's License

Expiration Date: _____ Endorsements: _____



Please provide your full name if different while attending school: _____

High School or GED	
Full Name: <u>KING'S COLLEGE</u>	Date Graduated: <u>5/1982</u>
Address: <u>BEZIZO DISTRICT</u>	
City/State/Zip Code: <u>BEZIZO</u>	
College/University	
Full Name: <u>HARDING UNIVERSITY</u>	Date Graduated: <u>5/1992</u>
Address: <u>CENTER ST.</u>	Major: <u>PUBLIC ADMINISTRATION</u>
City/State/Zip Code: <u>SEARCY AR</u>	Degree: <u>BS</u>
College/University	
Full Name: <u>UNIVERSITY OF SOUTHERN MISS</u>	Date Graduated: <u>8/1994</u>
Address:	Major: <u>ECONOMIC DEVELOPMENT</u>
City/State/Zip Code: <u>HATTIESBURG MS</u>	Degree: <u>MS</u>
Training/Vocational School	
Full Name:	Date Completed:
Address:	Licenses or Certifications:
City/State/Zip Code:	
NOTE: Please attach copies of degrees or certificates at the time of application.	

20. Please list all special skills, computer programs, office machines, equipment, tools, etc. that you are able to use:

Microsoft Office Suite, Aet, QuickBooks

21. Please list any trade or professional organizations to which you currently belong:

International Economic Development Council, Leadership FLORIDA
INDIANA PLANNING & ZONING ASSOCIATION, URBAN LAND INSTITUTE, INTERNATIONAL
COUNCIL OF SHOPPING CENTERS, JOHNSONVILLE ROTARY CLUB, JOHNSONVILLE
MAIN STREET



Commencing with your most recent employer, including self-employment, part-time employment, and military service (if applicable), please list in reverse chronological order your complete employment history. Please attach an addendum if needed to complete this section. (NOTE: If you are supplementing your application with a resume, all of the following requested information must be provided in your resume.)

Name of Employer: <i>City of Jeffersonville</i>	Starting Date: <i>7/10</i>
Address: <i>500 Quartermaster Ct</i>	Ending Date: <i>1/12</i>
City/State: <i>Jeffersonville IN</i> Zip Code: <i>47130</i>	Final Salary: <i>77,000</i>
Telephone Number (with area code): <i>812-285-6405</i>	
Immediate Supervisor: <i>Mayor Tom Calligan</i>	
Position Title: <i>Director of Economic Development</i>	
Duties and Responsibilities: <i>Business Attraction/Retention/Expansion ReDevelopment, Downtown Development, Neighborhood Revitalization</i>	
Reason for Leaving: <i>changes in political leadership</i>	
Name of Employer: <i>Bellis Estate Dev. Group LLC</i>	Starting Date: <i>06/08</i>
Address: <i>3456 Rocky Gap Pl</i>	Ending Date: <i>12/10</i>
City/State: <i>Cocoa FL</i> Zip Code: <i>32926</i>	Final Salary: <i>20,000</i>
Telephone Number (with area code): <i>321-863-9417</i>	
Immediate Supervisor: <i>Self employed</i>	
Position Title: <i>Mapping Consultant</i>	
Duties and Responsibilities: <i>Assist Developers/Land owners with land entitlements Advise non-profits on workforce development strategies</i>	
Reason for Leaving: <i>Found FT Employment</i>	



Name of Employer: <i>Interwest Placemaking</i>	Starting Date: <i>04/05</i>
Address: <i>361 E. Pine St</i>	Ending Date: <i>05/08</i>
City/State: <i>Orlando FL</i> Zip Code: <i>32801</i>	Final Salary: <i>95,000</i>
Telephone Number (with area code): <i>850-267-8761</i>	
Immediate Supervisor: <i>Sharon Gidd</i>	
Position Title: <i>Real Estate Development Manager</i>	
Duties and Responsibilities: <i>Owner's Representative, Real Estate Development + planning Construction Management</i>	

Reason for Leaving: *Corporate Downsizing*

Name of Employer: <i>Martin County</i>	Starting Date: <i>08/04</i>
Address: <i>2401 SE Montrose Rd</i>	Ending Date: <i>08/05</i>
City/State: <i>Stuart FL</i> Zip Code: <i>34996</i>	Final Salary: <i>75,000</i>
Telephone Number (with area code): <i>772-288-2363</i>	
Immediate Supervisor: <i>Walter Van Veen</i>	
Position Title: <i>Community Development Administrator</i>	
Duties and Responsibilities: <i>Manage 7 TEF districts, historic preservation & Affordable Housing program - oversee planning & zoning overlays for Redevelopment areas</i>	

Reason for Leaving: *Private sector opportunity*

23. Please explain any gaps in your employment history:

24. Have you ever been fired, removed or dismissed from any position at any time?

Yes No

If "yes", identify the employer and your job position, and explain why and include the date of the job action:



I hereby certify that all statements in this application are true and complete. I understand that any misrepresentation or omission of information by me shall serve as a basis for termination of my employment with the Town of Lake Park. I further understand that unless this application is completed in detail, it will not be considered.

I hereby give my consent to the Town of Lake Park to investigate and verify any information provided on this application form and successive documents completed for the purpose of employment consideration. I consent to have background checks, pre-employment physical examinations, drug testing, reference checks and any other necessary investigations undertaken to determine my suitability for employment.

I hereby authorize any representative of the Town of Lake Park, bearing this release, or copy hereof, to obtain any information in your files pertaining to my educational background, attendance, employment history and disciplinary records. I hereby release any person who provides personnel file or applicant information pertaining to me from all claims of liability that might otherwise result from such information. I hereby release the Town of Lake Park or its employees from any and all liability for damages resulting from reference checks, background checks associated with this application.

I am further aware and understand that the Town of Lake Park requires its employees to adhere to numerous policies, rules, regulations and procedures, including but not limited to: (1) fingerprinting of its employees upon application and employment; (2) Equal Employment Opportunity Policy; (3) a Drug Free Workplace Policy; (4) drug screening requirements; and (5) a Tobacco Free Workplace Policy.

I voluntarily agree to abide by all Town policies if I am hired by the Town of Lake Park.

I further declare that if I am employed by the Town of Lake Park, and thus a recipient of public funds, that I affirm that I will support the Constitution of the United States and the State of Florida.

Applicant Full Name: CLARENCE LINDEN HULSE
(please print)

Signature of Applicant *Clarence Linden Hulse*

Date 4/10/12

Signature of Applicant's Parent or Legal Guardian
(if applicant is a minor)

Date

March 1st 2012

Human Resources Department
Lake Park Town Hall
535 Park Avenue
Lake Park, Florida 33403

Dear Mayor and Council

A creative leadership style, strong customer service orientation and an active proponent of innovation are qualities I bring to the position of Town Manager. You will find me to be an achievement oriented problem solver with strong budget management skills.

My diverse background has allowed me to manage public policy initiatives, complex economic development and redevelopment projects. This included but is not limited to overseeing the development and construction of parks, public work projects and championing community redevelopment initiatives. I have also managed CRA's (TIF Districts), coordinated the development review process, revised HR and Purchasing policies and oversaw technology advancements in the code enforcement and permitting process. Some programs I have managed and/or developed are: affordable housing and historic preservation programs, Main Street, business recruitment/retention programs, and developing successful partnerships with other units of local government and the business community.

In the private sector I have been involved in the master planning, development and construction of real estate development projects valued up to \$100 million. In addition, I worked closely with the senior management and staff to develop annual work plans that were coordinated with corporate goals and objectives.

My experiences in the public and private sector, economic development and real estate have provided me exposure to a broad range of complex issues. It has required me to be creative, developed innovative solutions and apply to a broad variety of problems.

Beyond my municipal and economic development background, I have hands-on development experience in land planning, land assembly, site development, architecture and construction. I am confident in my ability to exceed your expectations and look forward to hearing from you soon.

Sincerely,


Clarence L. Hulse

P.S I am seeking salary beginning in the mid \$80,000 to \$130,000 range |

Clarence L. Hulse

1522 Oakmont Drive
Jeffersonville IN 47130

Cell: (321) 863-9493
hulsecl@yahoo.com

EXECUTIVE SUMMARY

Results-oriented leader with a record of accomplishments in diverse disciplines seeks new challenge. Adept problem-solver and analytical decision-maker with strong interpersonal skills and financial background. Successful experience in complex, full-service communities with emphasis on building quality services and outstanding employee teams. Exceptional experience with economic development, redevelopment, real estate development, strategic planning and community goal setting, and financial alternatives.

PROFESSIONAL EXPERIENCE

Director of Economic Development

04/2010-01/2012

City of Jeffersonville, IN – Pop. 45,000

Community and Economic Development: Established Office of Economic Development and strategic planning process to develop city's future economic development goals and objectives. Developed incentives and programs to recruit and retain retail/commercial businesses. Developed marketing program to highlight city's business relocation/expansion assets. Created 3,000+/- new jobs and approximately \$75 million in capital investment in past 2 years.

Core member of Canal District Development Team. Developed programs to recruit and retain retail/commercial businesses including Commercial Façade Program generating \$1 million reinvestment (10 to 1 ROI). Initiated the development of free Wi-Fi downtown and the waterfront

Established community programs such as Jeffersonville Neighborhood Leadership Institute (Won State of Indiana Planning Association 2010 Community Planning Award) and National Night Out (2011 Rookie of the Year Award)

Partnered with Redevelopment Commission to develop strategy to brand commercial corridors and gateways thru city wide signage program. Also serving as Executive Director of the Jeffersonville Urban Enterprise Association

Managing Consultant (PT)

07/2008-12/2010

Belize Real Estate Development Group LLC, Cocoa, FL

Prepared applications/reviewed documents for land owners/developers seeking land entitlement/permits. Advised non-profits in workforce development strategies to achieve organizational/operational efficiencies.

Real Estate Development Manager

04/2005-06/2008

Intrawest Placemaking, Orlando FL

Owner's representative for international luxury resort developer. Responsible for the financial success and bottom line of assigned development projects, and all phases of residential real estate development up to and including Certificate of Occupancy and property management of company owned (commercial and residential) property. Managed over \$150 million in construction projects.

Real Estate Development: Coordinated the design process from land acquisition and strategy creation to grand opening - oversaw the site planning process and document technical due diligence quality (for e.g., geotechnical, environmental) during design and construction phases. Hired and managed all consultants from design through construction and delivery. Performed regular audits of all consultants to provide project quality control. Negotiated all contracts with consultants, utilities, brand partners, and local municipalities.

Construction Management: completed 2 luxury condo-hotel projects: *Luau Towers* - 2 high-rise residential towers (19 and 12 stories), 243 units – Budget \$100 million. *Elevation* 8 story, 118 units – Budget \$45 million.

Community Development Administrator

2004-2005

Martin County, FL – Growth Management – Pop. 147,155

Managed 7 Community Redevelopment Districts, Historic Preservation and Affordable Housing (CDBG/SHIP) with staff of 7 and \$5 million budget. Coordinated inter-departmental team to streamline the 1st CRA mixed-use redevelopment project through developmental review/permitting, est. value \$35 million; initiated workforce housing policy development and managed sewer feasibility study for underserved areas.

Planning and Zoning/Urban Planning: Updated mixed-use zoning regulations, commercial and residential design overlays and developed policy and procedures for redevelopment projects

Deputy City Manager

2001-2004

City of Cocoa, FL – Pop. 17,500

Chief Operating Officer responsible for 9 departments and divisions with 445 employees. Prepared and assisted in managing \$25 million operating budget and \$75 million capital budget.

Council/Manager form of government with a multitude of citizen committees, commissions, and boards. Managed daily operations, strategic planning, special projects, legislative agenda, capital projects and budget planning, personnel/union issues and community relations

Re-organization: Responsibilities included with major citywide re-organization, motivating workforce, establishment of a high performance organization committed to promoting continual learning and professional development.

Strategic Planning: Introduced the concept of strategic planning, facilitated the process which produced the city's first Strategic Plan which included City Council, City Manager and Department heads ranking the city's major priorities and later adopted as part of budget planning process.

Budget Reform: Introduced and implemented performance measures. After initial training, formed an internal Performance Measures Review Team to design, train, and implement performance measures for the budget and for use as a management and decision-making tool.

Policy Revision and Development: Updated outdated personnel and purchasing policies with work teams which had been trained to perform at a high level of competence

Reclassification and Compensation Study: Coordinated citywide reclassification and compensation study to address salary and grade inequity, both internally and externally.

Administrative Services/Public Works Re-organization: Organizational management studies used to align central administrative services to the needs of line departments, affected Human Resources, Purchasing, Information Technology and Fleet. Public Works Department created from previous Utility Department division; outsourcing such functions as payroll and utility billing were also reviewed

Grants Management: Created inter-departmental team to solicit grant funding/hired grant manager - increased grants success by 50%. (e.g. CDBG, EDA and FDEP grants).

Citywide Information Technology Upgrade: Coordinated planning and implementation: HR tracking systems, document imaging, GIS, mobile police reporting and online bill payment - City won 2003 state award for Innovations in Communications and Technology from Florida City and County Management Association for expanded telecommunications utility and internet service.

Community Policing and Services: Development of community policing teams and a separate partnership with the City's housing authority for police residency in public housing units. Initiated partnerships with Weed and Seed agency, neighborhoods and area non-profits to assist in crime reduction strategies.

Economic Development/Redevelopment Strategy and Implementation: Established city's 1st economic development department and developed strategy that led to the development of 2 business parks (600,000 SF) working with local developers. Achieved Enterprise Zone and HUBZONE Status, and Federal Brownfield Designation (\$200,000 grant) and Foreign Trade Zone in partnership with Port Canaveral.

Managed 3 Community Redevelopment Agencies and developed strategy for urban renewal and downtown revitalization using TIF financing. Projects included \$3 million Waterfront Park, \$200,000 - new landscaping, \$500,000 - sidewalk improvements, commercial façade program and business incubator program. Directed aggressive marketing and public relations campaign and attracted \$90 million private investment to downtown including retail and multi-family development. Assisted developers and businesses to obtain financing and streamline projects through city permitting process and devised a strategy and assisted in negotiations for land assemblage.

Community Development and Planning: Reviewed evaluated and recommended changes related to zoning, subdivision and other special development permits for approval by the City Council and Planning & Zoning Commission as well as administering and making recommendations for modification to the Zoning and Subdivision Ordinances and similar programs.

Advocated and directed staff to provide more customer-oriented services to assist business owners, citizens, and corporate officials through the complicated regulatory process. This simplification was achieved without compromising environmental quality. Revamped development review processes and initiated new policies in code enforcement (property maintenance and nuisance), upgraded permitting technology, implemented customer service training and coordinated comprehensive planning process.

Facilitated the development of the 1st residential subdivision in 14 years - 5 new subdivisions planned, including multifamily development. Directed annexation program - city boundaries grew 80%. Reversed 10 year population decline with 14.2% increase and city tax valuation increased 60% in 3 years.

Housing: Initiated exceptional in-fill home ownership and housing rehabilitation programs with a combination of Entitlement and general funds. Revised OD&G programs and city's housing policies and procedures to ensure compliance with HUD guidelines. Advocated revitalization of public housing with Housing Authority attracting \$25 million public-private investment for 75 single-family affordable homes with commercial plaza and \$10 million investment to for 200 unit mixed income apartment complex using state/federal tax credits.

Growth Management: Participated with County Government and MyRegion.org, a regional multi regional government/private sector initiative on growth management and related issues (land use, transportation, environment, education, economic development, health care delivery, etc.).

Utility Expansion Policy: Participated in ongoing discussions with water management district for the renewal of City's consumption use permits. These actions involved contacts with regional counties, State and Federal agencies. Participated in development of financing for City's water reclamation project and acquisition of \$50 million loan for water main upgrades to improve services to 90,000 customers.

Consultant (PT)

2000-2001

Micro-Business USA, St. Petersburg FL

Trained and evaluated small business clients for micro-lending program. Training included loan packaging, small business marketing, business plan development and establishing credit worthiness.

Senior Business Development Manager

1994-2000

Pinellas County, FL- Department of Economic Development – Pop. 944,199

Supervised staff of 5 to implement business development strategy with emphasis on the high technology sector, biotechnology, medical manufacturing, and software clusters. Developed financial and incentive packages, including industrial revenue bonds.

Business Recruitment/Retention: Resulted in over 200 companies relocating/expanding to Pinellas County creating 15,000+ new jobs, 4 million+ s.f. absorption and \$500 million capital investment within 5 years.

Brownfield Redevelopment: Coordinated the 1st successful Corporate Brownfield ReDevelopment/Reuse in the State of Florida with Information Management Resource global headquarters retention/expansion resulting in 1000 jobs averaging \$44,000 per annum and \$63 million private investment.

Regional Economic Development Marketing: Member of Tampa Bay Partnership team (8 Counties), conducted location and labor analysis and developed marketing strategies that increased prospect leads by 50% for the region. Member of the Florida High Technology Corridor team (23 Counties) that developed and implemented targeted marketing programs for Central Florida using cluster development strategy.

Workforce Development: Developed training programs for low income and ex-felons for employment and life skills. Developed partnerships with 150+ local businesses to establish a job bank to hire graduates of STARS/STEPS programs - achieved 62% placement rate - twice the state average. Negotiated \$20+ million tax refunds/credits and training grants for local businesses from the State of Florida and local governments.

International Trade: Coordinated Trade Mission to Mexico, achieved \$5 million in sales.

Technology Transfer: Coordinated technology transfer and commercialization of intellectual property from NASA to local manufacturers.

EDUCATION

University of Oklahoma, Economic Development Institute (CED Candidate)

University of Southern Mississippi, MS. Economic Development

Harding University, BS. Public Administration, Magna cum Laude

Continuing Education courses list available upon request

COMPUTER & LANGUAGE SKILLS

MS Office Prof. Suite, MS Project, XVA, Arc-Info, Goldmine, POET, Conversational Spanish

AWARDS

NAACP Community Award 2011, Southern Indiana

Man of Distinction Award 2011 - Outstanding Community Involvement and Leadership - CASI

Award of Excellence, Brevard County School Board, Volunteer - Cambridge Elem., 2002

Outstanding Developer of the Year, International Economic Development Council, 1999

Economic Development Award, National Forum for Black Public Administrators - Tampa Bay

PROFESSIONAL AND COMMUNITY AFFILIATIONS

International Economic Development Council, (1992-) Board of Dir. (2005-07, 2010-)
One Southern Indiana, Economic Development Council (2010-)
Leadership Southern Indiana – Class of 2012
Southeast Indiana Small Business Development Center Advisory Council (2010-)
Southeast Economic Development Council (2011-)
Midwest Economic Development Council (2010-)
Indiana Planning and Zoning Association (2010-)
International Council of Shopping Centers (2010-)
Jeffersonville Urban Enterprise Zone Commission (2010-)
Jeffersonville Main Street Association (2010-)
10 St. Area Business Association (2010-)
Workforce One – Region 10 Workforce Board (2010-)
Jeffersonville Rotary Club (2010-)
Urban Land Institute, (2001-)
Leadership Florida, Class of XXII (2004-)
Leadership Pinellas, Class of 1999

Past

Florida Planning and Zoning Association
World Future Society
International City/County Managers Association
Florida City/County Managers Association
US Green Building Council
Habitat for Humanity Volunteer
Florida Economic Development Council
Florida Redevelopment Association
Caribbean-American Chamber of Commerce
City of Largo Main Street, Board of Directors
Tampa Bay Partnership – Various Committees
Space Coast Economic Development Council Board of Directors, Tax Abatement Committee
MyRegion.Org, CEO Roundtable, Economic Development Committee
Cocoa Beach Area Chamber of Commerce, Gov. Relations Committee
Cocoa Rotary Club, Chairman-Community Partnerships
World Trade Center – Tampa Bay
St. Petersburg/Clearwater Film Commission
St. Petersburg/Clearwater Tourism Council, Alternate Board Member
Pinellas County Workforce Board, Alternate Board Member
St. Petersburg Enterprise Zone Commission Board Member
Enterprise Florida, International Trade and Economic Development Board

Clarence L. Hulse

CONTINUING EDUCATION

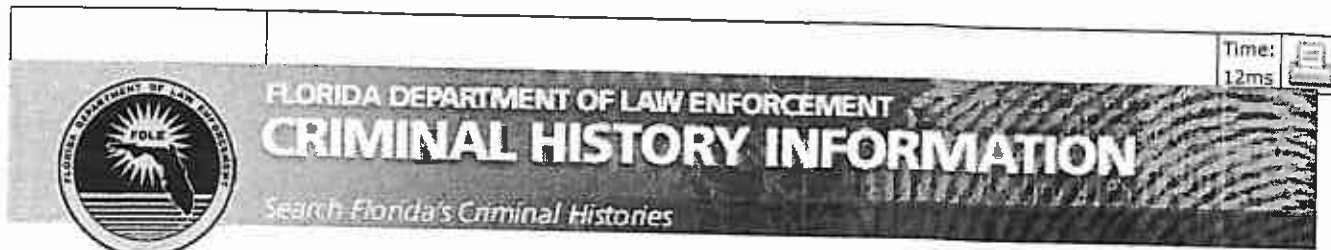
Economic Development Institute - University of Oklahoma, Nov. 2011
Jeffersonville Neighborhood Leadership Institute, Oct. 2010
Orange County Sheriff Office, Citizens Academy, April 2008
Construction Fundamentals for Development Professionals, ULI, Feb. 2008
Green Building for Building Professionals, HBA of Metro Orlando, Oct. 2007
Residential Construction, Seminole Community College, August, 2007
Documentation and Proof of Construction Delay, Lorman Seminars, May 2007
Construction Defect Claims, Lorman Seminars, April 2007
Real Estate Development in Florida, Lorman Seminars, March 2007
Developing Resorts, Second Homes, and Golf Course Communities, ULI, March 2007
Developer's Toolbox - Pro Forms, Rutgers University Online, November 2005

Inlawest Placemaking Development School, May 2006
Owner's Duties and Responsibilities in a Construction Project, Lorman Seminars, May 2006
Advances in Environmental Mold Issues, Lorman Seminars, July 2005
Affordable Housing Development, Florida Housing Finance Corp., June 2004
Certificate: City of Cocoa, Worker's Compensation Training, March 2004
Florida Appraisal Board Course I, Steve Williamson Real Estate Education, March 2004
Certified Public Manager Program (Levels I-VII), Florida State Univ., 2001-2004
School of Governmental Finance, FGFOA, Sarasota, Nov. 2002

Municipal Engineering for Non-Engineers, University of Wisconsin-Madison, 2002
Emergency Response to Terrorism: Basic Concepts, U.S. Department of Justice, Dec. 2001
Site Design and Plan Review Workshop, FAPA, St. Petersburg, FL, March 2001
Main Street 101, Florida Main Street Program, January 2000
Florida Real Estate Certificate, Bob Hogue School of Real Estate, November 1999
Advanced Supervisory Skills, Pinellas County Personnel Dept., Clearwater, May 1999
Shopping Centers: How to Build, Buy and Redevelop, ULI, Washington, DC, April 1999
Basic Supervisory Skills Course, Pinellas County Personnel Dept., Clearwater, March 1999
Capital Planning & Budgeting for Smaller Cities & Counties, ICMA Univ., Orlando, Oct. 1998

Certificate: CUED Development Finance Course, San Diego, Sept. 1998
Executive Fellows Leadership Development Program, USF, Tampa, June 1998
Certificate: Operations Management, University of South Florida, Tampa, Jan. 1998
Developing & Administering a Budget, Fred Pryor Seminars, Tampa, Jan. 1997
Economic Impact Analysis II Seminar, Arthur Andersen LLP, Chicago, Oct. 1996
Certificate: City & County Planning & Implementation, University of Missouri, Oct. 1996
SBA: Be the Boss Seminar Series, SBDC, Hattiesburg, MS, Aug-Sept. 1994
Certificate: The New South Basic Economic Development Course, AEDC, Sept. 1993

***Results of Criminal Background
Checks***



1. MY INFORMATION 2. CRITERIA 3. CONFIRMATION 4. PAYMENT 5. CANDIDATES 6. RESULTS

No Records Selected

Your Search Criteria

	First	Middle	Last	Date of Birth	Age	Race	Sex	SSN
Name	CLARENCE	LINDEN	HULSE	[REDACTED]				

Maiden/Alias

Transaction 5103297

4/12/2012 2:20:18 PM

BASED ON THE INFORMATION PROVIDED, THE CUSTOMER DETERMINED THAT NONE OF THE SEARCH RESULTS APPEAR TO BE THE INDIVIDUAL SOUGHT BY THE INQUIRY; THEREFORE NO RELEVANT CRIMINAL RECORDS WERE SELECTED.

This record (or statement that there is not a record) is based on a request from a member of the public. This customer used the FDLE Internet system to search for the Florida record. FDLE is providing this to respond to the customer's request.

Not applicant

Name	Aliases/Also Known As	DOB	SSN	Sex	Race	Height	Weight	Eye	Hair
HILLS, CLIFFORD JAMES	HILLS, JAMES CLIFFORD; HILL, CLARENCE; HILL, CLARENCE JAMES; HILLS, CLARENCE; HILLS, JAMES C; HILLS, JAMES CLARENCE; HALL, JAMES; HILLS, CLIFFORD; HILL, JAMES CLARENCE	[REDACTED]	[REDACTED]	M	B	601	342	BRO	BLK

Home

New Search

Email Results to:

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bturner@lakeparkflorida.gov

(Separate multiple email addresses by comma)

No Records Found

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Nationwide Criminal Search Records

Search Date: 04/12/2012

Criminal Records Detail

Search criteria: Clarence Hulse

No matching records were found

Please check your spelling and available coverage area's
Search coverage areas include over 340 Million Records

Perform a Full Background Check on Clarence Hulse

Results may include **Legal Judgments, Bankruptcies, Social Network Profiles, Email Addresses, Phone Numbers, Property Records, Relatives and more!**

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found

MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
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NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found
NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

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No Records Found

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Nationwide Sex Offender Records

Search Date: 04/12/2012

Sex Offender Records Detail

Search criteria: Clarence Hulse

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
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INDIANA	Clear - No Records Found
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WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

No matching records were found
Please check your spelling and [available coverage areas](#)
Search coverage areas include over 340 Million Records

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Results of Litigation Check



Background Screening Report

Town of Lake Park - Town Manager Search

Name: Clarence Hulse

Address: Jeffersonville, IN

File #: CA56847

CIVIL RECORDS

Location Searched: Clark County, IN
Dates Searched: 2005 to Present
State Searched: Indiana
Results: Civil/No Record Found

Location Searched: Breward County, FL
Dates Searched: 2005 to Present
State Searched: Florida
Results: Civil/No Record Found

Location Searched: Orange County, FL
Dates Searched: 2005 to Present
State Searched: Florida
Results: Civil/No Record Found

Location Searched: Osceola County, FL
Dates Searched: 2005 to Present
State Searched: Florida
Results: Civil/No Record Found

Miscellaneous: Our office contacted all related courts. There was no record found for the applicant.

All findings on this report are based strictly upon the information contained within the employment application and various outside agencies. All findings contained within this report should not be a sole determining factor for employment with the above agencies.

This report is furnished to you under a client-investigator privilege (in response to your request). The concerns thereof are for your confidential information and are not intended for release to any other agency and/or person without the consent of your agency.

Results from Media Checks



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Mr. Clarence L. Hulse

Clarence Hulse is employed by City of Jeffersonville, Indiana as the Director of Economic Development in the past eighteen months. he has played a pivotal role in creating over 3 000 new jobs and approximately \$75 million in capital investment. Through his Jeffersonville Neighborhood Leadership Institute initiative, he has developed and improved the city's neighborhoods, winning the 2011 American Planning Association Indiana Chapter Outstanding Community Initiative Award. He also serves as the Executive Director of the Jeffersonville Urban Enterprise Association.

Clarence has a very diverse background having worked both in the public and private sector. He has had experience in senior management, affordable housing, planning, redevelopment, marketing, community and economic development. Prior to current employment, he worked at Inlrawest Placemaking, a premier resort developer where he was responsible for the development and coordination of condo/hotels, town centers and golf course development.

Previous employers include Martin County, Florida as the Community Development Administrator managing 7 Community Redevelopment Districts rebuilding and revitalizing impoverished communities, and the City of Cocoa, where he was the driving force for their economic revival and public improvements while serving as the Deputy City Manager.

Clarence also worked in Tampa Bay as Senior Business Development Manager coordinating major relocation/expansion projects that resulted in 16,000 new jobs and \$500,000+ in real estate investment within five years.

In 1999, he was honored by his peers (American Economic Development Council) winning the national award "Outstanding New Developer of the Year."

He holds current memberships in organizations such as the Urban Land Institute, International Council of Shopping Centers, Jeffersonville Rotary Club, Indiana Economic Development Association, Indiana Redevelopment Association, Leadership Florida and Leadership Southern Indiana.

Clarence has served on numerous boards and commissions in the past and currently is on the City of Jeffersonville Planning and Zoning Board and One Southern Indiana Economic Development Committee.

Clarence earned his BS at Harding University, AR in Public Administration, magna cum laude and an MS in Economic Development from the University of Southern Mississippi. He is currently an EDI University of Oklahoma student and is planning to earn his CECd certification in the near future.



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News and Tribune

December 30, 2011

NEWS AND TRIBUNE LETTER — Thanks goes out to Clarence Hulse

— This a community letter of appreciation presented to Clarence Hulse on behalf of Jeffersonville neighborhoods.

In 2010, Clarence Hulse coordinated structured training classes utilizing the Louisville Neighborhood Leadership Training Institute to educate neighborhood association leadership in city government operations and department functions resulting in the establishment of clear communications between the neighborhood associations and the city departments.

This new communication flow and local government comprehension is a direct result in the propagation of community knowledge, shared experiences between associations and the enjoyment of several successful neighborhood projects, examples being city workers appreciation dinner, establishment of community gardens and construction of a community children's playground to name a few.

Another example of Hulse's expertise in neighborhood and city government operations was demonstrated through the Jeffersonville Community Neighborhood Association's success on the National Night Out, where the neighborhood associations conducted communitywide events with law enforcement agencies, civic groups, businesses, organizations and local officials focusing on anti-crime programs and drug prevention awareness while strengthening neighborhood spirit and police-community partnerships which resulted in Jeffersonville receiving the 2011 National Night Out "Rookie of The Year Award."

Through his efforts and hard work with 32 neighborhoods in producing solutions that enabled us to lift our esteem as residents and improve association/city functionality, Jeffersonville received the 2011 American Planning Association, Indiana Chapter Outstanding Community Initiative Award.

Although Jeffersonville recently achieved second-class city status, it has not lost its small city flair and this experience has greatly increased our city pride.

— *Mary Jo Carrico, Jeffersonville*

***Telephone Employment Reference
Forms***

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Clarence L. Hulse

Employment Referenced: Martin County, Florida

Position Held: Community Development Administrator

Employment Dates : August 2004 - April 2005

Reason for Leaving: Voluntary Resignation. No further information is available to be provided.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy")

Knowledgeable of current developments affecting the local government management field

Effectively implements and enforces municipal policies and procedures

Demonstrates a capacity for innovation and creativity

Anticipates problems and develops effective approaches for solving them

Maintains a positive work atmosphere conducive to productivity and efficiency

Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations

Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving

Properly controls the municipality's operational and functional activities and motivates others to maximum performance

Effectively recruits professional staff

How would his/her direct reports describe this person's management style?

FISCAL MANAGEMENT

- Possesses knowledge of governmental accounting/budget procedures
- Prepares a balanced budget to provide services at a level directed by the Council or Commission
- Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy
- Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting
- Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality

PERSONAL SKILLS/COMMUNICATIONS

- Demonstrates high concern for ethical behavior
- Receptive to constructive criticism and advice
- Manages stress effectively

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION

- Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives .
- Carries out the directives of the Council or Commission as a whole, rather than those of any one member
- Supports the action of the Council or Commission after a decision has been reached

COMMUNITY RELATIONS

- Maintains an "open door policy" with the community
- Effectively addresses and accommodates citizen complaints
- Shows a sensitivity to and appreciation of diversity of the municipality's population
- Responsive to issues of both commercial and residential populations

___ Maintains an effective and collaborative working relationship with other local governments

___ Takes a diplomatic approach to problem solving

___ Projects a positive image on behalf of the municipality

___ Provides management support to municipal Boards

Would you rehire this person if you were presented with the opportunity?

Information provided by:

Robbie Russo

Administrative Specialist 3

Human Resources Department

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Clarence L. Hulse

Employment Referenced: City of Cocoa, Florida

Position Held: Deputy City Manager

Employment Dates : 2001 - 2004

Reason for Leaving: Budget cutbacks.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

Y Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy") **He was good at communicating to staff and to the Council.**

Y Knowledgeable of current developments affecting the local government management field **He was very connected and knew a lot about what was happening on the local, county and national level and would let the Council know if there was anything going on.**

Y Effectively implements and enforces municipal policies and procedures **Yes - for what he was in charge of.**

Y Demonstrates a capacity for innovation and creativity **He was very creative.**

Y Anticipates problems and develops effective approaches for solving them **He was into strategic planning and resolving problems before they became problems and identifying issues or concerns.**

Y Maintains a positive work atmosphere conducive to productivity and efficiency

Y Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations **He was very good at this. He empowered his directors and would back them up.**

Y Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving **He was very good when the community was looking to contract out Fire. He conducted meetings with county commissioners to garner their support and got all the departments to work together on why the city needed to do this.**

Y Properly controls the municipality's operational and functional activities and motivates others to maximum performance **They were very highly motivated and he respected their opinions. He worked very long hours and wouldn't ask his staff to do anything he wouldn't do himself.**

Y Effectively recruits professional staff **Yes - and he often helped Human Resources and used his personal connections to recruit qualified people.**

How would his/her direct reports describe this person's management style? **Enthusiastic, harmonious, challenging but in a good way to make sure everyone's views had been considered.**

FISCAL MANAGEMENT

 Possesses knowledge of governmental accounting/budget procedures **The City Manager was the former Finance Director and Mr. Hulse wasn't involved in this much with the City.**

 Prepares a balanced budget to provide services at a level directed by the Council or Commission **He would oversee the budgets of the departments in his area and talk about how to strategically plan their budgets and live within them.**

 Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy **Same as above.**

Y Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting

Y Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality **He sat in on those and spoke up when needed and when cost-cutting was necessary.**

PERSONAL SKILLS/COMMUNICATIONS

Y Demonstrates high concern for ethical behavior

Y Receptive to constructive criticism and advice

Y Manages stress effectively **He didn't need much sleep and could work long hours and be wide awake for early morning staff meetings.**

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION

Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives **He had a role in this and talked with Council re long-range planning and what the long and short range plans needed to be for the City.**

Carries out the directives of the Council or Commission as a whole, rather than those of any one member **He did not patronize any one Council member.**

Supports the action of the Council or Commission after a decision has been reached

COMMUNITY RELATIONS

Maintains an "open door policy" with the community **He was very good at this and became involved in opening up more doors.**

Effectively addresses and accommodates citizen complaints **He would follow through and make sure the appropriate staff person with the City addressed the concern effectively.**

Shows a sensitivity to and appreciation of diversity of the municipality's population

Responsive to issues of both commercial and residential populations **He was very involved in economic development and promoted it strategically.**

Maintains an effective and collaborative working relationship with other local governments **He was in the Space Coast City Manager Association and Florida League of Cities and statewide associations for leadership development.**

Takes a diplomatic approach to problem solving

Projects a positive image on behalf of the municipality

Provides management support to municipal Boards **If there were any Board issues, he would get the answers and get them to the Boards.**

Would you rehire this person if you were presented with the opportunity? **Yes. He was a good worker while he was there.**

Information provided by:

**Wendy Widmann
Director of Administrative Services**

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Clarence L. Hulse

Employment Referenced: Intrawest Placemaking

Position Held: Real Estate Development Manager

Employment Dates : April 2005 - May 2008

Reason for Leaving: Involuntary reduction in force. No further information can be provided.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

___ Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy")

___ Knowledgeable of current developments affecting the local government management field

___ Effectively implements and enforces municipal policies and procedures

___ Demonstrates a capacity for innovation and creativity

___ Anticipates problems and develops effective approaches for solving them

___ Maintains a positive work atmosphere conducive to productivity and efficiency

___ Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations

___ Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving

___ Properly controls the municipality's operational and functional activities and motivates others to maximum performance

___ Effectively recruits professional staff

How would his/her direct reports describe this person's management style?

FISCAL MANAGEMENT

- Possesses knowledge of governmental accounting/budget procedures
- Prepares a balanced budget to provide services at a level directed by the Council or Commission
- Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy
- Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting
- Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality

PERSONAL SKILLS/COMMUNICATIONS

- Demonstrates high concern for ethical behavior
- Receptive to constructive criticism and advice
- Manages stress effectively

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION

- Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives
- Carries out the directives of the Council or Commission as a whole, rather than those of any one member
- Supports the action of the Council or Commission after a decision has been reached

COMMUNITY RELATIONS

- Maintains an "open door policy" with the community
- Effectively addresses and accommodates citizen complaints
- Shows a sensitivity to and appreciation of diversity of the municipality's population
- Responsive to issues of both commercial and residential populations

___ Maintains an effective and collaborative working relationship with other local governments

___ Takes a diplomatic approach to problem solving

___ Projects a positive image on behalf of the municipality

___ Provides management support to municipal Boards

Would you rehire this person if you were presented with the opportunity?

Information provided by:

**Stephanie Stark
Human Resources**

John J. Murphy

***Copies of Employment Application,
Cover Letter and Resume***



TOWN OF LAKE PARK
An Equal Opportunity Employer
EMPLOYMENT APPLICATION FORM

Please type or print clearly. Do not use pencil. A separate application form containing the applicant's original signature is required for each position. Applications will not be accepted by fax or by email. Completed applications must be submitted to the Human Resources Department, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. Applications must be complete at the time they are submitted. Please answer each question or insert "N/A" if the question is not applicable. Applications are accepted only for advertised positions.

In accordance with the provisions of the Americans with Disabilities Act, please notify the Human Resources Department at 561-881-3310 in advance if you require special accommodations to participate in the employment application process.

1. Position Applied For: Town Manager
 (Please state the position applied for exactly as it has been advertised.)

2. Is this position: Full-time Part-time Temporary Intermittent (Seasonal)
 (Please check one of the above boxes.)

3. How did you first learn about this position: Online ?

4. Applicant's Last Name: Murphy

5. Full First Name: John Middle Name: Joseph

6. Applicant's Home Address: 30 Reliance Drive
 (Do not use a post office box.)

City: Wilkes-Barre State: PA Zip Code: 18702

Home Telephone No. (with area code): (570) 822-8787 Cell Phone No. (with area code): (570) 762-7246

Email Address: J.J.Murphy31@gmail.com

7. Social Security Number: [REDACTED]
 (The Town of Lake Park requires your social security number for the purpose of conducting pre-employment background checks, pre-employment drug screens, employment benefits, and income reporting. Your social security number will be used solely for these purposes.)

8. Have you ever worked for the Town of Lake Park? Yes No
 If "yes", please provide position title(s), department(s), dates of employment, and reason for leaving:

Received

APR Page 1 of 6 Pages

Town of Lake Park
 Dept. of Administration

9. Have you ever applied for a position with the Town of Lake Park before? Yes No
If "yes", please provide the position(s) for which you applied and the date of your application(s):

10. Do you have any relatives currently employed by the Town of Lake Park? Yes No
If "yes", please print name, relationship to you and the Town department in which your relative works:

11. May we contact your present employer? Yes No

12. Is there any reason that you would not be able to perform the responsibilities and tasks of the position for which you are applying? Yes No

13. Can you work evenings? Yes No

14. Can you work weekends? Yes No

15. Are you legally able to work in the United States? Yes No

16. Have you **EVER** been arrested, received a Notice to Appear, been charged, convicted, entered a plea of *nolo contendere* (no contest), entered a plea of guilty, been found guilty or had adjudication withheld in a criminal offense; or, are there any criminal charges now pending against you?

Yes No

If "yes", please describe the charge and the outcome of the charges (please be sure to respond thoroughly and accurately to this question. Failure to answer accurately and fully or failure to disclose requested details on this application form will be counted as an omission of relevant facts and will be grounds for disqualification from consideration or revocation of job offer if recommended for hire):

17. Do you have a valid Florida driver's license? Yes No If your answer is "yes", please attach a copy of your driver's license to this application.

Driver's License Number: _____

18. Do you have a current Florida Commercial Driver's License (CDL)? Yes No
If "yes", indicate class below:

Class A Class B Class C Class D Chauffeur's License

Expiration Date: _____ Endorsements: _____

19. EDUCATION AND TRAINING HISTORY

Please provide your full name if different while attending school: _____

High School or GED	
Full Name: <i>Archbishop Ryan</i>	Date Graduated: <i>June 1989</i>
Address: <i>11201 Academy Road</i>	
City/State/Zip Code: <i>Philadelphia/PA/19154</i>	
College/University	
Full Name: <i>King's College</i>	Date Graduated: <i>MAY 1993</i>
Address: <i>133 N. Franklin St</i>	Major: <i>Political Science</i>
City/State/Zip Code: <i>Wilkes-Barre/PA/18701</i>	Degree: <i>BA</i>
College/University	
Full Name: <i>Manwood University</i>	Date Graduated: <i>MAY 1993</i>
Address: <i>2300 Adams Ave</i>	Major: <i>Public Administration</i>
City/State/Zip Code: <i>Scranton/PA/18509</i>	Degree: <i>Master's in Public Administration</i>
Training/Vocational School	
Full Name:	Date Completed:
Address:	Licenses or Certifications:
City/State/Zip Code:	
NOTE: Please attach copies of degrees or certificates at the time of application.	

20. Please list all special skills, computer programs, office machines, equipment, tools, etc. that you are able to use:

I can operate and use all computers and office equipment.

21. Please list any trade or professional organizations to which you currently belong:

ICMA

22. EMPLOYMENT HISTORY

Commencing with your most recent employer, including self-employment, part-time employment, and military service (if applicable), please list in reverse chronological order your complete employment history. Please attach an addendum if needed to complete this section. **(NOTE: If you are supplementing your application with a resume, all of the following requested information must be provided in your resume.)**

Name of Employer: <i>United States Air Force Reserve</i>	Starting Date: <i>MAY 1997</i>
Address: <i>Tyndall Air Force Base</i>	Ending Date: <i>Present</i>
City/State: <i>Panama City / FL</i> Zip Code: <i>32403</i>	Final Salary: <i>Approx \$12K</i>
Telephone Number (with area code): <i>(850) 283-5955</i>	<i>per year</i>
Immediate Supervisor: <i>Lt Col Dugdale</i>	
Position Title: <i>Controller / watch Supervisor</i>	
Duties and Responsibilities:	
<ul style="list-style-type: none"> - Coordinate search and rescue across the U.S. and combat search & rescue when deployed overseas. 	
Reason for Leaving:	
<p><i>I am still an active USAF reservist.</i></p>	
Name of Employer: <i>Goats Consulting</i>	Starting Date: <i>MARCH 2009</i>
Address: <i>30 Reliance Drive</i>	Ending Date:
City/State: <i>Wilkes-Barre / PA</i> Zip Code: <i>18702</i>	Final Salary: <i>Approx 150,000</i>
Telephone Number (with area code): <i>(570) 762-7246</i>	<i>in consulting contracts.</i>
Immediate Supervisor: <i>Self-employed</i>	
Position Title: <i>CEO</i>	
Duties and Responsibilities:	
<ul style="list-style-type: none"> - Consult clients in economic development, grant procurement, security and government relations. 	
Reason for Leaving:	
<p><i>- I am looking for an opportunity to get back into running a local government.</i></p>	

22. EMPLOYMENT HISTORY (continued)

Name of Employer: <i>City of Wilkes-Barre</i>	Starting Date: <i>July 2002</i>
Address: <i>40 E. Market St</i>	Ending Date: <i>March 2010</i>
City/State: <i>Wilkes-Barre PA</i> Zip Code: <i>18711</i>	Final Salary: <i>\$5,000</i>
Telephone Number (with area code): <i>(570) 208-4152</i>	
Immediate Supervisor: <i>Mayor Tom Leighton</i>	
Position Title: <i>City Administrator</i>	
Duties and Responsibilities:	
<ul style="list-style-type: none"> - Run the day-to-day operations of a city government. - 300 employees \$40M budget 	
Reason for Leaving:	
<ul style="list-style-type: none"> - Wanted an opportunity to work for myself. 	
Name of Employer: <i>USAF</i>	
Address: <i>Langley Air Force Base</i>	Starting Date: <i>MAY 1997</i>
City/State: <i>Hampton VA</i> Zip Code:	Ending Date: <i>Sep 2002</i>
Telephone Number (with area code): <i>(850) 283-5955</i>	Final Salary: <i>\$60,000</i>
Immediate Supervisor: <i>Lt Col Dugdale</i>	
Position Title:	
Duties and Responsibilities:	
<ul style="list-style-type: none"> - I worked for the same unit as I do now coordinating search and rescue. 	
Reason for Leaving:	
<ul style="list-style-type: none"> - My commitment was over and I transitioned into the Air Force reserves. 	

23. Please explain any gaps in your employment history:

There are no gaps.

24. Have you ever been fired, removed or dismissed from any position at any time?

Yes No

If "yes", identify the employer and your job position, and explain why and include the date of the job action:

**25. APPLICANT'S STATEMENT
AND AUTHORITY TO RELEASE INFORMATION**

I hereby certify that all statements in this application are true and complete. I understand that any misrepresentation or omission of information by me shall serve as a basis for termination of my employment with the Town of Lake Park. I further understand that unless this application is completed in detail, it will not be considered.

I hereby give my consent to the Town of Lake Park to investigate and verify any information provided on this application form and successive documents completed for the purpose of employment consideration. I consent to have background checks, pre-employment physical examinations, drug testing, reference checks and any other necessary investigations undertaken to determine my suitability for employment.

I hereby authorize any representative of the Town of Lake Park, bearing this release, or copy hereof, to obtain any information in your files pertaining to my educational background, attendance, employment history and disciplinary records. I hereby release any person who provides personnel file or applicant information pertaining to me from all claims of liability that might otherwise result from such information. I hereby release the Town of Lake Park or its employees from any and all liability for damages resulting from reference checks, background checks associated with this application.

I am further aware and understand that the Town of Lake Park requires its employees to adhere to numerous policies, rules, regulations and procedures, including but not limited to: (1) fingerprinting of its employees upon application and employment; (2) Equal Employment Opportunity Policy; (3) a Drug Free Workplace Policy; (4) drug screening requirements; and (5) a Tobacco Free Workplace Policy.

I voluntarily agree to abide by all Town policies if I am hired by the Town of Lake Park.

I further declare that if I am employed by the Town of Lake Park, and thus a recipient of public funds, that I affirm that I will support the Constitution of the United States and the State of Florida.

Applicant Full Name: John Joseph Murphy
(please print)

John Joseph Murphy
Signature of Applicant

10 Apr 12
Date

Signature of Applicant's Parent or Legal Guardian
(if applicant is a minor)

Date

J.J. MURPHY, ICMA-CM

E-Mail: J.J.Murphy31@gmail.com

30 Reliance Drive • Wilkes-Barre, Pennsylvania 18702

Phone: 570.822.8787 • Mobile: 570.762.7248

TOWN MANAGER

EXECUTIVE PROFILE

Recognized facilitator and administrator, with extensive experience in the military ranging from leadership, direction, training and administration of worldwide assistance programs, facility security management, planning and leading notable search and rescue activities to personnel and program security.

Commendable record of success in maintaining high levels of operational improvements and enhancing productivity by relying on unique combination of business savvy and intuitive management skills. Offering established management experience that includes budgeting, strategic planning and personnel selection / evaluation / development.

Leadership has been utilized but was not limited to fiscal responsibility, facility maintenance, budget and operations management, and coordination between workforce and senior management in organizing a wide-range of responsibilities. Able to manage government and military assignments in diverse environments combined with proven ability to lead re-organization and downsize efforts without compromising productivity.

AREAS OF EXPERTISE

Time Management	Creating Public/Private Partnerships	Negotiation & Interpersonal Skills
Leadership & Teambuilding	Budget Control & Implementation	Operations Management

PROFESSIONAL BACKGROUND

GOALS CONSULTING, LLC

PRESIDENT & CEO

2010-PRESENT

Utilized government experience to assist public, non-profits and private sectors:

- Consulted for the local Chamber of Commerce to help foster economic development initiatives
 - Efforts lead to a \$16M project to restore the local YMCA
- Despite poor economy, assisted two clients in procuring grants in excess of \$5M combined
 - One project was a public/private partnership that enabled a land trust to secure 150 acres of green space
- Lectured and advised over 50 communities throughout the United States in developing a strategic plan to deploy municipal surveillance systems
- Provided webinar on municipal surveillance and the economic development benefits of cameras; labeled as an expert in the field by a national security trade magazine

CITY OF WILKES-BARRE, PA

CITY ADMINISTRATOR

2004-2010

Skilfully maneuvered municipality through financial recovery during:

- Administration of January 2004 inherited unpaid bills of \$10.1M along with several stalled economic development projects, collapsing infrastructure and an existing yearly budget shortfall of \$4.2M
- Implementation of a five-year recovery plan, which led the city from the brink of bankruptcy without a bond rating to being the 3rd highest rated ("A") city in the Commonwealth of Pennsylvania with a audited financial turnaround of \$57M from 2003-2009, as well as savings of \$1.5M over four years through offering retirement incentive
 - This rating helped the city save over \$300,000 on their last bond issue alone.

J.J. MURPHY, ICMA-CM

E-Mail: J.J.Murphy51@gmail.com

30 Reliance Drive • Wilkes-Barre, Pennsylvania 18702

Phone: 570.822.8787 • Mobile: 570.762.7246

- Management of \$45M annual operating budget, \$86M in capital assets, and lead more than 300 employees
- Revenues in 2003 stood at \$34.3M and city ended the year with a negative \$1.2 fund balance, in 2009, net revenues were \$55.9M and the fund balance was \$15.1M
 - Michael P. Taylor of S&P stated "The outlook is...based on our expectations that City management's demonstrated actions toward returning the City to structurally sound budgeting practices will continue to have a positive effect on the City's overall financial profile."

Committed to developing new avenues to generate revenue for economic development initiatives as a result of:

- Coordination of over \$150M in new economic development over the last seven years within the city
- Marketed building and settled sale terms while releasing \$14M of financial obligations of Wilkes-Barre's Call Center, which was listed as the Mayor's #1 goal of 2004 and 2005
- Spearheaded efforts to lead Wilkes-Barre from one of the least technologically advanced communities in Pennsylvania into one of the most advanced in the United States with little cost to the municipality
- Settlement of multiple public/private partnerships in technology, security and economic development delivering tangible benefits to Wilkes-Barre and the surrounding community
- Created the vision, obtained the grant funding and was the project manager for a citywide camera initiative which deployed more than 250 cameras and helped transform the perception of the downtown and the public parks
- Execution of effective leadership and facilitator on numerous economic development projects, enabling projects to be executed successfully. New pro-business climate resulted in 53 new businesses opening in Wilkes-Barre since 2004
- Fostered the rehabilitation of the Coal Street Complex into a state-of-the-art mixed-use \$15M recreational project that added a commercial component to the project who privately invests \$2.1M over the term of the lease
 - Project cost the general fund zero dollars, it finances itself and will actually make the city money

Many of these successes in economic development were a result of our success in obtaining grant funding for the multitude of capital projects that will help continue the growth in our tax base.

Recognized for being the labor negotiator who delivered tangible results which include:

- Fire Union contract; served as the lead negotiator for the first and only, to date, paid firefighters in the Commonwealth of Pennsylvania to be in agreement on 10 percent co-pay for health insurance
 - Now all four city unions pay a healthcare premium
- Implementation of labor/management quarterly discussions, which successfully prevented future grievances and costs related issues; utilized team approach to discuss the labor-management agreements
- Fostering a positive working relationship with all union leaders that settled resolution of many grievances

DEPUTY CITY ADMINISTRATOR

2002-2003

Developed and established stronger communication systems to improve the city in the post 9/11 phase by:

- Utilizing extensive background gained in emergency management to formulate a new emergency operations plan for the city composed of more than 120 pages of Standard Operating Procedures in compliance with Pennsylvania Emergency Management Agency standards
 - Efforts help lead to Wilkes-Barre receiving a FEMA Community Rating System rating of Level 7 which saved taxpayers approximately 15% on their flood insurance premiums
- Functioning as a key representative of the city responsible for fostering proper coordination between the local colleges, chamber, business communities and Wilkes-Barre city government

J.J. MURPHY, ICMA-CM

E-Mail: J.J.Murphy31@gmail.com

30 Rellanes Drive • Wilkes-Barre, Pennsylvania 18702

Phone: 570.822.8287 • Mobile: 570.762.7246

OTHER EXPERIENCE

2000-Present	Watch Supervisor, Air Force Rescue Coordination Center -Tyndall AFB, VA
1997-Present	United States Air Force Officer, United States Air Force (Rank - Major)
2008	Director (Personnel) Recovery Coordination Center), Combined Joint Task Force -Horn of Africa (Djibouti, Africa)
1998-2000	Vandenberg Air Force Base Spokesman, Public Affairs Office -Vandenberg AFB, CA
1997-1998	Recruiter, University of Notre Dame, IN (Minority Recruitment Program)
1996-1997	Special Assistant of the Mayor, Wilkes-Barre, PA
1994-1995	Legal Assistant, Department of State -Harrisburg, PA

CREDENTIALS

Education	Master of Public Administration, Focus in Criminal Justice, Marywood University, Scranton, PA; 1998 <i>Alpha Phi Sigma; National Criminal Justice Honor Society</i> Bachelor of Arts in Political Science, King's College, Wilkes-Barre, PA; 1993
Affiliations	Member, International City/County Management Association, Credentialed Manager Founder, President & CEO, GOALS Foundation; 2001-Present Board of Directors, Wilkes-Barre YMCA Member, American Society of Public Administrators Member, Civic and Veteran Organizations
Professional Development	Graduate, Air Command and Staff College; 2009 Graduate, Squadron Officer School (In residence); 2004 Graduate, Joint Combat Search and Rescue Coordinator's Course; 2002 Graduate, Air Force Inland Search and Rescue Course; 2001 Graduate, Defense Information School; 1998 - Air Force Recruiter Training; 1997 Fellowship Graduate, Center for Progressive Leadership 2005 FEMA 100,200,700 and Defense Support of Civil Authorities Level I Courses Completed
Awards	Meritorious Service Medal; 2012 Joint Service Commendation Medal; 2008 Air Force Commendation Medal; 2000, 2002 and 2003 Joint Service Achievement Medal; 2010 Air Force Achievement Medal; 1998 National Service Defense Medal Global War on Terrorism Expeditionary Medal Global War on Terrorism Service Medal Humanitarian Service Medal; 2010 Military Outstanding Volunteer Service Medal; 2004 Armed Forces Reserve Medal with 2 'M' Devices Volunteer of the Year (Director of Operations), Air Combat Command (ACC); 2001 King's College Leo Award for Community Service; 2005

***Results of Criminal Background
Checks***

Time: 28ms



FLORIDA DEPARTMENT OF LAW ENFORCEMENT
CRIMINAL HISTORY INFORMATION
 Search Florida's Criminal Histories

- 1. MY INFORMATION
- 2. CRITERIA
- 3. CONFIRMATION
- 4. PAYMENT
- 5. CANDIDATES
- 6. RESULTS

No Records Selected

Your Search Criteria

	First	Middle	Last	Date of Birth	Age	Race	Sex	SSN
Name	JOHN	JOSEPH	MURPHY	[REDACTED]				
Maiden/Alias								
Transaction	5103276			4/12/2012 2:16:12 PM				

BASED ON THE INFORMATION PROVIDED, THE CUSTOMER DETERMINED THAT NONE OF THE SEARCH RESULTS APPEAR TO BE THE INDIVIDUAL SOUGHT BY THE INQUIRY; THEREFORE NO RELEVANT CRIMINAL RECORDS WERE SELECTED.

This record (or statement that there is not a record) is based on a request from a member of the public. This customer used the FDLE Internet system to search for the Florida record. FDLE is providing this to respond to the customer's request.

Not application

Name	Aliases/Also Known As	DOB	SSN	Sex	Race	Height	Weight	Eye	Hair
MURPHY, JOHN JEFFERSON	MURPHY, JOHN; MURPHY, JOHN JOSEPH; MURPHY, JOHN JEFFERSON	[REDACTED]	[REDACTED]	M	W	600	190	BRO	BRO
MURPHY, JOHN PATRICK	MURPHY, JOHN; MURPHY, JOHN P	[REDACTED]	XXX-XX- [REDACTED]	M	W	510	170	BRO	BRO
MURPHY, JOHN JOSEPH	MURPHY, JOHN JOSEPH III	[REDACTED]	[REDACTED]	M	W	511	155	BLU	BRO
MURPHY, JOHN	MURPHEY, JOHN FRANKLIN; MURPHY, JOHN FRANKLIN; MURPHEY, JOHN	[REDACTED]	[REDACTED]	M	W	511	285	BLU	BRO
MURPHY, JOHN	MURPHY, JOHN J; MURPHY, JOHN JOSEPH	[REDACTED]	[REDACTED]	M	W	600	185	BLU	BRO

Home

New Search

Email Results to:

Print Results

bturner@lakeparkflorida.gov
 (Separate multiple email addresses by comma)

No Records Found

[Print](#)

Nationwide Criminal Search Records

Search Date: 04/12/2012

Criminal Records DetailSearch criteria: **John Murphy****No matching records were found**

Please check your spelling and [available coverage area's](#)
Search coverage areas include over 340 Million Records

Perform a Full Background Check on [John Murphy](#)

Results may include **Legal Judgments, Bankruptcies, Social Network Profiles, Email Addresses, Phone Numbers, Property Records, Relatives and more!**

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found

MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found
NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

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Nationwide Sex Offender Records

Search Date: 04/12/2012

Sex Offender Records DetailSearch criteria: **John Murphy**

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found
MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found

NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

No matching records were found
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Federal Court, News

Former municipal job candidate files federal employment discrimination suit against township

7/29/2011 9:40 AM By Jon Campisi

A Luzerne County, Pa. man who claims he was not hired as manager of a suburban Philadelphia municipality because of his membership in the U.S. Army reserves is suing the locality in federal court.

John J. Murphy, of Wilkes-Barre, Pa., alleges that he had more professional experience than the other candidates interviewed for the position of township manager in Radnor Township, but was denied the job because of his status as military reservist.

Through the complaint, which was filed July 27 in the U.S. District Court for the Eastern District of Pennsylvania by Wilkes-Barre attorney David P. Tomaszewski, Murphy alleges that Radnor hiring authorities, which included the township board of commissioners and the then-interim township manager, discriminated against him because of his military commitments.

According to the complaint, Murphy learned of the job opening in the spring of 2009 and immediately applied for the position.

During a subsequent interview with then-interim manager John Granger, Murphy was told that his "military background and integrity would be a perfect fit" for the position, the lawsuit states.

In a July 2009 interview with township commissioners, Murphy unveiled that his membership in the Army reserves might mean he would have to be away on leave from time to time. Still, Murphy was eventually told he was in the running for the job, according to the suit.

Eventually, however, Murphy was told that he would not be called back for a second interview, since "some of the board members have serious concerns about your ongoing military obligations," according to the complaint.

Another job candidate was then hired for the position of Radnor Township manager.

"The actions and omissions of Defendant in failing to hire the Plaintiff due to his military and/or reserve obligations ... were outrageous, extremely offensive, intentional, and discriminatory against Plaintiff, and were performed with malice and reckless indifference to Plaintiff's legally protected rights," the lawsuit claims.

The lawsuit alleges that Radnor Township violated the federal Uniformed Services Employment and Reemployment Act, as well as Pennsylvania's Military Affairs Act.

Murphy seeks compensatory and punitive damages, specifically, he would like the defendant to issue him back pay in an amount representing all benefits of employment that would have been received "had the unlawful failure to hire not occurred," the suit states.

Murphy also seeks attorney's fees and related costs. He had demanded a jury trial.

The federal case number is 2:11-cv-04743-PBT.

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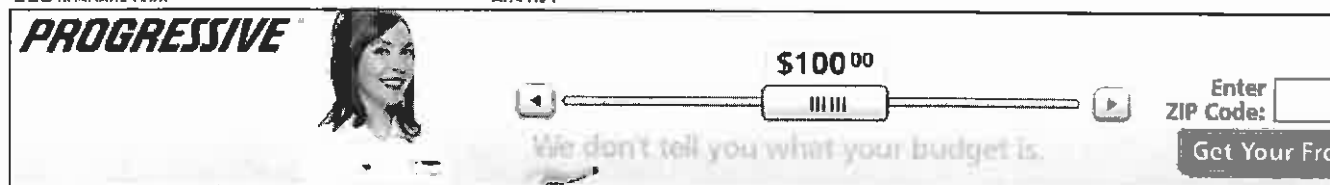
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• i l k e s - B a r r e O n l i n e

1-15-2008

J.J. Murphy interview

As promised. City Administrator J.J. Murphy has graciously agreed to respond to some questions I wanted to throw at him. He didn't have to, but he did. And he has.

When both good or bad things happen here in Wilkes-Barre, more often than not the media immediately gets after the Mayor or his spokeswoman/personal assistant, Bridget Giunta. And despite his high-profile position at City Hall and his overseeing of much of what we'd call Wilkes-Barre's day-to-day operations, I think J.J. Murphy is still something of a mystery to the majority of the residents he proudly serves.

Before we get on with this, I'd like to recount our very first encounter.

J.J. was hired by the former mayor, and one of his responsibilities (as I saw it) was to smooth things over with the college kids that were repeatedly wronged by that former mayor as an election grew nearer and talk of those college kids registering to vote en masse got around.

As with everything Wilkes-Barre specific, I commented on such, and rarely did I have much good to say about J.J.'s efforts during that frustrating period. And as I grew increasingly agitated about the then deplorable state of this city, I think I sent too much criticism in the direction of J.J.

So, I volunteered to help out at the Mayor's golf tournament up at Wilkes-Barre Municipal Golf Course back in 2003. Truth be told, I'd rather do just about anything than play golf, so I drove a golf cart piled with water and soda around the course all day long. Hey, I'll support candidates I believe in, but golfing is just too much to ask of me. Cripes, what if somebody saw me?

Anyway, The Mayor of East End and I arrived at this one green where then candidate Tom Leighton and his entourage were putting out. And up walks this guy unknown to me with his hand extended and with a big smile on his face as he said, "Soooooooooooo, you're Mark Cour." I replied, "And you are?" That guy was none other than J.J. Murphy. He asked me if we could have a few running conversations about the state of the city, but more specifically, about the future of the city. And I happily agreed to that.

As Wilkes-Barre's one-and-only political blogger at that time, I was used to being cursed at, shouted at, chased through the streets, called every name in the book and challenged to a few donnybrooks of the physical variety. But never did anyone who's stones I had thoroughly busted on these pages approach me in the openly friendly manner that J.J. did. And this was in spite of the fact that he later divulged that he felt some of my criticisms of him and his performance were patently unfair, and some even stung. Needless to say, I was impressed. And remember your history, what I was doing to city officials at that time--blogging--was unprecedented being a new phenomenon and all, so it took a real class act to be the first to approach me in a non-combative manner.

I'm not completely sure how he feels about our relationship since then, but, rightly or wrongly, I consider him a personal friend, but I know he's a good friend to Wilkes-Barre. Professionally, I think he's been very, very cool under pressure during some of Wilkes-Barre's most turbulent days, which belies his military search-and-rescue background. And I also feel that Wilkes-Barre is a much better place simply by having him aboard. We keep saying we want the out-migration to end. We keep saying we want to keep the best and brightest right here in Northeastern Pennsylvania.

So, with that in mind, meet J.J. Murphy, one of Northeastern Pennsylvania's best and brightest.

J.J.,

Please try to provide as many details and depth as are currently allowable.

And how about a quick introductory bio, as well as how you came to be employed by the City of Wilkes-Barre.

For those who do not know me, I was born and raised in a blue-collar neighborhood in Northeast Philadelphia. My father is a retired Philadelphia police officer and my mother was a legal secretary. I came to Wilkes-Barre in 1989 to attend King's College. As a senior at King's I obtained an internship in the City Clerk's Office and I cultivated many lasting friendships from that experience. I really enjoyed the area and decided to return to go to graduate school at Marywood for a degree in Public Administration. In 1997 I was commissioned a 2nd Lieutenant in the United States Air Force after completing two years in the Wilkes University Reserved Officer's Training Corps while I was attending graduate school.

My Air Force career took me around the country and afforded me the opportunity to serve with and under some of this country's greatest leaders.

In September of 2002 I separated from active-duty and became an active member of the Air Force Reserves. My family and I came

back to Wilkes-Barre and I was hired as the Deputy Administrator. Five months later I was re-called to active-duty and went back to Virginia to serve in the search and rescue field again.

When Tom Leighton won his election he asked me if I would consider applying for the City Administrator post. I was honored and went through the process and was selected.

I am married to my college-sweetheart Colleen and we have four beautiful girls.

1. With escalating employee compensation devouring the majority of the city's incoming revenues, do you envision a privatization of some city-supplied services at some later date?

This administration has worked very hard to evaluate all city services and, city positions. And we put a plan in place to offer retirement incentives to try to get a good deal of employees to retire. We have only rehired positions that were income generating or absolutely necessary. Outside of the Police Department, we have saved hundreds of thousands of dollars on overtime in the other three city units. I do not ever think we will be in a position to privatize services.

2. When will the design and financing of the oft-promised Coal Street Park remake be made available to the public, as well as a start and completion date?

Just last week, City Council passed the resolution approving the construction manager for the project. The financing has been finalized and the project should be completed in the next 18 months.

3. Is there a start-completion date set for the proposed reworking of Coal Street, and it's linkup with Union Street in downtown Wilkes-Barre?

Technically, PennDot has started that project but it will take approximately 3 years to complete construction.

4. To put it bluntly, what is the holdup with the new parking garage project being constructed behind Provincial Towers?

You put something bluntly...Imagine that!!! Again, there was a minor delay over the last couple of weeks. The project is back on track and they are shooting for a December completion date. Will there be inconveniences in the meantime? Absolutely, but the Mayor has been steadfast in making sure we delivered the safest, best-constructed, state-of-the-art facility for this community. This facility in itself will save jobs, and most likely will bring in more businesses to the area.

5. When will the Murray Complex on Pennsylvania Avenue be transformed into what the private developer promised it would be? He received the creative tax breaks he was looking for from the County. So, when can we expect to see some progress on that project?

The developer you are speaking about is finalizing funding for his project. Let me say this, I would love to see over \$20 million invested into that complex. Many different ideas have been talked about to address his concerns, but as of today, I do not know when that project will start.

6. WIFI--Where are we on that? Is the WIFI system 100% up and running? Can we subscribe? Where can we go for more information?

I am proud to say that the city-wide deployment by Frontier is complete. To date, Wilkes-Barre is one of the most technological advanced communities in Pennsylvania. Here is what you can find on Wirefree Wilkes-Barre's website: The consumer segment of the city-wide WiFi network is managed by Frontier Communications Inc. A day pass, monthly service, or even pre-paid wireless data cards are available from Frontier for consumer use. To learn more about the city-wide WiFi network, including how to sign on, please go to www.frontiermobile.com. For Technical support or help with getting connected, call Frontier Technical Support at (800) 469-6519.

7. What is the status of the Riverfront project? Is it behind schedule? Is it ahead of schedule? When can we expect to use those new amenities? And as a follow-up, who will be responsible for the upkeep of those facilities? The City, or the County?

The Riverfront project is a County project. We have partnered with them and have granted them the proper land-use clearances. My understanding is that the county will maintain the property when it is completed. The good news is that we are told that this amazing project is actually ahead of schedule and may be completed by the end of 2008.

8. What is your opinion of the newest media--the internet--and it's affect on local politics? And in particular, local political bloggers.

First off, let me say that I welcome various opinions on how we are serving the citizens of Wilkes-Barre. We now live in a society that wants information immediately, and through many mediums, the public can receive news coverage and up-to-date pictures from cell phones and over the internet. The internet has also closed the gap between the public and government. The public now has new forums to offer opinions and criticisms to their elected officials.

As the City Administrator, I welcome the input of the public and encourage constructive criticism, whether it be in person or via the internet. I for one know that I have made mistakes, and having someone pointing them out constructively is never a problem for me. When it is a problem is when individuals create websites with no other purpose than what seems to be 7-day websites that do nothing but to slander good people. Oftentimes, these websites have limited life expectancies and fold when the creators move on when their own actions become a more serious problem. We now live in a society that wants information immediately, and in many mediums, they can receive news coverage and up to date pictures from cell phones.

Here is where the problem lays. An uninformed blogger, or a vindictive blogger, can hurt someone without ever having to being held accountable. So because of that, many public officials, or government employees are wary of sharing information. It is a real balancing act that I do not have a good answer for at this time.

Overall, I like that we have a more informed public. Hopefully someday, that will translate into higher voter turnouts.

9. Does the local media's unrelenting habit of sowing the flames of political discontent make it harder for you and yours to do your jobs? Also, do you believe it to be a bit disingenuous for some to continually call themselves activists, watchdogs and what have you despite the fact that they run for office at nearly every turn?

Leadership, especially government leadership, comes with knowing that you are living in a fishbowl. I think it is actually great when citizens become informed and then decide to get involved. However, some people cross the line when they try to hurt people without knowing all of the facts, or even worse, deliberately lying.

Was For example, during the election this fall, was it fair for Ms. Stets to promise the residents of Wilkes-Barre that she would bring in the United States Coast Guard to fight the drug dealers? Should the media have taken her to task? I think so, but this is not always what happens. I actually respect those who take the time to become more informed and want to participate in government.

10. What would you say to a resident who thinks the salaries at City Hall are too high?

To be fair, I will not speak for anyone else but myself on this question. I would ask said resident what they believe a fair rate to be. Then, I would also make them aware of my job duties. For example, the fact that I am conducting city business everyday, sometimes as many as 16 hours a day, and I would give them my background (military, leadership courses, professional organizations, Master's Degree).

I would make them aware that in the private sector, I could compete for \$50,000 more than what I make now, and in fact have turned down at least one job offer for \$180,000 per year. If you want somebody who will do this job at any price you will get what you pay for. Right now, you have a guy who is trying to put his heart and soul into turning this community around. I will let my record, and the record of the senior leaders who have all worked hard for the Leighton Administration stand for itself.

11. How would you answer the following question: Why should I live in or invest in Wilkes-Barre?

The City of Wilkes-Barre is at a crucial point right now.

First, we are in the middle of a true economic and social rebirth of the city. We are trying to clean up our city from within. We have demolished over 100 properties and, if we had the money, could clean up countless more. The establishment of the Community Action Team has put landlord and property owners on notice that filth will not be tolerated.

We have put up the first two phases of our streetlights and the third will be started in the near future. The new downtown movie theatre has brought over 600,000 visitors to our downtown and we expect even more as retail expands. The catalyst for even more development will be the completion of the intermodal garage in late December 2008.

And if that were not enough, if we obtain the DCED grant that we applied for, We also hope to use the gaming funds for which we applied through DCED to will allow us to deploy more than 500 additional security cameras throughout our downtown, in all of our neighborhood parks, and in areas that the police deem necessary. We plan on taking full advantage of the technological advancements we have put into place with our wireless initiative.

Secondly, we are embarking on a period of change in County government that is very important for our future. The new leaders at the county level can not leave the City of Wilkes-Barre standing alone. Over the last 4 years, Mayor Leighton has worked hard to develop a spirit of cooperation that has not been seen in a long time. City Council and this administration have forged ahead with a very cooperative and progressive agenda. The city and county have taken turns to be there for each other when needed (floods, winter storms, and equipment needs - just to name a few). Our staffs work on grants and many other projects jointly. We need to keep this momentum in order to make this a place that can competitively attract new businesses.

12. What has been your proudest accomplishment while working for the City?

When I sat down with Tom Leighton four years ago, in December 2003, and he shared his vision of what he wanted his administration to accomplish, I knew that I wanted to be a part of the rebirth. So when I look at the long list of accomplishments it is very difficult for

me to select just one of which I am most proud;: the sale of the Call Center, our financial turnaround, the Healing Field, Movies 14, other downtown development, Community Action Team, 3 new fire engines, a new firehouse, two new ambulances, countless new police cruisers, 21 new police officers, the streetlights, more than 100 demolished eyesores, infrastructure improvements, the free Beach Boys concert, the wireless initiative. and so many other great things it is extremely hard to pick the one I am most proud.

I believe we have raised the bar as far as expectations and in the end, we have given people hope. Can we do more? Absolutely! And with four more years with this team in place I know we will give the residents even more than completed projects, we will give them a place they are proud to call home.

13. Your biggest disappointment?

My biggest disappointment has been not communicating with city employees better and letting them know how impressed I am with their efforts. We could never pay our police or firemen what they deserve. I try to do the best I can, but I do not tell them enough that they are the backbones to a safe community. When the weather is so bad that you dread the run from your car into work, the members of the Teamsters are outside cleaning up this city. Since this administration took office, gone are the days that trash or recycling is on the street for days at a time. The members of Local 1310 are the dedicated workers in our Health Department and in City Hall. Many of these people have college degrees and could make a lot more money if they worked in the private sector. Instead, they track down grants, inspect restaurants and properties, provide free flu shots, make it easier for residents to work with City Hall and provide service to their community.

All in all, many of these public servants are working hard everyday for the greater good of this community. I wish I took more time out of my day to let every one of them know that I respect and admire them.

14. Why Wilkes-Barre? Why did you choose to raise your family here?

My wife and I met and were married here in Wilkes-Barre. We have lived in California and Virginia and, in 2002, decided to leave the active-duty Air Force. While we enjoyed the weather in Santa Barbara, CA, and the southern hospitality of Virginia, we wanted to raise our family in a good, solid, hard working family oriented community. Having grown up in a neighborhood in Philadelphia that reminded me of Wilkes-Barre, a place where the neighbors would watch over your kids and you would do the same for them. A neighborhood where the police were respected and teachers were disciplinarians when needed but encouraged kids to seek out better alternatives. To me, the saying "the valley with a heart" is more than a slogan, it is how the majority of the people here live. I want my girls to grow up knowing that it is our responsibility to help make this area a better place. I am confident we made the right decision, and I look forward to working hard for the next four years in making Wilkes-Barre a better place for all of us.

15. Would you care to share with us the details of the Djibouti thing?

As some of your readers know, I am an active reservist in the United State Air Force. I was recently promoted to Major and, although I was on active-duty for more than 6 years, and was previously mobilized as a reservist for 13 months in February 2002, I have never deployed to a combat area overseas. This is about to change.

My unit commander has asked me to fill a roll as a search and rescue controller in Djibouti, Africa for a 6-month tour starting in March of this year. I have talked it over with my family and the Mayor, and have in fact said yes. I look forward to serving on a U.S. Marine base in a joint billet and working along side some of America's bravest men and women. The reaction by this patriotic community has been overwhelming thus far. I know some people are confused about why I would want to go overseas and help in this global war. Maybe the great Thomas Payne said it best when he said, "If there must be trouble, let it be in my day that my child may have peace."

Dude, thanks for your time. While many say city officials are not accessible, you took the time necessary to dispel that silly notion.

Personally, I appreciate the sacrifices you make for this country, and it should be noted that as a military wife, your better-half does as well, if not more.

And with most of Eastern Africa being a hotbed of religious extremism as well as abject chaos in a governmental vacuum, you need to keep your eyes open and your head down while exploring Djibouti.

And get me a few of those Somali pirates, will you?

Thanks.

And if anyone has any follow-up questions, send them along and I'll fire them off to Mr. Murphy. I have a few of my own.

'Til next time.



***Telephone Employment Reference
Forms***

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: John J. Murphy

Employment Referenced: United States Air Force Reserve

Position Held: Controller/Watch Supervisor

Employment Dates : May 1997 - Present

Reason for Leaving: N/A

MANAGEMENT STYLE/PROFESSIONAL SKILLS

Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy") **Lt. Colonel Dugdale is his supervisor. He communicates with him on what the duties are that have to be completed.**

Knowledgeable of current developments affecting the local government management field **N/A**

Effectively implements and enforces municipal policies and procedures **N/A**

Demonstrates a capacity for innovation and creativity **He has not been his supervisor long enough to observe this.**

Anticipates problems and develops effective approaches for solving them **Yes - for the job he does there.**

Maintains a positive work atmosphere conducive to productivity and efficiency

Encourages department heads to make decisions within their own areas - **N/A** without the Manager's approval, yet maintains general control of operations

Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving **N/A as he is not in a management position.**

Properly controls the municipality's operational and functional activities and motivates others to maximum performance **N/A**

Effectively recruits professional staff **N/A as he is not in a management position.**

How would his/her direct reports describe this person's management style? **N/A**

FISCAL MANAGEMENT None of the following are applicable to Mr. Murphy's current position.

Possesses knowledge of governmental accounting/budget procedures

Prepares a balanced budget to provide services at a level directed by the Council or Commission

Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy

Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting

Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality

PERSONAL SKILLS/COMMUNICATIONS

Demonstrates high concern for ethical behavior **He follows the Military Code of Ethics.**

Receptive to constructive criticism and advice

Manages stress effectively

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION None of the following are applicable.

Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives

Carries out the directives of the Council or Commission as a whole, rather than those of any one member

Supports the action of the Council or Commission after a decision has been reached

COMMUNITY RELATIONS None of the following are applicable.

Maintains an "open door policy" with the community

Effectively addresses and accommodates citizen complaints

Shows a sensitivity to and appreciation of diversity of the municipality's population

___ Responsive to issues of both commercial and residential populations

___ Maintains an effective and collaborative working relationship with other local governments

___ Takes a diplomatic approach to problem solving

___ Projects a positive image on behalf of the municipality

___ Provides management support to municipal Boards

Would you rehire this person if you were presented with the opportunity? **Yes. He is a good worker.**

Information provided by:

**Lt. Colonel Jameson Dugdale
United States Air Force Reserve
Tyndall Air Force Base**

Brian J. Redshaw

***Copies of Employment Application,
Cover Letter and Resume***



TOWN OF LAKE PARK

An Equal Opportunity Employer

EMPLOYMENT APPLICATION FORM

Please type or print clearly. Do not use pencil. A separate application form containing the applicant's original signature is required for each position. Applications will not be accepted by fax or by email. Completed applications must be submitted to the Human Resources Department, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. Applications must be complete at the time they are submitted. Please answer each question or insert "N/A" if the question is not applicable. Applications are accepted only for advertised positions.

In accordance with the provisions of the Americans with Disabilities Act, please notify the Human Resources Department at 561-887-3310 in advance if you require special accommodations to participate in the employment application process.

1. Position Applied For: TOWN MANAGER
 (Please state the position applied for exactly as it has been advertised.)

2. Is this position: Full-time Part-time Temporary Intermittent (Seasonal)
 (Please check one of the above boxes.)

3. How did you first learn about this position: ICMA NEWSLETTER ?

4. Applicant's Last Name: REDSHAW

5. Full First Name: BRIAN Middle Name: JOSEPH

6. Applicant's Home Address: 3420 OUTER DRIVE
 (Do not use a post office box.)

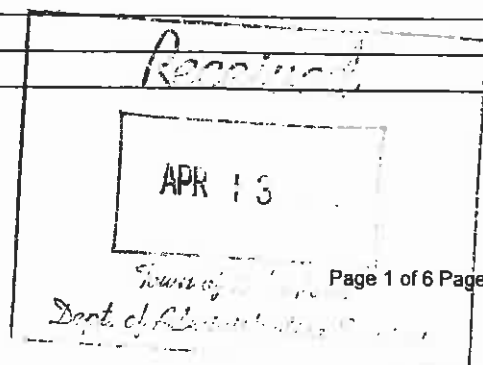
City: HIBBING State: MN Zip Code: 55746

Home Telephone No. (with area code): 218-263-8136 Cell Phone No. (with area code): 218-969-3607

Email Address: iowahawk77@gmail.com

7. Social Security Number: [REDACTED]
 (The Town of Lake Park requires the purpose of conducting pre-employment background checks, pre-employment physical examinations and drug screens, employment benefits, and income reporting. Your social security number will be used solely for these purposes.)

8. Have you ever worked for the Town of Lake Park? Yes No
 If "yes", please provide position title(s), department(s), dates of employment, and reason for leaving:



9. Have you ever applied for a position with the Town of Lake Park before? Yes No
If "yes", please provide the position(s) for which you applied and the date of your application(s):

10. Do you have any relatives currently employed by the Town of Lake Park? Yes No
If "yes", please print name, relationship to you and the Town department in which your relative works:

11. May we contact your present employer? Yes No

12. Is there any reason that you would not be able to perform the responsibilities and tasks of the position for which you are applying? Yes No

13. Can you work evenings? Yes No

14. Can you work weekends? Yes No

15. Are you legally able to work in the United States? Yes No

16. Have you **EVER** been arrested, received a Notice to Appear, been charged, convicted, entered a plea of *nolo contendere* (no contest), entered a plea of guilty, been found guilty or had adjudication withheld in a criminal offense; or, are there any criminal charges now pending against you?

Yes No

If "yes", please describe the charge and the outcome of the charges (please be sure to respond thoroughly and accurately to this question. Failure to answer accurately and fully or failure to disclose requested details on this application form will be counted as an omission of relevant facts and will be grounds for disqualification from consideration or revocation of job offer if recommended for hire):

17. Do you have a valid Florida driver's license? Yes No If your answer is "yes", please attach a copy of your driver's license to this application.
Driver's License Number: _____

18. Do you have a current Florida Commercial Driver's License (CDL)? Yes No
If "yes", indicate class below:

Class A Class B Class C Class D Chauffeur's License

Expiration Date: _____ Endorsements: _____

19. EDUCATION AND TRAINING HISTORY

Please provide your full name if different while attending school: _____

High School or GED	
Full Name: EAST HIGH SCHOOL	Date Graduated: 5/1973
Address: 5011 MAYHEW AVE	
City/State/Zip Code: SIOUX CITY IA 51106	
College/University	
Full Name: UNIVERSITY OF IOWA	Date Graduated: 5/1977
Address: 30 CALVIN HALL	Major: POLITICAL SCIENCE
City/State/Zip Code: IOWA CITY IA 52242	Degree: B.A.
College/University	
Full Name: UNIVERSITY OF S. DAKOTA	Date Graduated: 7/1979
Address: 414 E. Clark Street	Major: PUBLIC ADMINISTRATION
City/State/Zip Code: VERMILLION SD 57069	Degree: M.P.A.
Training/Vocational School	
Full Name:	Date Completed:
Address:	Licenses or Certifications:
City/State/Zip Code:	
NOTE: Please attach copies of degrees or certificates at the time of application.	

20. Please list all special skills, computer programs, office machines, equipment, tools, etc. that you are able to use:

Microsoft Word, Power Point, Works, Outlook
Excel, Explorer

21. Please list any trade or professional organizations to which you currently belong:

International City Management Association

22. EMPLOYMENT HISTORY

Commencing with your most recent employer, including self-employment, part-time employment, and military service (if applicable), please list in reverse chronological order your complete employment history. Please attach an addendum if needed to complete this section. **(NOTE: If you are supplementing your application with a resume, all of the following requested information must be provided in your resume.)**

Name of Employer: CITY OF HIBBING	Starting Date: 9/1/2004
Address: 401 E. 21st Street	Ending Date: 4/6/2011
City/State: Hibbing MN Zip Code: 55746	Final Salary: 84468
Telephone Number (with area code): 218-262-3486	
Immediate Supervisor: RICK CANNATA	151 FTE
Position Title: CITY ADMINISTRATOR	
Duties and Responsibilities: GENERAL MANAGER OF FOURTEEN (14) DEPARTMENTS ECONOMIC DEVELOPMENT, CITY ENGINEER, HUMAN RESOURCES, FINANCE DEPARTMENT, BUILDING & HOUSING, CITY ASSESSOR, PARKS & RECREATION, PUBLIC LIBRARY, MEMORIAL BUILDING, SANITATION, PUBLIC WORKS, POLICE, FIRE, WASTEWATER PLANT	
Reason for Leaving: TERMINATION OF CONTRACT DUE TO PHILOSOPHIC DIFFERENCES WITH CANNATA REGIME (1/1/11 - 4/6/11) MORE ACCURATE ASSESSMENT FROM FORMER MAYOR RICK WOLFF 9/1/04 - 12/31/10 218-208-9631	
Name of Employer: TOWN OF SYRACUSE	Starting Date: 5/17/99
Address: 310 N. Huntington Street	Ending Date: 8/31/04
City/State: Syracuse IN Zip Code: 46567	Final Salary: 57,000
Telephone Number (with area code):	
Immediate Supervisor: BARB CARWILE	50 FTE
Position Title: TOWN MANAGER	
Duties and Responsibilities: GENERAL MANAGER OF NINE (9) DEPARTMENTS BUILDING OFFICIAL, FINANCE DEPARTMENT, FIRE DEPT, POLICE DEPARTMENT, PARKS & RECREATION, PUBLIC LIBRARY, STREET DEPARTMENT, WATER DEPT., WASTEWATER DEPT	
Reason for Leaving: RESIGNATION TO TAKE HIBBING POSITION	

22. EMPLOYMENT HISTORY (continued)

Name of Employer: CITY OF HOISINGTON	Starting Date: 5/1/97
Address: 109 East First Street	Ending Date: 10/26/98
City/State: Horington KS Zip Code: 67544	Final Salary: 49,200
Telephone Number (with area code): 620-653-4125	
Immediate Supervisor: CLAYTON WILLIAMSON	40 FTE
Position Title: CITY MANAGER	
Duties and Responsibilities: General Manager of eight (8) departments, Finance Department, Fire Department, Police Department, Parks & Recreation, Public Library, Electric Distribution and Generation, Sewer Department, Wastewater Department	
Reason for Leaving: TERMINATION due to differences over employee discipline regarding firing of Police Chief due to nine felonies on ^{sexual} exploitation of a child	
Name of Employer: TOWN OF GRAND LAKE	Starting Date: 9/6/96
Address: 1026 PARK AVENUE	Ending Date: 3/31/97
City/State: Grand Lake CO Zip Code:	Final Salary: 40,000
Telephone Number (with area code): 970-627-3435	
Immediate Supervisor: GENE STOVER	10 FTE
Position Title: TOWN MANAGER	
Duties and Responsibilities: General Manager of Five (5) Departments Finance Department, Parks & Recreation, Water Department, Street Department, and Public Library (Special Districts - Sewer and Fire Dept)	
Reason for Leaving: RESIGNATION	

23. Please explain any gaps in your employment history:

see item 23 on next page

24. Have you ever been fired, removed or dismissed from any position at any time?

Yes No

If "yes", identify the employer and your job position, and explain why and include the date of the job action: see item 24 on next page

22. EMPLOYMENT HISTORY (continued)

Name of Employer: CITY OF OCONTO	Starting Date: 8/17/1995
Address: 1210 Main Street	Ending Date: 5/15/1996
City/State: Oconto WI Zip Code: 54153	Final Salary: 40000
Telephone Number (with area code): (920) 834-7711	
Immediate Supervisor: DWAIN KONSIAK	68 FTE
Position Title: CITY ADM./ACCOUNTANT	
Duties and Responsibilities: General Manager of Nine (9) Departments Finance Department, Fire Department, Police Dept., Parks & Recreation, Public Library, Public Works Sewer Department, Water Department, Recycling	
Reason for Leaving: RESIGNATION, Employer wanted CPA which I never represented that I had.	
Name of Employer: CITY OF WAUKEE	Starting Date: 2/1/1980
Address: 230 W. HICKMAN ROAD	Ending Date: 10/15/1994
City/State: Waukegan IA Zip Code: 50263	Final Salary: 37,631
Telephone Number (with area code): (515) 987-	
Immediate Supervisor: Floyd Rosenkranz	25 FTE
Position Title: CITY CLERK ADMINISTRATOR	
Duties and Responsibilities: General Manager of Nine (9) departments Finance Department, Fire Dept., Police Department Parks & Recreation, Public Library, Public Works Natural Gas, water dept., sewer department	
Reason for Leaving: RESIGNATION, leaving to sell real estate for Coldwell Banker Mid-America Group Realtors in West Des Moines IA	

23. Please explain any gaps in your employment history:

10/16/1994 - 8/16/1995 Coldwell Banker Mid-America Group Realtors
 4/7/2011 - 4/30/2012 Member In-Transition
 5/16/1996 - 9/5/1996 Between Positions
 10/27/1998 - 5/16/1999 Member In-Transition

24. Have you ever been fired, removed or dismissed from any position at any time?

Yes No

If "yes", identify the employer and your job position, and explain why and include the date of the job action:
 4/6/11 City of Hibbing contract termination due to philosophic differences
 10/24/98 City of Hoisington contract termination due to employee discipline

**25. APPLICANT'S STATEMENT
AND AUTHORITY TO RELEASE INFORMATION**

I hereby certify that all statements in this application are true and complete. I understand that any misrepresentation or omission of information by me shall serve as a basis for termination of my employment with the Town of Lake Park. I further understand that unless this application is completed in detail, it will not be considered.

I hereby give my consent to the Town of Lake Park to investigate and verify any information provided on this application form and successive documents completed for the purpose of employment consideration. I consent to have background checks, pre-employment physical examinations, drug testing, reference checks and any other necessary investigations undertaken to determine my suitability for employment.


I hereby authorize any representative of the Town of Lake Park, bearing this release, or copy hereof, to obtain any information in your files pertaining to my educational background, attendance, employment history and disciplinary records. I hereby release any person who provides personnel file or applicant information pertaining to me from all claims of liability that might otherwise result from such information. I hereby release the Town of Lake Park or its employees from any and all liability for damages resulting from reference checks, background checks associated with this application.

I am further aware and understand that the Town of Lake Park requires its employees to adhere to numerous policies, rules, regulations and procedures, including but not limited to: (1) fingerprinting of its employees upon application and employment; (2) Equal Employment Opportunity Policy; (3) a Drug Free Workplace Policy; (4) drug screening requirements; and (5) a Tobacco Free Workplace Policy.

I voluntarily agree to abide by all Town policies if I am hired by the Town of Lake Park.

I further declare that if I am employed by the Town of Lake Park, and thus a recipient of public funds, that I affirm that I will support the Constitution of the United States and the State of Florida.

Applicant Full Name: Brian Joseph Redshaw
(please print)


Signature of Applicant

4/10/2012
Date

Signature of Applicant's Parent or Legal Guardian
(if applicant is a minor)

Date

Brian J. Redshaw
3420 Outer Drive
Hibbing, MN 55746
lowidhawk77@gmail.com

March 5, 2012

Human Resources Department
Lake Park Town Hall
535 Park Avenue
Lake Park FL 33403

Dear Sirs:

It is my desire to apply for the position of Town Manager as advertised in the February 27th edition of the ICMA Newsletter.

An updated resume has been included for your reference. Hopefully it would answer any questions that you might have about my background. If not, please feel free to contact me at my residence at 218-263-8136. My cell number is 218-969-3607.

After reading the position description, I believe that I am the candidate who possesses the skill-set to be successful as the Town Manager. I have a number of qualities which makes me uniquely qualified for this position. Through my career, I have developed the ability to be a well prepared leader of the community. I have a skill-set which makes me both positive and personable. I am a Team-Player who will work well with the Town Council and members of the staff. I am an Outstanding Communicator, Strategic Thinker and a Skilled Facilitator. I am fiscally conservative, exercise sound judgment, have a high standard of integrity and am committed to the organization. I adhere to the Total Quality Management approach to organizations. We should always be looking for continuous improvement in the organization. I have a good educational background which allows me to critically look at alternatives, and the maturity to evaluate and make wise choices. I am also a change agent who is always looking for new ways to solve problems and provide services. I take my role as public servant very seriously and do my best to lead by example.

One of my strong suits is financial management. Over the last six and one half years, I have been involved in budget cutbacks by the City of Hibbing. One half of their budget comes from Local Government Aide (LGA) and the State of Minnesota has been struggling to balance their budget. We have had an informal hiring freeze for over four years. Departmental budgets are in a continual review process. The State of Minnesota

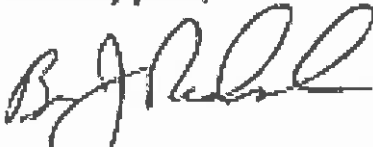
is proposing a reduction of \$1.3 million in the 2012 Budget. I have also managed a municipal gas utility in Waukeg IA which was financially in trouble in 1980. Two large rate increases were implemented and I had the resolve to bring the City through the crisis even though the solution was not well received by the citizens. I have shown myself to be very successful in implementing change and handling a dynamic environment which has been essential in dealing with the natural gas and electric industries. I have been able to handle people well whether they are citizens, council members or employees.

My salary history information is as follows: FY 79-80 \$16,000; FY 93-94 \$37,631; FY 95-98 \$40,000 to \$49,200; FY 99-04 \$50,000 to \$57,000; and FY 05-11 \$74,000 to \$84,468 plus \$5000 car allowance.

I have eight professional references for your use: Donald L. Bailey, Jr., former Mayor of Waukeg IA, 515-987-1114; Frank Bigelow, Hibbing City Council, 218-262-1622; Tim Harkonen, Hibbing City Council, 218-969-0235; Carol F. Koble, former Syracuse Town Councilman, 574-457-2064; Tom Perzanowski, former Syracuse Town Marshal, 321-693-3156; Floyd W. Rosenkranz, former Mayor of Waukeg IA, 940-482-1913; Rick Wolff, former Mayor of Hibbing MN, 218-208-9631 and Jeff Young, former City Clerk of Hibbing MN, 218-969-8966.

I would gladly answer any questions that you might have in the future. If any other documents are necessary, please let me know and I can fax them to you.

Sincerely yours,



Brian J. Redshaw

BJR/bjr
encl.

BRIAN J. REDSHAW

ADDRESS:

3420 Outer Drive
HIBBING MN 55746
RES: 218-263-8136
CELL: 218-969-3607
E-MAIL: iowahawk77@gmail.com

EDUCATION:

Master of Public Administration Degree (M.P.A.) with an emphasis in Public Management, University of South Dakota, Vermillion SD 57069. Degree received in July of 1979 with a G.P.A. of 3.36.

Bachelor of Arts Degree (B.A.) with a Major in Political Science, University of Iowa, Iowa City IA 52242. Degree received in May of 1977 with a G.P.A. of 3.05. A minor was received in Economics.

COURSE HIGHLIGHTS:

University of South Dakota – Budgetary and Fiscal Management, Management and Accounting, Managerial Economics, Organization and Management, Public Personnel (Independent Study), Public Policy Analysis, Quantitative Analysis, Research Methods, and Seminar in Public Administration.

University of Iowa – Economics of the Public Sector, Financial Accounting, Financial Management, Municipal Administration, Municipal Government and Politics, and Public Administration.

EXPERIENCE RECORD:

September 2004 to April 2011 – City Administrator of Hibbing MN. The Official 2010 Census count is 16,361. I supervised 151 full-time employees. Employment peaks at approximately 200 during the summer months. The total budget for the City of Hibbing in 2011 is \$14,939,732. I directly supervised thirteen (13) department heads under a mayor, clerk and five councilors elected from five wards. This community is located approximately 60 miles northwest of Duluth MN in an area known as the Iron Range. Essential services provided are: full-time Police, Fire & Ambulance Services, Parks & Recreation, Library Services under a joint agreement with the City of Chisholm, Building & Housing, City Assessor, Finance Department, City Attorney, Cemetery, Sanitation (Solid Waste Disposal), Wastewater Treatment Plant Operations, Sanitary Sewer, Public Works Services (Street and Storm Sewer), Memorial Building Management. The Chisholm – Hibbing Airport Authority provides air services through

Mesabi Airlines which is associated with Northwest Airlines. In 2006, I successfully negotiated three year contracts with: AFSCME, ILETS, MPSA and IAFF. From 2004 to 2007, I have been working on a FTTH project through Iron Range Community FiberNet. The City Limits encompasses over 186 square miles and is considered to be the largest city in the state of Minnesota on a geographic basis. St. Louis County is approximately sixty miles from east to west and one hundred twenty north to south. It extends to the Canadian border including the Boundary Waters Canoe Area.

May 1999 to August 2004 – Town Manager of Syracuse, IN. The 2000 Census count was 3038. The total budget including utilities is approximately \$4,500,000. I supervised 50 full-time employees under five councilmen elected from five wards. This community is located in north central Indiana sixty miles southeast from South Bend. Kosciusko County contains 72 lakes and Syracuse physically touches both Syracuse Lake and Lake Wawasee. Essential services provided are: water production and distribution, sanitary sewer collection and treatment, storm sewer, streets and park operations administered by an independent board. Syracuse provides a full-time police department with ten sworn police officers as well as a full-time fire department with five paramedics on staff. The fire department is complimented by volunteers numbering approximately thirty (30).

May 1997 to October 1998 – City Manager of Hoisington, KS. The 1995 estimated census count was 3212. The 1998 total budget was \$3,958,096. I supervised 40 full-time employees under a mayor and eight city councilmen elected from four wards. This full-service community has electric generation and distribution, water production and distribution, sanitary sewer, storm sewer, solid waste disposal, streets and parks operations. It also has a full-time police department and ambulance service. The fire department is a volunteer service.

September 1996 to March 1997 – Town Manager of Grand Lake, CO. The year-round population of this community is approximately 500 with a seasonal population between 4000 and 4500. The 1997 budget of Grand Lake was \$846,545 for the General Fund and \$264,510 for the Water Revenue Fund. I supervised 10 employees under a mayor and six trustees elected at-large. This is a resort community located at the west entrance of Rocky Mountain State Park.

August 1995 to May 1996 – City Administrator / Accountant of Oconto, WI. The population of this community was 4538 with an annual budget of \$3.4 million. I supervised 68 employees under a mayor and 10 aldermen elected from wards for two year terms. Three separate labor unions represented the police, fire and public works departments (TEAMSTERS).

November 1994 to July 1995 - Real Estate Sales Associate for Coldwell Banker Mid-America Group Realtors. I worked under brokers, Barry Hesse and Ted Grundquist.

February 1980 to October 1994 – City Clerk / Administrator of Waukeg, IA. The population of this community was 3411 with an annual budget of \$2.5 million. I

supervised 25 employees (18 full-time) under a mayor and 5 councilmen elected at-large for staggered four year terms.

I am very familiar with police administration, public works administration, zoning administration, library management, city finance and bookkeeping, and utility management. The City of Waukee has water, sewer and natural gas systems. I was closely involved in the formation of the Waukee Municipal Code which was passed in May of 1981. I was also extensively involved in the formulation of a comprehensive zoning and subdivision ordinance and map in December of 1981. Later a park dedication ordinance was also passed. Beginning in 1990, I had extensive involvement in annexation through both voluntary and involuntary petitions as well as appearances before the City Development Board.

I was the City representative to the Central Iowa Regional Association of Local Governments (CIRALG) and the South Dallas County Landfill Agency. I have been involved annually in the formulation of Fire Agreements with the surrounding township trustees.

I have formulated the City Budgets for Waukee, Oconto, Grand Lake, Hoisington, Syracuse and Hibbing over the last 31 years which represents experience in six states. I was in charge of all the accounting of city funds, publication of legal notices, utility billing operation and collection of delinquent customers and investment of idle funds at Waukee. I have functioned as Comptroller for the City of Oconto. I have a good knowledge of the concepts of accrual accounting as well as hands-on experience in its implementation. I was closely involved in the installation of a computer system in Waukee during the Spring of 1983 as well as the Summer of 1990.

April 1979 to July 1979 - internship under the Administrator of South Sioux City, NE, Dennis J. Gann. I worked on delinquent Special Assessments, labor negotiations with the police union and AFSCME, the budget process, landfill operation, and water plant operation.

PERSONAL INFORMATION:

Marital Status: Married since March 29, 1980

Children: 3

Health: Excellent

PROFESSIONAL MEMBERSHIPS:

I am a member of the International City Management Association and former member of the Minnesota City/ County Management Association. I was also a member of the Coalition of Greater Minnesota Cities and am an active participant in the Labor & Employee Relations Committee of the CGMC. I have experience with the Kansas Association of City / County Management as well as the League of Municipalities. I

have previously been involved with the Iowa Municipal Finance Officers' Association, Iowa Municipal Association of Utilities, Northern Municipal Distributors Group, American Waterworks Association, and American Public Gas Association. I previously worked with the Kansas Municipal Utilities, Kansas Municipal Gas Agency and the Kansas Municipal Energy Agency. I was also a member of the Kansas Rural Water Association.


I have completed Sessions I-III of the Municipal Clerk's Institute at Iowa State University in Ames, Iowa for a total credit of 10.2 C.E.U.'s.


In January of 1995, I completed the Dale Carnegie Training Course in West Des Moines. In June of 2005, I successfully completed a Chamber Leadership Course in Hibbing MN.

I have been a member of Rotary International from 1999 to 2008. Prior to that I was a member of Lions Club in Iowa and Kiwanis Club in Wisconsin and Kansas.

I am a Founding Member of the John C. Maxwell Certification Program since March 2011.

***Results of Criminal Background
Checks***

Time: 4ms 



FLORIDA DEPARTMENT OF LAW ENFORCEMENT
CRIMINAL HISTORY INFORMATION
Search Florida's Criminal Histories

- 1. MY INFORMATION
- 2. CRITERIA
- 3. CONFIRMATION
- 4. PAYMENT
- 5. CANDIDATES
- 6. RESULTS

Confirmation of No Search Results

Your Search Criteria

	First	Middle	Last	Date of Birth	Age	Race	Sex	SSN
Name	BRIAN	JOSEPH	REDSHAW	[REDACTED]				
Maiden/Alias								
Transaction	5103268			4/12/2012 2:14:27 PM				

FDLE found NO Florida criminal history based on the information provided. No criminal record check was conducted for other states or for the FBI. This record (or statement that there is not a record) is based on a request from a member of the public. This customer used the FDLE Internet system to search for the Florida record. FDLE is providing this to respond to the customer's request.

Help understanding these results

Print Results

Email Result to:

New Search

Home

bturner@lakeparkflorida.gov

No Records Found

[Print](#)

Nationwide Criminal Search Records

Search Date: 04/12/2012

Criminal Records DetailSearch criteria: **Brian Redshaw****No matching records were found**

Please check your spelling and [available coverage areas](#)
Search coverage areas include over 340 Million Records

Perform a Full Background Check on [Brian Redshaw](#)

Results may include **Legal Judgments, Bankruptcies, Social Network Profiles, Email Addresses, Phone Numbers, Property Records, Relatives and more!**

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found

MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found
NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

Note: The data in this report is derived from public sources and may contain errors. We do not create, verify, or guarantee the accuracy of the data. Please be sure to closely review the information. We are NOT a consumer reporting agency as defined under the Fair Credit Reporting Act ("FCRA"), and the information in our databases has not been collected in whole or in part for the purpose of furnishing consumer reports, as defined in the FCRA. Website information cannot be used to: (a) establish an individual's legibility for personal credit or insurance; (b) assess risks associated with existing consumer credit obligations, (c) evaluate an individual for employment, promotion, reassignment or retention (including employment of household workers such a nannies, housekeepers, or contractors), or (c) in conjunction with assessing the merits of entering into any other personal business transaction with another individual). For more information please review our Terms and Conditions - [CLICK HERE](#)

No Records Found

[Print](#)

Nationwide Sex Offender Records

Search Date 04/12/2012

Sex Offender Records DetailSearch criteria: **Brian Redshaw**

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found
MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found

NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

No matching records were found
Please check your spelling and [available coverage areas](#)
Search coverage areas include over 340 Million Records

Note: The data in this report is derived from public sources and may contain errors. We do not create, verify, or guarantee the accuracy of the data. Please be sure to closely review the information. We are NOT a consumer reporting agency as defined under the Fair Credit Reporting Act ("FCRA"), and the information in our databases has not been collected in whole or in part for the purpose of furnishing consumer reports, as defined in the FCRA. Website information cannot be used to: (a) establish an individual's legibility for personal credit or insurance; (b) assess risks associated with existing consumer credit obligations, (c) evaluate an individual for employment, promotion, reassignment or retention (including employment of household workers such as nannies, housekeepers, or contractors), or (c) in conjunction with assessing the merits of entering into any other personal business transaction with another individual). For more information please review our Terms and Conditions - [CLICK HERE](#)

Results of Litigation Check



Background Screening Report
Town of Lake Park - Town Manager Search

Name: Brian Redshaw
Address: Hibbing, MN

[REDACTED]
File #: CA56850

CIVIL RECORDS

Location Searched: Saint Louis County, MN
Dates Searched: 2005 to Present
State Searched: Minnesota
Results: Civil/No Record Found

Location Searched: Kosciusko County, IN
Dates Searched: 2005 to Present
State Searched: Indiana
Results: Civil/No Record Found

Miscellaneous: Our office contacted all related courts. There was no record found for the applicant.

All findings on this report are based strictly upon the information contained within the employment application and various outside agencies. All findings contained within this report should not be a sole determining factor for employment with the above agencies.

This report is furnished to you under a client-investigator privilege (in response to your request). The concerns thereof are for your confidential information and are not intended for release to any other agency and/or person without the consent of your agency.

Results from Media Checks

Syracuse Council Mired In Trivia

By Gary Gerard, Times-Union Managing Editor

I found the resignation of Syracuse Town Manager Brian Redshaw a bit unsettling.

I think the resignation occurred largely because of a personality conflict between Redshaw and Syracuse Town Council President Larry Siegel.

That's unfortunate.

First of all, let me say that there are no bad people in this equation.

There are differences of opinion and differences in management styles, but no bad people.

No one has accused Redshaw of being a bad town manager. Quite the contrary. People who know him say he's a hard worker.

But it's never a good thing when personalities seem to get in the way of governing.

I talked to both of these guys this week and I really think they both believe they are on the right track and have the best interest of the town in mind.

Whether Redshaw's resignation is in the best interest of the town remains to be seen.

But a quote from Redshaw in our story on Thursday really made me take notice of the issue.

He said, "The town manager's position is under assault."

That is a bit unsettling.

There are plenty of significant items of business before the Syracuse Town Council – any town council, for that matter.

Things like budgets, utilities and town services.

It seems counterproductive to me to scour state statutes in an attempt to exactly delineate the role of a town manager.

But that seems to be what Siegel is up to. In his defense, I think he just wants everything to be right.

He wants everything to be done according to the law. That certainly is a noble cause, but isn't that why there are town attorneys?

Frankly, in all my years of small-town journalism – all 24 of them – I have never seen public officials become so embroiled in the minutiae of legal definitions.

I mean, we're to the point of people resigning here.

Here's an example.

Redshaw wanted to name somebody to fill in when he's away. Does this sound unreasonable to anyone?

The town has an ordinance governing such things. It's pretty much a direct copy of Indiana Code 36-5-5-8, the state statute that deals with town managers and town councils. Seems Syracuse, like most towns, simply lifted the state statute and turned it into a town ordinance.

Anyway, according to town ordinance – that's Sec. 3 of ordinance 91-11, (Powers and duties of Town Manager), subsection 4 – the town manager “may delegate any of his powers to an employee responsible to him.”

OK, seems pretty straightforward, right?

But no. Wait. Siegel points to Indiana Code 36-5-5-7 which says, “The town legislative body may appoint a qualified person to perform the duties of the manager whenever he is absent or unable to perform his duties.”

Aha.

So which is it? These are both subsections of same state statute. This is the law.

The simple answer is, “I don't know. Call the attorney.”

But doesn't this beg the larger question, “Who cares?”

I mean, really. Do we really want to pay an attorney to sort this out?

Shouldn't it be a case where Redshaw says, “Hey, council, I want Joe Blow to replace me if I get sick,” and they say “OK, we like Joe Blow,” or “No, Joe Blow is a fool, we'll pick somebody.”

There are more issues like this between Redshaw and Siegel. But that's the point. They're issues like this. Not weighty, important issues that could result in dire consequences for the town.

I get the sense it boils down to a bit of a power struggle. A “Who's in charge?” debate.

It seems a little petty.

At least the town council is trying to clear all this up.

Council members will meet Monday to discuss an amendment to the Syracuse Town Code as it relates to the town manager's powers and duties and the town's organizational chart.

I guess this means that no one will ever be confused again. Everyone will know who has the power.

I'm sure the new town manager will be made well aware of his status before he ever takes the job.

Too bad Syracuse had to lose a town manager over it.

There have been a couple other instances of minor conflict on the Syracuse Town Council.

Michael Brower, Syracuse BZA member for 14 years, and then-BZA president, was not reappointed to

his position this year. The town council probably would have reappointed Brower, but Siegel looked at state statutes and found a provision stating that the president of the town council could make the appointment on his own.

Siegel appointed somebody else.

And while longtime town council member Carol Koble would never go on record as saying so, she has told more than one person around Syracuse that Siegel's presence on the board was at least part of the reason she decided to resign. She was re-elected in November and resigned in December.

I think Siegel needs to be careful before he winds up running Syracuse all by himself.

Times-Union Homepage

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Wednesday, April 18th 2012

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Hibbing City Administrator Fired By City Council

Thu, 04/07/2011 - 9:00pm Local Government Iron Range & Itasca Co. Minnesota

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By Dan Hanger & Photojournalist Mitchell Davis, FOX 21 News

HIBBING - Hibbing's City Administrator has been fired by the City Council. It happened at Wednesday night's council meeting - a meeting that was supposed to be held behind closed doors. But now-fired administrator Brian Redshaw decided he wanted his evaluation done in public.

"I say vote. If I'm out the door, I'm out the door. I'll look for another job," said Redshaw. Redshaw defended his job at

the meeting, a job he had held for six years.

"I am giving 125% and I'm getting criticized for every little thing. There wasn't one positive thing in that evaluation," Redshaw said.

Council minutes from an October meeting showed Redshaw under fire for alleged poor performance, with an evaluation rating of "below average," according to city terms.

The minutes report that Redshaw was asked to improve his communication between council, employees and the public, among other items.

However, that performance was apparently not improved enough in a follow-up evaluation during Wednesday's council meeting.

"In the latest evaluation, I believe it is in the best interest of the city to terminate the employment of the city administrator, and I so move," said Patty Shafer, city councilor.

The motion to terminate did not sit well with councilors Tim Harkonen and Frank Bigelow. They called the evaluation process faulty.

"Is this supposed to be motivation? I don't think so. I think it's a witch hunt," Bigelow said. It's an alleged "witch hunt" that got shot down by the majority of the council in the end.

"Five to two vote. Immediate termination of City Administrator, Mr. Redshaw," announced Mayor Rick Cannata at the meeting.

Redshaw made it clear during the meeting that he would take legal action against councilors personally if he felt it was necessary.

City Clerk Patrick Garrity said Redshaw will get about \$40,000 in severance pay, per his contract.



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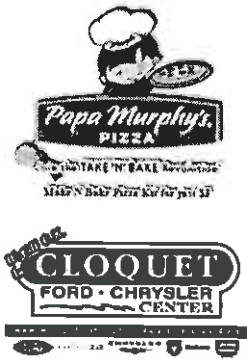
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***Telephone Employment Reference
Forms***

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Brian J. Redshaw

Employment Referenced: Town of Syracuse, Indiana

Position Held: Town Manager

Employment Dates : May 1999 – August 2004

Reason for Leaving: Difference in management style with a stubborn Town Council president (there were several resignations from the Town at that time)

MANAGEMENT STYLE/PROFESSIONAL SKILLS

Y Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy")

Y Knowledgeable of current developments affecting the local government management field

Y Effectively implements and enforces municipal policies and procedures

Y Demonstrates a capacity for innovation and creativity

Y Anticipates problems and develops effective approaches for solving them

Y Maintains a positive work atmosphere conducive to productivity and efficiency

Y Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations

Y Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving **He worked very well with department heads.**

Y Properly controls the municipality's operational and functional activities and motivates others to maximum performance

Effectively recruits professional staff **This was not part of his duties. Department heads are appointed by the Town Council.**

How would his/her direct reports describe this person's management style? **If there was a problem with department heads, he would be very involved in solving the problem in a hands-on way.**

FISCAL MANAGEMENT

 Possesses knowledge of governmental accounting/budget procedures **No. This is her job. He assisted with this.**

 Prepares a balanced budget to provide services at a level directed by the Council or Commission **He was part of the process for identifying need but he would work with the Clerk-Treasurer on preparing a budget to meet those needs.**

 Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy **He would be all over someone if they were not doing what they were supposed to do on Town time.**

 Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting **He would work with the Clerk-Treasurer on this.**

 Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality **N/A. The municipality has no labor unions, but he worked with insurance companies to keep the costs of benefits low (especially with regard to health insurance).**

PERSONAL SKILLS/COMMUNICATIONS

 Y Demonstrates high concern for ethical behavior **Absolutely.**

 Y Receptive to constructive criticism and advice

 Manages stress effectively **Somewhat. He would become upset if there was something grossly wrong. He would become angry.**

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION

 Y Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives **Yes - as far as keeping the lines of communication open, he did his best.**

 Carries out the directives of the Council or Commission as a whole, rather than those of any one member **He would attempt to. He tried.**

Y Supports the action of the Council or Commission after a decision has been reached

COMMUNITY RELATIONS

Y Maintains an "open door policy" with the community

Y Effectively addresses and accommodates citizen complaints

 Shows a sensitivity to and appreciation of diversity of the municipality's population
N/A. The community is not really diverse, but he certainly would have been.

Y Responsive to issues of both commercial and residential populations

Y Maintains an effective and collaborative working relationship with other local governments

Y Takes a diplomatic approach to problem solving

Y Projects a positive image on behalf of the municipality **And expected them to do so as well.**

 Provides management support to municipal Boards **N/A. There are no Boards.**

Would you rehire this person if you were presented with the opportunity? **Yes.**

Information provided by:

**Julie Kline
Clerk-Treasurer**

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Brian J. Redshaw

Employment Referenced: City of Hibbing, Minnesota

Position Held: City Administrator

Employment Dates : September 2004 - April 2011

Reason for Leaving: Current Council terminated his contract in 2011. It was a year-to-year contract.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

Y Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy") **From his perspective. Some people may not agree with this, but in terms of doing it or trying to do it, he would get an 8 out of 10 on this.**

Y Knowledgeable of current developments affecting the local government management field **He had a lot of management and supervisory experience. It is a working mayor form of government. He did a lot of good work for Hibbing.**

Y Effectively implements and enforces municipal policies and procedures He is a disciplinarian. **He took things that were lax and brought them back into line. He believed in doing the right thing.**

Y Demonstrates a capacity for innovation and creativity **There has to be a lot of financial collaboration and they are on the cutting edge of this due to his efforts. He is flexible and open to new ideas.**

Y Anticipates problems and develops effective approaches for solving them **He met with Mr. Redshaw several times to discuss things. He wouldn't shoot from the hip. He is deliberate and does an excellent job in anticipating solutions problems.**

Y Maintains a positive work atmosphere conducive to productivity and efficiency **He was the first in and last out in the evenings. He was out and about in the community and projected a good public image for the community.**

Y Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations He had weekly staff meetings where they discussed things. He backed his people up and they knew they could go to him with their concerns.

Y Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving **He tried to do this but was not always successful. It is very political and bureaucratic up there. Employees were very receptive to his ideas. He did a good job of selling change.**

Y Properly controls the municipality's operational and functional activities and motivates others to maximum performance **He had a good handle on the City's finances and he worked with the treasurer and clerk to control the budget.**

 Effectively recruits professional staff **They didn't recruit a lot of department head people, but he did hire entry-level staff. He would work with Human Resources and the union on this.**

How would his/her direct reports describe this person's management style? He is straight, approachable, has established credibility of the people who report to him; he's not afraid to delegate in a climate of trust. It is a good environment.

FISCAL MANAGEMENT

Y Possesses knowledge of governmental accounting/budget procedures **Oh yes – the revenue and expenses, he knows both sides.**

Y Prepares a balanced budget to provide services at a level directed by the Council or Commission

Y Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy

Y Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting

Y Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality

PERSONAL SKILLS/COMMUNICATIONS

Y Demonstrates high concern for ethical behavior

Y Receptive to constructive criticism and advice

Y Manages stress effectively

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION

Y Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives **This is his function as Mayor and he should have more retreats to facilitate this more. He had to monitor this and tweak it.**

Y Carries out the directives of the Council or Commission as a whole, rather than those of any one member **This may have been the reason for occasional friction.**

Y Supports the action of the Council or Commission after a decision has been reached **Definitely.**

COMMUNITY RELATIONS

Y Maintains an "open door policy" with the community **He was their "complaint department" and was the face of the community and was always available. He volunteered for Rotary and his church.**

Y Effectively addresses and accommodates citizen complaints **Same as above.**

Y Shows a sensitivity to and appreciation of diversity of the municipality's population **but they are not very diverse. He brought a lot of diversity with him.**

Y Responsive to issues of both commercial and residential populations

Y Maintains an effective and collaborative working relationship with other local governments **He was the only who always approached other governments and departments to put things together.**

Y Takes a diplomatic approach to problem solving

Y Projects a positive image on behalf of the municipality **Definitely. He was there "man in the street".**

Y Provides management support to municipal Boards

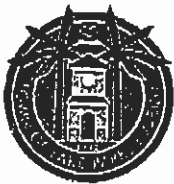
Would you rehire this person if you were presented with the opportunity? **Yes.**

Information provided by:

**Rick Wolff
Mayor**

David A. Strohl

***Copies of Employment Application,
Cover Letter and Resume***



TOWN OF LAKE PARK
An Equal Opportunity Employer
EMPLOYMENT APPLICATION FORM

Please type or print clearly. Do not use pencil. A separate application form containing the applicant's original signature is required for each position. Applications will not be accepted by fax or by email. Completed applications must be submitted to the Human Resources Department, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. Applications must be complete at the time they are submitted. Please answer each question or insert "N/A" if the question is not applicable. Applications are accepted only for advertised positions.

In accordance with the provisions of the Americans with Disabilities Act, please notify the Human Resources Department at 561-881-3310 in advance if you require special accommodations to participate in the employment application process.

1. Position Applied For: Town Manager
 (Please state the position applied for exactly as it has been advertised.)

2. Is this position: Full-time Part-time Temporary Intermittent (Seasonal)
 (Please check one of the above boxes.)

3. How did you first learn about this position: ICMA?

4. Applicant's Last Name: Strehl

5. Full First Name: David Middle Name: Allen

6. Applicant's Home Address: 800 N. Oregon Ave.
 (Do not use a post office box.)

City: Marten State: IL Zip Code: 61550
3091

Home Telephone No. (with area code): 264-7135 Cell Phone No. (with area code): 253-3923
3091

Email Address: dastrehl@comcast.net

7. Social Security Number: [REDACTED]
 (The Town of Lake Park requires your social security number for the purpose of conducting pre-employment background checks, pre-employment physical examinations and drug screens, employment benefits, and income reporting. Your social security number will be used solely for these purposes.)

8. Have you ever worked for the Town of Lake Park? Yes No
 If "yes", please provide position title(s), department(s), dates of employment, and reason for leaving:

Received

APR 1 2009

Town of Lake Park
Dept. of Administrative Services

9. Have you ever applied for a position with the Town of Lake Park before? Yes No
If "yes", please provide the position(s) for which you applied and the date of your application(s):

10. Do you have any relatives currently employed by the Town of Lake Park? Yes No
If "yes", please print name, relationship to you and the Town department in which your relative works:

11. May we contact your present employer? Yes No

12. Is there any reason that you would not be able to perform the responsibilities and tasks of the position for which you are applying? Yes No

13. Can you work evenings? Yes No

14. Can you work weekends? Yes No

15. Are you legally able to work in the United States? Yes No

16. Have you **EVER** been arrested, received a Notice to Appear, been charged, convicted, entered a plea of *nolo contendere* (no contest), entered a plea of guilty, been found guilty or had adjudication withheld in a criminal offense; or, are there any criminal charges now pending against you?

Yes No

If "yes", please describe the charge and the outcome of the charges (please be sure to respond thoroughly and accurately to this question. Failure to answer accurately and fully or failure to disclose requested details on this application form will be counted as an omission of relevant facts and will be grounds for disqualification from consideration or revocation of job offer if recommended for hire):

17. Do you have a valid Florida driver's license? Yes No If your answer is "yes", please attach a copy of your driver's license to this application. *I have a valid FL driver's license*
Driver's License Number: _____

18. Do you have a current Florida Commercial Driver's License (CDL)? Yes No
If "yes", indicate class below:

Class A Class B Class C Class D Chauffeur's License

Expiration Date: _____ Endorsements: _____

Please provide your full name if different while attending school: N/A

High School or GED	
Full Name: <u>Richwoods High School</u>	Date Graduated: <u>06/01/88</u>
Address:	
City/State/Zip Code: <u>Peoria, IL</u>	
College/University	
Full Name: <u>Illinois Central College</u>	Date Graduated: <u>05/17/92</u>
Address:	Major: <u>Political Science</u>
City/State/Zip Code: <u>East Peoria, IL</u>	Degree: <u>A.A.S.</u>
College/University	
Full Name: <u>Illinois State University</u>	Date Graduated: <u>05/14/94</u>
Address:	Major: <u>Political Science</u>
City/State/Zip Code: <u>Normal, IL</u>	Degree: <u>B.S.</u>
Training/Vocational School	
Full Name:	Date Completed:
Address:	Licenses or Certifications:
City/State/Zip Code:	
NOTE: Please attach copies of degrees or certificates at the time of application.	

20. Please list all special skills, computer programs, office machines, equipment, tools, etc. that you are able to use:

Adobe Acrobat; Corel Quattro Pro, Word Perfect; Tntuit QuickBooks;
Lotus 1-2-3, Word Pro; Microsoft Excel, Outlook, Outlook Express,
PowerPoint, Word

21. Please list any trade or professional organizations to which you currently belong:

ICMA Illinois CMA, Downstate CMA
GFOA Illinois GFOA
International Economic Development Council

Commencing with your most recent employer, including self-employment, part-time employment, and military service (if applicable), please list in reverse chronological order your complete employment history. Please attach an addendum if needed to complete this section. (NOTE: If you are supplementing your application with a resume, all of the following requested information must be provided in your resume.)

Name of Employer: Village of Merton	Starting Date: 03/00
Address: 120 N. Main St.	Ending Date: 12/11
City/State: Merton, IL	Zip Code: 61550
Telephone Number (with area code): 309.1266.5361	Final Salary: \$80,835.60
Immediate Supervisor: Norm Dweflinger	
Position Title: Business Manager	
Duties and Responsibilities:	
Served as Chief Administrative Officer; Managed administrative operations; Performed economic development functions; Provided policy recommendations and general support to President and Board of Trustees.	
Reason for Leaving:	
Position eliminated.	
Name of Employer: City of West Peoria	Starting Date: 10/94
Address: 2506 W. Rahmann Ave.	Ending Date: 02/00
City/State: West Peoria, IL	Zip Code: 61604
Telephone Number (with area code): 309.674.1933	Final Salary: \$35,000.00
Immediate Supervisor: Jim Dillen	
Position Title: City Administrator	
Duties and Responsibilities:	
Served as Chief Administrative Officer; Managed all aspects of daily operations; Provided policy recommendations and general support to Mayor and City Council.	
Reason for Leaving:	
Obtained position in more complex organization.	

Name of Employer: County of Peoria	Starting Date: 07194
Address: 324 Main St.	Ending Date: 07195
City/State: Peoria IL	Zip Code: 61602
Telephone Number (with area code): 3091622-6044	Final Salary: \$6.50
Immediate Supervisor: Ron White	
Position Title: Personnel Assistant	
Duties and Responsibilities:	
Performed various personnel management tasks; Provided general administrative assistance and support to Personnel Director and Personnel Department staff.	
Reason for Leaving:	
Obtained position with greater responsibility.	
Name of Employer: Village of Peoria Heights	Starting Date: 05194
Address: 4901 N. Prospect Rd.	Ending Date: 10194
City/State: Peoria Heights, IL	Zip Code: 61614
Telephone Number (with area code): 3091684-2385	Final Salary: \$6.25
Immediate Supervisor: Rick Williams	
Position Title: Administrative Assistant	
Duties and Responsibilities:	
Provided general administrative assistance and support to Village Administrator; Worked on special projects.	
Reason for Leaving:	
Obtained position with greater responsibility.	

23. Please explain any gaps in your employment history:

NIA

24. Have you ever been fired, removed or dismissed from any position at any time?

Yes No

If "yes", identify the employer and your job position, and explain why and include the date of the job action:

I hereby certify that all statements in this application are true and complete. I understand that any misrepresentation or omission of information by me shall serve as a basis for termination of my employment with the Town of Lake Park. I further understand that unless this application is completed in detail, it will not be considered.

I hereby give my consent to the Town of Lake Park to investigate and verify any information provided on this application form and successive documents completed for the purpose of employment consideration. I consent to have background checks, pre-employment physical examinations, drug testing, reference checks and any other necessary investigations undertaken to determine my suitability for employment.

I hereby authorize any representative of the Town of Lake Park, bearing this release, or copy hereof, to obtain any information in your files pertaining to my educational background, attendance, employment history and disciplinary records. I hereby release any person who provides personnel file or applicant information pertaining to me from all claims of liability that might otherwise result from such information. I hereby release the Town of Lake Park or its employees from any and all liability for damages resulting from reference checks, background checks associated with this application.

I am further aware and understand that the Town of Lake Park requires its employees to adhere to numerous policies, rules, regulations and procedures, including but not limited to: (1) fingerprinting of its employees upon application and employment; (2) Equal Employment Opportunity Policy; (3) a Drug Free Workplace Policy; (4) drug screening requirements; and (5) a Tobacco Free Workplace Policy.

I voluntarily agree to abide by all Town policies if I am hired by the Town of Lake Park.

I further declare that if I am employed by the Town of Lake Park, and thus a recipient of public funds, that I affirm that I will support the Constitution of the United States and the State of Florida.

Applicant Full Name: David Allen Strehl
(please print)

David A. Strehl
Signature of Applicant

04/19/12
Date

Signature of Applicant's Parent or Legal Guardian
(if applicant is a minor)

Date

DAVID A. STROHL, ICMA-CM

800 North Oregon Avenue
Morton, Illinois 61550-3026
309-266-7135 (Home)
309-253-3923 (Mobile)
dastrohl@comcast.net
March 9, 2012

Human Resources Department
Town of Lake Park
Lake Park Town Hall
535 Park Avenue
Lake Park, Florida 33403

To Whom It May Concern:

Please accept this letter as application for the position of Town Manager. My résumé and completed Release Of Information And Contact Information Form accompany this letter for your review and consideration.

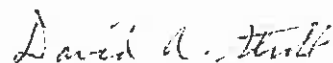
As you can see from my résumé, I am a local government management professional with more than seventeen years of experience. For nearly twelve years, I served as the Business Manager of the Village of Morton, Illinois, a community with a population of approximately 16,300. As Business Manager, I served as the Chief Administrative Officer responsible to the Village President and six-member Board of Trustees for the management of the administrative operations of this full-service municipality. Prior to my service in Morton, I served as the City Administrator of the City of West Peoria, Illinois, a community with a population of approximately 5,300, for a period of more than five years. There, I served as the City's first City Administrator, beginning my employment with the City less than a year after the incorporation of the City in 1993. These and other positions have provided me with experience in many areas of local government administration and management. I am also an ICMA Credentialed Manager (since 2009).

In addition to my broad base of experience, I offer a commitment to effective, efficient, high-quality service delivery, as well as a management philosophy emphasizing communication, consensus-building, openness, and teamwork. I am also a dedicated and hardworking individual who continually strives for the highest level of achievement, ethics, and professional conduct.

Per your request, my salary requirements are flexible and negotiable, based on such factors as additional benefits and salary advancement opportunities.

I believe that I am well qualified for this position and that I can make a valuable, long-term contribution to the Town of Lake Park by assisting it to achieve the strategic goals and objectives of the organization and the community and to respond to the ever-increasing challenges that units of local government must successfully address in order to prosper. I would welcome the opportunity for a personal interview to discuss my qualifications in more detail. Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,



David A. Strohl

DAVID A. STROHL, ICMA-CM
800 North Oregon Avenue
Morton, Illinois 61550-3026
309-266-7135 (Home)
309-253-3923 (Mobile)
dastrohl@comcast.net

OBJECTIVE

To obtain a local government management position in a dynamic and progressive organization that is open to change and innovation which will provide me with the opportunity to confront new challenges and to contribute to the community and the organization.

SUMMARY OF QUALIFICATIONS

- Local government management professional with more than seventeen years of experience in many areas of local government administration and management, including:
 - Budgeting and financial management
 - Community and economic development
 - Contract management
 - Grant writing and administration
 - Operational analysis
 - Operations and project management
 - Personnel management
 - Planning and zoning
 - Program design and implementation
 - Public works
 - Risk management
 - Strategic planning
- Committed to assisting the governing body set strategic priorities and achieve its desired goals and objectives.
- Committed to high quality service delivery.
- Dedicated and hardworking individual who continually strives for the highest level of achievement, ethics, and professional conduct.

PROFESSIONAL EXPERIENCE

Business Manager, Village of Morton, Illinois

March, 2000 - December, 2011

Chief Administrative Officer responsible to the Village President and six-member Board of Trustees for the management of the administrative operations of a full-service, non-home rule municipality operating under the mayor-council form of government. Population - 16,267.

General Administration And Management

- Assisted the Village President in his role as Local Liquor Control Commissioner administer and enforce state and local liquor codes within the corporate limits of the Village.
- Assisted in the negotiation of the Village's cable television, electric, and natural gas franchise agreements. Responsible for the administration and oversight of the Village's cable television, electric, and natural gas franchise agreements.
- Coordinated municipal electric aggregation effort, whereby, upon voter approval, the Village would aggregate the residential electric load and request bids for same in an effort to save residents money on their electric bills.
- Developed and implemented plans, policies, procedures, and programs in many areas of municipal operations.
- Drafted ordinances and resolutions.
- Initiated and developed the Village's first official World Wide Web site. Supervised the maintenance of the Village's World Wide Web site.
- Initiated and led process of implementing Google Apps as the Village's electronic mail service provider, thereby providing greater functionality at lower cost.
- Initiated the adoption of an administrative policies and procedures manual.
- Initiated, coordinated, and participated in strategic planning activities.
- Made policy and programmatic recommendations to the Village President and Board of Trustees.
- Managed the Village's cable television government access channel.
- Managed and coordinated the maintenance of the Village's information technology (IT) infrastructure and telephone system.
- Performed community, intergovernmental, and media relations activities.
- Prepared a successfully-funded competitive grant application for a grant to replace the windows at Village Hall with energy efficient windows. Administered the grant upon its being awarded.
- Provided general administrative assistance and support to the Village President and Board of Trustees.

- Provided research and analysis for the Village President and Board of Trustees on policy and programmatic matters.
- Responded to citizen complaints and inquiries.
- Responsible for the administration and oversight of the Village's residential waste collection and recycling contract.

Budgeting And Financial Management

- Improved the collection of delinquent utility accounts by revising policies and procedures regarding delinquent utility accounts.
- Initiated and led process to replace the Village's financial management software and related computer hardware.
- Initiated and implemented modifications to the budget document to improve readability and usability.
- Managed and supervised the accounts payable, accounts receivable, and payroll functions.
- Managed and supervised utility billing, collections, and customer service operations for the Village's natural gas, storm water, wastewater, and water utilities. Monthly billing to 6,000+ customers.
- Responsible for the preparation and administration of the annual operating and capital budgets, as well as the preparation of the annual appropriation ordinance and the tax levy ordinance.

Community And Economic Development

- Coordinated special census project which resulted in an additional \$175,000+ in state-shared revenues per year.
- Developed a building façade improvement grant program to provide financial assistance for the rehabilitation of the exterior of commercial buildings located within the Morton Business District to promote commercial redevelopment activities within the Morton Business District, to improve the aesthetics of commercial buildings located within the Morton Business District, and to enhance the overall quality of life for residents of the community.
- Developed a revolving loan fund program to make monies available to businesses located within the Morton Business District to provide financial assistance for the purchase of fixed assets and for the acquisition of or improvements to commercial real estate properties located within the Morton Business District.
- Led effort to create a Business District to facilitate and provide funding for community and economic development and redevelopment activities. Served on the Business District Development and Redevelopment Commission.
- Managed the Village's tourism program, promoting the Village as a tourist destination, and supervised the Director of Tourism. Managed the Village's tourism grant program, which provided more than \$100,000 in funding each year from the Village's hotel/motel tax revenues to local organizations to promote activities within the Village that promote tourism and attract nonresident overnight visitors.
- Served as Chair of the Retail Recruitment Action Team of the Morton Economic Development Council. Initiated and led efforts to conduct a regional retail study involving several area communities intended to identify appropriate retailers and restaurants on which to focus attraction efforts, working in a cooperative regional manner to improve the retail environment of the area while achieving significant cost savings for the communities involved.
- Served as Chair of the Downtown Development Action Team of the Morton Economic Development Council. Led effort to engage a consulting firm to assist in the development of a Downtown Development Plan to guide downtown redevelopment efforts. Led effort to develop and adopt Downtown Development Plan.
- Served on the Board of Directors of the Morton Economic Development Council.
- Served on the Comprehensive Plan Committee which reviewed and updated the Village's Comprehensive Plan. Served on the Economic Development Subcommittee of the Comprehensive Plan Committee. Wrote the core of the Economic Development Section of the Comprehensive Plan.
- Served on the EDGE (Economic Development And Growth Experts) Group, an advisory body to The Economic Development Council For Central Illinois.
- Served as Enterprise Zone Administrator of the Morton Enterprise Zone, performing such duties as:
 - Assisting businesses in obtaining incentives from the State of Illinois.
 - Handling inquiries regarding incentives.
 - Providing periodic reports to the Illinois Department of Commerce and Economic Opportunity.
 - Verifying the location of properties within the Morton Enterprise Zone.
- Served on the Peoria Area Convention and Visitors Bureau Advisory Board.

Personnel Management

- Managed all aspects of the Village's personnel system and performed various personnel functions, including:
 - Administering employee benefits (including the Village's self-funded health insurance plan and Section 457 deferred compensation plan).
 - Administering the Village's drug and alcohol testing program.
 - Administering the Village's pay plan.
 - Developing and conducting compensation studies and surveys.
 - Developing and implementing personnel policies and procedures.
 - Ensuring compliance with applicable laws and regulations.
 - In-processing and out-processing of employees.
 - Performing job analyses and preparing position descriptions.
 - Serving as a member of the Village's collective bargaining team (two collective bargaining units).
 - Serving as ADA Coordinator.
 - Serving as Illinois Municipal Retirement Fund (IMRF) Authorized Agent.
- Developed the Village's first official position descriptions.
- Implemented a payroll direct deposit program.
- Implemented a Section 457 deferred compensation plan.
- Initiated and implemented a Section 125 plan.

Risk Management

- Managed all aspects of the Village's risk management program and performed various risk management functions, including:
 - Administering the Village's liability, property, and workers' compensation insurance programs.
 - Administering claims.
 - Performing loss control activities.

City Administrator, City of West Peoria, Illinois

October, 1994 - February, 2000

Chief Administrative Officer responsible to the Mayor and eight-member City Council for the management of the municipal operations of a non-home rule municipality operating under the mayor-council form of government. Population - 5,314.

General Administration And Management

- Assisted the Mayor in his role as Local Liquor Control Commissioner administer and enforce state and local liquor codes within the corporate limits of the City.
- Developed and implemented plans, policies, procedures, and programs in many areas of municipal operations.
- Drafted ordinances and resolutions.
- Initiated, coordinated, and participated in strategic planning activities.
- Made policy and programmatic recommendations to the Mayor and City Council.
- Negotiated with both public sector and private sector entities on a variety of issues, including franchise agreements (including the City's first electric, gas, and telephone franchise agreements), intergovernmental agreements, and service contracts.
- Performed community, intergovernmental, and media relations activities.
- Prepared agendas and agenda packets for meetings of the City Council.
- Provided general administrative assistance and support to the Mayor and City Council.
- Provided research and analysis for the Mayor and City Council on policy and programmatic matters.
- Responded to citizen complaints and inquiries.
- Responsible for the administration and oversight of the City's cable television, electric, natural gas, and telephone franchise agreements.
- Responsible for the administration and oversight of the City's residential waste collection and recycling contract.
- Served as Deputy City Clerk.
- Served as the first City Administrator less than a year after the incorporation of the City in 1993, demonstrating the benefits of professional management. Began on a part-time basis, which was converted to a full-time basis in July, 1995.

Budgeting And Financial Management

- Computerized all accounting and budgetary records.
- Initiated and implemented modifications to the budget document to improve readability and usability.
- Initiated the adoption of the Budget Officer System and served as Budget Officer.
- Responsible for the preparation and administration of the annual operating and capital budgets, as well as the preparation of the annual appropriation ordinance (prior to the adoption of the Budget Officer System) and the tax levy ordinance.

Community And Economic Development

- Assisted in the development of the City's first comprehensive land use plan.
- Assisted in the development of the City's first zoning code and served as Zoning Officer after its adoption, which included serving as Flood Zone Administrator.
- Established all zoning administration operating procedures.

Personnel Management

- Managed all aspects of the City's personnel system and performed all personnel functions, including:
 - Administering employee benefits.
 - Administering the City's drug and alcohol testing program.
 - Administering the City's pay plan.
 - Developing and implementing personnel policies and procedures.
 - Ensuring compliance with applicable laws and regulations.
 - In-processing and out-processing of employees.
 - Performing job analyses and preparing position descriptions.
 - Serving as ADA Coordinator.
- Developed the City's first official position descriptions.
- Implemented the City's first health insurance plan.
- Initiated and developed the City's first comprehensive personnel manual.

Public Works

- Developed a sidewalk replacement program to provide a mechanism for the replacement of the City's sidewalk infrastructure. Also developed the ongoing funding mechanism for the program through cost-sharing with property owners and the utilization of special service areas.
- Developed an equipment and vehicle replacement program to provide a mechanism and funding for the planned replacement of the City's fleet of equipment and vehicles.
- Developed the City's first residential waste collection and recycling program.
- Prepared a successfully-funded competitive grant application for a grant to provide recycling bins and recycling promotional materials for every residence in the City as part of the City's first residential waste collection and recycling program. Administered the grant upon its being awarded.
- Served as the City's Alternate Member on the Policy Committee of the Peoria/Pekin Urbanized Area Transportation Study (PPUATS), which is the transportation advisory board to the Tri-County Regional Planning Commission (TCRPC), which is the Metropolitan Planning Organization (MPO) for the Peoria/Pekin Metropolitan Planning Area.

Risk Management

- Managed all aspects of the City's risk management program and performed all risk management functions, including:
 - Administering the City's liability, property, and workers' compensation insurance programs.
 - Administering claims.
 - Performing loss control activities.

Personnel Assistant (Part-Time), County of Peoria, Illinois

July, 1994 - July, 1995

- Collected data and prepared materials in connection with collective bargaining activities.
- Prepared revisions to position descriptions.
- Prepared revisions to the County's personnel manual.
- Provided general administrative assistance and support to the Personnel Director and the staff of the Personnel Department.

Administrative Assistant (Part-Time), Village of Peoria Heights, Illinois

May, 1994 - October, 1994

- Administered the removal of architectural barriers grant initiated during internship.
- Provided general administrative assistance and support to the Village Administrator.

Intern, Village of Peoria Heights, Illinois

January, 1994 - May, 1994

- Developed a drug-free workplace policy.
- Developed a lockout/tagout program.
- Developed the Village's first employee performance review and evaluation system.
- Developed the Village's first merit-based pay system.
- Prepared a successfully-funded competitive grant application for a grant for the removal of architectural barriers to provide access by the disabled to the public restroom facilities and public drinking fountains at Village Hall. Administered the grant upon its being awarded.
- Provided general administrative assistance and support to the Village Administrator.

EDUCATION

Currently enrolled in the Master of Public Administration (MPA) Program at Valdosta State University, Valdosta, Georgia.

Bachelor of Science (Major: Political Science), Illinois State University, Normal, Illinois 1994

Associate in Arts and Science (Major: Political Science), Illinois Central College, East Peoria, Illinois 1992

Basic Economic Development Course, Southern Illinois University Edwardsville 2008
 Numerous conferences, seminars, and workshops.

PROFESSIONAL MEMBERSHIPS**International City/County Management Association**

ICMA Credentialed Manager
 Member, 2008 Conference Evaluation Committee
 Member, 2011 Conference Planning Committee
 Member, Task Force To Update The ICMA Model Employment Agreement
 Service Award - 10 Years (2006)

Illinois City/County Management Association

Former Member, Membership Services Committee
 Member, Committee On Professional Conduct
 Participant, Manager/Administrator Outreach Program

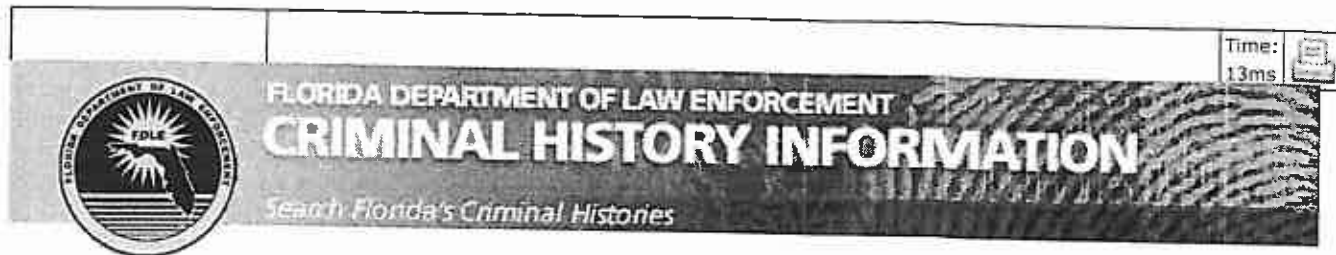
Downstate City/County Management Association

Government Finance Officers Association Of The United States And Canada

Illinois Government Finance Officers Association

International Economic Development Council

***Results of Criminal Background
Checks***



Time: 13ms

- 1. MY INFORMATION
- 2. CRITERIA
- 3. CONFIRMATION
- 4. PAYMENT
- 5. CANDIDATES
- 6. RESULTS

No Records Selected

Your Search Criteria

	First	Middle	Last	Date of Birth	Age	Race	Sex	SSN
Name	DAVID	ALLEN	STROHL	[REDACTED]				

Maiden/Alias

Transaction 5115674

4/19/2012 3:23:28 PM

BASED ON THE INFORMATION PROVIDED, THE CUSTOMER DETERMINED THAT NONE OF THE SEARCH RESULTS APPEAR TO BE THE INDIVIDUAL SOUGHT BY THE INQUIRY; THEREFORE NO RELEVANT CRIMINAL RECORDS WERE SELECTED.

This record (or statement that there is not a record) is based on a request from a member of the public. This customer used the FDLE Internet system to search for the Florida record. FDLE is providing this to respond to the customer's request.

Not Applicant

Name	Aliases/Also Known As	DOB	SSN	Sex	Race	Height	Weight	Eye	Hair
STRAHL, WILLIAM DAVID	STRAHL, DAVID; STRAHL, WILLIAM D; STRAHL, DAVID W; STRAHL, WILLIAM	[REDACTED]	[REDACTED]	M	W	509	165	BRO	BRO

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bturner@lakeparkflorida.gov

(Separate multiple email addresses by comma)

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Nationwide Criminal Search Records

Search Date: 04/19/2012

Criminal Records Detail

Search criteria: David Strohl

No matching records were found

Please check your spelling and [available coverage areas](#)
Search coverage areas include over 340 Million Records

Perform a Full Background Check on [David Strohl](#)

Results may include Legal Judgments, Bankruptcies, Social Network Profiles, Email Addresses, Phone Numbers, Property Records, Relatives and more!

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
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LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found

MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found
NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
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OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

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No Records Found

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Nationwide Sex Offender Records

Search Date: 04/19/2012

Sex Offender Records Detail

Search criteria: David Strohl

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
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VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

No matching records were found

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Results of Litigation Check



Background Screening Report
Town of Lake Park - Town Manager Search

Name: David Strohl

Address: Morton, IL

[REDACTED]
File #: CA57392

CIVIL RECORDS

Location Searched: Tazewell Co, IL
Dates Searched: 2005 to Present
State Searched: Illinois
Results: Civil/No Record Found

Miscellaneous: Our office contacted all related courts. There was no record found for the applicant.

All findings on this report are based strictly upon the information contained within the employment application and various outside agencies. All findings contained within this report should not be a sole determining factor for employment with the above agencies.

This report is furnished to you under a client-investigator privilege (in response to your request). The concerns thereof are for your confidential information and are not intended for release to any other agency and/or person without the consent of your agency.

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Jonestown narrows list of candidates for city administrator

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State unveils new homeowner-helpful wildfire prevention website 10:03 a.m.

Ron Paul draws thousands at UT speech 10:50 p.m. Thursday

Community Briefing: Cedar Park, Hutto offering hazardous waste collection; West Lake Hills police officers in shorts for the summer? 10:08 p.m. Thursday

Council highlights: OK'd up to \$90 million for tree trimming near utility lines; to form committee on local solar projects 9:51 p.m. Thursday

Austin approves new campaign finance rules 9:48 p.m. Thursday

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State unveils new homeowner-helpful wildfire prevention website

By **Marques G. Harper**

AMERICAN-STATESMAN STAFF

Updated: 9:04 p.m. Sunday, March 25, 2012

Published: 8:51 p.m. Sunday, March 25, 2012

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Jonestown officials have narrowed a list of 25 candidates who have applied for the city administrator position, and the City Council will discuss the hiring process at a meeting tonight in closed session. The council isn't scheduled to make a decision.

The American-Statesman obtained the candidates' names after submitting a request under the Texas Public Information Act.

The new administrator will replace Dan Dodson, who has been named in an ongoing grand jury investigation of a failed wind energy project in Jonestown.

The City Council voted unanimously in February to accept Dodson's resignation and said he wouldn't be in his city position after April 30. In December, the City Council decided not to renew Dodson's \$80,000 contract with the city.

At a special meeting this month, city officials said they had received applications but declined to release additional information about the candidates.

According to a city document, nine finalists were selected. Four candidates would be interviewed, and five others would be considered, depending on the initial round of interviews.

American League: Red Sox rough up Humber

National League: Mets rally past Bell, Marlins

NHL roundup: Rangers finally oust Senators

World Digest: Other nations ready to strike Iran, Israeli commander says; Pakistan deports bin Laden's family to Saudi Arabia

Nation Digest: Judge rejects Florida's random drugs tests of state employees; Obama unveiling plans to protect troops, vets against education fraud

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Commenting unavailable on some articles

As part of a technology change, commenting will not be available on some articles for a number of months. Read more about the change here.

FROM THE WEB

College Football: The Worst Coach in the History of Every BCS Program (Bleacher Report)

9 Must Have Status Symbols that Say "I'm Rich" (The Fiscal Times)

Kissing Angelina Jolie Was 'Awkward, Sweaty, And Not Very Nice' (StyleBistro)

10 Things You Should Never Buy at Garage Sales (Reader's Digest)

2 Drugs FDA Recommends You Stay Away From (HealthCentral.com)

"We narrowed it down to four that we had interviews with," Alderman Bill Nichols said last week. "We did get good résumés. We haven't made a decision yet. We want to talk about the next step."

A March 5 email indicated city officials had been working to schedule interviews with four candidates:

- Manuel De La Rosa, city manager of the City of Liberty Hill and executive director of the Liberty Hill Economic Development Corp.
- David Huseman, city consultant for Gonzales and former Gonzales city manager.
- Eric Kuykendall, former city administrator for Rosebud.
- Brenton Lewis, former city administrator for Minden, Neb.

Contact Marques G. Harper at 445-3974

Additional candidates submitted information and resumes to the City of Jonestown for the city administrator position:

* Michael Bamer, Cedar Park. Owner of defunct Kaleidscoops Ice Cream Parlor in Pflugerville and former general manager of Anderson Mill Municipal Utility District.

* John Burg, Lindenhurst, Ill. Former village administrator for Paddock Lake, Wisc.

* Shawn Cox, Houston. Former assistant to the city manager and public information officer for Tomball.

* Christopher Filline, Farmersville. Chief deputy for Collin County Precinct 1.

* Kelly Fletcher, Honolulu, Hawaii. Deputy Inspector General for the Pacific Air Forces.

* Andis Goble, Smithville. Director of Parks and Recreation for Smithville.

* David Jacobs, Garland. Program manager of the Office of Environmental Quality for Garland.

* Stephen Jenkins, Carrollton. Senior project manager for RPS Espey.

* Jack Marciano, Kew Gardens, N.Y. Operations analyst at S&D Corp.

* Jim Mason, Alvarado. Environmental specialist for Fort Worth.

* Ben Nibarger, Fort Worth. Assistant to the town manager and administrative coordinator for Westlake.

* Orfelinda Salinas, Alton. Former math tutor at Sylvan Learning Center and former substitute teacher.

[?]

* Noah Simon, Louisville, Ky. Local government consultant and former director of community development for Forney.

* Michael Smith, Lorena. Deputy director at Ramstein Air Base.

* David Strohl, Morton, Ill. Former business manager for Morton, Ill.

* Kenneth Surgenor, Bryan. Teller for JPMorgan Chase.

* Everett W. Thomas III, Page, Ariz. City manager of Page, Ariz.

* Bruce Ure, Victoria. Former assistant city manager for Victoria.

* Gary Warren, Austin. Former fire chief for Westlake and Oak Hill Fire Departments.

* Thomas Winder, Hearne. Owner of Winder Properties and former city manager for Marlin.

* James Whisenant, Vinita, Okla. Part-time adjunct professor for Northeastern Oklahoma A&M College and former city administrator for Horton, Kansas.

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***Telephone Employment Reference
Forms***

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: David A. Strohl

Employment Referenced: Village of Morton, Illinois

Position Held: Business Manager

Employment Dates : March 2000 – December 2011

Reason for Leaving: Morton did a cut-back and did not keep him on as he did not have the experience necessary to be the Controller.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

Y Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy") **He is quite but extremely thorough in working with the Trustees.**

Y Knowledgeable of current developments affecting the local government management field **He is very up on this.**

 Effectively implements and enforces municipal policies and procedures **He enforces them; he did not implement this. The Trustees do this.**

 Demonstrates a capacity for innovation and creativity **He would rate him middle of the park on this. He is very precise and structured.**

Y Anticipates problems and develops effective approaches for solving them

 Maintains a positive work atmosphere conducive to productivity and efficiency **He would rate him 8 out of 10 in this one.**

 Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations **N/A. he was not in charge of department heads.**

Y Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving **He was a problem-solver. He would consider the problem and come up with a solution.**

 Properly controls the municipality's operational and functional activities and motivates others to maximum performance **Hard to say on the motivation part as he did not have a large number of people under him.**

Effectively recruits professional staff **N/A**

How would his/her direct reports describe this person's management style?

As a hard worker, very thorough, and somewhat quiet. He has a dry wit that is fun.

FISCAL MANAGEMENT

Possesses knowledge of governmental accounting/budget procedures

Prepares a balanced budget to provide services at a level directed by the Council or Commission **All of the department heads would bring in their budgets and he would combine them along with his budget, and then he would bring them to the Board.**

Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy **Absolutely.**

Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting **He was very much into strategic planning and forecasting.**

Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality

PERSONAL SKILLS/COMMUNICATIONS

Demonstrates high concern for ethical behavior **Absolutely.**

Receptive to constructive criticism and advice

Manages stress effectively

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION .

Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives **N/A**

Carries out the directives of the Council or Commission as a whole, rather than those of any one member **Absolutely.**

Supports the action of the Council or Commission after a decision has been reached **Absolutely.**

COMMUNITY RELATIONS

Maintains an "open door policy" with the community N/A

Effectively addresses and accommodates citizen complaints **He knows what the Ordinances are and followed what the Board wanted to be followed.**

Shows a sensitivity to and appreciation of diversity of the municipality's population
N/A. **This community is not very diverse.**

Responsive to issues of both commercial and residential populations **Yes, but he really didn't have a lot of activity in this area.**

Maintains an effective and collaborative working relationship with other local governments **He would call other governments to get information as part of his research.**

Takes a diplomatic approach to problem solving **He would be polite due to his quiet nature; he follows the rules.**

Projects a positive image on behalf of the municipality N/A.

Provides management support to municipal Boards

Would you rehire this person if you were presented with the opportunity? **Of two people who worked for him, he would be the second choice.**

Information provided by:

**Norman Durflinger
Mayor**

Dale S. Sugerman

***Copies of Employment Application,
Cover Letter and Resume***



TOWN OF LAKE PARK
An Equal Opportunity Employer
EMPLOYMENT APPLICATION FORM

Please type or print clearly. Do not use pencil. A separate application form containing the applicant's original signature is required for each position. Applications will not be accepted by fax or by email. Completed applications must be submitted to the Human Resources Department, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. Applications must be complete at the time they are submitted. Please answer each question or insert "N/A" if the question is not applicable. Applications are accepted only for advertised positions.

In accordance with the provisions of the Americans with Disabilities Act, please notify the Human Resources Department at 561-881-3310 in advance if you require special accommodations to participate in the employment application process.

1. Position Applied For: TOWN MANAGER
 (Please state the position applied for exactly as it has been advertised.)

2. Is this position: Full-time Part-time Temporary Intermittent (Seasonal)
 (Please check one of the above boxes.)

3. How did you first learn about this position: ICMA ADVERTISEMENT ?

4. Applicant's Last Name: SUGERMAN

5. Full First Name: DALE Middle Name: STEPHEN

6. Applicant's Home Address: 150 LAS BRISAS CIRCLE
 (Do not use a post office box.)

City: HYPOLOUXO State: FL Zip Code: 33462

Home Telephone No. (with area code): 904-582-5355 Cell Phone No. (with area code): 954-568-8760

Email Address: DALE.SUGERMAN@EXCITE.COM

7. Social Security Number: [REDACTED]
 (The Town of Lake Park requires your social security number for the purpose of conducting pre-employment background checks, pre-employment physical examinations, drug screens, employment benefits, and income reporting. Your social security number will be used solely for these purposes.)

8. Have you ever worked for the Town of Lake Park? Yes No
 If "yes", please provide position title(s), department(s), dates of employment, and reason for leaving:

9. Have you ever applied for a position with the Town of Lake Park before? Yes No
If "yes", please provide the position(s) for which you applied and the date of your application(s):

10. Do you have any relatives currently employed by the Town of Lake Park? Yes No
If "yes", please print name, relationship to you and the Town department in which your relative works:

11. May we contact your present employer? Yes No NOT PRESENTLY EMPLOYED

12. Is there any reason that you would not be able to perform the responsibilities and tasks of the position for which you are applying? Yes No

13. Can you work evenings? Yes No

14. Can you work weekends? Yes No

15. Are you legally able to work in the United States? Yes No

16. Have you **EVER** been arrested, received a Notice to Appear, been charged, convicted, entered a plea of *nolo contendere* (no contest), entered a plea of guilty, been found guilty or had adjudication withheld in a criminal offense; or, are there any criminal charges now pending against you?

Yes No

If "yes", please describe the charge and the outcome of the charges (please be sure to respond thoroughly and accurately to this question. Failure to answer accurately and fully or failure to disclose requested details on this application form will be counted as an omission of relevant facts and will be grounds for disqualification from consideration or revocation of job offer if recommended for hire):

17. Do you have a valid Florida driver's license? Yes No If your answer is "yes", please attach a copy of your driver's
Driver's License Number: _____

18. Do you have a current Florida _____ (CDL)? Yes No
If "yes", indicate class below:

Class A Class B Class C Class D Chauffeur's License

Expiration Date: _____ Endorsements: _____

19. EDUCATION AND TRAINING HISTORY

Please provide your full name if different while attending school: _____

High School or GED	
Full Name: MAYFIELD HIGH SCHOOL	Date Graduated: MAY 1970
Address:	
City/State/Zip Code: MAYFIELD HTS, OHIO	
College/University	
Full Name: UNIVERSITY OF CINCINNATI	Date Graduated: MAY 1974
Address:	Major: POLITICAL SCIENCE
City/State/Zip Code: CINCINNATI, OHIO	Degree: BACHELOR OF ARTS
College/University	
Full Name: UNIVERSITY OF MISSOURI	Date Graduated: JULY 1978
Address:	Major: PUBLIC ADMINISTRATION
City/State/Zip Code: KANSAS CITY, MO	Degree: MASTERS
Training/Vocational School Course/UNIVERSITY	
Full Name: LYNN UNIVERSITY	Date Completed: DECEMBER 2007
Address:	Licenses or Certifications: MAJOR: GLOBAL LEADERSHIP
City/State/Zip Code: BOCA RATON, FL	DEGREE: Ph.D.
NOTE: Please attach copies of degrees or certificates at the time of application.	

20. Please list all special skills, computer programs, office machines, equipment, tools, etc. that you are able to use:

ICMA CREDENTIALLED MANAGER
 MBTI CERTIFIED TRAINER
 PROFICIENT IN PC BASED NETWORKED SYSTEMS & MICROSOFT OFFICE SUITE

21. Please list any trade or professional organizations to which you currently belong:

PALM BEACH COUNTY CITY/COUNTY MANAGEMENT ASSOCIATION
 FLORIDA CITY/COUNTY MANAGEMENT ASSOCIATION
 INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION

22. EMPLOYMENT HISTORY

Commencing with your most recent employer, including self-employment, part-time employment, and military service (if applicable), please list in reverse chronological order your complete employment history. Please attach an addendum if needed to complete this section. **(NOTE: If you are supplementing your application with a resume, all of the following requested information must be provided in your resume.)**

Name of Employer: TOWN OF HIGHLAND BEACH	Starting Date: MARCH 2005
Address: 3614 S. OCEAN BLVD	Ending Date: JUNE 2011
City/State: HIGHLAND BEACH, FL Zip Code: 33487	Final Salary: * 166,000.00
Telephone Number (with area code): 561-278-4548	
Immediate Supervisor: 5 PERSON TOWN COMMISSION	
Position Title: TOWN MANAGER	
Duties and Responsibilities: CHIEF ADMINISTRATIVE OFFICER OF THIS FULL-SERVICE CITY.	
Reason for Leaving: CONTRACT OF EMPLOYMENT TERMINATED ON JUNE 30, 2011.	
Name of Employer: CITY OF BOYNTON BEACH	Starting Date: OCTOBER 1994
Address: 100 EAST BOYNTON BEACH BLVD.	Ending Date: MARCH 2005
City/State: BOYNTON BEACH, FL Zip Code: 33425	Final Salary: * 117,000
Telephone Number (with area code): 561-742-6000	
Immediate Supervisor: KURT BRESSNER	
Position Title: ASSISTANT CITY MANAGER	
Duties and Responsibilities: ALL ENTERPRISE OPERATIONS, PUBLIC WORKS, HUMAN RESOURCES, INFORMATION TECHNOLOGY, ECONOMIC DEVELOPMENT & LIAISON TO THE CRA.	
Reason for Leaving: ACCEPTED POSITION IN THE TOWN OF HIGHLAND BEACH, FL.	

22. EMPLOYMENT HISTORY (continued)

Name of Employer: CITY OF PALM BAY		Starting Date: JULY 1992
Address: 120 MALABAR ROAD		Ending Date: OCTOBER 1994
City/State: PALM BAY, FL	Zip Code: 32907	Final Salary: *74,984.00
Telephone Number (with area code): 321-952-3421		
Immediate Supervisor: MIKE ABELS		
Position Title: ASSISTANT CITY MANAGER		
Duties and Responsibilities: DIRECT SUPERVISION OF ALL UTILITY OPERATIONS, FLEET MAINTENANCE, BUILDING MAINTENANCE AND INFORMATION. EXECUTIVE DIRECTOR OF THE PALM BAY UTILITY CORPORATION.		
Reason for Leaving: ACCEPTED POSITION WITH THE CITY OF BOYNTON BEACH, FL.		
Name of Employer: MANAGEMENT ADVANTAGE CORP.		Starting Date: JANUARY 1991
Address: 1935 WILTON DRIVE		Ending Date: JULY 1992
City/State: FT. LAUDERDALE, FL	Zip Code: 33305	Final Salary: COMMISSION BASED
Telephone Number (with area code):		
Immediate Supervisor: CAROLYN LONG		
Position Title: SENIOR ASSOCIATE		
Duties and Responsibilities: CONTINGENCY FEE-BASED CONSULTING WORK IN IDENTIFYING COST SAVINGS FOR LOCAL GOVERNMENT.		
Reason for Leaving: ACCEPTED POSITION WITH THE CITY OF PALM BAY, FL.		

23. Please explain any gaps in your employment history:

N/A

24. Have you ever been fired, removed or dismissed from any position at any time?

Yes No

If "yes", identify the employer and your job position, and explain why and include the date of the job action:

**25. APPLICANT'S STATEMENT
AND AUTHORITY TO RELEASE INFORMATION**

I hereby certify that all statements in this application are true and complete. I understand that any misrepresentation or omission of information by me shall serve as a basis for termination of my employment with the Town of Lake Park. I further understand that unless this application is completed in detail, it will not be considered.

I hereby give my consent to the Town of Lake Park to investigate and verify any information provided on this application form and successive documents completed for the purpose of employment consideration. I consent to have background checks, pre-employment physical examinations, drug testing, reference checks and any other necessary investigations undertaken to determine my suitability for employment.

I hereby authorize any representative of the Town of Lake Park, bearing this release, or copy hereof, to obtain any information in your files pertaining to my educational background, attendance, employment history and disciplinary records. I hereby release any person who provides personnel file or applicant information pertaining to me from all claims of liability that might otherwise result from such information. I hereby release the Town of Lake Park or its employees from any and all liability for damages resulting from reference checks, background checks associated with this application.

I am further aware and understand that the Town of Lake Park requires its employees to adhere to numerous policies, rules, regulations and procedures, including but not limited to: (1) fingerprinting of its employees upon application and employment; (2) Equal Employment Opportunity Policy; (3) a Drug Free Workplace Policy; (4) drug screening requirements; and (5) a Tobacco Free Workplace Policy.

I voluntarily agree to abide by all Town policies if I am hired by the Town of Lake Park.

I further declare that if I am employed by the Town of Lake Park, and thus a recipient of public funds, that I affirm that I will support the Constitution of the United States and the State of Florida.

Applicant Full Name: DALE S. SUGERMAN
(please print)

Dale S. Sugerman
Signature of Applicant

APRIL 11, 2012
Date

Signature of Applicant's Parent or Legal Guardian
(if applicant is a minor)

Date

DALE S. SUGERMAN

150 Las Brisas Circle

Hypoluxo, FL 33462

561-582-5355

e-mail: DaleSugerman@excite.com



March 12, 2012

Ms. Bambi McKibbin-Turner, Human Resources Director

Town of Lake Park

Lake Park Town Hall

535 Park Avenue

Lake Park, FL 33403

Sent via electronic mail

RE: Town Manager Recruitment

Dear Ms. McKibbin-Turner:

Enclosed please find a copy of my resume and an executed Release of Information and Contact Information form which I am submitting as a candidate for the position of Town Manager. With over 33 years of local government service as either a city/town manager or assistant manager (the last 22 of which have been right here in the State of Florida); I believe that my experience, credentials, skills and talents could match up well with the needs of the Town of Lake Park. I have worked in Palm Beach County as a local government manager since 1994 and therefore am very familiar with all aspects of being a key leader for a South Florida community.

Please notice some of the highlights of my background. I am a credentialed manager with ICMA (holding the distinction of being one of the first 72 credentialed managers in the country). I have been a manager or assistant manager in three communities in Florida; my most recent which is comparable in size to the Town of Lake Park. Based upon a need clearly articulated in your recruitment announcement, you will notice that I have significant experience working with a Community Redevelopment Agency during my 10+ years working for the City of Boynton Beach. In June of last year I completed 6+ years of employment as Town Manager for the Town of Highland Beach; an upscale, barrier island community. As part of my leadership within that organization, I was able to gear it toward an extremely high level of customer service, along with a drive to display transparency in everything that we did.

I am a graduate of the Senior Executive Institute at the University of Virginia, and hold a number of advanced degrees including a Masters Degree in Public Administration, and a Ph. D. in Global Leadership. I hold Certificates of Achievement from FEMA's Emergency Management Institute in IS-100.a., IS-200.a., IS-700.a., IS-701.a., IS-702.a., IS-703.a., IS-704, and IS-800.b.

Ms McKibbin-Turner, Human Resources Director
Town of Lake Park
March 12, 2012
Page 2

Your advertisement asked for salary requirements. I would respond to that request by letting you know that I can demonstrate great flexibility in how to structure a compensation package. This would include going the route of being a full-time permanent employee, or being a contract employee (IRS-1099) at an hourly rate for a guaranteed number of hours per week set by the Town Commission. If your preference would be to engage a full-time permanent employee, I am familiar with the compensation package that you provided to your last town manager and would not require anything greater than what was previously provided by the Town.

If you believe that my resume fits the needs of the Town of Lake Park, I would be pleased to discuss this recruitment further. You are welcome to contact me either via telephone or electronic mail. My home phone number and e-mail address are written above and you are welcomed to contact me using either method.

Very truly yours,



Dale S. Sugerman

DALE S. SUGERMAN
150 Las Brisas Circle
Hypoluxo, Florida 33462
561-582-5355 home
e-mail: DaleSugerman@excite.com

EXPERIENCE

March, 2005 to June, 2011

TOWN MANAGER, Town of Highland Beach, Florida. 3614 S. Ocean Boulevard, Highland Beach, Florida 33487.

The Town of Highland Beach is a coastal community of 4,162 year-round residents (which typically doubles in the winter) located on the barrier island between the Atlantic Ocean and the Florida Intracoastal Waterway in South Palm Beach County. The community is 2.9 miles long and 1460 feet wide (at its widest point). Highland Beach is one of the 20 wealthiest communities (per capita) in the United States. 37 full-time and 12 part-time employees \$15.5 million dollar annual budget. As Town Manager, report to a five person Town Commission, including a Mayor, all of whom are elected at-large for no more than two, three- year terms. Full-service organization including police, fire-rescue (contract), water and sewer utilities, public works, building, finance, and a municipal library. The organization is committed to a superior level of customer service, transparency, and citizen engagement.

October, 1994 to March, 2005

ASSISTANT CITY MANAGER, City of Boynton Beach, Florida. 100 East Boynton Beach Boulevard. 33425.

The City of Boynton Beach was a rapid-growth, diverse South Florida community located on the waterways of the Atlantic Ocean. The July 2009 population was 69,654 and had an annual total operating budget of \$133 million dollars. Approximately 900 full and part-time employees. One of eight members of the City Management Leadership Team (CMLT). Served as Acting City Manager in the absence of the City Manager. Held various responsibilities during entire tenure as Assistant City Manager including Human Resources Director responsible for all collective bargaining activities (including negotiations and contract administration), direct supervision for all Enterprise Operations (water, wastewater and stormwater utilities; along with a municipal golf course), Director of Public Works, Director of Engineering, and Director of Information Technology. Also responsible for citywide capital improvements, economic development and was the liaison with the Boynton Beach CRA and the development community to insure properly planned growth activities.

DALE S. SLUGERMAN

Page Two

July, 1992 to October, 1994,

ASSISTANT CITY MANAGER, City of Palm Bay, Florida. 120 Malabar Road, Palm Bay, Florida. 32907.

Palm Bay is a community on the Space Coast of Florida with a July 2009 population exceeding 100,000. Specific responsibilities as Assistant City Manager included supervision of four departments (approximately 125 employees) including a water, wastewater and effluent re-use utility system serving approximately 18,800 meters, Fleet Maintenance, Building Maintenance and Information Systems. Also served simultaneously as Executive Director for the independently controlled, not-for-profit, start-up utility system, which acquired existing, privately owned utility plants and constructed new plant capacity. Reported to a separate Board of Directors. Coordinated the public information and citizen service request program. Responsible for team-building training for various departments throughout the City. Coordinated the City's Public Information function including in-house newsletters as well as external newsletters/communications with the public. Responsible for handling/tracking of citizen service requests/complaints. Coordinated the City's disaster preparedness program. Responsibilities also included all project-specific assignments as directed by the City Manager.

JANUARY, 1991 TO JULY, 1992

SENIOR ASSOCIATE, Management Advantage Corporation, 1935 Wilton Drive, Fort Lauderdale, Florida. 33305. (Private sector experience).

The Management Advantage Corporation was a local government consulting firm offering assistance to public agencies on a contingency fee basis. Principal activities included identifying cost savings in service delivery, avoiding budgeted or anticipated expenditures, identifying areas where non-tax revenues could be enhanced and shifting costs from the General Fund to some other non-tax supported fund or to grant fund revenues.

Specific responsibilities included client development, marketing, proposal development, fieldwork, data collection and analysis, report writing, development of final recommendations and presentation of findings.

JANUARY, 1989 TO DECEMBER, 1990

CITY MANAGER, City of Sunrise, Florida. 10770 West Oakland Park Blvd, Sunrise, Florida. 33351.

Sunrise was a fast-growth community founded in 1962. July 2009 population exceeded 90,000 with an annual growth rate of 5%.

DALE S. SUGERMAN

Page Three

925 full and part-time employees. \$83 million dollar operating budget. Chief Administrative Officer for this full-service community including the functions of police, fire/rescue, community & economic development, planning, engineering, building & code enforcement, post office, regional water, sewer, natural gas and storm water system serving six different jurisdictions, transportation, social services, parks, recreation and leisure services, including an 18 hole municipal golf course.

MARCH, 1982 TO JANUARY, 1989

CITY MANAGER, City of Oberlin, Ohio. 85 South Main Street, Oberlin, Ohio 44074.

Oberlin, Ohio is a full-service community. Served as Chief Administrative Officer for an organization employing approximately 125 persons with an annual operating budget of approximately \$18 million dollars. Oberlin provides regional water and wastewater utility services as well as electric generation and distribution services. Directed and coordinated the City's entire operations in accordance with the policies established by the City Commission. Full responsibility for budget preparation, grant-writing and labor relations.

MARCH, 1979 TO MARCH, 1982

CITY MANAGER, City of Slater, Missouri. 109 North Main Street, Slater, Missouri 65549.

Slater, Missouri is a full-service community. Served as Chief Administrative Officer for this organization of 47 employees with an annual budget of approximately 9 million dollars.

SPECIAL SKILLS

- ** Financial management, infrastructure financing, risk management, bond and insurance financing.
- ** Utility operations, utility regulations, cost-of-service studies, service contract and rate negotiations.
- ** Strategic planning, strategic thinking, organizational development, performance measurement, and high performance teambuilding.
- ** Labor/management relations, collective bargaining, organizational behavior, interpersonal supervisory skills, and personnel management.
- ** Strong skills in information technology, web presence, and electronic communications with internal and external customers.
- ** Public relations, communications, citizen's service requests.

DALE S. SUGERMAN

Page Four

COMPUTER SKILLS

Proficient in PC based networked systems. In-depth familiarity with Outlook/Exchange electronic messaging systems and Microsoft Office Suite products, including Word, Excel, Project and PowerPoint. Active user of the Internet and Internet services. Extensive experience in electronic document imaging and geographic information systems (GIS).

EDUCATION

- 2007 **DOCTOR OF PHILOSOPHY (Ph.D.)** in Global Leadership, Lynn University
Boca Raton, Florida. *Dissertation: Effects of Functional Diversity Training, Using the MBTI Instrument, on Workgroup Performance.*
- 1978 **MASTERS DEGREE (MPA)** in Urban Administration, L.P. Conklingham
Institute of Public Affairs, University of Missouri, Kansas City, Missouri.

Completed a double major in Municipal Administration and Organizational
Behavior.
- 1974 **BACHELOR OF ARTS (BA)** in Political Science. University of Cincinnati,
McMicken School of Arts and Sciences, Cincinnati, Ohio.

University Honors Scholarship Recipient, 1972-1974.
Student Body Attorney General, 1973-1974.
Elected to Omicron Delta Kappa - National honors, leadership and scholastic society,
1973-1974.

CONTINUING EDUCATION

- 2001 Graduate- Senior Executive Institute, Weldon Cooper Center for Public Service,
University of Virginia, Charlottesville, Virginia.
- 2003 Credentialed Manager (CM) - International City/County Management Association,
Washington, D.C.
- 2001 "Qualified"- Myers-Briggs Type Indicator (MBTI) psychological tests and
assessment administrator- Center for Applications of Psychological Type, University
of Florida, Gainesville, Florida.

DALE S. SUGERMAN

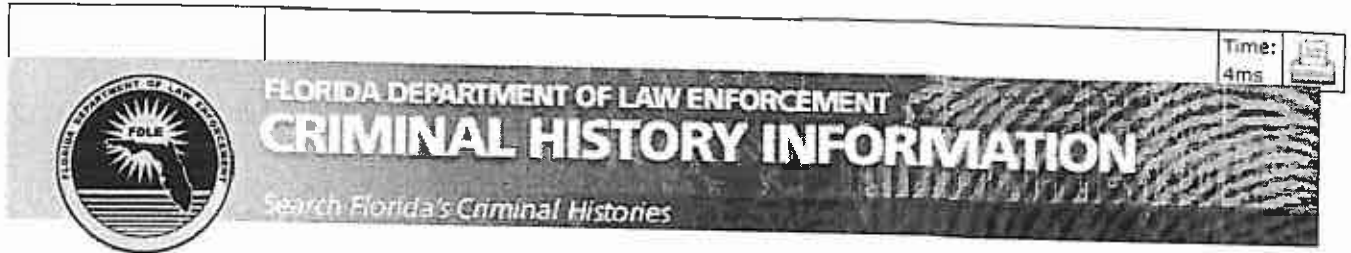
Page Five

PERSONAL

Born and raised in Cleveland, Ohio. Hobbies and interests include golf, boating, motorcycle riding, weight lifting, running, reading and investments. Adjunct Professor- Barry University, Miami Springs, Florida and Nova Southeastern University, Fort Lauderdale, Florida. Certified scuba diver. Juggler. Full member, International City and County Management Association, Florida City and County Management Association and the Palm Beach County City Management Association.

Date of Resume. March 2012

***Results of Criminal Background
Checks***



1. MY INFORMATION 2. CRITERIA 3. CONFIRMATION 4. PAYMENT 5. CANDIDATES 6. RESULTS

Confirmation of No Search Results

Your Search Criteria

	First	Middle	Last	Date of Birth	Age	Race	Sex	SSN
Name	DALE	S	SUGERMAN	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Maiden/Alias

Transaction 5103257

4/12/2012 2:12:30 PM

FDLE found NO Florida criminal history based on the information provided. No criminal record check was conducted for other states or for the FBI. This record (or statement that there is not a record) is based on a request from a member of the public. This customer used the FDLE Internet system to search for the Florida record. FDLE is providing this to respond to the customer's request.

Help understanding these results

[Print Results](#)

[Email Result to:](#)

[New Search](#)

[Home](#)

No Records Found

[Print](#)

Nationwide Criminal Search Records

Search Date: 04/12/2012

Criminal Records DetailSearch criteria: **Dale Sugerman****No matching records were found**

Please check your spelling and [available coverage areas](#)
Search coverage areas include over 340 Million Records

Perform a Full Background Check on [Dale Sugerman](#)

Results may include **Legal Judgments, Bankruptcies, Social Network Profiles, Email Addresses, Phone Numbers, Property Records, Relatives and more!**

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found

MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found
NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

Note: The data in this report is derived from public sources and may contain errors. We do not create, verify, or guarantee the accuracy of the data. Please be sure to closely review the information. We are NOT a consumer reporting agency as defined under the Fair Credit Reporting Act ("FCRA"), and the information in our databases has not been collected in whole or in part for the purpose of furnishing consumer reports, as defined in the FCRA. Website information cannot be used to: (a) establish an individual's legibility for personal credit or insurance; (b) assess risks associated with existing consumer credit obligations, (c) evaluate an individual for employment, promotion, reassignment or retention (including employment of household workers such a nannies, housekeepers, or contractors), or (c) in conjunction with assessing the merits of entering into any other personal business transaction with another individual). For more information please review our Terms and Conditions - [CLICK HERE](#)

No Records Found

[Print](#)

Nationwide Sex Offender Records

Search Date: 04/12/2012

Sex Offender Records Detail

Search criteria: Dale Sugerman

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found
MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found

NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

No matching records were found

Please check your spelling and [available coverage areas](#)
Search coverage areas include over 340 Million Records

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Results of Litigation Check



Background Screening Report

Town of Lake Park - Town Manager Search

Name: Dale Sugerman

Address: Hypoluxo, FL

File #: CA56841

CIVIL RECORDS

Location Searched: Palm Beach County
Dates Searched: 2005 to Present
State Searched: Florida
Results: Civil/No Record Found

Location Searched: Broward County
Dates Searched: 2005 to Present
State Searched: Florida
Results: Civil/No Record Found

Location Searched: Orange County
Dates Searched: 2005 to Present
State Searched: Florida
Results: Civil/No Record Found

Miscellaneous: Our office contacted all related courts. There was no record found for the applicant.

All findings on this report are based strictly upon the information contained within the employment application and various outside agencies. All findings contained within this report should not be a sole determining factor for employment with the above agencies.

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Results from Media Checks

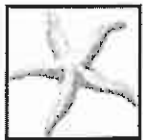
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Highland Beach: Town manager suspended in flap on e-mailed jokes

- Posted by [Deborah Hartz-Seeley](#) on February 6, 2011 at 8:30am
- [View Blog](#)

By **Steve Plunkett**

Nestled among Highland Beach Town Manager Dale Sugerman's e-mail last July was a message he wasn't supposed to see: a collection of jokes Town Clerk Beverly Brown forwarded to him by mistake via the town's official e-mail.

Sugerman investigated and found more jokes, some "sexually-oriented or defamatory," that Brown had forwarded during work hours, including one alluding to President Obama and using the N-word. He decided a one-month suspension without pay was appropriate for the town's second in command.

But before he could suspend her, Sugerman himself was suspended—though with pay—amid strong indications the Town Commission will not renew his contract in June.

"Where are you coming from?" Commissioner John Sorrelli demanded during the commission's initial inquiry. "I am so upset, I am ready to blow my cork here."

The commission's Jan. 4 meeting began with an appeal from former Mayor Arlin Voress to intervene on Brown's behalf. Sugerman said it was inappropriate to discuss the case in public while Brown still could appeal. Commissioners were divided on talking about it, and Mayor Jim Newill cast the deciding vote (to discuss).

Brown has breast cancer, and Newill's wife has been going with her to doctor appointments and treatments, he said.

"The doctors have been very, very specific, which I passed on to the town manager several times, that she is not to be put under any kind of stress, because stress can really ruin the treatment," Newill said.

Newill said he opposed firing the town manager without cause but asked if any commissioner would make a motion to direct Sugerman to rescind the suspension. That way, he said, if Sugerman refused, he would be guilty of insubordination.

"Just because you don't agree with what the person is saying, you don't think that he's necessarily doing what you would like them to do, that doesn't to me constitute cause. I think something like this constitutes cause," Newill said.

In a memo Sugerman gave Brown on Jan. 3, he outlined what he said was cause to suspend her: five e-mails containing "derogatory, racist, lewd and lascivious" jokes sent from April 20 to July 15 on Highland Beach's computer system during working hours. He noted she had signed the town's Information Technology Policy, which prohibits sending or receiving "obscene, sexually-oriented or defamatory" materials.

At a Dec. 20 hearing, Brown's lawyer said the e-mail sent to Sugerman "was obviously done in error," he wrote. Brown's lawyer said a verbal or written warning was in order, he added.

"What is most disappointing in all of this is that you absolutely should have known better," Sugerman wrote.

There were other e-mails, but Sugerman did not want to pile them onto his complaint, he said. Town Attorney Tom Sliney told him the police chief of Wilton Manors in Broward County had received a 30-day suspension without pay for sending derogatory and racist e-mails during work hours from his city computer, he wrote. That chief ultimately resigned rather than be fired.

He said Brown's actions were serious enough to warrant termination but because she had health problems he had decided on the unpaid suspension. He arranged for Brown to take college classes at town expense on sexual harassment, cultural sensitivity and computer etiquette.

The e-mails Sugerman cited as evidence include one forwarded to Brown by Fran Garfunkel, who Brown said is the town attorney's paralegal. "Now I know why I like our neighbors to the North," it begins. "Nothing they do is politically correct."

Another e-mail, about a "Texas girl" who shoots a Mexican and an Arab at a bar because her state has "so many illegal aliens," was sent to Brown by Mary Haynes, city clerk of Peoria, Ill. Brown and Haynes won Quill awards from the International Institute of Municipal Clerks, which certified them both as Master Clerks.

IIMC members sign a Code of Ethics promising that "the affairs of my office shall be above reproach" and "to so conduct my public and private life as to be an example to my fellow citizens."

"I don't think this is the norm for these two ladies, I really don't," said Chris Shalby, executive director of the organization, adding he has known Brown and Haynes a long time. "It's unfortunate."

This is not the first time Brown has hired an employment attorney. She sued Redington Beach in 2006 challenging that town's extension of her six-month probationary status, the *St. Petersburg Times* reported. She was placed on paid leave, returned to work but resigned two months later, the *Times* said.

Before that she was town clerk in nearby Seminole for three years and in Shelton, Conn., for 30 years. Highland Beach hired her in 2007.

Brown has appealed the proposed suspension. The town must select an impartial hearing officer to review her case.

At the commission's Feb. 1 meeting Vice Mayor Miriam Zwick said she had felt pressured to order Sugerman to rescind Brown's suspension.

"This vote unfortunately allowed certain individuals to rush to judgment and use it as a wedge to unseat the manager, who had chosen to remain with his original proposal as being the correct, democratic process," she said.

Commissioners voted 3-2 with Zwick and Commissioner John Pagliaro dissenting, to put Sugerman on paid suspension for five months. They also agreed to hold a special meeting to interview candidates for interim town manager.

Sugerman's contract ends in June. He became town manager in 2005.

Views: 83

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Sugerman v. The Town of Highland Beach et al

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Plaintiff: Dale S. Sugerman
Defendants: The Town of Highland Beach , Jim Newill , Doris M. Trinley and John J. Sorrelli



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Case Number: 9:2012cv80284
Filed: March 13, 2012

Court: Florida Southern District Court
Office: West Palm Beach Office
County: Palm Beach
Presiding Judge: William P. Dimitrouleas
Referring Judge: Lurana S. Snow

Nature of Suit: Civil Rights - Other Civil Rights
Cause: 28:1441
Jurisdiction: Federal Question
Jury Demanded By: Both

Today on Verdict

Five Free Speech Myths of Which College Demonstrators and Protestors Should Be Aware to Avoid Unexpected Trouble

Justia columnist and U.C., Davis law professor Vikram Amar separates First Amendment fact from First Amendment fiction when it comes to college demonstrations and protests.



By Vikram David Amar

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	500 Points	10 Answers
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	350 Points	7 Answers

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Plaintiff: Dale S. Sugerman

Represented By: Maria Elena Abate

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Defendant: The Town of Highland Beach

Represented By: Lyman Hawley Reynolds, Jr.

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Defendant: Jim Newill

Represented By: Lyman Hawley Reynolds, Jr.

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Defendant: Doris M. Trinley

Represented By: Lyman Hawley Reynolds, Jr.

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Defendant: John J. Sorrelli

Represented By: Lyman Hawley Reynolds, Jr.

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***Telephone Employment Reference
Forms***

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Dale S. Sugerman

Employment Referenced: City of Boynton Beach

Position Held: Assistant City Manager

Employment Dates : October 1994 - March 2005

Reason for Leaving: He left to take the Town Manager position at Highland Beach.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

Y Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy") **He did fine in this area.**

Y Knowledgeable of current developments affecting the local government management field **He was well informed and kept current. Among them was utilities management (a line responsibility).**

Y Effectively implements and enforces municipal policies and procedures

Y Demonstrates a capacity for innovation and creativity **He did very well.**

Y Anticipates problems and develops effective approaches for solving them **He did this very well.**

Y Maintains a positive work atmosphere conducive to productivity and efficiency

Y Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations

Y Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving **He saw value in the arbitative process.**

Y Properly controls the municipality's operational and functional activities and motivates others to maximum performance

Y Effectively recruits professional staff

How would his/her direct reports describe this person's management style?

They would describe him as being delegative. He was not as hands-on, he let his subordinates move forward. He was not a micro-manager.

FISCAL MANAGEMENT

Y Possesses knowledge of governmental accounting/budget procedures **No deficiencies there at all.**

Y Prepares a balanced budget to provide services at a level directed by the Council or Commission

Y Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy

Y Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting

 Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality **He's neutral on this. There was a very contentious labor matter (he was not the representative for this). He was not directly involved with labor management, but he was the beneficiary of the grievances that had to be resolved that were interest-based bargaining. He was not involved in the policy formulation.**

PERSONAL SKILLS/COMMUNICATIONS

Y Demonstrates high concern for ethical behavior

Y Receptive to constructive criticism and advice

Y Manages stress effectively

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION .

 Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives **This was done by the manager; he did this more as a department head.**

Y Carries out the directives of the Council or Commission as a whole, rather than those of any one member **He was somewhat insulated from this but he was fair and impartial to everyone.**

Y Supports the action of the Council or Commission after a decision has been reached **He faithfully followed through.**

COMMUNITY RELATIONS

Y Maintains an "open door policy" with the community **He was involved with the Chamber of Commerce and a lot of economic development activity.**

Y Effectively addresses and accommodates citizen complaints **Regarding the utility department, he did very well on customer service.**

Y Shows a sensitivity to and appreciation of diversity of the municipality's population **Yes, and the very diverse workforce as well and also brought in good training pertaining to racial issues.**

Y Responsive to issues of both commercial and residential populations **He had a good reputation.**

Y Maintains an effective and collaborative working relationship with other local governments **And there were a lot of utility problems that were cross-over and communities banded together on regulatory issues.**

 Takes a diplomatic approach to problem solving **Sometimes. He could be a bit more tactful at times (he would give him 70 out of 100 on this).**

Y Projects a positive image on behalf of the municipality

Y Provides management support to municipal Boards

Would you rehire this person if you were presented with the opportunity? **Yes.**

Information provided by:

**Kurt Bressner
Former City Manager
Boynton Beach**

Paul D. White

***Copies of Employment Application,
Cover Letter and Resume***



TOWN OF LAKE PARK

An Equal Opportunity Employer

EMPLOYMENT APPLICATION FORM

Please type or print clearly. Do not use pencil. A separate application form containing the applicant's original signature is required for each position. Applications will not be accepted by fax or by email. Completed applications must be submitted to the Human Resources Department, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. Applications must be complete at the time they are submitted. Please answer each question or insert "N/A" if the question is not applicable. Applications are accepted only for advertised positions.

In accordance with the provisions of the Americans with Disabilities Act, please notify the Human Resources Department at 561-881-3310 in advance if you require special accommodations to participate in the employment application process.

1. Position Applied For: Town Manager
 (Please state the position applied for exactly as it has been advertised.)

2. Is this position: Full-time Part-time Temporary Intermittent (Seasonal)
 (Please check one of the above boxes.)

3. How did you first learn about this position: Press ?

4. Applicant's Last Name: White

5. Full First Name: Paul Middle Name: D.

6. Applicant's Home Address: 5109 Alpine Way
 (Do not use a post office box.)

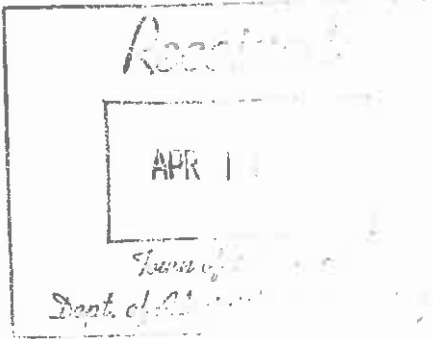
City: Riviera Beach State: FL Zip Code: 33418

Home Telephone No. (with area code): 561-841-8017 Cell Phone No. (with area code): 561-236-3538

Email Address: pwhite26@comcast.net

7. Social Security Number: [REDACTED]
 (The Town of Lake Park requires the purpose of conducting pre-employment background checks, pre-employment drug screens, employment benefits, and income reporting. Your social security number will be used solely for these purposes.)

8. Have you ever worked for the Town of Lake Park? Yes No
 If "yes", please provide position title(s), department(s), dates of employment, and reason for leaving:



9. Have you ever applied for a position with the Town of Lake Park before? Yes No
If "yes", please provide the position(s) for which you applied and the date of your application(s):

10. Do you have any relatives currently employed by the Town of Lake Park? Yes No
If "yes", please print name, relationship to you and the Town department in which your relative works:

11. May we contact your present employer? Yes No

12. Is there any reason that you would not be able to perform the responsibilities and tasks of the position for which you are applying? Yes No

13. Can you work evenings? Yes No

14. Can you work weekends? Yes No

15. Are you legally able to work in the United States? Yes No

16. Have you **EVER** been arrested, received a Notice to Appear, been charged, convicted, entered a plea of *nolo contendere* (no contest), entered a plea of guilty, been found guilty or had adjudication withheld in a criminal offense; or, are there any criminal charges now pending against you?

Yes No

If "yes", please describe the charge and the outcome of the charges (please be sure to respond thoroughly and accurately to this question. Failure to answer accurately and fully or failure to disclose requested details on this application form will be counted as an omission of relevant facts and will be grounds for disqualification from consideration or revocation of job offer if recommended for hire):

traffic stop - pleaded no-lo-contendere as explanation
was provided to the H.P. director

17. Do you have a valid Florida driver's license? Yes No If your answer is "yes", please attach a copy of your driver's license.
Driver's License Number: _____

18. Do you have a current Florida driver's license? Yes No
If "yes", indicate class below:

Class A Class B Class C Class D Chauffeur's License

Expiration Date: _____

Endorsements: _____

19. EDUCATION AND TRAINING HISTORY

Please provide your full name if different while attending school: _____

High School or GED	
Full Name: Wyoming High School	Date Graduated: 1970
Address: Pendery Ave	
City/State/Zip Code: Wyoming, Ohio 45215	
College/University	
Full Name: Morehouse College	Date Graduated: 1974
Address: Atlanta, GA	Major: History/Pol Sci
City/State/Zip Code:	Degree: BA
College/University	
Full Name: Howard University School	Date Graduated: 1977
Address: School of Business	Major: City Management
City/State/Zip Code: Washington DC	Degree: MPA
Training/Vocational School	
Full Name: National Dev. Council	Date Completed:
Address:	Licenses or Certifications:
City/State/Zip Code: NY NY	Certified Econ. Dev. Professional
NOTE: Please attach copies of degrees or certificates at the time of application.	

20. Please list all special skills, computer programs, office machines, equipment, tools, etc. that you are able to use:

Microsoft word; excel; powerpoint & ACCESS

21. Please list any trade or professional organizations to which you currently belong:

National Forum of Black Public Administrators
 Past member of International City Managers Assoc.

22. EMPLOYMENT HISTORY

Commencing with your most recent employer, including self-employment, part-time employment, and military service (if applicable), please list in reverse chronological order your complete employment history. Please attach an addendum if needed to complete this section. **(NOTE: If you are supplementing your application with a resume, all of the following requested information must be provided in your resume.)**

Name of Employer: Riviera Beach CRA	Starting Date: Nov 2012
Address: 1001 Broadway	Ending Date: April 2012
City/State: Riviera Beach FL Zip Code: 33404	Final Salary: \$0K ANNUAL
Telephone Number (with area code):	
Immediate Supervisor: Tony Brown	
Position Title: Interim Community Dev. Officer	
Duties and Responsibilities: Temporary position focused on redevelopment of the neighborhoods within the CRA. Coordinated on the master plan for the redevelopment of Riviera Beach Heights. Created a community development corp. As a CHDO - wrote the business plan; coordinated community meetings. Wrote \$2 million EDA grant for the Marina	
Reason for Leaving: Temporary position	
Name of Employer: City of Riviera Beach	Starting Date: Feb 2002
Address: 600 W. Blue Heron Blvd	Ending Date: Oct. 2011
City/State: Riviera Beach FL Zip Code: 33404	Final Salary: \$24K
Telephone Number (with area code): 561-845-4010	
Immediate Supervisor: Ruth Jones	
Position Title: Assistant City Manager	
Duties and Responsibilities: Direct supervision of Community Development (including engineering, housing) Human Resources (including Rest Mtg + labor); library; Purchasing + Parts + Recreation. Numerous special assignments: Acting Marina Director; non-CRA development; Marriott Vacation Club; SMU; fire assessment; \$7.5 million in grants.	
Reason for Leaving: Position eliminated in subject	

22. EMPLOYMENT HISTORY (continued)

Name of Employer: PPWA & Associates	Starting Date:
Address: Wetzel Lake Cove	Ending Date:
City/State: Atlanta GA Zip Code:	Final Salary:
Telephone Number (with area code):	
Immediate Supervisor: Self Employed	
Position Title: Principal	
Duties and Responsibilities: Provided business development services to private sector firms + management of development services to cities + non-profits.	
Reason for Leaving: Return to city mgt	
Name of Employer: Institutoform Technologies	Starting Date:
Address: S	Ending Date:
City/State: St. Louis Mo Zip Code:	Final Salary:
Telephone Number (with area code):	
Immediate Supervisor: Tom Fungolo	
Position Title: Regional Vice Pres. Business Dev.	
Duties and Responsibilities: Institutoform was a former PPWA client I was asked to join the company, provided business development services for a newly created division in Texas, Colorado & Oklahoma	
Reason for Leaving: Business development division was dissolved	

23. Please explain any gaps in your employment history:

No gaps please see resume. I am presently working with the Catholic Diocese of Palm Beach

24. Have you ever been fired, removed or dismissed from any position at any time?

Yes No

If "yes", identify the employer and your job position, and explain why and include the date of the job action: **Institutoform - ~~was~~ the company was making cuts in response to leverage buyout & drop in stock values**

**25. APPLICANT'S STATEMENT
AND AUTHORITY TO RELEASE INFORMATION**

I hereby certify that all statements in this application are true and complete. I understand that any misrepresentation or omission of information by me shall serve as a basis for termination of my employment with the Town of Lake Park. I further understand that unless this application is completed in detail, it will not be considered.

I hereby give my consent to the Town of Lake Park to investigate and verify any information provided on this application form and successive documents completed for the purpose of employment consideration. I consent to have background checks, pre-employment physical examinations, drug testing, reference checks and any other necessary investigations undertaken to determine my suitability for employment.

I hereby authorize any representative of the Town of Lake Park, bearing this release, or copy hereof, to obtain any information in your files pertaining to my educational background, attendance, employment history and disciplinary records. I hereby release any person who provides personnel file or applicant information pertaining to me from all claims of liability that might otherwise result from such information. I hereby release the Town of Lake Park or its employees from any and all liability for damages resulting from reference checks, background checks associated with this application.

I am further aware and understand that the Town of Lake Park requires its employees to adhere to numerous policies, rules, regulations and procedures, including but not limited to: (1) fingerprinting of its employees upon application and employment; (2) Equal Employment Opportunity Policy; (3) a Drug Free Workplace Policy; (4) drug screening requirements; and (5) a Tobacco Free Workplace Policy.

I voluntarily agree to abide by all Town policies if I am hired by the Town of Lake Park.

I further declare that if I am employed by the Town of Lake Park, and thus a recipient of public funds, that I affirm that I will support the Constitution of the United States and the State of Florida.

Applicant Full Name: _____

Paul D. White

(please print)

Signature of Applicant _____

Paul D. White

Date _____

4/11/12

Signature of Applicant's Parent or Legal Guardian
(if applicant is a minor) _____

Date _____

Bio- Paul D. White

Mr. White began his career in City Management at the age of 26 and now has over twenty years of experience in executive positions in communities with populations in excess of 300,000. Mr. White has also served as the chief executive in Gainesville, Fla. Population 117,000. Mr. White is adept at steering organizations through difficult financial challenges while positively achieving the policy mandates of the City Council. Mr. White utilizes a strategic visioning approach with the policy makers. Based on the policy vision Mr. White utilizes an analytical approach to business processes as well as his ability to utilize management techniques from Total Quality Management to Sterling to develop streamlined; efficient and high performing organizations. The development of multi-disciplinary teams to address the issues facing large complex organization is typical of Mr. White's management style. This style has led to the successful implementation of community wide issues. Mr. White's strategy led to the first successful voter approved annexation in the City/County's history. The creation of a storm water management utility; utility district and impact fees in Riviera Beach, Fl. are other examples of the ability to take complex issues and distill the issues into a communication strategy that the overall community can accept.

Mr. White not only possesses the management skills but technical analytical skills which have allowed him to lead major economic development efforts in cities such as Lincoln, Heights, Ohio, Cincinnati, Ohio, Gainesville, Florida and Atlanta, Ga. Any major economic development effort requires the ability to establish seamless systems across a community. The banking community; chamber of commerce; county; state & Federal agencies must be brought together "on the same page" to achieve success. Mr. White was Director of Neighborhood Economic Development for the City of Cincinnati and was responsible for all development outside the downtown core. As a certified economic development professional Mr. White created the first SBA 502 Corporation in Cincinnati, Ohio and by utilizing a myriad of financing mechanisms leveraged millions of dollars of investments in the Cincinnati neighborhoods. In Gainesville, Fla. Mr. White established the first office of Economic Development and partnered with Alachua County to revitalize and operate a SBA 504 Corporation. As a Director with the National Development Corporation, Mr. White provided technical assistance to cities and non-profits along the eastern sea board from Dade County, Fla. to Bridgeport Connecticut. In Atlanta, Mr. White established the first SBA One Stop Capital Shop in partnership with local lenders and the SBA. Mr. White developed the underwriting for the first phase of the Fulton Cotton Bag Mill loft development spurring redevelopment in the Cabbage Town neighborhood of Atlanta.

Mr. White's management experience covers the operational side and administrative sides of full service cities including: Transit, Fleet Management, Community Development, Parks & Recreation; Cultural Affairs, Marinas, engineering, public works and community development. Mr. White has also directly supervised Human Resources including(labor & Risk Mgt.); Purchasing; Finance; and major I.T. projects.

In terms of Public Safety, Mr. White was heavily involved in the development of Oasis teams which were the precursor to community oriented policing. Mr. White was heavily involved in the Gainesville Student Murders interagency task force and a Serial Arsonist Task Force in Gainesville, Fla. In Riviera Beach Mr. White was a key staff member in the Emergency Operation Center coordinating utilities; damage assessment and FEMA reimbursement for hurricanes Jeanne, Francis, and Wilma.

Mr. White's private sector experience includes being the principal in his own firm which provided business development services to the private sector and executive search and economic development services to the public sector.

5109 Elpine Way
Riviera Beach, Fla. 33418

February 28, 2012

RE: Town Manager Position; Town of Lake Park

Ms. Bambi McKibbon-Turner, Human Resources Director
Town of Lake Park
335 Park Avenue, Lake Park, Fl. 33403

Dear Ms. Mckibbon-Turner

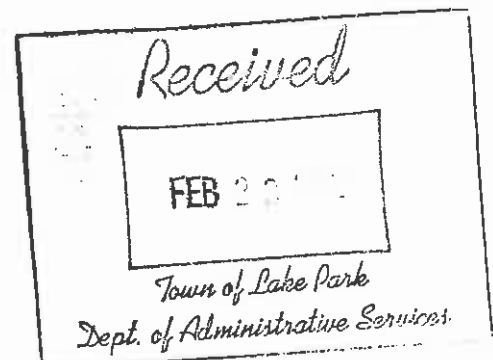
I am responding to your notice for the position of Town Manager for the town of Lake Park.. My background and experience make me the ideal candidate. I have served as the City Manager of Lincoln Heights, Ohio; Director of Neighborhood Economic Development (DOS) for the City of Cincinnati; Deputy City Manager and City Manager of Gainesville, Florida. I served as Assistant City Manager for Riviera Beach, Florida for 9 years and 7 months until my position was eliminated in the 2011/12 budget process. As Assistant City Manager for Riviera Beach I directly supervised Community Development (including engineering & housing); Purchasing; Human Resources (including labor and risk management; Parks & Recreation; the Library and special projects. Special projects included being the chief labor negotiator; implementing the two largest information system projects in the city's history; grant writing and economic development projects such as Lockheed Martin & the Marriott Vacation Club. I am currently Interim Community Development Officer of the Riviera Beach Community Redevelopment Agency. In addition I have served in executive positions in the non-profit and private sectors. I have a very significant background in economic development nationally and I am a certified economic development professional. I have developed strategic skills in facilitating budget "turn arounds" by identifying cost efficiencies as well as new revenue sources My efforts led to directly reducing health care cost by \$1 million over a two year period. I have successfully implemented an enterprise software system which provides real time performance measures and all the data necessary for the Sterling Process which Florida's version of the Baldrige Award. Having served in your neighboring community I am well versed in issues facing coastal cities. In addition to my Assistant City Manager duties I served as the Interim Director of the Riviera Beach Marina & understand water front development and permitting issues. I have served as a key member in the Emergency Operations Center through hurricanes Jeanne, Francis, and Wilma. I was also responsible for the damage assessment and FEMA reporting for those three hurricanes.

I also have the ability to implement the policy vision of the City Council. The City of Gainesville, Florida City Council had the vision of being the most livable city in the Country. In 1994 Money Magazine named Gainesville, the Most Livable City in the Country. I look forward to discussing the opportunity with you further.

Respectfully,

Paul D. White

Paul D. White
Enclosure (2)



PAUL D. WHITE

5109 Elpine Way Riviera Beach, Florida 33418
pwhite26@comcast.net 561-236-3558 (Cell) 561-841-8017 (Home)

PROFESSIONAL EXPERIENCE

Interim Community Development Officer
November 2011- Present

Riviera Beach Community Redevelopment Agency
Riviera Beach, Florida

- Developed Community Development Corporation as a CHODO; developed property data base for SR 710. Coordinated activities with neighborhood residents.

Assistant City Manager
February 2002- October 2011

City of Riviera Beach
Riviera Beach, Florida

- Served as lead manager for strategic planning, budget cutbacks, revenue, technology and development. Increased revenues by 12% in approved budget, significantly closing projected deficit. Reduced by \$2.4 million (over two years) property and liability/worker's compensation costs. Reduced projected City health costs by \$750,000 (current year budget.) Provided operational analysis for budgetary purposes. Identified \$7 million in combined revenue and cuts for the City Manager's consideration.
- Successfully implemented utility transfer formula, and storm water management utility. Increased general fund dollars for other uses. Established fiscal discipline with use of utility funds. Supervised analysis of a fire assessment tied to a tax decrease, projected to lower the net cost of government.
- Recommended and implemented series of income streams to fund capital projects (i.e. impact fees, SMU and utility district creation.) Negotiated with bond company to complete (within 5% of budget) \$6.6 million in stalled capital projects that included aquatic center and community center.
- Appointed as Chief union negotiator. Successfully negotiated 9 contracts (settled all for first time in 12 years.)
- Implemented City-wide enterprise software systems. Provided increased productivity, accountability, and capability for a citizen score card. Improved city-wide efficiency through development of automated purchase order/requisition process.
- Served in EOC as key response and recovery coordinator for Riviera Beach during hurricanes Jeanne, Wilma, and Francis. Coordinated FEMA reimbursement process.
- Secured \$1.6 million State of Florida OTTED grant on behalf of Lockheed Martin. Wrote grant which secured \$5 million in Palm Beach Water Access bonds for renovation of Riviera Beach marina. Created non-CRA redevelopment strategy: valued at \$150 million, it featured new residential development, infill housing, and commercial redevelopment.
- Supervised Human Resources, Parks and Recreation, Community Development, Library, and Purchasing, as well as various special assignments.

Principal
March 2001- January 2002

PDWA Management Consultants
Atlanta, Ga.

- Provided management services to municipalities, and business development services to the private sector. Client list included Greenville County, South Carolina; Austin Redevelopment Corporation; District of Columbia; College Park, Georgia; Adsytech Inc. and Insituform Inc.

Regional Vice President - Business Development
February 2000- March 2001

Insituform Technologies Inc.
St. Louis Mo.

Interacted with elected officials and public works/engineering professionals (primarily in Colorado and Texas) on behalf of Insituform sewer lining and pipe bursting capabilities.

Principal
March 1998- March 2000

PDWA Management Consultants
Atlanta, Ga.

- Provided management services to municipalities, and business development services to the private sector. Client list included Greenville County, South Carolina; Austin Redevelopment Corporation; District of Columbia; College Park, Georgia; Adsytech Inc.; and Insituform Inc.

Executive Director
1996-1998

Atlanta Empowerment Zone Corporation
Atlanta, Georgia

- Hired by Mayor Campbell to create a new 501-c3 as dictated in the Empowerment Zone Plan. Awarded the first Empowerment Zone designation to draw down federal funding (\$100,000,000), the City was a year behind in implementing the approved strategy.
- Created the new 501-c3. Leveraged \$20 million in investment with \$2.4 million in empowerment zone funds. Played key role in development of a business park - a key investment in the Empowerment Zone - which will, upon completion, create 1500 jobs and leverage in excess of \$100 million. Developed all policy infrastructure including personnel, benefit and health plan policies. Hired entire staff.
- Negotiated phase I (\$16 million) of a \$54 million conversion of the former Fulton Cotton Bag Mill to a mixed income loft apartment development. Project, which includes retail and commercial in the heart of the Atlanta Empowerment Zone, was a catalyst for revitalization of the adjoining Cabbage Town neighborhood.
- Developed *EZ Home Ownership Program*, a financing mechanism to facilitate the purchase of homes in the EZ by persons of low and moderate-income. In partnership with Atlanta Housing Authority, created *One-Stop Homeownership Center*. In partnership with the Small Business Administration and City of Atlanta, successfully implemented *One Stop Capital Shop* to expedite small business start-up processes and funding.

Director
1994-1996.

National Development Council
New York, New York

- Provided economic development and housing technical assistance to cities in the eastern United States. Created a multi-bank community development corporation (CDC) with the 12 Clearinghouse Banks of New York. Capitalized with \$12 million in stock purchases and lines of credit by the participating financial institutions. Provided training for national certification as an economic development finance professional; NDC was first to offer such certification.

City Manager
Gainesville, Florida

City of Gainesville
1989-1994

- Served as Chief Executive Officer of municipal government with 1700 employees and \$300 million budget. Implemented a corporate planning process with elected officials & municipal leadership to identify and prioritize needs, with an articulated vision of Gainesville as the most livable city in the country. During Plan Year 5, *Money Magazine* designated Gainesville the "Most Livable City in America".
- Developed a five-year financial plan. Plan goals were accomplished within three years, with adequate cash reserves and a Commission-approved reserve policy. Supervised Gainesville Regional Utilities, an electric, water, waste water and gas utility with 700 employees. Provided oversight and leadership for the largest bond issuance (general government) in City's history.
- Completely reengineered the City's organization, including compensation and benefit plans. Renegotiated 8 labor contracts to conform to the new structure. Implemented a total quality management program emphasizing internal and external customer service. Led City's first voter- approved annexations.
- Hosted an Interagency Homicide Task Force. In a one-week period during August 1990, Gainesville was rocked by the brutal murders of five college students. The City acted as the lead agency in cooperation with the Florida Department of Law Enforcement, the FBI, Alachua County Sheriff's Office, and the State Attorney's Office. Successful lobbying efforts reaped over \$2 million in federal funds to defray the cost of the investigation.

- Hosted the Arsonist Task Force. In January 1991, North Florida was terrorized by a serial arsonist. In Gainesville, 8 churches were destroyed (an additional 20 churches were destroyed in north central Florida.) City again served as host agency in cooperation with Federal Tobacco and Firearms Division of the US Department of the Treasury, the US Attorney's Office, the State Fire Marshall, and the cities of Ocala, Lakeland, and St. Augustine. Successfully lobbied for over \$200,000 in federal funds to defray the cost of the investigation.

**Deputy City Manager
1986-1989**

**City of Gainesville
Gainesville, Florida**

- Responsible for the departments of Transit; Parks and Recreation; Public Works; Traffic Engineering; Nature and Cultural Affairs; Economic Development; and Building Codes and Inspections.
- Created a storm water management utility (SMU) as a dedicated source of funding for drainage system maintenance, mosquito abatement and street cleaning. Positioned City for the largest bond issue in its history.
- Created a comprehensive recycling program, which included commercial (apartments), restaurants and bars and achieved a 70% participation rate.
- Managed the development of home ownership for Gainesville's Porter's Oaks subdivision, which included (78) units of low & moderate-income housing. Implemented strategic planning with the community, site assembly, demolition, design and new infrastructure. Developed multi-tiered financing structure to facilitate the purchase of low & medium-income homes in Porter's Oaks.

**Director of Neighborhood Economic Development (DO5)
1981-1986**

**Dept. of Neighborhood Housing
Cincinnati, Ohio**

- Created the City's first SBA 502 corporation. Implemented \$2million annual capital projects budget.
- Responsible for all commercial development outside Cincinnati's downtown core, comprising an area of 50 neighborhoods and business districts. Served as chief negotiator on all commercial projects outside the downtown core. Managed neighborhood development plans.

**City Manager
1979-1981**

**City of Lincoln Heights
Lincoln Heights, Ohio**

- Served as Chief Executive Officer of city with 100 employees and \$3million budget. Averted fiscal emergency (bankruptcy) by implementing cost saving measures in personnel and operations without overtly affecting public services.
- Developed the City's first industrial park. Constructed major street and sewer projects. Built city swimming facility and two major parks.

EDUCATION

- M.P.A., Public Administration and City Management. Howard University School of Business - Washington, D.C. 1977
- B.A. [Cum Laude], History and Political Science. Morehouse College - Atlanta, Georgia. 1974

PROFESSIONAL AFFILIATIONS

- International City/County Management Association
Past member
Nominating Committee, 1992
Conference Planning Committee, 1992-93
National Committee [considering The Council-Manager Plan and Its Future]
- Florida City/County Manager Association
Board of Directors 1992-1994
Secretary 1994
- ICMA Retirement Corporation
Member, Board of Trustees 1993-94

- Chair, Council Manager Committee, 1993
- National Forum of Black Public Administrators
Member, Board of Directors 1992-Present
Founding member, North Central Florida Chapter
 - Citizens Health Purchasing Alliance Board, Governor's Appointee 1993-1994
-

REFERENCES

Available on request. Willing to relocate.

Paul D. White

CAREER PROFILE

Offering over 20 years of City Management and executive experience in the public sector, non-profit, and private sectors. Expertise in:

- City Management
- Budgeting
- Cost Reduction
- Revenue generation
- Strategic Planning
- Emergency/Crisis Management
- Economic Development
- Intergovernmental Relations
- Utilities
- Public Safety
- Environmental Issues
- Housing & Community Development
- Media Relations/Marketing & Communications

PROFESSIONAL EXPERIENCE

Interim Community Development Officer,

Riviera Beach Community Redevelopment Agency

November 2011- Present

- Developed a Community Development Corporation as a CHODO
- Developed property data base for SR 710
- Coordinated activities with neighborhood residents

Assistant City Manager, City of Riviera Beach Fl.

February 2002- October 1, 2011

- Direct supervision of Human Resources, Parks and Recreation, Community Development, Library, Purchasing and special assignments on revenue, strategic planning, technology and development.
- Increased revenues approved in the budget by 12% significantly closing the projected budget deficit.
- Reduced property and Liability/workmen's compensation costs by \$2.4 million in two years
- Reduced projected health costs to the City by \$750,0000 (current year budget)
- Currently completing an analysis on a fire assessment fee tied to a tax decrease which is projected to lower the net cost of government to the citizens.
- Recommended and implemented a series of income streams to fund capital projects i.e. impact fees, SMU and the creation of a utility district
- Successfully implemented storm water management utility and increase general fund dollars for other uses
- Successfully implemented utility transfer formula establishing fiscal discipline with the use of utility funds.
- Developed non-CRA redevelopment strategy featuring new residential development, infill housing, commercial redevelopment and redevelopment valued at \$150 million.
- Appointed Chief union negotiator-successfully negotiated 9 contracts featuring performance increases and a new automated evaluation system. First time in 12 years all contracts have been settled.
- Key person in the EOC during hurricanes Jeanne, Wilma, and Francis. Coordinated FEMA reimbursement process.
- Automated purchased order/requisition process city wide significantly improving efficiency.
- Completed \$6.6 million in stalled capital projects including an aquatic center and community center within 5% of budget. This followed calling the bond and negotiating with the bond company.
- Lead person on strategic planning, general obligation bond and budget cutbacks.
- Implementing City-wide enterprise software systems providing increased efficiency, accountability along with the capability for a citizen score card.
- Provided an operational analysis for budgetary purposes which identified \$7 million in combined revenue and cuts for the City Manager's consideration.
- Grant Writing-secured \$1.6 million OTTED grant from the State on behalf of Lockheed Martin. Wrote the grant which secured \$5 million in Palm Beach Water Access bonds for renovation of the Riviera Beach marina.

Principal PDWA Management Consultants

March 2001- January 2002

The firm provided management service to municipalities and business development services to the private sectors. The client list includes Greenville County South Carolina, Austin Redevelopment Corporation, District of Columbia, College Park Ga. Adsytech Inc. and Insituform Inc.

Regional Vice President Business Development Insituform Technologies Inc.

Feb. 2000- March 2001

Insituform Inc. was initially a client of PDWA Inc. I was asked to join the company as Vice President for Business Development working primarily in Texas and Colorado. Interacted with elected officials; public works and engineering professionals on behalf of Insituform sewer lining and pipe bursting capabilities.

Principal PDWA Management Consultants

March 1998- March 2000

The firm provided management service to municipalities and business development services to the private sectors. The client list includes Greenville County South Carolina, Austin Redevelopment Corporation, District of Columbia, College Park Ga. Adsytech Inc. and Insituform Inc.

Executive Director Atlanta Empowerment Zone Corporation

1996- 1998

The City of Atlanta was awarded the Empowerment Zone designation along with 100,000,000 dollars in grant funds to implement the approved strategy. The City was a year behind in implementation. I was asked by Mayor Campbell and create the new corporation dictated by the plan.

- Created a new 501-c3 as dictated in the Empowerment Zone Plan. Developed all policy infrastructure including personnel, benefit and health plan policies and hire the entire staff.
- Atlanta was the first Empowerment Zone to draw down federal funding.
 - Negotiated phase I (\$16 million) of a \$54 million dollar conversion of the former Fulton Cotton Bag Mill to a mixed income loft apartment development. The project will include retail and commercial in the heart of the Atlanta Empowerment Zone. The project is acting as a catalyst for the revitalization of the adjoining Cabbage Town neighborhood.
 - Successfully implemented a One Stop Capital Shop to expedite small business start-up processes & funding in partnership with the Small Business Administration and the City of Atlanta.
 - EZ Home Ownership Program- developed a financing mechanism to facilitate the purchase of homes in the EZ by low and moderate-income persons.
 - Created One-Stop Homeownership center in partnership with Atlanta Housing Authority
 - Leveraged \$20 million in investment with \$2.4 million in empowerment zone funds.
 - Played a key role in the development of a business park which will create 1500 jobs and leverage in excess of \$100 million dollars upon completion. The business park was a key investment in the Empowerment Zone.

Director National Development Council

1994-1996

The National Development Council is one of the oldest non-profits specializing in economic development and housing in the country. NDC was the first to offer an economic development finance certification.

- Created a multi-bank community development corporation (CDC) with the 12 Clearinghouse Banks of New York. The CDC was capitalized with \$12 million in stock purchases and lines of credit by the participating
- Provided economic development and housing technical assistance to cities in the eastern United States.
- Provided training for certification as an economic development finance professional nationally.

City Manager, Gainesville, Fla.

1989-1994

Chief executive officer of the City of Gainesville with 1700 employees and a \$300 million budget

- In addressing financial & cash flow problems, as a City Manager, implemented a corporate planning process with the Elected Officials & Municipal Leadership to identify & prioritize needs; developed a five-year financial plan. The plans goals were accomplished within three years with adequate cash reserves and a Commission approved reserve policy.
- Supervised Gainesville Regional Utilities an electric, water, waste water and gas utility with 700 employees.
- Initiated a "corporate planning process" with the Elected Officials, Charter officers, and Staff Leadership in a retreat setting. This effort resulted in strategic & prioritized goals with an articulated "Vision" of "making Gainesville the most livable city in the country." In the plans 5th year, Money Magazine designated Gainesville the Most Livable City in the America.
- Led City of Gainesville in the first voter approved annexations in the city's history.
- Provided oversight and leadership in the largest bond issuance (general government) in the City of Gainesville History.
- Completely reengineered the city of Gainesville's organization including compensation and benefit plans. Renegotiated 8 labor contracts to conform to the new structure.
- Implemented a total quality management program emphasizing internal and external customer service.
- Hosted an Interagency Homicide Task Force. In August of 1990, the City of Gainesville was rocked by the brutal murders of five college students within a one-week period. Gainesville acted as the lead agency in cooperation with the Florida Department of Law Enforcement, the FBI, Alachua County Sheriff's office, and the state Attorney's Office. An indictment was returned against an individual within 15 months. In addition, successful lobbying efforts reaped over \$2 million in federal funds to defray the cost of the investigation.
- Hosted the Arsonist Task Force. In January 1991, North Florida was terrorized by a serial arsonist, which saw (8) churches destroyed in the City of Gainesville with an additional (20) destroyed in North Central Florida.

Drawing on our experience in the 1990 murders, the city acted as the host agency in cooperation with Federal Tobacco and Firearms Division of the Department of the Treasury, the State Fire Marshall, and the cities of Ocala, Lakeland, St. Augustine and the United States Attorney's Office. An indictment was returned within 12 months. We successfully lobbied for over \$200,000 in federal funds to defray the cost of the investigation.

Deputy City Manager, Gainesville, Fla.

1986-1989

Responsible for the Transit, Parks and Recreation, Public Works, Traffic Engineer, Nature and Cultural Affairs, economic development, Building Codes and Inspections departments.

- Created a storm water management utility (SMU) as a dedicated source of funding for drainage system maintenance, mosquito abatement and street cleaning. This positioned the city for the largest bond issue in the city's history.
- Created a comprehensive recycling program, which included commercial (apartments) as well as restaurants and bars. Gainesville achieved a 70% participation rate.
- Managed the development of Gainesville's Porter's Oaks subdivision which included (78) units of low & moderate-income housing for home ownership. This required strategic planning with the community, site assembly, demolition, design and new infrastructure. Developed multi-tiered financing structure to facilitate the purchase of the low & medium income homes in Gainesville's Porters Oaks Community

Director of Neighborhood Economic Development (DO5)

1981-1986

Responsible for all commercial development outside the downtown core. The City's has 50 neighborhoods business districts.

- Served as chief negotiator on all commercial projects outside the downtown core (Cincinnati)
- Managed neighborhood development plans
- Implemented 2 million annual capital projects budget
- Created the City's first SBA 502 corporation

City Manager Lincoln Heights, Ohio

1979-1981

Chief executive officer of the city with 100 employees and \$3million budget.

- Averted fiscal emergency (bankruptcy) by implementing cost saving measures in personnel and operations without overtly affecting public services.
- Developed the City's first industrial park
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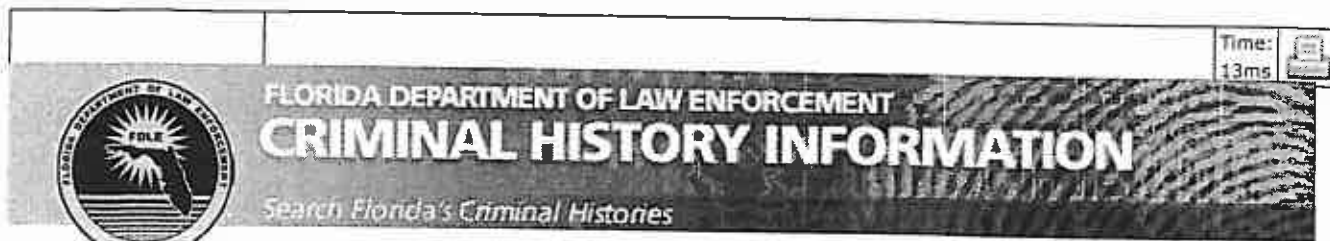
PROFESSIONAL AFFILIATIONS

- International City/County Management Association
 - Past member
 - Nominating Committee, 1992
 - Conference Planning Committee, 1992-93
 - National Committee considering The Council-Manager Plan and Its Future
- ICMA Retirement Corporation
 - Member, Board of Trustees 1993-94
- Florida City/County Manager Association
 - Board of Directors 1992-1994
 - Chair, Council Manager Committee, 1993
 - Secretary 1994
- National Forum of Black Public Administrators
 - Member, Board of Directors 1992-Present
 - Founding member North Central Florida Chapter
- Citizens Health Purchasing Alliance Board, Governor's Appointee 1993-1994

Personal

5109 Elpine Way Riviera Beach, Fl. 33418
561-841-8017
561-236-3558 Cell-Best method to contact me
E-mail pwhite26@comcast.net
Married -3 children

***Results of Criminal Background
Checks***



No Records Selected

Your Search Criteria

	First	Middle	Last	Date of Birth	Age	Race	Sex	SSN
Name	PAUL	D	WHITE	[REDACTED]				

Maiden/Alias

Transaction 5103224

4/12/2012 2:07:14 PM

BASED ON THE INFORMATION PROVIDED, THE CUSTOMER DETERMINED THAT NONE OF THE SEARCH RESULTS APPEAR TO BE THE INDIVIDUAL SOUGHT BY THE INQUIRY; THEREFORE NO RELEVANT CRIMINAL RECORDS WERE SELECTED.

This record (or statement that there is not a record) is based on a request from a member of the public. This customer used the FDLE Internet system to search for the Florida record. FDLE is providing this to respond to the customer's request.

Not applicant

Name	Aliases/Also Known As	DOB	SSN	Sex	Race	Height	Weight	Eye	Hair
WHITE, PAUL DAVID		[REDACTED]		M	W	601	185	BRO	BRO
WHITE, LAWRENCE	JONES, JOHN; BORDEN, GLENN L; BORDEN, GLEN; BORDEN, GLENN LAWRENCE; BURDEN, GLENN; BURDEN, LEE; BORDEN, GLENN; WARDEN, GLENN L; BORDEN, GLEN LAWRENCE	[REDACTED]	XXX-XX-[REDACTED]	M	B	511	150	BRO	BLK
TAYLOR, PAUL RENNELL	TAYLOR, TYRONE; WHITE, PAUL RENNELL; SULLIVAN, ROBERT C; DRAKE, HOWARD; WHITE, PAUL; WHITE, PAUL R	[REDACTED]	XXX-XX-[REDACTED]	M	B	602	385	BRO	BLK
WHITE, PAUL LAWRENCE	WHITE, PAUL; WHITE, PAUL L	[REDACTED]	XXX-XX-[REDACTED]	M	B	509	160	BRO	BLK
WHITE, PALMER	WHITE, PAUL	[REDACTED]	XXX-XX-[REDACTED]	M	B	506	120	BLK	BRO

Home

New Search

Email Results to:

bturner@lakeparkflorida.gov

(Separate multiple email addresses by comma)

Print Results

No Records Found

[Print](#)

Nationwide Criminal Search Records

Search Date: 04/12/2012

Criminal Records Detail

Search criteria: Paul White

No matching records were found

Please check your spelling and [available coverage areas](#)
Search coverage areas include over 340 Million Records

Perform a Full Background Check on [Paul White](#)

Results may include Legal Judgments, Bankruptcies, Social Network Profiles, Email Addresses, Phone Numbers, Property Records, Relatives and more!

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found

MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found
NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

Note: The data in this report is derived from public sources and may contain errors. We do not create, verify, or guarantee the accuracy of the data. Please be sure to closely review the information. We are NOT a consumer reporting agency as defined under the Fair Credit Reporting Act ("FCRA"), and the information in our databases has not been collected in whole or in part for the purpose of furnishing consumer reports, as defined in the FCRA. Website information cannot be used to: (a) establish an individual's legibility for personal credit or insurance; (b) assess risks associated with existing consumer credit obligations, (c) evaluate an individual for employment, promotion, reassignment or retention (including employment of household workers such a nannies, housekeepers, or contractors), or (c) in conjunction with assessing the merits of entering into any other personal business transaction with another individual). For more information please review our Terms and Conditions - [CLICK HERE](#)

No Records Found

[Print](#)

Nationwide Sex Offender Records

Search Date: 04/12/2012

Sex Offender Records Detail

Search criteria: Paul White

ALABAMA	Clear - No Records Found
ALASKA	Clear - No Records Found
ARIZONA	Clear - No Records Found
ARKANSAS	Clear - No Records Found
CALIFORNIA	Clear - No Records Found
COLORADO	Clear - No Records Found
CONNECTICUT	Clear - No Records Found
DELAWARE	Clear - No Records Found
DISTRICT OF COLUMBIA	Clear - No Records Found
FLORIDA	Clear - No Records Found
GEORGIA	Clear - No Records Found
HAWAII	Clear - No Records Found
IDAHO	Clear - No Records Found
ILLINOIS	Clear - No Records Found
INDIANA	Clear - No Records Found
IOWA	Clear - No Records Found
KANSAS	Clear - No Records Found
KENTUCKY	Clear - No Records Found
LOUISIANA	Clear - No Records Found
MAINE	Clear - No Records Found
MARYLAND	Clear - No Records Found
MASSACHUSETTS	Clear - No Records Found
MICHIGAN	Clear - No Records Found
MINNESOTA	Clear - No Records Found
MISSISSIPPI	Clear - No Records Found
MISSOURI	Clear - No Records Found
MONTANA	Clear - No Records Found
NEBRASKA	Clear - No Records Found
NEVADA	Clear - No Records Found
NEW HAMPSHIRE	Clear - No Records Found
NEW JERSEY	Clear - No Records Found

NEW MEXICO	Clear - No Records Found
NEW YORK	Clear - No Records Found
NORTH CAROLINA	Clear - No Records Found
NORTH DAKOTA	Clear - No Records Found
OHIO	Clear - No Records Found
OKLAHOMA	Clear - No Records Found
OREGON	Clear - No Records Found
PENNSYLVANIA	Clear - No Records Found
RHODE ISLAND	Clear - No Records Found
SOUTH CAROLINA	Clear - No Records Found
SOUTH DAKOTA	Clear - No Records Found
TENNESSEE	Clear - No Records Found
TEXAS	Clear - No Records Found
UTAH	Clear - No Records Found
VERMONT	Clear - No Records Found
VIRGINIA	Clear - No Records Found
WASHINGTON	Clear - No Records Found
WEST VIRGINIA	Clear - No Records Found
WISCONSIN	Clear - No Records Found
WYOMING	Clear - No Records Found

No matching records were found
Please check your spelling and [available coverage areas](#)
Search coverage areas include over 340 Million Records

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Results of Litigation Check



Background Screening Report
Town of Lake Park - Town Manager Search

Name: Paul White
Address: Riviera Beach, FL

[REDACTED]
File #: CA57379

CIVIL RECORDS

Location Searched: Palm Beach Co, FL
Dates Searched: 2005 to Present
State Searched: Florida
Results: Civil/No Record Found

Location Searched: Fulton Co, GA
Dates Searched: 2005 to Present
State Searched: Georgia
Results: Civil/No Record Found

Miscellaneous: Our office contacted all related courts. There was no record found for the applicant.

All findings on this report are based strictly upon the information contained within the employment application and various outside agencies. All findings contained within this report should not be a sole determining factor for employment with the above agencies.

This report is furnished to you under a client-investigator privilege (in response to your request). The concerns thereof are for your confidential information and are not intended for release to any other agency and/or person without the consent of your agency.

Results from Media Checks

No Results

***Telephone Employment Reference
Forms***

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Paul D. White

Employment Referenced: Riviera Beach Community Redevelopment Agency

Position Held: Interim Community Development Officer

Employment Dates : November 2011 to April 2012

Reason for Leaving: This was a temporary assignment.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

Y Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy")

Y Knowledgeable of current developments affecting the local government management field

Y Effectively implements and enforces municipal policies and procedures **Yes, based on what he observed at the city level and within the CRA.**

Y Demonstrates a capacity for innovation and creativity

Y Anticipates problems and develops effective approaches for solving them

Y Maintains a positive work atmosphere conducive to productivity and efficiency

 Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations **N/A**

 Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving **N/A**

 Properly controls the municipality's operational and functional activities and motivates others to maximum performance **N/A**

 Effectively recruits professional staff **N/A**

How would his/her direct reports describe this person's management style? **N/A, but he worked well with his colleagues there. He was very independent and a self-starter. They would describe him as being delegative. He was not as hands-on, he let his subordinates move forward. He was not a micro-manager.**

FISCAL MANAGEMENT

Possesses knowledge of governmental accounting/budget procedures

Prepares a balanced budget to provide services at a level directed by the Council or Commission N/A

Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy

Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting

Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality N/A

PERSONAL SKILLS/COMMUNICATIONS

Demonstrates high concern for ethical behavior

Receptive to constructive criticism and advice

Manages stress effectively

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION .

Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives
N/A at the CRA, but he has a good rapport with the Council.

Carries out the directives of the Council or Commission as a whole, rather than those of any one member **N/A for the CRA, but from observation outside of the CRA he would say yes.**

Supports the action of the Council or Commission after a decision has been reached N/A

COMMUNITY RELATIONS

Y Maintains an "open door policy" with the community

Y Effectively addresses and accommodates citizen complaints

Y Shows a sensitivity to and appreciation of diversity of the municipality's population

Y Responsive to issues of both commercial and residential populations **Very much.**

 Maintains an effective and collaborative working relationship with other local governments **N/A.**

Y Takes a diplomatic approach to problem solving

Y Projects a positive image on behalf of the municipality

 Provides management support to municipal Boards **N/A**

Would you rehire this person if you were presented with the opportunity? **Yes.**

Information provided by:

**Tony Brown
Executive Director
Riviera Beach CRA**

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Paul D. White

Employment Referenced: City of Riviera Beach

Position Held: Assistant City Manager

Employment Dates : February 2002 - October 2011

Reason for Leaving: Budgetary constraints. The position was eliminated by the Council.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

 Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy") **Assistant City Manager and department heads report to the City Manager, and the City Manager reports to the Council. N/A.**

 Y Knowledgeable of current developments affecting the local government management field

 Y Effectively implements and enforces municipal policies and procedures

 Y Demonstrates a capacity for innovation and creativity . **Definitely. She worked with him regarding revenue raising measures, and he would propose these to the City Manager.**

 Y Anticipates problems and develops effective approaches for solving them

 Y Maintains a positive work atmosphere conducive to productivity and efficiency

 Y Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations **He was responsible for five or six departments (Human Resources, Library, Community Development and Planning, Purchasing and Parks and Recreation). He also held the acting City Manager position in the City Manager's absence and assisted when there was no Marina Director for a period of time.**

 Y Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving **He was very innovative.**

Y Properly controls the municipality's operational and functional activities and motivates others to maximum performance **Yes, within the departments that he oversaw.**

 Effectively recruits professional staff **N/A. He sat on interview panels. The hiring was done by the City Manager.**

How would his/her direct reports describe this person's management style? **He met with department heads as a group every other Tuesday and every week he met with his individual department heads, and this is how he would direct the management for his departments. She can say from her observation that he would give out directions with timelines for completion. He oversaw the work, but did not micro-manage.**

FISCAL MANAGEMENT

Y Possesses knowledge of governmental accounting/budget procedures **Definitely with regard to his department heads budgets and on capital budgets.**

 Prepares a balanced budget to provide services at a level directed by the Council or Commission **N/A but based on the City Manager's duties, he would present his department heads budgets to the City Manager and she would present them to the Council. He sat in on each step of the budget process.**

Y Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy **Yes, at all times possible.**

Y Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting **He was involved in capital budgeting very much.**

Y Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality **He was one of the lead negotiators in 2002 with the Police and Fire unions.**

PERSONAL SKILLS/COMMUNICATIONS

Y Demonstrates high concern for ethical behavior

Y Receptive to constructive criticism and advice

Y Manages stress effectively **He was always the kind of person who wanted to get it done.**

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION .

 Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives

N/A. He worked through the City Manager. He has appeared before the council on items that he was involved in.

 Y Carries out the directives of the Council or Commission as a whole, rather than those of any one member

 Y Supports the action of the Council or Commission after a decision has been reached **Absolutely.**

COMMUNITY RELATIONS

 Y Maintains an "open door policy" with the community

 Y Effectively addresses and accommodates citizen complaints

 Y Shows a sensitivity to and appreciation of diversity of the municipality's population

 Y Responsive to issues of both commercial and residential populations

 Y Maintains an effective and collaborative working relationship with other local governments

 Y Takes a diplomatic approach to problem solving

 Y Projects a positive image on behalf of the municipality

 Provides management support to municipal Boards **He may have attended them -- Planning and Zoning and the Watercraft Advisory Board.**

Would you rehire this person if you were presented with the opportunity? **Yes, if the funds were available.**

Information provided by:

**Dorothy Mitchell
Executive Assistant in the City Manager's Office
City of Riviera Beach**

TELEPHONE EMPLOYMENT REFERENCE FOR TM POSITION

Name of Applicant: Paul D. White

Employment Referenced: Instituform Technologies, Inc.

Position Held: Regional Vice President/Business Development

Employment Dates : February 2000 - March 2001

Reason for Leaving: Other Employment. She cannot provide any further information.

MANAGEMENT STYLE/PROFESSIONAL SKILLS

- Maintains open, informative and timely communications with the Council or Commission (e.g., "open door policy")
- Knowledgeable of current developments affecting the local government management field
- Effectively implements and enforces municipal policies and procedures
- Demonstrates a capacity for innovation and creativity .
- Anticipates problems and develops effective approaches for solving them
- Maintains a positive work atmosphere conducive to productivity and efficiency
- Encourages department heads to make decisions within their own areas without the Manager's approval, yet maintains general control of operations
- Motivates municipal staff to work as a team and seek ways to be innovative and oriented toward effective problem solving
- Properly controls the municipality's operational and functional activities and motivates others to maximum performance .
- Effectively recruits professional staff

How would his/her direct reports describe this person's management style?

FISCAL MANAGEMENT

- Possesses knowledge of governmental accounting/budget procedures

___ Prepares a balanced budget to provide services at a level directed by the Council or Commission

___ Strives to make the best possible use of available funds to ensure efficient and effective functioning of the municipal government and within budget limitations established according to municipal policy

___ Possesses awareness of the importance of financial planning and accounting controls through long-range fiscal forecasting

___ Utilizes effective negotiation with labor unions and in legal actions to minimize costs to the municipality

PERSONAL SKILLS/COMMUNICATIONS

___ Demonstrates high concern for ethical behavior

___ Receptive to constructive criticism and advice

___ Manages stress effectively

RELATIONS WITH THE MUNICIPALITY'S COUNCIL OR COMMISSION .

___ Works with the Council or Commission to establish annual goals and objectives, and reports to the Council or Commission regularly on the status of such goals and objectives .

___ Carries out the directives of the Council or Commission as a whole, rather than those of any one member

___ Supports the action of the Council or Commission after a decision has been reached

COMMUNITY RELATIONS

___ Maintains an "open door policy" with the community

___ Effectively addresses and accommodates citizen complaints

___ Shows a sensitivity to and appreciation of diversity of the municipality's population

___ Responsive to issues of both commercial and residential populations

___ Maintains an effective and collaborative working relationship with other local governments

___ Takes a diplomatic approach to problem solving

___ Projects a positive image on behalf of the municipality

___ Provides management support to municipal Boards

Would you rehire this person if you were presented with the opportunity?

**Information Provided by
Sharon Shulte
Human Resources**

TAB 2



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 2, 2012

Agenda Item No. *Tab 2*

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input type="checkbox"/> DISCUSSION/POSSIBLE ACTION |
| <input type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BID/RFP AWARD |
| <input checked="" type="checkbox"/> PRESENTATION/PROCLAMATION | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: Discussion of the Interviews and Schedule for the Town Manager Position

RECOMMENDED MOTION/ACTION:

Approved by Town Manager *[Signature]* Date: 4/27/12
[Signature] 4/26/12
 Name/Title *HR DIRECTOR* Date of Actual Submittal

Originating Department: Human Resources	Costs: \$ -0- Funding Source: Acct. #	Attachments: Town Manager Profile Attributes Worksheet; and Draft Interview Schedule
Department Review: <input type="checkbox"/> Attorney _____ <input type="checkbox"/> Community Development _____ <input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____	<input type="checkbox"/> Grants _____ <input type="checkbox"/> Human Resources _____ <input type="checkbox"/> Information Technology _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____	<input type="checkbox"/> PBSO _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Recreation _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone BMT OR Not applicable in this case _____ Please initial one.

Summary Explanation/Background:

At the April 18, 2012 meeting, the Commission requested that a list of desirable Town Manager skills or attributes be developed for approval by the Commission. Attached is the Town Manager Profile Attributes Worksheet that has been developed by Mr. Kurt Bressner, ICMA Range Rider. Based upon the attributes approved by the Commission, the actual interview questions can be developed. The attributes form is attached. It is recommended that the form be approved by motion by the Town Commission.

The proposed procedure for the approved form is for the Town Commission to individually complete the form and return them to the Town's Human Resources Director. Copies of the completed forms will be provided to Mr. Bressner. As requested by the Town Commission, Mr. Bressner will contact individual Town Commission members to discuss the attributes. Once all the forms have been returned and follow-up calls made, as appropriate, Mr. Bressner will prepare a summary report and draft interview questions. In order to keep the process on schedule, the forms should be returned by the Town no later than a date to be established. Please note the forms as completed by the Town Commission are a matter of public record.

According to existing Town policy, the Town may provide reimbursement for interview expenses not exceeding \$2,500.00 to applicants being considered for managerial exempt positions (i.e., Department Head level and above). Given the Town's current budgetary constraints, Staff is seeking guidance from the Commission as to how to proceed with regard to the interview expenses for the current Town Manager candidates who are located outside of Florida or outside of commuting distance from Lake Park.

Attached for ease of reference is another copy of the draft interview day schedule to help facilitate the discussion regarding the scheduling of the Town Manager interviews.

Town of Lake Park, Florida – Town Manager Profile Attributes –

April 2012

Town Commission Member Name:

Date:

Use this form as a guide to one-on-one or phone discussions with Town Commission to develop critical, very important, important and desirable skills and attributes. There are 36 skills/attributes identified in two parts. At the end of the form, local issues can be identified and reported. *There are two options on how to use this form.*

1. As an interview guide to be used in discussion with ICMA Range-Rider via phone or direct meeting. (20-30 minutes) – Please review form before call/meeting.
2. Fill out the form and return to HR Director for tabulation without the discussion with ICMA Range-Rider. (30 minutes)

PART 1: INFORMATION FROM ELECTED OFFICIALS AS TO KNOWLEDGE, SKILLS AND ABILITIES (KSA'S) AND OTHER ATTRIBUTES OF DESIRABLE TOWN MANAGER – TOWN OF LAKE PARK, FLORIDA

SCALE 1-5 WITH 1 BEING LOW, 3 BEING MEDIUM AND 5 BEING HIGH

Town Commission Assessment of the Relative Importance to the position of Town Manager.

Attribute	<i>Importance to the Town Commission Member-Score 1 TO 5</i>	<i>Comments by Members of Town Commission (Optional) – attach additional sheets as needed.</i>
General		
<ul style="list-style-type: none"> • 1. Relevant Education that meets the Town's Requirements 		Comments:
<ul style="list-style-type: none"> • 2. Relevant Experience that meets the Town's Requirements 		Comments:
<ul style="list-style-type: none"> • 3. Florida-Specific Town or County Work Experience 		Comments:

Skills and Past Performance		
• 4. Council/Commission Relations		Comments:
• 5. Administrative Ability		Comments:
• 6. Written and Oral Communication Skills		Comments:
• 7. Governmental Budget/Finance Skills		Comments:
• 8. Human Resources Skills and Ability to Manage Professional Staff		Comments:
• 9. Labor Relations / Collective Bargaining		Comments:
• 10. Community Relations		Comments:
• 11. Intergovernmental Relations		Comments:
• 12. Economic Development / Revitalization		Comments:
• 13. Innovation and Major Achievements		Comments:
• 14. Infrastructure and Facilities		Comments:

<ul style="list-style-type: none"> 15. Specialized Expertise (specify areas sought) 		Comments:	
<ul style="list-style-type: none"> 16. Information Technology 		Comments:	

PART 2: ADDITIONAL SKILLS DEEMED POSSIBLY APPROPRIATE TO LAKE PARK

These are leadership, delegation and management skills.
 SCALE 1-5 WITH 1 BEING LOW, 3 BEING MEDIUM AND 5 BEING HIGH
 Town Commission Assessment of the Relative Importance to the position of Town Manager.

Demonstrable Character Traits/ Competencies	Importance to the Town Commission Member- Score 1 TO 5	Comments by Members of Town Commission (Optional) - attach additional sheets as needed.	
1. Building Consensus		Comments:	
2. Decisive/Exercises Good Judgment and Effective Decision-making Skills		Comments:	
3.Honesty/Ethical/Integrity		Comments:	
4. Work whatever hours are required.		Comments:	
5. Leadership Skills and Ability to Motivate Staff		Comments:	
6. Keeps Composure at all Times		Comments:	
7. Sensitive to the others needs and position		Comments:	
8. Keeps current on Town Projects and Keeps the Commission Updated		Comments:	

9. Willing to be innovative		Comments:	
10. Timely execution of Commission policy and directives based on Commission consensus		Comments:	
11. Treats others with respect and dignity (staff and community)		Comments:	
12. Partners with other Governments		Comments:	
13. Recruits and retains competent professional staff		Comments:	
14. Decentralized leader but holds staff accountable		Comments:	
15. Believes in Strategic Planning		Comments:	
16. Ambassador for the Town		Comments:	
17. Outgoing, confident, proactive		Comments:	
18. Positive and Approachable		Comments:	
19. Good Listening Skills		Comments:	
20. Value and Embrace Cultural Diversity		Comments:	

PART 3: ADDITIONAL COMMENTS AND CONCERNS BY MEMBERS OF THE TOWN COMMISSION: (USE THIS SECTION TO ADD ANY COMMENTS OR CONCERNS YOU HAVE ABOUT THE EXPECTATIONS FOR THE TOWN MANAGER AND ANY COMMUNITY ISSUES YOU FEEL THAT REQUIRE SPECIFIC ATTENTION BY THE TOWN MANAGER, ESPECIALLY IN THE FIRST YEAR OF EMPLOYMENT.)

1. ADDITIONAL EXPECTATIONS OR ATTRIBUTES FOR THE POSITION:

2. COMMUNITY ISSUES OR CONCERNS THAT WILL REQUIRE THE SPECIFIC ATTENTION OF THE TOWN MANAGER IN THE FIRST YEAR OF EMPLOYMENT WITH THE TOWN:

3. OTHER CONCERNS OR RECOMMENDATIONS

I wish to be contacted by Mr. Bressner as a follow-up to completing this form.

Yes No

KB: 04/23/12

TOWN OF LAKE PARK TOWN MANAGER INTERVIEW SCHEDULE FOR A POSSIBLE SATURDAY

Individual Interviews Commencing at 8:00 a.m. at Lake Park Town Hall (to occur at 30 minute intervals with 5 minute breaks in between). Candidates will assemble in the Conference Room upon arrival to meet the Town volunteer who will escort each of them to their respective individual interviews. The following schedule is based upon five candidates and can be extended to accommodate a greater number of candidates to be interviewed.

Time	Mayor DuBois Room A	Vice Mayor Rumsey Room B	Commissioner Hockman Room C	Commissioner Longtin Room D	Commissioner Stevens Room E
8:00 a.m. to 8:30 a.m.	Candidate A	Candidate B	Candidate C	Candidate D	Candidate E
Break	***	***	***	***	***
8:35 a.m. to 9:05 a.m.	Candidate B	Candidate C	Candidate D	Candidate E	Candidate A
Break	***	***	***	***	***
9:10 a.m. to 9:40 a.m.	Candidate C	Candidate D	Candidate E	Candidate A	Candidate B
Break	***	***	***	***	***
9:45 a.m. to 10:15 a.m.	Candidate D	Candidate E	Candidate A	Candidate B	Candidate C
Break	***	***	***	***	***
10:20 a.m. to 10:50 a.m.	Candidate E	Candidate A	Candidate B	Candidate C	Candidate D

11:30 a.m. Lunch Break

3:00 p.m.

Panel Interviews in Public Forum • Commission Chamber
Call to order and brief remarks regarding the interview procedures

- 3:15 p.m. Candidate A Interview
- 3:45 p.m. Candidate B Interview
- 4:15 p.m. Candidate C Interview
- 4:45 p.m. Candidate D Interview
- 5:15 p.m. Candidate E Interview

7:00 p.m.

Short networking reception to be held in the same location in order to give the public an opportunity to interact with each candidate.

Consent Agenda

TAB 3



**Town of Lake Park Town Commission
Agenda Request Form**

Meeting Date: May 2, 2012

Agenda Item No. *Tab 3*

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input type="checkbox"/> DISCUSSION/POSSIBLE ACTION |
| <input type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BID/RFP AWARD |
| <input type="checkbox"/> PRESENTATION/PROCLAMATION | <input checked="" type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: Regular Commission Meeting Minutes of April 4, 2012

RECOMMENDED MOTION/ACTION: To Approve the Regular Commission Meeting Minutes of April 4, 2012

Approved by Town Manager *[Signature]* **Date:** *4/26/12*

Shari Canada, Deputy Town Clerk
Name/Title

April 16, 2012
Date of Actual Submittal

Originating Department Town Clerk	Costs: \$0 Funding Source: 0 Acct. # 0	Attachments: Agenda Meeting Minutes Exhibit "A" Exhibit "B" Exhibit "C" Exhibit "D"
Department Review: <input type="checkbox"/> Attorney _____ <input type="checkbox"/> Community Development _____ <input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____	<input type="checkbox"/> Grants _____ <input type="checkbox"/> Human Resources _____ <input type="checkbox"/> Information Technology _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____	<input type="checkbox"/> PBSO _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Recreation _____ <input checked="" type="checkbox"/> Town Clerk <i>[Signature]</i> <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <i>[Signature]</i> Please initial one.

Summary Explanation/Background:



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, April 4, 2012,
Immediately Following the
CRA Board Meeting,
Lake Park Town Hall
535 Park Avenue

James DuBois	—	Mayor
Kendall Rumsey	—	Vice-Mayor
Steven Hockman	—	Commissioner
Jeanine Longtin	—	Commissioner
Tim Stevens	—	Commissioner
.....		
Jamie Titcomb	—	Interim Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian M. Lemley, CMC	—	Town Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. *Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.*

- A. **CALL TO ORDER**
- B. **INVOCATION**
- C. **PLEDGE OF ALLEGIANCE**
- D. **ROLL CALL**
- E. **ADDITIONS/DELETIONS - APPROVAL OF AGENDA**

- F. **PROCLAMATION:**
 - 1. In Honor of Anthony Kulinka

Tab 1

- G. **PUBLIC and OTHER COMMENT:**
This time is provided for audience members to address items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

- H. **CONSENT AGENDA:** All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the Agenda. Any person wishing to speak on an Agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.

Recommended For Approval:

2. Regular Commission Meeting Minutes of March 7, 2012

Tab 2

I. **ORDINANCE ON FIRST READING:**

3. **ORDINANCE NO. 05 -2012 Town Manager and Town Attorney Authority** Tab 3
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2, ARTICLE III OF THE TOWN CODE, ENTITLED "OFFICERS AND EMPLOYEES"; PROVIDING FOR THE AMENDMENT OF SECTION 2-82 ENTITLED "TO POWERS AND DUTIES OF TOWN MANAGER"; PROVIDING FOR THE AMENDMENT OF SECTION 2-87 ENTITLED "POWERS AND DUTIES OF TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

4. **ORDINANCE NO. 06-2012 Establishing in the Charter the Office of the Town Attorney**

Tab 4

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE TOWN CHARTER AT ARTICLE IX, ENTITLED "DUTIES OF CERTAIN TOWN OFFICERS" TO CREATE A NEW SECTION 7, TO BE ENTITLED "TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

5. **ORDINANCE NO. 07-2012 Noise Amendment to Chapter 10**

Tab 5

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 10, ARTICLE IV - (NOISE CONTROL) OF THE LAKE PARK CODE, PROVIDING REVISIONS TO SECTION 10-155, TABLE 1 NOISE LEVELS BY LAND USE; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION, AND PROVIDING FOR AN EFFECTIVE DATE.

J. **PUBLIC HEARING:**

ORDINANCE ON SECOND READING:

***** OPEN PUBLIC HEARING*****

A. Staff Report

B. Public Comments

C. Commission Deliberation

6. Ordinance No. 04-2012 Update Town Code to Include the 2010 Florida Building Code

Tab 6

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 54, ENTITLED "BUILDINGS AND BUILDING REGULATIONS" TO UPDATE REFERENCES TO THE FLORIDA BUILDING CODE AND THE NATIONAL ELECTRICAL CODE; PROVIDING FOR THE ADOPTION OF LOCAL AMENDMENTS TO CHAPTER 1 OF THE FLORIDA BUILDING CODE; PROVIDING FOR THE REPEAL OF CERTAIN REFERENCES NOW CONTAINED IN THE CODE; ; PROVIDING FOR THE REPEAL OF PROVISIONS OF THE CODE IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

******* CLOSE PUBLIC HEARING*******

K. DISCUSSION AND POSSIBLE ACTION:

7. Submittal of Proposed List of Semi-Finalist for Town Manager Position **Tab 7**

8. Update on Army Reserve Center **Tab 8**

9. Solid Waste Authority Decorative Recycling Containers for Parks **Tab 9**

L. COMMISSIONER COMMENTS, TOWN ATTORNEY, TOWN MANAGER:

M. ADJOURNMENT:



**Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, April 04, 2012 8:10 p.m.
Town Commission Chamber, 535 Park Avenue**

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, April 04, 2012 at 8:10 p.m. Present were Mayor James DuBois, Vice-Mayor Kendall Rumsey, Commissioners Steven Hockman, Jeanine Longtin and Tim Stevens, Interim Town Manager Jamie Titcomb, Town Attorney Thomas Baird, and Town Clerk Vivian Lemley.

Vice-Mayor Rumsey led the Invocation and Mayor DuBois led the Pledge of Allegiance. Town Clerk Vivian Lemley performed the Roll Call.

ADDITIONS/DELETIONS/APPROVAL OF AGENDA:

Motion: A motion was made by Commissioner Hockman to approve the agenda; Commissioner Stevens made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin	X		
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 5-0

PRESENTATION:

1. Proclamation In Honor of Anthony Kulinka

Mayor DuBois presented the proclamation to the family of Anthony Kulinka

PUBLIC AND OTHER COMMENTS:

Susan Lloyd, 220 Lake Shore Drive, stated that she supports the suggestion by Ms. Bernhard that Town Clerk Lemley keep track of the public comment cards. She explained that the cards are submitted to Town Clerk Lemley and that the cards could be sorted by

type and then handed to the Mayor at the appropriate time. She stated that the proposed process would not delay the meeting. She explained that she e-mailed the entire Commission for their thoughts and suggestions and has heard back from two members. She stated that one response supported the suggestion and the other stated that they would support whatever the Mayor decides. She asked how she can trust the Mayor when Mayor DuBois has lost her card three times and that he always apologizes and seems sincere, but it is unacceptable. She thanked Kiwanis for the good job they did on the Irish Fest.

Mayor DuBois thanked Ms. Lloyd for her comments and stated that an alternative method of handling the comments cards has been established and thanked Vice-Mayor Rumsey for his assistance.

Jim Lloyd, 220 Lake Shore Drive, stated that he is representing people who want to participate in the Town meetings, but cannot sit for 3 to 5 hours. He stated that concurrent meeting are not necessary and suggested that the joint CRA and Commission meetings be alternated to have a CRA meeting one week and a Commission meeting the next week.

CONSENT AGENDA ITEMS:

2. Regular Commission Meeting Minutes of March 7, 2012

Motion: A motion was made by Vice-Mayor Rumsey to approve the consent agenda; Commissioner Stevens made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin	X		
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 5-0

ORDINANCE ON FIRST READING

3. Ordinance No. 05-2012 Town Manager and Town Attorney Authority

Interim Town Manager Titcomb stated that the Ordinance addresses issues brought forward by residents regarding the Town workforce and the authority of the Town Manager and Town Attorney.

Attorney Baird explained that the Ordinance addresses the items outlined in his memorandum to the Commission that was discussed at the March 21, 2012 Commission meeting. He stated that upon adoption of the Ordinance the Department Heads would have the same due process as all other employees of the Town. He explained the second change as the spending threshold of the Town Manager from \$10,000.00 to \$5,000.00 for contracts without Commission approval. He explained that the third change clarifies the Town Attorney's duties and responsibilities.

Public Comment Opened:

Diane Bernhard, 301 Lake Shore Drive, read from the Ordinance "The Town Manager shall: Appoint, hire, discipline and remove all employees and department heads of the town, in accordance with the town's established employee policies and procedures." She suggested adding the language "as set down in the Town of Lake Park's Employee Handbook". She continued to read from the Ordinance "The town manager shall: Recommend to the town commission, from time-to-time, adoption of such ordinances and policies as may be necessary..." She stated that the language "from time-to-time" is too vague and suggested that the language to be changed to "as situations arise". She read item 8 from the Ordinance "The Town Manager shall: Organize, reorganize, consolidate, combine or abolish positions, offices, department divisions or departments of the town with the approval of the town commission." She suggested that the language be changes to "The Town Manager shall: Organize, reorganize, consolidate, combine or abolish positions, offices, department divisions or departments of the town only with or after the approval of the Town Commission." She read item 12 from the Ordinance "The Town Manager shall: In consultation with the Town Attorney, enforce the Town's laws and ordinances." She stated that she is concerned that this leaves the Town Attorney vulnerable to the appearance of collusion with the Town Manager. She felt there needs to be safe guard for the Attorney and suggesting adding a third party such as the Town Commission, a Commissioner or each Commissioner in rotation.

Public Comments closed.

Commissioner Longtin suggested that the language in item 7 of the ordinance state "from time-to-time" be removed because it is vague and it is restated in the second line with the language "as may be necessary". She suggested that item 7 read "Recommend to the Town Commission adoption of such ordinances and policies as may be necessary..." She stated that she agrees with item 8 and suggested that the word "only" be added. She stated that item 5 reads that "The Town Manager shall actively seek out potential grant monies that may be available to support town projects." She stated that the statement makes it a big part of the Town Manager's job and that is a full time job in and of itself and that is why the Town hired a full time person to get grants. She recommended that the language be changed from "shall" to "may" or "should". She asked the Attorney if the word should is a must.

Attorney Baird stated that "shall" requires the performance of the duty and "may" is optional.

Commissioner Longtin stated she wanted it to be optional. She read from section 2-87 "The Town Attorney shall be appointed and removed at the sole discretion of the Town Commission by a four - fifths majority vote". She stated that she researched this and that no other municipality does it that way. She stated that she thinks it is fine the way it is and that line does not need to be in the Ordinance. She stated that she does not think that the Commission should bind its or a future Commission's hands.

Attorney Baird stated that the reason that the four - fifths majority vote is in the Ordinance is because that is the same standard that the Commission hires and fires the Town Manager. He stated that in crafting the powers and duties and hiring and firing practice for the Town Attorney he followed the model that already exists in the Town Charter and Code.

Commissioner Longtin stated that she wants the sentence struck as it is not necessary.

Commissioner Hockman stated that it was not clear and asked if the Town Manager would be able to go out and hire an Attorney without Commission approval.

Attorney Baird stated "no".

Commissioner Longtin stated that the hiring of an Attorney has happened in the past without Commission approval and without notice to the Commission that the person was hired. She asked what the Commission's remedy is if it happens again.

Attorney Baird stated that the Town Manager would violate their contract, placed the Town at risk and violated the Code. He stated that the Commission has no control over someone who unilaterally decides to do something and then not disclose it. He stated that this is intended to cure that from happening and that if there is a need for an Attorney, then the Town Attorney by Code and contract is required to come to the Commission and advise that this is an area of the law that is outside the specialty of his law firm and recommends that an outside Attorney with that specialty be hired.

Commissioner Stevens asked if the Town Manager were to break this Ordinance what recourse does the Commission have.

Attorney Baird stated that how the Commission deals with the Town Manager would be up to the Commission and explained that he has the expectation that if he were to act contrary to the Code or the contract that is not going to bode well for the future.

Commissioner Longtin asked if the Town Manager does something and does not disclose it, then how would the Commission know.

Attorney Baird stated that there is no answer to the question. He stated that if the Town Manager chooses to hire someone and does not disclose it to either himself or the Commission, that the person has been hired, he does not know how he would be able to bring that to the Commission's attention.

Commissioner Stevens stated that is why he thinks that a Whistle Blower Ordinance would be a step in the right direction. He stated that if an employee knew something that is going on then they could bring it to the attention of the Commission. He stated that the Whistle Blower Ordinance would also provide a remedy for a rogue Town Manager entering into several contract at \$4,999.00 for the same service.

Mayor DuBois stated that a solution to this is on the signature page of all contracts that it state what the limitations of the Town Manager's authority are. He stated how the Commission deals with a Manager who violates the Code is one thing and how the Commission avoids getting stuck with the contract is another.

Vice-Mayor Rumsey stated that he thinks that the reduction in the Town Manager's spending threshold also assists in preventing the Town Manager from unilaterally hiring an attorney as most attorneys cost more than \$5,000.00.

Attorney Baird stated that the point of the change is that the Town Manager cannot hire an Attorney no matter the monetary value of the services.

Vice-Mayor Rumsey stated that he realizes that and what he was trying to say was that the Commission, by limiting the expenditures, that the Commission does not know about from \$10,000.00 to \$5,000.00, that the hiring of an Attorney is further limited. He stated that he is in favor of the four – fifths majority for the hiring and firing of the Town Attorney because the Commission has two employees and that the supermajority vote for both of these positions should be upheld.

Commissioner Hockman stated that his concern regarding the \$5,000.00 limit is how to prevent multiple contracts of \$4,999.00 for the same basic thing.

Attorney Baird suggested that language be added to that provision that states “any extension for that contract for the same firm or services has to come back to the Commission for the Commission's approval”.

Commissioner Stevens stated that by creating a Whistle Blower Ordinance that an employee in the Finance Department seeing that happening could report the incident without fear of losing their job.

Attorney Baird stated that at the least the employee would have a remedy if they lost their job.

Mayor DuBois stated that he does not hear consensus regarding the four - fifths versus three - fifths vote for the hiring and firing of the Town Attorney. He stated that he is fine with the four - fifths or the three - fifths vote.

Commissioner Longtin stated that no other municipality has a four - fifths vote to hire and fire the Town Attorney.

Motion: A motion was made by Commissioner Longtin to approve the Ordinance with corrections: number 5 changing the word “shall” to “may”, delete the words

“from time-to-time”; number 7, adding the word “only”; number 8, Section 2-87 striking the four - fifths vote, and number adding the extensions provision for contracts; Commissioner Stevens made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin	X		
Commissioner Stevens	X		
Vice-Mayor Rumsey		X	
Mayor DuBois	X		

Motion passed 4-1

Attorney Baird read into the record the Ordinance by title only.

4. Ordinance No. 06-2012 Establishing in the Charter the Office of the Town Attorney

Attorney Baird stated that the Ordinance establishes the Office of the Town Attorney in the Charter and that he is certain if the Commission were to review the Charters of other municipalities that the establishment of the Office of the Town Attorney would be found.

Commissioner Longtin asked what this Ordinance changes.

Attorney Baird stated that the Town does not currently have in the Charter the Office of the Town Attorney as one of the officers of the Town. He stated that the only officers are the Town Manager, Commissioners and Mayor.

Commissioner Longtin stated that she does not know that she would agree that other municipalities have it in their charter. She stated that they reference an attorney, but not an office. She stated that she does not understand what this Ordinance fixes.

Attorney Baird stated that the Ordinance is not meant to fix anything, it is meant to establish the Office of the Town Attorney in the Charter.

Commissioner Longtin stated that in the Town of Juno the Charter reads: Council Appointed Officials: The Council shall appoint a Town Attorney.

Attorney Baird stated that is what this Ordinance does.

Commissioner Longtin stated that this Ordinance is setting up an office and that she thinks it is not necessary.

Attorney Baird stated that the Ordinance does not create an office that the Ordinance reads that "The Commission shall appoint a Town Attorney..."

Motion: A motion was made by Vice-Mayor Rumsey to approve the Ordinance on first reading; Commissioner Hockman made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin		X	
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 4-1

Attorney Baird read into the record the Ordinance by title only.

5. Ordinance No. 07-2012 Noise Amendment to Chapter 10

Interim Town Manager Titcomb stated that this Ordinance is being brought forward on the direction of the Town Commission at the March 21, 2012 Commission meeting. He stated that the Commission directed staff to bring back an Ordinance adapting the hours the Ordinance is enforced without changing the actual decibel levels.

Community Development Director Nadia DiTommaso stated that staff was directed to bring back changes to the daytime cut off hours only. She stated that according to the Code certain land uses had a 7:00 p.m. cut off time for the day time hours. She stated that staff has modified it from 7:00 p.m. to 10:00 p.m. and that staff is recommending that the land use titles be amended as well. She stated that the amended land use titles will bring the Code into compliance with the Town's Land Use Map.

Commissioner Hockman stated that he thinks the time should be 9:00 p.m. instead of 10:00 p.m. He stated that he knows that the surrounding cities are 10:00 p.m., but the Town does not need to follow other cities.

Mayor DuBois stated that he thought what staff brought back was in sync with Commission direction.

Commissioner Longtin stated that the Ordinance does increase the sound levels. She stated that from 7:00 p.m. to 10:00 p.m. the decibel level is changing from 50 to 55 dba. She asked if the Ordinance should go before the Planning and Zoning Board.

Community Development Director DiTommaso stated that this is not under the direct prevue of the Planning and Zoning Board, however there is a clause that states that if the Commission would like for the Planning and Zoning Board to review a certain item the Commission may do so.

Commissioner Longtin stated that she would like this item to go before the Planning and Zoning Board.

Commissioner Stevens asked for clarification that this item is not under the Planning and Zoning Board prevue.

Community Development Director DiTommaso stated that the Planning and Zoning Board is directed to review development plans, plans related to development plans and to act as a Quasi-Judicial board for variances. She stated that there is also a provision that allows the Commission to direct the Planning and Zoning Board review other items in the Code.

Motion: A motion was made by Commissioner Stevens to approve the Ordinance on first reading; Vice-Mayor Rumsey made the second.

Mayor DuBois stated that technically the change does increase the decibel level from 7:00 p.m. to 10:00 p.m. and that he does not think it is unreasonable especially in commercial areas. He stated that he is not uncomfortable with the changes and is not uncomfortable with not sending it to the Planning and Zoning Board.

Commissioner Hockman stated that he has been doing a lot of reading on this item over the past few weeks and that when the decibel level is decreased that the average person will not be able to hear the difference, however the studies do say that if the change is an increase in the decibel level then it is noticeable. He stated that when he brought this forward it was for discussion purposes only and that he would like for the item to go before the Planning and Zoning Board. He stated that it is the Planning and Zoning Board's duties to review things for zoning and so forth.

Mayor DuBois stated that he thinks this is a great opportunity to update this Ordinance and bring into conformity with the current land use language. He stated that he feels that the decibels levels are conservative compared to other municipalities.

Commissioner Longtin stated that this is effecting residential as well and is concerned that this could be considered contract zoning and does not want any part of it.

Attorney Baird stated that this is not a zoning item. He stated that noise regulations are not related to zoning regulations.

Vice-Mayor Rumsey stated that at the March 21, 2012 Commission Meeting that Commissioner Hockman brought this discussion item forward. He stated that the reasons provided by Commissioner Hockman to bring this forward was that a majority of the residents already thought the regulations went to 10:00 p.m. He stated that his concern with the item was that the time not be changed to after 10:00 p.m. and as long as the time does not go past 10:00 p.m. that he would support the Ordinance.

Commissioner Stevens stated that even with the changes proposed the Town would still be as quiet as or quieter than surrounding municipalities. He stated that he is in favor of the Ordinance.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin		X	
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 4-1

Attorney Baird read into the record the Ordinance by title only.

PUBLIC HEARING

ORDINANCE ON SECOND READING:

6. Ordinance No. 04-2012 Update Town Code to Include the 2010 Florida Building Code

Mayor DuBois opened the Public Hearing.

Public Comment:

No Public Comments.

Public Comment Closed.

Community Development Department Director DiTommaso stated that the Palm Beach County Building Code Advisory Board approved the language and forwarded it to the municipalities for inclusion in their Code. She reviewed the changes to the Code (Exhibit "A").

Commissioner Longtin stated that she read the Ordinance and found some of it intrusive. She stated that she is sure the item will pass and that her nay vote will not have an impact. She stated that she did not have her notes with her to discuss the item.

Commissioner Stevens asked why it is 2012 and the Town is just now adopting the 2010 Building Code. He stated that he knows that is the way it works, but why does it work that way.

Community Development Director DiTommaso stated that she would turn it over to Don Macintosh, Acting Building Official to go over what the review process entails.

Acting Building Official Macintosh stated that the Florida Building Code is based on the 2009 Code Council, which is the nationwide Code model. He stated that there were so many things in this revision particularly with the new energy code and accessibility that the Florida Building Commission felt that it was best to wait until all the issues were clarified before adopting this code. He stated that the 2010 Building Code was adopted statewide on March 15, 2012.

Commissioner Stevens asked if there was any other place the residents could go besides the ecodes.biz website to get information about the Florida Building Code.

Acting Building Official Macintosh stated that copies are available at the Palm Beach County Library and the Town's Building Department.

Commissioner Longtin asked for clarification regarding accessibility.

Acting Building Official Macintosh stated that accessibility means ADA through the removal of barriers so that people with any disability can enter into any commercial business or home. He stated that the Code includes everything from ramps to water coolers. He stated that Florida is stricter than the ADA and that it is monitored by Department of Justice.

Commissioner Longtin asked if she built a home today would she be required to meet the ADA requirements.

Acting Building Official Macintosh stated that if it is a private residence and no one residing there that has a disability the only requirement in the Code is that one ingress and egress doorway is a minimum of 32 inches wide. He stated most residential front doors met this requirement.

Commissioner Longtin asked would there be any other limitations.

Acting Building Official stated that for a private single family home no, however for a multi-family home the Fair Housing Act would apply.

Commissioner Hockman asked if next year the Florida Building Code is adopted with revisions will it have to come before the Commission again.

Community Development Director DiTommaso stated “yes if there are changes to Chapter 1”. She explained that the only section that the Town adopts in full into the Code is Chapter 1 and if there are any other changes to the trades within the Florida Building Code they are automatically adopted. She stated that Chapter 1 states that the Town is adopting the most up to date building code.

Motion: A motion was made by Vice-Mayor Rumsey to approve the Ordinance on second reading; Commissioner Hockman made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin		X	
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 4-1

Attorney Baird read into the record the Ordinance by title only.

Mayor DuBois closed the Public Hearing.

DISCUSSION AND POSSIBLE ACTION:

7. Submittal of Proposed List of Semi-Finalists for Town Manager Position

Public Comment Open:

Jim Lloyd, 220 Lake Shore Drive, stated that the last three Town Manager’s chosen by the Commission have left under questionable circumstances. He stated that he feels that a positive solution to this would be the appointment of a special citizen advisory committee to help the Commission choose the next Town Manager. He stated that he thinks that citizen input in the selection of the next Town Manager is essential. He stated that he supports changes to the Town Employee Handbook.

Commissioner Longtin asked if all the resumes had been made available to the public.

Diane Bernhard, 301 Lake Shore Drive, stated that the new Town Manager needs to be a Town Manager and not a politician, not a person who looks for money for political backing, or anything like that. She stated that she would like to suggest that the Town does not care the candidate’s political affiliation or where they live. She stated that the candidate’s skills need to be strong in administration and management and all the other

things are important, but secondary to the fact that the Town needs a manager. She asked that everyone put aside their differences regarding growth and expansion and political monies and hire the candidate with the best management record and to use common sense.

Public Comment Closed.

Interim Town Manager Titcomb provided information on the process and noted that the Commission directed a Selection Committee comprised of Kurt Bressner, Range Rider, Mark Durbin, Range Rider and Human Resources Director Bambi Turner, to review the applications received and create a short list of 10 – 12 candidates for the Commission's consideration.

Human Resources Director Turner stated that the list of 10 semi-finalist has been provided to the Commission and read the list into the record (Exhibit "B"). She stated that since the submittal of the list to the Commission two of the semi-finalists have withdrawn their applications because they have accepted other positions and they consist of Andrew Barton and Kevin Knutson. She further advised that Richard Gestrich has also withdrawn his application.

Interim Town Manager Titcomb stated that the purpose of the proceedings at this meeting is to have the Commission accept the short list from the Committee and to provide the Commission to opportunity to add candidates to the short list from the original pool of candidates. He stated from this point forward the full vetting process will commence including the semi-final candidates submitting a full application, authorizing the Town to conduct a background check and scheduling for interviewing. The results of the application and background check will be presented to the Commission at the April 18, 2012 Commission Meeting and the interviews will be scheduled at that time.

Commissioner Longtin stated that she received 34 of the 46 resumes and that she is missing 12.

Human Resources Director Turner stated that all the resumes were part of the March 21, 2012 agenda package PDF file.

Commissioner Longtin stated that she printed the entire thing and is missing 12 resumes. She stated that she is not impressed with the short list and that there are a few people she might be interested in, but she is still going through the entire list of candidates. She requested that the item be tabled until the next meeting.

Commissioner Stevens stated that he reviewed the short list and the rest of the candidates and he believes that it is hard to really assess an applicant by looking at a cover letter and a resume and that the interview is the most important part of the process. He stated he is looking forward to moving forward and is fine with the 8 candidates on the short list. He stated that he is open to adding candidates as well.

Commissioner Longtin asked Commissioner Stevens what two candidates he would add.

Commissioner Stevens stated that he really liked Barton and that he likes the short list, but if someone wanted to add someone to the short list he would entertain that.

Commissioner Longtin asked Commissioner Stevens of all the other applicants there are no others that he liked.

Commissioner Stevens stated that they were ok, but that the short list is fine.

Mayor DuBois suggested adding Charlotte Presensky, Public Works Director at Palm Beach Gardens. He stated that Ms. Presensky provided a very well written cover letter and seems to be a person rising in their career. He stated that Ms. Presensky has had predominantly local experience and that he values that type of experience. He requested that Charlotte Presensky be placed on the list of semi-finalists. The following Commissioners vote aye: Commissioner Stevens, Vice-Mayor Rumsey and Mayor DuBois. The following Commissioners voted nay: Commissioners Hockman and Longtin. Charlotte Presensky was added to the list on a 3/2 vote.

Vice-Mayor Rumsey stated that there are always qualified people locally and suggested adding to the list Kimberly Glas-Castro. He stated that she is a resident of Lake Park and that she deserves to be added to the list of semi-finalists. He stated that she has qualifications that would work for the Town, knowledge of the Town and would be a good candidate.

Motion: A motion was made by Vice-Mayor Rumsey to add Kimberly Glas-Castro to the semi-finalist list; Commission Stevens made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman		X	
Commissioner Longtin		X	
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 3-2

Commissioner Longtin stated that she has no issue with Ms. Glas-Castro, but she does not like the way this process is going.

Commissioner Hockman stated that going through resumes and stuff does not mean a whole lot to him as people exaggerate the truth. He stated that he cannot make a judgment based on paper and that he needs to meet the people and talk to them before he

can get a feeling on whether or not the candidate would be suitable. He stated that he is not adding any names.

Mayor DuBois asked the Commission if they had any recommendations for modifications to the process.

Commissioner Longtin stated that this was the Mayor's process.

Interim Town Manager Titcomb stated that the intention of this process was to provide the Commission an opportunity to add names to the list for the reasons expressed by the Commission in adding Ms. Presensky and Ms. Glas-Castro. He stated that the measure of the permanent Town Manager would become evident during the interview process. He stated that the Selection Committee was tasked with creating a manageable sized list of candidates based on professional criteria that determined that the candidate would be a good fit for the Town.

Commissioner Longtin stated that her comfort level in the process is not high because the citizens have not had a chance to look at any of these. She stated it was not in the agenda and is curious as to why. She stated that she is being told that there were 46 resumes submitted and she only has 34. She stated that the citizens have not been able to look at this and that is big to her.

Human Resources Director Turner stated that the March 21, 2012 agenda package included all the letters and resumes submitted. She stated that the agenda package was placed on the Town's website.

Commissioner Longtin asked when the information was added to the website.

Human Resources Director Turner explained that the information was a part of the March 21, 2012 Agenda package that was placed on the website the Friday before the March 21, 2012 Commission Meeting. She stated that the package included a memo from Kurt Bressner, excerpts from the Lake Park Charter and Code regarding powers and duties of the Town Manager, Florida Statutes regarding severance pay, example of the Town Manager agreement for later discussion and all of the cover letters and resumes received by the Town by the closing date.

Commissioner Longtin asked what the e-mail they received was that contained resumes in it. She stated that is what she printed out.

Human Resources Director Turner stated that was the short list which contained the resumes and cover letters of the short listed candidates.

Commissioner Longtin stated that there was another e-mail that had a whole lot more attached.

Human Resources Director Turner advised that the e-mail contained all 46 cover letters and resumes and she resent that e-mail on April 3, 2012 along with the short list.

Mayor DuBois stated that in response to that “this is his process” that he has been very careful to not make this “his process” by asking someone else to make it their process and that person was Kurt Bressner from the International City/County Managers Association (ICMA) Range Rider Program. He stated that he has pushed as hard as he could to have an outsider come in and lead the process. He noted that he attempted to add another reviewer to the process and was overruled by the Commission and that is fine and that he has made every effort to make this an independent process and go by the recommendation of the ICMA.

Commissioner Stevens stated that he easily found the PDF on the Lake Park website for the March 21, 2012 Commission Meeting. He stated that the resumes start on page 167. He asked that a similar upload of the 8 semi-finalist from the Committee and the 2 added by the Commission be placed on the Town website for the public to access and review.

Human Resources Director Turner stated “absolutely”.

Commissioner Hockman asked if the next step is the background check and interviews.

Human Resources Director Turner stated “absolutely”. She explained that she would contact everyone on the revised semi-finalist list with the two additions by the Commission and have them submit full applications, run the criminal background checks, credit investigation, media check and litigation check. She stated that if any anomalies are found amongst the applicants that information will be reported privately to the Commission and that the applicants that pass muster will be the ones that are recommended to the Commission for interviews.

Commissioner Hockman stated that he has to talk to the candidates, the resumes do not mean anything to him.

Commissioner Longtin stated that she did a search on all the candidates, but the Commission needs to talk to these people in person.

Mayor DuBois stated that he relies quite a bit on the cover letter and resumes. He explained that he has read enough applications that starting out from the cover letter that he feels immediately whether a person has the ability. He stated he takes into consideration how they write, what they think of themselves, what they think of their career and where they are in their career. He felt there is a lot that he can tell about someone from their written application and resume.

Human Resources Director Turner stated that during her review of the cover letter and resumes that she found that many of the applicants were able to relate their skills to the needs of the Town.

Mayor DuBois stated that the fact that the applicants instead of using a generic cover letter did some research about the Town was helpful.

The list of semi-finalist is attached as Exhibit “C”.

8. Update on Army Center

Community Development Director DiTommaso stated that the contract issues that the Army was having, which caused the delay the project have now been resolved. She stated that the design charrettes will be happening in the next few weeks and the Army plans on including the Town in the design charrettes. She stated separate from the charrettes is the ground breaking ceremony that the Army has tentatively scheduled for March May 19, 2012 at 10:00 a.m. She stated that the ground breaking ceremony will simply serve to inaugurate the site as a future Army Reserve Center and the ceremony will include guest speakers, and illustrations of typical finished projects.

9. Solid Waste Authority Decorative Recycling Containers for Parks

Interim Town Manager Titcomb stated that this is a pilot program from the American Beverage Association proposed for the Town's public space in conjunction with Palm Beach County Solid Waste Authority.

Public Works Director Hunt stated that the Town of Lake Park was one of the pioneers in recycling and partnered with the Solid Waste Authority. He explained that the Town was the recipient of one of the first recycling trucks for curbside recycling in Palm Beach County. He stated that because of the Town's long history with the Solid Waste Authority the Town was asked to participate in the pilot program. He explained that the project was instituted by the American Beverage Association (ABA) in an effort to encourage people to recycle the products that they sell and to complete the cycle of recycling. He stated that the ABA wants to use Lake Park as one of the pilot locations and what they are willing to do is to provide the Town 20 decorative recycling containers to be placed in public places such as the parks. He explained that recycling containers would match the Town existing decorative garbage cans, but would be accompanied by signage that would encourage people to recycle. He stated that ABA has a consultant that would monitor the recycling habits of people in advance of the project and then would measure how much product is being recycled with the cans and the signage. He stated that this is a no cost pilot program.

Commissioner Stevens asked how long the pilot program would last.

Public Works Director Hunt advised that after the installation of the containers the waste stream will be monitored for one month and then come back 6 months later and do spot inspections.

Commissioner Stevens asked what happens after the pilot program is over.

Public Works Director Hunt stated that after that the Town staff will continue to empty the cans and sending the material to the recycling center.

Commissioner Longtin asked how much burden, if any, this program will place on Town staff.

Public Works Director Hunt stated that he does not see much of a burden. He stated that grounds maintenance crews go through the parks twice a week to empty the garbage and they would empty the recycling containers at this same time. He stated that it is consistent with the current process.

Commissioner Longtin asked if the staff does any sorting of the recycling.

Public Works Director Hunt was advised by the ABA, that if someone places a non recyclable item in the recycle container that the container would be considered contaminated. He explained that contaminated container would be emptied into the garbage and that recyclable material would be lost. He stated that is part of the education process and that the ABA understands that and that part of the program is educating people on what to place in the recycling container.

Commissioner Hockman stated that he has done events and that almost every time there is non-recyclable material in the recycling container. He stated that it is almost a mute point if contaminated recyclables are going to be thrown in the garbage. He stated that he thinks it will add more time because there are two trash cans that need to be emptied, when 90% is just going to go in the garbage anyhow.

Commissioner Longtin stated that she agreed with Commissioner Hockman, but it is a six month program.

Commissioner Hockman stated that it is a great idea, but that he has concerns.

Public Works Director Hunt stated that they had recycle bins at the Barbeque Challenge and the organizer stated that there were people who were concerned about throwing their garbage away in a marked recycle bin and that he thought that it was encouraging that people did not want to contaminate. He stated that at large events it is hard to recycle and not contaminate. He stated that with proper lettering and signage maybe more people would recycle properly.

Commissioner Hockman asked if there were any other costs associated with the program.

Public Works Director Hunt stated that there is no cost and that the Town gets to keep the 20 containers and signage at the end of the program.

Mayor DuBois asked if it would be worth checking with the Community Garden regarding placement of one of these containers at the garden.

Public Works Director Hunt stated that is a good idea and the American Beverage Association is leaving the placement of the containers up to the Town.

Motion: A motion was made by Commissioner Stevens to approve; Vice-Mayor Rumsey made the second.

Commissioner Stevens stated that he supported the item that he thinks it is a good idea and the Town gets 20 free containers out the deal.

Mayor DuBois stated that signage is an important part of the success of the program.

Commissioner Hockman stated that as long as there is no cost to the Town he can go for it, but he will be very upset if some hidden cost does come out.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin	X		
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 5-0

COMMENTS BY COMMISSION, TOWN MANAGER, TOWN ATTORNEY

Commissioner Hockman stated that the CRA workshop will be on April 11, 2012 at 6:30 p.m. and encouraged people to come out and participate. He encouraged people to visit the Library. He stated that the Relay for Life event is upcoming and encouraged people to participate. He stated that he is concerned that over the past several months that Vice-Mayor Rumsey has followed himself and his son. He stated that is the behavior continues he will contact the State Attorney's office. He asked Vice-Mayor Rumsey to explain his behavior.

Commissioner Longtin stated that Vice-Mayor Rumsey goes by her house more than her neighbors combined and that he has gone through her garbage. She stated that she too has been thinking about doing something about it, but she does not know. She asked Interim Town Manager Titcomb if he will be updating the public on the progress report he provided to the Commission.

Interim Town Manager Titcomb stated that he would be going over the progress report during his comments.

Commissioner Longtin wished everyone a good Easter.

Commissioner Stevens agreed with Susan Lloyd that it is important to give all residents an opportunity to speak via the comment cards and that it does seem the new system is working. He stated that he appreciates the suggestion by Jim Lloyd regarding concurrent CRA and Commission Meetings, but limiting Commission Meetings to once a month may have the opposite effect because it could create a six hour regular meeting and two hour CRA meeting. He stated that regarding Mr. Lloyd's comments regarding curbing the

Town Manager's powers that he believes that the first step was taken tonight with Ordinance 5-2012 and that he believes that the Town is still working on changes to the Employee Manual. He wished everyone a happy Easter and Passover.

Vice-Mayor Rumsey stated that in relation to the comments made by Commissioners Hockman and Longtin, he drives by their homes twice a day because that is the way he goes to work. He stated that he has gone around the corner when he has seen Commissioner Hockman headed towards Commissioner Longtin's house since he was questioned by the State Attorney regarding Sunshine violations. He stated that he has never followed Commissioner Hockman's son anywhere. He wished all of the residents a happy Easter and Passover.

Mayor DuBois stated that the CRA workshop will be on Wednesday, April 11, 2012 at 6:30 p.m. and encouraged people to attend. He stated that Relay for Life will be on April 27 and 28, 2012 and that teams are still developing and that there is still time to participate in the event. He stated that he had a great time at the Barbeque Challenge and hopes that will continue in the future. He stated that Kiwanis and Bridges of Lake Park are hosting the Easter Egg Hunt on Saturday, April 7, 2012 at 10:00 a.m. at Kelsey Park and encouraged residents to participate and come early.

Attorney Baird stated that the next step in the process regarding the lawsuit with Palm Beach County Commission regarding funding for the Inspector General's office is a formally mediation. He explained that the possible dates for the mediation are May 11 or 17, 2012. He stated that the most likely date is May 17, 2012. He stated that as a party to the lawsuit the Town's only responsibility is to have a representative present for the mediation. He stated that the representative can be the Mayor, a Commissioner, the Town Manager or himself. He stated that the Commission needs to designate someone to attend the mediation.

Mayor DuBois stated that himself and Commissioner Stevens and Hockman attended the last meeting and that they all could attend the meeting.

Attorney Baird stated that the Commission can designate only one Commission member to attend the meeting otherwise it would be a violation of the Sunshine Law. He stated that typically the Mayor attends these meetings.

Mayor DuBois stated that he would attend, but if he needed to back out for any reason can there be a backup to attend in his place.

Commissioner Stevens stated that Mayor DuBois is the first choice and Commissioner Hockman is the backup then Commissioner Longtin and Commissioner Stevens.

Interim Town Manager Titcomb provided a progress report (Exhibit "D").

ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Commissioner Stevens and seconded by Commissioner Hockman, and by unanimous vote, the meeting adjourned at 10:08 p.m.

Mayor James DuBois

Deputy Town Clerk, Shari Canada

Town Clerk, Vivian Lemley, CMC

Town Seal

Approved on this _____ of _____, 2012



Exhibit "A"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: April 4, 2012

Agenda Item No. Table

- | | |
|---|---|
| <input checked="" type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input type="checkbox"/> DISCUSSION/POSSIBLE ACTION |
| <input checked="" type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BID/RFP AWARD |
| <input type="checkbox"/> PRESENTATION/PROCLAMATION | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: UPDATING CHAPTER 54 OF THE CODE OF ORDINANCES TO INCLUDE THE UPDATED LANGUAGE TO THE FLORIDA BUILDING CODE 2010.

RECOMMENDED MOTION/ACTION: ADOPTION ON SECOND READING

Approved by Town Manager [Signature] **Date:** 3/29/12

Name/Title: Nadia Di Tommaso, *Community Development Director* **Date of Actual Submittal** 03/27/2012

Originating Department: Community Development	Costs: \$ 175.44 Funding Source: Acct. #	Attachments: Legal Ad Ordinance 04-2012
Department Review: <input checked="" type="checkbox"/> Attorney <u>JLB</u> <input checked="" type="checkbox"/> Community Development <u>ND</u> <input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____	<input type="checkbox"/> Grants _____ <input type="checkbox"/> Human Resources _____ <input type="checkbox"/> Information Technology _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____	<input type="checkbox"/> PBSO _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Recreation _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: 03-25-2012 Paper: Palm Beach Post <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone <u>ND</u> (Building Official's assistant will be in attendance at the meeting) OR Not applicable in this case Please Initial one.

Staff Summary Explanation/Background:

The Town of Lake Park Building Official, Mike Crisafulle, presented staff with the amendments to Chapter 1 of the Florida Building Code. The Palm Beach County Building Code Advisory Board prepared these local amendments to Chapter 1, Administration, of the 2010 Florida Building Code. These changes are more stringent than the minimum state administrative standards, and the Palm Beach County Building Code Advisory Board recommends that all local jurisdictions adopt the local amendments, which is the purpose of this agenda item. The Florida Building Code 2010 went in full effect on March 15, 2012. In addition to adopting the updated Chapter One of the Florida Building Code 2010 into Section 54-8 of the Town Code of Ordinances, the most updated version of the National Electrical Code, as well as the establishment of the wind speed lines have been included with the updated language in the newly proposed Section 54-8.1 and 54-8.2 of the Town of Lake Park Code of Ordinances. Staff is recommending adoption of the Ordinance on second reading.

Exhibit "B"

Andrew M. Barton, from New Castle, Colorado

Stephen J. Cottrell, from Dunedin, Florida

Cheryl Harrison-Lee, from Oviedo, Florida

Clarence L. Hulse, from Jeffersonville, Indiana

Kevin Knutson, from Reno, Nevada

Mike Konefal, from Fort Lupton, Colorado

J.J. Murphy, from Wilkes-Barre, Pennsylvania

Brian J. Redshaw, from Hibbing, Minnesota

Dale S. Sugerman, from Hypoluxo, Florida

Paul D. White, from Rivera Beach, Florida

Total -- 10

Exhibit "C"

Town Manager Semi-Finalists (as approved by the Town Commission at its April 4, 2012 meeting):

Stephen J. Cottrell, from Dunedin, Florida

Kimberly K. Glas-Castro, from Lake Park, Florida

Cheryl Harrison-Lee, from Oviedo, Florida

Clarence L. Hulse, from Jeffersonville, Indiana

Mike Konefal, from Fort Lupton, Colorado

J.J. Murphy, from Wilkes-Barre, Pennsylvania

Charlotte Presensky, from West Palm Beach, Florida

Brian J. Redshaw, from Hibbing, Minnesota

Dale S. Sugerman, from Hypoluxo, Florida

Paul D. White, from Rivera Beach, Florida

Total -- 10



TOWN OF LAKE PARK

MEMO

To: Town Commission
From: Jamie Titcomb, Interim Town Manager
Date: April 4, 2012
Subject: Interim Town Manager – Second Progress Report

We've been exceptionally busy in a multitude of areas of high priority this cycle and present some abridged updates in this report.

Major Positions Update:

- **Town Manager** – Initial shortlisted group presented tonight with the ability for the Commission to add any candidates they deem worthy. The adjusted list will then proceed to full application vetting, background checking and culling for final public and private interviews readied for the April 18th meeting start of the interview process.
- **Finance Director** – I have completed interviews and narrowed the selection of finalist candidates, pending final background clearance. With commission blessing I am prepared to hire and place immediately. The addition of a credentialed, capable professional will bring immediate relief to a strained department and address many projection and priority issues on the table.
- **Recreation Director** – All this week I've been interviewing our shortlist of finalists (with assistance from the HR Director). Many great (and eager) candidates are emerging from this week's interviews. The several month hiatus from the initial advertisement has not harmed the pool of potential applicants. However the urgency of launching Summer Camp programs and other pressing programming needs for the citizens warrants seating someone rapidly. We have about a half dozen more finalist interviews, and then I will extend an offer as early as next week. Camp counselors advertisements are also appearing this week to that list for implementation of selections, deadline for applicants is April 16th.
- **Marina Director** - Advertising and applicant deadline has closed and we start shortlist interviews next week. I trust the efficiency of selecting and seating the successful candidate will go smoothly and as expeditiously as the others have.

Other Initiatives Updated:

- Final preparations for the April 11th CRA workshop will be discussed tonight.
- We met with Palm Beach County ISS confirming the close proximity of Fiber Optics/LMBDA Rail connectivity. Mr. Hoang provided a systems needs map to PBC for cost and logistical evaluation for the town to tap into this state of the art system, and consider all connection, support and infrastructure costs. We will schedule an extensive presentation on this topic when returned for our review.
- Rental Properties for "group living" continue to be a hot topic of interest and discussion. We are scouring all available sources for "best practice" ordinances, legislation, enforcement and proactive methodologies to find solutions to challenging intrusions into once traditional neighborhoods.
- Public Works & Infrastructure updates: "Bert" Bostrom Park restroom Facilities subterranean infrastructure has been laid and the slab has been poured. The PBSO reroof project has been started. An emergency replacement chiller/compressor has been authorized and installed in the library.
- April 7th - Kiwanis and Bridges will co-host a kids' Easter egg hunt in Kelsey Park.
- April 14th - the Lake Park Marina will be hosting the Greater Palm Beach 440 Fishing Tournament.

TAB 4



**Town of Lake Park Town Commission
Agenda Request Form**

Meeting Date: **May 2, 2012** Agenda Item No. *Tab 4*

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input type="checkbox"/> DISCUSSION/POSSIBLE ACTION |
| <input type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BID/RFP AWARD |
| <input type="checkbox"/> PRESENTATION/PROCLAMATION | <input checked="" type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: Regular Commission Meeting Minutes of April 18, 2012

RECOMMENDED MOTION/ACTION: To Approve the Regular Commission Meeting Minutes of April 18, 2012

Approved by Town Manager *[Signature]* Date: *4/27/12*

Shari Canada, Deputy Town Clerk April 27, 2012
Name/Title Date of Actual Submittal

Originating Department Town Clerk	Costs: \$0 Funding Source: 0 Acct. # 0	Attachments: Agenda Meeting Minutes Exhibit "A" Exhibit "B" Exhibit "C" Exhibit "D"
Department Review: <input type="checkbox"/> Attorney _____ <input type="checkbox"/> Community Development _____ <input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____	<input type="checkbox"/> Grants _____ <input type="checkbox"/> Human Resources _____ <input type="checkbox"/> Information Technology _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____	<input type="checkbox"/> PBSO _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Recreation _____ <input checked="" type="checkbox"/> Town Clerk <i>VmC</i> <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <i>VmC</i> Please initial one.

Summary Explanation/Background:



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, April 18, 2012, 7:00 p.m.,
Lake Park Town Hall
535 Park Avenue

James DuBois	—	Mayor
Kendall Rumsey	—	Vice-Mayor
Steven Hockman	—	Commissioner
Jeanine Longtin	—	Commissioner
Tim Stevens	—	Commissioner
.....		
Jamie Titcomb	—	Interim Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez Lemley, CMC	—	Town Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. *Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.*

- A. **CALL TO ORDER**
- B. **INVOCATION**
- C. **PLEDGE OF ALLEGIANCE**
- D. **ROLL CALL**
- E. **ADDITIONS/DELETIONS - APPROVAL OF AGENDA**
- F. **PRESENTATION:**
 - 1. Update on the American Cancer Society Relay For Life – Carla Flores Tab 1
- G. **PUBLIC and OTHER COMMENT:**

This time is provided for audience members to address items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a **TOTAL** of three minutes.
- H. **CONSENT AGENDA:** All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item

will be removed from the general order of business and considered in its normal sequence on the Agenda. Any person wishing to speak on an Agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.

Recommended For Approval:

- 2. Regular Commission Meeting Minutes of March 21, 2012 Tab 2

- I. **DISCUSSION AND POSSIBLE ACTION:**
 - 3. Review Resumes of Semi-Finalist for Town Manager Position Tab 3

- J. **COMMISSIONER COMMENTS, TOWN ATTORNEY, TOWN MANAGER:**

- K. **ADJOURNMENT:**



Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, April 18, 2012, 7:00 p.m.
Town Commission Chamber, 535 Park Avenue

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, April 18, 2012 at 7:00 p.m. Present were Mayor James DuBois, Vice-Mayor Kendall Rumsey, Commissioners Steven Hockman, Jeanine Longtin and Tim Stevens, Interim Town Manager Jamie Titcomb, Town Attorney Thomas Baird, and Town Clerk Vivian Lemley.

Vice-Mayor Rumsey led the Invocation and Mayor DuBois led the Pledge of Allegiance. Town Clerk Vivian Lemley performed the Roll Call.

ADDITIONS/DELETIONS/APPROVAL OF AGENDA:

Mayor DuBois expressed concern with continuing the litigation against the Inspector General (IG) and asked if any other members of the Commission felt the same way. He requested adding the item under Discussion and Possible Action or discussion under Commissioner Comments. Mayor DuBois stated that he would discuss under Commissioner Comments.

Motion: A motion was made by Commissioner Hockman to approve the Agenda as presented; Commissioner Stevens made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin	X		
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 5-0

PRESENTATION:

Update on the American Cancer Society Relay For Life – Carla Flores

Alyson Blake and Kylie Weinberg thanked the Commission for their continued support and gave a brief presentation (see Exhibit “A”). They reminded everyone that this year’s

event will begin at 5:30 p.m. on April 27, 2012 and conclude on April 28, 2012 in Lake Shore Park.

Mayor DuBois thanked them for the presentation and suggested they stick around in case someone would like to join a team.

PUBLIC AND OTHER COMMENTS:

1. Tom Twyford, West Palm Beach Fishing Club, 201 Fifth Street, explained that he is with the Palm Beach County Fishing Foundation, which is a charitable affiliate of the West Palm Beach Fishing Club. (see brochure as Exhibit "B") He explained that for the past 24 years the organization has been doing a "Kid's Fishing Day", which brings at risk and less fortunate children ages 8 through 12 and introduces them to boating and fishing offshore. He explained that for the past 12 years they were in Lantana, but the bridge is currently under construction for the next two years. He requested In-Kind use of the Harbor Marina so that they can set up for the three day event. They would require the use of the Marina from Monday, July 30 through Friday, August 3, 2012. He stated that the primary sponsor is the Marine Industries Association of Palm Beach County and the Fish and Wildlife Conservation Commission is a big partner.

Commissioner Longtin asked the ages of the children.

Mr. Twyford explained that this event is not open to the public and that they work primarily with youth groups. He stated that the children range from 8 to 12 years old.

Commissioner Longtin asked if a child can join even if they are not affiliated with a group.

Mr. Twyford stated that they keep a certain amount of space available for those that register that are not affiliated with a group.

Commissioner Longtin asked how often do they run.

Mr. Twyford explained that they run four, two hour trips per day everyday for three days a year.

Commissioner Longtin asked if what he was requesting was the use of a slip for that period of time.

Mr. Twyford stated that "yes".

The Commission came to consensus to allow the use of the Marina for the event. Mayor DuBois asked Mr. Twyford to speak with Interim Town Manager Titcomb to work out the details. He welcomed them and hoped that Lake Park could become their future home. Mayor DuBois suggested placing a link on the Town and Marina website to their website in support of the event.

2. *Harry Welsh, 250 Seminole Avenue*, requested the suspension of the parking meters for the Friday Market.

Commissioner Longtin asked when would they discuss his request.

Mayor DuBois stated that during Commissioner Comments.

3. *Diane Bernhard, 301 Lake Shore Drive* requested a status on the Employee Handbook project.

Interim Town Manager Titcomb explained that the Ordinances that will be adopted on May 2, 2012 are a prerequisite to moving forward on the handbook.

4. *Stephen Hall, 302 Lake Shore Drive* explained that he became interested in attending Commission meetings when the Marina Village project was first introduced. He stated that he wants to keep this topic on the front burners of the Commission to find out which way they are going to proceed with the project. He re-irritated that the intent was to have open forums with the public as the application was received from staff. He stated that as of yet the open forums with the public have not been conducted.

Mayor DuBois explained that the Town is anticipating the receipt of a formal application for this project and it has not been received. He stated that upon receipt the formal application will go before the Planning and Zoning Board first before it comes to the Town Commission for review.

Mr. Hall asked if the Town had entered into the Interlocal Agreement.

Mayor DuBois stated that the Town has entered into the Interlocal Agreement.

Mr. Hall asked if the Interlocal Agreement had committed the Town to creating public access to the waterways to Palm Beach County.

Mayor DuBois explained that there are a number of ways to achieve that stipulation.

Mr. Hall asked if the Town intends to do that.

Mayor DuBois stated that the Town intends to meet every aspect of the Interlocal Agreement that has been defined.

Mr. Hall stated that the Interlocal Agreement specifies timelines and did the Town intend to meet those.

Mayor DuBois stated that the Town intends to meet those.

CONSENT AGENDA ITEMS:

2. Regular Commission Meeting Minutes March 21, 2012

Motion: A motion was made by Vice-Mayor Rumsey to approve the Consent Agenda; Commissioner Stevens made the second.

Commissioner Longtin stated that she was not in attendance at the March 21, 2012 meeting and therefore would be voting against the minutes because she did not have the opportunity to compare the written minutes to the DVD of that meeting.

Mayor DuBois stated that there was one correction he would like made to his comments on page 13. He read from his comments and was unable to locate the correction he wanted to make.

Commissioner Longtin asked what the gist of his comment was.

Mayor DuBois stated that the gist was that he was trying to clarify that the Town is accepting not charging for parking meters on Sunday's and no further discussion about parking meters on other days and also not bagging the meters.

Commissioner Longtin read the section that the Mayor was referring to.

Mayor DuBois stated that there was another section which contradicted that statement, but was unable to locate the section.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin		X	
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 4-1

DISCUSSION AND POSSIBLE ACTION:

Review Resumes of Semi-Finalist for Town Manager Position

Public Comment Open:

Diane Bernhard, 301 Lake Shore Drive stated that she had read the Town Manager resumes of the shortlisted candidates and the proposed questions for the interview from the City of Lake Worth. She asked the Commission what their most important qualities for a Town Manager are.

Mayor DuBois stated that some of the points will be discussed during this item and they will possibly address some of those aspects during the discussion.

Public Comment Closed:

Mayor DuBois announced and welcomed Richard Radcliffe, the Executive Director of the Palm Beach County League of Cities that was in the audience.

Interim Town Manager Titcomb introduced Bambi Turner, Human Resources Director and Kurt Bressner of International City/County Management Association (ICMA) Range Rider so that they may provide the Commission with an update on the process of hiring a new Town Manager.

Human Resources Director Turner explained that the purpose for the agenda item, in addition to the further review of resumes, is to discuss the process and scheduling of interviews. She explained that potential interview questions were included in the agenda packet as reference to use as a resource for developing their own questions. She referred to the "Interview Notes Candidate Evaluation Form" that can be used as a guide to assist the Commission in ranking the candidates. She explained that the last page of the agenda packet included a draft interview schedule to give them a sense of what the interview day would look like. She referred to last time the Commission interviewed candidates it was done on a Saturday to accommodate those that are currently working. She distributed the current list of semifinalist (see Exhibit "C") explaining that Mike Konefal from Colorado has withdrawn because he has accepted another position. She explained the matrix and Interim Town Manager Titcomb read the names of the semifinalist.

Vice-Mayor Rumsey asked for clarification under the "Credit Checks" section of the matrix that state "In Progress".

Human Resources Director Turner explained that those credit checks had not been received back yet because there were inconsistencies leading up to that credit check that they are seeking to resolve.

Vice-Mayor Rumsey referenced two candidates that have the first three boxes that say either "cleared" or "in progress" and the remaining boxes are blank and asked for the status of those two candidates.

Human Resources Director Turner explained that there are inconsistencies that are waiting to be resolved with those two candidates. She stated there are very important inconsistencies that are preventing her from moving forward with those candidates, but was not ready to put those on the record at this time. She stated that they hope to have those inconsistencies resolved shortly.

Vice-Mayor Rumsey asked if everything would be finalized by the next Commission meeting.

Human Resources Director Turner stated "yes I do".

Commissioner Longtin asked for clarification of the media check.

Human Resources Director Turner explained that a media check means she goes on-line to see if there is anything negative in the press.

Commissioner Longtin asked what the search parameters were to do that.

Human Resources Director Turner explained that she uses the candidates name and previous employer or current employer and explained that it is basically a Google media search through the media component of Google.

Commissioner Longtin asked why the inconsistencies are not included in the information being provided.

Human Resources Director Turner stated that the inconsistencies are serious in nature and does not want to put them on the record at this time in case they are clarified.

Interim Town Manager Titcomb explained that the inconsistencies could be based on data entry errors assigned to the wrong name or person or the inconsistencies are as a result of a clerical mistake and not the identity of the actual person. He stated that it is critically important that all the information is vetted before those issues are made know publicly.

Commissioner Longtin asked if she would be able to view the criminal background checks.

Human Resources Director Turner stated "yes".

Commissioner Stevens asked if the entire record for any litigation be provided to the Commission.

Human Resources Director Turner stated "yes".

Mayor DuBois stated that he thought that the list of candidates would be narrowed down to five.

Human Resources stated that is up to the Commission.

Mayor DuBois stated that he thought each Commissioner would provide a list of five names and shortlist the candidates.

Interim Town Manager Titcomb stated that there are still items that are being vetted for the list of semi-finalist and wanted to give the Commission the discretion to decide. He stated that the process can move forward with narrowing this list or if the Commission would prefer that the issues be further vetted and it can be brought back at the next meeting.

Chair DuBois stated that he is comfortable with completing the background checks and coming back at the next meeting to shortlist the candidates.

Commissioner Hockman stated that before the list is shortened the information needs to be completed.

Vice-Mayor Rumsey stated that he would like to have the background check complete before moving forward and at the next Commission meeting to narrow down the list. He stated that he would recommend that the Commission provided a deadline of Friday, April 27, 2012 for the background to be complete and for anyone that has not provided the information or the background check is not complete would no longer be a candidate.

Commissioner Longtin asked if she could add two names to the list for consideration.

Mayor DuBois stated that the Commission tried to do that at the last meeting, but he does not see any harm in adding candidates. He stated that time may be a factor to get the background check completed.

Interim Town Manager Titcomb stated that information on the candidates comes from multiple sources and the Town is not in control of the receipt of that information. He stated that in relation to litigation checks that frequently persons that are in public office in municipalities are named in lawsuits by default. He stated because someone has listed litigation that it is an indictment of anything. He stated that if the Commission is supportive of adding another name that a caveat that the information be provided between now and the next Commission meeting should be included.

Commissioner Longtin asked if the Town Manager would be required to own a home in the Town.

Mayor DuBois stated that he does not think there is a stipulation to owning property and that the stipulation is residency.

Human Resources Director Turner stated that in her review of the Code and Charter residency is not a requirement; however it can be a condition of the employment contract.

Commissioner Longtin asked can it be stipulated in the contract that the Town Manager own a home within the Town.

Attorney Baird stated that the Commission can stipulate to whatever the other party will agree.

Commissioner Longtin asked the other members of the Commission how they felt about requiring home ownership within the Town.

Mayor DuBois stated he is not in favor of ownership.

Commissioner Longtin asked if residency in the Town is required.

Mayor DuBois stated that for him it depends on the applicant. He stated if the candidate is a long time member of one the Town's neighboring communities there is value to that

residency over and above having to be a resident of Lake Park proper, but he thinks that is an item that comes up after the selection.

Commissioner Stevens stated that he is generally in favor of a residency requirement being part of the contract, but it is on a case by case basis.

Vice-Mayor Rumsey stated that for him it will depend on where the person presently lives. He stated if the person is moving from out of state or out of the county he would require residency within the Town. He stated if someone is living within a 10 to 20 mile radius of the Town he would not require residency because it would be a disservice to the person to expect them to sell a home in the current market.

Commissioner Hockman stated that if the applicant lives outside the county they would need to live in the Town and if the applicant lives inside the county he would not require residency in the Town.

Commissioner Longtin asked what the anticipated salary of the position is.

Chair DuBois stated that it depends on the person.

Commissioner Stevens stated it would be commensurate with experience and if that means paying a little bit more then it is worth it.

Vice-Mayor Rumsey stated that he has a number in his head he wants to stay within. He recommended not providing the salary range at this time because if the Commission tips its hand it could affect the Commission ability to negotiate.

Commissioner Hockman stated he has a number in his head that he is unwilling to put out at this time. He stated that some of the resumes have large gaps in employment and asked if the applicant can be requested to provide information regarding those gaps.

Human Resources Director Turner stated that part of the application process is for the applicant to submit a completed Town application form and on the application form the applicant must explain any gaps in employment. She stated that if the explanation is not satisfactory or not explained she questions the gap in employment.

Mayor DuBois asked if the Commission will receive the applications prior to the interviews.

Human Resources Director Turner stated that she can provide the applications.

Commissioner Hockman asked for clarification regarding what information is provided by the applicants' previous employers.

Human Resources Director Turner stated that the telephone employment reference check performed for each applicant has very specific questions. She stated that including confirming the dates of employment, reason for leaving; questions are also asked regarding management style, professional skill, fiscal management skills, personnel skills,

communication skills, relationship with the legislative body and community relations. She stated that it is a three page questionnaire and is patterned after the Town Manager evaluation form. She provided example questions.

Chair DuBois asked what happens if an organization does not provide this type of information and that the organization confirms dates of employment and reason for leaving only. He stated that the organization having such a policy would be difficult to hold against an applicant.

Human Resources Director Turner stated that it taken into account and where that is the policy she has made a public records request for a copy of the applicant's personnel file.

Kurt Bressner, ICMA Range Rider, stated that if the Commission is going to have some type of residency requirement that the candidates should be made aware of this requirement sooner rather than later because it may have an impact on whether the candidate wishes to continue in the process. He stated that the discussion regarding salary needs to be delicately handled. He stated that the maximum number of people he would recommend for interview is five candidate plus two alternates. He stated that the questions that were provided are Lake Worth's questions and Lake Park needs to develop its own questions. He stated that one of the things that Range Riders provide is to interview each Commissioner to provide a profile and provide specific questions related to the Town of Lake Park so that not only general questions get answered and recommended that the Commission use this process.

Vice-Mayor Rumsey asked if Mr. Bressner would bring in the two alternates on the day of the interviews.

Mr. Bressner stated that the purpose of the alternates is to replace one of the five candidates if they cannot come for the interview then remove their name from consideration. He stated that the schedule developed by Human Resources Director Turner is a good process.

Chair DuBois suggested provided questions for the applicants to answer in writing. He stated that these are more complex questions that would require the applicant to provide an answer.

Vice-Mayor Rumsey stated that he would prefer to not provide written questions to the applicants because he thinks that applicants for this type of position are going to do their homework regarding the Town and will be able to answer questions. He stated that if the applicant cannot answer the question on the fly then that applicant would fall way down on the list for him. He stated he would prefer that the Commission trust that the applicants will do their homework and know the issues.

Commissioner Longtin stated that she agreed with Mayor DuBois regarding the written questions. She stated that the two people she would like to add are John Granger from Pennsylvania and David Strell from Illinois. She asked when the public would have the opportunity to meet the applicants. She stated that she would like to receive the citizens and staffs input on the candidates.

Human Resources Director Turner stated that according to the draft interview schedule included in the agenda package there is an opportunity for the public to meet the candidates at 7:00 p.m. on the day of the interviews. She stated it would be a short networking session for the purpose of providing the public the opportunity to interact with the applicants and to see how the applicants interact with the public.

Commissioner Longtin asked how long the networking session was scheduled to last.

Human Resources Director Turner stated that it would be the Commission's determination. She explained that she named it short networking reception due to budgetary constraints. She noted that previously that a full reception was held at the Evergreen House and that she is unsure that the budget could handle the expense of a full reception.

Commissioner Longtin apologized to Human Resources Director Turner and Interim Town Manager Titcomb and stated that she had previously stated that she had not received all the resumes and after the meeting she located the resumes that she was missing and that she had received them.

The Commission reached consensus to work with Mr. Bressner regarding the formation of interview questions.

Motion: A motion was made by Commissioner Longtin to include John Granger from Pennsylvania and David Strell from Illinois as Town Manager candidates conditional upon the applicants' timely submittal of the Town Employment Application form and authorization of appropriate checks to enable staff to move forward with the background check and matrix; Commissioner Hockman made the second.

Vice-Mayor Rumsey stated that he will go on the record that he will not try and block Commissioner Longtin's request that these applicants be included however, he wants it to be on the record that Commissioner Longtin was at the April 4, 2012 Commission Meeting when additions were made to the shortlist by Mayor DuBois and himself and Commissioner Longtin voted no against including those applicants.

Commissioner Longtin stated that she was not against the people she was against the process. She stated that she had asked for more time to review the resumes.

Commissioner Stevens stated that ultimately the intent is to narrow the list to five candidates with two alternates. He stated that his concern with the addition of the two applicants is receiving all the information. He asked how feasible is it to provide the criminal background check, credit checks, degree verification check, employment verification checks, reference checks, media checks, litigation checks and comments for media search on these two applicants by next Friday.

Human Resources Director Tuner stated it would be very feasible and explained that the critical path on all of these is to get feedback on the employment verification checks. She

stated that the criminal background check and credit check with everything being in order can be accomplished in a timely manner.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin	X		
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 5-0

Interim Town Manager Titcomb stated that also because of budgetary constraints a lunch activity on the day of the interviews has not been provided. He stated that lunch with the candidates would provide the Commission with another opportunity to interact with the candidates however the 3:00 p.m. public interviews would also provide that opportunity.

Vice-Mayor Rumsey asked if the 3:00 p.m. public interviews would be aired live on channel 18.

Interim Town Manager Titcomb stated "yes".

Mayor DuBois stated that there are a few questions for the Commission to answer regarding salary, residency and essay questions.

Commissioner Stevens stated that regarding the essay questions that each Commissioner works individually with Mr. Bressner.

Mr. Bressner stated that ultimately the essay questions would come back to the full Commission to determine if the essay questions would be included and which questions.

Vice-Mayor Rumsey stated that he would prefer not to do essay questions but, could go either way.

Commissioner Hockman stated that he would prefer not to have essay question and just ask the questions of the applicant.

The Commission reached consensus to not include written questions to the applicants.

Commissioner Stevens stated that on the residency questions it should be handled on a case by case basis depending on the applicant. He stated he would allow the four candidates that live in the County to stay put, as for the two that live out of county to live

in the county and preferably in Lake Park and the five from out of state residency in Lake Park would be preferred by him.

Mayor DuBois stated that his position on the candidates that already reside in the county is that being a member of a community brings value to the individual, to that the community and to Lake Park's community secondhand and so he would suggest to not require that someone who already lives in Palm Beach County to move to Lake Park. He stated that he would support if someone was coming from out of state or out of county that they be required to reside within the Town.

Mr. Bressner asked if the Commission would prefer a softer approach and stated that residency in the Town is preferred. He thinks the double standard for out of county applicants is unfair. He stated that he does feel that if it is practical for the applicant to move to Lake Park it would be great.

Commissioner Longtin stated that she thinks that the Town Manager needs to own a home in Lake Park that way what they do to the residents they do to themselves.

Commissioner Stevens stated that it should be on a case by case basis with the preference for residency in the Town with communicated to all the applicants would suffice.

The Commission reached consensus that the preference of the candidate for Town Manager reside within Lake Park be communicated to the shortlisted applicants.

Mayor DuBois stated that there is probably a history of how the Town Manager has been compensated in the past 10 years. He stated that providing that information without having to state a salary range now is probably enough.

Mr. Bressner noted that the market has changed to less expensive Town Managers because of the economy and fiscal situations.

Interim Town Manager Titcomb stated that one of the reasons that a salary range was not advertised is because the compensation for this position is changing and staff thought that this method would provide to the Commission with the broadest pool of applicants.

Vice-Mayor Rumsey stated that he noticed in the cover letters that most stated that the salary was negotiable.

Commissioner Stevens suggested adding to the matrix the salary range provided by the applicant in their cover letter.

Mr. Bressner stated that adding salary range to the matrix would be a good thing.

Vice-Mayor Rumsey asked if the Commission will be narrowing down the list to five candidate and two alternates at the next meeting.

Commissioner Stevens stated he would support making the decision at the next meeting.

Commissioner Longtin agreed but only if all the information is provided before the meeting and placed on the website for the public to access.

Interim Town Manager Titcomb stated that all the information that the Town has received will be provided and that staff cannot guarantee that all the information will have been provided. He explained that some of the information is out of staff hands and are waiting on other agencies to respond.

Commissioner Hockman asked if the matrix is not complete on candidates is the Commission going to go with that or is the Commission going to wait until everything is complete.

Interim Town Manager Titcomb reminded the Commission of the caveat of the motion be contingent on the information be back in time to include in the package provided to the Commission next Friday and that the Commission directed that if the information is not complete on the matrix that the applicant would be removed from consideration.

Commissioner Stevens asked for clarification on the process of how the five candidates and two alternates will be selected.

The Commission reached consensus that at the beginning of the meeting each Commissioner will cast a ballot containing the five candidates that they want to interview and staff will tally the votes and later in the meeting the Commission will discuss the item and announce the five finalists and two alternates.

COMMENTS BY COMMISSION, TOWN MANAGER, TOWN ATTORNEY

Commissioner Stevens stated that he thinks the American Cancer Society Relay for Life is a great events and encouraged participation and advised that the event is on Friday, April 27, 2012 at 5:30 p.m. He stated that the Fishing Foundation is a great program and hopes that the Town can have the event remain in the Town permanently. He spoke about the parking meters being free for the Friday Market and stated that he thinks the bagging of the meters is the way to go here if Mr. Welsh is willing to pay for the bags and locks and put the bags on and take them off the meters. He stated that in response to Ms. Bernhardt's comments that the Employee Handbook would be addressed after the pending Ordinances regarding Town Manager authority are adopted. He stated that in response to Mr. Hall's comments about the Marina Village that the applicant has not submitted to the Town. He stated that with respect to the Inspector General that he thinks the Town should continue to support the other municipalities in challenging Palm Beach County's attempt to violate Lake Park's Constitutional right to Home Rule. He stated that if the Inspector General wants 10 times the amount of the referendum amount of 0.025 percent that was going to be paid by development applicants then an special district needs to be formed and tax all Palm Beach County residents equally. He stated doing it the way it is proposed is a double tax on every municipality and he does not think it is a fair way to do it.

Commissioner Hockman stated that the Fishing Tournament on April 14 and 15, 2012 was a great event and that it was great to see all the people who came out. He encouraged

people to come out and support the Relay for Life event. He stated that he feels the same way about the parking meters and that the Town should have a way to waive the meters for special events through a bagging fee. He stated that he is against the parking meter and he will not pay for the meters.

Commissioner Longtin stated that she concurs with Commissioner Stevens regarding the Inspector General situation. She wished Vice-Mayor Rumsey and Commissioner Stevens happy birthdays. She stated that April 19, 2012 is Holocaust Remembrance Day.

Vice-Mayor Rumsey stated that he concurs with Commissioners Stevens and Longtin regarding the Inspector General lawsuit. He stated that he thinks this is an unfunded mandate and that the Commission needs to support the residents and other communities and stand up to it if the Commission allows the County to continue to push unfunded mandates on to the Town it will continue to do so. He stated that regarding the parking meters that he requested information regarding how many parking tickets have been issued over the last two weeks at the Marina.

Community Development Director DiTommaso stated "none".

Vice-Mayor Rumsey stated that Mr. Welsh is the only person he has heard complaining about the parking meters at the event and that he goes around and talks to all the vendors. He stated that he thinks that the Town has gone above and beyond to work with Mr. Welsh on the event and want to continue to support the event. However, as a person who puts on events there are always hurdles for every event and this is one that was in the Town before the event was brought here and the Commission has worked with Mr. Welsh to find ways around it and from his stand point the Commission should continue with that position. He congratulated Accountant/Business Licenses Dena Davis on being elected to the Florida Association of Business Tax Official State Board as the Treasurer for a two year term.

Mayor DuBois stated that he received a card from Larisa Pisano and read it into the record (Exhibit "D"). He stated that he read the monthly report from the Sheriff's Office and that he is impressed with the professionalism and variety of calls the Deputies respond. He stated that he has concerns regarding the continued involvement with the Inspector General lawsuit and he is not sure that it is the Town's place to participate in the process particularly when the outcome is not dependent on the Town's participation. He stated that he hears strong support from the Commission and he will support the Commission's resolution and continuation in the lawsuit. He stated that regarding the parking meters that he thinks the Town has extended its self to Sunday's and Holidays and he is not interested in bags for the meter and that he thinks that at some point that the Commission needs to close the discussion and move on with the policy in place.

Attorney Baird stated that the Marina lawsuit mediation is scheduled for April 26, 2012 at Town Hall. He stated that unless the Commission advises otherwise that he was going to be the Town's representative at the mediation. He stated that there are multiple parties, multiples attorneys and a mediator involved. He stated that he knows the mediator and that he thinks that helps the Town. He stated that the Town is represented at the mediation by the Town's Special Counsel Larry Cook. He stated that the mediation

regarding the Inspector General funding lawsuit is scheduled for May 18, 2012 at 9:30 a.m. at West Palm Beach City Hall and confirmed that he and Mayor DuBois will be in attendance at the mediation. He stated that he made the changes that the Commission requested to the Town Manager and Town Attorney Ordinances and that the Ordinances will be on the May 2, 2012 meeting for second reading.

Commissioner Longtin asked about the May 18, 2012 Inspector General mediation and whether the Commission should have the next person in line attend the meeting since Mayor DuBois has stated that he is not in favor of the Town's continued participation in the lawsuit.

Mayor DuBois stated that it is up to the Commission and that it is his position to support the Commission's position and the Commission did vote unanimously to participate in the litigation and that is the position he will honor.

Commissioner Stevens stated that he has full faith and confidence in Mayor DuBois in that he will honor the will of the Commission as he did at the last meeting. He asked that in regards to the mediation for the Marina lawsuit that Attorney Baird advise Special Counsel Cook that the Commission desires to continue to trial if there is no resolution at this mediation.

Attorney Baird stated that he has mediated with the mediator in the past and he is confident that if anyone can settle a case of this magnitude with this many parties this is the mediator that can get it done.

Interim Town Manager Titcomb he stated that a Finance Director has been hired and is scheduled to start on May 2, 2012. He stated that a Recreation Director has been hired and is scheduled to start in the next two weeks. He stated that during the current week that interviews for the Marina Director position are ongoing and is expecting to make a decision on the hiring of that position by the beginning of next week. He stated Grants Writer Virginia Martin has been out on extended leave and does not have the clearance to come back to work and that clearance is not expected to come for some time. He stated that her employment officially ended on April 17, 2012 in terms of the extension of benefits and other consideration and he has not extended that at this time. He stated that the position will be open and that his philosophy has been to push some of that information to the individual department to take appropriate action as necessary.

Mayor DuBois asked for staff to accumulate the total amount of money Ms. Martin has brought to the Town while she was the Grant Writer.

Interim Town Manager Titcomb stated that the Request for Qualification (RFQ) for the 800 Park Avenue building is complete and will be advertised in the Palm Beach Post on Sunday, April 22, 2012.

Commissioner Longtin stated that based on her review that she has found that the trend is to train department directors on grants and thinks it is a great opportunity for the department directors to enhance their skills by learning how to go after a grant.

Mayor DuBois stated that there are also consultants that could provide support through training or pointing Town staff towards the grants and assisting in indentifying available grants instead of a full time employee.

Interim Town Manager Titcomb stated that staff is in the early stages of vetting the position and its need.

Mayor DuBois asked if the RFQ for the gallery building is being forwarded to as many of the people in the arts community as possible.

Interim Town Manager Titcomb stated that is the direction provided to staff.

ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Vice-Mayor Rumsey and seconded by Commissioner Stevens, and by unanimous vote, the meeting adjourned at 9:22 p.m.

Mayor James DuBois

Shari Canada, Deputy Town Clerk, CMC

Town Clerk, Vivian Mendez Lemley, CMC

Town Seal

Approved on this _____ of _____, 2012

Exhibit "A"

American Cancer Society Relay For Life



1-800-227-2345

cancer.org

Celebrate Remember Fight Back!

Relay For Life of Lake Park

**Friday, April 27- Saturday, April 28
Kelsey Park**



1-800-227-2345



cancer.org

Saving Lives through Relay For Life



1-800-227-2345



cancer.org

Relay For Life Honors Survivors & Caregivers!



1-800-227-2345



cancer.org

Relay For Life is FUN!



1-800-227-2345

cancer.org

Benefits For Employees Who Participate in the Relay For Life:

- You're banding together with your family, friends, colleagues, and neighbors having fun for a good cause!
- It's a great team building activity for your co-workers!
- It's an enriching community service project!
- It's a time to reflect with others in the community that are going through similar experiences.
- It's a Party with a Purpose!
- You're saving lives.

1-800-227-2345



cancer.org

Luminaria: The Ceremony of Hope



1-800-227-2345



cancer.org

How to sign up!

Relay For Life of Lake Park web
site

www.relayforlife.org/lakeparkfl

Click on Sign Up, and Start a
Team, or Join a Team.

You'll also see event information!

1-800-227-2345



cancer.org

Join Us in the Fight!



**Alyson Blake, Community Representative
561-650-0136 or alyson.blake@cancer.org**

1-800-227-2345



cancer.org

Exhibit "B"

Palm Beach County Fishing Foundation

The charitable affiliate
of the West Palm Beach Fishing Club
- Est. 1934 -



*"Creating a Legacy of
Education, Historic Preservation
& Marine Conservation for
Future Generations"*

PALM BEACH COUNTY FISHING FOUNDATION
the charitable affiliate of the West Palm Beach Fishing Club
P.O. BOX 468
WEST PALM BEACH, FL. 33402
PH: 561.832.6780 • FAX: 561.832.2137
www.westpalmbeachfishingclub.org



INTRODUCTION

The Palm Beach County Fishing Foundation (PBCFF) was established to serve as the charitable affiliate of the West Palm Beach Fishing Club (WPBFC). For much of its storied history the WPBFC, founded in 1934, has fulfilled many important roles in the sport fishing community and been a tireless voice for conservation. However, the WPBFC's tax status limited the organization's ability to raise funds for its educational and conservation initiatives. In 1990, the board of directors took action to solve this dilemma by establishing a tax qualified 501(c) 3 charitable affiliate. As an extension of the fishing club, the PBCFF was created to address specific educational outreach needs and issues related to fishing and the health of our resources. There are few privately funded, locally based organizations which address all these issues. To accomplish its mission, the PBCFF conducts a variety of marine related programs and has achieved many significant conservation and educational milestones since inception. The following is a description of some of our current programs.



**THE MISSION OF THE
PALM BEACH COUNTY
FISHING FOUNDATION IS TO
FILL A COMMUNITY NEED
BY SUPPORTING EDUCATION,
CONSERVATION AND HISTORIC
PRESERVATION PROGRAMS
THAT HAVE A LASTING
BENEFICIAL IMPACT ON THE
YOUTH, MARINE RESOURCES
AND HISTORY OF PALM BEACH
COUNTY AND BEYOND.**

JOHN RYBOVICH ENDOWMENT

In 1992, the PBCFF Board of Directors approved the creation of the John Rybovich Endowment. This special fund was established to help ensure the financial stability and growth of the institution. To date, over \$500,000 has been contributed. The principal is invested with a long-term balanced strategy. Funds are professionally managed and regularly audited. Only earnings are used to help support board approved projects. Our goal is to raise over one million dollars. Reaching this financial milestone will help perpetuate educational and conservation initiatives and will give the foundation the ability to launch new programs.



One way you can help grow the PBCFF's endowment is by becoming a member of the Rybovich Fellowship. Individuals or businesses can become a 'Rybovich Fellow' by making a contribution of \$1,000 or more specifically earmarked for the John Rybovich Endowment. Donors are recognized on the Rybovich Fellowship plaque displayed at the West Palm Beach Fishing Club. We gratefully acknowledge the generous support of the individuals listed below and their interest in following the path John Rybovich began. We are honored to continue the Rybovich legacy of conservation through this endowment.

Rybovich Fellowship Members

Howard & Sally Altizer • Stuart O. Baker
James D. Bishop, Sr. • Howard Bubis • Dawn Burkhead
Robert J. Callaway • Allan J. Carlton, Jr.
Frances Doucet • Sam Evert • The Family of Jim Ewing
Joe Fearnley • The Fleming Family Foundation
Bob Frevert • Kenneth Groves • Ken Hart
Arthur M. "Pro" Herbert • Catherine Jennings
John Jolley • Linda Jolley • Patrice Kaupe
Peter Kaupe • Sandra Kaupe • Dan Kleiser
Phil & Maryellen Lewis • Dr. Charles "Buddy" Moore
Larry Mullins • R.E. "Ted" Naftzger
Capt. Al Nathan, III • Justine Nathan
The Nora Family • Howard & Nancy Paul
John J. Rybovich • Kay Rybovich • Bill & Sally Watson
Wes & Suzi Watson • F. Thomas Westcott
Dan A. "Hap" Wilson • Serena S. Wilson
Shari Taylor Wilson • Gilbert & Betty Walker
Ethan, Sandie & Lyle Weitz • Marlin Younker

SCHOLARSHIPS

The PBCFF annually awards marine biology scholarships at area universities. Since 1994, the PBCFF has presented a marine biology scholarship to a deserving undergraduate student at Palm Beach Atlantic University (PBAU). For well over a decade, the foundation has enjoyed a longstanding and positive relationship with PBAU's Biology Department faculty members.



In 2003, the PBCFF expanded its scholarship program by establishing the Capt. Al Nathan Memorial Scholarship for a marine biology graduate enrolled in Florida Atlantic University's (FAU) Charles E. Schmidt College of Science. Capt. Al Nathan

was a lifetime member of the West Palm Beach Fishing Club and active in many of the club's programs. We are thrilled to continue his legacy through this meaningful scholarship program.

In addition to our FAU and PBAU scholarships, we also contribute annually to other local educational institutions like the Riviera Beach Maritime Academy, a vocational school preparing students for work in the marine industry.

RODS & REELS FOR KIDS

Dedicated in memory of Jim Ewing



The PBCFF's *Rods & Reels for Kids* program was developed in 2001 under the leadership of the late Jim Ewing. The goal of this program is simply to place fishing tackle into the hands of kids and local youth groups that do not have adequate resources to obtain their own gear. To date, more than 1,200 rod and

reel outfits have been donated to kids from throughout the region including Boys & Girls Clubs, Cub Scouts, and municipal recreation departments. The PBCFF collects used fishing tackle year-round from the public and fishing club volunteers refurbish the gear for distribution. New tackle is also purchased when necessary.

EDUCATIONAL SEMINARS



A variety of youth groups regularly visit our historic facility to learn about the marine environment. Grade schoolers to college students use our facility as a field

trip destination because of the impressive collection of fish mounts and historical memorabilia. The PBCFF also conducts specialized fishing seminars that promote new conservation techniques, such as proper catch & release methodology and the use of circle hooks. Promoting ethical angling practices is one of the PBCFF's priorities.

ADVOCACY & SUPPORT

The PBCFF/WPBFC is an active advocate for issues relating to sustainable fishery management practices and habitat protection. We are frequently solicited to submit comments to fishery managers and government agencies on a variety of issues. We also host meetings with various resource managing agencies. Additionally, the PBCFF supports other organizations like the Coastal Conservation Association, National Coalition for Marine Conservation and The Billfish Foundation.

HISTORIC PRESERVATION

Founded in 1934, the West Palm Beach Fishing Club is one of the oldest and largest institutions



of its kind in the country. Our facility was added to the West Palm Beach Register of Historic Places in 1998. The building has become a repository of sport fishing memorabilia, trophy game fish mounts and historical photographs which document the evolution of fishing in the region. As the curator of archives, the PBCFF is taking steps to preserve the history of sport fishing in the region and our unique role in Florida's history. National historic site designation is being pursued.



KID'S FISHING DAY

This is all about introducing kids to fishing and our marine environment! Since 1988, the Palm Beach County Fishing Foundation, along with the assistance of volunteers and important community partners like the Marine Industries Association of Palm Beach County, has conducted an annual Kid's Fishing Day program. Each year, hundreds of less fortunate, at-risk and special needs children from throughout Palm Beach County experience what most of us take for granted, a day of boating and fishing on the ocean. It takes three days and 12 separate drift boat trips to get all the kids on the water. More importantly, because of this program's strong educational component, the



kids learn all about our marine environment and why we need to protect it. This is accomplished through a variety of hands-on educational stations based on land, which includes the Florida Fish & Wildlife Conservation Commission's Marine Touch Tank.



To date, over 11,000 special kids have participated in this heartwarming community outreach event. The program is free of charge to those who participate and is made possible each year through the generosity of many sponsors and volunteers. Each child receives an event t-shirt, lunch, drinks, dessert, and an official certificate of participation. If that wasn't enough, every kid goes home with a brand new fishing rod and reel. Of course, each child walks away with special memories of a fun day on the water and a better understanding of our unique marine environment.



For many, this ocean adventure is a first time experience. Seeing flying fish, sea turtles and large oceanic predators like sharks is a thrill not soon forgotten! We believe programs like our Kid's Fishing Day help build better citizens and environmental stewards for the future.



“Your Kid's Day is the model for the rest of the United States.”

*- Mr. Bill Cole
U.S. Fish & Wildlife Service, 1996*



HABITAT INITIATIVES



Palm Beach County has experienced tremendous coastal growth over the last sixty years. As a result, loss of natural marine and estuarine habitat, increased fishing pressure and other environmental stressors have all contributed to a depletion of biodiversity and abundance. The PBCFF has identified and helped initiate specific projects designed to help improve our marine environment. In the 1960's, under the leadership of John Rybovich, it was the West Palm Beach Fishing Club that first launched Palm Beach County's artificial reef program. Today, the PBCFF continues to be actively involved in the program and members serve on the Artificial Reef Committee. We continue to partner with Palm Beach County's Environmental Resources Management Department on reef-building projects. One area of particular focus has been habitat enhancement in the Lake Worth Lagoon. Over 85% of this area's mangrove fringe, mud flats and oyster & sea grass beds have been destroyed or altered due to bulkhead development, dredge and fill operations and degraded water quality. The PBCFF

"The old ideas on how we manage, protect & restore marine resources haven't always worked. We're interested and willing to try new ideas that will."

*- John Jolley,
PBCFF Scientific
Advisor*

regularly assists with mangrove and oyster enhancement projects. This program aiding local governmental efforts to improve the Lake Worth Lagoon represents cooperation with the private sector to benefit all taxpayers. The PBCFF has also established a coral reef restoration fund supporting response efforts to damaged reefs and the addition of mooring buoys that serve to limit impacts on the reef system. The potential to mitigate environmental damage and increase healthy habitat is significant. The PBCFF will continue to play an important role.

METHODS OF GIVING:

Your support is needed. The Palm Beach County Fishing Foundation (PBCFF) depends upon donations to fulfill its mission. Contributions can be specified to fund current programs & projects, or can be earmarked to support the endowment fund. Charitable gifts can be made through several methods:

Cash Donations

This form of donating is the most popular and familiar. Simply write a check made payable to the PBCFF. This is the most popular form of giving for programs like *Kid's Fishing Day*.

Memorial Contributions

Create a lasting legacy in memory of a friend or family member by making charitable contributions on their behalf. Donations can be earmarked to support specific PBCFF programs.

Bequests of Wills & Living Trusts

By naming the PBCFF as a recipient in a Will or Living Trust, estate tax exposure may be reduced. The PBCFF has a standard Codicil to Will form that can be furnished to donors who are interested in amending their Will to support the PBCFF.

Stocks, Bonds & Mutual Funds

Donations of securities are an excellent way to support the PBCFF. This form of giving can be particularly beneficial for donors if they have stocks that have appreciated in value. The full current market value of the stock is tax deductible, not just the original investment. Thus donors can avoid capital gains taxes. Consult your tax advisor and broker regarding this type of contribution.

Property

Both real estate and personal property qualify. Year-round donations of unwanted fishing tackle and marine related items are what support the annual *Marine Yard Sale*, a PBCFF fund raising event. Donations of old fish mounts, antique tackle & other fishing memorabilia support ongoing historic preservation efforts.

METHODS OF GIVING CONTINUED...

Matching Gifts

If you are an employee or a participating retiree of a company with a 'Matching Gifts Program', a gift to the PBCFF may qualify to be matched by your company. Many large corporations have charitable giving programs in place that give their employees an opportunity to support non-profit organizations like the PBCFF.

Life Insurance

Cash value in current or paid up life insurance policies can provide benefit. Consider adding the PBCFF as a beneficiary to a current life insurance policy. Even a small percentage of the policy can make a big difference. Donors of financial means may want to consider annual contributions that enable the PBCFF to purchase a substantial life insurance policy for the donor(s) that ultimately will benefit the foundation. This form of giving can have a huge impact on our programs.

The Palm Beach County Fishing Foundation is a tax qualified 501(c) 3 charitable organization. Before considering any donation, please review all tax and financial implications with a professional advisor. The responsibility to determine any tax advantages and to insure compliance with all laws remains that of the donor. A copy of the organization's Internal Revenue Service Letter of Determination can be furnished to donors who require such documentation. Please do not hesitate to contact us should you need additional information. Your generous support will continue to help the PBCFF play a unique educational & conservation role in our community. Thank you.



brochure photos courtesy of Leonard Bryant & the WPBFC archives

Some organizations have designated the PBCFF as the beneficiary of their special event.

DONOR FORM:

Name of Donor _____

Address _____

City/State _____

Zip: _____ Ph: _____

email: _____

METHOD OF PAYMENT:

cash check M/C Visa AmEx

Card number and exp. date input fields

signature of cardholder: _____

DONATION AMOUNT: \$ _____

Donation to be applied to:

- Kid's Fishing Day Rods & Reels For Kids
Rybovich Endowment Other PBCFF Programs

YES, I WOULD LIKE MAKE A CHARITABLE CONTRIBUTION OF \$1,000 OR MORE TO BECOME A 'RYBOVICH FELLOW'.

Enclosed is my donation in the amount of:
\$1,000 \$2,500 \$5,000 Other: \$ _____

please print your name as you would like it to appear on the Rybovich Fellowship Plaque: _____

I AM ABLE TO MAKE AN 'IN-KIND' DONATION OF:

Blank lines for in-kind donation description

Thank You For Your Support!

To contact us for further information, or to mail your donation, clip and send this form to:

PALM BEACH COUNTY FISHING FOUNDATION
P.O. BOX 468
WEST PALM BEACH, FL. 33402
PH: 561.832.6780 • FAX: 561.832.2137
www.westpalmbeachfishingclub.org

Exhibit "C"

Names of Semi-Finalists	Criminal Background Checks	Credit Checks	Degree Verification	Employment Reference Checks	Media Checks	Litigation Checks	Comments re Media Search
Stephen J. Cottrell, from Dunedin, Florida	Clear	Clear	Clear for BA; confirming MPA	Call back requested	Done	In Progress	Further info requested
Kimberly K. Glas-Castro, from Lake Park, Florida	Clear	Clear	Clear for MPA; confirming BA	Call back requested	Done	In Progress	Ok
Cheryl Harrison-Lee, from Oviedo, Florida	Clear	Clear	Clear for MA; confirming BA	Call back requested	Done	In Progress	P.R. request made for file
Clarence L. Hulse, from Jeffersonville, Indiana	Clear	Clear	Clear	Call back requested	Done	In Progress	Ok
J.J. Murphy, from Wilkes-Barre, Pennsylvania	In Progress	In Progress	In Progress				
Charlotte Presensky, from West Palm Beach, Florida	Clear	Clear	Clear for MPA; confirming BA	1 st Level Complete	Done	Levin vs. PBG & Presensky	Ok
Brian J. Redshaw, from Hibbing, Minnesota	Clear	Clear	Clear	1 st Level Complete	Done	In Progress	Further info requested
Dale S. Sugerman, from Hypoluxo, Florida	Clear	Clear	Clear	1 st Level Complete	Done	Sugerman vs. Highland Beach	P.R. request made for file
Paul D. White, from Rivera Beach, Florida	Clear	In Progress	In Progress				

To the
Mayor,
+ Staff,
Commissioners
I can't thank you all
for what you have done!
Very much appreciated!

Jarvis + MS
Pioan &

Exhibit "D"

During a time
like this
we realize how much
our friends and relatives
really mean
to us....
Your expression
of sympathy will always
be remembered

TAB 5



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 2, 2012

Agenda Item No. *Tab 5*

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input type="checkbox"/> DISCUSSION/POSSIBLE ACTION |
| <input type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BID/RFP AWARD |
| <input type="checkbox"/> PRESENTATION/PROCLAMATION | <input checked="" type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: Proclamation Recognizing May 25, 2012 as National Missing Children's Day

RECOMMENDED MOTION/ACTION: Approval of Proclamation

Approved by Town Manager *[Signature]* Date: *4/26/12*
Vinny Lly *April 26, 2012*
 Name/Title Date of Actual Submittal

Originating Department: Town Clerk	Costs: \$ -0- Funding Source: Acct. #	Attachments: Copy of Proclamation and Letter from the National Center for Missing and Exploited Children
Department Review: <input type="checkbox"/> Attorney _____ <input type="checkbox"/> Community Development _____ <input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____	<input type="checkbox"/> Grants _____ <input type="checkbox"/> Human Resources _____ <input type="checkbox"/> Information Technology _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____	<input type="checkbox"/> PBSO _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Recreation _____ <input checked="" type="checkbox"/> Town Clerk <i>VML</i> <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <u><i>VML</i></u> Please initial one.

Summary Explanation/Background:

The Town of Lake Park has been asked by the National Center for Missing and Exploited Children to adopt a proclamation recognizing of May 25, 2012 as National Missing Children's Day. The purpose of this item is the adoption of such proclamation.

A copy of the letter from the National Center for Missing and Exploited Children is attached.

PROCLAMATION
RECOGNIZING NATIONAL MISSING CHILDREN'S DAY

WHEREAS; the National Center for Missing and Exploited Children (NCMEC) was established in 1984 as a national resource center and clearinghouse on missing and exploited children to help prevent child abduction and sexual exploitation; help find missing children; and, to assist the victims and their families and the professionals who serve them; and

WHEREAS; according to the United States Department of Justice, in one year there were nearly 800,000 children reported as missing; and

WHEREAS; on average there is an estimated 2,200 children reported missing on a daily basis to law enforcement agencies; and

WHEREAS; 58,200 of these children are victims of non-family abductions and more than 200,000 are the victims of family abductions; and

WHEREAS; the National Center for Missing and Exploited Children's exists as a resource to help prevent child abduction and sexual exploitation; help find missing children; and assist victims of child abduction and sexual exploitation, their families, and the professionals who serve them; and

WHEREAS, the Town of Lake Park, urges the participation of local government, law enforcement, and communities in the protection and education about child abduction and sexual exploitation, and ways to respond and seek help from law enforcement, social services, and NCMEC.

WHEREAS, the Town of Lake Park encourages all individuals to take 25 minutes to help children stay safer.

NOW, THEREFORE, on behalf of the Commission of the Town of Lake Park, I James DuBois, Mayor of the Town of Lake Park do hereby recognize May 25, 2012 as National Missing Children's Day.

IN WITNESS WHEREOF, I have hereto set my hand and caused the official Seal of the Town of Lake Park, Florida to be affixed this 2nd day of May, 2012.

By: _____
Mayor James DuBois

ATTEST:

Vivian Mendez Lemley, Town Clerk



9176 Alternate A1A
Lake Park, FL 33403-1444
U.S.A.

Telephone 561.848.1900

Facsimile 561.848.0308

www.missingkids.com

www.cybertipline.com

Headquarters
Alexandria, Virginia

Other Offices
California
New York
Texas

March 27, 2012

Jamie Titcomb
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

RECEIVED

MAR 30 2012

*Town Of Lake Park
Office Of Town Manager*

Dear Mr. Titcomb:

I am writing to request your support for and recognition of May 25th as National Missing Children's Day, as well as your support for the National Center for Missing & Exploited Children's (NCMEC) Take 25 campaign.

NCMEC's Take 25 Initiative commemorates National Missing Children's Day and encourages parents, guardians, and communities to Take 25 minutes to help children stay safer. Such education and awareness is essential in helping to prevent incidents such as child abduction and sexual exploitation.

On behalf of the National Center's Regional Office in Florida I encourage your partnership through a Proclamation from your city. This Proclamation will show the support of the Town of Lake Park in honoring those children who remain missing and give hope to their families that one day they will be found.

I have attached a template for your convenience. It is also available electronically for your convenience. Once completed your city's Proclamation can be mailed to: National Center for Missing & Exploited Children, 9176 Alternate A1A, Lake Park, FL 33403.

We look forward to having all of the cities of Palm Beach County participate with us, including the Town of Lake Park. Please contact Ed Russo erusso@ncmec.org if you have any questions. His direct phone line is 877-446-2632 x3241.

Thank you,

A handwritten signature in blue ink, appearing to read "Nancy A. McBride".

Nancy A. McBride
National Safety Director

**National Center for Missing & Exploited Children®
National Missing Children's Day**

Whereas, according to the U.S. Department of Justice, in one year there were an estimated nearly 800,000 children missing; and

Whereas, on average, there is an estimated average of 2,200 children reported missing to law-enforcement agencies daily; and

Whereas, 58,200 of these children are victims of non-family abductions and more than 200,000 are the victims of family abductions; and

Whereas, the National Center for Missing & Exploited Children® (NCMEC) exists as a resource to help prevent child abduction and sexual exploitation; help find missing children; and assist victims of child abduction and sexual exploitation, their families, and the professionals who serve them; and

Whereas, this special day is a time to remember those children who are missing and give hope to their families.

Now therefore be it resolved that, in partnership with NCMEC and its collaborative organizations, [city/county/state] proclaims May 25 as National Missing Children's Day.

Therefore, be it further resolved that [city/county/state] urges the participation of local government, law enforcement, and communities in the protection and education about child abduction and sexual exploitation, and ways to respond and seek help from law enforcement, social services, and NCMEC.

Therefore, be it further resolved that [city/county/state] encourages all individuals to take 25 minutes to help children stay safer.

Therefore, be it resolved by [city/county/state]:

That May 25, [YEAR], is set aside as National Missing Children's Day as part of [city/county/state]'s continuing efforts to prevent the abduction and sexual exploitation of children.

Proudly Sponsored by

 LifeTouch®

TAB 6



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 2, 2012

Agenda Item No. *Tab 6*

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input type="checkbox"/> DISCUSSION/POSSIBLE ACTION |
| <input type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BID/RFP AWARD |
| <input type="checkbox"/> PRESENTATION/PROCLAMATION | <input checked="" type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: Proclamation Recognizing May as Civility Month

RECOMMENDED MOTION/ACTION: Approval of Proclamation

Approved by Town Manager *[Signature]* **Date:** *4/26/12*

Vinny Moly
Name/Title *April 20, 2012*
Date of Actual Submittal

Originating Department: Town Clerk	Costs: \$ -0- Funding Source: Acct. #	Attachments: Copy of Proclamation and Letter from the City, County and Local Government Law Section of The Florida Bar
Department Review: <input type="checkbox"/> Attorney _____ <input type="checkbox"/> Community Development _____ <input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____	<input type="checkbox"/> Grants _____ <input type="checkbox"/> Human Resources _____ <input type="checkbox"/> Information Technology _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____	<input type="checkbox"/> PBSO _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Recreation _____ <input checked="" type="checkbox"/> Town Clerk <i>YMC</i> <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <i>YMC</i> Please initial one.

Summary Explanation/Background:

The Town of Lake Park has been asked by the attorneys of the City, County and Local Government Law Section of the Florida Bar to join with other cities and counties throughout the State of Florida in proclaiming May as "Civility Month". The purpose of this item is the adoption of such proclamation.

A copy of the letter from the attorneys of the City, County and Local Government Law Section of The Florida Bar is attached.

PROCLAMATION
IN HONORING CIVILITY MONTH

WHEREAS, the open exchange of public discourse is essential to the democratic system of government; and

WHEREAS, as a cornerstone of democracy Americans have observed certain rules of behavior generally known as civility; and

WHEREAS, civility, derived from the Latin words "civitas" meaning city and "civis" meaning citizens, is behavior worthy of citizens living in a community or in common with others; and

WHEREAS, displays of anger, rudeness, ridicule, impatience, and a lack of respect and personal attacks detract from the open exchange of ideas, prevent fair discussion of the issues, and can discourage individuals from participation in government; and

WHEREAS, civility can assist in reaching consensus on diverse issues and allow for mutually respectful ongoing relationships; and

WHEREAS, civility can uplift our daily life and make it more pleasant to live in an organized society; and

WHEREAS, the City, County and Local Government Law Section of The Florida Bar urges the adoption of a pledge of civility by all citizens in the State of Florida.

NOW, THEREFORE, be it resolved, on behalf of the Commission of the Town of Lake Park, I James DuBois, Mayor of the Town of Lake Park do hereby proclaim May as Civility Month, and call upon all citizens to exercise civility toward each other.

IN WITNESS WHEREOF, I have hereto set my hand and caused the official Seal of the Town of Lake Park, Florida to be affixed this 2nd day of May, 2012

BY: _____
Mayor, James DuBois

ATTEST: _____
Town Clerk, Vivian Mendez Lemley



CITY, COUNTY AND LOCAL GOVERNMENT LAW SECTION

www.locgov.org

CHAIR:

Kenneth A. Tinkler
4221 W. Boy Scout Blvd., Ste. 1000
Tampa, FL 33607-5780
(813) 229-4245
ktinkler@cartonfields.com

CHAIR-ELECT:

Jewel White
315 Court St.
Clearwater, FL 33756-5165
(727) 464-3354
mjwhite@pinellas.fl.us

SECRETARY/TREASURER:

Hans Ottinot, Sr.
18070 Collins Ave.
Sunny Isles Beach, FL 33160-2723
(305) 957-1302
hottinot@sibfi.net

IMMEDIATE PAST CHAIR:

Vivien Monaco
201 S. Rosalind Ave., Fl. 3
Orlando, FL 32801-3527
(407) 838-7320
vivien.monaco@ocfl.net

BOARD LIAISON:

Edwin A. Scales, III
201 Front St., Ste. 333
Key West, FL 33040-8347
(305) 292-8950

EXECUTIVE COUNCIL:

Terms Expiring 2012:
District 2

Jeannine Smith Williams
St. Petersburg
(727) 893-7401
District 4

Robert L. Teller
Ft. Lauderdale
(954) 357-7600

Terms Expiring 2013:
District 1

Glenn E. Thomas
Tallahassee
(850) 222-5702

Terms Expiring 2014:
District 3

David C. Miller
Miami
(305) 374-7349
District 5

Dana L. Crosby-Collier
Orlando
(407) 836-7320

Terms Expiring 2012

At-Large Members:
Paul Bangel
Fort Lauderdale
(954) 828-5940

Virginia (Ginger) Saunders Delegal
Tallahassee
(850) 922-4300

Michele Lieberman
Lecanto
(352) 527-2534

Maggie Mooney-Portale
Bradenton
(941) 708-4040

Mark CS Moriarty
Ft. Myers
(239) 321-7056

Nancy Stuparich
Tampa
(786) 246-0635

Ex-Officio Members:
All Past Chairs

PROGRAM ADMINISTRATOR:

Ricky D. Libbert
The Florida Bar
rllibbert@flabar.org

KLCTh1.doc

RECEIVED

April 13, 2012

APR 18 2012

BACK PARK
TOWN CLERK'S OFFICE

Re: Proclamation and Pledge of Civility for the Month of May

Dear Madam/Sir:

The attorneys of the City, County and Local Government Law Section of The Florida Bar ask your local government to join with other cities and counties throughout the State of Florida in proclaiming May as "Civility Month."

Civil discourse is a cornerstone of American democracy and is a vital ingredient to successful local governance. The attorneys of the City, County and Local Government Law Section of The Florida Bar ask you to renew the pledge of public conduct that your local government may have adopted in prior years.

A sample proclamation is enclosed for your use. We are asking all local governments in Florida to adopt such a proclamation to help to uplift the tone and conduct in public meetings throughout the State. We join with our public officials in urging all citizens to exercise civility toward each other throughout the year as they participate in Florida's democratic process.

If you choose to adopt the proclamation, please send us a copy to: Ricky Libbert, The Florida Bar, 651, E. Jefferson St., Tallahassee, Florida 32399-2300, rllibbert@floridabar.org

Thank you for your attention to this important matter and for your dedicated public service.

Sincerely,

Kenneth A. Tinkler
Chair

Enclosure

PROCLAMATION

Whereas, the open exchange of public discourse is essential to the democratic system of government; and

Whereas, as a cornerstone of democracy Americans have observed certain rules of behavior generally known as civility;

Whereas, civility, derived from the Latin words "civitas" meaning city and "civis" meaning citizen, is behavior worthy of citizens living in a community or in common with others; and

Whereas, displays of anger, rudeness, ridicule, impatience, and a lack of respect and personal attacks detract from the open exchange of ideas, prevent fair discussion of the issues, and can discourage individuals from participation in government; and

Whereas, civility can assist in reaching consensus on diverse issues and allow for mutually respectful ongoing relationships; and

Whereas, civility can uplift our daily life and make it more pleasant to live in an organized society; and

Whereas, the City, County and Local Government Law Section of The Florida Bar urges the adoption of a pledge of civility by all citizens in the State of Florida.

Now, therefore, be it resolved, by the County Commission of the County of _____ that the month of May is proclaimed as Civility Month, and calls upon all citizens to exercise civility toward each other.

Passed and adopted this _____ day of _____, 2010.

ATTEST:

CLERK

**Ordinance
on
Second
Reading**

TAB 7



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 2, 2012

Agenda Item No. *Tab 7*

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input type="checkbox"/> DISCUSSION/POSSIBLE ACTION |
| <input checked="" type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BID/RFP AWARD |
| <input type="checkbox"/> PRESENTATION/PROCLAMATION | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: An Ordinance amending Sections 2-82 and 2-87 of the Code of Ordinances of the Town of Lake Park Pertaining to Powers and Duties of the Town Manager and Town Attorney.

RECOMMENDED MOTION/ACTION: Approval

Approved by Town Manager *[Signature]* **Date:** *4/27/12*

Name/Title _____ Date of Actual Submittal _____

Originating Department: Town Attorney	Costs: \$ -0- Funding Source: Acct. #	Attachments: Copy of Ordinance
Department Review: <input checked="" type="checkbox"/> Attorney _____ <input type="checkbox"/> Community Development _____ <input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____	<input type="checkbox"/> Grants _____ <input type="checkbox"/> Human Resources _____ <input type="checkbox"/> Information Technology _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____	<input type="checkbox"/> PBSO _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Recreation _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: April 15, 2012 Paper: Palm Beach Post <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case _____ Please initial one.

Summary Explanation/Background:

The purpose of this agenda item is as follows:

- First, it is to revise Section 2-82 of the Code of Ordinances to provide to Town Department Heads the same due process protections afforded to other Town employees as set forth in the Handbook of Procedures for Employees of the Town of Lake Park ("Employee Handbook") which was adopted by Town Resolution 12-04-09 on April 1, 2009;
- Second, it is to revise Section 2-82 of the Code of Ordinances to amend the threshold from \$10,000 to \$5,000 whereby the Town Manager may enter into contracts without Commission approval. It also amends the town manager's duties to temper his/her absolute authority over employees and clarifies some of the responsibilities of the town manager.;
- Third, amends Section 2-87 of the Code of Ordinances to clarify the Town Attorney's duties and responsibilities and to clarify that the Town Attorney is responsible to the Commission for recommending the retention of attorneys to represent the Town as Special Counsel, or in the event of a conflict.

Vivian Lemley

From: Baird, Thomas J. [TBaird@jones-foster.com]
Sent: Thursday, April 05, 2012 4:18 PM
To: Vivian Lemley
Subject: RE: Ord 05-2012

Just use the old one and update it to say: the revisions requested by the commission at 1st reading have been made.



Thomas J. Baird Florida Bar Board Certified City, County and Local Government Attorney
Direct Dial: 561.650.8233 | Fax: 561.746.6933 | tbaird@jonesfoster.com

801 Maplewood Drive, Suite 22-A, Jupiter, Florida 33458
561-659-3000 | www.jonesfoster.com

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From: Vivian Lemley [<mailto:vlemley@lakeparkflorida.gov>]
Sent: Thursday, April 05, 2012 3:12 PM
To: Baird, Thomas J.
Cc: Green, Marilyn R.
Subject: RE: Ord 05-2012

Thank you Tom,

Will you be providing an agenda request form for this item on second reading? Please let me know.

Vivian Mendez Lemley, CMC
Town Clerk
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403
561-881-3311
561-881-3313 fax
vlemley@lakeparkflorida.gov

* Please note: Florida has a very broad public records law. Written communication regarding Town business are public records available to the public upon request. Your e-mail communications are therefore subject to public disclosure. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entry, instead contact this office by phone. Section 668.6076, F.S.

From: Baird, Thomas J. [<mailto:TBaird@jones-foster.com>]
Sent: Thursday, April 05, 2012 2:10 PM

To: Vivian Lemley
Cc: Green, Marilyn R.
Subject: Ord 05-2012

Here it is. Let me know if you have any problems reproducing it exactly the way it is now.

ORDINANCE NO. 05-2012

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2, ARTICLE III OF THE TOWN CODE, ENTITLED "OFFICERS AND EMPLOYEES"; PROVIDING FOR THE AMENDMENT OF SECTION 2-82 ENTITLED "TO POWERS AND DUTIES OF TOWN MANAGER"; PROVIDING FOR THE AMENDMENT OF SECTION 2-87 ENTITLED "POWERS AND DUTIES OF TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park, Florida ("Town") is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, Chapter 2, Article III, of the Town Code establishes certain powers and duties of the Town Manager and Town Attorney; and

WHEREAS, Section 2-82 of the Code of Ordinances of the Town of Lake Park sets forth the specific powers and duties of the Town Manager; and

WHEREAS, the Town Commission has determined that it is necessary and advisable to amend Section 2-82 of the Code of Ordinances of the Town of Lake Park with respect to the powers and duties of the Town Manager; and

WHEREAS, Section 2-87 of the Code of Ordinances of the Town of Lake Park sets forth the powers and duties of the Town Attorney; and

WHEREAS, the Town Commission has determined that it is necessary and advisable to amend Section 2-87 of the Code of Ordinances of the Town of Lake Park with respect to the powers and duties of the Town Attorney.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK FLORIDA:

Section 1. The whereas clauses are incorporated herein as true and correct.

Section 2. Section 2-82 of the Code of Ordinances of the Town of Lake Park is hereby amended to read as follows:

The town manager shall be the chief administrative officer of the municipal government under the general supervision of the town commission. The town

manager shall abide by the policies established by the town commission through ordinances, resolutions and specific motions. The town manager shall:

(1) Appoint, hire, discipline suspend and remove all employees appointed officers and department heads ~~and may employ, suspend and remove all other employees~~ of the town, in accordance with the town's established employee policies and procedures. merit system; ~~except that the town attorney shall be appointed and removed at the sole discretion of the town commission. Managerial exempt department heads serve at the pleasure of the town manager. The town manager shall appoint, suspend and terminate all department heads.~~

(2) ~~The town manager shall appoint, suspend and terminate all non-managerial employees in accordance with the town's merit system.~~

(23) Direct and supervise the administration of all departments, offices and provide staffing for the appointed boards, committees, and agencies of the town, as necessary or directed by the Commission ~~except as otherwise provided by the Charter, codes or by law. The town manager shall direct all department heads of recreation, marina, and finance to file monthly reports with the office of town manager. The town manager's office shall collect and forward these reports to the town commission without correction or modification. The town manager may issue comments regarding any of these reports.~~

(34) Prepare, with the assistance of the Finance Director an annual ~~the~~ budget annually, and present same submit it to the town commission with a message describing the important features, and be responsible for its administration after adoption.

(45) Prepare and submit to the town commission at the end of each fiscal year a complete report on the preceding year's finances and administrative activities, which report ~~shall~~ may include an annual audit for the preceding fiscal year prepared by an independent auditor retained by the town commission.

(5 ~~6~~) Keep the town commission advised of the financial condition and future needs of the town, and make such recommendations as may be desirable on a timely basis. The town manager shall actively seek out potential grant monies that may be available to support town projects.

(6 ~~7~~) Recommend to the town commission a standard schedule of pay for all town positions, including minimum and maximum rates of pay. Recommend in consultation with the Town Attorney appropriate action with respect to negotiation, approval and/or rejection of labor agreements with public employee organizations acting on policy directives provided by the commission in proper sessions.

- (7_8) Recommend to the town commission, ~~from time to time, the~~ adoption of such ordinances and policies as may be necessary or expedient for the health, safety or welfare of the community, or for the improvement of administrative services.
- (8_9) Organize, reorganize, consolidate, combine or abolish positions, offices, department divisions or departments of the town only with the approval of the town commission. ~~This approval requires an ordinance.~~
- (9_10) Attend meetings of the town commission, town committees and boards, and other town meetings, as the town manager deems necessary, or as directed by the town commission. At such meetings, the town manager shall have the right to take part in the discussion, but without having a vote.
- (10_11) Serve as purchasing agent for the town, responsible for overseeing the purchase of equipment and supplies; with the exception of attorneys, recommend to the Commission the retention of such engineering, consulting and other professionals to provide ~~and~~ contractual services_ for the town; and the disposal of surplus personal property. Contracts for goods and services exceeding \$ ~~40~~ 5,000.00 require approval of the town commission.
- (11_12) Provide staff support services for the mayor and commission members. These services are limited to those necessary in support of town activities.
- (12_13) See In consultation with the Town Attorney, enforce the Town's that all laws and ordinances are duly enforced using existing agencies in a proper manner.
- (13_14) Investigate the affairs of the town, or complaints regarding any department or division; investigate all complaints in relation to matters concerning administration; investigate complaints regarding service maintained by public utilities, and see that all terms and conditions imposed in favor of the town in any franchise, contract or agreement are faithfully observed.
- (14_15) Devote all working time to the discharge of official duties.
- (15_16) Perform such other duties as may be required by the commission not inconsistent with the town Charter, state law or applicable ordinances.

Section 3. Section 2-87 of the Town Code is hereby amended as follows:

Section 2-87. Powers and Duties of the Town Attorney

The Town Attorney shall be appointed and removed at the sole discretion of the town commission by a majority of the membership of the Town Commission.
The terms of the Town Attorney's employment shall be established by a contract.

The town attorney shall act as the legal advisor of the Commission and shall be responsible for all of the town's legal affairs, including and act as legal counsel for the commission, its appointed boards or committees and officers and employees concerning their official duties. The Town Attorney shall be responsible to the Commission for recommending the retention of any Special Counsel he determines to be necessary and in the best interests of the town, or in the event of a conflict. The Town Attorney shall review the form of all contracts, resolutions and ordinances for legal sufficiency and approve of same before the document is acted upon by the Commission.

Section 4. Conflicts. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. Codification. The sections of the ordinance may be renumbered or relettered to accomplish codification, and the words "ordinance," "section," "article," or "paragraph" may be changed to provide for continuity.

Section 6. Severability. If any section, subsection, sentence, clause, phase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 7. Effective Date. This ordinance shall take effect immediately upon adoption.

THE PALM BEACH POST
Published Daily and Sunday
West Palm Beach, Palm Beach County, Florida

PROOF OF PUBLICATION


STATE OF FLORIDA
COUNTY OF PALM BEACH

Before the undersigned authority personally appeared **Ellen Sanita**, who on oath says that she is **Call Center Revenue Manager** of The Palm Beach Post, a daily and Sunday newspaper, published at West Palm Beach in Palm Beach County, Florida; that the attached copy of advertising for a **Notice** in the matter **Ordinances 05-2012, 06-2012 & 07-2012** was published in said newspaper in the issues of **April 15, 2012**. Affiant further says that the said The Post is a newspaper published at West Palm Beach, in said Palm Beach County, Florida, and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida, daily and Sunday and has been entered as second class mail matter at the post office in West Palm Beach, in said Palm Beach County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she/he has neither paid nor promised any person, firm or corporation any discount rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper. Also published in Martin and St. Lucie Counties.



Sworn to and subscribed before 16th day of April, A.D. 2012.
Who is personally known to me.



NOTARY PUBLIC-STATE OF FLORIDA
**Karen M. McLinton**
Commission #DD832672
Expires: NOV. 15, 2012
BONDED THRU ATLANTIC BONDING CO., INC.

NO. 6657332
LEGAL NOTICE OF
PROPOSED ORDINANCE
TOWN OF LAKE PARK

Please take notice that on **Wednesday, May 2, 2012** immediately following the CRA Board Meeting, the **Town Commission** of the **Town of Lake Park, Florida** in a regular session to be held in the **Commission Chambers, Town Hall, 535 Park Avenue, Lake Park, Florida** will consider the following **Ordinances** on second reading and proposed adoption thereof:

ORDINANCE NO. 05-2012
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2, ARTICLE III OF THE TOWN CODE, ENTITLED "OFFICERS AND EMPLOYEES"; PROVIDING FOR THE AMENDMENT OF SECTION 2-82 ENTITLED "TO POWERS AND DUTIES OF TOWN MANAGER"; PROVIDING FOR THE AMENDMENT OF SECTION 2-87 ENTITLED "POWERS AND DUTIES OF TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

ORDINANCE NO. 06-2012
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE TOWN CHARTER AT ARTICLE IX, ENTITLED "DUTIES OF CERTAIN TOWN OFFICERS"; TO CREATE A NEW SECTION 7, TO BE ENTITLED "TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE NO. 07-2012
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 10, ARTICLE IV - (NOISE CONTROL) OF THE LAKE PARK CODE, PROVIDING REVISIONS TO SECTION 10-155, TABLE 1 NOISE LEVELS BY LAND USE, PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

If a person decides to appeal any decision made by the Town Commission with respect to any hearing, they will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. For additional information, please contact **Vivian Mendez Lemley**, Town Clerk at 561-881-3311.

Vivian Mendez Lemley, Town Clerk
Town of Lake Park, Florida
P.O. Box 1000
Lake Park, Florida 32909
April 15, 2012

TAB 8



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 2, 2012

Agenda Item No. *Tab 8*

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input type="checkbox"/> DISCUSSION/POSSIBLE ACTION |
| <input checked="" type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BID/RFP AWARD |
| <input type="checkbox"/> PRESENTATION/PROCLAMATION | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: This Ordinance establishes in the Charter the Office of the Town Attorney and sets forth the minimum qualifications for the Town Attorney.

RECOMMENDED MOTION/ACTION: Approval

Approved by Town Manager *[Signature]* Date: *4/27/12*

Name/Title _____ Date of Actual Submittal _____

Originating Department: Town Attorney	Costs: \$ -0- Funding Source: Acct. #	Attachments: Copy of Ordinance
Department Review: <input checked="" type="checkbox"/> Attorney <u>TJB</u> <input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Fire Dept	<input type="checkbox"/> Grants <input type="checkbox"/> Human Resources <input type="checkbox"/> Information Technology <input type="checkbox"/> Library <input type="checkbox"/> Marina	<input type="checkbox"/> PBSO <input type="checkbox"/> Public Works <input type="checkbox"/> Recreation <input type="checkbox"/> Town Clerk <input type="checkbox"/> Town Manager
Advertised: Date: April 15, 2012 Paper: Palm Beach Post <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case _____ Please initial one.

ORDINANCE NO. 06-2012

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE TOWN CHARTER AT ARTICLE IX, ENTITLED "DUTIES OF CERTAIN TOWN OFFICERS" TO CREATE A NEW SECTION 7, TO BE ENTITLED "TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park, Florida is a duly constituted municipality having the power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, prior to July 1, 1973 the Town Commission adopted a municipal Charter, which contains among other matters, provisions pertaining to the operation of the Town under a Town Commission-Town Manager form of government; and

WHEREAS, both Section 166.021(4) and Section 166.031, Fla. Stat. (2007), set forth the procedures to be followed in amending municipal charters adopted prior to July 1, 1973, and which charters have not been subsequently readopted; and

WHEREAS, pursuant to the provisions of Section 166.021(4), Fla. Stat. (2007), amendments to municipal charter provisions which were adopted prior to July 1, 1973, such as the Town's Charter, may be made by ordinance if the proposed changes do not affect the basic organizational and administrative structure of the municipal government, and if the proposed changes do not fall within any of the statutorily excluded areas which expressly require a referendum in order to adopt the proposed charter amendment; and

WHEREAS, the Town Commission has determined that Article IX of the Town Charter be amended to create a new Section 7 creating f the Office of the Town Attorney consistent with

Section 2-87 of the Town Code;; and

WHEREAS, this proposed Charter amendment does not fundamentally alter the Commission-Manager form of government set forth in the Town Charter, the creation of this office may be effectuated through the adoption of an Ordinance a referendum..

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA:

Section 1. The whereas clauses are incorporated herein as the legislative findings of the Town Commission.

Section 2. The municipal Charter for the Town of Lake Park, Article IX, entitled “Duties of Certain Town Officers” is hereby amended to read as follows:

Section 7. Town Attorney.

The Commission shall appoint a Town Attorney who shall be responsible for the town’s legal affairs and act as legal counsel for the commission, its officers, employees and appointed boards or committees in the performance of their official duties. The Town Attorney shall be properly qualified, the minimum qualifications being a member in good standing of the Florida Bar, and at least five years experience as a full time county or municipal attorney. The responsibilities and duties of the Town Attorney and his appointment and removal shall be as set forth in section 2-87 of the Town’s Code of ordinances .

Section 3. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 4. Repeal of Laws in Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. Codification. The sections of the Ordinance may be made a part of the Town Code of Laws and Ordinances and may be renumbered or relettered to accomplish such, and the word "ordinance" may be changed to "section," "article," or any other appropriate word.

Section 6. Effective Date. This Ordinance shall take effect immediately upon adoption.

THE PALM BEACH POST
Published Daily and Sunday
West Palm Beach, Palm Beach County, Florida

PROOF OF PUBLICATION

STATE OF FLORIDA
COUNTY OF PALM BEACH

Before the undersigned authority personally appeared Ellen Sanita, who on oath says that she is Call Center Revenue Manager of The Palm Beach Post, a daily and Sunday newspaper, published at West Palm Beach in Palm Beach County, Florida; that the attached copy of advertising for a Notice in the matter Ordinances 05-2012, 06-2012 & 07-2012 was published in said newspaper in the issues of April 15, 2012. Affiant further says that the said The Post is a newspaper published at West Palm Beach, in said Palm Beach County, Florida, and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida, daily and Sunday and has been entered as second class mail matter at the post office in West Palm Beach, in said Palm Beach County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she/he has neither paid nor promised any person, firm or corporation any discount rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper. Also published in Martin and St. Lucie Counties.



Sworn to and subscribed before 16th day of April, A.D. 2012.
Who is personally known to me.



NOTARY PUBLIC-STATE OF FLORIDA
Karen M. McLinton
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NO. 6657332
LEGAL NOTICE OF
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ORDINANCE NO. 06-2012
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE TOWN CHARTER AT ARTICLE IX, ENTITLED "DUTIES OF CERTAIN TOWN OFFICERS"; TO CREATE A NEW SECTION 7, TO BE ENTITLED "TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.
ORDINANCE NO. 07-2012
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 10, ARTICLE IV - (NOISE CONTROL) OF THE LAKE PARK CODE, PROVIDING REVISIONS TO SECTION 10-155, TABLE 1 NOISE LEVELS BY LAND USE; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.
If a person decides to appeal any decision made by the Town Commission with respect to any hearing, they will need a record of the proceedings and for such purpose may need to assure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. For additional information, please contact Vivian Mendez Lemley, Town Clerk at 561-881-3311.
Vivian Mendez Lemley, Town Clerk
Town of Lake Park, Florida
PUB: The Palm Beach Post
April 15, 2012

TAB 9



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 2, 2012

Agenda Item No. *Tab 9*

- PUBLIC HEARING
- RESOLUTION
- ORDINANCE ON FIRST READING
- DISCUSSION/POSSIBLE ACTION
- ORDINANCE ON SECOND READING
- BID/RFP AWARD
- PRESENTATION/PROCLAMATION
- CONSENT AGENDA
- Other:

SUBJECT: ORDINANCE TO AMEND CHAPTER 10, ARTICLE IV – NOISE ORDINANCE.

RECOMMENDED MOTION/ACTION: ADOPTION ON SECOND READING.

Approved by Town Manager *[Signature]* Date: *4/26/12*

Name/Title: Nadia Di Tommaso, Community Development Director Date of Submittal: 04/19/2012

Originating Department: COMMUNITY DEVELOPMENT	Costs: \$ 86 Funding Source: Town Clerk Acct. #	Attachments: Ordinance 07-2012 Legal Ad
Department Review: <input checked="" type="checkbox"/> Attorney <i>TJB</i> <input checked="" type="checkbox"/> Community Development <i>ND</i> <input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____	<input type="checkbox"/> Grants _____ <input type="checkbox"/> Human Resources _____ <input type="checkbox"/> Information Technology _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____	<input type="checkbox"/> PBSO _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Recreation _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: 04/15/2012 Paper: Palm Beach Post <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone OR Not applicable in this case <i>ND</i> Please initial one.

Summary Explanation/Background:

At the March 21st, 2012 Town Commission meeting, staff was directed to bring back the Noise Ordinance in an attempt to raise the daytime hours which reflect a higher receiving decibel level. Currently, Town Code Section 10-155, Table 1 delineates the receiving land uses and their respective times for certain sound level limits. Pursuant to the request made by the Town Commission, staff amended the Table to reflect the daytime cutoff hours in the Residential receiving land use and the Residential/Office (i.e. Residential/Commercial, and Downtown) receiving land use from 7am-7pm to 7am-10pm at the higher decibel levels. The Office/Business (i.e. Commercial, which includes such uses as general retail and restaurant); Industrial/Utilities (i.e. Commercial/Industrial) receiving land uses already maintain the same decibel level *at all times* per Table 1. The Agricultural land use was not amended as the Town does not currently have an Agricultural land use, but rather only has a Conservation Area on the north side of Silver Beach Road, between Congress Avenue and Old Dixie Highway. The Community Facilities (i.e. Public Buildings/Grounds and Other Public Facilities) receiving land use, as well as the Recreation/Open Space/Commercial Recreation (i.e. Recreation Lands) receiving land use, already include the suggested hours.

At the April 4th Town Commission meeting, the Town Commission approved this proposed Ordinance on first reading.

Staff is proposing the following amended Table below. Additional research from other Palm Beach County municipalities has been included on pages 3 through 6 to additionally justify this request which is being made to the hours only. An additional recommendation to modify the receiving land use designation titles is being proposed and is at the discretion of the Town Commission. A copy of the Town's Future Land Use Designation Map is included on page 7 to further justify this change is labeling.

Table 1 Sound Levels by Receiving Land Use

No person shall operate or cause to be operated any source of sound in such manner as to create a sound level which exceeds the limits set forth for the receiving land use district in Table 1, for more than 50 percent of any period of observation which shall not be less than ten minutes, when measured at the boundary of the receiving land use and as a result of a source of sound being located on some other property.

Receiving Land Use	Time	Sound Level Limit dBA
<u>Agricultural Conservation</u>	6:00 a.m. – 7:00 p.m. 7:00 p.m. – 6:00 a.m.	55 50
Residential	7:00 a.m. – 7 10:00 p.m. 7 10:00 p.m. – 7:00 a.m.	55 50
<u>Residential/Office Commercial/Residential and Downtown</u>	7:00 a.m. – 7 10:00 p.m. 10 7:00 p.m. – 7:00 a.m.	55 50
<u>Office/Business Commercial</u>	At all times	60
<u>Industrial/Utilities Commercial/Light Industrial</u>	At all times	65
<u>Community Facilities Public Buildings/Grounds and Other Public Facilities</u>	7:00 a.m. – 10:00 p.m.	60
<u>Recreation/Open Space/Commercial Recreation Recreation and Open Space</u>	10:00 p.m. – 7:00 a.m.	55

Staff is recommending approval of the Ordinance on First Reading. Staff is also willing to modify the labeling of the Receiving Land Uses to the current labeling outlined in the Town's Comprehensive Plan, if this is the Town Commission's desire. For example, the Office/Business land use would be replaced with Commercial. This would eliminate any confusion when applying the decibel levels to the various land use designations.

MUNICIPALITY RESEARCH (for comparison only – does not include a comparison of the method of measuring noise to determine compliance due to the modification of only the hours which is being proposed)

DELRAY BEACH

Sound Levels by Receiving Land Use.

Receiving Land Use	Time	L50 Sound Level Limit, Decibel	
		Exterior	Interior
<u>Residential Area</u>	7:00 a.m. through 10:00 p.m.	60	45
	10:00 p.m. through 7:00 a.m.	55	45
<u>Commercial Area</u>	At all times	65	45
<u>Industrial Area</u>	At all times	75	45

NORTH PALM BEACH

Daytime: 7am-10pm
 Nighttime: 10pm-7am

Residential: 55 dBA – Day
 50 dBa – Night

Commercial: 60 dBA – Day and Night

(3)

For any source of sound which emits a discrete tone, the sound level limits set in subparagraphs a. and b. of this section shall be reduced by five (5) dB.

(4)

For any source of sound measured at the source, the maximum sound levels shall not exceed the sound level limits in subparagraphs a. through c. of this section by:

a.

Ten (10) dBA from 7:00 a.m. to 10:00 p.m. in a residential area.

b.

Five (5) dBA from 10:00 p.m. to 7:00 a.m. in a residential area.

c.

Ten (10) dBA at all times in commercial, manufacturing, industrial or agricultural land use work."

JUPITER

Table 1:
Allowable exterior sound levels per sound zone

Zone	Daytime Sound Level (7:00 a.m. to 10:00 p.m.)	Nighttime Sound Level (10:00 p.m. to 7:00 a.m.)
Residential sound zone	Leq 55 dB(A)	Leq 45 dB(A)
Mixed use sound zone	Leq 60 dB(A)	Leq 50 dB(A)
Commercial sound zone	Leq 65 dB(A)	Leq 55 dB(A)
Industrial sound zone	Leq 70 dB(A)	Leq 60 dB(A)

Table 2:
Allowable exterior sound levels per sound zone for outdoor venues approved with extended hours

Zone	Daytime Sound Level (7:00 a.m. to 11:00 p.m.)	Transitional Nighttime Sound Level (11:00 p.m. to 12:00 a.m.)	Nighttime Sound Level (12:00 a.m. to 7:00 a.m.)
Residential sound zone	Leq 55 dB(A)	Leq 45 dB(A)	Leq 45 dB(A)
Mixed use sound zone	Leq 60 dB(A)	Leq 50 dB(A)	Leq 50 dB(A)
Commercial sound zone	Leq 65 dB(A)	Leq 55 dB(A)	Leq 50 dB(A)
Industrial sound zone	Leq 70 dB(A)	Leq 60 dB(A)	Leq 55 dB(A)

PALM BEACH GARDENS

Noise. Equivalent sound levels shall not exceed the standards listed below when measured at the property line.

(1)

Residential. If the source creating the noise is residential:

a.

Between 8:00 a.m. and 11:00 p.m.: 60 dBA; and

b.

Between 11:00 p.m. and 8:00 a.m.: 50 dBA.

(2)

Commercial. If the source creating the noise is commercial:

a.

Between 8:00 a.m. and 11:00 p.m.: 65 dBA; and

b.

Between 11:00 p.m. and 8:00 a.m.: 60 dBA.

(3)

Industrial. If the use receiving noise is industrial: anytime, 75 dBA.

(4)

Exemption. Noises from temporary construction and maintenance activities between 7:00 a.m. and 9:00 p.m., except Sundays and federal holidays, are exempt from this standard.

RIVIERA BEACH

Daytime: 7am-8pm

Nighttime: 8pm-7am

Residential: Fixed mechanical equipment, day and night, 55 dBA.
All others: Day, 50 dBA; Night, 45 dBA.

Commercial: Fixed mechanical equipment, day and night, 65 dBA.
All others: Day, 60 dBA; Night, 55 dBA.

Industrial: Fixed mechanical equipment, day and night, 65 dBA.
All others: Day, 65 dBA; Night, 60 dBA.

WELLINGTON

Table A
Prohibited Sound Levels

Receiving Land	Noise Source	Time of Day	Sound Level Limit
Residential	Fixed mechanical equipment	Any time 7:00 a.m. to 8:00 p.m.	60 dBA 60 dBA
Residential	All other sources	8:00 p.m. to 11:00 p.m. 11:00 p.m. to 7:00 a.m.	55 dBA 50 dBA
Commercial	All sources	Any time	70 dBA

ROYAL PALM BEACH

Table 1

*Maximum Permissible Sound Levels for
Inhabited Residential and Commercial Receiving Land:*

Receiving Land	Noise Source	Time	Sound Level Limit (dBA)
Inhabited residential land	Fixed mechanical equipment (excluding permanent emergency power generators)	Anytime	60
	Permanent and portable emergency power generators	See Note 1 below	85
	All others	7:00 a.m.—8:00 p.m.	60
		8:00 p.m.—11:00 p.m.	55
		11:00 p.m.—7:00 a.m.	50
Inhabited commercial property	All noise	Anytime	70

Note:

1.

Permanent and portable emergency power generators may be allowed, subject to the following restrictions:

A.

The property owner must obtain a building permit from the village for the installation of the permanent emergency unit. The building department shall review all such permit applications to ensure that such installation minimizes the visual and acoustic impact on adjacent properties. Additionally, special attention shall be paid to the placement of the generator, the use of sound attenuating materials and the reasonable containment of sounds which will be created by the operation of any emergency use generator.

B.

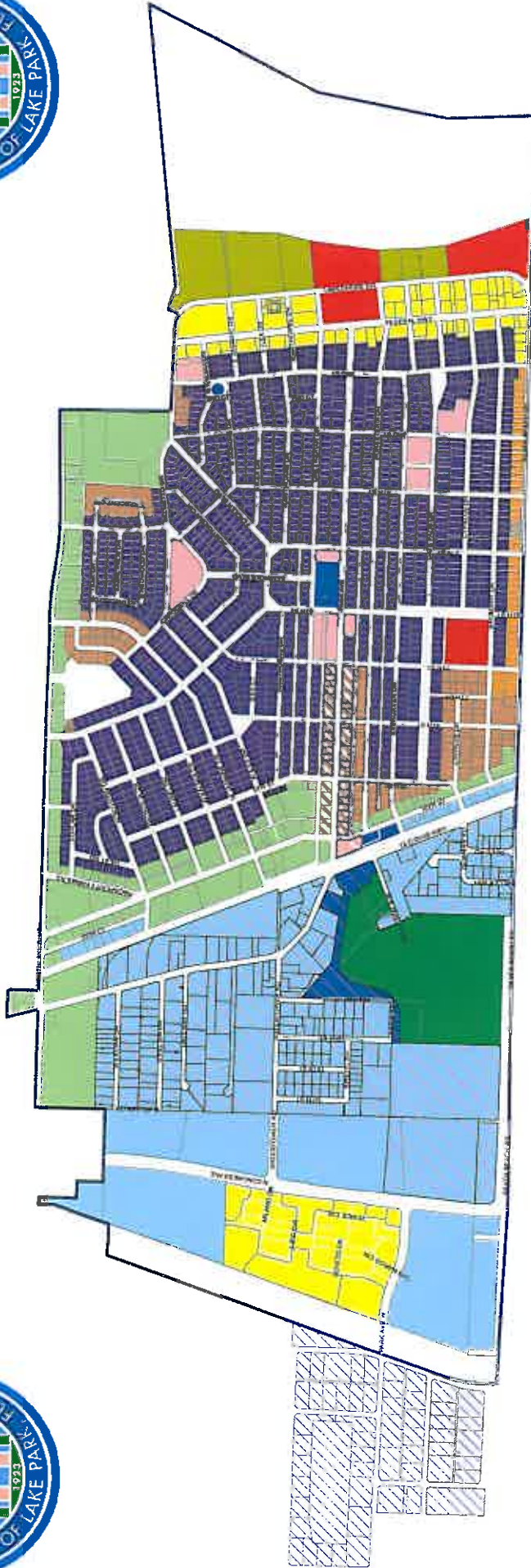
The permanent and portable generator's maintenance cycle run shall only be permitted between the hours of 10:00 a.m. and 5:00 p.m., Monday through Friday only, and shall continue for no more than 30 minutes per cycle.

C.

Permanent and portable generators being utilized to allow normal residential and business functions to continue during a power outage may only be operated for nonmaintenance purposes when a state of emergency has been declared by the village or whenever there is a power outage.



Lake Park Future Land Use Map



0 0.25 0.5 1 Miles

Legend

- Bioscience_2
- Conservation
- Annexation
- Downtown
- Comm_LL_Industrial
- Comm_Residential
- Commercial
- Condo_density
- Resi_Low_Density
- Resi_medium
- Single_Fam
- Lake_Park_Boundary
- Pub_Bldg_Grounds
- Rec_Lands
- Other_Pub_Facilities

Nadia D. Iovanna, Director
 Town of Lake Park, Planning Department
 535 Park Ave., Lake Park, FL 31603
 904.686.3323
 904.686.3323 (fax)
 904.686.3323 (text)

ORDINANCE 07-2012

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WHEREAS, the Town of Lake Park, Florida (“Town”) is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statute; and

WHEREAS, the Town staff has recommended to the Town Commission that Chapter 10, Article IV be revised; and

WHEREAS, the Town Commission of the Town of Lake Park, Florida has determined a need to update and revise the provisions of the Town Code relating to Noise Control; and

WHEREAS, the Town Commission finds that the Ordinance will promote the health, safety and welfare of the citizens of the Town by providing for revised decibel levels and additional requirements;

NOW THEREFORE BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA:

Section 1. The whereas clauses are incorporated herein as true and correct and as the findings of the Town Commission.

Section 2. Chapter 10, Article IV, Section 10-155 is hereby amended to change the daytime hours and correct the receiving land use designation titles as follows:

ARTICLE IV. – NOISE CONTROL

No person shall operate or cause to be operated any source of sound in such manner as to create a sound level which exceeds the limits set forth for the receiving land use district in Table 1, for more than 50 percent of any period of observation which shall not be less than ten minutes, when measured at the boundary of the receiving land use and as a result of a source of sound being located on some other property.

Table 1 Sound Levels by Receiving Land Use

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Who is personally known to me.



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Please take notice that on Wednesday, May 2, 2012 immediately following the CRA Board Meeting, the Town Commission of the Town of Lake Park, Florida in a regular session to be held in the Commission Chambers, Town Hall, 535 Park Avenue, Lake Park, Florida will consider the following Ordinances on second reading and proposed adoption thereof:

ORDINANCE NO. 05-2012
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2, ARTICLE III OF THE TOWN CODE, ENTITLED "OFFICERS AND EMPLOYEES"; PROVIDING FOR THE AMENDMENT OF SECTION 2-82 ENTITLED "TO POWERS AND DUTIES OF TOWN MANAGER"; PROVIDING FOR THE AMENDMENT OF SECTION 2-87 ENTITLED "POWERS AND DUTIES OF TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

ORDINANCE NO. 06-2012
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE TOWN CHARTER AT ARTICLE IX, ENTITLED "DUTIES OF CERTAIN TOWN OFFICERS"; TO CREATE A NEW SECTION 7, TO BE ENTITLED "TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE NO. 07-2012
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 10, ARTICLE IV - (NOISE CONTROL) OF THE LAKE PARK CODE, PROVIDING REVISIONS TO SECTION 10-155, TABLE 1 NOISE LEVELS BY LAND USE; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

If a person decides to appeal any decision made by the Town Commission with respect to any hearing, they will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. For additional information, please contact Vivian Mendez Lemley, Town Clerk at 561-881-3311.

Vivian Mendez Lemley, Town Clerk
Town of Lake Park, Florida
P.O. Box 1000
Lake Park, Florida 32909
April 15, 2012

THE PALM BEACH POST
Published Daily and Sunday
West Palm Beach, Palm Beach County, Florida

PROOF OF PUBLICATION


STATE OF FLORIDA
COUNTY OF PALM BEACH

Before the undersigned authority personally appeared **Ellen Sanita**, who on oath says that she is **Call Center Revenue Manager** of **The Palm Beach Post**, a daily and Sunday newspaper, published at West Palm Beach in Palm Beach County, Florida; that the attached copy of advertising for a **Notice** in the matter **Ordinances 05-2012, 06-2012 & 07-2012** was published in said newspaper in the issues of **April 15, 2012**. Affiant further says that the said The Post is a newspaper published at West Palm Beach, in said Palm Beach County, Florida, and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida, daily and Sunday and has been entered as second class mail matter at the post office in West Palm Beach, in said Palm Beach County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she/he has neither paid nor promised any person, firm or corporation any discount rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper. Also published in Martin and St. Lucie Counties.



Sworn to and subscribed before 16th day of April, A.D. 2012.
Who is personally known to me.



NOTARY PUBLIC-STATE OF FLORIDA
 **Karen M. McLinton**
Commission #DD832672
Expires: **NOV. 15, 2012**
BONDED THRU ATLANTIC BONDING CO., INC.

NO. 6657332
LEGAL NOTICE OF
PROPOSED ORDINANCE
TOWN OF LAKE PARK
Please take notice that on **Wednesday, May 2, 2012** immediately following the CRA Board Meeting, the **Town Commission** of the **Town of Lake Park, Florida** in a regular session to be held in the **Commission Chambers, Town Hall, 535 Park Avenue, Lake Park, Florida** will consider the following **Ordinances** on second reading and proposed adoption thereof:
ORDINANCE NO. 05-2012
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2, ARTICLE III OF THE TOWN CODE, ENTITLED "OFFICERS AND EMPLOYEES"; PROVIDING FOR THE AMENDMENT OF SECTION 2-82 ENTITLED "TO POWERS AND DUTIES OF TOWN MANAGER"; PROVIDING FOR THE AMENDMENT OF SECTION 2-87 ENTITLED "POWERS AND DUTIES OF TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.
ORDINANCE NO. 06-2012
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE TOWN CHARTER AT ARTICLE I, ENTITLED "DUTIES OF CERTAIN TOWN OFFICERS"; TO CREATE A NEW SECTION 7, TO BE ENTITLED "TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.
ORDINANCE NO. 07-2012
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 10, ARTICLE IV - (NOISE CONTROL) OF THE LAKE PARK CODE, PROVIDING REVISIONS TO SECTION 10.155, TABLE 1 NOISE LEVELS BY LAND USE; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.
If a person decides to appeal any decision made by the Town Commission with respect to any hearing, they will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. For additional information, please contact **Vivian Mendez Lemley**, Town Clerk at 561-881-3311.
Vivian Mendez Lemley, Town Clerk
Town of Lake Park, Florida
PUB: The Palm Beach Post
April 15, 2012

Discussion And Possible Action

TAB 10



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 2, 2012

Agenda Item No. *Tab 10*

- | | |
|--|--|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input checked="" type="checkbox"/> DISCUSSION/POSSIBLE ACTION |
| <input type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BID/RFP AWARD |
| <input type="checkbox"/> PRESENTATION/PROCLAMATION | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: Florida Department of Law Enforcement Grant Amendment

RECOMMENDED MOTION/ACTION: Approve

Approved by Town Manager *Richard Pittman* **Date:** *4/24/12*
Richard Pittman/CRA Project Manager **April 24, 2012**
 Name/Title Date of Actual Submittal

Originating Department: CRA	Costs: \$6,952.75 Funding Source: Public Safety Acct. # 001-52-521-200- 64102: \$1,493.75 FDLE Grant: \$5,459.00	Attachments: Resolution No. 43-11-11 FDLE Justice Assistance Grant Application/Approval Notification
Department Review: <input type="checkbox"/> Attorney _____ <input type="checkbox"/> Community Development _____ <input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____	<input type="checkbox"/> Grants _____ <input type="checkbox"/> Human Resources _____ <input type="checkbox"/> Information Technology _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____	<input type="checkbox"/> PBSO _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Recreation _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case _____ Please initial one. <i>RP</i>

Summary Explanation/Background: This item is a housekeeping item associated with a Florida Department of Law Enforcement Grant application approved by the Commission on November 16, 2011. Upon Commission approval the FDLE will be asked to amend the grant application scope of work and request a time extension to the grant.

In July of 2011 the Town Commission approved an award of bid for the installation of eleven security cameras on Park Avenue. The project was known as "Eyes on Park". The project cost was \$42,416.00 and was funded through a Department of Justice Grant. The project was complete in October of 2011. Each camera sends a wireless transmission to a receiver located at the "Art on Park" building at 800 Park Avenue. The camera views are digitally stored and real time camera views can be observed by the Palm Beach County Sheriff via the internet. The security cameras have operated flawlessly since installation.

The budget process eliminated Town occupancy at 800 Park Avenue. In November 2011 the Town Commission authorized the Mayor to sign a grant application to the Florida Department of Law Enforcement for the Town to receive a \$5,459.00 FDLE grant (Resolution No. 43-11-11). The grant application was for the relocation of "Eyes on Park" equipment out of the 800 Park Avenue building. The grant application indicated that the estimated project cost was \$6,952.75. The Town received notice of the grant approval on February 2, 2012. The grant requires completion of the project by June 30, 2012.

The FDLE grant application included a scope of work which described the project as installing an antenna and radio receiver at the Town's EOC which is housed at the Public Works facility. This description has become invalid as a new opportunity has become available.

The cell phone tower adjacent to the Sheriff's building, west of Town Hall, is now available for the installation of the "Eyes on Park" receiving antenna. The Palm Beach County Fire Rescue antenna on the cell phone tower has been abandoned. The "Eyes on Park" radio receiver, DVR and internet connection can be installed in the Sheriff's building. By installing the receiving antenna on the cell phone tower the height will provide a Town-wide opportunity for future additional wireless cameras to send a direct signal to one central location. The change to use the cell phone tower will require that the FDLE grant scope of work be amended.

When this antenna, receiver and recorder is reinstalled on the cell phone tower the internet connection at the 800 Park Avenue building will be discontinued and one new static IP address will be set up at the Sheriff's building. This static IP connection will cost approximately \$80.00 per month.

The cost estimate used in the grant application was for the installation at the cell phone tower and not at Public Works. The estimate was prepared by Econocom Inc. d/b/a Mobile Communications, the same company that installed the "Eyes on Park" equipment. Due to warranty and performance considerations, the Town will use this same company to remove and reinstall the equipment to the cell tower and Sheriff's building. They will honor their November 2011 price. The Town's funding contribution will be \$1,493.75.

Staff recommend approval for the Town to request amending the FDLE grant scope of work and to request a time extension.

RESOLUTION NO. 43-11-11

A RESOLUTION OF THE TOWN COMMISSION OF
THE TOWN OF LAKE PARK, FLORIDA
AUTHORIZING THE MAYOR TO SIGN AND
SUBMIT THE GRANT APPLICATION FOR THE
2011 FLORIDA DEPARTMENT OF LAW
ENFORCEMENT GRANT

WHEREAS, the Town of Lake Park ("Town") is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town desires to implement strategies that will prevent crime in the community; and

WHEREAS, the Florida Department of Law Enforcement has made \$5,459 available to the Town to use in crime prevention and amelioration; and

WHEREAS, using the program-qualified strategy of 'planning, evaluation, and technology improvement programs' have the greatest potential for long range impact on crime in the downtown; and

WHEREAS, the proposed project meets both the strategic needs of the community and the funding proposal guidelines.

NOW, THEREFORE, BE IT RESOLVED by the Town Commission of the Town of Lake Park, Florida:

SECTION 1. The Town Commission authorizes and directs the Mayor to sign and submit the application for 2011 FDLE grant funding.

SECTION 2. This Resolution shall take effect immediately upon its adoption.

The foregoing Resolution was offered by Vice-Mayor Rumsey who moved its adoption. The motion was seconded by Commissioner Stevens and upon being put to a roll call vote, the vote was as follows:

	AYE	NAY
MAYOR JAMES DUBOIS	<u>/</u>	<u>—</u>
VICE-MAYOR KENDALL RUMSEY	<u>/</u>	<u>—</u>
COMMISSIONER STEVEN HOCKMAN	<u>—</u>	<u>/</u>
COMMISSIONER JEANINE LONGTIN	<u>—</u>	<u>/</u>
COMMISSIONER TIM STEVENS	<u>/</u>	<u>—</u>

The Town Commission thereupon declared the foregoing Resolution NO. 43-11-11 duly passed and adopted this 16 day of November, 2011.

TOWN OF LAKE PARK, FLORIDA

BY: James Dubois
JAMES DUBOIS
MAYOR

ATTEST:

Vivian Lemley
VIVIAN LEMLEY
TOWN CLERK



Approved as to form and legal sufficiency:

BY: Thomas J. Baird
THOMAS J. BAIRD
TOWN ATTORNEY

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - Direct

Section B Administration

Subgrant Recipient

Organization Name: Town of Lake Park

County: Palm Beach

Chief Official

Name: James DuBois

Title: Mayor

Address: 535 Park Avenue

City: Lake Park

State: FL **Zip:** 33403

Phone: 561-881-3312 **Ext:**

Fax: 561-881-3314

Email: jdubois@lakeparkflorida.gov

Chief Financial Officer

Name: Anne Costello

Title: Director of Finance

Address: 535 Park Avenue

City: Lake Park

State: FL **Zip:** 33403

Phone: 561-881-3351 **Ext:**

Fax: 561-881-3358

Email: acostello@lakeparkflorida.gov

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - Direct

Section #1 Administration

Implementing Agency

Organization Name: Town of Lake Park

County: Palm Beach

Chief Official

Name: James DuBois

Title: Mayor

Address: 535 Park Avenue

City: Lake Park

State: FL **Zip:** 33403

Phone: 561-881-3312 **Ext:**

Fax: 561-881-3314

Email: jdubois@lakeparkflorida.gov

Project Director

Name: Maria Davis

Title: Town Manager

Address: 535 Park Avenue

City: Lake Park

State: FL **Zip:** 33403

Phone: 561-881-3304 **Ext:**

Fax: 561-881-3314

Email: mdavis@lakeparkflorida.gov

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - Direct

Section 2: Project Overview

General Project Information

Project Title: EYES ON PARK MONITORING PROJECT
Subgrant Recipient: Town of Lake Park
Implementing Agency: Town of Lake Park
Project Start Date: 2/1/2012 **End Date:** 6/30/2012

Problem Identification

High crime rates in the commercial district impede development efforts.

According to the Florida Department of Law Enforcement, the Crime Rate/100,000 in the State of Florida for 1/1/2010 through 12/31/2010 was 4,132.7. Palm Beach County's Crime Rate/100,000 for that period was 4,661.6. Lake Park's Crime Rate/100,000 for the same period was 7,720.4. This is public record. This is available to business owners deciding whether to locate their business in Lake Park, and it is available to business owners who are deciding whether to relocate their families to a community with the third highest crime rate in the entire County. (See attached County and Municipal Offense Data, January-December 2010)

The Town of Lake Park and the Community Redevelopment Agency have spent the last four years cleaning up the alleyways behind the stores in the redevelopment area; rehabilitating and landscaping Park Avenue, the main street through downtown; and we have worked hard to create incentives that will fill in the vacant storefronts. We are promoting Lake Park's downtown as a good, affordable, growing place to open a business.

Following the robbery and shooting of a local ice cream man in December 2008 and the subsequent shooting of a Thrift Shop owner in the same vicinity the next summer, the Town Commission and the CRA Board marshaled sufficient funds to pay two new police officers to visibly patrol the area. Still, business persons have been reluctant to move in, and people are afraid to shop in the area.

The community received a grant (ARRA 2009 - \$42,416) to have security cameras installed in the primary problem area with the hope that this recently completed project will tip the public perception of the community's ability to insure safety in the downtown area. "Eyes on Park Avenue," adds an additional comfort level for our citizens, business owners. If effective, we should be able to entice mass transit stops and possibly a train station into the downtown, to help bring customers and foot traffic into the area.

These problems have taken a long time to come about, and will take some time to resolve. Our principle obstacle at this point is securing and monitoring the DVR equipment in an area that is effective for the wireless system (line of sight), cost effective for long-term operations, expandable, and sufficiently populated to enable routine monitoring and security of the feeds.

Project Summary (Scope of Work)

The Town of Lake Park is applying for a \$5,459 grant from the Florida Department of Law Enforcement to relocate the "Eyes on Park Avenue" DVR, and to install an antenna and radio receiver at the Town's Emergency Operations Center (EOC) which is housed at

Application Ref # 2012-JAGD-1150

Section #2 Page 1 of 3

Contract -JAGD-PALM- - -

Application for Funding Assistance

Florida Department of Law Enforcement

Justice Assistance Grant - Direct

Public Works facility. Due to budgetary constraints and convenience, these elements were initially installed at a Town owned facility in the downtown, but it has become apparent that the receiving and monitoring equipment need to be in a more secure area that can be more routinely monitored

The total project costs have been estimated at \$6,952.75 for parts, equipment and labor. To the extent possible, work not paid through the grant will be accomplished with in-house labor. This strategy gives us the opportunity to substantially reduce system operating costs, long term savings in project expansions to increase the monitored areas of the community.

Description	\$	FDLE Grant	In-Kind from Town	Total Cost	Parts	\$	1,313.00	\$	0.00	\$	1,313.00
Equipment	\$	750.00	\$	0.00	\$	750.00					
Labor	\$	3,396.00	\$	1,494.00	\$	4,890.00					
Total	\$	5,459.00	\$	1,494.00	\$	6,953.00					

11 Cameras monitor Park Avenue, from 7th Street through 10th Street and in the alleyways behind the businesses on both sides of Park Avenue. We routinely monitor crime in this area and through out the town, we will monitor the FDLE Statistics to measure the impact of the project. All live video streams are available continuously over the Sheriff's vehicle computers. The system has already provided invaluable information on a recent robbery that took place in the downtown.

Application for Funding Assistance

Florida Department of Law Enforcement

Justice Assistance Grant - Direct

Section 2: Project Overview

Section Questions:

Question: Does the Subgrantee receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: No

Question: Does the Implementing Agency receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: No

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - Direct

Section 3: Performance

General Performance Info:

Performance Reporting Frequency: Quarterly

Federal Purpose Area: 006 - Planning, Evaluation & Technology Improve. Progs.

State Purpose Area: F - Contractual Support - Purchase Contractual Support

Objectives and Measures

Objective: 29.F - Number of contractual support hours paid with JAG funds

Objective: 30.F - Number of departments that report a desired change in efficiency or in program quality

Objective: 54.F - Types of contractual support paid with JAG funds

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - Direct

Section 3: Performance

Section Questions:

Question: If "other" was selected for the geographic area, please describe.

Answer: Geographic area is the Downtown Park Avenue CRA Disreict

Question: If "other" was selected for location type, please describe.

Answer: Location is at the Town Emergency Operations Center at the junction of Park Avenue and Old Dixie Highway

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - Direct

Section 4: Financial

General Financial Info:

Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000355

Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$5,459.00	\$0.00	\$5,459.00
Expenses	\$0.00	\$1,494.00	\$1,494.00
Operating Capital Outlay	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$5,459.00	\$1,494.00	\$6,953.00
Percentage	78.5128	21.4871	100.0

Project Generated Income:

Will the project earn project generated income (PGI) ? No

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - Direct

Section 4: Financial (cont)

Budget Narrative:

Contractual:

Description	Unit Price	Quantity	Total
PARTS			
Canopy Access Point	\$630.00	1	\$630.00
Canopy Antenna	\$ 56.00	1	\$ 56.00
Surge Suppressor	\$ 28.00	1	\$ 28.00
Shielded Cat 5 Outdoor Cable	\$ 1.05/ft	500	\$525.00
GPS Fascia Mount	\$ 55.00	1	\$ 55.00
Cat 5 cable connectors Shielded	\$ 1.25	15	\$ 18.75
Misc Parts, Fasteners, connectors	\$200.00	1	\$200.00
EQUIPMENT			
Lift Rental/Day	\$375.00	2	\$750.00
LABOR			
Tower Crew	\$1,750.00	1	\$1,750.00
15 Man Hours Labor to Install	\$ 60.00	15.1	\$ 906.00
High Level Tech	\$ 90.00	6	\$ 540.00
Total			\$ 5,459.00

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - Direct

Section 4: Financial

Section Questions:

Question: If salaries and benefits are included in the budget as actual costs for staff in the implementing agency, is there a net personnel increase, or a continued net personnel increase from the previous Byrne program?

Answer: none

Question: If benefits are to be included, are they reflected in the budget narrative?

Answer: none

Question: Indicate the Operating Capital Outlay threshold established by the subgrantee or implementing agency, if it is the sheriff's office.

Answer: none

Question: If indirect cost is included in the budget, indicate the basis for the plan (e.g. percent of salaries and benefits), and provide documentation of the appropriate approval of this plan.

Answer: none

Question: If the budget includes services based on unit costs, provide a definition and cost for each service as part of the budget narrative for contractual services. Include the basis for the unit costs and how recently the basis was established or updated.

Answer: Contractor's estimate

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - Direct

Section 5: Standard Conditions

Insert Standard Conditions Page here.

Application Ref # 2012-JAGD-1150

Section #5 Page 1 of 1

Contract -JAGD-PALM- - -

Rule Reference 11D-9.006 OCJG-005 (rev. April 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - Direct

Section 6 Signatures

In witness whereof, the parties affirm they each have read and agree to the conditions set forth in this agreement, have read and understand the agreement in its entirety and have executed this agreement by their duty authorized officers on the date, month and year set out below.

Corrections on this page, including Strikeovers, whiteout, etc. are not acceptable.

State of Florida
Department of Law Enforcement
Office of Criminal Justice Grants

Signature: _____

Typed Name and Title: _____

Date: _____

Subgrant Recipient
Authorizing Official of Governmental Unit
(Commission Chairman, Mayor, or Designated Representative)

Typed Name of Subgrant Recipient: _____

Signature: James DuBois

Typed Name and Title: James DuBois, Mayor

Date: November 16, 2011

Implementing Agency
Official, Administrator or Designated Representative

Typed Name of Implementing Agency: _____

Signature: _____

Typed Name and Title: _____

Date: _____

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - Direct

Section 7: Certifications and Authorizations

Insert Certifications and Authorizations here.



Florida Department of
Law Enforcement

Gerald M. Bailey
Commissioner

Office of Criminal Justice Grants
Post Office Box 1489
Tallahassee, Florida 32302-1489
(850) 617-1250
www.fdle.state.fl.us

Rick Scott, Governor
Pam Bondi, Attorney General
Jeff Atwater, Chief Financial Officer
Adam Putnam, Commissioner of Agriculture

FEB 2 2012

The Honorable James DuBois
Mayor
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

2/7/12

Re: Contract No. 2012-JAGD-PALM-6-C5-131

Dear Mayor DuBois:

The Florida Department of Law Enforcement is pleased to award an Edward Byrne Memorial Justice Assistance Grant to your unit of government in the amount of \$ 5,459.00 for the project entitled, EYES ON PARK MONITORING PROJECT. These funds shall be utilized for the purpose of reducing crime and improving public safety.

A copy of the approved subgrant application with the referenced contract number is enclosed for your file. All correspondence with the Department should always refer to the project number and title.


Your attention is directed to the Standard Conditions of the subgrant. The Standard Conditions should be reviewed carefully by those persons responsible for project administration to avoid delays in project completion and costs reimbursements.

The enclosed Certification of Acceptance should be completed and returned to the Department within 30 calendar days from the date of award. This certificate constitutes official acceptance of the award and must be received by the Department prior to the reimbursement of any project expenditures.

State of Florida
Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32308

CERTIFICATION OF ACCEPTANCE

The subgrantee, through its authorized representative, acknowledges receipt and acceptance of subgrant award number 2012-JAGD-PALM-6-C5-131, in the amount of \$ 5,459.00, for a project entitled, EYES ON PARK MONITORING PROJECT, for the period of 02/01/2012 through 06/30/2012, in accordance with the Budget and Budget Narrative contained in the subgrant application, and subject to the Florida Department of Law Enforcement Conditions of Agreement and any special conditions governing this subgrant.



Signature of Subgrantee's Authorized Official

James DuBois Mayor

Typed Name and Title of Official

February 15, 2012

Date of Acceptance

Name of Subgrantee

State of Florida
Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32308

SUBGRANT AWARD CERTIFICATE

Subgrantee: Town of Lake Park

Date of Award: 2-2-12

Grant Period: From: 02/01/2012 TO: 06/30/2012

Project Title: EYES ON PARK MONITORING PROJECT

Grant Number: 2012-JAGD-PALM-6-C5-131

Federal Funds: \$ 5,459.00

State Agency Match:

Local Agency Match: \$ 0.00

Total Project Cost: \$ 5,459.00

State Purpose Area: F : Contractual Support - Purchase Contractual Support

CFDA No.: 16.738

Award is hereby made in the amount and for the period shown above of a subgrant under Title I of the Omnibus Crime Control and Safe Streets Act of 1968, P.L. 90-351, as amended, and the Anti-Drug Abuse Act of 1988, P.L. 100-690, to the above mentioned subgrantee and subject to any attached or special conditions.

This award is subject to all applicable rules, regulations, and conditions as contained in the current edition of the Office of Justice Programs Financial Guide, Common Rule for State and Local Governments and A-87, or OMB Circulars A-110 or A102, as applicable, and A-21, in their entirety. It is also subject to such further rules, regulations and policies as may be reasonably prescribed by the State or Federal Government consistent with the purposes and authorization of P.L. 90-351, as amended, and P.L. 100-690.

SUBGRANT AWARD CERTIFICATE (CONTINUED)

This grant shall become effective on the beginning date of the grant period provided that within 30 days from the date of award, a properly executed Certification of Acceptance/Request for Payment is returned to the department.

Clayton H. Wilder

Authorized Official
Clayton H. Wilder
Administrator

2-2-12

Date

() This award is subject to special conditions (attached).

City of Lake Park Wireless Video Relocation				
Quantity	Part#	Description	Price	extended price
1	5760ap	Canopy access point	\$630.00	\$630.00
1	lens1	Canopy antenna	\$56.00	\$56.00
1	600ssc	Surge Suppressor	\$28.00	\$28.00
500	cat5sh	Shielded cat 5 outdoor cable	\$1.05	\$525.00
1	GPSM	GPS Fascia Mount	\$55.00	\$55.00
15	rj45s	Cat 5 cable connectors Shielded	\$1.25	\$18.75
Total Parts				\$1,312.75
Labor Costs				
2		Days of lift rental	\$375.00	\$750.00
1		Tower Crew	\$1,750.00	\$1,750.00
40		Man Hours Labor (Equipment removal and reinstallation)	\$60.00	\$2,400.00
6		Man Hours Labor High Level Tech	\$90.00	\$540.00
1		Miscellaneous parts Fasteners, connectors and jumpers	\$200.00	\$200.00
Total Labor				\$5,640.00
Total Project Cost				\$6,952.75

TAB 11