



**City of Palm Coast**  
**Agenda**  
**CMT/VIRTUAL CITY**  
**COUNCIL SPECIAL**  
**MEETING IMMEDIATELY**  
**FOLLOWING SPECIAL**  
**BUDGET WORKSHOP**

City Hall  
160 Lake Avenue  
Palm Coast, FL 32164  
[www.palmcoastgov.com](http://www.palmcoastgov.com)

*Mayor Milissa Holland*  
*Vice Mayor Nick Klufas*  
*Council Member Eddie Branquinho*  
*Council Member Robert G. Cuff*

---

**Tuesday, July 28, 2020**

**9:00 AM**

**Community Wing**

---

**City Staff**

**Matthew Morton, City Manager**

**William Reischmann, City Attorney**

**Virginia A. Smith, City Clerk**

> Public Participation shall be in accordance with Section 286.0114 Florida Statutes.

> Other matters of concern may be discussed as determined by City Council.

> If you wish to obtain more information regarding the City Council's agenda, please contact the City Clerk's Office at 386-986-3713.

> In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk at 386-986-3713, at least 48 hours prior to the meeting.

> City Council Meetings are streamed live on YouTube at <https://www.youtube.com/user/PalmCoastGovTV/live>.

> All pagers and cell phones are to remain OFF while City Council is in session.

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE TO THE FLAG**

**C. ROLL CALL**

**D. DISCUSSION**

- 1. DISCUSSION AND SELECTION TO SHORTLIST CANDIDATES FOR THE VACANT DISTRICT  
2 CITY COUNCIL SEAT**

**E. ADJOURNMENT**

# City of Palm Coast, Florida Agenda Item

Agenda Date : 07/28/2020

<b>Department</b>	CITY CLERK	<b>Amount</b>
<b>Item Key</b>	8446	<b>Account</b>
<b>Subject</b>	DISCUSSION AND SELECTION TO SHORT LIST CANDIDATES FOR THE VACANT DISTRICT 2 CITY COUNCIL SEAT	
<b>Presenter</b>	Virginia Smith, City Clerk	
<b>Background :</b>	<p>At the July 14, 2020 Special Meeting, City Council discussed the process to fill the vacant District 2 Council seat. City Council requested the City Clerk to advertise for the vacant seat and have a Special Meeting to short list the applicants to be interviewed in person at the August 4, 2020 City Council Business Meeting.</p> <p>The City Clerk received four applications for Council's review and consideration. All applicants have been qualified by the City Clerk to fill the vacant seat.</p> <p>Attached to this item are the applications for Council's review and consideration to short list the applicants for panel interviews to be held at in person at the August 4, 2020 Business Meeting. Council will select their appointee and that applicant will be sworn in at the same meeting on August 4, 2020. The term of the newly appointed Council Member will be from August 4, 2020 to November 18, 2020. As a reminder the appointment requires the majority vote of the remaining Council Members. All applicants will remain in a separate room while an applicant is in being interviewed by Council during the meeting. Proper COVID-19 precautions and CDC recommendations will be followed.</p>	
<b>Recommended Action :</b>	For discussion and to short list the applicants to interview for the temporary seat vacated due to CM Howell's resignation.	

Rec'd by VB  
on 7-20-2020  
@ 5:00pm

# Jonathan S. Netts

17 Flintstone Court  
Palm Coast, FL 32137

July 20, 2010

The Honorable Mayor Milissa Holland and  
Honorable City Council Members

With this letter I am pleased to submit my name for consideration for appointment to the approximately three-month vacancy on the City Council.

As you can see from my attached resume' I can bring to Council a sense of history. As a Council Member and later as Mayor, I was part of the early planning for our City. Since Council is in the midst of Budget Preparation, my prior experience will allow me to take a meaningful role in helping make the final Budget decisions.

I appreciate your consideration of my application.

Sincerely,

**Jon Netts is seeking appointment  
to Palm Coast City Council, District 2.**

Jon holds both a bachelor's and a master's degree in Science and completed his Doctoral Coursework in Administration, Policy and Urban Education at Fordham University. Jon served as a classroom teacher, a district-wide school administrator and before retiring, as the Director of the New Jersey Provisional Teacher Training Consortium for the State's Department of Education. Jon was a licensed Real Estate Broker and taught college courses in Real Estate Law and Investment.

While in New Jersey, Jon served eight years on his local Planning Board and four consecutive terms as a City Councilman. He served as a Red Cross Chapter Chair, as Vice-President of the New Jersey Council of Red Cross Chapters, as Statewide Volunteer Administrator-Director for Health and Safety Services, and on the Red Cross National Volunteer Faculty for First Aid and Water Safety.

In 1992 Jon and his wife, Priscilla, moved to Palm Coast and have lived here ever since. As a Palm Coast resident, Jon served on numerous local and regional Boards and Committees including Director of the Palm Coast Historical Society, Director of Enterprise Flagler, and Executive Board member of Flagler Habitat for Humanity.

Jon served six years as Palm Coast District 2 City Councilman, and nine years as Mayor. He was twice named "Citizen of the Year" by the Elks Lodge 2709.

Jon chaired the Flagler County Advisory Committee on School Impact Fees and served on other Flagler County Committees including the "Law and Public Safety Advisory Council", the "Intracoastal Regulation Committee" and the "Blue-Ribbon Landfill Advisory Committee". Jon is a graduate of "Leadership Flagler." Jon was appointed to the Florida Fish and Wildlife Commission's statewide Boating Advisory Committee on Boating Safety.

Gov. Jeb Bush appointed Jon to the Board of the Northeast Florida Regional Council and by Gov. Charlie Crist to the Board of the Florida Inland Navigation District (FIND), where he served as Chair and is currently serving as Treasurer. During his time on the FIND Board, Jon has helped bring over 3 million dollars in competitive grants to Flagler County and its Cities.

. He was featured in *Florida Trend Magazine* as “a man to watch” for his environmental initiatives.

Jon’s regional expertise led to his appointment as a Commissioner representing Flagler County on the Northern Florida Regional Transportation Study Commission. In that same year, Jon was named “Golden Eagle Honoree” by the Central Florida Boy Scout Council.

Jon served as Chair of the Board of the Regional Community Institute; a seven-county public/private “Visioning Committee.” The Regional Institute honored Jon with their “Excellence in Leadership” award.

Jon’s knowledge and experience are wildly recognized. Look at what others have said about him:

*“In the 15+ years that I have known and worked with Jon. I have found him to be experienced, thoughtful, professional, timely, decisive, intelligent, educated, informed, and fair and balanced in all matters.”*

*Mark Crosley, Executive Director  
Florida Inland Navigation District*

*“Jon is one of the brightest elected officials I’ve ever known in my career. He understands issues.”  
Brian Teeple, Former CEO  
Northeast Florida Regional Council*

**CITY OF PALM COAST**  
**APPLICATION VACANT SEAT DISTRICT 2**

Thank you for your interest in serving the City of Palm Coast. This is for the remainder of Council Member Jack D. Howell's term, which will end November 17, 2020. This is a limited appointment. **Applications are due on July 24, 2020 @ noon.**

Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration for the appointment of District 2.

**Please be advised that background screening of all applicants is required.**

**PLEASE ATTACHED A RÉSUMÉ AND A LETTER OF INTEREST**

- \* Applicants must reside in District 2, maintain residency in District 2 for duration of appointment, and must reside in District 2 for at least 45 weeks in the year.
- \* Council Members are required to file a Financial Disclosure Form 1 with the City Clerk at time of appointment and **ANNUALLY** thereafter with the Flagler County Supervisor of Elections.

**CITY COUNCIL MEMBERS ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.**

**1. PERSONAL**

Name: JONATHAN S. NETTS E-mail address: JONNETTS@PCFC.NET  
 District #: 2  
 Residence Address: 17 PLINTSTONE CT. State: FL Zip: 32137  
 City: Palm Coast  
 Mailing Address (If Different from Residence): \_\_\_\_\_  
 Business Phone: (C) 986-931-2758  
 Home Phone: 386-445-2121 Place of Birth: ENCLWOOD, N.J.  
 Date of Birth: 6/2/42  
 How long have you been a permanent resident of Palm Coast? 28 yrs  
 Do you reside in District 2 for at least 45 weeks in the year?  Yes  No  
 What year did you become a continuous resident of the City of Palm Coast? 1992

List all places of residence for the last five years.

Address	City & State	From	To
<u>SEE ABOVE</u>			
<u>17 PLINTSTONE CT.</u>	<u>Palm Coast, FL</u>	<u>1992</u>	<u>32137</u>

Are you a registered voter in Flagler County?  Yes  No  
 Have you ever used or been known by any other legal name?  Yes  No  
 If yes, explain: \_\_\_\_\_

Are you a citizen of the United States?  Yes  No

If no, explain: \_\_\_\_\_

If you are a naturalized citizen of the United States, date of naturalization: \_\_\_\_\_

**2. EMPLOYMENT HISTORY** (A résumé may be attached at the option of the applicant) (If retired, please still list your previous occupation and employment history.)

If retired, please list your occupation before retirement: \_\_\_\_\_

Occupation: RETIRED

Current Employer: SCHOOL ADMIN.

Current Business Address: \_\_\_\_\_

City State Zip Phone #

List all of your employment history during the last five years. Include employers' name, business address, type of business, occupation, or job title and period(s) of employment.

Employer & Address	Type of Business	Occupational Title	Period of Employment
<u>ORION DWING</u> <u>DAYTONA, FL.</u>	<u>MARINE DWING</u>	<u>CAPT.</u>	<u>1994-2019</u>

Have you ever been employed by any state, district, or local governmental agency in Florida?  Yes  No  
If yes, identify the position(s), the name(s) of the employing agency and the period of employment.

Position Employee Agency Period of Employment

**3. EDUCATION**

High School: ST. PETERS SCHOOL, NY.

Year Graduated: 1960

List postsecondary educational institutions or programs attended:

Name & Location	Dates Attended	Certificate/Degrees Received
<u>Fairleigh Dickinson Univ.</u>	<u>1968-1972</u>	<u>BS, MS.</u>
<u>FORDHAM Univ.</u>	<u>1980-83</u>	

**4. MILITARY SERVICE**

Are you or have you ever been a member of the Armed Forces?  Yes  No

Date of Service: \_\_\_\_\_

Branch or Component: \_\_\_\_\_

Date and Type of Discharge: \_\_\_\_\_

**5. INTEREST/ACTIVITIES/COMMUNITY AND/OR CIVIC INVOLVEMENT?**

Are you currently or have you ever served on any City Volunteer Board or Committee?  Yes  No

If yes, which Board or Committee? CODE ENFORCEMENT

List any business, professional, occupational, civic, or fraternal organizations or community groups of which you have been a member during the past five (5) years. (ON NEXT PAGE)

Name of Organization(s)

ENCLOSURE # 2709, Palm Coast

6. QUALIFICATIONS FOR APPOINTMENT

State your experiences and interests or elements of your personal history that qualify you for this appointment.

SERVED 4 TERMS AS COUNCILMAN - NORWOOD, NJ.  
TWO TERMS (6 YRS) Palm Coast City Council  
TWO TERMS (9 YRS) Palm Coast Mayor

Have you received any degree(s), professional certification(s), or designation(s) related to the subject matter of this appointment? If yes, list below:  Yes  No

SEE RESUME

Do you currently hold any office or position (appointive, civil service, or other) with any government entity? If yes, list below:  Yes  No

FLORIDA CIVIL REPRESENTATIVE - FLORIDA INLAND  
NARRATION DISTRICT (FINN)

Have you ever been elected or appointed to any public office? If yes, list below:  Yes  No

Office Title                                      Date of Election or Appointment                                      Term of Office                                      Level of Government

COUNCILMAN  
Mayor                                      SEE ABOVE

Have you or a business of which you have been an owner, officer, or employee, held any contractual or other direct dealings during the last four (4) years with City government, including the City of Palm Coast to which you have been appointed or are seeking appointment?  Yes  No If yes, explain below:

Name of Business                                      Relationship to the Business                                      Business Relationship to Agency

Have you held or do you hold any occupational or professional licenses(s) in the State of Florida?  Yes  No If yes, provide the information below. If any disciplinary action (fine, probation, suspension, revocation, disbarment, etc.) has been taken against you by the issuing authority, state the type and date of this action.

License/certificate Title & No.                                      Original Date of Issuance                                      Issuing Authority                                      Disciplinary Action/Date



How do you believe that your education, experience, talents and skills will benefit the work of the City Council and are you willing to act as a decision maker and not as an advocate, as required by law?

YES - PLEASE SEE MY ATTACHED RESUME

**7. REFERENCES – Please list three references (business and/or personal)**

CLARE HOUENTON 20 CEDARHURST CT. P.C. (386) 446-9330  
Name, Address & Telephone Number

JOHN G. PELO 3 CLAYTON CT. W. P.C. (386) 597-2842  
Name, Address & Telephone Number

SHARON WEIRAN 4 CEDARHURST CT. P.C. (386) 447-1180  
Name, Address & Telephone Number

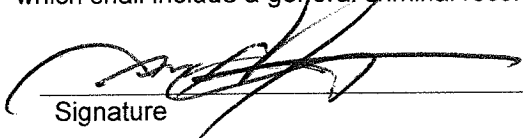
**8. ACKNOWLEDGMENT**

*If required by law, will you file a financial disclosure statement?*  Yes  No

I understand the responsibilities associated with being a member of the City Council and that I am subject to financial disclosure laws and ex parte communications rules and that I will be subject to the Code of Ethics for Public Officers and Employees and City rules of conduct.

I certify that I have adequate time to serve if appointed and that I will serve in accordance with the requirements of the City Council to which I am appointed.

Further, by executing this application below, I am authorizing City staff to perform a personal background screening, which shall include a general criminal records check and other checks relative to City Council for which I am applying.

  
Signature

\_\_\_\_\_  
Date

**RETURN TO:** City Clerk's Office  
City of Palm Coast  
160 Lake Avenue  
Palm Coast, Florida 32164

**PHONE:** 386-986-3713  
**FAX:** 386-986-3714  
**EMAIL:** [vsmith@palmcoastgov.com](mailto:vsmith@palmcoastgov.com)  
**WEBSITE:** [www.palmcoastgov.com](http://www.palmcoastgov.com)

**ALL CITY COUNCIL MEMBERS ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.**

**\*SUNSHINE LAW:** The primary purpose of Government in the Sunshine Law is to assure public access to the decisionmaking processes of public boards and commissions. The Sunshine Law extends to discussions and deliberations as well as to formal actions taken by boards and commissions.

Rec'd by VB  
on 7-23-2020  
@ 9:34pm

July 23, 2020

Palm Coast City Council Members

Re: Vacancy of District 2 City Council Seat

Dear Mayor and City Council,

I understand that you will be seeking to fill the vacant city council seat for the remainder of Council Member Jack Howells term. I believe that I will be an excellent candidate for this position and look forward to working with all of you.

In 2014 I was working from home in Michigan and it did not take long into the winter for me to begin to realize that a remote position meant I could live anywhere in the U.S. Most importantly, I did not have to put myself through the pain of snow and ice anymore. Getting my wife and two kids on board was not difficult and we began looking for places to live. The qualifications were simple; we had to be near beaches, yearlong warm weather and affordable. Great schools were necessary and Ideally the place would be focused on growth and preservation of natural areas. After researching a ton of cities in the continental U.S. Palm Coast stood out as a perfect place for us. Almost five years later I have no regrets. My son graduated from FPCHS in 2020 and my daughter will be a senior this upcoming school year. We are proud to celebrate the diversity and growth of the city around us and recently decided to purchase a home and stay awhile.

Professionally I am extremely excited about the direction Palm Coast has been heading. Key drivers for this include the introduction of Palm Coast Connect on the Sales Force Platform and the Tech Beach Hackathon held last year. I would love to be part of expanding these projects and hope that this will promote growth of the Information Technology industry in Palm Coast. I would be honored to be an influencer in this direction.

Thank you for taking the time to review my application. You can call, email or text anytime if there are any further questions I can answer. I will look forward to hearing from you soon.

Sincerely,

Hung Hilton

Mobile: (231) 225-1638

hvhilton@gmail.com

# Hung Hilton

25 Lamont Ln. Palm Coast, FL 32137  
hvhilton@gmail.com  
(231)225-1638

*"The way to get started is to quit talking  
and begin doing"*  
-Walt Disney

---

## Skills

- Enterprise Architecture
- IT Management
- Business Analysis
- Project management
- Enterprise Software
- Software Test Automation
- SQL Server
- Java
- DevOps

---

## Summary & Accomplishments

I am an experienced leader in information technology with success as a hands on member and leading teams across a the breadth of I.T. Disciplines. This includes experience with data analytics, network and infrastructure design, contact center / telephony and green field .Net and Java development. This vast range of experience, with many great success stories, makes me uniquely qualified to lead teams that leverage people, process and technology to create business value.

---

## Employment Details

### **Sr. Solutions Architect**

February 2014 - Present  
Gerber Life Insurance

### **Senior Technical Consultant**

November 2010 – February 2014  
Gerber Life Insurance

### **Technical Consultant**

November 2008 - November 2010  
Gerber Life Insurance

### **Call Center Technology Specialist**

March 2005 – November 2008  
Gerber Life Insurance

### **Customer Service Contact Center Agent**

April 2004 – March 2005  
Gerber Life Insurance

Key career accomplishments include:

- Received Novarica Impact Award in insurance core digital transformation as a team for the new business and underwriting system we delivered at Gerber Life Insurance. I have been the solutions architect on this team since 2014
- Designed insurance new business and underwriting platform that met business objectives while complying with rigorous regulatory and corporate security standards.
- Assisted to build development team and lead the implementation of the development and deployment (devOps) life cycle
- Organized enterprise architecture review board to review all projects for strategic alignment with business objectives
- Implemented all in one contact center VoIP system including IVR, ACD, WFM and non-contact center PBX functionality
- Designed and implemented Active Directory network
- Designed and implemented Citrix XenServer virtualization environment
- Designed, developed and maintained reporting and marketing datamart and data warehouse solutions.
- Previously licensed life and health insurance produce in all 50 states

---

## Education & Certifications



**Certified Information Systems Security  
Professional (CISSP)**  
ISC<sup>2</sup>



**TOGAF Enterprise Architect**  
The Open Group

**B.S. Information Technology Management**  
Western Governors University, 2013

**CITY OF PALM COAST**  
**APPLICATION VACANT SEAT DISTRICT 2**

Thank you for your interest in serving the City of Palm Coast. This is for the remainder of Council Member Jack D. Howell's term, which will end November 17, 2020. This is a limited appointment. **Applications are due on July 24, 2020 @ noon.**

Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration for the appointment of District 2. City Council does not intend to appoint anyone that is running for City Council in the upcoming election.

**Please be advised that background screening of all applicants is required.**

**PLEASE ATTACHED A RÉSUMÉ AND A LETTER OF INTEREST**

- \* **Applicants must reside in District 2, maintain residency in District 2 for duration of appointment, and must reside in District 2 for at least 45 weeks in the year.**
- \* **Council Members are required to file a Financial Disclosure Form 1 with the City Clerk at time of appointment and ANNUALLY thereafter with the Flagler County Supervisor of Elections.**

**CITY COUNCIL MEMBERS ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.**

**1. PERSONAL**

Name: Hung Hilton E-mail address hvhilton@gmail.com

Residence Address: 25 Lamont Ln District # 2

City: Palm Coast State: FL Zip: 32137

Mailing Address (If Different from Residence): \_\_\_\_\_

Home Phone (231)225-1638 Business Phone: \_\_\_\_\_

Date of Birth: July 20, 1981 Place of Birth: Muskegon, MI

How long have you been a permanent resident of Palm Coast? 4 yrs 7 mos

Do you reside in District 2 for at least 45 weeks in the year?  Yes  No

What year did you become a continuous resident of the City of Palm Coast? 2015

List all places of residence for the last five years.

Address	City & State	From	To
25 Lamont Ln	Palm Coast, FL	March, 2020	- Present
3 Robin Pl	Palm Coast, FL	December, 2015	- March, 2020
760 N. Buys Rd	Muskegon, MI	June, 2013	- December, 2015

Are you a registered voter in Flagler County?  Yes  No

Have you ever used or been known by any other legal name?  Yes  No

If yes, explain: \_\_\_\_\_

Are you a citizen of the United States?  Yes  No

If no, explain: \_\_\_\_\_

If you are a naturalized citizen of the United States, date of naturalization: \_\_\_\_\_

**2. EMPLOYMENT HISTORY** (A résumé may be attached at the option of the applicant) (If retired, please still list your previous occupation and employment history.)

If retired, please list your occupation before retirement: \_\_\_\_\_

Occupation: Sr. Solutions Architect Current Employer: Gerber Life Insurance Company

Current Business Address: 1311 Mamoroneck Ave Suite 350

White Plains NY 10605 (231)928-3309  
City State Zip Phone #

List all of your employment history during the last five years. Include employers' name, business address, type of business, occupation, or job title and period(s) of employment.

<u>Employer &amp; Address</u>	<u>Type of Business</u>	<u>Occupational Title</u>	<u>Period of Employment</u>
Gerber Life Insurance Company	Insurance	Sr. Solutions Architect	March 2005 - Present

Have you ever been employed by any state, district, or local governmental agency in Florida?  Yes  No  
If yes, identify the position(s), the name(s) of the employing agency and the period of employment.

<u>Position</u>	<u>Employee Agency</u>	<u>Period of Employment</u>

**3. EDUCATION**

High School: Reeths-Puffer High School; Muskegon, MI Year Graduated: 1999  
Name & Location

List postsecondary educational institutions or programs attended:

<u>Name &amp; Location</u>	<u>Dates Attended</u>	<u>Certificate/Degrees Received</u>
Western Governors University	2011-2013	B.S. Information Technology Management

**4. MILITARY SERVICE**

Are you or have you ever been a member of the Armed Forces?  Yes  No

Date of Service: \_\_\_\_\_

Branch or Component: \_\_\_\_\_

Date and Type of Discharge: \_\_\_\_\_

**5. INTEREST/ACTIVITIES/COMMUNITY AND/OR CIVIC INVOLVEMENT?**

Are you currently or have you ever served on any City Volunteer Board or Committee?  Yes  No

If yes, which Board or Committee? \_\_\_\_\_

List any business, professional, occupational, civic, or fraternal organizations or community groups of which you have been a member during the past five (5) years. (ON NEXT PAGE)

Name of Organization(s)

---

---

**6. QUALIFICATIONS FOR APPOINTMENT**

State your experiences and interests or elements of your personal history that qualify you for this appointment.

My family moved to Palm Coast because of the promise of a young city focused on growth and preservation of its natural surroundings.

Most importantly I would love to see Palm Coast continue to be an awesome city that uses technology to engage our citizens, encourage local growth and continue preserving the natural beauty around us.

---

Have you received any degree(s), professional certification(s), or designation(s) related to the subject matter of this appointment? If yes, list below:  Yes  No

---

---

Do you currently hold any office or position (appointive, civil service, or other) with any government entity? If yes, list below:  Yes  No

---

---

Have you ever been elected or appointed to any public office? If yes, list below:  Yes  No

<u>Office Title</u>	<u>Date of Election or Appointment</u>	<u>Term of Office</u>	<u>Level of Government</u>
---------------------	--	-----------------------	----------------------------

---

---

Have you or a business of which you have been an owner, officer, or employee, held any contractual or other direct dealings during the last four (4) years with City government, including the City of Palm Coast to which you have been appointed or are seeking appointment?  Yes  No If yes, explain below:

<u>Name of Business</u>	<u>Relationship to the Business</u>	<u>Business Relationship to Agency</u>
-------------------------	-------------------------------------	--

---

---

Have you held or do you hold any occupational or professional licenses(s) in the State of Florida?  Yes  No If yes, provide the information below. If any disciplinary action (fine, probation, suspension, revocation, disbarment, etc.) has been taken against you by the issuing authority, state the type and date of this action.

<u>License/certificate Title &amp; No.</u>	<u>Original Date of Issuance</u>	<u>Issuing Authority</u>	<u>Disciplinary Action/Date</u>
--	----------------------------------	--------------------------	---------------------------------

---

---

---

How do you believe that your education, experience, talents and skills will benefit the work of the City Council and are you willing to act as a decision maker and not as an advocate, as required by law?

I believe that my experiences and pragmatic approach to all things will make me an excellent candidate to the City Council. I have no problem acting as a decision maker with the best interest of the city in mind.

**7. REFERENCES – Please list three references (business and/or personal)**

Brian Gannuscio - Palm Coast, FL - (386)225 - 0823

Name, Address & Telephone Number

Scott MacKenzie - Palm Coast, FL - (386)237 - 2040

Name, Address & Telephone Number

Dan Rosati - Holmdel, NJ - (917)612 - 8013

Name, Address & Telephone Number

**8. ACKNOWLEDGMENT**

*If required by law, will you file a financial disclosure statement?*       Yes       No

I understand the responsibilities associated with being a member of the City Council and that I am subject to financial disclosure laws and ex parte communications rules and that I will be subject to the Code of Ethics for Public Officers and Employees and City rules of conduct.

I certify that I have adequate time to serve if appointed and that I will serve in accordance with the requirements of the City Council to which I am appointed.

**Further, by executing this application below, I am authorizing City staff to perform a personal background screening, which shall include a general criminal records check and other checks relative to City Council for which I am applying.**

*Hung Hilton*

Signature

July 23, 2020

Date

**RETURN TO:**      City Clerk's Office  
City of Palm Coast  
160 Lake Avenue  
Palm Coast, Florida 32164

**PHONE:**      386-986-3713  
**FAX:**      386-986-3714  
**EMAIL:**      [vsmith@palmcoastgov.com](mailto:vsmith@palmcoastgov.com)  
**WEBSITE:**      [www.palmcoastgov.com](http://www.palmcoastgov.com)

**ALL CITY COUNCIL MEMBERS ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.**

**\*SUNSHINE LAW:** The primary purpose of Government in the Sunshine Law is to assure public access to the decision-making processes of public boards and commissions. The Sunshine Law extends to discussions and deliberations as well as to formal actions taken by boards and commissions.

Rec'd by VB  
on 7-24-2020  
@ 8:30 am

To: Palm Coast City Council

From: William G. Schreiber

Subject: Application for Temporary Appointment to City Council

I am William "Bill" Schreiber and I herein submit my credentials for consideration to the temporary appointment of City Councilman for District 2 of the City of Palm Coast. I have been a permanent resident of the City of Palm Coast since the day of incorporation as well as before that specific date. I built my own residence in 1995, completing construction and obtaining the Certificate of Occupancy in January 1996 in what became District 2 of the city.

I am a retired Research Scientist with a mathematics and physics degree and have held upper level management positions in the commercial world with responsibilities for planning, budget and operations. This endowed me with a skill set of being able to identify problems and objectives, to formulate and implement a methodology, and to conduct appropriate tasks to achieve a successful result.

I was highly successful in the work world because I always fully applied myself, because I possessed an excellent skill set, and because I did then and do now have a highly proficient amount of COMMON SENSE. This allowed me to leave the business world in 1985 and change my lifestyle to one of personal exploration via my living on my sailboat and visiting areas of the US East Coast, Gulf of Mexico and multiple countries of the Caribbean.

I specifically voted against the incorporation of the city, but since the incorporation I have followed the progressions of city government more or less continuously. Although I have never openly participated, I do have some specific personal opinions relative to the progress of the governing of the city. I now personally feel that the incorporation was a good thing, with progress in many areas of service to the residents, such as parks and bike paths, road maintenance, controlled growth, landscaping, etc. I also feel there are still multiple areas where significant further progress can be obtained and I am sure that you are also cognizant of those areas.

Thank you for the opportunity to apply for this temporary position.





Resume of  
William Gary Schreiber

Education:

University of Tampa, Tampa, Florida 1967  
Bachelor of Science, Physics, Mathematics

Brevard Junior College, Cocoa, Florida 1962  
Associate of Arts

Individual graduate level courses taken at Florida Institute of Technology, Catholic University of America, Industrial College of the Armed Forces

Personal Data:

Permanent address: 27 Cheyenne Court  
Palm Coast, FL 32137

Telephone: 386-445-3453

Male Born November 21, 1942 Height 6' 1" Weight 215  
Health Excellent Married Two Grown Children

Professional Memberships

American Sailing Association -- Certified Sailing Instructor  
Boat Owners Association of the US  
United States Coast Guard Merchant Marine Masters License - 100 Ton Power and Sail. Originally issued in 1985 and renewed every five years since.

Professional Experience:

Mr. Schreiber has over 23 years industrial experience, including 18 years of technical, training and management experience in the field of underwater acoustics. He has held government clearances beyond the Top Secret level. Since his voluntary retirement in 1985, Mr. Schreiber obtained his USCG Masters License and has operated both power and sail vessels as Captain/Engineer on the US East Coast, Great Lakes and Gulf of Mexico. During the 10 year portion (1985-1995) of his voluntary retirement, Mr Schreiber was the "night crew" at Camachee Cove Yacht Harbor in St. Augustine, performing all the duties necessary to operate the marina during the night.

Pedro Menendez High School 2006-2007  
St. Augustine, Florida

Mr. Schreiber taught Honors Physical Science for the school year. He holds a Florida Teaching Certificate in Physics and Mathematics.

Voluntary Retirement 1985-2006  
St. Augustine, Florida

Mr. Schreiber and his wife left the "working world" in 1985 and moved aboard their 40ft sailboat. Based out of Camachee Cove in St. Augustine, they cruised the eastern US coast, the Bahamas and the Caribbean. Because both hold USCG Masters Licenses (100 Ton, Power and Sail), they have delivered vessels for the National Save the Sea Turtle Foundation, National Marine Institute, National Liquidators, and for various private owners. They have operated both power and sail vessels to 85 feet (over 50 different vessels) in both ocean and inland waters ranging from Boston, MA to the US Virgin Islands and from Bermuda to Texas. When in port at Camachee Cove they assumed the duties of night shift marina operators, assisting vessels

with docking, fueling and other services. They furnished night time security, assigned slips, took reservations and collected all appropriate fees for the services. They were occasionally called upon to assist the Coast Guard and/or Florida Marine Patrol with communications and search and rescue operations.

Early in 1995 Mr. Schreiber designed a three bedroom, three and one half bath residence, obtained all the permits and functioned as the prime contractor for his current residence, utilizing subcontractors on less than half of the total construction. He completed the residence and obtained the certificate of occupancy in early 1996.

St. Augustine High School  
St. Augustine, Florida 1985-1985

Mr. Schreiber taught Physics, Calculus and Physical Science for the first nine week grading period.

Planning Systems Incorporated  
Waialua, Oahu, Hawaii 1984-1985

Mr. Schreiber was assigned to manage the Hawaii office of the company and to also serve as the staff acoustics expert for a major Navy command located at the Pearl Harbor Navy Base. He planned and conducted acoustic experiments to quantify the performance of a long range passive acoustic underwater listening system. These experiments utilized both operational and exercise targets to measure system capabilities and to evaluate current operations. Upon experiment completion he prepared reports, briefing materials and training aids for his subsequent utilization in training enlisted Navy personnel relative to the physics of underwater sound transmission. He was additionally responsible for the administration of the Hawaii office, for management and accountability of operational funding and served as the security officer.

Planning Systems Incorporated  
Virginia Beach, Virginia 1974-1984

Prior to his assignment to Hawaii, Mr. Schreiber performed similiar duties on the staff of a major Navy command located in Norfolk, Virginia for a period of eleven years. For the last eight of those years, he also managed the Virginia Beach office of Planning Systems Inc., which consisted of up to fifteen technical staff members and support personnel, directing all technical undertakings of those staff members as well as discharging all administrative responsibilities associated with management, operation and security concerns of the office.

TRW Systems, Washington Operations  
McLean, Virginia 1972-1974

Mr Schreiber was assigned to the Surveillance Project Office as the project officer in charge of the development of active surveillance systems. In this capacity, he was responsible for monitoring, evaluating and directing the development of various active surveillance sensors.

TRACOR, Inc.  
Rockville, Maryland 1972-1972

As the head of the Test and Evaluation Section, Mr. Schreiber directed three engineering personnel in the development of a detailed evaluation plan for a submarine mounted towed acoustic array sonar.

TRW Systems, Washington Operations  
McLean, Virginia 1967-1972

Mr Schreiber was assigned to the Electronic System Laboratory, working in the field of underwater acoustics. He was assigned as a task member on several acoustic evaluations of various active and passive sonar systems and eventually worked as the task manager on several acoustic evaluation programs.

General Electric Company  
Clearwater, Florida

1966-1967

Mr. Schreiber performed basic research into neutron generation techniques and their applicability to atomic and nuclear explosive technology.

Virginia Beach Police Department  
Virginia Beach, Virginia

1978-1983

Mr. Schreiber joined the Virginia Beach Police Department in 1978 as an auxiliary officer. He attended the police academy, receiving approximately 260 hours of Law Enforcement training. He graduated in July 1978, first in a class of 16 cadets and immediately began service as a sworn Police Officer stationed in the Second Precinct. After riding with a field training officer for 40 hours he was certified to patrol in a single man unit. After one year he was promoted to the rank of field training officer and subsequently served as Assistant Precinct Coordinator and then 15 months as Precinct Coordinator. In this capacity, he worked directly with the precinct commander in scheduling auxiliary support of the regular officers. Although the coordinator position required significant administrative duties, he still managed to spend over 80 percent of his monthly 80-100 hours of volunteer police work on street patrol and crime investigations. He also served as an "in service" training officer and a fire arms safety and training officer. He resigned his position on the force just prior to transferring to Hawaii with his employer.



**CITY OF PALM COAST**  
**APPLICATION VACANT SEAT DISTRICT 2**

Thank you for your interest in serving the City of Palm Coast. This is for the remainder of Council Member Jack D. Howell's term, which will end November 17, 2020. This is a limited appointment. **Applications are due on July 24, 2020 @ noon.**

Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration for the appointment of District 2. City Council does not intend to appoint anyone that is running for City Council in the upcoming election.

**Please be advised that background screening of all applicants is required.**

**PLEASE ATTACHED A RÉSUMÉ AND A LETTER OF INTEREST**

- \* **Applicants must reside in District 2, maintain residency in District 2 for duration of appointment, and must reside in District 2 for at least 45 weeks in the year.**
- \* **Council Members are required to file a Financial Disclosure Form 1 with the City Clerk at time of appointment and ANNUALLY thereafter with the Flagler County Supervisor of Elections.**

**CITY COUNCIL MEMBERS ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.**

**1. PERSONAL**

Name: William G. Schreiber E-mail address: BSCAPTSAIL@AOL.COM  
 District # 2  
 Residence Address: 27 CHEYENNE CT  
 City: PALM COAST State: FL Zip: 32137  
 Mailing Address (If Different from Residence): N/A  
 Home Phone: 386-445-3453 Business Phone: N/A  
 Date of Birth: Nov 21, 1942 Place of Birth: JAMAICA, NY  
 How long have you been a permanent resident of Palm Coast? 25 YEARS  
 Do you reside in District 2 for at least 45 weeks in the year?  Yes  No  
 What year did you become a continuous resident of the City of Palm Coast? WAS A RESIDENT AT TIME OF INCORPORATION

List all places of residence for the last five years.

Address	City & State	From	To
<u>27 CHEYENNE CT</u>	<u>PALM COAST FL</u>	<u>DEC 1995</u>	<u>PRESENT</u>

Are you a registered voter in Flagler County?  Yes  No  
 Have you ever used or been known by any other legal name?  Yes  No  
 If yes, explain: \_\_\_\_\_

Are you a citizen of the United States?  Yes  No  
 If no, explain: \_\_\_\_\_

If you are a naturalized citizen of the United States, date of naturalization: \_\_\_\_\_

**2. EMPLOYMENT HISTORY** (A résumé may be attached at the option of the applicant) (If retired, please still list your previous occupation and employment history.)

If retired, please list your occupation before retirement: PHYSICIST/MATHEMATICIAN

Occupation: RETIRED Current Employer: \_\_\_\_\_

Current Business Address: N/A

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone # \_\_\_\_\_

List all of your employment history during the last five years. Include employers' name, business address, type of business, occupation, or job title and period(s) of employment.

Employer & Address	Type of Business	Occupational Title	Period of Employment
PLANNING SYSTEMS INC	GOVT CONTRACTOR	SCIENTIST/PHYSICIST	1974-1985
TOW WASHINGTON OCS	GOVT CONTRACTOR	TECHNICAL STAFF	1972-1974, 1962-1964

Have you ever been employed by any state, district, or local governmental agency in Florida?  Yes  No  
If yes, identify the position(s), the name(s) of the employing agency and the period of employment.

Position	Employee Agency	Period of Employment
SR	ST. JOHN'S COUNTY SCHOOL DIST	2006-2007 AND 1985-1985

**3. EDUCATION**

High School: TITUSVILLE HIGH Year Graduated: 1960  
Name & Location

List postsecondary educational institutions or programs attended:

Name & Location	Dates Attended	Certificate/Degrees Received
BREVARD JUNIOR COLLEGE	1960-1962	ASSOCIATE OF ARTS
UNIVERSITY OF TAMPA	1964-1967	BACHELOR OF SCIENCE PHYSICS/MATHEMATICS

**4. MILITARY SERVICE**

Are you or have you ever been a member of the Armed Forces?  Yes  No

Date of Service: LATE 1970'S

Branch or Component: NAVY RESERVE

Date and Type of Discharge: HONORABLE - LATE 70'S

**5. INTEREST/ACTIVITIES/COMMUNITY AND/OR CIVIC INVOLVEMENT?**

Are you currently or have you ever served on any City Volunteer Board or Committee?  Yes  No

If yes, which Board or Committee? \_\_\_\_\_

List any business, professional, occupational, civic, or fraternal organizations or community groups of which you have been a member during the past five (5) years. (ON NEXT PAGE)

Name of Organization(s)

NONE

6. QUALIFICATIONS FOR APPOINTMENT

State your experiences and interests or elements of your personal history that qualify you for this appointment.

FOLLOW LOCAL GOVT CLOSELY BUT DO NOT PARTICIPATE.  
LOTS OF COMMON SENSE

Have you received any degree(s), professional certification(s), or designation(s) related to the subject matter of this appointment? If yes, list below:  Yes  No

Do you currently hold any office or position (appointive, civil service, or other) with any government entity? If yes, list below:  Yes  No

Have you ever been elected or appointed to any public office? If yes, list below:  Yes  No

<u>Office Title</u>	<u>Date of Election or Appointment</u>	<u>Term of Office</u>	<u>Level of Government</u>
---------------------	--	-----------------------	----------------------------

Have you or a business of which you have been an owner, officer, or employee, held any contractual or other direct dealings during the last four (4) years with City government, including the City of Palm Coast to which you have been appointed or are seeking appointment?  Yes  No If yes, explain below:

<u>Name of Business</u>	<u>Relationship to the Business</u>	<u>Business Relationship to Agency</u>
-------------------------	-------------------------------------	--

Have you held or do you hold any occupational or professional licenses(s) in the State of Florida?  Yes  No If yes, provide the information below. If any disciplinary action (fine, probation, suspension, revocation, disbarment, etc.) has been taken against you by the issuing authority, state the type and date of this action.

<u>License/certificate Title &amp; No.</u>	<u>Original Date of Issuance</u>	<u>Issuing Authority</u>	<u>Disciplinary Action/Date</u>
--	----------------------------------	--------------------------	---------------------------------

N/A

How do you believe that your education, experience, talents and skills will benefit the work of the City Council and are you willing to act as a decision maker and not as an advocate, as required by law?

THE MAJORITY OF MY WORKING CAREER HAS BEEN IN  
A DECISION MAKING ROLL.

**7. REFERENCES – Please list three references (business and/or personal)**

<u>MS. JOAN KLEPP, 1405 HARTUNG CIR, DRUMOND BEACH</u> <small>Name, Address &amp; Telephone Number</small>	<u>386-310-8538(H)</u>
<u>MR HENRY WADE, 2 WILDWOOD PL, PALM COAST</u> <small>Name, Address &amp; Telephone Number</small>	<u>386-793-6154(C)</u> <u>386-447-0152(H)</u>
<u>MR MICHAEL CROTT, 18 CHEYENNE CT, PALM COAST</u> <small>Name, Address &amp; Telephone Number</small>	<u>386-237-1353(C)</u>

**8. ACKNOWLEDGMENT**

*If required by law, will you file a financial disclosure statement?*       Yes       No

I understand the responsibilities associated with being a member of the City Council and that I am subject to financial disclosure laws and ex parte communications rules and that I will be subject to the Code of Ethics for Public Officers and Employees and City rules of conduct.

I certify that I have adequate time to serve if appointed and that I will serve in accordance with the requirements of the City Council to which I am appointed.

Further, by executing this application below, I am authorizing City staff to perform a personal background screening, which shall include a general criminal records check and other checks relative to City Council for which I am applying.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**RETURN TO:**      **City Clerk's Office**  
**City of Palm Coast**  
**160 Lake Avenue**  
**Palm Coast, Florida 32164**

**PHONE:**      **386-986-3713**  
**FAX:**      **386-986-3714**  
**EMAIL:**      **vsmith@palmcoastgov.com**  
**WEBSITE:**      **www.palmcoastgov.com**

**ALL CITY COUNCIL MEMBERS ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.**

**\*SUNSHINE LAW:** The primary purpose of Government in the Sunshine Law is to assure public access to the decisionmaking processes of public boards and commissions. The Sunshine Law extends to discussions and deliberations as well as to formal actions taken by boards and commissions.

Rec'd by [signature]  
on 7-24-2020  
@ 10:52am

7/22/2020

City Clerk's Office  
City of Palm Coast  
160 Lake Avenue,  
Palm Coast, Florida

To Whom It May Concern

I would like to use this as my letter of intent for the recent opening on City Council for Palm Coast, District 2.

See a list of qualifications below:

- Criminal Justice degree
- 17 years of Law Enforcement
- 35+ years of Ministry
- Father of 5 and Foster parent
- 7 grandchildren with 8th on the way!

Aside from being a father of 5, a foster parent and 7 grandkids with the 8th on the way. I believe I have the experience and qualifications to make an immediate impact. Between my education and 17 years' experience in Law enforcement I've carried many hats but the skills that experience gave me was being a problem-solver, decision maker and familiar with the duties of a City Council member.

Most importantly, the 35 years of ministry has created a faith based, people-person attitude and a high-level understanding of community. In addition, this experience exposed me to dozens of community outreach programs throughout the years. I believe I'm fully qualified to accept the responsibility of City Council member of the great district 2.

Jack Norman  
8 Fayette Lane  
Palm Coast, Florida  
32164



**CITY OF PALM COAST**  
**APPLICATION VACANT SEAT DISTRICT 2**

Thank you for your interest in serving the City of Palm Coast. This is for the remainder of Council Member Jack D. Howell's term, which will end November 17, 2020. This is a limited appointment. **Applications are due on July 24, 2020 @ noon.**

Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration for the appointment of District 2. City Council does not intend to appoint anyone that is running for City Council in the upcoming election.

**Please be advised that background screening of all applicants is required.**

**PLEASE ATTACHED A RÉSUMÉ AND A LETTER OF INTEREST**

- \* **Applicants must reside in District 2, maintain residency in District 2 for duration of appointment, and must reside in District 2 for at least 45 weeks in the year.**
- \* **Council Members are required to file a Financial Disclosure Form 1 with the City Clerk at time of appointment and ANNUALLY thereafter with the Flagler County Supervisor of Elections.**

**CITY COUNCIL MEMBERS ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.**

**1. PERSONAL**

Name: Jack H. Norman E-mail address: jhnorman261@hotmail.com  
 Residence Address: 8 Fayette lane District # 2  
 City: Palm Coast State: FL Zip: 32137  
 Mailing Address (If Different from Residence): Same  
 Home Phone: 304-488-1149 Business Phone: \_\_\_\_\_  
 Date of Birth: 12-12-1957 Place of Birth: Spencer, WV.  
 How long have you been a permanent resident of Palm Coast? July 2<sup>nd</sup> 2018  
 Do you reside in District 2 for at least 45 weeks in the year?  Yes  No  
 What year did you become a continuous resident of the City of Palm Coast? 2018

List all places of residence for the last five years.

Address	City & State	From	To
<u>8 Fayette lane</u>	<u>PALM COAST Florida</u>	<u>07-02-18</u>	<u>Present</u>
<u>300 woodland Acres Rd</u>	<u>MARIETTA Oh</u>	<u>06-19-2014</u>	<u>07-02-2018</u>
<u>1 willoughby Place</u>	<u>PALM COAST FL</u>	<u>07-2011</u>	<u>06-19-2014</u>

Are you a registered voter in Flagler County?  Yes  No  
 Have you ever used or been known by any other legal name?  Yes  No  
 If yes, explain: \_\_\_\_\_

Are you a citizen of the United States?  Yes  No  
 If no, explain: \_\_\_\_\_

If you are a naturalized citizen of the United States, date of naturalization: \_\_\_\_\_

**2. EMPLOYMENT HISTORY** (A résumé may be attached at the option of the applicant) (If retired, please still list your previous occupation and employment history.)

If retired, please list your occupation before retirement: \_\_\_\_\_

Occupation: \_\_\_\_\_ Current Employer: Retired

Current Business Address: See Attached Resume

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone # \_\_\_\_\_

List all of your employment history during the last five years. Include employers' name, business address, type of business, occupation, or job title and period(s) of employment.

Employer & Address	Type of Business	Occupational Title	Period of Employment
<u>Scioto Valley</u>	<u>Church Conference</u>	<u>Pastor</u>	<u>1987-2017</u>

Have you ever been employed by any state, district, or local governmental agency in Florida?  Yes  No  
If yes, identify the position(s), the name(s) of the employing agency and the period of employment.

Position	Employee Agency	Period of Employment

**3. EDUCATION**

High School: Parkersburg South High Year Graduated: 1976  
Name & Location PARKERSBURG WV.

List postsecondary educational institutions or programs attended:

Name & Location	Dates Attended	Certificate/Degrees Received
<u>PARKERSBURG WVU BRANCH</u>	<u>1977-1979</u>	<u>ASSOCIATES</u>
<u>WV STATE POLICE ACADEMY</u>		
<u>WV STATE CORRECTIONS ACADEMY</u>		

**4. MILITARY SERVICE**

Are you or have you ever been a member of the Armed Forces?  Yes  No

Date of Service: \_\_\_\_\_

Branch or Component: \_\_\_\_\_

Date and Type of Discharge: \_\_\_\_\_

**5. INTEREST/ACTIVITIES/COMMUNITY AND/OR CIVIC INVOLVEMENT?**

Are you currently or have you ever served on any City Volunteer Board or Committee?  Yes  No

If yes, which Board or Committee? TEAM MENTOR FOR THE CITY OF MARIETTA OHIO

List any business, professional, occupational, civic, or fraternal organizations or community groups of which you have been a member during the past five (5) years. (ON NEXT PAGE)

Name of Organization(s)

---

---

**6. QUALIFICATIONS FOR APPOINTMENT**

State your experiences and interests or elements of your personal history that qualify you for this appointment.

Criminal Justice degree, State Police Academy, State Correctional Academy, Fire fighting training, EMT, 17 year law enforcement experience, 35+ years ministry experience

Have you received any degree(s), professional certification(s), or designation(s) related to the subject matter of this appointment? If yes, list below:  Yes  No

Criminal Justice degree, Ministerial studies, WV State Police Academy WV Correctional Academy

Do you currently hold any office or position (appointive, civil service, or other) with any government entity? If yes, list below:  Yes  No

---

---

---

Have you ever been elected or appointed to any public office? If yes, list below:  Yes  No

Office Title Date of Election or Appointment Term of Office Level of Government

---

---

Have you or a business of which you have been an owner, officer, or employee, held any contractual or other direct dealings during the last four (4) years with City government, including the City of Palm Coast to which you have been appointed or are seeking appointment?  Yes  No If yes, explain below:

Name of Business Relationship to the Business Business Relationship to Agency

---

---

---

Have you held or do you hold any occupational or professional licenses(s) in the State of Florida?  Yes  No If yes, provide the information below. If any disciplinary action (fine, probation, suspension, revocation, disbarment, etc.) has been taken against you by the issuing authority, state the type and date of this action.

License/certificate Title & No. Original Date of Issuance Issuing Authority Disciplinary Action/Date

---

---

---

How do you believe that your education, experience, talents and skills will benefit the work of the City Council and are you willing to act as a decision maker and not as an advocate, as required by law?

Decision-making, Problem-solver, A  
People Person with Faith based VALUES

**7. REFERENCES – Please list three references (business and/or personal)**

Tim Henson      740-350-5785  
Name, Address & Telephone Number

Earl Talbott      304-483-4201  
Name, Address & Telephone Number

Alex Russell      386-597-3928  
Name, Address & Telephone Number

Linda Young      386-302-9677

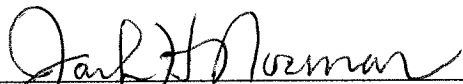
**8. ACKNOWLEDGMENT**

*If required by law, will you file a financial disclosure statement?*       Yes       No

I understand the responsibilities associated with being a member of the City Council and that I am subject to financial disclosure laws and ex parte communications rules and that I will be subject to the Code of Ethics for Public Officers and Employees and City rules of conduct.

I certify that I have adequate time to serve if appointed and that I will serve in accordance with the requirements of the City Council to which I am appointed.

Further, by executing this application below, I am authorizing City staff to perform a personal background screening, which shall include a general criminal records check and other checks relative to City Council for which I am applying.

  
Signature

07-23-2020  
Date

**RETURN TO:**      **City Clerk's Office**  
**City of Palm Coast**  
**160 Lake Avenue**  
**Palm Coast, Florida 32164**

**PHONE:**      **386-986-3713**  
**FAX:**      **386-986-3714**  
**EMAIL:**      **vsmith@palmcoastgov.com**  
**WEBSITE:**      **www.palmcoastgov.com**

**ALL CITY COUNCIL MEMBERS ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.**

**\*SUNSHINE LAW:** The primary purpose of Government in the Sunshine Law is to assure public access to the decision-making processes of public boards and commissions. The Sunshine Law extends to discussions and deliberations as well as to formal actions taken by boards and commissions.

# JACK H. NORMAN

8 Fayette Ln | Palm Coast, FL 32137 | 304-488-1149 jhnorman261@hotmail.com

## Objective

I would like to return to meaningful employment from disability. My life has been spent serving in law enforcement and ministry.

## Experience

10/2000-2/2001

### **Corrections Officer | Noble Co. Sheriff's Dept**

Responsible for ensuring all inmates were safely and securely housed in the jail. Made sure the facility was kept cleaned and secure, ensured meals and medical needs met, as well as discipline maintained.

1989-1991, 1977-1981

### **Deputy Sheriff Wood Co. Sheriff's Dept, Parkersburg, WV**

Responsibilities ranged from working directly in the jail overseeing inmates to working on the road, court security, paper process.

1987-1989

### **Chief of Police Pennsboro City Police, Pennsboro WV**

Oversaw law enforcement for the city of Pennsboro. Responsible for deputies and auxillary deputies, as well as all of their certifications up to date.

1984-1988

### **Corrections Officer with Wood Co. Sheriff's Dept, Parkersburg, WV**

Second shift supervisor. Responsible to oversee that inmates were secure and regulations/rules kept.

## Education

- Parkersburg Community College, Parkesburg WV - Associates in Law Enforcement/Criminal Justice 1977-1979
- WV State Police Academy graduated 1977
- WV State Corrections Academy graduated 1984

**Jack H. Norman**

8 Fayette Ln, Palm Coast, FL

## **Communication**

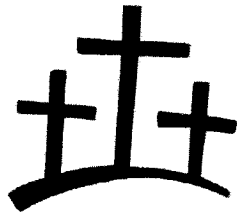
I pride myself as a good communicator.

## **Leadership**

As a choleric personality, I am a take charge kind of person. I have maintained many positions of authority and supervision, both within and outside of law enforcement.

## **References**

[Available upon request.]



SCIOTO VALLEY CHRISTIAN CONFERENCE

September 11, 2019

Lawtey Correctional Facility

To whom it may concern,

It is with much enthusiasm that I recommend Jack Norman for the Chaplin at Lawtey Correctional Facility.

I have known Jack for many years. He has been one of my assistant pastors and part of our Scioto Valley Christian Conference for some time now. Jack is an ordained minister. His attitude is commendable. Jack is always looking at the bright side of everything. His love for the Lord and for others is always shining. Jack is honest, dependable, caring, strong, and loyal. He doesn't back down from a challenge. Jack is always willing to help out with anything and anyone. It doesn't matter if it is physical or spiritual; he is there to be of help.

Jack's law enforcement background will be a benefit to your facility. With him knowing the laws and how to handle inmates, it will make Jack the perfect candidate for your facility.

Jack has my highest recommendation for the Chaplin position. I have no doubt he will make a strong addition to your team. Please feel free to contact me if you have any questions regarding Jack's qualifications.

Sincerely,

Tim Henson  
Field Minister

Scioto Valley Christian Conference