

To: Mayor and Members of the Flagler Beach City Commission  
From: Ken Parker, ICMA/FCCMA Senior Advisor  
Subject: Listing of Candidates for Your Consideration  
Date: December 9, 2020

The Senior Advisor Team met on December 9, 2020 at 10 a.m. in the City of Flagler City Commission Chambers to review the resumes of all the candidates that applied for the City Manager position. All the Senior Advisor Team agreed that you had a strong applicant pool and a large number of applicants. The pool was very diverse in terms of qualification and experience.

As some of the Commission Members can attest, the Senior Advisors discussed each of the resumes. Our primary aim was to attempt to provide you with the best candidates who met both the legal requirements as established in the City Charter as well as the ones who most closely met the Ideal Candidate Profile.

I received a call from one of the candidates this week informing me that a friend of his who is also and acquaintance of a City Commission Member may have inadvertently mention in a Thanksgiving call that she knew the individual and spoke highly of the candidate. He wanted me to know that he did not know that the friend had mentioned him nor did he solicit her making contact with the Commission Member. He learned about the discussion several days after the call. I determined that the contact was not solicited by the applicant nor did he ask his friend to make the contact on his behalf. I wanted you to be aware of the call I received.

Before I provide you with a listing of names, again, let me express my appreciation to you and your staff. I have heard from several people about how impressed they were with the job announcement. I think that the job announcement presented your City in an excellent light and was one of the reasons that you had such a large applicant pool.

It was pointed out today that the list that we are providing you is based upon a resume review. As I stated to you, Senior Advisors do not perform background checks on any of the candidates nor do we warrant that the background on any of the candidates. As I stated at the very beginning, I encourage you to do a detailed, high level background check before you make the final decision on who to invite to be interviewed.

After reviewing the entire pool, we narrowed the applicant pool to 15 individuals. From a paper review, it appears that any of 15 are all qualified. We divided the list into two groups, best qualified which means they most closely meet the job requirements and profile and a group that is qualified and could perform the task.

**Best Qualified**

Lee Evett, Seth Lawless, Ben Newhouse, David Strohl, Stacy Tebo, Steven Wheeler, and William Whitson.

**Qualified**

John Barkley, Dru Driscoll, Stanley Hawthorne, Rodney Lucas, Martin Moore, Martin Murphy, Scott Randall, and John Rostash.

There are policy questions that need to be answered by the City Commission.

- Is the City Commission ready to move forward to finalize the list of candidates who will be asked to go through the background check phase?
- How many candidates do we want to ask to go through the background phase of the process?
- Are there candidates a City Commission would like to add to the list for consideration?
- Are there candidates on the Senior Advisors list that you would like to delete from further consideration?
- Finalizing the listing of individuals who will undergo the background check.

### **Next Steps**

If the City Commission finalizes the list on Thursday night, then the City would provide those applicants with the proper release forms so that the background checks can be performed.

Once the background materials are completed, the City Commission would be named as finalist and invited to interview for the position. I would work with you to manage the process. Because of covid-19, it may require some modifications to the normal interview process. I provide you with alternatives to the normal interview process.

I look forward to meeting with you on December 10, 2020. Should you have questions, please feel free to contact me.