



# City of Naples

City Council Chamber  
735 Eighth Street South  
Naples, Florida 34102

## City Council Special Meeting – March 17, 2003 – 1:30 p.m.

Mayor MacKenzie called the meeting to order and presided.

### ROLL CALL ..... ITEM 1

**Present:**

Bonnie R. MacKenzie, Mayor  
Gary Galleberg, Vice Mayor

**Council Members:**

Joseph Herms  
William MacIlvaine  
Clark Russell  
Penny Taylor (arrived 2:12 p.m.)  
Tamela Wiseman

**Also Present:**

Tara Norman, City Clerk  
Denise Perez, Human Resources Director

Pamela M. Koepke, Recording Specialist  
Karen Kateley, Administrative Specialist  
Other interested citizens and visitors

### ..... ITEM 2

#### **EVALUATE THE EXECUTIVE SEARCH FIRM REQUESTS FOR PROPOSAL #048-03 AND SELECT A FIRM FOR THE PURPOSE OF IDENTIFYING AND RECRUITING QUALIFIED INDIVIDUALS TO APPLY FOR THE CITY MANAGER’S POSITION.**

**(1:30 p.m.)** Human Resources Director Denise Perez noted that the purpose of the meeting was for Council to review the proposals submitted and to select a firm. She added that the selection evaluation matrixes would become part of the public record when completed.

Mayor MacKenzie stated that although Council did not request a presentation as part of the proposals, staff had invited the vendors to be present to answer questions. Council Member Herms said he believed Bennett Associates, JBS International, and Maximus, Inc., were well qualified. (Copies of vendor proposals are contained in the file for this meeting in the City Clerk’s Office.) Vice Mayor Galleberg however requested further due diligence information from Mrs. Perez before narrowing the selection. Council Member MacIlvaine concurred, adding that he also desired input from the City Manager. Council Member Russell said his first choice was the Mercer Group, Inc., followed by Maximums, Inc., Bennett Associates, and Maxim Staffing Solutions. Council Member Wiseman said she selected Bennett Associates and Colin Baenziger & Associates, and Mayor MacKenzie expressed her preference for Colin Baenziger & Associates, The Mercer Group, Inc., and Slavin Management Consultants. Mrs. Perez noted that Maximus, Inc., had indicated that it had previously served the City by recruiting a City Manager, but that she had found no evidence that this had occurred.

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Human Resources Director Perez then said that most firms would take 60 days or more to identify candidates, and that a national search would take from 90 to 120 days. She added that several of the firms have previously performed searches for city managers or other governmental positions while others have focused on private industry. Noting that all of the firms would charge at least \$20,000, she asserted that Colin Baenziger & Associates had been the low bidder, that it appears to have the greatest governmental experience, and that it had addressed her concerns with regard to an abbreviated time frame. Additionally, Mrs. Perez noted the importance of verifying each firm's references. Mayor MacKenzie also noted that some of the proposals did not cite the year of a given placement, noting that two firms had reported placing city managers at the same municipality.

Emmet Wainwright represented Colin Baenziger & Associates and noted that it is a local firm that performs all its work in South Florida, and that it works diligently on behalf of its clients. Mayor MacKenzie observed that this company's approach is different in that it tailors its searches for each client and does not identify criteria in advance. Mr. Wainwright concurred, and confirmed that it generally uses a city's police department to perform background checks. In response to Council, Mr. Wainwright said that the firm had been in business for six years and had placed approximately 20 city managers. He added, Colin Baenziger himself works in the firm and uses sub-contractors as necessary.

Bennett Search & Consulting Company, Inc., president Bob Bennett explained that he has been in the business for 31 years and that he personally conducts searches, although he sometimes uses associates. He added that he previously served the City by interviewing City Manager Rambosk for the Police Chief position. Mr. Bennett pointed out that although he had never performed a city manager search, he did not believe that this is significant, noting that his firm had been designated as one of the 50 leading search firms in the country. He explained that he does not advertise, but identifies and then contacts appropriate candidates, many of whom have diverse backgrounds. Noting his lack of governmental experience, Vice Mayor Galleberg requested information on how Mr. Bennett would locate contacts. Mr. Bennett said he had had personal experience with one of the leading city managers in the U.S., and that he recruits applicants who are currently working as city managers in similar cities across the country; he said that he then interviews the candidates and later performs a comprehensive background check.

Kelly Anderson, Executive Vice President and Senior Consultant of JBS International, said that his company has been in continuous operation for 19 years and during that time period has had considerable experience and success in recruiting for state, county and local governments. He said his firm's most recent successful searches were for the Cape Coral City Manager and the Chief Facilities Officer for the Orange County Public School System, the latter having engaged JBS International in their search for a Director of Operations and Maintenance. He added that in their 19 years, his firm had successfully completed every search and that the reason for the firm's success is the proven process, which they had developed. Vice Mayor Galleberg asked for further information on JBS International's practice in governmental searches; Mr. Anderson responded that this type of work accounts for approximately 75%. Mr. Anderson also stated his firm's more recent searches have not been specifically city manager positions, however, the searches have been for governmental positions such as director of employee services and

community development, and city auditor. In response to Council Member Herms, he cited various cities in the Southwest as the firm's area of operations.

Tom Freijo, Senior Vice President of the Mercer Group, Inc., explained that his firm is a nation-wide company that specializes exclusively in public sector recruiting, of which a considerable number of positions were for city managers within the state of Florida. He asserted that one of the advantages his firm provides is their national coverage, with a broad network of consultants and contacts throughout the country, adding that he however is the regional director for the Florida operations. Mr. Freijo explained he would be personally conducting the search for the City of Naples with the understanding of working within a limited time allotment, exempling his most recent successful search for the city manager position was for the City of Melbourne, completed within 46 days. He concluded, saying he is a former city commissioner in Florida and has an extensive understanding of municipal government and its needs. Mr. Freijo confirmed for Council Member Herms that his firm is nation-wide and has representatives throughout the country and will perform a national search for the City of Naples. Vice Mayor Galleberg requested a list of candidates located by the Florida representatives by the Mercer Group. Mr. Freijo advised Council Member MacIlvaine that the average time span from the inception of the search to submittal of candidates is approximately six weeks and that he is currently searching for candidates for the county manager position for Osceola County.

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**It is noted for the record Council Member Taylor entered the meeting at 2:12 p.m.**

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Mayor MacKenzie said she was favorably impressed with the Mercer Group's proposal and was pleased to see its extensive Florida experience and that she found the ability to videotape candidates interesting. She questioned why the firm concentrates in the public sector versus private industry. Mr. Freijo explained that every employee of his firm has extensive previous public service and that this is their forte.

Vice Mayor Galleberg reiterated his desire for more information and input from staff before Council could make a wise decision. Mayor MacKenzie suggested narrowing the number of potential firms to three, however, various Council Members voiced opposition. Human Resources Director Perez recommended Council Members utilize the selection evaluation matrix provided (a copy of which is contained in the file for this meeting in the City Clerk's Office) in an effort to narrow choices for the next regular meeting.

**Public Comment:** None (2:14 p.m.)

**MOTION by Galleberg to CONTINUE EXECUTIVE SEARCH FIRM DECISION UNTIL MARCH 19 REGULAR MEETING WITH DIRECTION TO STAFF TO RETURN WITH BACKGROUND INFORMATION AND CITY MANAGER INPUT; seconded by MacIlvaine and unanimously carried, all members present and voting (Galleberg-yes, Herms-yes, MacIlvaine-yes, Russell-yes; Taylor-yes; Wiseman-yes, MacKenzie-yes).**

**PUBLIC COMMENT**.....

None

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**ADJOURN**.....  
It is noted for the record that this meeting was recessed at 2:26 p.m. to be reconvened on Wednesday, March 19.

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Bonnie R. MacKenzie, Mayor

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Tara A. Norman, City Clerk

Minutes prepared by:

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Jessica R. Rosenberg, Recording Specialist

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Pamela M. Koepke, Recording Specialist

Minutes Approved: 4/16/03