

**MANISTEE CITY COUNCIL
SPECIAL MEETING AGENDA**

MONDAY, OCTOBER 12, 2015 – 5:00 P.M. - COUNCIL CHAMBERS

I. Call to Order.

- a.) PLEDGE OF ALLEGIANCE.
- b.) ROLL CALL.

II. Citizen Comments on Agenda Related Items.

III. New Business.

- a.) INTERVIEWS FOR THE POSITION OF CITY MANAGER.

Michigan Municipal League Lead Search Facilitator Kathie Grinzinger will not be present. Interim City Manager will review process for city manager candidate interviews.

Interview Schedule:

5:00 p.m. Thad Taylor

- b.) CONSIDERATION OF CONDITIONAL OFFER OF EMPLOYMENT TO SUCCESSFUL CITY MANAGER CANDIDATE.

Once all interviews have taken place, it is expected the Council will engage in public discussion with the goal to select one of the candidates for a conditional offer of employment. Before the final stage of the hiring process can be executed a motion should be offered to make a conditional offer to the candidate who secures the majority of support from Council members. The offer is conditional to allow other due diligence steps to occur and to enable withdrawal of the offer depending on the results of that research.

The due diligence steps include a background investigation, a physical, drug and alcohol screening, and additional reference checks. The Michigan Municipal

League will conduct a background investigation of the primary candidate through a third-party professional firm. The investigation will include college transcript verification; criminal history, civil court case history; lien and driving record check, credit/financial record review and social security number trace. Because of the invasiveness of the background check and medical screens, only the top candidate moves through this phase.

If the candidate successfully completes the final background hurdle, negotiations between the individual and the City can commence leading to a contract and a start date.

Candidates under consideration:

Ted Andrzejewski
David Bachman
Donald Hoyt
Thad Taylor

At this time Council could take action to make a conditional offer of employment to the top candidate.

IV. Concerns and Comments.

- a.) CITIZEN COMMENT. This is an opportunity for citizens to comment on municipal services, activities or areas of City involvement. Citizens in attendance shall be recognized by the Mayor for comments (limited to five minutes). Letters submitted to Council will not be publicly read.
- b.) OFFICIALS AND STAFF.
- c.) COUNCILMEMBERS.

V. Adjourn.

RBB:cl

COUNCIL AGENDA ATTACHMENTS:

Candidate Resume

September 27, 2015

Mayor Colleen Kenny
City of Manistee
70 Maple Street
Manistee MI. 49660

Subject: I am requesting confidentially of my interest.

Mayor Kenny;

I'm responding to your solicitation for qualified candidates for the position of City Manager. With thirty-eight years of local government experience, over seven as a City Manager, I possess the qualities you are seeking in your new City Manager,

I have a proven record of commitment to the community, possess excellent interpersonal skills, have demonstrated an ability to establish public and private partnerships and work well with the entire community. I've negotiated numerous labor agreements with employees groups, to include those eligible for compulsory arbitration.

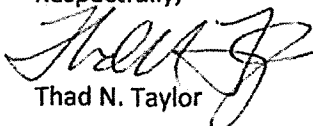
In my tenure as the City Springs City Manager, each year I presented a \$1.6 – 1.7 million balanced general fund budget that maintained a strong fund balance in excess of 30%. The budgets provided for projects and programs that enhanced the community's quality of life and maintained core services. All of this was made possible with the cooperation of Council members, department heads and the employees.

The balanced budgets were accomplished in an environment of inconsistent revenues and increasing costs. To achieve those results expenses were reduced wherever possible, new revenue streams were initiated, fund balance was used, the police department was eliminated and the City contracted with Kent County for law enforcement services with an annual savings in excess of \$50,000.

My tenure in the City of Alpena will serve me well in this position as the City of Alpena and Manistee are similar in many areas. Both are situated on a Great Lake with a deep water port and City marina, have extensive public areas on the water, value public parks and meeting areas, have an established downtown, are the only full-service cities in their County, value cultural opportunities for residents and are communities whose industrial economies have declined.

Having lived, worked and been an active member of a very similar community provided me with experiences that will translate well to the City of Manistee. I truly believe that I possess what you are looking for in your next City Manager. I look forward to meeting with the Manistee City Council to elaborate on how my experience and qualifications meet the expectations of their next City Manager.

Respectfully;


Thad N. Taylor

THAD N. TAYLOR

15555 Cedar Leaf Dr. NE

Cedar Springs, MI. 49319

616-540-8130 (cell and home)

thadnt55@gmail.com

Objective

To serve a progressive, stable, community as City Manager

EducationBachelor of Science
Ferris State University

Criminal Justice/Law Enforcement

ExperienceCity of Cedar Springs
City ManagerCedar Springs, MI.
9/10/2012 – present

Managed the day to day operations of the City; provide oversight and direction for 9 full-time, 2 part-time and 20 paid on call employees; work with the City Council to develop strategic goals, a process for reaching the goals and provide monthly feedback on progress; serve as zoning administrator, DDA Executive Director and personnel director; developed and administered balanced budgets that provide for critical short term and long community needs; provided solutions for addressing unfunded pension liability, critical and immediate capital needs and have led numerous successful economic development projects.

City of Alpena
City ManagerAlpena, MI
12/2006 - 4/2012

Developed and administered balanced budgets that provided a healthy fund balance during times of reduced revenues; successfully negotiated multiple labor agreements that achieved financial savings for the City while providing good employee benefits; provided leadership to a work force of 75 full-time employees; served as personnel director for the City; moved the City in the direction envisioned by City Council, worked with County and Township officials in a number of successful cooperative ventures; reorganized senior staff to reduce costs and provide better community service.

Public Safety Director8/1992 – 12/2008

Administrative head of the separate, full-time, police and fire departments, providing leadership for 18 police officers, 24 fire fighters, and four clerical support personnel; responsible for providing ambulance service, through the fire department, for citizens in Alpena County; annually developed and administered budgets for each department; established policies and procedures/rules and regulations; handled grievances; negotiated labor agreements with Act 312 eligible units; served as a senior member of the City's administrative team.

Dewitt Charter Township Lansing, MI
Public Safety Director 5/1989 – 10/1992

Administrative head of full-time police department and paid, on-call fire department; responsible for the activities of 10 police officers, 20 fire fighters, and two clerical support personnel; reported directly to the Township Superintendent; developed and administered budgets for both departments; performed police and fire duties as necessary; established policies and procedures, training programs, and employee development plans.

Police Chief 4/1988 - 5/1989

Administrative head of a full-time police department comprised of ten police officers and two clerical support staff; developed policies/procedures and training programs; developed annual department budget; performed police duties as needed; negotiated labor agreements; handled grievances.

City of Greenville Greenville, MI
Public Safety Sergeant 7/84 – 4/88

Functioned as a police officer and firefighter; supervised 1-3 employees assigned to shift; handled criminal complaints and service calls; worked as the departmental youth officer; testified in court; prepared reports.

Police Officer/Public Safety Officer 7/77 – 7/84

Performed police and fire duties as needed; responded to criminal complaints and service calls; worked as the departmental youth officer; testified in court; prepared reports; negotiated labor agreements for the police union

Affiliations

- International City/County Management Association
- Michigan Local Government Management Association
- Michigan Chiefs of Police, Life Member
- Michigan Municipal League, Municipal Service Committee
- Michigan Municipal League, Local Governance Committee
- Cedar Springs Rotary

Relevant Skills

- Twenty-seven years of employment and labor relations experience.
- Extensive experience in budget development and administration.
- Proven ability to develop partnerships with the public and private sectors.
- Excellent written and oral communication abilities.
- Focus on individual employee development.
- Experience in economic development and grant writing.
- Ability to forge excellent working relationships with employees.
- Outstanding ambassador for the community.
- Successful problem solver.

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SALARY HISTORY

2002	69,762
2003	70,808
2004	72,437
2005	74,103
2006	82,048
2007	84,353
2008	89,610
2009	89,610
2010	90,506
2011	90,506
2012	90,506
2013	70,000
2014	70,000
2015	71,400