

CITY OF WESTLAKE



MINUTES

City Manager Application Review by FCCMA Senior Advisors

Tuesday, December 09, 2025 at 10:00 AM

Westlake Council Chambers
4001 Seminole Pratt Whitney Road
Westlake, Florida 33470

CITY COUNCIL:

JohnPaul O'Connor, Mayor
Greg Langowski, Vice Mayor
Gary Werner, Council Member – Seat 1
Erik Gleason, Council Member – Seat 2
Charlotte Leonard, Council Member – Seat 3

CITY STAFF:

Zoie P. Burgess, CMC, Acting City Manager
Odet Izquierdo, Acting City Clerk
Donald J. Doody, Esq., City Attorney
Osniel Leon, AICP, Planning and Zoning
Suzanne Dombrowski, P.E., ENV SP, Engineering

[TENTATIVE: SUBJECT TO REVISION]

CALL TO ORDER

Mr. Blackburn called the meeting to order at 10:04 AM.

ROLL CALL

Senior Advisors: Russ Blackburn, Jim Hanson, and Ken Parker.

AGENDA

- A. Review of City Manager Applications by FCCMA Senior Advisors - Russ Blackburn, Jim Hanson and Ken Parker

Mr. Blackburn introduced the FCCMA Senior Advisors team, which included himself, Jim Hanson (participating virtually), and Ken Parker (participating virtually). Each advisor provided their professional background information.

Mr. Blackburn outlined the review process, explaining that they would examine each candidate based on three groupings:

1. Candidates qualified and meeting all position requirements
2. Candidates qualified but not meeting all position requirements
3. Candidates not recommended for the position

The senior advisors reviewed all 19 applications alphabetically and placed each candidate into one of the three categories based on their qualifications and experience.

Mr. Blackburn stressed the importance of conducting background checks on candidates before interviews, as the advisors did not perform this step in their review process.

After thorough discussion of each candidate, the advisors reached consensus on the following recommendations:

Group 1 - Qualified and Meets All Requirements:

- Leondrae D. Camel
- Mark A. Kutney
- Horace McHugh
- Howard Brown
- Peggy Castano
- Larry Tibbs
- Michael Jackson

Group 2 - Qualified but Does Not Meet All Requirements:

- Emmanuel O. Adediram
- Robert Curnow
- Ramsay Bulkeley

Group 3 - Not Recommended:

- Deidra J. Boykin
- Brandon Carter
- Michael K. Gendill
- Jason Goldsein
- George Calvin Dickens
- Armani Nelson

- Frederick Stang
- Chandler Williamson
- Charles Morris

Mr. Blackburn recommended the following next steps for the Council:

1. Each individual Council member should select 7 candidates they would like to discuss collectively
2. The Council should then choose 7-10 semifinalists for background checks
3. After receiving the background check results, select finalists for interviews, including 2 alternates

Mr. Hanson emphasized that the Council should move quickly with the selection process since the most qualified candidates often have multiple opportunities and could be hired elsewhere. He also recommended the Council use the same interview questions for all candidates and limit interviews to no more than 5 candidates.

Mr. Blackburn noted he would provide sample interview questions to the city attorney to keep confidential until the day of interviews, as they are considered a test under Sunshine Law. He would also provide the city with a list of firms that conduct background checks.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:01 AM.

Odet Izquierdo, Acting City Clerk

JohnPaul O'Connor, Mayor